

## Relevance, Rationalise and Recycle:

### *A new community chapter for Epping Forest District Museums Collection*

---



Date report compiled: 04.07.2022

Report prepared by **Esther Green, Review and Rationalisation Project Officer**

Date of Steering Group Committee meeting: 11.07.2022

Storage area(s) concerned in this report: **Store 2**

Number of items reviewed in storage area(s): **333**

Number of items put forward in this report: **156**

# Report Summary

A total of 333 items in store 2 were physically assessed, photographed and researched by Epping Forest District Museum staff and volunteers as part of the review process for this project. All items are from the Museum's Social History collection.

156 of these items were identified for potential disposal and are listed in the accompanying list of objects. The information for review by the Steering committee, includes images of collection items and reasons for their potential disposal.

Following every effort to research these items and to find new information, most of them remain uncontextualised and unprovenanced. Therefore, most items do not meet the criteria set out in our Collection Development Policy.

The disposal of an item will only be pursued if it is agreed by this committee. In any cases where the disposal of an item is not agreed, the Museum will retain the item(s) in question and no further action be taken. Please note that when an item is agreed for disposal, the Museum team will follow industry standard procedures and, wherever appropriate, seek to ensure items remain within the public domain. The museum will aim to achieve this through the transfer of items to other accredited museums first and, if accredited museum recipient is not found, will aim to transfer the item to an unaccredited museum or community organisation.