

**WRITTEN STATEMENT OF A NON-KEY DECISION
CABINET MEMBER (COMMUNITY SERVICES)**

ITEM:	MUSEUM RESOURCE AND LEARNING CENTRE PROJECT - POLICY AND PROCEDURES
Date of Decision:	20th Jul 2005
Purpose:	To seek Cabinet Member approval for the policies and procedures forming the Heritage Services Collections Management Plan, other updated policies being put in place as part of the development of the Phase 3 of the Museum Resource and Learning Centre Heritage Lottery Fund bid, and endorse the adoption of the Museum Association Code of Ethics for Museums 2002.
Decision:	THAT The Member approve the policies and procedures submitted to form the Collections Management Plan for Heritage Services, the updated policies and the adoption of the Code of Ethics (2002) by Herefordshire Council.
Reasons for the Decision:	To enable the Collections Management Plan to be submitted as part of the Stage 2 bid to the Heritage Lottery Fund for the Phase 3 extension to the Friar Street Museum Resource and Learning Centre. The bid is being submitted to the Heritage Lottery Fund on 1st August 2005, to be considered by the Heritage Lottery Fund at the Regional Committee meeting in December 2005. To ensure that the most up to date policies are being used by Heritage Services. Adoption of the revised 2002 Code of Ethics is good practice for local authorities with a museum function.
Options Considered:	Not Applicable
Declaration of Interest:	

COUNCILLOR RVS STOCKTON:.....Date:.....
CABINET MEMBER (COMMUNITY SERVICES)