Museums Collecting Archaeology (England)
REPORT YEAR 2: November 2017

Historic England

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SMA Society for Museum Archaeology

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"There have been cuts across the Curatorial and Collections team reducing the team from 4 dedicated FTE plus 2 museum professionals with curatorial experience to just 2 (one entry level now with a years' experience)… The resources available to curate archaeology archives is minimal and storage is off site at some distance (15 miles) from the museum with limited access. Shelving is full and archives are now stacking up on the floor due to a lack of storage space. There is also an accessioning backlog due to lack of curatorial resources."

Local Authority museum, West Midlands

"At the time of writing we are about to enter a process to reduce costs by cutting staff - it is unknown how this might impact on the archaeology team… Since last year we have had to absorb a large number of archives being held by a decommissioned field unit which has reduced our capacity [to collect]…."

Local Authority museum, South West

"Reduction in curator hours by 0.5FTA in 2013, followed by loss of 0.5FTA collections manager role in 2016 due to retirement, which role has not been replaced… Continuing pressure on council budgets making life increasingly difficult…"

Local Authority museum, South East

"Our staffing level has increased due to a change in our circumstances from government to charity, we had a lump sum to spend, once this is used up, staffing levels will go back to previous levels, if not lower…"

Charitable Trust museum, North East

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1   SUMMARY

This report is the second of three annual reports commissioned by Historic England to be executed and produced by the Society for Museum Archaeology (SMA), the Subject Specialist Network for British Archaeology in the UK.

The report has been compiled using quantitative and qualitative data gathered by online survey from 200 respondents in England that represent museums which collect or hold archaeological material. The results relate to the capacity to collect, staff resource and expertise.

The main results are as follows:

1. 104/200 (52%) of respondents are still actively collecting archaeological archives: 64/104 (61.5%) of which charge for deposition.

2. 38/200 (19%) respondents that have previously collected archaeological archives have stopped collecting - 58/200 (29%) respondents to the survey have never collected archives, those that have stopped, when measured against the remaining 142, represent 26.7% of respondents.

3. Lack of space was once again the most cited reason for ceasing to collect archaeological archives, referenced by 27/38 (71%) of respondents that had done so, followed by shortage of staff resource and staff expertise at 18/38 (47.3%) and 13/38 (34.2%) respectively.

4. 23/38 (60.5%) of those respondents that have stopped collecting are provided by local authorities.

5. 131/200 (65.5%) respondents said they had a collecting policy that specifically referred to British Archaeology.

6. 64/89 (71.9%) of museums that provided estimates (and which are actively continuing to collect) have 20m³ of space available or less for archaeological archives.

7. 62/94 (66%) of museums that provided estimates (and which are actively continuing to collect) believe they will run out of space in 5 years or less at their current rate of collecting.

8. The data from this cohort shows that 49/142 (34.5%) of museums with responsibility for the care of archaeological archives reported a decrease in staff numbers since 2010.

9. 91/200 respondents (45.5%) of this cohort of respondents employ a curator with specialist expertise

10. 56/99 (50.5%) of staff members with specialist museum archaeological expertise are employed by local authorities (more than twice as many as any other type of provider).

11. 142.74 FTE posts with specialist expertise are currently provided for by this cohort of respondents but a significant number of these posts (34) represent the staff of just a few (5) larger organisations whilst 22 museums have less than 1 FTE each.

Examination of the list of respondents in 2017 shows that whilst the number of responses matched that of 2016, 55 museums were new responders, which means that an equivalent number of the 2016 respondents failed to respond on this occasion. This means that direct comparison between the two sets of results is difficult, but broad comparison is still possible with regard to identifying trends and therefore similarities between the two cohorts of respondents: the data has still been incredibly useful in meeting the objectives of this project. The situation reported on both 2016 and 2017 regarding the amount of space left in stores and the time before this runs out is almost identical irrespective of the different cohorts of respondents which suggests that this is a true reflection on the current situation and also not one that has improved. Many respondents echoed the comments that were made in 2016 in that the time available to work with archaeology collections was severely reduced by other management or collection responsibilities and the situation with regard to the vulnerability of those archives managed by local authorities has not improved.

2   Introduction & Discussion

2.1   Impact of the 2016 survey

The sharing and use of the 2016 data in multiple ways demonstrates the relevance and appetite for the insights that were gathered as part of this project:

- The preliminary results of the 2016 survey were reported at the Museums Association Conference in Glasgow (November 2016) by Gail Boyle during a panel session relating to Subject Specialist Networks.

- The Museums Association published a news web article ("Museum Archaeology in England faces Storage Crisis", 8 March 2017) that then prompted a discussion piece in the Museums Journal, written by Gail Boyle ("We Must All Solve the Storage Crisis", Museums Journal, 117.04, p.17, 1 April 2017)[1]

- The published report formed the basis of a briefing paper for Lords Redesdale in advance of House of Lords Grand Committee Debate (March 2017) and was directly referenced by him in relation to the measures required to protect and improve local arts and cultural services, including museums, libraries and archaeological services.[2]

- Regional subsets of the 2016 data have been used to inform several seminar presentations, including for example, those relative to the "Seeing the Light of Day" project.[3]

- The 2016 report was used to inform workshops convened by the Chartered Institute for Archaeology and Historic England entitled "21st-century challenges in archaeology".[4]

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[1] See: https://www.museumsassociation.org/museums-journal/news/08032017-museum-archaeology-in-england-facing-storage-crisis and https://www.museumsassociation.org/museums-journal/comment/01042017-we-must-all-help-solve-the-storage-crisis

[2] https://goo.gl/QAY5h3

[3] https://seeingthelightofday.wordpress.com/about/

[4] https://www.archaeologists.net/news/21st-century-challenges-archaeology-1487089530

- SMA utilised data from the 2016 report to submit statements and submissions to the DCMS Review of Museums in England (resulting in the Mendoza Report) and the Museums Association Survey 2017.

- Anooshka Rawden presented a paper on behalf of SMA based on the survey results at the 2017 EAA 23rd Annual Conference "Building Bridges" in Maastricht ("Museum Archaeology Collections in England: Are Museums Running out of Space, Staff… and Time?", The Future of Museum Archaeology in Europe, 30 August 2017).

- The Project Team ran a #MuseumHour takeover session on Twitter, debating the major issues raised by the report around archaeological storage and staffing. The takeover session took place on Monday 13 March 2017, 8pm-9pm. Museum Hour is a UK based social media museum movement that attracts 5500 followers worldwide.

- The SMA 2016 Report and the debate generated during #MuseumHour on 13 March 2017 resulted in a blog post by Heritage Futures, a four-year research programme (2015 – 2019) funded by AHRC focusing on innovation and creative exchange in the heritage sector.[5]

- The 2016 survey report was referenced in Claire Tsang's 2017 report for Historic England, "Deep Storage Archive Facilities in England".[6]

2.2   Sector-wide context

Since the Society for Museum Archaeology (SMA) carried out its first year of survey work funded by Historic England (HE), further work has been conducted across the sector to provide additional data in order to create a wider "state of the union" picture. The SMA

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[5] 'The End of Plenty? Museums Collecting Archaeology' blog post by Dr. Jennie Morgan, Research Associate, Heritage Futures. See : https://heritage-futures.org/end-plenty-museums-collecting-archaeology/

[6] Tsang, C. (2017) Gathering Information on Deep Storage Archive Facilities in England (Report ref. 40/2017). See :
http://research.historicengland.org.uk/Report.aspx?i=15626&ru=%2fResults.aspx%3fp%3d1%26n%3d10%26a%3d4873%26ns%3d1

report produced in 2016 has provided the first update since our work in 2012 to assess archaeological archive provision within museums in England.[7] This data has proved useful both in supporting further research within the wider museum sector, and in enabling up-to-date comparison with other areas of the archaeological sector, such as historic environment staffing and provision. In addition, there has been work by the Museums Association to review the impact of funding cuts on museums in England, while bodies such as the European funded NEARCH project have explored the benefits of archaeology within Society as a tool for inclusion and identity.[8]

Both data and word-of-mouth reporting from across the wider archaeological sector continues to demonstrate that cuts and staffing reductions are impacting on the provision and availability of archaeological advice within the historic environment sector, and archaeology expertise within museums. The common denominator continues to be local authority budgetary cuts and the impact of the 2008 financial crisis on public funding. The ninth report into local authority staff resources produced by Historic England, ALGAO and the Institute of Historic Building Conservation has outlined the continued reduction in resourcing for archaeological advisory services. Despite an increase in planning applications, staff reductions continue, with a 3% (or 8.9FTE) decrease in the number of archaeological specialists providing planning advice over the past 12 months.[9] Provision of archaeological expertise and advice within a local authority environment continues to decrease across historic environment and museum services. As cited in the SMA's 2016 report, the Archaeological Market Survey demonstrates that after being hit hard in the 2008 financial crash, the commercial archaeology sector is showing a recovery not reflected within the historic environment and museum sectors. Meanwhile, the SMA 2017 survey data

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[7] http://socmusarch.org.uk/socmusarch/gailmark/wordpress/wp-content/uploads/2016/07/HE-SURVEY-2016-FINAL.pdf

[8] NEARCH worked with the Harris Interactive survey institute to survey citizens from nine European countries in order to better understand perceptions of heritage and archaeology. See: http://www.nearch.eu/news/the-european-survey-book-is-now-available-online

[9] Published in September 2017 and available at: https://content.historicengland.org.uk/images-books/publications/ninth-report-la-staff-resources/ninth-report-la-staff-resources.pdf/

demonstrates that 60.5% of those museums who report the cessation of archaeological collecting are Local Authority provided museum services.

2.3   Commercial storage versus museums

SMA's 2016 survey data was referenced by Claire Tsang's Historic England report exploring deep storage options in England as a response to the worsening crisis with museum archaeological archiving provision. The report explores various storage providers and the economic advantages and disadvantages around storage with museums, archaeology units and commercial storage facilities.[10] The report demonstrated the cost effectiveness of museum storage (albeit by comparison to one respondent museum who provided enough data for analysis) when compared to commercial archaeology storage, concluding that "deep storage is neither more economical, nor more structurally beneficial than curation in a museum". Where museums have no space available to collect, commercial storage facilities such as DeepStore represent a cost effective alternative when compared to commercial (non-archival specialist) storage providers and is certainly cheaper than the storage figures associated with commercial archaeological contractor storage of undeposited archives.

However, what Tsang's report did not explore (due to being outside the scope of the paper) was the data gathered by the SMA that confirms a decrease in archaeological expertise in museums in England, and what this means in real terms about the capacity of museums to continue to adequately care for archaeological collections, and, most importantly, make archaeological collections assessible. Museums are facing a struggle to store archaeological material (and in fact all material – the storage pressure in museums is certainly not unique to archaeology collections), and at the same time are suffering a reduction in both archaeological specialists, and an increase in the range of collections or service delivery activities collections staff are now covering. The 2017 survey has revealed stories of

[10] Tsang, C. (2017) Gathering Information on Deep Storage Archive Facilities in England, Research Report Series no. 40/2017.

expertise loss, resource stretch and an inability to adequately curate existing archives, without even considering the impact of new archive acquisitions. While local authority museums remain a significant provider of storage and care for archaeological archives across the museum sector, and public funding continues to be squeezed, this provision is under increasing risk in every region:

> *"We moved collections to a new purpose-built off-site store last year and have started taking in new depositions of archives again. Next big hurdle is the growing backlog of documentation for the archaeology but without a dedicated curatorial post for the archaeology collections, there can be very little progress."*
> **Local Authority museum, London**

> *"Lack of archaeological expertise on our staff means we cannot manage our collection effectively or respond to public enquiries."*
> **Local Authority museum, East Midlands**

> *"Access Officer (Curatorial) has the expertise but not the time to curate the archaeological collections."*
> **Local Authority museum, North East**

> *"Museum Curator has archaeology as part of responsibility but in reality, no time to spend on specialist care [of collections]."*
> **Local Authority museum, South East**

> *"Staffing levels are not sufficient to fully keep abreast of all aspects of curatorial management of the archaeological collections."*
> **Local Authority museum, South West**

> *"The collections are not seen as being that important within the scheme of things."*
> **Local Authority museum, North West**

2.4 Public interest and social value

The success of archaeological exhibitions in both national and regional museums over the past 12 months not only confirms the continued potential of archaeology as a tool for engagement, but equally confirms its continued value by the public. At the time of writing "Scythians warriors of ancient Siberia" at the British Museum is receiving rave reviews [11], "Tunnel: The Archaeology of Crossrail" has astounded audiences at the Museum of London Docklands with the history of London beneath their feet, receiving consistent positive public reviews on TripAdvisor, whilst M Shed's "Bone Lab", which accompanied "Skeletons: Our Buried Bones",[12] has received the University of Bristol's Public Engagement Award for 2017.[13]

NEARCH's Europe-wide survey project on the public perception of archaeology and heritage confirms that archaeology is widely viewed as socially valuable and that there is public support for investment in archaeology.[14] The UK is a sector leader when it comes to archaeological engagement and opportunities for public interface, but the democratisation of knowledge and the need to make archaeological information more widely available was a common thread in feedback from all European countries surveyed by NEARCH, which in turn supports the role of museums – with their existing expertise around public programming

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[11] https://www.theguardian.com/artanddesign/2017/sep/17/scythians-warriors-of-ancient-siberia-british-museum-review

[12] TripAdvisor reviews for the Museum of London 'Crossrail' exhibition: https://www.tripadvisor.co.uk/ShowUserReviews-g186338-d282174-r498553531-Museum_of_London_Docklands-London_England.html

[13] http://www.bris.ac.uk/news/2017/october/engagement-awards-2017.html

[14] See NEARCH European Survey Book (http://archaeologydataservice.ac.uk/archiveDS/archiveDownload?t=arch-2749-1/dissemination/pdf/NEARCH_Europeans_and_Archaeology.pdf) – 46% think that archaeology allows a better understanding of the past and therefore better preparation for the future; 83% think supporting and developing archaeology is important for their countries; 83% think supporting and developing archaeology is important for their countries.

and audience engagement– as a crucial interface between the archaeology sector and the public. The question is whether museums are in a position to continue to do this.

