



<p><b>Name of the Officer</b> Rachael Rogers</p> <p><b>Phone no:</b> 01873 854282 <b>E-mail:</b> rachaelrogers@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>To approve a recommendation from Museums Staff to dispose of selected museum artefacts via an approved Collections Rationalisation Procedure.</p>
<p><b>Name of Service area</b></p> <p>Museums</p>	<p><b>Date</b> 14<sup>th</sup> July 2021</p>

1. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Collections rationalisation will enable us to determine how we are better able to serve our audiences with protected characteristics.	There may be a negative impact on the older age group as they are the ones who may have been donors of these items. This impact may be one of antipathy and distrust of the service that they had thought was going to look after their donations in perpetuity.	<p>Museum Ethical Guidelines will be followed at all times to ensure we remain within Museum Industry Standards at all times. We will provide full information on the process to ensure that members of the public are aware of what we are doing at all times. We will keep relevant organisations up to date including MALD the body responsible for museums in Wales.</p> <p>We will also prepare written statements of explanation available at each museum for custodians to hand out; provide positive press stories e.g. publicising successful 'rehomings' in other museums etc.</p>
Disability	As above	As above	As above
Gender reassignment	As above	As above	As above
Marriage or civil partnership	As above	As above	As above
Pregnancy or maternity	As above	As above	As above
Race	As above	As above	As above
Religion or Belief	As above	As above	As above

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Sex	As above	As above	As above
Sexual Orientation	As above	As above	As above
Welsh Language	As above	As above	As above
Poverty	As above	As above	As above


**2. Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal. There's no need to put something in every box if it is not relevant!




Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Our resources are stretched and it is a better use of them to focus on collections relevant to our communities.	Carrying out the review will enable us to work out how to most effectively use our resources to enable us to contribute to a prosperous Wales through Culture.


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>		
<p><b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The positive effects of cultural activities on people's wellbeing is well documented. Ensuring our collections are relevant to our particular communities and our visitors will contribute towards this.</p>	<p>Carrying out the rationalisation will enable us to work how to most effectively use our resources to enable us to contribute to a healthier Wales through Culture</p>
<p><b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected</p>	<p>Telling the stories of all our communities through our work is important in making our communities feel connected and attractive. Ensuring our collections relate directly to our stories will enable us to do this in a more focused way.</p> <p>There may be a negative impact on communities of antipathy and distrust of the service that they had thought was going to look after donations in perpetuity.</p>	<p>Carrying out the rationalisation will enable us to work how to most effectively use our resources to enable us to contribute to a Wales of cohesive communities.</p> <p>Museum Ethical Guidelines will be followed at all times to ensure we remain within Museum Industry Standards at all times. We will provide full information on the process to ensure that members of the public are aware of what we are doing at all times. We will keep relevant organisations up to date including MALD the body responsible for museums in Wales.</p> <p>We will also prepare written statements of explanation available at each museum for custodians to hand out; provide positive press stories e.g. publicising successful 'rehomings' in other museums etc.</p>
<p><b>A globally responsible Wales</b></p>		

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Collections Rationalisation means we can focus on the appropriate culture and heritage for our area.	Carrying out the rationalization will enable us to work out how to most effectively use our resources to enable us to contribute to a Wales of vibrant culture and thriving Welsh language.
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances		

**3. How has your proposal embedded and prioritised the sustainable governance principles in its development?**

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	The Museum Stores are extremely full. This work will enable us to look at the long term and to plan for the future.	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p> <p><b>Collaboration</b></p>	<p>This will involve working closely with our colleagues across museums to ensure we are following industry procedures and staying with in ethical guidelines.</p>	
 <p>Involving those with an interest and seeking their views</p> <p><b>Involvement</b></p>	<p>We have consulted with museum bodies and followed UK wide principals.</p>	<p>There may be a negative impact on communities of antipathy and distrust of the service that they had thought was going to look after donations in perpetuity.. Museum Ethical Guidelines will be followed at all times to ensure we remain within Museum Industry Standards at all times. We will provide full information on the process to ensure that members of the public are aware of what we are doing at all times. We will keep relevant organisations up to date including MALD the body responsible for museums in Wales.</p> <p>We will also prepare written statements of explanation available at each museum for custodians to hand out; provide positive press stories e.g. publicising successful 'rehomings' in other museums etc.</p>
 <p>Putting resources into preventing problems occurring or getting worse</p> <p><b>Prevention</b></p>	<p>The Museum Stores are almost at capacity and we need to address this in order to plan for the future.</p>	<p>Properly considered collections rationalization will help us to prioritise the needs of our service and ensure we can put in place the best resources to care for them.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>It is well documented that participation in cultural life improves peoples well-being and this is something we consider throughout our work.</p>	

4. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: Social Justice, Corporate Parenting and Safeguarding. Are your proposals going to affect any of these responsibilities?

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	Our role as a museum service is to tell the stories of everyone in Monmouthshire. We would like to ensure we do this more effectively.		
Safeguarding	N/A	.N/A	N/A
Corporate Parenting	N/A	N/A	N/A

5. What evidence and data has informed the development of your proposal?

- Discussion amongst Monmouthshire Museums Team
- Spectrum 5.0 'Collections Review' and 'Deaccessioning and disposal' chapters
- Museums Association Disposal Toolkit
- University College London collections review Toolkit ([https://www.ucl.ac.uk/culture/sites/culture/files/cr\\_toolkit\\_final.pdf](https://www.ucl.ac.uk/culture/sites/culture/files/cr_toolkit_final.pdf))
- Collections Trust : A guide to selecting a review methodology for collections rationalisation
- CyMal (2013) why do we have it- A significance process and Template (CYMAL = predecessor of MALD – Museums Archives and Libraries Division of Welsh Government)
- South East Museum Development Programme: A guide to Collections Review and Rationalisation.
- SHARE Museums East: Collections Rationalisation: Planning for action (SHARE = Museums Development Programme for the East of England)

**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

The work we do in the Museums Service holds the wellbeing of our Future Generations at its very heart. It is well documented that participation in cultural life improves peoples well being and this is something we consider throughout our work. Whilst the idea of disposal can be difficult within a museum context, the Accreditation Scheme for museums and galleries in the UK encourages museums to consider rationalization as a way to address collections management issues facing museums and make collections accessible to visitors and users. This means improvements to the service in the longer term.

**7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.**

What are you going to do	When are you going to do it?	Who is responsible
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**8. VERSION CONTROL: The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.**

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.	Enterprise DMT (List 1)	14 <sup>th</sup> June 2019	No Change
	ICMD	10 <sup>th</sup> July 2019	No Change



	Enterprise DMT (List 2)	23 <sup>rd</sup> Sept 2019	No Change
	ICMD		No Change
	Enterprise DMT (List 3)		No Change
	ICMD	3 <sup>rd</sup> Dec 2020	No Change
	MonLife DMT (List 4)	23 <sup>rd</sup> June 2021	No Change
	ICMD	14 <sup>th</sup> July 2021	