

Great North Museum (GNM) Acquisition and Disposal Policy

encompassing :

Great North Museum: Hancock
Great North Museum: Resource Centre
Hatton Gallery: Great North Museum

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1. Great North Museum's statement of purpose

As part of Tyne & Wear Archives & Museums (TWAM), the Great North Museum's (GNM) mission is to help people determine their place in the world and define their identities, so enhancing their self-respect and their respect for others.

Our vision for the future is for everyone to have access to museum and archive provision in Tyne and Wear, to use this access and to value it for the significant and positive impact that it makes upon their lives. We will provide real or virtual, worldwide access to our museums and archives and their collections.

Our commitment is to a World-class service that is innovative, imaginative, creative, totally inclusive, secure and sustainable.

The Great North Museum is managed by Tyne & Wear Archives & Museums on behalf of Newcastle University, in partnership with the Natural History Society of Northumbria, the Society of Antiquaries of Newcastle upon Tyne, and Newcastle City Council.

2. Existing collections, including the subjects or themes and the periods of time and /or geographic areas to which the collections relate

The Great North Museum (GNM) consists of three sites. The Great North Museum: Hancock, The Hatton Gallery: Great North Museum, and The Great North Museum Resource Centre (based at Discovery Museum). The collections are in the ownership of three organisations. The Natural History Society of Northumbria owns the Hancock building and the Natural Science, Egyptology and World Cultures collections (with some minor archaeology collections). The Society of Antiquaries of Newcastle upon Tyne owns the majority of the archaeology collections. Newcastle University owns the Art collections, the Greek (Shefton) collections and some of the geology collections.

It should be noted that the Newcastle University Museum of Antiquities and Shefton Museum are now closed and the collections have transferred to the GNM: Hancock and GNM Resource Centre. For the purposes of Accreditation, this policy is for the Great North Museum: Hancock and GNM Resource Centre (the reserve collection being held at the GNM resource centre) and the Hatton Gallery: Great North Museum sites managed, jointly, as the Great North Museum, by the Great North Museum Board

Please see Appendix A for more detailed descriptions of the existing collections.

3. Criteria governing future acquisition policy including the subjects or themes, periods of time and/or geographic areas and any collections which will not be subject to further acquisition.

All collecting activity must take account of the following principles:

- 3.1 Items collected should normally have a strong connection with North East England or with existing collections.
- 3.2 Items collected should, ideally, be in good condition and require minimal conservation treatment. Some archaeological and natural history items collected from the field will require preparation. Archival material may require special conservation treatment.

- 3.3 Items collected should not contain materials that pose a risk to health or safety and should take account of current legislation, for example, Ionising Radiation Regulations 1999 (IRR99) and the associated Approved Code of Practice (IRR99 ACoP)..
- 3.4 Consideration will be given to the desirability, or otherwise, of collecting material that is similar to existing collections: whilst duplication is discouraged, in principle, this will not preclude the collection of comparative material for research, display or educational purposes, particularly in the Natural Sciences where multiple specimens are of importance for taxonomy, systematics and comparative scientific analysis. Disposal of similar or supposedly duplicate items will be considered in line with the Disposal section of this policy.
- 3.5 Where appropriate, transfer to the GNM of copyright/and or reproduction rights will be sought at the time of acquisition. If this is not possible, then permission to make and use reproductions will be requested.
- 3.6 Maximum use will be made of all available sources of funding for purchases and for their conservation, storage and/or interpretation.
- 3.7 Loans in will be accepted where these would enhance displays. Five years is the maximum period before review with the lender.
- 3.8 Advice regarding collections acquisition will be sought from qualified persons outside the GNM where appropriate.
- 3.9 In all decisions regarding the acquisition or disposal of relevant collections, consultation will be undertaken with the Natural History Society of Northumbria, the Society of Antiquaries of Newcastle upon Tyne or Newcastle University, as appropriate. In the case of collection disposal, the express permission of the above societies will be sought, dependent on which collections are to be disposed of. Disposal must also take into account agreements with the Charity Commission in the case of collections owned by the Societies, and restrictions imposed by charities law and the Societies' constitutions.
- 3.10 The complexities of ownership of the collection have necessitated formal legal agreements between the Societies and Newcastle University. As such the University and the Societies agree that in accordance with existing practice, on each occasion that any new specimen or collection is offered to the Great North Museum (as managed by Tyne & Wear Archives & Museums), the curators will use the collections management policy of the Great North Museum to determine whether the new item fits within the collections of the Natural History Society of Northumbria, the Society of Antiquaries of Newcastle upon Tyne or the University. The appropriate body may then decide to accept or reject the new item, acting on the advice of the Curators.
- 3.11 In the event that there is a possibility that the new asset falls within the collections of more than one of these bodies the Curators shall, as soon as practicable, notify the Natural History Society of Northumbria, the Society of Antiquaries of Newcastle upon Tyne and the University.
- 3.12 Should 3.11 above occur, the decision as to which collection any new asset should be assigned will be made by the GNM Board.