2.5   Responding to change

The economic crisis clearly continues to make its ripples felt, and if museums no longer have either the capacity to collect or the expertise to manage archives and, more importantly, make these archives and their associated stories accessible and available to the public, clearly, we need to reconsider the role of museums as part of the developer archaeology cycle moving into the future. The risk around capacity to collect not only centres on local authority funded museums. Museums transitioning from local authority to trust status must find their (economic) feet before financial support packages run out: how sustainable many new museum trusts will be long term is an unknown factor. Whilst charging for deposition as part of the archive deposition process appears to be an income stream for some museums, the 2017 data clearly demonstrates that this is still an under-exploited means of raising revenue for many.

Museums can ensure the public benefit criteria required by current planning legislation. Museums have existing expertise around audience and public engagement, and the potential to tell the stories from our past in innovative ways with contemporary relevance. The fundamental ethical foundation of the planning framework requires developers to offset damage to archaeological assets through the "polluter pays" principle, although this in and of itself may now be weakened by omissions in the current draft of the EU Withdrawal Bill.[15] So once again, we return to the call for much-needed recognition that the preservation of the primary record needs and deserves to be supported with a more robust strategic and commercially sustainable financial approach. The fundamental problem that remains, is that the commercial sector is still generating a product that the public sector is expected to maintain into the long term.

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[15] http://archaeologists.net/news/cifa-statement-eu-withdrawal-bill-environmental-amendments-1511468536

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3   The Project

3.1   Aims

The overall aims of this project remain the same and are as follows:

1. To produce baseline data relating to the current state of collecting in museums to inform discussions on the future of collecting, curation of museum archaeology collections and resolution of the problem of un-deposited archaeological archives.

2. To provide data to enable comparisons to be made with trends identified by other surveys relating to local authority staffing levels in planning and HER services, as well as museums, to create a broader and more complete picture across the sector.

3. To provide an invaluable resource to be used by key stakeholders working towards resolving the issues of non-deposited archives and the loss of expertise, so as to help shape a more resilient and sustainable future for museum archaeology.

3.2   Questions

The basic questions the survey addressed remained the same and were as follows:

1. Which museums in England currently hold British archaeological material?

2. What level of provision – considering space for storage and staff time - currently exists in museums for the continuing collection of archaeological archives?

3. What level of archaeological expertise is being provided by museums responsible for curating archaeological material?

4. How many FTE staff are employed across the museums with archaeological collections?

5. What are the general trends with regard to provision of staff that can be identified?

4   The Report

In order to be able to make comparisons with the 2016 data, the analyses that are provided here incorporate:

- A list of museums in England that reported they are still collecting archaeological archives, together with those that are no longer doing so.
- An account of the estimated storage space that these museums have available for future depositions of archaeological archives.
- An account of the collecting policies of museums that are collecting archaeological archives.
- An account of the standards for archaeological archive transfer and curation that collecting museums work to, including arrangements for the care of digital material.
- An account of the numbers of curators, measured in Full Time Equivalents, with specialist archaeological expertise within those museums with archaeology collections.

5   Survey method statement

5.1   Previous survey

Given the success rate of the 2016 survey in terms of engagement with the process as well as the survey completion rate, SMA's project team agreed to continue with the same approach in gathering data with some minor modification to the overall delivery process (see 5.2 below). An identical survey was created using the online survey cloud-based software 'Survey Monkey' as the method of gathering data across seven English regions (see **Appendix 1**). The Regional Representatives continued to facilitate the communication

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process at a local level, supporting museums to produce responses and chasing non-responders.

5.2   Revised approach

The Project Team reviewed the 2016 process and agreed a number of measures to address the following issues:

- Response period

In 2016, the survey response window was extended to accommodate summer leave so an extended period was built into the 2017 survey window to mirror this: a period of 10 weeks was allocated to distributing surveys, promoting responses and chasing non-responders.

- Non- responders

Regional Representatives were asked to specifically focus their efforts on trying to engage those museums that failed to respond at all in 2016 and in particular to look at the 41 museums that appear to have responded to the 2012 survey but did not respond to our survey in 2016. The Project Team supplied the Regional Representatives with lists of those that had responded to the survey every two weeks in order to update regional distribution lists and identify non-responders.

- Targeted publicity

The distribution lists were reviewed to see if particular mechanisms could be identified that would enable more effective communication with organisations that may have been missed.

- Data control and consistency

For consistency and in order to achieve comparable data the survey questions remained the same but respondents were asked to express numbers and years in particular formats in order to reduce the amount of data cleansing required before analysis could take place.

- Supply of standards and guidelines

Regional Representatives and Project Team members made direct requests to museums for these documents to be sent to try and address the failure of museums to supply the standards/guidelines that were promised as part of the 2016 survey. It was uncertain why some museums were reticent to share documents in 2016, although it may have been a fear of scrutiny or criticism.

5.3   SMA Project Team

- Gail Boyle: Chair of SMA; Senior Curator (Archaeology), Bristol Culture
- Nick Booth: Membership Secretary SMA; Head of Collections, Brunel's ss Great Britain
- Anooshka Rawden: Vice Chair SMA, Science Museum Group

5.4   Regional Representatives 2017

- Philip Wise: Heritage Manager, Colchester and Ipswich Museums [London & East]
- Dr. Robert Symmons: Curator of Archaeology, Fishbourne Roman Palace [South East]
- Amy Roberts: Collections Officer, The Novium Museum [South East]
- Morag Clement: Archaeology Curator, Kendal Museum [North West]
- Dr. Kirsty McCarrison: Learning Officer, Durham University Museums [North East]
- Helen Parslow: Archives Officer, Albion Archaeology [East Midlands]
- Deborah Fox: Curator of Archaeology and Natural History, Museums Worcestershire [West Midlands]
- Stefanie Vincent: Museum Collections Project Manager, Swindon Museum and Art Gallery [South West]

The regional representatives were the same as for 2016, and the SMA is most grateful for their continued commitment to the project.

6   Promoting the project

6.1   Contact list

The 2017 contact list comprised 512 museums. The list was based on the original contact list formulated in 2016 with corrections and updates that became apparent thanks to the on-the-ground knowledge of the regional representatives, with the addition of museums that were missed from the original survey distribution list in 2016. It was hoped that the 2017 survey would secure responses from all those museums who submitted surveys in 2016, plus some additional museums who had not responded in 2016.

See **Appendix 2** for the survey distribution list.

6.2   Regional approach

Survey links were sent direct to the 512 museums divided by region. The regions were based upon the Arts Council England regions, with Yorkshire merged with the North East, and London and East merged together. Merging these areas ensured best use of project funding to cover the costs of regional representatives. The list of regions was as follows:

- North East (inc. Yorkshire)
- North West
- South West
- South East
- West Midlands
- East Midlands
- London & East

6.3   Publicity

The following organisations, networks and specialist groups were contacted to promote the project:

- Regional Museum Development Teams
- East Museum Development Team
- London Museum Development Team
- North West Museum Development Team
- South West Museum Development Team
- Yorkshire Museum Development Team
- East Midlands Museum Development Team
- North East Museum Development Team
- West Midlands Museum Development Team
- Association for Independent Museums (AIM)
- British Archaeological Jobs Resource (BAJR)
- Heritage Alliance
- Society of Antiquaries of London (SALON newsletter)

SMA also publicised the survey through its membership list (167 individual and 65 institutional members), and also utilised its social media platforms to promote the project, as did a number of the organisations listed above. Individual SMA members also utilised their own context networks to promote the surveys and encourage responses.

6.4   Survey timescale

As referenced above (5.2) the 2016 survey response period had originally been set for 6 weeks but due to the level of interest from museums and the impact that summer leave had on the ability of many to respond within this timeframe, the deadline was extended. On completion of the 2016 survey report, it was decided that a longer response window of 10

weeks would be built into years 2 and 3 of the project to ensure replication of the same environment throughout the project's lifespan. Feedback from some Regional Representatives in 2017 has been that an even longer response time than 10 weeks would be beneficial, and this will be reviewed by the Project Team for feasibility in year 3.

6.5   Reporting

As in 2016 the whole process was managed by the Project Team with advice from Duncan Brown at Historic England, who also acted as Project Assurance Officer. The Project Team was supported by the same group of Regional Representatives who encouraged as many museums as possible to respond to the survey. The findings have been collated by the Project Team in the form of this annual report.

7   RESULTS

7.1   Response rate

200 responses were received from the contact list of 512 museums which is a response rate of approx. 39%. All of those museums that responded completed the questionnaire in full and the completeness of these responses indicates that the simplicity of the survey design has once again enabled museums to engage more fully than had been the case in 2012. As in 2016 several responses related to more than one museum site and the data set that resulted therefore represents in the region of 384 sites.

Of these 200 responses, 142 (71%) came from organisations that currently accept or have previously accepted archaeological archives.

See **Appendix 3** for a list of museums that returned survey responses.

7.2   Non-engagement

The Project Team and the Regional Representatives worked hard to try and get those that had not responded to participate. Efforts to do so were hampered in some cases by staff being reported on long-term sick leave or there being no member of staff with designated responsibility for archaeological material. Non-responding museums were contacted on several occasions, by email and by telephone and although responses were promised they were often not forthcoming. The Project Team helped several newer members of staff responding on behalf of their museums by supplying details of their organisation's 2016 return for guidance purposes.

7.3   Comparison with the 2016 survey

Table 1 shows the number of responses per region for year 1 and year 2 of the survey, and the total number of responses over both years per region.

Table 1 Region	Number of Responses 2016	Number of Responses 2017	Total respondents in region over both years
North West	19	21	27
South West	27	31	33
South East	43	43	57
London & East	35	38	54
West Midlands	22	21	25
East Midlands	24	21	27
North East & Yorks.	28	23	32
General	2	2	2
TOTAL	**200**	**200**	**255**

Table 2 shows response rate for 2017 compared to total number of organisations contacted by region.

Table 2 Region	Organisations identified	Responses	% Responded
North West	67	21	31%
South West	91	30	32%
South East	103	43	41%
London & East	115	38	33%
West Midlands	30	21	70%
East Midlands	43	21	48%
North East & Yorks.	62	23	37%
General	1	2	200%
TOTAL	512	200	39%

7.4   Respondents by provider-type

102/200 (51%) of all the responses to the survey came from local authority provided museums, which coincides with the number that responded in 2016: closer examination shows that these are not the same 102 institutions. Amongst those that are described as 'other' were museums provided by the church as well as commissioned services provided to local authorities.

Table 3 below provides a breakdown by provider type by region.

Table 3 PROVIDER	NW	SW	SE	L&E	WM	EM	NE/Y	EH*	TOTAL
Local authority	10	11	21	20	16	13	11	0	**102**
Charitable trust	5	13	11	9	4	3	9	2	**56**
Independent	2	2	8	5	1	5	0	0	**23**
Uni/Academic	3	2	1	3	0	0	2	0	**11**
Other	1	3	2	1	0	0	1	0	**8**
TOTAL	**21**	**31**	**43**	**38**	**21**	**21**	**23**	**2**	**200**

*English Heritage

8   The collection of archaeological archives

A list of those museums that reported they were still actively collecting archaeological archives can be found at **Appendix 4**. Those marked with an asterisk charge for deposition. A list of museums that reported they were no longer collecting archaeological archives can be found at **Appendix 5**. Those marked with an asterisk hope to collect again in the future.

8.1   Collecting activity overview

As mentioned above (Summary p.2) comparisons between the survey datasets generated for 2016 were made difficult because although some organisations were represented in both cohorts of respondents, there were respondents that only replied in one of each of the two surveys rather than in both and so the comparisons cannot be exactly like for like. The detail of the differences between the two cohorts relative to collecting activity is summarised at **Appendix 6.** Further detail on the relative differences is also provided on a region by region basis below (Section 9).

104/200 (52%) of respondents described themselves as continuing to actively collect archaeological archives: 64/104 (61.5%) of which charge for deposition. 38/200 (19%) respondents said that they had stopped collecting archives irrespective of whether they intended to do so again in the future. However as 58/200 (29%) respondents reported having never collected archives, those that have stopped, when measured against the remaining 142, represent 26.7% of respondents.

In 2016, survey data demonstrated that 119/200 (59.5%) respondents stated they were actively continuing to collect archaeological archives. This is a difference of 15 (7.5%), however this figure is one to be cautious of due to the differences in survey responders between 2016 and 2017. In 2016, a total of 65 museums reported that they charged for deposition, in comparison with 38 in 2017, and 35 museums in 2016 stated they had ceased to collect archives (irrespective of plans to collect again in the future), which compares to 38/200 in 2017 (a difference of 1.5%). Again, it is difficult to make direct comparisons between these figures due to a number of 2016 responders not having engaged with the survey in 2017. However, it will be worth analysis in 2018 to see whether improvement to catchment (ensuring 2016 survey responders and additional responders from 2017 all engage in 2018) demonstrate more clearly that there is a reduction in museums collecting archaeological archives.

