



DARLINGTON RAILWAY CENTRE & MUSEUM

COLLECTING & DISPOSALS POLICY 2006-2011

1 Introduction

- 1.1 This Policy regulates the acquisition of historical material for the collections held in trust by Darlington Railway Centre & Museum on behalf of Darlington Borough Council. It replaces all previous such policies, formal and informal.
- 1.2 This Policy is based upon, and is intended to contribute towards the delivery of, the museum's Development Plan 2006-2011.
- 1.3 This Policy will be reviewed and revised as necessary, with the first such review taking place no later than June 2011. The North East Museums, Libraries & Archives Council will be notified of all changes to this Policy, in particular highlighting the implications of any such changes for the future of existing collections.

2 Collecting: General Provisions

- 2.1 Other than where this Policy explicitly reserves decisions to Cabinet, this Policy will be interpreted and applied on the Council's behalf by its senior museum professional, being a person appropriately qualified and/or experienced in terms of the Museums, Libraries & Archives Council's Accreditation Standard for Museums.
- 2.2 The museum recognises its responsibility, when collecting new items, to ensure that collections care, documentation and use will meet the requirements of the Accreditation Standard. It will take into account limitations imposed by such factors as inadequate staffing, storage and care of collections arrangements. Where the acquisition of an item would have significant financial implications, either in terms of purchase price or future preservation, the matter will be referred to the Director of Development and Environment for approval.

2.3 The museum will take account of the Collecting Policies of other museums and heritage railways in the region, or collecting in the same or related subject areas. 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. In particular in this respect, the following museums and heritage railways are recognised for consultation purposes:

- National Railway Museum
- Beamish, the North of England Open Air Museum
- Tyne & Wear Museums Service

The museums services of:

- Hartlepool Borough Council
 - Stockton-on-Tees Borough Council
 - Redcar & Cleveland Borough Council
 - Middlesbrough Borough Council
 - Durham County Council
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- Tanfield Railway
 - Bowes Railway
 - North Yorkshire Moors Railway
 - Weardale Railway
 - Wensleydale Railway

2.4 The museum also acknowledges the collecting activities of Darlington Library in the field of local history, and will work with the Library to ensure that significant material is preserved in the most appropriate place.

2.5 Items not covered by this Policy will not be acquired other than in very exceptional circumstances, and then only after consideration by Cabinet and noting the interests of other museums and heritage railways.

2.6 The museum will exercise due diligence and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any item unless the Council's senior museum professional, acting where relevant with the advice of the Borough Solicitor, is satisfied that the Council can acquire valid title. In particular, the museum will not acquire any item unless its senior museum professional is satisfied that it has not been acquired 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 these purposes, 'country of origin' includes the United Kingdom.

2.7 In accordance with the provisions of the 1970 UNESCO convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer

- of Ownership of Cultural Property, ratified by the United Kingdom with effect from November 2002, and the Dealing in Cultural Objects (Offences) Act 2003, the museum will reject any item that has been illicitly traded. In this respect, the Council will be guided by the national guidance on the responsible acquisition of cultural property issued by Department of Culture, Media & Sport in 2005.
- 2.8 The museum will not collect biological or geological specimens.
- 2.9 The museum will not collect archaeological antiquities. It will only collect excavated material where it originates from north-east England and relates directly to the history and development of railways, and in circumstances where either the senior museum professional is satisfied that all appropriate legal procedures have been followed, or the acquisition is taking place with the express consent of an appropriate outside authority. In such cases, the museum will be open and transparent in the way it makes decisions.
- 2.10 The Council will apply the Statement of Principles in ‘Spoliation of Works of Art during the Nazi, Holocaust and World War II Period’, issued for non-national museums in 1999 by the Museums & Galleries Commission.
- 2.11 Cabinet, acting with the advice of the Council’s senior museum professional, may decide to return items to a country or people of origin. It will take such decisions on a case-by-case basis, within its legal position and taking into account all ethical implications.
- 2.12 In relation to the acquisition and management of archives, including photographs and printed ephemera, the Council will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (3rd ed., 2002).