Please see Appendix A for more detailed information relating to future acquisitions by collection.

4. Limitations on collecting

The GNM recognises its responsibility 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.

5. Collecting policies of other museums

The GNM will take account of the collecting policies of other museums and other organisations collecting in the same geographic areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define specialist areas, in order to avoid unnecessary duplication and waste of resources.

6. Policy review procedure

The Acquisition and Disposal 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 24/09/2014.

The Museums Libraries and Archives Council (MLA) will be notified of any changes to the Acquisition and Disposal Policy, and the implications of any such changes for the future of existing collections.

7. 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 Great North Museum Board, and with its partner organisations, and having regard to the interests of other museums.

8. Acquisition procedures

- a. The GNM will exercise due diligence and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the Great North Museum Board or responsible officer is satisfied that the museum can acquire a valid title to the item in question.
- b. In particular, the GNM 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, the GNM will reject any items that are known to have been illicitly traded. The Great north Museum Board 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. So far as biological and geological material is concerned, the GNM 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.

- e. The GNM will not acquire archaeological antiquities (including excavated ceramics) in any case where the Great North Museum Board or responsible officer has any suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures.

In England, Northern Ireland and Wales the procedures include 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.

- f. Any exceptions to the above clauses 8a, 8b, 8c, or 8e will only occur because the GNM is either:

- acting as an externally approved repository of last resort for material of local (UK) 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
- in possession of reliable documentary evidence that the item was exported from its country of origin before 1970.

In these cases the GNM 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 the GNM holds or intends to acquire human remains from any period, it will follow the procedures in the “Guidance for the care of human remains in museums” issued by DCMS in 2005.

9. Spoliation

The GNM will abide by 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.

10. The Repatriation and Restitution of objects and human remains

The Great North Museum Board, acting on the advice of GNM’s professional staff, and in consultation with its partner organisations, 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. The GNM 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 12a-12d, 12g and 12o 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”.

11. Management of archives in the GNM

As the museum holds archives, including photographs and printed material, its governing body will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (3rd ed., 2002).

12. Disposal procedures

Disposal preliminaries

- a. The Great North Museum Board will ensure that the disposal process is carried out openly and with transparency, and subject to clause 3.10 above.
- b. By definition, the GNM 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 items in the museum's collection.
- c. The GNM will confirm that it is legally free to dispose of an item (subject to clause 3.10 above) and agreements on disposal made with donors will be taken into account.
- d. When disposal of a museum object is being considered, the GNM will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to any financial support 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.

Motivation for disposal and method of disposal

- e. When disposal is motivated by curatorial reasons the procedures outlined in paragraphs 12g-12o of this document will be followed and the method of disposal may be by gift, sale or exchange.
- f. The GNM will not undertake disposal motivated principally by financial reasons.

The disposal decision-making process

- g. Whether the disposal is motivated either by curatorial or financial reasons, the decision to dispose of material from the collections will be taken by the Great North Museum Board only after full consideration of the reasons for disposal and after seeking the permission of the NSHN or SANT (where relevant). Other factors including the public benefit, the implications for GNM'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 where appropriate, and the views of stakeholders such as donors, researchers, local and source communities, and others served by GNM will also be sought where appropriate.

Responsibility for disposal decision-making

- h. A decision to dispose of a specimen or object, whether by gift, exchange, 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 GNM's governing body acting on the advice of professional curatorial staff and not of the curator of the collection acting alone (and subject to clause 3.10 above).

Use of proceeds of sale

- i. Any monies received by the GNM's governing body from the disposal of items will be applied (on behalf of NSHN or SANT where relevant) for the benefit of the collections.

This may mean the purchase of further acquisitions, but could also mean the funding of improvements 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 MLA.

- 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*, or through other procedures agreed through MLA, and in other specialist journals where appropriate, or through other procedures agreed by MLA.
- m. 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 GNM may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

Disposal by exchange

- n. The GNM may dispose of items by exchange where appropriate.
- o. The nature of disposal by exchange means that the museum will not necessarily be in a position to exchange the material with another accredited museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.
- p. In cases where the governing body wishes, for sound curatorial reasons, to exchange material directly with Accredited or unaccredited museums, with other organisations or with individuals, the procedures in paragraphs 12a-12d and 12g-12h will be followed as will the procedures in paragraphs 12p-12s.
- q. If the exchange is proposed to be made with a specific Accredited museum, other Accredited museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.
- r. If the exchange is proposed with a non-accredited museum, with another type of organisation, or with an individual, the museum will make an announcement in the *Museums Journal* and in other specialist journals where appropriate.

- s. Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

Documenting disposal

- t. 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 disposal.