8.2   Reasons for ceasing to collect

The reasons for museums having ceased to collect archaeological archives were given as follows by the 38 respondents that reported they had done so. As in 2016 the reason cited most often was lack space 27/38 (71%) followed by shortage of staff resource and then staff expertise.

- Lack of space   27/38 museums (71%)
- Shortage of staff resource   18/38 museums (47.3%)
- Shortage of staff expertise   13/38 museums (34.2%)
- Lack of money   13/38 museums (34.2%)

- Change in collecting policy   11/38 museums (28.9%)

- Change in aims/vision   05/38 museums (13.1%)

- Other (various)   08/38 museums (21%)

- Change in governance   01/38 museums (0.02%)

The figures also show that:

- 23/38 museums (60.5%) of those that have stopped collecting are provided by local authorities.

- 7/38 museums (18.4%) hoped to be able to start collecting again at some point in the future. This is a proportionately smaller number than in 2016 but may be due to the specific cohort that responded rather than a downward trend.

8.3   Ceasing to collect: regional variation

There is some regional variation in the percentage of institutions that have stopped collecting archives in comparison to those have collected archives in the past or continue to collect. (NB the figures expressed below exclude those museums that have never collected archives and are the results for 2017). The highest percentage was reported in London & East England.

- West Midlands   4/14museums   (28.6%)

- East Midlands   1/14 museums   (7%)

- North West   6/15 museums   (40%)

- North East   2/21 museums   (9.5%)

- South East   9/32 museums   (28%)

- South West   4/21 museums   (19%)

- London & East   12/23 museums   (52%)

NB Two respondents represented dispersed sites across the country

8.4   Collecting activity: local authority museums (Table 4)

Table 4 REGION	Collecting (no charge)	Collecting (charge)	Stopped collecting but intend to again	Stopped collecting do not intend to again	Have never collected archives	TOTAL
East Midlands	3	7	0	0	3	13
London & East	3	6	2	5	4	20
NE & Yorkshire	3	6	1	1	0	11
North West	3	0	0	4	3	10
South East	4	10	2	3	2	21
South West	3	5	1	1	1	11
West Midlands	1	6	1	2	6	16
TOTAL	20	40	7	16	19	102

8.5   Collecting activity: charitable trusts (Table 5)

Table 5 REGION	Collecting (no charge)	Collecting (charge)	Stopped collecting but intend to again	Stopped collecting do not intend to again	Have never collected archives	TOTAL
East Midlands	2	1	0	0	0	3
EH	2	0	0	0	0	2
London & East	0	1	1	1	6	9
NE & Yorkshire	4	3	0	0	2	9
North West	2	3	0	0	0	5
South East	2	2	2	1	4	11
South West	2	3	1	1	6	13
West Midlands	0	3	0	1	0	4
TOTAL	14	16	4	4	18	56

8.6 Collecting activity: independents (Table 6)

Table 6 REGION	Collecting (no charge)	Collecting (charge)	Stopped collecting but intend to again	Stopped collecting but do not intend to again	Have never collected archives	TOTAL
East Midlands	0	0	1	0	4	5
London & East	0	1	0	1	3	5
North West	0	0	0	0	2	2
South East	2	1	0	0	5	8
South West	0	1	0	0	1	2
West Midlands	0	0	0	0	1	1
TOTAL	**2**	**3**	**1**	**1**	**16**	**23**

8.7 Collecting activity: universities (Table 7)

Table 7 REGION	Collecting (no charge)	Collecting (charge)	Stopped collecting intend to again	Stopped collecting do not intend to again	Have never collected archives	TOTAL
London & East	0	0	1	1	1	**3**
NE & Yorkshire	0	2	0	0	0	**2**
North West	1	0	2	0	0	**3**
South East	0	0	0	1	0	**1**
South West	1	0	0	0	1	**2**
TOTAL	**2**	**2**	**3**	**2**	**2**	**11**

9 Collecting and expertise: qualitative responses and observations

9.1 Regional observations: East Midlands

In 2017, 21 museums responded to the survey in comparison to the 24 in 2016. However, whilst engagement appears to have remained relatively steady, six of those that had previously responded in 2016 did not respond this year. Of these non-responders, four had previously reported they were still actively collecting archaeological archives and two had stopped. It is disappointing not to have captured information from these museums in 2017 to confirm no changes have occurred on the ground since last year.

Despite lacking responses from these six museums in 2017, the survey did reach three museums in 2017 who had not previously engaged with the survey. One of these three museums is still actively collecting archives but does not charge for deposition, while the other two are actively collecting archaeological archives and do charge for deposition.

Although the majority of museums reported that their staffing situation remained the same since their previous survey submission, there were some notable decreases, with three museums specifically reporting reductions in staffing since 2016. One local authority museum that is actively collecting archives, and which also charges for deposition, reported that since responding to the 2016 survey their one full time Archaeology Manager has had its post reduced to 0.7FTE. A second museum reported that a Collections Care Officer post had been replaced by an Education and Outreach post. A third museum did not provide specifics as to how their staffing provision had reduced but did report a reduction.

One local authority museum reported an increase in staffing due to a major new expansion project, the focus of which is to provide more display space for exhibitions (including touring programmes) and the creation of large scale corporate hire and events space.

There appeared to be a continuation of the issues noted in 2016 around a lack of capacity to manage collections, which extended beyond only archaeological material, with one respondent stating that "in reality I have very little time to spend on the collection". The lack of archaeology expertise is also still problematic when it comes to effectively utilising existing archaeological holdings, let alone material being actively collected. A notable statement from one East Midlands museum is that a "lack of archaeological expertise on our staff means we cannot manage our collection effectively or respond to public enquiries." This is a local authority museum that is actively collecting archaeological archives and charging a deposition fee.

9.2   Regional observations: West Midlands

Twenty-one museums responded to the 2017 survey whilst 22 responded in 2016. This represents a good rate of engagement within the region but there were some discrepancies in terms of the museums who responded. Three museums who responded to the survey in 2016 did not respond in 2017: all three of these museums hold archaeological collections but none have collected archaeological archives.

Two museum services who were non-responders in 2016 submitted responses in 2017. One of these museums has an archaeological collection but has never collected archives. The other new responder represents 6 museums as part of one service. The feedback from this museum is of particular note as although a designated archive repository, there is no capacity for digital curation, no storage capacity and there has been a decrease in staffing resource since 2010. The respondent conveyed a situation that is not unique among museums in England – "[no] capacity to properly catalogue or investigate what we've got", a post responsible for day-to-day collections management and care which is also responsible for delivering front of house services, and no resources or impetus to consolidate or review existing archaeological holdings. The statement from this service that "priority is based on what our funder's priorities are (i.e. the council) which is social engagement, learning and development, if we didn't focus our resources on this we wouldn't survive" is also telling –

there is a need to better understand how museum archaeology projects can deliver on public engagement in order to meet organisational strategic and business objectives. Facilitating better understanding around innovative use of archaeological archives to deliver added value to museum audiences is a crucial means by which museums may be able to justify resource allocation to archaeology.

9.3   Regional observations: North East and Yorkshire

In total, 23 museums from this region responded to the survey in 2017 as opposed to 28 in 2016. Clearly this is a notable decrease and there were also some significant differences in terms of the consistency of response rates, with 12 non-responding museums from those that participated in 2016. Based on the 2016 survey results this represents a significant loss of data since 7 of these museums were actively collecting archaeology archives and we are now unable to ascertain whether circumstances have changed over the past 12 months. Three of these non-responding museums are local authority services who had stopped collecting archaeological archives, with no intention of collecting them again.

On a positive note the survey did reach 6 new museums in 2017. Good news stories also came from local authority museums in this region - one planning to start collecting archives again on completion of a HLF funded project to increase storage and display capacity, and a second citing plans to conduct feasibility studies into new storage and rationalisation projects to make better use of existing storage. However, despite positive plans for the future, many museums still reported significant issues around lack of expertise, and the ability to plan for access to, and use of, archaeological collections even with continued or revived collecting plans. Other responses demonstrated ongoing frustrations with long term issues around storage. One museum referenced ongoing legacy issues from archives that came to the museum from archaeology units that had ceased trading, and another described their archaeology collection as 'closed' with staff decreases since 2010 reducing the ability to respond to enquiries. One museum suggested that although their remaining available storage was only the size of a cupboard they were still collecting archives - it is

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hard to see how this is practically possible but illustrates the disconnect between what some museums state they are doing publically(through their policies), and the on-the-ground reality.

9.4   Regional observations: London & East

Engagement with the project remained high in this region, with 38 survey responses received in 2017 compared to 35 in 2016. However, there were some notable omissions, with 13 non-responding museums from 2016. This comprised 5 museums that held archaeological collections but had never collected archaeological archives and 8 that were actively collecting archives.

With regard to staffing, 21 museums reported that staffing levels had stayed the same since 2010 (equating to 55% of responders) and 4 reported an increase (10% of responders). Nevertheless for two of these four museums the increases were down to the replacement of post-holders with generic collections care and management skills to those with archaeological qualifications rather than an increase in terms of numbers – an expertise increase but no increase in staffing numbers. Nine museums (23% of responders) reported staff decreases and the majority of these were the result of redundancies. It is entirely possible that to some degree project funding is masking some real on-the-ground decreases in secure, permanent staff resource.

There were some positive stories from these regions. One museum reported a new storage facility having opened to support collecting archaeology archives with the caveat that "this facility and the staff member responsible for it, has to be self-funding (rent, rates, salary, and other running costs) from charges made for the deposition of new archives". This level of full cost recovery may present challenges but it will be of interest to monitor how this translates on the ground as a commercially viable operation. A second museum reported moving its collections to a purpose-built offsite store and as a result it is able to begin collecting again. However, despite its storage pressures being alleviated the "next big hurdle

is the growing backlog of documentation for the archaeology, but without a dedicated curatorial post for the archaeology collections, there can be very little progress." Plans to resolve this documentation issue rests on securing HLF funding, however, the "rate of development… continues to raise questions about our future capacity to deal with archaeological consequences, lack of staff resources being the main concern." The impact of development, and in particular the pressure on space by an increasing number of large site archives was echoed by the largest museum to respond to the survey from this region. Large development projects can produce very large site archives, and the major issue is that "we cannot influence when they will happen, and usually have next to no input into the timetable for depositing them." However, as this responder pointed out "these… sites are often exceptional in terms of quality and importance". A concerning factor raised by a number of museums from this region was the number of still un-deposited archives.

9.5   Regional observations: South West

The South West saw an increase in the number of museums who responded to the survey, with a variation of only 3 museums that responded in 2016 but did not in 2017. Eight additional museums responded in 2017 who had not submitted surveys in 2016. One of the potential reasons for both the high level of engagement with the project and the high level of consistency in responding museums may be as a result of the 'Seeing the Light of Day' project funded by Arts Council England, which aims to find a regional sustainable solution to the management, accessibility and long-term preservation of archaeological archives in the South West.[16] The work of the project through 2017 has kept the issue of archaeological archives high on the regional agenda, and its delivery has been supported by SMA.

In total, 19 museums reported that staffing levels had remained the same since 2010, however, one of these museums reported that staff cuts were imminent. Six museums reported an increase in staffing but further examination shows that one reported an

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[16] https://seeingthelightofday.wordpress.com/about/

increase based on one post-holder "working slightly increased hours", a second that increases are only due to project funded posts, whilst a third had witnessed an increase in volunteers working under the direction of a museum mentor. Six museums reported a decrease in staffing since 2010, with one museum witnessing the equivalent of a 0.8FTE reduction in staff over three posts over a four-year period, and another museum reporting that a full time curatorial post had been reduced to 21 hours a week. The majority of other staff decreases appear to be as a result of redundancies.

There were positive stories from the region in addition to the 'Seeing the Light of Day' initiative. One museum reported over 18 months of work having been invested in reorganising and repacking archives in order to make better use of existing storage space, and which had enabled storage space figures to remain the same over this period, rather than reduce. In January 2017 one county produced a new archaeological deposition standard, which also sought to improve requirements for the storage of digital data. However, there were stories similar to those reported from the other regions around storage pressures caused by having to take in the archives held by decommissioned field units, and low staff levels leaving some museums unable to adequately or effectively use their collections. One museum charging for deposition stated "staffing levels are not sufficient to fully keep abreast of all aspects of curatorial management of the archaeological collections".

9.6   Regional observations: South East

43 museums responded to both the 2016 and 2017 surveys but there were some noticeable differences between the museums that responded. Eleven museums that responded in 2016 did not respond in 2017. Of these, seven were actively collecting archives and it is disappointing not to be able to confirm that the picture on the ground remains the same for these museums. Two of these museums reported having stopped collecting archaeological archives but with an intention to do so again, one was no longer collecting with no intention of doing so again, while another reported holding an archaeological collection but never

having collected archaeological archives. On a more positive note, 12 museums were new-responders in 2017.

The 2017 cohort of responders reported that staffing levels have remained the same since 2010, however one of these reported that although the number of posts had remained the same, each post-holder was working increased hours due to additional responsibilities. Five museums reported an increase in staff since 2010, but one museum qualified this by saying that in real terms although there were more individuals they were collectively working the same hours as previously and so this did not represent an increase in resource. Twelve museums reported a decrease in staffing, with 8 of these museums being local authority services, and 4 charitable trusts. Four museums specifically referenced decreases due to staff retirement with posts subsequently deleted. One museum cited redundancy of an entire team, subsequently replaced by one post. Where staff had been retained, reductions were evident through reduced hours.

