



## Care and Conservation Policy 2022-2027

Approved by the Board of Trustees of The Hockey Museum	
Chair's signature:	
Name:	
Date:	
Date of next review:	

**Policy review procedure:** The Care and Conservation Policy will be published and reviewed from time to time, at least once every five years.

# **1 The Hockey Museum’s Vision, Mission & Objects**

## **1.1 The Hockey Museum’s Vision and Mission:**

"Inspiring people to embrace hockey's values by sharing engaging stories through innovation and inclusivity".

We will achieve this Vision by:

- Putting our audiences first;
- Collecting, researching and preserving the hockey story;
- Reaching out to players and non-players;
- Being digital by default; and
- Achieving sustainability through representative governance and resilient finances, underpinned by an ethos of training and skills development for all.

## **1.2 The Hockey Museum’s Charitable Objects:**

“Advancing the education of the public in the history and development of hockey and its antecedents, in particular by establishing and maintaining a museum for the permanent exhibition and preservation of items of education and/or historic value.”

1.3 This policy supports the Vision, Mission and Charitable Objects of The Hockey Museum. As such, it is the intention of The Hockey Museum to manage the collections to the highest possible standards as outlined in documents such as *Benchmarks in Collection Care* and *Signposts* published by the Collections Trust. This will be achieved by a combination of preventive and remedial conservation ensuring the continuation of the long-term preservation of the collections.

# **2 Preventive conservation**

2.1 The preventive conservation of collections will take into consideration how objects react to their environment based on an understanding of how they deteriorate physically and chemically.

2.2 Preventive conservation will include the provision of a controlled environment in which the collections will be stored and displayed. This will be achieved within the framework of resources and facilities available to The Hockey Museum to meet the current preservation and conservation standards recommended by the museum profession.

2.3 Environmental conditions are regularly monitored in the store using a digital data logger. The data collected is analysed by the Collections Officer to ensure storage conditions are maintained. As the museum store is adjacent to office areas regular checks are conducted by the Collections Officer and

volunteers to ensure that storage areas are kept clean and tidy, and that general housekeeping is undertaken.

- 2.4 The Collections Officer will provide the volunteers with training in basic conservation including pest management, recognising the signs of deterioration and/or infestation. They will also be advised about the safe handling and care of collections and how to mark and label objects.
- 2.7 All new items entering the museum will be kept in a holding area and be condition assessed before being transferred into the store. Once in store the collections will be audited as part of a rolling program to ensure that standards are maintained and areas for improvement are identified.
- 2.8 An Emergency and Salvage Plan for the care of collections has been formulated for The Hockey Museum. The Emergency Plan will be reviewed annually or when circumstances significantly alter.

### **3 Interventive conservation**

- 3.1 As a result of collections audit work there may be a need for remedial conservation of objects which will be outlined in an Action Plan and submitted to the Board of Trustees for approval and funding.
- 3.2 Any conservation work will need to be outsourced to professional conservators – ideally an accredited member of the Institute of Conservation (ICON). All treatments will be discussed in advance with the Collections Officer and research into the most appropriate treatment undertaken where necessary. Conservators will be expected to supply a treatment report which will be recorded on Modes Complete and in hardcopy object history files. This should include photographs to illustrate the stages of treatment undertaken.
- 3.3 The Hockey Museum will only consider funding remedial conservation of objects on loan to them if it is required to by the owner of the object under the terms of the loan agreement, or if they have agreement in writing from the owner.

### **4 Improvements to the quality of storage facilities**

- 4.1 The Hockey Museum will work towards improving the quality of their storage facilities through prioritised collections management projects as agreed by the Board of Trustees.

### **5 Care and Conservation Plan**

- 5.1 The Care and Conservation Policy will help The Hockey Museum to determine priority areas for improvement in the stewardship of the collections. This

process will be supported by the Care and Conservation Plan, which will be updated periodically to provide measurable indicators of improvement. Activity falling within the Plan will be achieved within the framework of resources and facilities available to The Hockey Museum.