

Amgueddfa Cymru – National Museum Wales

Collection Development Policy

Prepared by the Collections Care and Management Group October 2016
Approved by Collections and Research Group 16 November 2016
Approved by Senior Management Team 23 November 2016

Presented to and approved by Amgueddfa Cymru – National Museum Wales' Board of Trustees
15 December 2016

This policy is due for review within three years of its approval by the Board of Trustees

Museums Archives and Libraries Division, Welsh Government, will be notified of any changes to the Collections Development Policy and the implications of any such changes for the future of collections.

1. Relationship to other relevant policies/plans of the organisation:

- 1.1. Amgueddfa Cymru – National Museum Wales’ Royal Charter sets the overall remit for the purpose of the Museum:

‘... the income and property of the Museum is to be applied only to its objects (“the Objects”) which are to be the advancement of the education of the public:

(i) primarily, by the comprehensive representation of science, art, industry, history and culture of, or relevant to, Wales, and

(ii) generally, by the collection, recording, preservation, elucidation and presentation of objects and things and associated knowledge, whether connected or not with Wales, which are calculated to further the enhancement of understanding and the promotion of research.’

To deliver this the Museum has a Vision for the period 2015–2025 which is: ‘Inspiring People, Changing Lives: Inspiring people through our museums and collections to find a sense of well-being and identity, to discover, enjoy and learn bilingually, and to understand Wales’ place in the wider world.’

Amgueddfa Cymru – National Museum Wales’ Collections Development Policy delivers the Collections Development Strategy which details the ambition for collecting and the approaches that will be adopted to collect new items and to review the existing collections over the coming years.

- 1.2. Amgueddfa Cymru – National Museum Wales’ Board of Trustees will ensure that both acquisition and disposal are carried out openly and with transparency.
- 1.3. By definition Amgueddfa Cymru – National Museum Wales has a long-term purpose and holds collections in trust for the benefit of the public in relation to its stated objectives. Amgueddfa Cymru – National Museum Wales’ Board of Trustees therefore accepts the principle that sound curatorial reasons must be established before consideration is given to any acquisition to the collection, or the disposal of any items in the Museum’s collection.
- 1.4. Acquisitions outside the current stated policy will only be made in exceptional circumstances.
- 1.5. Amgueddfa Cymru – National Museum Wales recognises its responsibility, when acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Museum Accreditation Standard. This includes using SPECTRUM primary procedures for collections management. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.
- 1.6. Amgueddfa Cymru – National Museum Wales will undertake due diligence and make every effort not to acquire, whether by purchase, gift or bequest, any object or specimen unless the Board of Trustees or responsible officer is satisfied that the Museum can acquire a valid title to the item in question.

1.7 In exceptional cases, disposal may be motivated principally by financial reasons. The method of disposal will therefore be by sale and the procedures outlined below will be followed. In cases where disposal is motivated by financial reasons, Amgueddfa Cymru – National Museum Wales’ Board of Trustees will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:

- the disposal will significantly improve the long-term public benefit derived from the remaining collection
- the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit)
- the disposal will be undertaken as a last resort after other sources of funding have been thoroughly explored
- extensive prior consultation with sector bodies has been undertaken
- the item under consideration lies outside the museum’s established core collection

2. History of the collections

The National Museum of Wales was founded by Royal Charter in 1907. The first collections were those of the Cardiff Municipal Museum (originally founded in 1868) which were transferred to the new National Museum in 1912. The Cardiff Museum held some significant collections, particularly the Menelaus collection of contemporary European art and the Pyke Thompson collection of art and European porcelain. The collection also contained a set of casts of early medieval Welsh stonework and other archaeology, art, social and natural history items.

Since its foundation the Museum has been active and innovative in collecting and in developing its collections as well as creating a portfolio of museum sites across Wales in which to display and make its collections accessible. The original Museum comprised six collecting departments: Antiquities and History; Geology and Mineralogy; Botany; Zoology; Art; Industries. Collecting aimed to be encyclopaedic in its nature during these years with early significant collections acquired through donation, bequest and loan. Some exceptional collections began as loans to the Museum, including the internationally important collection of impressionist art and sculpture lent, and later bequeathed, by sisters Gwendoline and Margaret Davies. Other collections include the John Dillwyn Llewelyn collection of early photographs and the Rippon collection of insects, shells and minerals acquired in 1918. In 1930 the Museum of Antiquities, Caerleon, and its important Roman collections were transferred to the Museum by the Monmouthshire Antiquarian Association.