9.7   Regional observations: North West

Response rates stayed broadly similar, with 19 museums having responded in 2016 and 21 in 2017. Four museums who responded in 2016 did not respond in 2017, however six museums responded in 2017 who did not in 2016, so this is a positive development.
Of the museums who submitted answers to questions around staffing, 14 reported that staff numbers had remained the same since 2010 (66% of responders), one museum reported an increase (4% of responders) and 6 museums reported a staff decrease (28% of responders). Of those reporting decreases, there was a clear message that expertise was being diluted, and there was a fear around the long-term impact of this.

10 Collecting Policies and Guidelines for Deposition

10.1 Policy responses: general overview

There was a significant increase in the number of documents that were shared by respondents in 2017 with 84 documents being submitted that cover 63 institutions. However not all these institutions took part in the survey since, for example, the 15 museums in Hertfordshire have a set of guidelines that cover all of them, but only three took part in the survey. The oldest set of guidelines submitted was published in 2003, but 28 are from 2017. All the documents provided to the Project Team mention other guidelines and the most common are those that feature in the ACE Collections Development Policy[17], DCMS Guidance on Human Remains[18] and the Treasure Act[19] .

The results from the 2017 survey questionnaire are set out below (**Tables 8-10**).

- 131/200 (65.5%) respondents said they had a collecting policy that specifically referred to British Archaeology. 59/200 (29.5%) replied they did not, with 10/200 (5%) replying they did not know (see **Table 8**).

- 113/200 (56.5%) of respondents replied that their institution has a set of standards or guidelines for the deposition of archaeological archives. 74/200 (37%) said they did not, with 13/200 (6.5%) saying they did not know (see **Table 9**).

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[17] Arts Council England Collections Development Policy http://www.artscouncil.org.uk/document/collections-development-policy-template

[18] Department for Culture, Media and Sport 'Guidance for the Care of Human Remains in Museums' http://webarchive.nationalarchives.gov.uk/+/http://www.culture.gov.uk/images/publications/GuidanceHumanRemains11Oct.pdf

[19] Treasure Act 1996 https://www.legislation.gov.uk/ukpga/1996/24/contents

- 99/200 (49.5%) said they would be willing to share these documents with the survey team, 39/200 (19.5%) said they would not be willing (see **Table 10**).

Table 8

Collecting Policy?	Provider	Total
Yes	operated by a charitable trust	34
	operated independently	9
	provided by a local authority	78
	provided by a university/academic body	6
	Other	4
Yes Total		131
No	operated by a charitable trust	19
	operated independently	12
	provided by a local authority	19
	provided by a university/academic body	5
	other	4
No Total		59
Don't know	operated by a charitable trust	3
	operated independently	2
	provided by a local authority	5
	provided by a university/academic body	0
Don't know total		10

Table 9

Guidelines for deposition?	Provider	Total
Yes	operated by a charitable trust operated independently provided by a local authority provided by a university/academic body other	33 7 64 6 3
Yes Total		113
No	operated by a charitable trust operated independently provided by a local authority provided by a university/other academic body other	19 14 32 4 5
No Total		74
Don't know	operated by a charitable trust operated independently provided by a local authority provided by a university/academic body	4 2 6 1
Don't know total		13

Table 10

Willing to share?	Provider	Total
Yes	operated by a charitable trust operated independently other provided by a local authority provided by a university/academic body	26 3 3 63 4
Yes Total		99
No	operated by a charitable trust operated independently other provided by a local authority provided by a university/academic body	14 8 1 12 4
No Total		39
No answer	operated by a charitable trust operated independently other provided by a local authority provided by a university/academic body	16 12 4 27 3
No answer total		62

10.2 Policy variation: collecting focus

Of the 63 institutions represented by the documents submitted to the Project Team, only two do not make explicit reference to archaeology. However, while 61/63 (97%) museums continue to collect finds and material from local society activity, two stated they will no longer collect archives that result from developer funded activity due to a lack of space.

> *"[We collect] only small archaeological finds, as the museum does not have sufficient storage space to be the repository for excavations."*
> **Local Authority museum, South East**

> *"Until [Local] Council provide the funding required for additional storage for archaeological archives, our collections are closed to developer funded archives. We are continuing to collect individual finds and archives from excavation and field-walking projects undertaken by the Archaeology Field Group of the [Local] Archaeological and Natural History Society. Exceptionally we may accept small archaeological archives that do not result from developer-funded excavations.'*
> **Independent museum, South West**

With regard to collecting focus, 61/63 (97%) specified a particular collecting area and 12/63 (19%) define specific chronological periods they will actively collect from. Conversely 5/63 (8%) reference time periods they will not collect from, which for the most part might be described collectively as the post medieval or post-industrial periods. 12/63 (19%) also reference particular types of material or assemblages of material they will aim to collect, for example Roman glass, objects relating to local craft and industries, organics, archaeologically recovered textiles and pottery or material illustrative of particular types of sites and buildings.

A significantly larger proportion of museums, 34/63 (54%), specify the types of material they will not collect, for example human remains are not routinely collected by 22/63 (35%). Other types of material that would be refused by some include unprocessed soils samples,

water-logged materials, bulk organics, 'historic', industrial or maritime related items.. The justification for this is provided by some in that they are not able to collect items for which they cannot provide proper care, storage and access or that collection would be dependent on a definite programme of research being established in advance.

> *"The Museum will not acquire items for which it cannot provide proper care, storage and access. In particular, great caution will be exercised in acquiring large quantities of waterlogged material, building materials, and soil samples, unless a definite programme of research on these items has been established in advance."*
> **Local Authority museum, South West**

> *"[Museum Name] does not routinely accept human remains within archaeological archives.'*
> **Local Authority museum, West Midlands**

10.3 Policy variation:

57/63 (90%) of the documents that were submitted made reference to other museums but this may be due to the fact that 6/63 (10%) submitted their archaeological deposition guidelines rather than a full collections development policy. Similarly, no information was available for 19/63 (30%) institutions with reference to box sizes as these museums only supplied Collections Development Policies.

Charging for deposition was referenced by 45/63 (71%) institutions that provided documentation to the Project Team. Of those only one explicitly said it would not charge.

> *"At present, the Museum does not charge for accepting and storing an archive. This policy will be reviewed at regular intervals.' [policy written 2016]*
> **Local Authority museum, East Midlands**

The rest do charge, and while it is hard the make meaningful comparisons due to differences in the way charges are calculated (some charge per unit, others per accession number, other charges vary by size of box, or number of finds within them, etc.) the figures quoted range from £30 to £300 per unit / box. Five institutions reference English Heritage box rates.[20] Some museums do not supply information on the specific cost of deposition but will provide it to units when contacted.

Restrictions on collecting particular types or sizes of archives vary: 13/63 (21%) institutions place limits on collecting archives based on size and will assess on a case by case basis because of storage limitations.

> *"'It is expected that large accessions will be made in the future from the product of excavations sponsored by both commercial development work and community archaeology in the area. These will need to be assessed on an individual basis due to current storage limitations."*
> **Local Authority museum, North East**

Conversely some museums are now starting to refuse to collect archives that contain no finds.

> *"The Museum will not issue accession numbers or collect an archive that is only made up of the data archive, or where no finds are intended to be deposited."*
> **Local Authority museum, South East**

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[20] The English Heritage guidance for grant funded projects calculates storage based on a box size of 0.017 cubic metres (the size of a standard archive box) with the 2017/18 cost equating to £19.96 per box. See Historic England, Guidance for Grants Projects, published November 2017.

Selection and retention strategies also play a role in what is collected with 41/63 (65%) referencing the need to discuss this process before deposition, however there a wide range of requirements:

> *'All finds from XXXXX district sites are generally collected from excavations although this is not always possible in rescue situations. There is a general presumption against the non-retrieval of finds and the discarding of bulk materials, in particular, at an early stage in a project. Decisions concerning their retention or dispersal will always be made in consultation with staff at XXXXX Museums, where appropriate.'*
> **Local Authority museum, South East**

SMA's guidance on selection, retention and dispersal and the Archaeological Archives Forum's guide to best practice in creation, compilation, transfer and curation are also referenced by 39/63 (62%) institutions.

40/63 (63%) institutions mention the disposal or rationalisation of collections within their collections development policies.

> *''As well as acquiring objects, we will continually work to evaluate and rationalise our existing holdings. This is most likely to involve transferring items to more appropriate institutions, and rationalising archive material with the relevant archaeological units."*
> **Local Authority museum, North East**

11 Digital archive

Museums were asked if they were capable and willing to curate digital material deposited as part of an archive. 95/200 (47.5%) of survey respondents (**Table 11**) said that they were able to do this and this proportion is not dissimilar to that reported in 2016. It is still far

from clear, however, whether or not these respondents were considering what was necessary to expertly and sustainably curate the total digital archive.

With regard to those institutions that continue to collect archives 55/104 (53%) said they were capable and willing to curate digital material deposited as part of an archive, and 71/142 (50%) of those that curate archives, whether still collecting or not, said the same. Of the latter 39/71 (55%) are provided by local authorities.

Table 11

Curate digital?	Provider	Total
No	operated by a charitable trust	27
	operated independently	14
	provided by a local authority	56
	provided by a university/academic body	3
	other	5
No Total		105
Yes	operated by a charitable trust	29
	operated independently	9
	provided by a local authority	46
	provided by a university/academic body	8
	other	3
Yes Total		95
Total		200

42/ 63 (67%) of institutions that supplied documents mention digital archives in their documents, however this reference can vary from a full discussion of what type of file format is acceptable and how to label digital images, to an instance that digital copies on their own are not acceptable.

"Any information submitted on computer disk or any other electronic media, including digital images, should be accompanied by a paper copy of that information."

Local Authority museum, East Midlands

32/63 (51%) of those institutions who supplied documents mention the Archaeological Data Service.

12 Space for the storage of archives

Respondents were asked to estimate volumes of storage space available for new archives and the number of years before they might run out of space at their current rate of collecting. As in 2016, some respondents were able to provide figures, some gave qualified answers and others found it impossible to do so at all because their stores were in a state of flux.

Table 12 summarises the estimated volumes of space that 89 of the 104 respondent organisations that continue to actively collect archaeological archives provided.

Table 12 Volume available (m³)	Number of museums
0	17
< 1	1
1-5	19
5-10	15
>10-15	9
>15-20	3
>20-25	2
>25-30	2
>30-35	4

>35-40	2
>40-50	4
>50-60	3
>60-70	1
>70-100	3
>200-300	1
>1000	3
Total	**89**
NO ESTIMATE PROVIDED	15

The data shows that 64/89 (71.9%) museums have 20m³ of space available or less. Two museums referenced HLF projects that were being planned or in progress that would address storage issues with regard to space, whilst two others were in the process of planning or delivering moves to other stores.[21] Commercially hired storage space was referenced twice and one organisation said that all collections were now deposited at Restore in Oxfordshire.[22] Two museums specifically referenced archive rationalisation or consolidation as a way of providing more space and three referenced aspirations for roller-racking or new racking that would do the same.

Only one Collections Development Policy referred to a halt to collecting – "At time of writing, a collecting freeze was in place (as of May 2012) due to severely limited storage space for new objects. Exceptional items may occasionally still be accepted during this freeze". The policy was approved by the governing body in December 2013.

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[21] Since the SMA 2017 survey data was gathered, HLF have announced a review of their grant programme, with many grant streams due to be closed during the review period, which may impact on some museum's plans to address storage and collections care through planned applications to HLF. See: https://www.hlf.org.uk/about-us/our-strategy/changes-our-grant-making

[22] https://www.restore.co.uk/Store/Heritage-Storage.aspx

13 Capacity to collect: time

Museums that are still actively collecting archives were asked to estimate the number of years that might elapse until they ran out of space (based on their current rate of collecting). Table 13 below summarises the estimates of time that were provided by 94/104 museums that continue to collect archives (90.4%). As in 2016, ranges of years were rounded up to the highest value to provide a best-case scenario. A number of respondents did not provide answers quantified in years, could not provide answers or provided qualitative answers. The data in Table 12 below shows that 62/94 (66%) of museums that provided estimates (and which are actively continuing to collect) believe they will run out of space in 5 years or less at their current rate of collecting. In spite of a different cohort of respondents this is concomitant with the 2016 results and this therefore suggests that this likely to be a statistically valid reflection of the ongoing general situation.

Table 13 Years before full	No of museums
0-1 (inc)	25
2	9
3	9
4	2
5	17
6	3
7-10	20
12	1
20	5
25	1
60	2
no estimate	10
TOTAL	**104**

14 Staffing and expertise

The survey sought to determine whether or not members of museum staff with collections care responsibilities (Curators, Collections Managers etc.) have specialist museum archaeological expertise as per the CIfA Specialist Competence Matrix at the equivalent of ACIfA level.[23] 91/200 respondents (45.5%) said 'yes'. Table 14 summarises the overall results by type of provider.

Qualified?	Provider	Total
No	operated by a charitable trust	34
	operated independently	16
	provided by a local authority	52
	provided by a university/academic body	3
	other	4
No Total		109
Yes	operated by a charitable trust	22
	operated independently	7
	provided by a local authority	50
	provided by a university/academic body	8
	other	4
Yes Total		91
Grand Total		200

Table 14

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[23] Published by the Chartered Institute for Archaeologists

http://www.archaeologists.net/sites/default/files/Museum%20Archaeology%20specialist%20competence%20matrix_final.pdf

The data shows that 50/91 (55%) of staff members with specialist museum archaeological expertise are employed by local authorities (more than twice as many as any other type of provider). When the responses are compared against the 142 museums that curate archaeological archives, 82/142 (57.7%) said they had staff with expertise whilst 65/104 (62.5%) of those that continuing to actively collect said the same.