3 The Existing Collections

- 3.1 The museum’s existing collections are almost wholly limited to material illustrating the development and operation of railways in north-east England. Although regional in scope, in some areas they are of national importance because of their association with the Stockton & Darlington Railway (S&DR), as the world’s first modern railway.
- 3.2 The existing collections cover:
- the S&DR and its associated lines;
 - the North Eastern Railway (NER);
 - the London & North Eastern Railway (LNER);

- British Railways (BR);
- the railway manufacturing industry in Darlington; and
- industrial railways in Darlington.

3.3 The material held includes:

- archives, maps, photographs and printed ephemera;
- one locomotive and two wagons;
- items used in railway operating;
- “branded” items associated with the railway infrastructure; and
- models and toys.

3.4 In the past, the museum was relatively unselective when accepting donations of railway-related items. Many items are unprovenanced, and where a provenance is known this is often not local, with the nature of the item having apparently been the primary determinant.

3.5 The museum also holds the largest existing collection of Darlington ceramic commemorative ware, and a small group of local history curiosities and bygones in the form of the remaining collections of the former Tubwell Row Museum.

3.6 Although not strictly “collections” in the traditional sense in that they are fixed structures in their original locations, there is an argument that the most important items the museum holds are the buildings from the occupation of the site known by the S&DR as “North Road”.

3.7 These at present comprise North Road Goods Station, built in 1833 and extended in 1839-40; the Goods Agent’s Offices, built in 1840; Darlington (North Road) Station, built in 1841-42 and extended in 1853, 1856, 1860, 1864, 1872 and 1876; and Hopetown Carriage Works, built in 1853. The museum also holds the site of the demolished Kitching’s Foundry, developed between 1831 and 1855 and effectively the S&DR’s locomotive works until 1863.

3.8 Although again not strictly “collections”, the museum also maintains a reference library of published texts relevant to the history and development of railways, with particular reference, although not restricted to, north-east England.

4 Collections Development - General

4.1 The museum’s Development Plan 2006-2011 defines its *mission* as being to explain the significance of Darlington to railways, and of railways to Darlington. The Plan envisages the redevelopment of all the historic

buildings at North Road, to create a holistic heritage railway site rather than a single building.

- 4.2 During the life of this Policy, and potentially beyond, the primary objective in collections development will be to acquire material, by donation or purchase, which can document and interpret the following themes:
- the evolution and significance of the North Road site and its buildings;
 - the origins, development and historical significance of the S&DR;
 - the history and significance of S&DR 0-4-0 No 1 *Locomotion*, particularly the story of its iconisation by railway company publicity and the contribution this made to the birth of railway preservation;
 - the history of Darlington as a railway manufacturing town, with particular reference to North Road Shops, “Stivvies” (Robert Stephenson & Co), Faverdale Wagon Works, and their products;
 - the impact of railway transport and haulage on the economic and social development of Darlington and its surrounding area, including the town’s industrial railways; and
 - the role of railways in popular culture and leisure, through such things as toys and model engineering.
- 4.3 The museum will continue to add to its collection of Darlington ceramic commemorative ware, as appropriate items are donated. It will also, as a home of last resort, be open to the acquisition of particularly significant individual items relating to the town’s local history.
- 4.4 In relation to archives, maps, photographs and printed ephemera, the museum will continue to collect material generally relevant to the development and history of railways in north-east England. It will also continue to purchase, or to accept gifts of, relevant books and other publications for addition to its reference library.
- 4.5 The museum will collect relevant items from any historical period. In practice, and with the possible exception of significant local history items, few potential acquisitions are likely to be older than 1800. Where appropriate, particularly in the field of locally relevant “branded” railway ephemera, the museum will selectively collect contemporary material.
- 4.6 In terms of geographical area, the museum’s primary interest will be the Borough of Darlington and its dependent and surrounding area in terms of railway operating and use. This will be deemed to include the routes of the S&DR and its associated companies in their entirety, and the route over Stainmore.
- 4.7 The museum will also selectively collect Items associated with the NER, the LNER and BR, provenanced to the area covered by the pre-1974

counties of Durham and the North Riding of Yorkshire, where these illustrate aspects of railway history that are not covered by more locally provenanced material.

