

**LEAMINGTON SPA ART GALLERY & MUSEUM**  
**COLLECTIONS DEVELOPMENT POLICY 2012 - 2017**

Name of museum: **Leamington Spa Art Gallery & Museum**

Name of governing body: **Warwick District Council**

Date on which this policy was approved by governing body: 30 May 2012

Date at which this policy is due for review: 29 May 2017

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## 1. MUSEUM'S STATEMENT OF PURPOSE

'To provide opportunities for everyone to benefit from, enjoy and participate in the creation, interpretation and preservation of the Arts and Heritage.'  
(WDC Leisure Committee, 17 November 1998)

## 2. AN OVERVIEW OF CURRENT COLLECTIONS

The principal subjects or themes are grouped under Visual Arts and Human History.

### 2.1. VISUAL ARTS

The Visual Arts collections encompass Fine Art and Craft. The collections benefited from a series of important donations during the 1930s and 1950s, after which they grew only slowly until the acquisition of a group of work by contemporary artists made through the Medicate programme of 1999-2005, which benefitted from substantial external funding. The core collections in this section are Fine Art: Modern and Contemporary British (2.1.a.), and Fine Art: Modern and Contemporary Warwickshire (2.1.b.). A selection of works from across the collections is presented in themed displays at all times in the main art gallery, with extensive changes to the displays at regular intervals.

#### Fine Art

**2.1.a. *Victorian, Modern and Contemporary British.*** This collection mostly ranges in date from the 1880s to the present, with paintings in oil and watercolour, drawings, prints, mixed media and a small number of sculptures. The collection includes works by Terry Atkinson, Vanessa Bell, Patrick Caulfield, Sir Terry Frost, Duncan Grant, Patrick Heron, Damien Hirst, Ivon Hitchens, L S Lowry, Paul Nash, Winifred Nicholson, Marc Quinn, Bridget Riley, Stanley Spencer, Mark Titchner, Edmund de Waal, Gillian Wearing, and Carel Weight. As artists are beginning to work in a variety of new media LSAG&M is gathering a small collection of digital works, including films by Jordan Baseman and Jo Roberts.

**2.1.b. *Victorian, Modern and Contemporary Warwickshire.*** This collection mostly ranges in date from the 1840s to the present, and is mainly drawings and paintings in oil and watercolour, many showing local scenes. It includes significant groups of pictures by Thomas Baker, John Burgess, Colin Moss, Harry Weinberger, Elizabeth Whitehead and Frederick Whitehead.

**2.1.c. *European.*** The collection of oil paintings attributed to Dutch and Flemish artists working in the 16<sup>th</sup> and 17<sup>th</sup> centuries includes a number of pictures acquired through the Mark Field Bequest of 1953. There are also works by Abraham Bloemaert, Phillippe de Champaigne and Godfried Schalcken.

There are about 2,000 works in the Fine Art collection.

## Craft

**2.1.d. Ceramics.** This collection includes a wide variety of functional and decorative ceramics, most made in England in the 18<sup>th</sup> and 19<sup>th</sup> centuries. Amongst the factories represented are Bow, Bristol, Chelsea, Worcester and Wedgwood. There are approximately 400 objects in the collection.

**2.1.e. Glass.** This collection falls into two groups: (a) the Francis Jahn collection of late 17<sup>th</sup> to early 19<sup>th</sup> century drinking glasses, jugs and bottles, acquired in 1955; and (b) a small group of cut glass drinking glasses and jugs made in major glass factories of the West Midlands, acquired in 1963. There about 220 pieces in the collection.

**2.1.f. Contemporary Designers and Makers.** This collection consists of: (a) a small number of vessels made by contemporary artists Peter Beard, David Jones and Clare Seneviratne; and (b) a small number of pieces of jewellery by locally based makers Jane Moore and Vannetta Seecharan.

## 2.2. HUMAN HISTORY

The Human History collections encompass Social History, Numismatics, Ethnography and Archaeology. These diverse collections have been largely donated by local residents and reflect their histories, lives and interests. The core collections in this section are Social History: Community Life (2.2.a.), Social History: Domestic and Family Life (2.2.b.), Social History: Personal Life (2.2.c.), Social History: Working Life (2.2.d.), Social History: Photographs and Prints (2.2.f.), and Social History: Medical Equipment and Ephemera (2.2.g.). The present permanent museum displays include objects from all of LSAG&M's Human History fields, with the largest number drawn from the Social History collection.