The survey gathered data from this cohort of respondents on how many posts with specialist museum archaeological expertise were provided across England measured as Full Time Equivalent (FTE): this equated to 142.74 posts in total. The 2016 cohort of respondents reported the equivalent of 166.3 FTE but as this represented a different set of museums it is difficult to know whether the difference in number represents a true downward trend. As with 2016 a significant number of these posts (34) represent the staff of just a few (5) larger organisations whilst 22 museums have less than 1 FTE each. Many respondents echoed the comments that were made in 2016 in that the time available to work with archaeology collections was severely reduced by other management or collection responsibilities.

Table 15 below expresses the breakdown of these FTE posts by type of provider and also whether or not these posts are permanent or fixed-term contract.

Table 15 Provider	FTE Permanent	FTE Contract	FTE Mixed	Total
operated by a charitable trust	23	2.73	15.5	**41.23**
operated independently	3.5	1	0	**4.5**
provided by a local authority	49.01	4	31	**84.01**
provided by a university / academic body	6.1	0	1.6	**7.7**
Other	5.3	0	0	**5.3**
Total	**86.91**	**7.73**	**48.1**	**142.74**

In order to get a sense of the direction of travel with regard to staffing, museums were asked to report whether staff numbers with collections care responsibilities, had increased, decreased or stayed the same since 2010. The results are expressed in **Table 16** below.

Table 16 Collecting activity	decreased	increased	same	blank	Total
Collecting (charge)	30	9	25	0	64
Collecting (no charge)	9	7	23	1	40
Have a collection (no archives)	3	5	43	7	58
Stopped collecting archives do not intend to again	6	2	15	0	23
Stopped collecting archives but intend to again	4	2	9	0	15
Total	**52**	**25**	**115**	**8**	**200**

The data shows that 49/142 (34.5%) of museums with responsibility for the care of archaeological archives reported a drop in staff numbers, 20/142 (14%) reported an increase and 72/142 (50.1 %) stayed the same.

Shortage of staff resource and staff expertise was also reported to be a factor in the number of museums that have ceased to collect archaeological archives, second only to space in the number of times it was cited (51.4%) – see **7.2** above.

> "As a result of three staff restructures, we have a much smaller curatorial team than we had in 2010…"
> **Charitable Trust museum**
>
> "All museum staff bar one (the curator) were made redundant in 2015."
> **Local Authority museum**

15 Future Reports

A further report will be produced as part of this study, in December 2018. It is possible that this will become a regular survey conducted once every two years subject to funding.

16 Acknowledgements

SMA would like to thank Historic England for funding the project and supporting the museum archaeology sector by providing tools in the form of data for advocacy and the development of targeted directives and focused lobbying for the sector.

We would also like to thank all the project stakeholders, and other organisations that supported the project by disseminating information about the project aims and objectives, and for encouraging participation.

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Finally, we would like to thank the museums and museum workers who completed the survey, sent documents or otherwise took part in the project. It would be impossible to understand the reality of the current situation on the ground without them.

17 APPENDIX 1: Survey Monkey Questionnaire

Annual Survey of Museums Collecting Archaeology 2017

1. Background & Introduction

It's widely understood that budget cuts to local authority museums have resulted in staff losses and also led to a reduction in the number of museums collecting archaeological archives. The true extent of reductions in collecting and expertise is not accurately being measured. For a number of years Historic England has supported the gathering of information on local authority staffing levels in planning and HER services but there has been no concomitant survey of museums, despite such institutions supporting archaeological project work through the curation of archive material. SMA hopes to address this by gathering data via this survey that will inform discussions on the future of archaeological archive provision in England at a time when there is growing uncertainty over the role of museums and the ways they are resourced. The survey will be repeated each year for three years and a written report detailing the findings will be published by Historic England and SMA.

There are 22 questions in total plus an opportunity for you to make brief comments. It is possible that not all of the questions will apply to you - the vast majority of them are simple multiple choice questions or ask for a brief free text response and so do not require lots of research in order to be able to provide answers. You will be able to read all the questions on one page - NB please bear in mind Q13 will require a measured estimate of space to be made **before you start the survey** if your museum still has space available for archive deposition. The survey itself should take no more than 10 minutes to complete once you have this information.

2. Definitions

1. For the purposes of this survey we define archaeological archives by the Archaeological Resources in Cultural Heritage European Standard (ARCHES) as:

An archaeological archive comprises all records and materials recovered during an archaeological project and identified for long-term preservation, including artefacts, ecofacts and other environmental remains, waste products, scientific samples and also written and visual documentation in paper, film and digital form.

2. For the purposes of this survey we define museum archaeological expertise as per the Chartered Institute for Archaeologists' Specialist Competence Matrix produced by SMA to support applicants who work in museum archaeology:

An individual with a high level of knowledge relating to one or more archaeological subject areas and their associated material cultures, who has demonstrated sustained commitment to the undertaking of museum training and CPD and delivers multiple aspects of curatorial practice whilst working in a museum or with museum archaeological collections

Questionnaire

* 1. Your name:

    2.   Your job title

* 3. Name of your museum

* 4. Address & Contact Details (all boxes must contain text - repeat address in line 2 if necessary)

Museum

Address   [_____]

Address 2   [_____]

City/Town   [_____]

County   [_____]

Post Code   [_____]

Email Address   [_____]

Phone Number   [_____]

*   5. In the main is your institution:

○ provided by a local authority?

○ operated by a charitable trust?

○ operated independently?

○ provided by a university or other academic body

Other (please specify)

*   6. Are you responding on behalf of one museum/institution or multiple sites?

○ One

○ Multiple

If multiple please specify which sites and then complete a separate survey for each:

* 7. Which of the following statements best applies to your organisation?

○ We have a collection of archaeological objects but have never collected archaeological archives

○ We have never collected archives and do not intend to start

○ We have stopped collecting archaeological archives and have no plans to do so again

○ We have stopped collecting archaeological archives but intend to do so again

○ We are still actively collecting archives and charge for deposition

○ We are still actively collecting archives and do not charge for deposition

Other (please specify)

8. If your museum has stopped collecting archaeological archives was it because of (select all that apply):

lack of space?

lack of money?

shortage of staff resource?

shortage of staff expertise?

change in collecting policy?

change in governance?

change of museum aims/vision?

Other (please specify)

* 9. Does your institution have a collecting policy that specifically refers to British archaeology?

○ Yes

○ No

○ Don't know

    *   10. Does your institution have a set of standards or guidelines that are used to the govern the deposition of archives?

○ Yes

○ No

○ Don't know

11. If the answer to either Q9 or Q10 was 'yes' would you be willing to share a copy of these documents with us by email?

Yes

☐

No

☐

    *   12. Is your museum capable and willing to curate digital material deposited as part of an archive?

○ Yes

○ No

If not how is this problem addressed

* 13. Please provide us with an estimate of the volume of storage space you still have available for future depositions of archaeological archives in cubic metres. Please measure one standard shelf length x width x height in metres and then multiply by the number of shelves to estimate the space available.

* 14. If your museum is still collecting archaeological archives how long in years do you think it will be before you run out of space (based on the current rate of collecting?)

* 15. Do any of the members of your museum staff with collections care responsibilities (Curators, Collections Managers etc.) have specialist museum archaeological expertise as per the CIfA **Specialist Competence Matrix** at the equivalent of ACIfA level (the link will open in a new page for you to check)?

○ Yes

○ No

16.   If the answer to Q15 is 'Yes' what are their job titles?

17.   If the answer to Q15 is 'Yes' how many Full Time Equivalents are there?

18. If the answer to Q15 is 'Yes' are these post holders permanent staff?

Yes permanent
○
No fixed term contract
○
Mixture of provision
○
If mixed provision please provide more detail

19. If the answer to Q15 is 'No' who is responsible (if anyone) for curating the archaeology collection?

20. If the answer to Q15 is 'No' what are their job titles?

21. If the answer to Q15 is 'No' are these post holders permanent staff?

Yes permanent
○
No fixed term contractMixture of provision
○
If mixed provision please provide more detail

22. Since 2010, has the number of museum staff with collections care responsibilities for archaeological collections:

increased?
○
decreased?
○
stayed the same?
○
Please add brief comments here as to the nature of any changes

23. Please add any brief comments here that you feel are pertinent to this overall subject

Collecting Archaeology 2016

4. Thank you!

Thank you for taking the time to answer our questions - we will be sure to let everyone who has participated have access to a copy of the report that will be produced based on the data we have gathered.

If you are happy to send us copies of your collecting policy and deposition guidelines, please email these to XXXXXXXXX. We will not share them without your written permission.

18 APPENDIX 2: Survey distribution list

	Museum	Region
1	The Higgins Art Gallery & Museum, Bedford	Bedfordshire
2	Luton Museums	Bedfordshire
3	Stockwood Discovery Centre	Bedfordshire
4	Ure Museum of Greek Archaeology, Reading	Berkshire
5	West Berkshire Museum	Berkshire
6	Windsor & Royal Borough Museum	Berkshire
7	Reading Museum	Berkshire
8	River and Rowing Museum	Berkshire
9	Slough Museum	Berkshire
10	University of Birmingham	Birmingham
11	SS Great Britain	Bristol
12	University of Bristol Spelaeological Societ Museum	Bristol
13	Bristol Museum & Art Gallery	Bristol
14	Pitstone Green Museum	Buckinghamshire
15	Wycombe Museum	Buckinghamshire
16	Buckinghamshire County Museum	Buckinghamshire
17	Chiltern Open Air Museum	Buckinghamshire
18	Cowper and Newton Museum	Buckinghamshire
19	Buckingham Old Gaol Museum	Buckinghamshire
20	Thorney Heritage Museum	Cambridgeshire
21	University Museum of Archaeology and Anthropology	Cambridgeshire
22	University of Cambridge Museum of Zoology	Cambridgeshire
23	Whittlesey Museum	Cambridgeshire
24	Wisbech & Fenland Museum	Cambridgeshire
25	Burwell Museum of Fen Edge Village Life	Cambridgeshire
26	Cambridge University Air Photo Library	Cambridgeshire
27	Ely Museum	Cambridgeshire
28	Farmland Museum and Denny Abbey	Cambridgeshire
29	Museum of Classical Archaeology	Cambridgeshire
30	Norris Museum	Cambridgeshire
31	Peterborough Museum and Art Gallery	Cambridgeshire
32	St Neots Museum	Cambridgeshire
33	Stained Glass Museum	Cambridgeshire
34	Warrington Museum & Art Gallery	Cheshire

35	West Cheshire Museums	Cheshire
36	Chester History Centre	Cheshire
37	Grosvenor Museum	Cheshire
38	Macclesfield Silk Museum Trust	Cheshire
39	Nantwich Museum	Cheshire
40	Norton Priory	Cheshire
41	Congleton Museum	Cheshire
42	West Park Museum, Macclesfield	Cheshire
43	Weaver Hall Museum and Workhouse	Cheshire
44	Dewa Roman Experience	Cheshire
45	Lion Salt Works	Cheshire
46	Bodmin Town Museum	Cornwall
47	Helston Museum	Cornwall
48	Lawrence House Museum	Cornwall
49	Mount Edgcumbe House and Country park	Cornwall
50	Boscastle Museum of Witchcraft	Cornwall
51	Looe Museum	Cornwall
52	Pendennis Castle	Cornwall
53	Penlee House Gallery and Museum	Cornwall
54	Royal Cornwall Museum	Cornwall
55	Saltash Heritage	Cornwall
56	Shaftesbury Abbey Museum and Gardens	Cornwall
57	Old Guildhall Museum & Gaol	Cornwall
58	Anker's House Museum	County Durham
59	Tees Archaeology	County Durham
60	Weardale Museum	County Durham
61	Arbeia Roman Fort & Museum	County Durham
62	Beamish Museum	County Durham
63	The Bowes Museum	County Durham
64	Durham Cathedral	County Durham
65	Museums Hartlepool	County Durham
66	Museum of Archaeology, Durham	County Durham
67	Oriental Museum, Durham	County Durham
68	South Shields Museum & Art Gallery	County Durham
69	The Herbert Museum & Art Gallery	Coventry
70	Lunt Roman Fort	Coventry
71	Coventry Watch Museum	Coventry
72	Priory Visitor Centre	Coventry
73	Birdoswald Roman Fort - Hadrian's Wall	Cumbria

74	Tullie House Museum & Art Gallery	Cumbria
75	Armitt Museum & Library	Cumbria
76	The Dock Museum	Cumbria
77	Furness Abbey	Cumbria
78	Kendal Museum	Cumbria
79	Penrith and Eden Museum	Cumbria
80	Ruskin Museum	Cumbria
81	Senhouse Roman Museum	Cumbria
82	The Beacon Museum, Whitehaven	Cumbria
83	Brougham Castle, Penrith	Cumbria
84	Keswick Museum and Art Gallery	Cumbria
85	Wirksworth Heritage Centre	Derbyshire
86	Buxton Museum and Art Gallery	Derbyshire
87	Erewash Museum	Derbyshire
88	Eyam Museum	Derbyshire
89	Peak District Mining Museum	Derbyshire
90	Cromford Mills	Derbyshire
91	Derby Museum	Derbyshire
92	Torquay Museum	Devon
93	Torre Abbey	Devon
94	Totnes Museum	Devon
95	Honiton All Hallows Museum	Devon
96	Seaton Museum	Devon
97	Brixham Heritage Museum	Devon
98	Combe Martin Museum	Devon
99	Dawlish Museum	Devon
100	Royal Albert Memorial Museum & Art Gallery	Devon
101	Fairlynch Museum	Devon
102	Ilfracombe Museum	Devon
103	Lyn and Exmoor Museum	Devon
104	Museum of Barnstaple and North Devon	Devon
105	Plymouth City Museum and Gallery	Devon
106	Quay House Visitor Centre	Devon
107	Sidmouth Museum	Devon
108	South Molton Museum	Devon
109	Dorchester Abbey	Dorset
110	Wareham Town Museum	Dorset
111	Sutton Poyntz Education Centre	Dorset
112	Blandford Town Museum	Dorset