- 4.8 The museum will only collect large structural items or historic buildings (such as stations or signal boxes) where these can specifically contribute towards the delivery of its Development Plan or are functionally required for railway operating purposes. No large structural items or buildings will be acquired unless, on an item by item basis, it has been ascertained in advance that their erection and use on the site would be acceptable under planning legislation and to English Heritage.

5 Collections Development – Railway Vehicles

- 5.1 Since its establishment in 1975, the museum has traditionally depended upon loans, from other museums or heritage railway organisations and from private individuals, for the great majority of the locomotives, carriages and wagons that have made up the core of its displays.
- 5.2 Indeed, as noted, at the commencement of this Policy the museum owns only one locomotive, an 0-4-0 Fireless once used at the Darlington works of Patons & Baldwins. It also owns a hopper wagon of traditional NER pattern but doubtful provenance, which has been on loan to Beamish since the late 1970s, and one of the chaldron wagons collected from Seaham Harbour by Beamish Museum and subsequently transferred.
- 5.3 A key objective of this Policy, as permitted by available opportunities and resources, is to enable the museum to significantly reduce the extent of its dependence on loans by acquiring its own collection of railway vehicles relevant to its mission and stated interpretive objectives.
- 5.4 The only appropriate vehicles to survive are almost all already “preserved” rather than remaining in active primary or secondary use. Some of these form part of the National Collection held by the National Railway Museum, and as such will only ever be available on loan. The remainder are owned by heritage railway organisations without museum status, or by private individuals. As such, however remote, the possibility exists that appropriate items may in the future become available for acquisition by donation, purchase or exchange. This Policy provides for such situations.
- 5.5 Locomotives Built in Darlington
 - 5.5.1 The museum will seek to collect a representative selection of locomotives built in Darlington, both to show how railway motive power has developed

chronologically and the part the town once played in the manufacture of such locomotives.

- 5.5.2 “North Road Shops”, the main-line locomotive works opened by the S&DR in 1863 and closed by BR in 1966, built both steam and diesel locomotives. “Stivvies”, the Darlington Works of Robert Stephenson & Co, (from 1937 Robert Stephensons & Hawthorns), generally built locomotives for export, and none of the surviving NER or LNER locomotives where construction was contracted out was built by “Stivvies”. However, from 1958, “Stivvies” (by then a subsidiary of English Electric) was contracted to build significant numbers of British Railways Type 1 and Type 3 diesel-electric locomotives.
- 5.5.3 The museum would ideally wish to hold a locomotive built for the S&DR or to one of the company’s designs. Three such locomotives survive: 0-4-0 No 1 *Locomotion*, built in 1825 by Robert Stephenson & Co, Newcastle; 0-6-0 No 25 *Derwent*, built in 1845 by Alfred Kitching & Co, Darlington; and 0-6-0 No 1275, a “Stephenson long boiler” type built by the NER at North Road Shops in 1867, essentially to an S&DR design. All three are part of the National Collection, and will only ever be available on loan.
- 5.5.4 The museum would ideally wish to hold a locomotive built at Darlington by the NER, in the 19th century. One such locomotive survives: 2-4-0 No 1463, built in 1885. It is part of the National Collection, and will only ever be available on loan.
- 5.5.5 The museum would ideally wish to hold a locomotive built at Darlington by the NER or to one of the company’s designs, in the 20th century. Five such locomotives survive. Q7 class 0-8-0 No 901, built in 1919, is part of the National Collection, and will only ever be available on loan. Q6 class 0-8-0 No 2238 (BR 63395) built in 1918, P3 class 0-6-0 No 2392 (BR 65894) built in 1923, J72 class 0-6-0T No 69023 built in 1951, and Y7 class 0-4-0T No 985 (BR 68088) built in 1923, are all in heritage railway ownership. The museum would wish to acquire any one of these should the opportunity arise.
- 5.5.6 The museum would ideally wish to hold a locomotive built at Darlington by the LNER. Two such locomotives survive. D49/1 class 4-4-0 No 246 (BR 62712) *Morayshire* is owned by the National Museums of Scotland, and will only ever be available on loan. K4 class 2-6-0 No 3442 (BR 61994) *The Great Marquess* is in heritage railway ownership, and the museum would wish to acquire it should the opportunity arise.
- 5.5.7 The museum would ideally wish to hold an example of one of the British Railways Standard locomotive types built at Darlington. Four examples of the Standard 2 type survive, one incomplete, and all in heritage railway