The 1940s and 50s were an exceptional period of growth with the Museum accepting some major donations and bequests. Significant was the donation in 1946 by the Earl of Plymouth of St Fagans Castle, its gardens and parkland, for the creation of an open-air Museum. The Llyn Cerrig Bach hoard of Iron Age metalwork was recovered and donated during construction of a wartime airfield on Anglesey. Major bequests including Sir William Goscombe John’s collection of paintings, drawings and sculpture and the Melvill-Tomlin collection of molluscs, associated library and papers. In 1958, the Museum also established its archive of oral testimonies, traditions and dialects based at St Fagans.

The 1960s saw the re-erection of several historic buildings at St Fagans, including the farmhouse from Kennixton, Gower. Since then collections have been developed through Museum research projects. Amongst these are the significant Neanderthal fossils from

excavations at Pontnewydd Cave and finds from the discovery and excavation of a new Viking Age site on Llanbedrgoch, Anglesey and the Bangor University insect collection. Natural Science collections have developed in areas including marine and off-shore habitat mapping. Research into the Welsh Lower Palaeozoic palaeontology and the hard rocks has also resulted in new items being accessioned into the Museum collections.

In 1984 the Museum was lent the Derek Williams collection of twentieth century art and money from his estate was used to establish a trust for its continued development and enhancement. This has resulted in the acquisition of significant new art works into the Museum and the development and strengthening of the contemporary art collections.

Other key acquisitions have been purchased following their designation as Treasure Trove (since 1996) or Treasure. These include the Civil War coin hoard from Tregwynt, Pembrokeshire and the Burton hoard of Bronze Age metalwork.

In 1999 the Big Pit colliery and its associated collections were transferred into the care of the Museum. This has enabled the existing industrial collections of small coal mining items to be placed back into their original context in displays at the Big Pit.

Collecting for the Museum is increasingly being undertaken by our visitors and members of the public. Some of these come through new discoveries from across Wales, for example, a new species of Jurassic dinosaur *Dracoraptor hanigani* discovered near Penarth in 2014. A changed remit for St Fagans National History Museum now focuses collecting around new collaborative projects with communities and other third sector organisations. One aim of such projects is to improve the social history collections in specific areas. For example a project with MenCap Cymru is resulting in the recording and acquisition of new items concerning the history of some of the former mental health hospitals across Wales.

3. An overview of current collections

Amgueddfa Cymru – National Museum Wales is the national repository of three-dimensional material relating to Wales's natural and created heritage and culture, and of international material that helps to define Wales's place in the world. It is the leading museum body in Wales; the collections, numbering in excess of 4 million specimens or groups, and the academic standards and scholarship of the staff have a national and international reputation. The breadth and quality of many of our collections in the humanities and sciences alike make us unique amongst U.K. national museums. Amgueddfa Cymru – National Museum Wales differs from the other national museums and galleries in the U.K. by the range of our disciplines – wider than any apart perhaps from the Museums and Galleries of Northern Ireland – and by the number of different sites operated. Amgueddfa Cymru – National Museum Wales fulfils for Wales the functions of all the London-based National Museums and Galleries, and hold the collections in trust for the people of Wales.

3.1 Art

The Art collection comprises works of fine and applied art from antiquity to the present. The emphasis on art from Wales is complemented by strong holdings of other British art and certain aspects of European art, with some wider international representation.

The particular strengths of this collection are:

- Outstanding French Realist, Impressionist and Post-Impressionist paintings, and sculpture by Rodin and his contemporaries.
- Other European oil paintings from the Renaissance to the 20th century (relatively small in number but most of very high quality).
- British art of the 18th, 19th and 20th centuries.
- The 'New Sculpture' of the late 19th century.
- Contemporary art.
- A comprehensive collection of art by Welsh artists from the 18th century to the present, including substantial bodies of work by Richard Wilson, Thomas Jones, John Gibson, Penry Williams, Augustus John, Gwen John, David Jones and Ceri Richards.
- Graham Sutherland's personal collection.
- Work by John Piper.
- Portraits of Welsh sitters in various media.
- Welsh topographical and landscape art.
- A large and wide-ranging collection of works of art on paper.
- Historic photography, including portraiture, and collects lens-based contemporary art.
- Pottery and porcelain made in the south Wales factories between the 1760s and the 1920s,
- Eighteenth century continental porcelain and English-made wares from the late medieval period to the present.
- English silver from the Renaissance to the mid-19th century, including major pieces for Welsh patrons.
- A growing collection of modern and contemporary applied art, especially ceramics and silver.

3.2 Social and Cultural History

The Social and cultural history collections range from re-erected historic buildings to oral testimony recorded in the field. Historically the Museum focused on collecting examples of architecture from Wales that represented domestic building types and constructional techniques. Welsh Vernacular furniture, furnishings, items relating to domestic life, commerce, medicine, law and order, and textile collections dating from the 16th century to present all form a significant collection.