113	Bridport Museum	Dorset
114	Poole Museum	Dorset
115	Portland Museum	Dorset
116	Priest's House Museum and Garden	Dorset
117	Sherborne Museum	Dorset
118	Swanage Museum	Dorset
119	Beaminster Museum	Dorset
120	Dorset County Museum	Dorset
121	Gillingham Museum	Dorset
122	Lyme Regis Museum	Dorset
123	Anne of Cleves House (Sussex Archaeological Society)	East Sussex
124	Battle Museum	East Sussex
125	Bexhill Museum	East Sussex
126	Seaford Museum	East Sussex
127	Hastings Museum and Art Gallery	East Sussex
128	Rye Castle Museum	East Sussex
129	Shipwreck Museum	East Sussex
130	Lewes Castle	East Sussex
131	Royal Pavilion & Museums, Brighton & Hove	East Sussex
132	Heritage Eastbourne	East Sussex
133	Barbican House Museum (Lewes)	East Sussex
134	Thurrock Museum	Essex
135	Braintree District Museum	Essex
136	Burnham on Crouch and District Museum	Essex
137	Colchester Castle Museum	Essex
138	Central Museum	Essex
139	Chelmsford Museum	Essex
140	Earls Colne Heritage Museum	Essex
141	East Essex Aviation Society and Museum of the 40's	Essex
142	Epping Forest District Museum	Essex
143	Feering and Kelvedon Local History Museum	Essex
144	Leigh Heritage Centre & Plumbs Cottage	Essex
145	Mersea Island Museum	Essex
146	Harlow Museum	Essex
147	Saffron Walden Museum	Essex
148	Southend Museums Service	Essex
149	Redbridge Museum	Essex
150	Tewkesbury Museum	Gloucestershire
151	Thornbury & District Museum	Gloucestershire

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152	Winchcombe Museum	Gloucestershire
153	Yate Heritage Centre	Gloucestershire
154	Chedworth Roman Villa	Gloucestershire
155	Cheltenham Art Gallery and Museum	Gloucestershire
156	Gloucester Museums	Gloucestershire
157	Corinium Museum	Gloucestershire
158	Dean Heritage Centre	Gloucestershire
159	Dr Jenner House, Museum and Garden	Gloucestershire
160	The Wilson	Gloucestershire
161	Stroud District (Cowle Museum)	Gloucestershire
162	Museum in the Park	Gloucestershire
163	Whitworth Historical Society	Greater Manchester
164	Arts & Heritage Resource Centre, Rochdale	Greater Manchester
165	Bolton Museums	Greater Manchester
166	Gallery Oldham	Greater Manchester
167	Manchester Museum (The University of Manchester)	Greater Manchester
168	Rochdale Borough Cultural Trust	Greater Manchester
169	Saddleworth Museum	Greater Manchester
170	Stockport Museums	Greater Manchester
171	Staircase House	Greater Manchester
172	Museum of Wigan Life	Greater Manchester
173	Southampton Museums	Hampshire
174	Hampshire Cultural Trust	Hampshire
175	Andover Museum (Hampshire Cultural Trust)	Hampshire
176	Winchester Cathedral	Hampshire
177	Basing House (Hampshire Cultural Trust)	Hampshire
178	Bishops Waltham Museum	Hampshire
179	Hampshire Cultural Trust	Hampshire
180	The Mary Rose Museum	Hampshire
181	Petersfield Museum	Hampshire
182	Red House Museum and Gardens	Hampshire
183	Westbury Manor Musuem	Hampshire
184	Southampton Museums	Hampshire
185	St. Barbe Museum	Hampshire
186	Alton Museum	Hampshire
187	Portsmouth Museum	Hampshire
188	Maritime Archaeology Trust	Hampshire & Isle of Wight
189	Herefordshire Museum Service	Herefordshire

190	Kington Museum	Herefordshire
191	Verulamium Museum	Hertfordshire
192	Three Rivers Museum of Local History	Hertfordshire
193	Ware Museum	Hertfordshire
194	Watford Museum	Hertfordshire
195	Welwyn Hatfield Museum Service	Hertfordshire
196	Welwyn Roman Baths	Hertfordshire
197	Bushey Museum and Art Gallery	Hertfordshire
198	Hitchin Museum & Art Gallery	Hertfordshire
199	Lowewood Museum	Hertfordshire
200	Mill Green Museum and Mill	Hertfordshire
201	North Hertfordshire Museums Resource Centre	Hertfordshire
202	Potters Bar Museum	Hertfordshire
203	Roman Theatre of Verulamium	Hertfordshire
204	Royston & District Museum & Art Gallery	Hertfordshire
205	St Albans Archaeology	Hertfordshire
206	Stevenage Museum	Hertfordshire
207	Dacorum Heritage Trust (Berkhamsted, Hemel Hempstead, Kings Langley and Tring)	Hertfordshire
208	Manx National Heritage	Isle of Man
209	Castle Rushen	Isle of Man
210	House of Manannan	Isle of Man
211	Manx Museum	Isle of Man
212	Manx National Heritage	Isle of Man
213	Cregneash	Isle of Man
214	Old Grammar School	Isle of Man
215	Peel Castle	Isle of Man
216	Rushen Abbey	Isle of Man
217	Isles of Scilly Museum	Isle of Scilly
218	Brading Roman Villa	Isle of Wight
219	Carisbrooke Castle Museum	Isle of Wight
220	Isle of Wight Museums	Isle of Wight
221	Isle of Wight Heritage Services	Isle of Wight
222	Isle of Wight Museum Service	Isle of Wight
223	Bexley Heritage Trust	Kent
224	Crofton Roman Villa	Kent
225	Chiddingstone Castle	Kent
226	Tenterden Museum	Kent
227	Tunbridge Wells Museum & Art Gallery	Kent

228	Woodchurch Village Life Museum	Kent
229	Ashford Museum	Kent
230	Cranbrook Museum	Kent
231	Dartford Borough Museum	Kent
232	Dover Museum	Kent
233	Eden Valley Museum	Kent
234	Faversham Society	Kent
235	Fort Amherst	Kent
236	Guildhall Museum, Medway	Kent
237	Hall Place and Gardens (Bexley)	Kent
238	Canterbury Museums & Galleries	Kent
239	Maidstone Museum	Kent
240	Milton Keynes Museum	Kent
241	Minster Gatehouse Museum	Kent
242	Quex Park and Powell Cotton Museum	Kent
243	The Beaney House of Art and Knowledge	Kent
244	Sandwich Guildhall Museum	Kent
245	Sevenoaks Museum	Kent
246	Sissinghurst Castle & Garden	Kent
247	Sittingbourne Heritage Museum	Kent
248	Immingham Museum	Lancashire
249	Towneley Hall	Lancashire
250	Bacup Natural History Society	Lancashire
251	Lancaster City Museum	Lancashire
252	Clitheroe Castle Museum	Lancashire
253	Harris Museum	Lancashire
254	Lytham Hall	Lancashire
255	Museum of Lancashire	Lancashire
256	Pendle Heritage Centre	Lancashire
257	Ribchester Roman Museum	Lancashire
258	Smithy Heritage Centre	Lancashire
259	South Ribble Museum & Exhibition Centre	Lancashire
260	Blackburn Museum	Lancashire
261	Bury Art Museum & Sculpture Centre	Lancashire
262	Salford Museum & Art Gallery	Lancashire
263	John Taylor & Company Museum	Leicestershire
264	Bosworth Battlefield Heritage Centre	Leicestershire
265	Charnwood Museum	Leicestershire
266	Donington le Heath	Leicestershire

267	Hallaton Museum	Leicestershire
268	Harborough Museum	Leicestershire
269	Hinckley & District Museum	Leicestershire
270	Melton Museum	Leicestershire
271	Leicester Museums	Leicestershire
272	Collections Resources Centre, Leicestershire	Leicestershire
273	The Collection	Lincolnshire
274	Ayscoughfee Hall Museum and Gardens	Lincolnshire
275	Boston Guildhall Museum & Tourist Information Centre	Lincolnshire
276	Tattershall Castle	Lincolnshire
277	Museum of Lincolnshire Life	Lincolnshire
278	Spalding Gentlemen's Society	Lincolnshire
279	North Lincolnshire Museum Service	Lincolnshire
280	Temple, Wanstead Park	London
281	UCL Museums and Public Engagement	London
282	Upminster Tithe Barn Museum of Nostalgia	London
283	Valence House Museum	London
284	Westminster Abbey Museum	London
285	Whitehall	London
286	Museum of Wimbledon	London
287	All Hallows by the Tower Undercroft Museum	London
288	Barnet Museum	London
289	Benjamin Franklin House	London
290	British Museum	London
291	Bruce Castle Museum	London
292	Brunei Gallery, SOAS	London
293	Croydon Natural History and Scientific Society	London
294	Cuming Museum	London
295	Enfield Museum	London
296	Freud Museum London	London
297	Greenwich Heritage Centre	London
298	Guildhall Art Gallery / Guildhall Galleries	London
299	Gunnersbury Park Museum	London
300	HM Tower of London	London
301	Honeywood Museum	London
302	Kingston Museum and Heritage Service	London
303	Museum No. 1 (Economic Botany), Royal Botanic Gardens, Kew	London
304	Museum of Fulham Palace	London

305	Museum of London	London
306	Museum of Writing / Institute of English Studies	London
307	Old Speech Room Gallery, Harrow School	London
308	Petrie Museum of Egyptian Archaeology	London
309	Queen Elizabeth's Hunting Lodge	London
310	Science Museum	London
311	St Paul's Cathedral Collections Department	London
312	Sutton Museum and Heritage Service	London
313	UCL, Institute of Archaeology Collections	London
314	The View, Epping Forest	London
315	The Atkinson	Merseyside
316	Victoria Gallery and Museum (University of Liverpool)	Merseyside
317	Williamson Art Gallery	Merseyside
318	Liverpool Museums	Merseyside
319	The World of Glass, St. Helens	Merseyside
320	Birkenhead Priory	Merseyside
321	Garstang Museum	Merseyside
322	Museum of Liverpool	Merseyside
323	World Museum Liverpool	Merseyside
324	Spelthorne Museum	Middlesex
325	English Heritage	National
326	Bramtpon Museum	Newcastle-Upon-Tyne
327	Time and Tide: Museum of Great Yarmouth Life	Norfolk
328	Tolhouse Gaol	Norfolk
329	Ancient House, Museum of Thetford Life	Norfolk
330	Bishop Bonner's Cottage Museum	Norfolk
331	Cromer Museum	Norfolk
332	Gressenhall Farm and Workhouse: Museum of Norfolk Life	Norfolk
333	Lowestoft Museum	Norfolk
334	Lynn Museum	Norfolk
335	Norfolk Museums Service	Norfolk
336	Norwich Castle Museum and Art Gallery	Norfolk
337	Swaffham Museum	Norfolk
338	Daventry Museum	Northamptonshire
339	Corby Heritage Centre	Northamptonshire
340	Wellingborough Museum	Northamptonshire
341	Wollaston Museum	Northamptonshire
342	Northampton Museum & Art Gallery	Northamptonshire
343	Prebendal Manor & Tithe Barn Museum	Northamptonshire

344	Towcester Museum	Northamptonshire
345	Piddington Roman Villa	Northamptonshire
346	Chester's Roman Fort and Museum	Northumberland
347	Berwick Museum and Archives	Northumberland
348	Corbridge Roman Town	Northumberland
349	Housesteads Roman Fort	Northumberland
350	Lindisfarne Priory	Northumberland
351	Alnwick Castle	Northumberland
352	Segedunum Roman Fort	Northumberland
353	Vindolanda Trust	Northumberland
354	Roman Army Museum and Vindolanda	Northumberland
355	National Civil War Centre	Nottinghamshire
356	The University of Nottingham Museum	Nottinghamshire
357	Bassetlaw Museum	Nottinghamshire
358	Nottingham Castle	Nottinghamshire
359	Galleries of Justice Museum	Nottinghamshire
360	Creswell Crags Museum & Visitor Centre	Nottinghamshire
361	Newark & Sherwood Museums	Nottinghamshire
362	Nottingham City Museums & Galleries	Nottinghamshire
363	Vale and Downland Museum, Wantage	Oxfordshire
364	Wallingford Museum	Oxfordshire
365	Waterperry Gardens	Oxfordshire
366	Abingdon Museum	Oxfordshire
367	Ashmolean Museum & Art Gallery	Oxfordshire
368	Oxfordshire Museum	Oxfordshire
369	Oxford City Museum	Oxfordshire
370	Museums Resource Centre, Oxford	Oxfordshire
371	Oxford University Museum of Natural History	Oxfordshire
372	Oxfordshire Museum	Oxfordshire
373	Pitt Rivers Museum	Oxfordshire
374	Oxfordshire Museums Services	Oxfordshire
375	Rutland County Museum	Rutland
376	Sandwell Museums & Art Gallery	Sandwell
377	Clun Museum	Shropshire
378	Ironbridge Museum	Shropshire
379	Shrewsbury Museum & Art Gallery	Shropshire
380	Shropshire Museums	Shropshire
381	Bath Abbey	Somerset
382	Goldmill Museum	Somerset