ownership, and the museum would wish to acquire one of the three complete examples, Nos 78018, 78019 and 78022, should the opportunity arise.

5.5.8 Several examples of BR Class 03, 08 and 25 diesel-electric locomotives built at North Road Shops survive in heritage railway ownership or the collections of other museums. The museum would respond positively to an offer enabling it to acquire one of these. However, a number of BR Class 08 locomotives built at Darlington remain in main-line use or storage, and the museum will seek to acquire a sound example.

5.5.9 Several examples of BR Type 1 (Class 20) and Type 3 (Class 37) locomotives built by “Stivvies” survive in heritage railway ownership or the collections of other museums. The museum would respond positively to an offer enabling it to acquire one of these. However, a number of BR Class 37 locomotives built by “Stivvies” remain in main-line use or storage, and the museum will seek to acquire a sound example.

5.5.10 The museum would ideally like to hold a single representative example of the steam locomotives built by “Stivvies” for export, for main-line or industrial use. A number survive, in preservation, active use or storage, outside the United Kingdom, and the museum would seek to acquire one should the opportunity arise.

5.5.11 The museum would ideally like to hold a single representative example of the steam locomotives built by “Stivvies” for industrial use within the United Kingdom. A number survive in the heritage railway ownership or the collections of other museum, and the museum would wish to acquire one should the opportunity arise.

5.6 Industrial Locomotives Used in Darlington

5.6.1 In the past, many of the town’s larger industrial sites had internal railway systems, both standard and narrow gauge. As a matter of business policy, the “Stivvies” works in Darlington rarely accepted orders for small industrial locomotives, referring potential customers to their neighbours, and from 1937 associates, in Newcastle, Hawthorn Leslie. None of the very few locomotives built in Darlington for industrial use locally now remain.

5.6.2 However, a number of locomotives built elsewhere but used at Darlington industrial sites do survive in heritage railway ownership. Should opportunities arise, the museum would wish to acquire single examples of steam, diesel and electric locomotives used in Darlington industry.