### Social History

The Social History collection embraces a wide range of objects, most British and ranging in date from the late 18<sup>th</sup> century to the present. Many relate to the history of the district, especially Royal Leamington Spa, whose town council supported Leamington Spa Art Gallery & Museum from its origins in the second half of the 19<sup>th</sup> century until the local government reorganisation of 1974. Since then Leamington Spa Art Gallery & Museum has formed part of Warwick District Council. The collection comprises:

**2.2.a. Community Life.** Material related to the community rather than individuals or families. This includes objects used in education, warfare, health, entertainment and sport. Examples include mineral water bottles, local guidebooks, commemorative objects and civic memorabilia, school uniforms, objects from the Home Front during the Second World War, police truncheons and sports medals.

**2.2.b. Domestic and Family Life.** This category includes artefacts used in building, heating, lighting and managing houses. Examples include kitchen implements, toys, infant feeding bottles, and candlesticks.

**2.2.c. Personal Life.** This category includes objects belonging to or normally used by one person, rather than general domestic objects. Examples include clothes, shoes, jewellery and other accessories, and personal correspondence.

**2.2.d. Working Life.** This category includes objects made for work or business. Examples are agricultural tools, shop receipts, whitesmiths' tools, shoemakers' tools, shop signs and packaging

There are about 3100 objects in Social History categories 2.2.a - 2.2d.

**2.2.e. Travel Posters.** This includes railway and shipping posters, many of the 1920s - 1930s and relating to British and foreign services and resorts. There are about 300 posters in this group.

**2.2.f. Photographs and Prints.** This largely comprises photographs and prints depicting the people, landscape and buildings of Warwickshire (in particular the Warwick District). The collection is particularly rich in images of Royal Leamington Spa. There are about 3300 objects in this group.

**2.2.g. Medical Equipment and Ephemera.** This includes equipment, furniture and archives associated with the Royal Pump Rooms and other medical establishments in the district. Objects include heat lamps, X-ray machines and spa treatment guides. There are about 80 objects in this group (excluding photographs and prints).

**2.2.h. Numismatics.** This diverse collection mainly comprises British and foreign coins and tokens dating from the late 18<sup>th</sup> to early 20<sup>th</sup> centuries. There are also a number of Roman, Medieval and Elizabethan coins. There are about 1200 coins in the collection.

**2.2.i. Ethnography.** Most of this material appears to have been made and collected during the 19<sup>th</sup> and early 20<sup>th</sup> centuries. It includes artefacts produced by the indigenous, pre-industrial, cultures of Africa (including Egypt), Asia, Oceania, Australia, the Americas and Europe. Some objects are of particular significance, for example ceremonial stilts from the Marquesa Islands, a Chinese libation cup of rhinoceros horn, Chinese silk shoes for bound feet, and African cooking pots. There are about 950 objects in the collection.

**2.2.j. Archaeology.** This collection comprises pottery and other objects excavated locally or in London between the late 19<sup>th</sup> century and the 1930s. There are about 70 objects in the collection.

### 3. THEMES AND PRIORITIES FOR FUTURE COLLECTING

#### GENERAL CRITERIA

- Leamington Spa Art Gallery & Museum will only collect objects for which suitable storage and exhibition facilities are available.
- Because Leamington Spa Art Gallery & Museum has no in-house conservation resources it will in general acquire only objects which are in good or excellent condition. In exceptional circumstances objects which are in poorer condition may be acquired provided (a) resources are available to carry out the necessary restoration work; and (b) they are important acquisitions of a type otherwise unlikely to become available.
- In recognition of the opportunities provided by Leamington Spa Art Gallery & Museum's relocation to the Royal Pump Rooms in 1999, there is particular interest in collecting Visual Arts and Human History material relating to medical science and health, especially objects associated with spas in the 19<sup>th</sup> and 20<sup>th</sup> centuries. The aim is to explore the relationship between the visual arts, science, and social history. Topics of particular interest include hygiene, swimming, and spa treatments past and present. A significant start to collecting in this area has been made through the Medicate health and medical science programme of 1999 – 2005.
- There is particular interest in collecting Visual Arts and Human History material relating to local communities currently under-represented in the collections, notably Black and Minority Ethnic communities and those from other European countries who have settled in the area as a result of the Second World War and more recently because of membership of the European Union.

#### 3.1. FINE ART

Future acquisitions will reflect three particular considerations:

- Leamington Spa Art Gallery & Museum's Visual Arts collections are a resource of countywide importance.
- Leamington Spa Art Gallery & Museum's picture store and ceramics store, created as part of the 1997 - 99 refurbishment of the Royal Pump Rooms, offer good quality storage space with only limited room for further acquisitions.
- Leamington Spa Art Gallery & Museum has only modest financial resources for purchases in the art market, even with financial assistance from external bodies such as the Friends of Leamington Spa Art Gallery & Museum, the MLA/V&A Purchase Grant Fund or The Art Fund.

Taking these factors into account Leamington Spa Art Gallery & Museum aims to collect in the following fields:

**3.1.a. *Victorian, Modern and Contemporary British.*** Work by British artists active during the periods already represented in the collection, especially those from the 1840s to 1960s; contemporary British artists of the 1960s and later, particularly those

not yet represented in the collection with national or international reputations; medically related visual arts, particularly those related to spa treatments and bathing.