Specific collection strengths are:

- Historical buildings: 2 *in situ* buildings - one of which is a Grade 1 listed building - and over 60 buildings which have been dismantled and re-erected on site. This includes a good collection of farmhouses and cottages, small rural industrial/craft buildings and barns. Also good representative examples of regional (domestic) building types and constructional techniques.
- Commerce: mainly business and trade materials.
- Collections relating to medicine, law and order and ecclesiastical items.
- Vernacular furniture: the finest collection in the UK, as well as a notable collection of horological items.
- Costume and textile collections, dating from the 16th century to the present day, including both fashionable and everyday wear, occupational clothing and accessories of all types.
- Domestic Life: a comprehensive collection of cooking, dairying equipment, household appliances, tableware, ornaments and furnishing fabrics.
- Agriculture: agricultural tools, vehicles and machinery dating from the late 18th century to the mid 1950s, either of Welsh manufacture or with strong links to Wales.

- Craft collections representing the working life of rural and semi-industrial Wales, e.g. woodworking, leatherwork, metalworking crafts, basket making.
- Textile crafts such as quilting, embroidery, lacemaking, tailoring and products of the woollen industry in Wales.
- Cultural life collections, relating to music, folklore and customs, cultural, educational and social institutions, popular culture, sports and children's toys and games.
- Archival collections which include the definitive archive of Welsh oral traditions and dialects, fieldwork films, manuscripts relating to Welsh ethnology, a photographic archive and oral history projects both internally and externally generated.

3.3 Industry

The industry collections include *in situ* listed buildings and industrial sites comprising a colliery, a slate quarry workshop complex and a woollen mill. These significant sites are accompanied by associated collections that detail their history, operation and production. The collection also contains significant items associated with the coal and other heavy industries of Wales. More recently collecting has focused on contemporary Welsh industry particularly the automotive, toy and computer manufacturing areas.

Collection strengths are:

- Listed coal mine within the World Heritage Site of Blaenafon.
- Comprehensive and internationally important collections of coal mine lighting, hand tools, roof supports, drams, rescue equipment and trade union objects.
- Comprehensive range of models depicting coal mining techniques and equipment, iron and steel plant.
- Wide range of documents covering most aspects of colliery operation and administration, and union material.
- Metalliferous industry hand tools, process samples and products.
- Welsh-made bricks, tiles and refractories.
- Prime movers, particularly oil and gas engines.
- Welsh-made automotive industry products.
- Products of Welsh light industry especially from the toy industry.
- Near-complete range of Welsh-made computers.
- Listed slate quarry workshop complex at Llanberis including original *in situ* engineering equipment, working water and Pelton wheels, and large collection of foundry patterns.
- Original engineer's house, and furnished re-erected quarrymen's houses.
- Restored and fully operational table incline.
- Slate hand working tools, early twentieth century mechanised extractors, wagons, locomotives and products.
- Drawings and sketches of quarrymen at work by M.E.Thompson.
- Listed woollen mill buildings at Cambrian Mills, Drefach-Felindre including original machinery and other machinery from woollen mills across Wales.
- Welsh-made flat textiles, samples and flannel quilts, 18th century to the present.
- Collection of documents, notably metalliferous and modern industry company brochures, company newspapers, share certificates and civil engineering documents.
- Archives pertaining to Cambrian Mills.
- Books, journals and Parliamentary Papers; notably a near-complete set of Mines & Quarries Inspectorate publications, early gas and electricity industry journals, and technical works on prime movers
- Large and nationally important collection of Welsh photographs relating to the industries, engineering and industrial archaeology of Wales.

3.4 Transport

The transport collection contains over 150 models of vessels that were used off the coasts of Wales and 250 ship portraits. It includes the oldest surviving Welsh-owned car, a 1900 Benz, examples of the Gilbern, the only car made in Wales, a Cambrian Railways coach and a Cardiff horse tram. There is also an extensive collection of 7mm scale railway models, illustrating both pre-grouping and pre-nationalisation railways in Wales.

Collection strengths are:

- Welsh railway carriages.
- Working replica of the world's first railway locomotive (Penydarren 1804).
- Trampolates and early railway track components.
- Working small boats from around the Welsh coast.
- Hand tools and personal ephemera pertaining to land and maritime transport.
- Nationally important collection collections of Ship models and ship portraits.
- Documents and books particularly railway and maritime, notably a complete run of Lloyd's Register of Shipping from the mid1830s to the present.
- Large and nationally important collection of transport photographs.