5.7 Passenger Carriages

- 5.7.1 At the date of adoption of this Policy, the museum owns no passenger carriages. It will seek to acquire a small selection of appropriate vehicles, to illustrate how railway travel in the area has changed over time.
- 5.7.2 Carriages were built at Hopetown Carriage Works, now part of the museum, from 1853 to around 1884. Before 1853, the S&DR purchased its carriages from contractors, including some small companies in Darlington. One example of carriages in each of these categories survive, TY (four-wheeled third) No 179, built at Hopetown in 1867 to an S&DR diagram for the nominally-independent Forcett Railway, and CY (four-wheeled composite) No 31, built in 1846 by Horner & Wilkinson of Commercial Street, Darlington.
- 5.7.3 Both now form part of the National Collection, and will only ever be available on loan. The loan of either one of these vehicles would cover both the story of carriage building in Darlington and of passenger travel in the early days of railways.
- 5.7.4 A number of wooden-bodied bogie carriages built by the NER or LNER, and of types used in the Darlington area, survive in heritage railway ownership or the collections of other museums. The museum would wish to acquire a single representative example. Beamish Museum have informally indicated that subject to the museum being able to provide accommodation, they might well be willing to transfer ownership of an early 20th century T (non-corridor bogie third), built at York but of a type regularly used on former S&DR routes.
- 5.7.5 The museum will be keen to pursue this option, which would provide it with a carriage fully representative of those used for local travel between the 1880s and the 1950s.
- 5.7.6 Between 1951 and 1961, British Railways systematically replaced most of the carriages it has inherited on nationalisation with its "Mark One" family of standard, steel-bodied, designs. To cover the period from the 1950s through to the 1980s, the museum will seek to acquire a single representative Mk 1: large numbers survive in active use, heritage railway ownership or the collections of other museums. To complement and contrast with the non-corridor compartment vehicle potentially available for transfer from Beamish, the ideal choice would be a BSO: a corridor vehicle, with lavatories and incorporating both a guard's van and an open saloon for second-class passengers.

5.7.7 Into the future, although almost certainly not during the life of this Policy, the museum may seek to acquire representative examples of both diesel multiple units and more modern locomotive-hauled carriages, which at present remain in regular use on railways in the area.

5.8 Goods Wagons

5.8.1 The movement of goods by rail had a significant impact on the urban and economic development of Darlington, and on life in the area. The museum will seek to collect a small, representative, selection of wagons of different types, to illustrate the range and nature of railway goods traffic in the past.

5.8.2 Between 1923 and 1962, wagons were built in Darlington at Faverdale Wagon Works. The museum's objective will be that the wagons selected for acquisition should all be examples built in Darlington, so that they may represent the range and nature of vehicles built at Faverdale as well as the uses to which railway goods wagons were put.

5.8.3 Faverdale Wagon Works was originally built to produce wagons with wooden bodies on wooden frames. A good number of these vehicles built by the LNER, both open wagons and covered vans, survive in heritage railway ownership or the collections of other museums. The museum will seek to acquire one example, either an open or a covered van.

5.8.4 From the 1930s, Faverdale built steel-framed open wagons and covered vans to LNER and BR standard designs. A good number of both types survive in heritage railway ownership or the collections of other museums. The museum will seek to acquire one example, with the choice being the type not acquired in the older wooden-framed form.

5.8.5 In the 1950s, Faverdale pioneered the development of mass-production techniques using semi-skilled labour for wagon assembly. An acknowledged archetype for this was the British Railways "Palvan", the first generation of covered vans designed specifically for the carriage of goods on pallets and to be loaded and unloaded using forklift trucks. A good number survive in heritage railway ownership and the collections of other museums, and the museum will seek to collect one example.

5.8.6 In the 1950s, Faverdale built a good number of vans for the transport of fresh fish. These were the last in a line of specialist vehicles, known as non-passenger carrying coaching stock, developed from the 19th century onwards for the carriage of "perishables", such as fish, milk or newspapers, by express train. When fish traffic ceased, these vans were converted for the carriage of newspapers and parcels, and were identified by a large blue spot on each side. A number survive in heritage railway

ownership and the collections of other museums, and the museum will seek to collect one example.

5.8.7 From its earliest days, Faverdale built brake vans of the type used on traditional goods trains. BR adopted the LNER design for these as standard, and all 20-ton Goods Brake Vans built by BR were produced at Faverdale. A number survive in heritage railway ownership and the collections of other museums. No representation of railway goods traffic would be complete without a brake van, and the museum will thus seek to collect one Faverdale-built example.

5.9 Operational Vehicles

5.9.1 Some carriages or wagons acquired under this Policy may be suitable for operational use on the site railway, as well as for static display. However, from time to time, the museum may deem it necessary to acquire either carriages or wagons not covered by this Policy, on the grounds that they are operationally necessary.