**3.1.b. Victorian, Modern and Contemporary Warwickshire.** Artworks relating to Warwickshire, with a particular interest in work that casts new light on artists already well-represented in the collections, or artists new to the collections; work by the camouflage artists based in Leamington Spa during the Second World War.

**3.1.c. European and International.** Work by artists, particularly those who lived or worked locally, which add strength to the existing collections.

## **Crafts**

**3.1.d. Ceramics.** Leamington Spa Art Gallery & Museum will not actively seek to add to the collection of 18<sup>th</sup> and 19<sup>th</sup> century factory wares. It will only accept donations of this type in exceptional circumstances, for example, donations of objects from local households.

**3.1.e. Glass.** Leamington Spa Art Gallery & Museum will not actively seek to add to the collections of late 17<sup>th</sup> to early 19<sup>th</sup> glass and West Midlands produced glass. It will only accept donations of this type in exceptional circumstances, for example, donations of objects from local households.

**3.1.f. Contemporary Designers and Makers.** Studio produced pieces in ceramic, glass and other materials by designers and makers with national or international reputations, particularly those with local associations.

## **3.2. HUMAN HISTORY**

Leamington Spa Art Gallery & Museum aims to collect the following categories of material:

**3.2.a. Social History.** It is preferable that acquisitions have clear associations with Warwick district, although where there are gaps in the collections otherwise unlikely to be filled, objects from further away may be accepted. There is particular interest in acquiring material in the following categories:

- Communities that have settled in the district since the Second World War, including Black and Ethnic Minority communities and those from the European Union.
- Spas and medical treatments available in the Royal Pump Rooms in the 19<sup>th</sup> - 20<sup>th</sup> centuries.
- Community life since the Second World War
- Domestic and Family Life since the Second World War
- Personal Life since the Second World War
- Working Life since the Second World War
- Travel and tourism

Supplementary information concerning the origins, provenance and former use of objects in the collection may also be acquired, including in the form of documents, photographs, oral history recordings or digital archives.

**3.2.b. Numismatics.** Coins and tokens will be collected as an aspect of local life and industry. Collections compiled by local residents will be considered.

**3.2.c. Ethnography.** The ethnography collection, although not directly related to the historic culture of the locality, reflects the relationship between some of Leamington's residents and the wider world during the 19<sup>th</sup> and earlier 20<sup>th</sup> centuries. Therefore, although Leamington Spa Art Gallery & Museum will not actively seek additional ethnographic material, it may accept donations or bequests which are associated with or complement the existing collection. It will also collect objects which reflect the continuing relationship between the district's residents and the wider world through travel and tourism, for example, modern holiday souvenirs.

**3.2.d. Archaeology.** The Warwickshire Museum Service provides the principal storage for archaeological material from Warwickshire, and Warwick District Council will not acquire further archaeological finds for the collections of Leamington Spa Art Gallery & Museum.

#### **4. THEMES AND PRIORITIES FOR RATIONALISATION AND DISPOSAL**

Leamington Spa Art Gallery & Museum will only dispose of objects for curatorial reasons and will not undertake disposal motivated principally by financial reasons. Disposal will be made by gift or sale and in accordance the procedures outlined in Section 13 below. The Museums Association's *Code of Ethics for Museums* and *Disposal Toolkit* will be used to guide disposal.

Objects from the collections will be considered for disposal on a case by case basis under the following criteria:

- Poor condition
- Duplicates exist
- Falls outside the Collections Development Policy
- Public benefit better served by transfer to another organisation

#### **5. LIMITATIONS ON COLLECTING**

Leamington Spa Art Gallery & Museum recognises its responsibility, in acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Accreditation Standard. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.

#### **6. COLLECTING POLICIES OF OTHER MUSEUMS**

Leamington Spa Art Gallery & Museum will take account of the collecting policies of other Accredited 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.

Specific reference is made to the following museums: Compton Verney; Coventry Transport Museum; The Herbert, Coventry; Nuneaton Museum & Art Gallery; Queens Own Hussars Museum (Warwick); Royal Regiment of Fusiliers Museum (Warwickshire); Rugby Art Gallery and Museum; the University of Warwick Art Collection; Warwickshire County Record Office; Warwickshire Museum Service; Warwickshire Yeomanry Museum.

## **7. POLICY REVIEW PROCEDURE**

The Collections Development Policy will be published and reviewed from time to time, at least once every five years. The date when the policy is next due for review is noted above (page 1). Arts Council England will be notified of any changes to the Collections Development Policy, and the implications of any such changes for the future of existing collections.