3.5 Archaeology

The archaeological collections form the primary 'first-hand' evidence on which all interpretations of our material past are based. The collections focus upon Wales' prehistory and early history, with many originating from archaeological excavations undertaken across Wales. Significant items have been acquired through the Treasure Trove and Treasure processes, particularly Bronze Age metalwork and medieval jewellery.

Collection strengths are:

- Palaeolithic artefacts, Pleistocene fauna and hominid finds, from Welsh caves, including Pontnewydd Cave and Paviland Cave.
- Assemblages of finds from excavations of Welsh Mesolithic and Neolithic settlement sites, Neolithic megalithic tombs and the axe-factories of Graig Lwyd and Mynydd Rhiw.
- Important Bronze Age burial assemblages, early copper, lead and gold mining finds and associated products, particularly the rich collections of adornments, weapons and tools.
- Excavated collections from Iron Age hillforts and defended enclosures from Wales.
- La Tène or 'Celtic' art, including the Llyn Fawr hoard, the Llyn Cerrig Bach votive lake assemblage, the Capel Garmon firedog and the Cerrig-y-Drudion crown.
- Internationally important collections of Roman military material from the fortresses of Isca (Caerleon) and its environs and Usk.
- Collections of finds from excavations of Roman auxiliary forts of Segontium (Caernarfon), Brecon, Gelligaer, Caersws, Neath and Loughor.
- Finds from Roman civilian sites, such as Llantwit Major villa, Whitton farmstead and Caerwent - the most important Roman town in Wales.
- Roman industrial and mining sites in Wales, including Holt, the works depot of the Twentieth legion, and Dolaucothi, the only known Roman gold-mine in Britain.
- Early medieval inscribed stones and stone sculpture, including casts.
- Collections from three early medieval sites of international significance, Dinas Powys, Llangors crannog and Llanbedrgoch.
- The early medieval population assemblage of human remains from Llandough.
- Collections from medieval sites, in particular the significant Welsh castles and abbeys.
- The Magor Pill 13th-century boat.

- Stone sculpture including surviving elements from the chapter house door, Strata.
- A collection of medieval and later gold and silver jewellery and individual items of iconic or national significance.

3.6 Numismatics

The numismatic collection has been developed through purchase and the acquisition of coin hoards through the Treasure Trove and Treasure processes.

Collection strengths are:

- A general collection of coins from the Greeks to present day. Some areas of national/international importance, resulting from hoards and from focused collecting.
- English and British Isles coinage, especially Saxon, Norman and later medieval coins from Welsh and other mints in western Britain.
- Roman Welsh coinage, notably the Rogiet hoard.
- Coins minted in Wales from the time of Charles I and the Tregwynt Civil War coin hoard.
- Welsh tokens, banknotes and paranumismatica.
- Medals – notably those commemorating acts of civil gallantry – especially those relating to Wales or to the exploits of Welsh people.

3.7 Geology

Amgueddfa Cymru is the main repository for fossils from Wales; these are augmented by research collections from other parts of the UK, and from worldwide sources. The collection is therefore of international status and significance, and is one of the major palaeontological holdings in the UK. The Museum holds the most comprehensive mineral and rock collections relating to the geology of Wales.

Collection strengths are:

- Palaeozoic invertebrates, especially trilobites, brachiopods and bivalves.
- Carboniferous (Coal Measures) plants.
- Jurassic ammonites.
- A definitive and comprehensive collection of Welsh minerals.
- Reference material from almost all mine sites in Wales.
- Welsh gold, Welsh millerite (World-class); British fluorite and World cassiterite.
- A significant collection of native silver specimens from the Kongsberg Mines in Norway.
- A significant collection of British minerals, including some derived from heritage collections, and a research collection of Leicestershire material.
- The Welsh Reference Rock Collection, (consisting of hand specimens and petrological thin sections) acquired dominantly by field collection during the 20th Century.
- Welsh research petrology collections, derived from Ph.D. theses and published papers.
- Welsh Coal Collection; collected during the 20th Century from working collieries
- Welsh slate collection.
- Shallow borehole collection from South Wales, with associated logs and maps.

3.8 Zoology

Collection strengths are:

- Coleoptera, particularly Tomlin and Gardner bequests).
- Diptera (agricultural, host associations and Palaearctic coverage).
- Hemiptera (agricultural host associations and Palaearctic coverage).
- Lepidoptera (British and world-wide butterflies, British moths).