383	King John's Hunting Lodge (Axbridge and District Museum)	Somerset
384	Community Heritage Access Centre	Somerset
385	Wells and Mendip Museum	Somerset
386	Cave Museum (Wookey Hole Caves)	Somerset
387	Bath Postal Museum	Somerset
388	Bath Royal Literary and Scientific Institute	Somerset
389	Bridgewater Museum	Somerset
390	Chedder Caves	Somerset
391	Frome Heritage Museum	Somerset
392	Glastonbury Abbey	Somerset
393	Museum of Somerset	Somerset
394	Weston-Super-Mare Museum	Somerset
395	Roman Baths	Somerset
396	Sally Lunns	Somerset
397	Clarks Shoe Museum	Somerset
398	South West Heritage Trust	Somerset & Devon
399	Stoke Museums	Staffordshire
400	Stafford Museums	Staffordshire
401	Tamworth Heritage Trust	Staffordshire
402	The Potteries Museum & Art Gallery	Staffordshire
403	Brampton Museum & Art Gallery	Staffordshire
404	Dunwich Museum	Suffolk
405	West Stow Anglo-Saxon Centre	Suffolk
406	Woodbridge Museum	Suffolk
407	Aldeburgh Museum	Suffolk
408	Beccles and District Museum	Suffolk
409	Bungay Museum	Suffolk
410	Halesworth and District Museum	Suffolk
411	Ipswich Museum	Suffolk
412	Laxfield and District Museum	Suffolk
413	Mildenhall and District Museum	Suffolk
414	Norfolk & Suffolk Aviation Museum: East Anglia's Aviation Heritage Centre	Suffolk
415	Southwold Museum	Suffolk
416	Colchester & Ipswich Museum Service	Suffolk
417	lowestoft war memorial museum	Suffolk
418	Lowestoft Museum	Suffolk
419	St. Edmunsbury Heritage Service	Suffolk
420	The Museum of Farnham	Surrey

421	Guildford Museum	Surrey
422	Bourne Hall Museum (Epsom Ewell Borough Council)	Surrey
423	Chertsey Museum	Surrey
424	East Surrey Museum	Surrey
425	Godalming Museum	Surrey
426	Haslemere Museum	Surrey
427	Hampton Court Palace	Surrey
428	Museum of Farnham	Surrey
429	Manor Cottage Hertitage Centre	Sussex
430	Tyne & Wear Archives and Museum	Tyne & Wear
431	Bede's World	Tyne & Wear
432	The Castle	Tyne & Wear
433	Great North Museum Hancock	Tyne & Wear
434	North East Land Sea and Air Museum	Tyne & Wear
435	Walsall Museums	Walsall
436	Warwickshire Museum	Warwickshire
437	Leamington Spa Art Gallery & Museum	Warwickshire
438	Nuneaton Museum & Art Gallery	Warwickshire
439	Rugby Art Gallery & Museum	Warwickshire
440	Shakespeare Birthplace Trust	Warwickshire
441	Birmingham Museums Trust	West Midlands
442	Wolverhampton Arts & Culture	West Midlands
443	Worthing Museum and Art Gallery	West Sussex
444	Fishbourne Roman Palace	West Sussex
445	Arundel Museum	West Sussex
446	Bignor Roman Villa	West Sussex
447	The Novium	West Sussex
448	Crawley Museum	West Sussex
449	Henfield Museum	West Sussex
450	Horsham Museum	West Sussex
451	Littlehampton Museum	West Sussex
452	Marlipins Museum (Sussex Past)	West Sussex
453	Rustington Museum	West Sussex
454	Steyning Museum	West Sussex
455	Trowbridge Museum	Wiltshire
456	Wiltshire & Swindon History Centre	Wiltshire
457	Wiltshire Museum	Wiltshire
458	Avebury	Wiltshire
459	Athelstan Museum	Wiltshire

460	Cricklade Museum	Wiltshire
461	Purton Museum	Wiltshire
462	The Salisbury Museum	Wiltshire
463	Stourhead	Wiltshire
464	Swindon Museum and Art Gallery	Wiltshire
465	National Trust SW Region (Tisbury Hub)	Wiltshire
466	Chippenham Museum and Heritage Centre	Wiltshire
467	Warminster Museum	Wiltshire
468	Museums Worcestershire	Worcestershire
469	City Art Gallery & Museum	Worcestershire
470	The Almonry Evesham Museum & Heritage Centre	Worcestershire
471	Droitwich Spa Heritage & Information Centre	Worcestershire
472	Forge Mill Needle Museum	Worcestershire
473	Malvern Museum of Local History	Worcestershire
474	Bewdley Museum	Worcestershire
475	Dorman Museum	Yorkshire
476	Kirkstall Abbey	Yorkshire
477	Thirsk Museum	Yorkshire
478	Tolson Museum	Yorkshire
479	Wakefield Museum	Yorkshire
480	Whitby Museum	Yorkshire
481	York Minster	Yorkshire
482	Yorkshire Museum	Yorkshire
483	Bagshaw Museum	Yorkshire
484	Barley Hall	Yorkshire
485	Beverley Museum and Art Gallery	Yorkshire
486	Bradford Museums	Yorkshire
487	Burton Constable Hall	Yorkshire
488	Victoria Jubilee Museum	Yorkshire
489	Clifton Park Museum	Yorkshire
490	Craven Museum and Gallery	Yorkshire
491	Yorkshire Dales National Park	Yorkshire
492	Yorvik	Yorkshire
493	Doncaster Museum and Art Gallery	Yorkshire
494	Elsecar Heritage Centre	Yorkshire
495	Hull City Council Museums and Galleries	Yorkshire
496	Harrogate Museums	Yorkshire
497	Hedon Museum	Yorkshire
498	Calderdale Museum	Yorkshire

499	Leeds City Museum / Leeds Museums & Galleries	Yorkshire
500	Micklegate Bar	Yorkshire
501	Museums Sheffield	Yorkshire
502	York Army Museum	Yorkshire
503	Richmondshire Museum	Yorkshire
504	Ryedale Folk Museum	Yorkshire
505	Sewerby Hall	Yorkshire
506	Malton Museum	Yorkshire
507	Bankfield Museum	Yorkshire
508	Scarborough Museum Trust	Yorkshire
509	Rotherham Heritage Services	Yorkshire
510	Hull & East Riding Museum Service	Yorkshire
511	East Riding of Yorkshire Museums Service	Yorkshire
512	Kirklees Museums and Galleries	Yorkshire

19 APPENDIX 3: List of museums that returned survey responses

	Museum	Region / Area
1	English Heritage - London & East	Bedfordshire
2	The Higgins Art Gallery and Museum Bedford	Bedfordshire
3	Wardown House Museum & Gallery	Bedfordshire
4	Ure Museum of Greek Archaeology	Berkshire
5	Reading Museum	Berkshire
6	Bristol Museum & Art Gallery	Bristol
7	SS Great Britain Trust	Bristol
8	University of Bristol Spelaeological Society	Bristol
9	The Old Gaol Museum Buckingham	Buckinghamshire
10	Wycombe Museum	Buckinghamshire
11	The Farmland Museum & Denny Abbey	Cambridgeshire
12	University Museum of Zoology Cambridge	Cambridgeshire
13	Whittlesey Museum	Cambridgeshire
14	Ely museum	Cambridgeshire
15	Museum of Classical Archaeology	Cambridgeshire
16	St Neots Museum	Cambridgeshire
17	Congleton Museum	Cheshire
18	Dewa Roman Experience	Cheshire
19	Warrington Museum & Art Gallery	Cheshire
20	Old Guildhall Museum and Gaol, East Looe	Cornwall
21	Penlee House Gallery & Museum	Cornwall
22	Royal Cornwall Museum	Cornwall
23	Museum of Archaeology, Durham University	County Durham
24	Kendal Museum	Cumbria
25	Keswick Museum	Cumbria
26	Senhouse Roman Museum	Cumbria
27	The Dock Museum	Cumbria
28	The Ruskin Museum	Cumbria
29	Tullie House Museum and Art Gallery	Cumbria
30	Penrith and Eden	Cumbria
31	Derby Museums	Derbyshire
32	Erewash Museum	Derbyshire
33	Plymouth City Museum & Art Gallery	Devon
34	Royal Albert Memorial Museum	Devon
35	Bridport Museum	Dorset

36	Dorset County Museum	Dorset
37	Lyme Regis Museum	Dorset
38	Poole Museum Service	Dorset
39	Sherborne Museum	Dorset
40	Hastings Museum & Art Gallery	East Sussex
41	Heritage Eastbourne	East Sussex
42	Royal Pavilion & Museums, Brighton & Hove	East Sussex
43	Rye Castle Museum	East Sussex
44	Mary Rose Museum	England
45	Burnham-on-Crouch and District Museum	Essex
46	Colchester Museums (CIMS)	Essex
47	Earls Colne Heritage Museum	Essex
48	Valence House Museum	Essex
49	Mersea Island Museum	Essex
50	Saffron Walden Museum	Essex
51	Thurrock Museum	Essex
52	Museum in the Park, Stroud	Gloucestershire
53	The Wilson	Gloucestershire
54	Winchcombe Museum	Gloucestershire
55	Corinium Museum	Gloucestershire
56	Museum of Wimbledon	Greater London
57	Bury Art Museum & Sculpture Centre	Greater Manchester
58	Gallery Oldham	Greater Manchester
59	Manchester Museum	Greater Manchester
60	Southampton City Council Arts & Heritage	Hampshire
61	Hampshire Cultural Trust	Hampshire
62	Petersfield Museum	Hampshire
63	Portsmouth Museum	Hampshire
64	St Barbe Museum and Art Gallery	Hampshire
65	Herefordshire Museum Service	Herefordshire
66	Welwyn & Hatfield Museum Service	Hertfordshire
67	Royston Museum	Hertfordshire
68	The Ware Museum	Hertfordshire
69	Bushey Museum and Art Gallery	Hertfordshire
70	Three Rivers Museum (of local history)	Hertfordshire
71	St Albans Museums Service / Verulamium Museum	Hertfordshire
72	Isle of Wight Heritage Service	Isle of Wight
73	Ashford Borough Museum Society	Kent
74	Canterbury Museums and Galleries	Kent
75	Dartford Borough Museum	Kent
76	Dover Museum and Bronze Age Boat Gallery	Kent
77	Guildhall Museum, Rochester	Kent

78	Maidstone Museums	Kent
79	Powell-Cotton Museum	Kent
80	Sevenoaks Museum	Kent
81	Sittingbourne Heritage Museum	Kent
82	Minster Gatehouse Museum	Kent
83	Lancashire County Museum Service (11 sites)	Lancashire
84	South Ribble Museum and Exhibition Centre	Lancashire
85	Towneley Hall Art Gallery & Museum	Lancashire
86	Bosworth Battelfield Heritage Centre	Leicestershire
87	Hinckley and District Museum	Leicestershire
88	Leicestershire County Council Museums	Leicestershire
89	Ayscoughfee Hall Museum	Lincolnshire
90	Louth Museum	Lincolnshire
91	The Collection: Art & Archaeology in Lincolnshire	Lincolnshire
92	All Hallows Undercroft Museum	London
93	Cuming Museum	London
94	Greenwich Heritage Centre	London
95	Gunnersbury Park Museum	London
96	Museum of London	London
97	Petrie Museum of Egyptian Archaeology	London
98	The View (Epping Forest Collection)	London
99	Guildhall Art Gallery	London
100	Birkenhead Priory	Merseyside
101	Garstang Museum of Archaeology	Merseyside
102	Williamson Art Gallery & Museum	Merseyside
103	Milton Keynes Museum	Milton Keynes
104	Gressenhall Farm and Workhouse	Norfolk
105	Norfolk Museums Service	Norfolk
106	North Lincolnshire Museum Service	North Lincolnshire
107	Oundle Museum Trust	Northamptonshire
108	Daventry Museum	Northamptonshire
109	Kettering Museum and Art Gallery	Northamptonshire
110	Prebendal Manor	Northamptonshire
111	Wellingborough Museum	Northamptonshire
112	Northampton Museums and Art Gallery	Northamptonshire
113	Sally Willett	Northamptonshire
114	Berwick Museum & Art Gallery	Northumberland
115	Corbridge Museum, Chesters Museum, Housesteads Museum and Birdoswald Museum	Northumberland
116	Roman Vindolanda Site and Museum	Northumberland
117	Bassetlaw Museum	Nottinghamshire
118	Creswell Crags Museum & Visitor Centre	Nottinghamshire

119	National Civil War Centre - Newark Museum	Nottinghamshire
120	Nottingham City Museums & Galleries	Nottinghamshire
121	Mansfield Museum	Nottinghamshire
122	Museum of Oxford	Oxfordshire
123	Oxfordshire Museums Service	Oxfordshire
124	Wallingford	Oxfordshire
125	Thorney Heritage Museum	Peterborough
126	Rutland County Museum	Rutland
127	Shropshire Museums	Shropshire
128	Ironbridge Gorge Museum Trust	Shropshire
129	Roman Baths Museum	Somerset
130	Bath Abbey	Somerset
131	The Blake Museum	Somerset
132	Glastonbury Abbey	Somerset
133	South West Heritage Trust (Somerset Heritage Centre, Museum of Somerset, Somerset Rural Life Museum, Somerset Brick and Tile Museum and Weston Museum)	Somerset
134	The Shoe Museum	Somerset
135	Brampton Museum	Staffordshire
136	The Potteries Museum & Art Gallery	Staffordshire
137	Tamworth Castle Museum	Staffordshire
138	Stockport Museums	Stockport
139	Ipswich Museums (CIMS)	Suffolk
140	Moyse's Hall Museum	Suffolk
141	Norfolk & Suffolk Aviation Museum	Suffolk
142	Suffolk County Council Archaeological Service	Suffolk
143	West Stow Anglo Saxon Village	Suffolk
144	Godalming Museum	Surrey
145	Guildford heritage services	Surrey
146	Kingston Museum	Surrey
147	Spelthorne Museum	Surrey
148	Jarrow Hall (formerly Bede's World)	Tyne & Wear
149	Tyne and Wear Archives and Museums (for Arbeia and Segedunum Roman Forts)	Tyne and Wear
150	Great North Museum: Hancock	Tyne and Wear
151	Leamington Spa Art Gallery & Museum	Warwickshire
152	Nuneaton Museum & Art Gallery	Warwickshire
153	Rugby Art Gallery and Museum	Warwickshire
154	Shakespeare Birthplace Trust	Warwickshire
155	Warwickshire Museum (Heritage and Culture Warwickshire)	Warwickshire
156	Birmingham Museums Trust	West Midlands
157	Walsall Leather Museum	West Midlands