Appendix A: GNM Collection Information

13.1 Collecting Area and Chronological Scope

13.1.1 Natural Sciences

The collections are of international importance. Many of these are of historic origin and reflect their origins in the Literary and Philosophical Society of Newcastle upon Tyne, the Natural History Society of Northumbria and to Newcastle's position as a major port and commercial and intellectual centre. Current terrestrial collecting activities reflect the regional role of the GNM and concentrate on the historic county of Northumberland, or Watsonian vice-counties 67 and 68 and the North Pennines. (Vice-counties are recording units designated by the botanist Hewitt Cottrell Watson in his publication *Topographical Botany* [1873-4]). The Museum also collects from the adjacent coastline of the North Sea.

13.1.2 Archaeology

The acquisitions policy for the British Antiquities collection is based on Statute 2 of the Society of Antiquaries of Newcastle upon Tyne (SANT), which states that the object of the Society is 'the study, investigation, description and presentation of antiquities and historical records in general and of those of the historical counties of Northumberland and Durham and the City and County of Newcastle upon Tyne' (1813).

The present collecting area for British antiquities includes the County of Northumberland and the City of Newcastle upon Tyne, and the Roman frontier zone westward from the mouth of the River Tyne to the River Irthing with the exception of sites provided with site museums. All periods up to c. AD 1600 (or later in the case of multi-period sites where the whole assemblage must be preserved *in situ*) are included.

With regard to the Shefton Collection, material from the Greek world from the Geometric to the Hellenistic period and material from the Mediterranean areas of the Roman Empire will be accepted but not actively sought.

With regard to the Egyptology collections, there will be no further collecting. The only possible exception will be where items may be acquired for display purposes, to support the Museum's exhibitions and permanent displays.

13.1.3 Art

The art collections range from the fourteenth century to the present day and include paintings, drawings, prints, sculpture and textiles. Collecting is limited due to financial constraints, but would concentrate on strengthening existing specialist areas and work that has particular relevance to the University, region or existing collections.

13.1.4 World Cultures

The GNM's collections of World Culture artefacts are especially important. Most of these were acquired during the 19th century, and there are some extremely important early collections, including several items that can be traced back to Cook's voyages. They also include the Ethnography collections of the ex-Darlington Museum and the donation, in 1984, of the Fred and Diana Uhlman

collection of African Art. Collecting will be limited primarily to material for display or educational use..

14.1 Collecting Policies of other Museums

The GNM will take account of the collecting policies of other museums 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 speciality, in order to avoid unnecessary duplication and waste of resources.

Specific reference is made to the following museum(s):

- Tyne & Wear Archives & Museums (other venues)
- Hartlepool Museums
- Middlesbrough Museums
- The Oriental Museum, the University of Durham
- Woodhorn: Northumberland Museum and Archives
- Berwick-upon-Tweed Museum
- Carlisle Museums
- National Museums of Scotland
- University Academic Departments
- Museums within the World Heritage Site of Hadrian's Wall
- Killhope, The North of England Lead Mining Museum

In the past, the GNM has also acquired material from academic departments in the University of Newcastle upon Tyne, for example, collections that have been made as part of research projects. Such collections will normally only be acquired if they satisfy the other criteria laid down elsewhere in this document.

14.2 Exceptions

Acquisition from outside the geographical or chronological parameters set out above may be made in exceptional circumstances to fill gaps, or to augment existing collections or for the purposes of exhibition or University teaching. If objects from outside the collecting area are sought, the Governing Body of the GNM must give these proper consideration, having due regard of the interests of other museums and similar institutions.

15. Description of the existing Collections

15.1 Natural Sciences

The Natural Science collections are Designated by the MLA as being of outstanding national significance. The collections cover most groups of animals, plants, rocks, fossils and minerals, most especially from the British Isles but also, in many instances, from localities world-wide. Much of the collection is of considerable scientific or historical interest and includes many assemblages and items that are quite unique and irreplaceable. The origin of the collections can be traced to 1793, when the Literary and Philosophical Society of Newcastle upon Tyne was founded. The Lit. & Phil.'s collection expanded greatly in 1822, when it acquired the museum of George Allan (1736 - 1800). Allan's museum had been assembled in the late 18th Century by purchase of specimens from several collectors, including Marmaduke Tunstall (1743-1790) and Sir Ashton Lever (1729-1788). The Natural History Society of Northumberland, Durham and Newcastle upon Tyne was founded in 1829, and soon took responsibility for

operating the Newcastle Museum. By the 1870s the collection had outgrown its space and a new building, The Natural History Museum, was purpose-built to house it. This was opened in 1884 and renamed the Hancock Museum in 1991. The museum became The Great North Museum: Hancock in 2009 after a £26m re-development and amalgamation with the University's Museum of Antiquities and Shefton Museum.

Several parts of the natural science collection are of major international importance. They include:

Birds: This collection is of international importance because of the number and variety of species represented, and the antiquity of some of the material. It includes an internationally important collection of 18th Century bird mounts. Thirty-three specimens survive from the Museum of Marmaduke Tunstall, (the origin of the collection) exhibited in London and Yorkshire in the 1780's. Numerous extinct or endangered species are represented in John Hancock's collection and in the Assamese study-skins of Herbert Stevens. The collection also contains the third largest collection of Great Auk material in the world. The study skin collection is especially strong in material from the British Isles, and has continued to develop over recent years. The egg and nest collection contains the greatest number of provenanced specimens in Britain, outside the National Museums. John Gould's collection, largely derived from early scientific work in Australia in the 1830s is also of international importance. A recently identified specimen of the Jamaican Petrel is one of only a very few known specimens in the world of this bird which may have very recently become extinct. Researchers at the Museum have been communicating with academics around the world about the identification of this specimen.