- Foreign collection comprehensive in coverage of insect families.
- Mollusca, particularly the World Mollusca in the Melvill-Tomlin collection and its associated library.
- Mollusca from Britain and Wales, giving an almost complete coverage of the British fauna.
- Non-marine and land Mollusca especially African and the Palaeartic.
- Bivalve Mollusca from the Indian Ocean and world-wide localities.
- Cephalopods.
- World-wide Quaternary Mollusca.
- British and Welsh spiders.
- All British woodlice species.
- Soil mites from Wales and beyond.
- Extensive collections of benthic invertebrates from British waters, and especially Irish Sea.
- Extensive collections of Polychaeta from British and world-wide localities.
- Collections of parasitic worms of marine fish.
- Mounted specimens of most British mammals and many British birds.
- Cabinet specimens of birds, birds' eggs and mammals.

3.9 Botany

Collection strengths are

- A large collection of flowering plants, mainly from Europe, including the largest collection of Welsh plants in existence, with associated collection of fruits and seeds.
- A fern collection of international scope.
- A small collection of glass microscope slides showing mainly sectioned plant material.
- Large bryophyte collections with special reference to Britain, but of international scope.
- Extensive lichen collection, mainly British, with special reference to Wales.
- Large collection of timber and wood sections from all parts of the world.
- Collection of economically-important plant products, including food-stuffs, textiles and pharmaceuticals.
- Large collection of samples and mounted slides of Quaternary palynological samples.
- Hyde collection of modern palynological samples, aquired from the Asthma and Allergy Unit of Sully Hospital.
- Large collection of prints and drawings mainly 18th and 19th century, charting the development of botanical illustration.
- Large archival collection of transparencies and glass negatives of plants and landscapes, botanists, and diagrams from publications.
- World-wide collection of postage stamps trade cards on botanical themes.
- A unique collection of botanically accurate wax models of flowers, fungi and other plants.
- Blaschka glass models of invertebrates.

3.10 Library

The Library holds an archive of rare and historical texts as well as books that support the work of all the curatorial Departments.

Particular collection strengths are in the disciplines of Mollusca, Roman archaeology, Flora, Architecture, and Social/Industrial History.

4. Themes and priorities for future collecting

Amgueddfa Cymru – National Museum Wales has developed a Collection Development Strategy which will provide the framework and context for a full review of future collecting by the organisation over the coming three years. At present collecting is active in the following areas:

4.1 Art

- Historic (pre-1900), modern (post-1900) and contemporary art by Welsh artists and makers, and by artists and makers working in Wales.
- Works reflecting the impact of Wales, its landscape, history, and culture, on visual artists and makers from the post-medieval period to the present.
- Works reflecting the history of the patronage and collection of art in Wales.
- Portraits of Welsh sitters, where these are also of aesthetic merit.
- British, European and international art of aesthetic and educational value.
- Works reflecting cultural and social diversity.
- Works commissioned from artists, where appropriate opportunities arise.
- Modern and contemporary art by Welsh artists and makers, and by artists and makers working in Wales (supported by the Derek Williams Trust in particular).
- Modern and contemporary art from beyond Wales, particularly Britain but with a growing international focus (supported by the Derek Williams Trust and Artes Mundi);
- Historic art, on a modest scale and largely confined to Wales, including occasional major heritage items.
- Modern and contemporary applied art, ceramics and silver in particular.
- Photography and design.

4.2 Social and Cultural History

- Buildings, archaeological reconstructions, artefacts, photography, film/video, oral testimonies and archival material relating to St Fagans' new remit as a National Museum of History, particularly the political life of Wales and collections which reflect the diversity of communities that have lived in Wales.
- Post-1950s and contemporary collecting.
- Oral testimonies, photography, film/video, documents, artefacts and associated buildings which enable us to provide a more holistic approach to linking historic buildings with the stories of the people who lived in them and used them.

4.3 Industrial and transport history

- Photography, film, oral history, artworks and other depictions of Welsh industry and transport and their global reach.
- Documents, publications and company literature pertaining to Welsh industry and transport and their global reach.
- Three dimensional objects pertaining to Welsh industry and transport and their global reach, especially Welsh industrial products.
- Selected excavation and chance and surface finds from Welsh industrial and transport contexts from the eighteenth century to the present.
- Objects, images and documents pertaining to the industrial sites of AC-NMW (Big Pit Colliery, Cambrian Woollen Mill, Dinorwig Slate Quarry).

4.4 Archaeology

- Complete conserved excavation archives from Wales (objects, coins, human remains, ecofacts, processed environmental samples and associated physical notes, drawings and records).
- Items of Treasure from Wales.

- Chance and surface finds from Wales.
- Excavation archives from Cardiff, Bridgend and Vale of Glamorgan.

4.5 Numismatics

- Items of Treasure from Wales.
- Single finds of ancient, medieval and early modern coinage from Wales.
- Historic tokens, banknotes and other numismatica relating to Wales.
- Contemporary currency.
- Commemorative medals and awards relating to Wales and the exploits of Welsh people.