5.9.2 For the avoidance of doubt, vehicles acquired on that basis but otherwise falling outwith this Policy will be regarded as operational plant rather than as items to be accessioned into the museum's collections.

6 **Disposals**

6.1 The museum holds the Council's museum collections in trust, on the basis of an aspiration to ensure their survival in perpetuity. The Council acknowledges that there is a strong general presumption against the disposal of any items from the collections. A disposal decision will not be made with the principal objective of raising funds.

6.2 In those circumstances where disposal is permissible under this Policy, the decision will be taken by Cabinet on the basis of a recommendation from the Council's senior museum professional formulated after due consideration. In this respect, Cabinet will undertake a critical review of the recommendation and the argued reasons for it, before coming to a decision.

6.3 The senior museum professional, acting where appropriate with the advice of the Borough Solicitor, will first determine that the Council holds valid title to the item and is legally free to dispose of it.

6.4 The senior museum professional will first establish if the item was acquired with the aid of an external funding organisation, and if so, what conditions were attached to the original grant in the event of subsequent

- disposal. The recommendation to Cabinet will detail these conditions, and indicate where they have already been met or what steps would need to be taken to meet them. This may include repayment of the original grant.
- 6.5 An Item may be disposed of by transfer to another accredited museum where, by mutual agreement between the two museums, the item would as a result be more appropriately placed.
 - 6.6 An item may be disposed of where it is a duplicate of another item in the collections.
 - 6.7 An item may be disposed of where, in the view of the Council's senior museum professional, it is too badly damaged or decayed to be worthy of retention, or was not in the first instance actually of museum quality.
 - 6.8 An item may be disposed of where, in the view of the Council's senior museum professional, its ongoing retention would represent a threat to the health or safety of museum staff or members of the public.
 - 6.9 Once a disposal decision has been taken in relation to an item, first priority will be given to retaining it within the public domain. It will therefore in the first instance be offered for transfer directly to other accredited museums likely to be interested in its acquisition, normally without financial recompense being sought.
 - 6.10 If the item is not acquired by any accredited museums to which it was offered directly, then the museum community at large will be advised of the intention to dispose of the item, normally through an announcement in the monthly journal of the Museums Association, and in other professional publications where appropriate.
 - 6.11 The announcement will indicate the number and nature of items involved, and the basis on which they would be transferred. First preference will be given to expressions of interest from other accredited museums, followed by bodies in current membership of the Heritage Railway Association. A period of at least two months will be allowed for interest to be expressed. At the end of this period, if no expressions of interest have been received, the museum will be free to dispose of the item, by gift, exchange or sale, to other interested organisations or individuals.
 - 6.12 If, ultimately, the museum is unable to dispose of the item, by gift, exchange or sale, to any other accredited museum, heritage railway, interested body or individual, or if the basis of the disposal decision is that the item's retention would represent a threat to the health or safety of museum staff or members of the public, the museum will be free to dispose of the item by destruction.

- 6.13 Where disposal is to be by destruction, the museum will take steps to ensure that the item is physically destroyed by burning, crushing, recycling for its materials, or deep burial in a licensed landfill site or hazardous waste repository, to avoid the possibility of its unauthorised retrieval and subsequent offer to a museum.
- 6.14 Full records will be kept of all disposal decisions, detailing the items involved, the reasons for their disposal, the arrangements made for their transfer, donation, exchange, sale or destruction, and their ultimate destination. Where practicable, this will include photographic records in accordance with SPECTRUM Procedure on deaccession and disposal.
- 6.15 Where an item is transferred to another accredited museum, or donated, exchanged or sold to another heritage railway, all original documentation will accompany the item, with the museum retaining copies.
- 6.16 Any monies received by the Council from the disposal of items by sale will be added to the museum's budget for Acquisitions. In exceptional cases funds may be utilised for major projects relating to the care of collections. Where this is proposed, the advice of the Museums, Libraries & Archives Council will be sought before any decision is taken.