Molluscs: This extensive collection includes an internationally important collection of Nudibranchiata (Sea Slugs) collected by Albany Hancock and Joshua Alder figured in their Ray Society Monograph of 1845-55, and the original figures, as well as type specimens of other mollusca described by Alder. Also internationally important is the collection of Australian land molluscs collected by George French Angas which contains numerous type specimens.

Insects: The British insect collections are of local and national importance whilst the foreign lepidoptera are of international importance, containing many rare representatives of the fauna of the Far East. The British collection of butterflies (over 30,000 specimens) includes the collections of most major lepidopterists associated with north east England. The collections of world Lepidoptera are particularly strong in material from the Far East. The prime collections are those of Herbert Stevens, Col. C.H.E. Adamson (including type material) and the Birdwing butterfly collection of James J. Joicey containing specimens from important early collectors. Coleoptera comprise an extensive representative series of British species assembled by Thomas J. Bold in association with his work on the beetles of Northumberland and Durham (1850-54 and 1872). The collection includes type specimens. Diptera collections include that of the Rev. William J. Wingate (including type specimens), who published (in 1906) a revision of the flies of County Durham. His monograph is the first published key for the Identification of British flies.

Other Arthropods: The most significant collection is that of marine and freshwater Crustacea made by Prof. George Brady. This collection contains over 200 type specimens and is one of the most frequently consulted by researchers. It is of undoubted international importance. Of national importance are Hancock and Alder's collection of Tunicata.

Fish: An important regional collections including several specimens which are the first recorded examples from the North Sea and many cited specimens. The collections also include one of the earliest recorded specimens of *Latimeria chalumnae* (coelacanth) studied by Newcastle University's Professor T.S. Westoll

Osteology: The bone collection includes skeletons of some of the rarer birds in John Hancock's collection including the extinct Huia (the only known specimen of gizzard contents), Moa, Great Auk and Dodo.

Mammals: The collection comprises mainly of British study skins and African game heads. Early specimens collected by the Literary and Philosophical Society include a Wombat (the first seen in England, figured by Robert Bewick) and a Platypus (figured by Thomas Bewick). The British collections include a comprehensive faunal series.

Palaeozoology collections contain over 800 type, figured and cited specimens and are of international importance. The fossil vertebrate collections, mainly Carboniferous amphibians, Carboniferous and Permian fish, and Permian reptiles, are of international importance. The amphibian collection constitutes one of only five large tetrapod assemblages known from the Westphalian of Europe and North America. Much of the pioneering work undertaken on this collection was by Albany Hancock and Thomas Atthey. Collections of Permian and other Carboniferous vertebrates include the largest UK collections of a range of taxa. Other fossil vertebrates include Devonian fish, Jurassic and Cretaceous marine reptiles, Tertiary vertebrates, and numerous Pleistocene sub-fossil bones from local and national localities. Fossil invertebrates include specimens figured by William King (1808-1886) in his monograph of *Permian Fossils in England* (1850). Other fossil invertebrates include representative fauna from the remaining British Palaeozoic, Mesozoic and Cenozoic strata.

Palaeobotany - The fossil plant collection is considered to be the third most important in Britain. It includes specimens figured by J. Lindley and W. Hutton in their *Fossil Flora of Great Britain* (1831-37). There are also 113 slides made by H. Witham (1799-1844), the first example of this technique, some of which are figured. Many of the fossil plants were identified and studied by R. Kidston (1852-1924) and figured in his *Fossil Plants of the Carboniferous Rocks of Great Britain* (1923-1976). There is also an extensive (circa 15000) series of palaeobotanical coal-ball slides prepared by Albert Long which are regularly consulted by researchers from around the world and include a considerable number of type specimens.

Mineralogy and Petrology - The mineral collection is an irreplaceable resource for the study of topographic mineralogy as many of the original localities no longer exist. It is of considerable regional and national importance. The mineral collections (the nucleus of which was formed by William Hutton (1797-1860)) are predominantly from northern England, but also include UK and World reference

material. Within the collection is the type specimen of the mineral "jarrowite" and the best example of alstonite in the world. There is also a collection of about 1000 Russian minerals donated by Tsar Nicholas I in 1838.