4.6 Botany

- Vascular plant flora of Wales and the Welsh Borders.
- Vascular plants that complement our strengths and research interests (Hieracium, Rubus, Sorbus, Rhododendron, Arctic-alpine plants, Grasses).
- Bryophytes of the British Isles (including the voucher specimens resulting from the recording programme of the British Bryological Society).
- Mosses related to current research (family Lembophyllaceae and associated species).
- Freshwater diatoms of Wales and the Welsh Borders.
- Invasive/non-native species.

4.7 Entomology

- Development of the British collection in areas of poor coverage.
- Complete the acquisition of Rauno Linnavuori Hemiptera collection.
- Species that relate to research areas and collections strengths: Hemiptera and Diptera.

4.8 Invertebrate Biodiversity

- British, European and World Mollusca and Polychaeta relative to collection strengths, expertise, online databases and taxonomic tools (e.g., British Marine Bivalves), and research priorities and development opportunities (including grants and collaborations).
- Mollusca and Polychaeta of national or international significance (e.g. Type specimens, scientific, historical, or educational).
- Other Marine, freshwater and terrestrial invertebrates of topical importance.
- Invasive/non-native species (terrestrial, freshwater and marine).

4.9 Mineralogy & Petrology

- Minerals from Wales.
- Mineral associated with significant Welsh collectors.
- Minerals of social relevance.
- Building stones relevant to Welsh built environment or historically extracted in Wales.
- Mineral and rock specimens that support public engagement in mineralogy petrology.
- Collections derived from research into Welsh geology that provide a research resource.

4.10 Palaeontology

- Fossils representing the history of life in Wales.
- Fossils from areas geologically related to Wales.
- Specimens representing major developments in evolutionary history or exceptional preservation.
- Type and figured fossils from Wales and related areas.
- Palaeontological collections historically related to Wales.

4.11 Vertebrata

- Opportunistic or incidental vertebrates of national or topical importance (including purchase).

5. Themes and priorities for rationalisation and disposal

- 5.1 Amgueddfa Cymru - National Museum Wales recognises that the principles on which priorities for rationalisation and disposal are determined will be through a formal review process that identifies which collections are included and excluded from the review. The outcome of review and any subsequent rationalisation will not reduce the quality or significance of the collection and will result in a more useable, well managed collection.
- 5.2 The procedures used will meet professional standards. The process will be documented, open and transparent. There will be clear communication with key stakeholders about the outcomes and the process.
- 5.3 Below is a list of those collections which may be reviewed for rationalisation and disposal. The Collections Development Strategy details the mechanisms Amgueddfa Cymru – National Museum Wales will use to determine priorities and any themes for rationalisation and disposal and the philosophy that will be applied towards determining this. Disposals may also be undertaken for legal, safety or care and conservation reasons (for example; spoliation, infestation, repatriation).

5.3.1 Social and Cultural History

Collections which could be rationalised:

- Pre-registered tape collection of radio broadcasts, if they could be transferred either to NLW or to the BBC archives.
- Duplicates or items in poor condition which could be considered for handling collections or for use in open displays.

5.3.2 Industry

Collections which are being, or which could, be rationalised:

- Large object review (on-going) consulting with all industrial sites to create a list of potential duplicate collections that could be disposed of.
- Accessioned copies of archive material (particularly maps and plans) the originals of which are held in county record offices.

5.3.3 Archaeology

Collections which could be rationalised:

- Unstratified or unprovenanced bulk building materials e.g. stonework, tile, brick.
- Bulk processed soil samples from excavation projects.

5.3.4 Numismatics

Collections which could be rationalised:

- Limited purchased specimens which are genuine duplicate material.

5.3.5 Mineralogy and petrology

Collections which could be rationalised:

- Duplicate, non-Welsh, non-display rocks collection (suggest deaccession and transfer to teaching collection).