## **8. ACQUISITIONS NOT COVERED BY THE POLICY**

Acquisitions outside the current stated policy will only be made in very exceptional circumstances, and then only after proper consideration by the governing body of Leamington Spa Art Gallery & Museum, having regard to the interests of other museums.

## **9. ACQUISITION PROCEDURES**

- a. Leamington Spa Art Gallery & Museum will exercise due diligence and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the governing body or responsible officer is satisfied that Leamington Spa Art Gallery & Museum can acquire a valid title to the object in question.
- b. In particular, Leamington Spa Art Gallery & 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).
- c. 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 UK ratified with effect from November 1 2002, and the Dealing in Cultural Objects (Offences) Act 2003, Leamington Spa Art Gallery & Museum will reject any objects that have been illicitly traded. The governing body 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.

- d. Leamington Spa Art Gallery & Museum will not acquire any biological or geological material.
- e. Leamington Spa Art Gallery & Museum will not acquire any archaeological material.
- f. Any exceptions to the above clauses 9a, 9b, 9c, or 9e will only be because Leamington Spa Art Gallery & Museum is:
  - acting as an externally approved repository of last resort for material of local (UK) origin
  - acquiring an object of minor importance that lacks secure ownership history but in the best judgement of experts in the field concerned has not been illicitly traded
  - acting with the permission of authorities with the requisite jurisdiction in the country of origin
  - in possession of reliable documentary evidence that the object was exported from its country of origin before 1970

In these cases Leamington Spa Art Gallery & Museum will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority.

- g. As Leamington Spa Art Gallery & Museum holds human remains it will follow the procedures in the 'Guidance for the care of human remains in museums' issued by DCMS in 2005.

## **10. SPOLIATION**

Leamington Spa Art Gallery & Museum will use the statement of principles 'Spoliation of Works of Art during the Nazi, Holocaust and World War II period', issued for non-national museums in 1999 by the Museums and Galleries Commission.

## **11. THE REPATRIATION AND RESTITUTION OF OBJECTS AND HUMAN REMAINS**

Leamington Spa Art Gallery & Museum's governing body, acting on the advice of the museum's professional staff, may take a decision to return human remains (unless covered by the 'Guidance for the care of human remains in museums' issued by DCMS in 2005), objects or specimens to a country or people of origin. Leamington Spa Art Gallery & Museum will take such decisions on a case by case basis; within

its legal position and taking into account all ethical implications and available guidance. This will mean that the procedures described in 13a-13d, 13g and 13o below will be followed but the remaining procedures are not appropriate.

The disposal of human remains from museums in England, Northern Ireland and Wales will follow the procedures in the 'Guidance for the care of human remains in museums'.

## **12. MANAGEMENT OF ARCHIVES**

As Leamington Spa Art Gallery & Museum holds archives, including photographs and printed ephemera, its governing body will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (third edition, 2002).

## **13. DISPOSAL PROCEDURES**

### ***Disposal preliminaries***

- a. The governing body will ensure that the disposal process is carried out openly and with transparency.
- b. By definition, Leamington Spa Art Gallery & Museum has a long-term purpose and holds collections in trust for society in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any objects in Leamington Spa Art Gallery & Museum's collection.
- c. Leamington Spa Art Gallery & Museum will confirm that it is legally free to dispose of an object and agreements on disposal made with donors will be taken into account.
- d. When disposal of a museum object is being considered, Leamington Spa Art Gallery & Museum 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 object is disposed of by sale.

### ***Motivation for disposal and method of disposal***

- e. When disposal is motivated by curatorial reasons the procedures outlined in paragraphs 13g-13o will be followed and the method of disposal may be by gift or sale.
- f. Leamington Spa Art Gallery & Museum will not undertake disposal motivated principally by financial reasons.

### ***The disposal decision-making process***

- g. The decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including the public benefit, the implications for Leamington Spa Art Gallery & Museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. External expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought.

### ***Responsibility for disposal decision-making***

- h. A decision to dispose of a specimen or object, whether by gift, sale or destruction (in the case of an object 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 governing body of Leamington Spa Art Gallery & Museum acting on the advice of professional curatorial staff and not of the curator of the collection acting alone.

### ***Use of proceeds of sale***

- i. Any monies received by Leamington Spa Art Gallery & Museum's governing body from the disposal of objects will be applied 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 objects 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 Arts Council England.
- j. The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

### ***Disposal by gift or sale***

- k. Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain, unless it is to be destroyed. 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.
- l. If the material is not acquired by any Accredited Museums to which it was offered directly 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

an announcement in the Museums Association's Museums Journal, and in other specialist journals where appropriate.

- m. 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, Leamington Spa Art Gallery & Museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

### ***Disposal by exchange***

- n. Leamington Spa Art Gallery & Museum will not dispose of objects by exchange.

### ***Documenting disposal***

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