Botany - The British plant collections are mostly of national importance. Without doubt the most important collection is that of Nathaniel John Winch which is certainly of international importance, including material for his 1831 *Flora of Northumberland and Durham*, as well as an extensive European collection. There are, however, nearly 70 other important named collections within the vascular plant herbarium. A small collection of seaweeds from Northeast England, collected by William Robinson, is important because of the early date of collection (c. 1810). William Mudd was a major figure in the development of British lichenology, particularly in terms of classification; his *Manual of British Lichens* (1861) was the major systematic work of its time. Mudd's collection was donated during the 19th Century. The most important recent voucher (fully representative) collection is that of Dr Oliver Gilbert, which is certainly of international importance and contains the material used for his *Lichen Flora of Northumberland*. The collections of vascular plants are extremely strong, with upwards of 30,000 specimens.

15.2 Archaeology

The Museum of Antiquities was opened in 1960 following an agreement between Newcastle University and the Society of Antiquaries of Newcastle upon Tyne which was first signed in 1956, renewed in 1973, 2001 and most recently in 2008. The Museum itself has now closed and the collection transferred to the GNM : Hancock in 2009 (but the collection still under the ownership of the Society of Antiquaries of Newcastle upon Tyne). The collections also include a large body of material on loan from the City of Newcastle upon Tyne, mainly excavated small finds, as well as individual donors (eg. Duke of Northumberland, Jacobson).

The holdings of Palaeolithic, Mesolithic and Neolithic material are substantial and include a notable collection of 174 Neolithic stone axes. The Bronze Age is well represented with a fine assemblage of 100 vessels, many intact, and 160 weapons and tools in bronze. The Ewart Park Sword, which gives its name to the type, and a period of the Bronze Age, is an especially important object, and there is a very significant collection of prehistoric rock art, the largest in any museum in Britain. The Iron Age is not strongly represented, reflecting the level of material culture in the area in the period.

The Roman collection is of international significance. Its core is a group of inscriptions from Hadrian's Wall and neighbouring sites. These are critical for the history of Roman Britain and for Roman military studies in general. The inscriptions divide into 182 altars, 63 tombstones and 133 objects which can be broadly classified as sculpture. Important items include: the Aesica hoard of jewellery; the bear cameo from South Shields; the Mithraic sculpture from Housesteads, Carrawburgh and Rudchester; and the material from the Temple to Antenociticus at Benwell. The domestic artefacts, such as bronze vessels and iron tools, are also of importance.

There is a good collection of Anglo Saxon sculpture but few items of pottery or metal. The Capheaton Hanging Bowl, and the cross fragments from Rothbury and

Nunnykirk are key pieces. The Museum has little Viking material. The Museum has only accepted Medieval material since 1978 and as such the collection tends to reflect recent excavations within the city of Newcastle upon Tyne. As Newcastle was an important port at this time the assemblages include an important type series of medieval pottery. This has proved to be a significant reference collection.

There are historic scale models of Benwell Fort, Stone Wall and Turf Wall milecastles, turrets, a bath-house and the Vallum. These were made by William Bulmer and are all on display as important educational aids. There are also life-sized models of Roman soldiers wearing armour made by H.Russell Robinson. The collection also includes models of Roman weapons.

There is a small quantity of foreign material which has been added to the collection since 1960 as a result of the activities of the staff of the School of Historical Studies (Newcastle University) and, as such, reflects the interests of individuals. The formal link between the ex Museum of Antiquities and the National Museum of the Sudan in Khartoum has resulted in a type collection of medieval Nubian pottery.

In many ways the British Archaeology collection is well-rounded, as might be expected of one which was started in 1813. There are some gaps, such as the limited amounts of Palaeolithic material, Neolithic pottery and Iron Age material, but these reflect the nature of the local archaeology as does the lack of mosaic pavements and Anglo-Saxon pottery. The limited scope of the Medieval collection reflects its recent addition to the collecting policy

The **Egyptian** collections have their origins in the Literary and Philosophical Society of Newcastle, and were later transferred to the Natural History Society of Northumbria, which owns the Hancock building (although some belong to the Society of Antiquaries of Newcastle upon Tyne). The collections contain some interesting and valuable material including two Egyptian New Kingdom mummies, one of which can be traced to Dominique-Vivant Denon (1747-1825), acquired during the Napoleonic expeditions to Egypt. Much of the material was acquired through the British School of Archaeology.

The **Greek (Shefton) collection** was accumulated for teaching and research purposes by Emeritus Professor B. B. Shefton from the 1950's to the 1990's and is considered to be one of the most important collections of Greek Art and Archaeology in the UK. It has particular strengths in pottery covering all the major periods of Greek history from the Mycenaean to the Hellenistic. One of the main strengths of the collection is the extensive range of pottery, covering all the major periods of Greek history from the Mycenaean to the Hellenistic. In particular, there are some fine pieces of Attic red-figure, by the Achilles Painter and others, notably a small dinos by the Altamura Painter (c.460BC) with an important battle scene. and over one hundred examples of Attic black-glaze ware. Of special note amongst the Attic pottery is the range of vessels used in the symposion (wine drinking party), such as kraters for mixing water and wine, amphorae for storing wine and a large number of wine drinking cups. The Museum also possesses several Attic white-ground lekythoi, used as oil flasks, often for offerings at tombs. As well as the Athenian pottery, the collection has a number of Corinthian vases, characterised by their orientalising decoration, which use motifs adopted from the Near East. There is also a significant collection of Geometric, South Italian and

Etruscan pottery styles. Some pieces for special mention include a Cretan relief pithos of 650-25BC, with griffin panels on the body. The small collection of Etruscan bucchero contains a number of rarities, such as three griffin protomes. There is some good South Italian red-figure ware of the late 5th and fourth centuries, an Apulian lebes gamikos by the Iliupersis Painter and a Lucanian oinochoe by the Cyclops Painter. The Museum is also proud to have one small Etruscan vase which is the name vase for the Newcastle Painter.