6 Legal and ethical framework for acquisition and disposal of items

- 6.1 Amgueddfa Cymru – National Museum Wales recognises its responsibility to work within the parameters of the Museum Association Code of Ethics when considering acquisition and disposal.
- 6.2 Amgueddfa Cymru – National Museum Wales will exercise due diligence and make every effort not to acquire - whether by purchase, gift or bequest - any object or specimen unless the Trustees or the responsible officer is satisfied that the Museum can acquire a valid title to the object or specimen in question. All acquisitions will possess appropriate documentation not only to establish legal title, but also to enable the objects or specimens to be housed in the permanent collections in a way that facilitates access and scholarship.
- 6.3 Amgueddfa Cymru – National Museum Wales will give special consideration to the issue of spoliation of works of art during the Nazi, Holocaust and World War II period. The museum will use *Spoliation of Works of Art during the Holocaust and World War II period: Statement of Principles and Proposed Actions*, issued by the National Museum Directors' Conference in 1998, and report on them in accordance with the guidelines (see also Disposals Policy below.)
- 6.4 Amgueddfa Cymru – National Museum Wales will give special consideration to human remains. Acquisition will not be made if there is any demonstrable or probable evidence for their removal from their place of burial without consent. The Museum will comply with the guidance provided in the document *Department for Culture, Media and Sport: Guidance for the Care of Human Remains in Museums, 2005*.
- 6.5 Amgueddfa Cymru – National Museum Wales will treat works of art, archaeological material and natural history or geological specimens wrongfully taken by others and under different circumstances in a similar manner. In particular, the Museum will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. (For the purposes of this paragraph 'country of origin' includes the United Kingdom).
- 6.6 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the U.K. ratified with effect from 1 November 2002, and the Dealing in Cultural Objects (Offences) Act 2003, Amgueddfa Cymru – National Museum Wales will reject any items that have been illicitly traded. The Board of Trustees or the responsible officer will be guided by the national guidance on the responsible acquisition of cultural property issued by DCMS in 2005.
- 6.7 So far as biological and geological material is concerned, Amgueddfa Cymru – National Museum Wales will not acquire, by any direct or indirect means, any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.
- 6.8 Biological specimens obtained from outside the U.K., may be covered by access and benefit sharing regulations of the country of origin. This is typically permission to collect

and to subsequently use specimens (e.g. such as DNA analysis or use of traditional knowledge). The Nagoya Protocol (Compliance) Regulations 2015 will be applicable in many countries (see <https://www.cbd.int/abs/nagoya-protocol/signatories/default.shtml>) and should be adhered to as appropriate when acquiring specimens to show due diligence and compliance. As such Amgueddfa Cymru – National Museum Wales will only acquire and use such specimens if such compliance is in place.

- 6.9 In addition to the safeguards outlined above, Amgueddfa Cymru – National Museum Wales will not acquire, by purchase or otherwise, archaeological material (including excavated ceramics) in any case where the Board of Trustees or our responsible officer has suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures, such as reporting finds to the landowner or occupier of the land and to the proper authorities in the case of possible treasure as defined by the Treasure Act 1996. The Trade in Cultural Objects (Offences) Act 2003 will be abided by in all circumstances.
- 6.10 Any exceptions to the above clauses will only be because Amgueddfa Cymru – National Museum Wales is either: acting as an externally approved repository of last resort for material of local (U.K.) origin; or acquiring an item of minor importance that lacks secure ownership history but in the best judgement of experts in the field concerned has not been illicitly traded; or acting with the permission of authorities with the requisite jurisdiction in the country of origin; or is in possession of reliable documentary evidence that the item was exported from its country of origin before 1970. In these cases Amgueddfa Cymru – National Museum Wales will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority.

7 Collecting policies of other museums

- 7.1 The museum will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialism, in order to avoid unnecessary duplication and waste of resources.
- 7.2 Amgueddfa Cymru – National Museum Wales will make specific reference to the following museums or organisations according to the item proposed for acquisition.
- Other U.K. National Museums
 - British Museum
 - National Portrait Gallery
 - National Gallery
 - Tate
 - National Maritime Museum
 - The Science Museum Group
 - Natural History Museum
 - National Museums Liverpool
 - All Registered/Accredited Museums in Wales
 - Major U.K. university museums
 - National Library of Wales
 - Welsh Archives.

7.3 Amgueddfa Cymru – National Museum Wales holds collections jointly with the following Museums or organisations:

- National Gallery
- National Portrait Gallery
- Tate
- The Captain Cook Museum
- National Trust
- National Museums Liverpool
- Bristol Museum & Art Gallery
- Plymouth Museum & Art Gallery
- The BBC

8 Archival holdings

8.1 As Amgueddfa Cymru – National Museum Wales holds archives, including photographs and printed ephemera, the Board of Trustees will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (3rd ed., 2002).

9 Acquisition

9.1 All potential acquisitions will undergo a full collections impact assessment and will be subject to scrutiny of statements regarding full due diligence procedures.

9.2 The policy for agreeing acquisitions within Amgueddfa Cymru – National Museum Wales is based upon financial value. Authorisation for purchases where the net cost to Museum exceeds £250,000 must be secured from Welsh Government.

9.3 Amgueddfa Cymru – National Museum Wales will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. (For the purposes of this paragraph 'country of origin' includes the United Kingdom).

9.4 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the U.K. ratified with effect from November 1 2002, and the Dealing in Cultural Objects (Offences) Act 2003, Amgueddfa Cymru – National Museum Wales will reject any items that have been illicitly traded. The Board of Trustees will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005.

