

Skills Plus: Collections Review and Rationalisation

Date: Thursday 20th February

Time: 10am – 4pm

Location: Mortimer Wheeler House, Hackney

Facilitator: Elizabeth Coningsby

Trainer(s): Sarah Brown, Outreach Officer, Collections Trust

What will be covered?

Collections review enables a museum to improve its understanding of a collection so that it can be used more effectively. Collections reviews are often the first stage of rationalising collections, which can lead to the *Deaccessioning and disposal* of objects. However, there are many other reasons to review collections. These include understanding the significance of your holdings; identifying opportunities to develop under-used collections; getting new insights into what your users find interesting about your objects; and planning future research, use and collections care.

In this session Sarah Brown, Collections Trust, will introduce different methodologies and frameworks, and introduce the new *Collections Review* procedure from the recently updated Spectrum standard, Spectrum 5.0. In the afternoon we will explore the legal and ethical considerations for *Deaccessioning and disposal*. Delegates will be encouraged to participate through discussions and activities, and there will be plenty of opportunity for questions throughout.

Who should attend?

This course is aimed at:

Staff and volunteers involved in collections management; particularly those involved in planning or delivering a programme of collections review and/or rationalisation.

Approximate session timetable

10:00	Tea/Coffee upon arrival
10:15	Welcome and Introductions
	Collections development and rationalisation
	Review methodologies and planning
12.45	Lunch
13.30	An introduction to <i>Deaccessioning and disposal</i>
14.30	Break
14.45	<i>Deaccessioning and disposal</i> cont.
15.15	Case study
15.45	Final Q&A
16.00	Finish

Learning objectives

By the end of this briefing you will:

- have an understanding of the benefits of collections review
- have an understanding of the main issues for museums to consider when approaching review and rationalisation
- know where to find tools and resources available to support review and rationalisation
- Have an understanding of the ethical and legal considerations of deaccessioning and disposal

Support towards Museum Accreditation:

Managing Collections

- 4.2 A policy, approved by the governing body, for developing collections, including acquisitions and disposals
- 5.2 To follow the primary Spectrum documentation procedures

Further information

Please ensure you have your line manager's permission to attend before booking your place. Final confirmation of places will be sent out at least a week before the course. Please keep the **20th February** available in your diary until your place has been confirmed.

Priority is given to staff working in non-national and non-National Portfolio museums in the London region. A late cancellation (less than 24 hours) / no show charge of **£50** will be applicable. Light refreshments will be provided. Further Information will be emailed to confirmed delegates.

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