Another important aspect of the Shefton collection is the group of metal objects, mostly of bronze although there is a small selection of gold and silver jewellery and some lead appliqués. There is also a set of Hellenistic gold appliqués consisting of four pairs of Nereids riding on sea-horses. The bronzes include fittings for metal vessels, such as handles, diplomatic gifts which have survived from all over Europe and the Mediterranean world from western Spain to Israel, and from North Africa to Austria and Central Europe, as well as items used in domestic life, such as a Macedonian situla complete with abstract decoration. Bronze figurines of animals are well represented, most of which would have been offered as votives in sanctuaries. Pride of place, however, goes to the Greek arms and armour, including a Corinthian and an Illyrian helmet, reminders of the warlike nature of Ancient Greek society. The Museum has several Greek helmets, the front and back sections of a breast plate and a leg-guard of the early 5th century BC. Weapons include several Bronze Age swords and a rare bronze spearbutt, probably of Macedonian manufacture and dating to the late 4th century BC; this is inscribed MAK, the only example so inscribed and hinting at the army of Philip of Macedon. More pacifically, there is a fine collection of Greek and Etruscan bronze mirrors.

There are also a number of terracotta figures in the Museum in addition to a series of architectural terracottas from Sicily and Southern Italy. The most striking of these -and the most popular with schoolchildren - is a representation of a gorgon of Sicilian origin, dating to the late 6th century BC. This would have been placed on the roof of a building to scare away evil spirits. Of the so-called lesser terracottas there is a fragmentary portable altar decorated with a frieze of mermen and a miniature copy of one of the caryatids of the Erechtheion.

The Shefton collection also has a range of sculpture on long-term loan from the Wellcome Institute since 1983, to enhance its own small collection. The group includes several portrait busts as well as some relief sculpture. One fine figure of Nike is now known to have belonged to Ruskin and features in several sketches and diary or letter entries; many of the other pieces also have interesting histories. The most impressive piece, however, is the enormous porphyry foot from 2nd century Roman Egypt. This may have been a votive object offered to a god of healing in thanks for a cure of a foot ailment or in encouragement of the same; alternatively, it may be all that survives of a colossal statue standing about 27'.

The GNM also has a collection of coins accumulated by the Society of Antiquaries of Newcastle upon Tyne. The strengths of this collection lie heavily within the Classical World, being particularly strong on coins from ancient Greece but including material from throughout the Mediterranean Basin. The collection also has a good range of Irish coins, a representative collection of the coins of Britain from the Roman period to the present day as well as early bank notes of the banks of Northern England. The medieval and later collection of plaster and wax,

ecclesiastical, royal and noble sealings is comprehensive for the North of England but covers much of the rest of Britain and the Continent. The NHSN also owns a small collection of coins, medals and tokens.

15.3 Art

The Hatton Gallery was founded in 1926 in honour of Professor Richard George Hatton, who was then Professor of the King Edward VII School of Art, Armstrong College, Durham University. Exhibitions had, however, taken place on the premises before this time. Photographs taken in 1919 show the Robert Jobling exhibition installed in what is now the first room of the Hatton Gallery. Following its formal constitution the Hatton continued to be operated by the School of Art (which became the Department of Fine Art, University of Newcastle in 1963) until 1998. In that year, a new management structure was introduced and the Gallery became independent of the Fine Art Department. In 2008, the management of the Hatton Gallery was transferred to Tyne and Wear Archives and Museums, as part of the Great North Museum, under a Service Level agreement with Newcastle University.

The collection consists of 3168 objects comprising paintings, drawings and watercolours, prints, sculpture, textiles and illuminated manuscripts from the fourteenth century to the present day. The collection is particularly strong in works by twentieth century British artists, including Francis Bacon, Walter Sickert and William Roberts. A particular highlight of the collection is Kurt Schwitters' unique Merzbarn construction, the only surviving installation by this leading figure of twentieth century European modernism.

Works of art have also been acquired by gift and bequest. During the last twenty years a number of major bequests have been made including, in 2000, the Sir Steven Runciman bequest of two oil paintings by John Martin. There have also been collection transfers such as the forty-two watercolours of mining scenes by Thomas Hair, transferred from the Department of Mining Engineering when it closed in 1991. The holdings also include the donation, in 1984, of the Fred and Diana Uhlman collection of African Art, and a number of oil and watercolours owned by both NHSN and SANT.