10 Human remains

10.1 As Amgueddfa Cymru – National Museum Wales holds, or intends to acquire, human remains under 100 years old, it will obtain the necessary licence under the Human Tissue Act 2004 and any subordinate legislation from time to time in force.

10.2 As Amgueddfa Cymru – National Museum Wales holds or intends to acquire human remains from any period, it will follow the procedures in the 'Department of Culture,

11 Biological and geological material

11.1 So far as biological and geological material is concerned, Amgueddfa Cymru – National Museum Wales will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.

12 Archaeological material

12.1 Amgueddfa Cymru – National Museum Wales will not acquire archaeological material (including excavated ceramics) in any case where the governing body or responsible officer has any suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures.

12.2 In England, Wales and Northern Ireland the procedures include reporting finds to the landowner or occupier of the land and to the proper authorities in the case of possible treasure (i.e. the Coroner for Treasure) as set out in the Treasure Act 1996 (as amended by the Coroners & Justice Act 2009).

13 Exceptions

13.1 Any exceptions to the above clauses will only be because the museum is:

- acting as an externally approved repository of last resort for material of local (U.K.) origin
- acting with the permission of authorities with the requisite jurisdiction in the country of origin

In these cases Amgueddfa Cymru – National Museum Wales will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority. The Museum will document when these exceptions occur.

14 Spoliation

14.1 Amgueddfa Cymru – National Museum Wales will use 'Spoliation of Works of Art during the Holocaust and World War II period: Statement of Principles and Proposed Actions', issued by the National Museum Directors' Conference in 1998, and report on them in accordance with the guidelines.

15 The Repatriation and Restitution of objects and human remains

15.1 Amgueddfa Cymru – National Museum Wales' Board of Trustees, acting on the advice of the Museum's professional staff, may take a decision to return human remains, objects

or specimens to a country or people of origin. Amgueddfa Cymru – National Museum Wales will take such decisions on a case by case basis; within its legal position and taking into account all ethical implications and available guidance.

15.2 The disposal of human remains from Amgueddfa Cymru – National Museum Wales will follow the procedures in the ‘Guidance for the Care of Human Remains in Museums’.

16 Disposal procedures

16.1 All disposals will be undertaken with reference to the SPECTRUM Primary Procedures on disposal.

16.2 The Board of Trustees will confirm that it is legally free to dispose of an item. Agreements on disposal made with donors will also be taken into account.

16.3 When disposal of a museum object is being considered, Amgueddfa Cymru – National Museum Wales will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

16.4 When disposal is motivated by curatorial reasons the procedures outlined below will be followed and the method of disposal may be by gift or sale or, as a last resort, destruction.

16.5 The decision to dispose of material from the collections will be taken by the Board of Trustees only after full consideration of the reasons for disposal. Other factors including public benefit, the implications for the Museum’s collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. Expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by Amgueddfa Cymru – National Museum Wales will also be sought.

16.6 A decision to dispose of a specimen or object, whether by gift, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the Board of Trustees acting on the advice of professional curatorial and conservation staff, and not of the curator or manager of the collection acting alone.

16.7 Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.

16.8 If the material is not acquired by any Accredited Museum to which it was offered as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material normally through a notice on the MA’s Find an Object web listing service, an announcement in the Museums Association’s *Museums Journal* or in other specialist publications and websites (if appropriate).

16.9 The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to

another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the Museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

16.10 Any monies received by the Board of Trustees from the disposal of items will be applied solely and directly for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from the Museums Archives and Libraries Division of Welsh Government.

16.11 The proceeds of a sale will be allocated so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard. Money must be restricted to the long-term sustainability, use and development of the collection.

16.12 Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with SPECTRUM Procedure on deaccession and disposal.

16.13 Disposal by exchange

16.13.1 The museum will not dispose of items by exchange.

16.14 Disposal by destruction

16.14.1 If it is not possible to dispose of an object through transfer or sale, the Board of Trustees may decide to destroy it.

16.14.2 It is acceptable to destroy material of low intrinsic significance (duplicate mass-produced articles or common specimens which lack significant provenance) where no alternative method of disposal can be found.

16.14.3 Destruction is also an acceptable method of disposal in cases where an object is in extremely poor condition, has high associated health and safety risks or is part of an approved destructive testing request identified in an organisation's research policy.

16.14.4 Where necessary, specialist advice will be sought to establish the appropriate method of destruction. Health and safety risk assessments will be carried out by trained staff where required.

16.14.5 The destruction of objects should be witnessed by an appropriate member of the museum workforce. In circumstances where this is not possible, e.g. the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.