15.4 World Cultures

The GNM's World Cultures collections are internationally significant. The earliest major acquisition to the Museum of the Literary and Philosophical Society, in 1822, contained significant collections of ethnography, especially from the Pacific region. Sixty five of these specimens survive, including items that can be traced with certainty to the voyages of Captain Cook. All areas of the world are represented, and often include rare items, such as sealskin Parkas, a complete Inuit kayak and aboriginal religious items. The collections are particularly strong in items from the Oceanic Islands and unique treasures include a burial effigy from Malekula, an 18th Century Rei Puta, a drum from the Austral Islands, examples of bark cloth and a Hawaiian feather cape and helmet. Other areas of strength include African tribal pieces donated by George Allan between 1887 and 1892. The collection also includes the Ethnography collections of the ex-Darlington Museum. A major work on the 18th Century collections was published by the Natural History Society in 2003 (*Jessop, L, (2003). Trans. Nat. Hist. Soc. Northumb., 63 (3). 18th Century Ethographic Collections in the Hancock Museum*).

16. Criteria governing future collecting policy including the subjects or themes for collecting.

16.1 Natural Sciences

16.1.1 Vascular Plants

It is the intention to locate suitable voucher material for the Northumberland area (there is for instance no modern equivalent of the '*Flora of Durham*' collection at Sunderland Museum). Active field collecting will fill gaps in the current collections and to concentrate on critical groups. Representative British specimens of the following families will be sought: Cyperaceae, Hieraceae, Rosaceae (*Alchemilla*, *Rosa*, *Rubus*), Salicaceae, Taraxaceae. Specimens representing other taxa will only be collected from Northumberland, Newcastle upon Tyne and North Tyneside. Other material may be collected passively, particularly if part of a collection containing Northumberland specimens. The presumption, however, will be to re-direct non-regional material to a suitable alternative museum.

16.1.2 Bryophytes

This group is under-represented in the Museum's collections, and collectors will be encouraged to address this deficiency. Collecting will concentrate on Northumberland material, but it is also necessary to build up a reference collection of suitable comparative British material.

16.1.3 Algae

The work of a local expert has led to an increase in the interest in marine algae. The Museum is in possession of a number of important herbaria of marine algae. For these reasons, opportunities to expand these collections, by passive or active collecting, will be seized.

16.1.4 Lichens

This group is under-represented in the Museum's collections although it includes the voucher collection of Dr Oliver Gilbert as part of his *Lichen Flora of Northumberland*. Given the importance of lichens as pollution indicators, it is important that samples continue to be collected, and that these are backed up by suitable British comparative material.

16.1.5 Fungi

Such a collection might concentrate on the Basidiomycetes (mushrooms, toadstools, rusts, smuts etc.) and the larger representatives of the Ascomycetes. A comprehensive collection of local representatives of these groups may be a long term aim of the Museum. In the short-term, however, the difficulty in identifying and storing this type of material makes it a low priority for active collection. Stable, named collections of suitable material will be accepted.

16.1.6 Entomology

Active collecting will continue within the geographic area. Field work will concentrate on groups which are recognised as important indicators of environmental quality. This emphasis will not preclude the collection of other groups, but there will be a presumption against collecting those Macrolepidoptera, which are already well represented in the Museum collections. For this group, only local, well-documented collections of outstanding interest will be acquired.

16.1.7 Malacology

Specimens will be acquired to fill gaps in the local collections. The spirit collections of Nudibranchiata assembled by Albany Hancock and Joshua Alder are of particular importance, including, as they do, material figured in the Ray Society volume "*A Monograph on the British Nudibranchiate Mollusca*". Additional, named nudibranch specimens should be acquired for comparative purposes. There will be no further addition of tropical marine shells, except where well-documented collections of significant interest are involved.

16.1.8 Other Invertebrates

As might be expected, collections of other terrestrial, aquatic and marine invertebrates are mainly small. One of the most significant of these is the collection of Ostracoda and Copepoda assembled by George Brady. Brady was one of the few people to show an interest in this group of freshwater and marine crustaceans, and received material from around the world, including material from the Challenger voyages. Consequently, his collection is rich in type material including a large number of holotypes. A similar collection is unlikely to become available, but if it did, consideration should be given to its acquisition. Albany Hancock's spirit collection of Tunicata is also of great significance. Collections of terrestrial invertebrates, built up in the course of ecological studies within the collecting area should be acquired providing they can be cared for.

16.1.9 Fish

The collections of spirit preserved specimens will be augmented by further material acquired by donation if offered. Consideration will be given to the curatorial implications of accepting such material.

16.1.10 Amphibia and Reptiles

Collections of these groups are small. These should be expanded through passive collecting. Osteological material is particularly desirable.

16.1.11 Birds

Suitable specimens of local birds offered to the Museum will be accepted providing that space can be made available for their immediate preservation. Mounts and study skins will be prepared. In addition, attempts will be made to extend the scope of the osteology reference collections. Because of legal constraints and conservation considerations, birds nests and eggs will not be acquired, unless as part of a scientifically important, well documented and legally assembled collection or where they have been confiscated by the authorities and a licence to acquire them has been granted through DEFRA.

16.1.12 Mammals

Collections of local mammals are relatively poor, and suitable, legally obtained specimens will continue to be accepted. Mounts, study skins and osteological preparations will all be added to the collections where appropriate.

16.1.13 Palaeontology

The Museum holds internationally important collections of fossils. These include a large number of type and figured specimens. Material from the collecting area covering all the represented stratigraphic systems will continue to be acquired through both active and passive collecting. Specimens representing

Carboniferous and Permian palaeoflora and palaeofauna are of particular importance.

16.1.14 Petrology

There is a large, but unrepresentative collection of rocks, mainly from United Kingdom locations. Specimens representing the lithologies of Northumberland, Newcastle upon Tyne, and North Tyneside will be actively collected with the aim of establishing a comprehensive stratigraphic and lithological record of this region's geology, including coals.

16.1.15 Mineralogy

Representative minerals from Northumberland, Newcastle and North Tyneside and the North Pennine Orefield will be collected. Due regard will be taken of the collecting activities of other Museums who also collect throughout the North Pennine Orefield.

16.1.16 Species and Habitat Data

The Museum also collects species distribution and habitat data as part of the EYE (exploring Your Environment) Project. It is intended to continue this activity as the EYE project evolves into the Environmental Records Centre for the NE.

17. World Cultures

Active collecting will be restricted to acquiring objects for display, or to support exhibitions or learning and community programmes. In accordance with the criteria above, consideration will be given to material from all geographical areas. There will be a presumption against building the collection further, except where historic collections of value to local communities may be acquired as part of cultural diversity work.

18. Social History

The GNM has a very small collection of social history. With the exception of items that are related to important naturalists, antiquaries, local artists and collectors, or similar, no further collecting of social history material will take place.

19. Art

Current purchasing policy reflects the core strengths of the collection and the GNM will actively seek to enhance holdings by Kurt Schwitters and twentieth century British artists. Recent purchases have included works by Richard Hamilton and Victor Pasmore.

20. Archaeology

20.1 British Archaeology

The GNM will accept British Archaeological material from its geographical and chronological areas of interest as excavated or made available through chance finds or from established collections. Purchases will be confined to items of Treasure as defined by the Treasures Act, 1996.

20.2 Models

The GNM will add to its collection of archaeological models by purchase, donation or in-house construction (of suitably high quality) to fill gaps in its display and to develop its range of educational aids.

20.3 Greek (Shefton) Collection

Material from the Greek world will only be collected by donation if the criteria laid down in section 8 can be met. There is no expectation that such material will be purchased.

20.4 Coins

Coins will continue to be collected in relation to the existing collection of coins of Britain from the Roman period to the present day, as well as historical Northern England notes. There will currently be no further collection of sealings.

20.5 Other Foreign Archaeology

The GNM will only acquire foreign (non British) archaeological material by donation from countries and cultures that are already represented in the collections (eg Ancient Egypt, non British Roman) and if the criteria laid down in section 8 can be met. There is no expectation that such material will be purchased.

21. Archives

The Archives held by the GNM are extremely important and contain a large, and expanding, collection of original manuscript and pictorial material relating to collections, collectors and themes represented in the Museum, to the natural history and environment of the region, the archaeology of the region and elsewhere, and to the collecting areas from which, for instance, the World Cultures collections were acquired. Where possible these collections will be expanded. When considering the acquisition of archives, consideration must be given to their relevance to the Museum, its mission and its collections. Due consideration should be given to the suitability and requirements of other local repositories e.g. Tyne & Wear Archives & Museums, Co. Durham Records Office, Northumberland Record Office. Reference works relating to the collections will continue to be acquired and made available to both Museum staff and bona fide researchers. As the GNM holds and intends to acquire archives, including photographs and printed ephemera, its governing body will be guided by The Code of Practice on Archives for Museums in the United Kingdom (2002).

Appendix B: Supporting Documents

Page	Document name	URL
6	TWAS Collection, Acquisition and Disposal Policy	http://www.tyneandweararchives.org.uk/pdf/collection_policy.pdf
5	Ionising Radiation Regulations 1999 (IRR99)	http://www.opsi.gov.uk/si/si1999/19993232.htm
6-7	Combating Illicit Trade	http://www.culture.gov.uk/images/publications/Combating_Illicit_Trade05.pdf
7	Guidance for the Care of Human Remains in Museums	http://www.culture.gov.uk/images/publications/GuidanceHumanRemains11Oct.pdf
7	Spoliation of Works of Art during the Nazi, Holocaust and World War II period	http://www.museum-security.org/restitution.pdf
7,20	Treasure Act 1996	http://www.opsi.gov.uk/Acts/acts1996/ukpga_19960024_en_1
8,21	Code of Practice on Archives for Museums and Galleries in the United Kingdom	http://www.archivesandmuseums.org.uk/scam/code.pdf