158	Herbert Art Gallery & Museum	West Midlands
159	Sandwell Museum Service (made up of 6 museums)	West Midlands
160	Southwick Manor Cottage Heritage Centre	West Sussex
161	Crawley Museums	West Sussex
162	Fishbourne Roman Palace	West Sussex
163	Henfield	West Sussex
164	Horsham museum	West Sussex
165	Littlehampton Museum	West Sussex
166	Steyning Museum Trust	West Sussex
167	The Novium Museum	West Sussex
168	Worthing Museum & Art Gallery	West Sussex
169	Bignor Roman Villa	West Sussex
170	National Trust SW region	Wiltshire
171	Swindon Museum and Art Gallery	Wiltshire
172	Athelstan Museum Malmesbury	Wiltshire
173	Chippenham Museum	Wiltshire
174	Purton Museum	Wiltshire
175	Stourhead House	Wiltshire
176	Trowbridge Museum	Wiltshire
177	Wiltshire Museum, Devizes	Wiltshire
178	Almonry Museum	Worcestershire
179	Bewdley Museum	Worcestershire
180	Malvern Museum of Local History	Worcestershire
181	Museums Worcestershire	Worcestershire
182	Droitwich Spa Heritage Centre	Worcestershire
183	Forge Mill Needle Museum & Bordesley Abbey Visitor centre	Worcestershire
184	East Riding Museums Service	Yorkshire
185	Craven Museum	Yorkshire
186	Dorman Museum	Yorkshire
187	English Heritage	Yorkshire
188	Merchant Adventurers' Hall	Yorkshire
189	Scarborough Museums Trust	Yorkshire
190	Whitby Museum	Yorkshire
191	York Minster	Yorkshire
192	Yorkshire Museum	Yorkshire
193	Rotherham Heritage Services	Yorkshire
194	Museums Sheffield	Yorkshire
195	Bradford Museums and Galleries Service	Yorkshire
196	Leeds Museums and Galleries (includes 9 sites)	Yorkshire
197	Kirklees Museums and Galleries	Yorkshire
198	Wakefield Museums	Yorkshire

199	Saddleworth Museum	Yorkshire
200	Hull and East Riding Museum, Hull Museums	Yorkshire

20 APPENDIX 4: List of museums still actively collecting archaeological archives

(Those marked with a * are charging a deposition fee)

1	Bassetlaw Museum	Nottinghamshire
2	Bath Abbey	Somerset
3	Berwick Museum & Art Gallery	Northumberland
4	Birmingham Museums Trust *	West Midlands
5	Bosworth Battelfield Heritage Centre	Leicestershire
6	Bristol Museum & Art Gallery *	Bristol
7	Chippenham Museum	Wiltshire
8	Congleton Museum *	Cheshire
9	Corbridge Museum, Chesters Museum, Housesteads Museum and Birdoswald Museum	Northumberland
10	Corinium Museum *	Gloucestershire
11	Crawley Museums	West Sussex
12	Creswell Crags Museum & Visitor Centre	Nottinghamshire
13	Dartford Borough Museum	Kent
14	Derby Museums *	Derbyshire
15	Dorman Museum	North Yorkshire
16	Dorset County Museum *	Dorset
17	Dover Museum and Bronze Age Boat Gallery *	Kent
18	East Riding Museums Service *	East Yorkshire
19	English Heritage	North Yorkshire
20	English Heritage - London & East	Bedfordshire
21	Fishbourne Roman Palace *	West Sussex
22	Glastonbury Abbey	Somerset
23	Godalming Museum *	Surrey
24	Great North Museum: Hancock *	Tyne and Wear
25	Gressenhall Farm and Workhouse	Norfolk
26	Hampshire Cultural Trust *	Hampshire
27	Hastings Museum & Art Gallery	East Sussex

28	Herbert Art Gallery & Museum *	West Midlands
29	Herefordshire Museum Service *	Herefordshire
30	Heritage Eastbourne *	East Sussex
31	Horsham museum	West Sussex
32	Hull and East Riding Museum, Hull Museums *	Yorkshire
33	Ironbridge Gorge Museum Trust *	Shropshire
34	Isle of Wight Heritage Service *	Isle of Wight
35	Kettering Museum and Art Gallery *	Northamptonshire
36	Kirklees Museums and Galleries *	West Yorkshire
37	Lancashire County Museum Service (11 sites)	Lancashire
38	Leeds Museums and Galleries (includes 9 sites) *	West Yorkshire
39	Leicestershire County Council Museums *	Leicestershire
40	Littlehampton Museum *	West Sussex
41	Maidstone Museums *	Kent
42	Manchester Museum	Greater Manchester
43	Mansfield Museum	Nottinghamshire
44	Museum of Archaeology, Durham University *	County Durham
45	Museum of London *	London
46	Museums Sheffield *	South Yorkshire
47	Museums Worcestershire *	Worcestershire
48	National Civil War Centre - Newark Museum *	Nottinghamshire
49	National Trust SW region	Wilts
50	Norfolk Museums Service *	Norfolk
51	North Lincolnshire Museum Service *	North Lincolnshire
52	Northampton Museums and Art Gallery *	Northamptonshire
53	Nottingham City Museums & Galleries *	Nottinghamshire
54	Oxfordshire Museums Service *	Oxfordshire
55	Plymouth City Museum & Art Gallery (The Box, Plymouth) *	Devon
56	Poole Museum Service	Dorset
57	Portsmouth Museum	Hampshire
58	Reading Museum *	Berkshire
59	Roman Baths Museum *	South West
60	Roman Vindolanda Site and Museum	Northumberland
61	Rotherham Heritage Services *	South Yorkshire
62	Royal Albert Memorial Museum *	Devon
63	Rugby Art Gallery and Museum *	Warwickshire
64	Rutland County Museum *	Rutland

65	Rye Castle Museum	East Sussex
66	Saddleworth Museum	Yorkshire
67	Saffron Walden Museum *	Essex
68	Sandwell Museum Service (made up of 6 museums)	West Mids
69	Scarborough Museums Trust *	North Yorkshire
70	Senhouse Roman Museum	Cumbria
71	Shropshire Museums *	Shropshire
72	South West Heritage Trust (Somerset Heritage Centre, Museum of Somerset, Somerset Rural Life Museum, Somerset Brick and Tile Museum and Weston Museum) *	Somerset
73	Southampton City Council Arts & Heritage *	Hampshire
74	Spelthorne Museum *	Surrey
75	St Albans Museums Service / Verulamium Museum *	Herts
76	Steyning Museum Trust	West Sussex
77	Stockport Museums	Stockport
78	Suffolk County Council Archaeological Service *	Suffolk
79	Swindon Museum and Art Gallery *	Wiltshire
80	The Collection: Art & Archaeology in Lincolnshire *	Lincolnshire
81	The Higgins Art Gallery and Museum Bedford *	Bedfordshire
82	The Novium Museum *	West Sussex
83	The Potteries Museum & Art Gallery	Staffordshire
84	The View (Epping Forest Collection)	London
85	The Ware Museum *	Hertfordshire
86	The Wilson *	Gloucestershire
87	Three Rivers Museum (of local history) *	Hertfordshire
88	Towneley Hall Art Gallery & Museum	Lancashire
89	Trowbridge Museum	Wiltshire
90	Tullie House Museum and Art Gallery *	Cumbria
91	Tyne and Wear Archives and Museums (for Arbeia and Segedunum Roman Forts)	Tyne and Wear
92	University of Bristol Spelaeological Society	Bristol
93	Valence House Museum	Essex
94	Wakefield Museums	West Yorkshire
95	Wallingford	Oxfordshire
96	Warrington Museum & Art Gallery *	Cheshire
97	Warwickshire Museum (Heritage and Culture Warwickshire) *	Warwickshire
98	Wellingborough Museum	Northamptonshire
99	Welwyn & Hatfield Museum Service *	Hertfordshire

100	Whitby Museum	North Yorkshire
101	Wiltshire Museum, Devizes *	Wiltshire
102	Worthing Museum & Art Gallery *	West Sussex
103	York Minster	North Yorkshire
104	Yorkshire Museum *	North Yorkshire

21 APPENDIX 5: List of museums no longer collecting archaeological archives

(Those marked with a * hope to collect again in the future)

1	Bradford Museums and Galleries Service	West Yorkshire
2	Brampton Museum	Staffordshire
3	Bury Art Museum & Sculpture Centre	Greater Manchester
4	Canterbury Museums and Galleries *	Kent
5	Colchester Museums (CIMS) *	Essex
6	Craven Museum *	North Yorkshire
7	Cuming Museum	London
8	Gallery Oldham	Greater Manchester
9	Garstang Museum of Archaeology *	Merseyside
10	Greenwich Heritage Centre	London
11	Guildford heritage services *	Surrey
12	Guildhall Museum, Rochester	Kent
13	Gunnersbury Park Museum	London
14	Ipswich Museums (CIMS) *	Suffolk
15	Kendal Museum	Cumbria
16	Mary Rose Museum *	England
17	Moyse's Hall Museum	Suffolk
18	Museum in the Park, Stroud *	Gloucestershire
19	Museum of Classical Archaeology *	Cambridgeshire
20	Museum of Wimbledon	Greater London
21	Nuneaton Museum & Art Gallery	Warwickshire
22	Oundle Museum Trust *	Northamptonshire
23	Penrith and Eden	Cumbria
24	Petrie Museum of Egyptian Archaeology	London
25	Powell-Cotton Museum	Kent
26	Purton Museum	Wiltshire

27	Royal Cornwall Museum *	Cornwall
28	Royal Pavilion & Museums, Brighton & Hove	East Sussex
29	Sevenoaks Museum	Kent
30	Shakespeare Birthplace Trust	Warwickshire
31	Southwick Manor Cottage Heritage Centre *	West Sussex
32	Tamworth Castle Museum *	Staffordshire
33	The Blake Museum	Somerset
34	The Dock Museum	Cumbria
35	Thurrock Museum	Essex
36	Ure Museum of Greek Archaeology	Berkshire
37	Wardown House Museum & Gallery *	Bedfordshire
38	West Stow Anglo Saxon Village	Suffolk

22 APPENDIX 6: Comparison between 2016 and 2017 datasets relative to collecting activity

Museums that did not respond in 2016 and are not collecting in 2017

1	Bradford Museums and Galleries Service	West Yorkshire
2	Craven Museum	North Yorkshire
3	Greenwich Heritage Centre	London
4	Guildhall Museum, Rochester	Kent
5	Gunnersbury Park Museum	London
6	Moyse's Hall Museum	Suffolk
7	Museum of Wimbledon	Greater London
8	Nuneaton Museum & Art Gallery	Warwickshire
9	Oundle Museum Trust	Northamptonshire
10	Penrith and Eden	Cumbria
11	Petrie Museum of Egyptian Archaeology	London
12	Purton Museum	Wiltshire
13	Royal Cornwall Museum	Cornwall
14	Sevenoaks Museum	Kent
15	Southwick Manor Cottage Heritage Centre	West Sussex
16	Tamworth Castle Museum	Staffordshire
17	Wardown House Museum & Gallery	Bedfordshire
18	West Stow Anglo Saxon Village	Suffolk

Museums that were not collecting in either 2016 or 2017

1	Brampton Museum	Staffordshire
2	Bury Art Museum & Sculpture Centre	Greater Manchester
3	Cuming Museum	London
4	Gallery Oldham	Greater Manchester
5	Garstang Museum of Archaeology	Merseyside
6	Guildford heritage services Same as Guildford Museum?	Surrey
7	Ipswich Museums (CIMS)	Suffolk
8	Kendal Museum	Cumbria
9	Mary Rose Museum	England
10	Museum in the Park, Stroud	Gloucestershire
11	Powell-Cotton Museum	Kent
12	Royal Pavilion & Museums, Brighton & Hove	East Sussex
13	Shakespeare Birthplace Trust	Warwickshire
14	The Dock Museum	Cumbria
15	Thurrock Museum	Essex
16	Ure Museum of Greek Archaeology	Berkshire

Museums that were not collecting in 2016 and not represented in 2017 survey

1	Barbican House	East Sussex
2	Battle Museum	East Sussex
3	Bolling Ham Museum	West Yorkshire
5	Community Heritage Access Centre	Somerset
6	Corby Heritage Centre	Northants
7	Harrogate Museums and Arts	North Yorkshire
8	Museum of Archaeology and Anthropology	Cambridgeshire
9	Nuneaton Museum and Art Gallery	Warwickshire
10	Seaford Museum	East Sussex
11	St Edmundsbury Heritage Service	Suffolk
12	Tolson Museum (Kirklees)	West Yorkshire
13	Wirksworth Heritage Centre	Derbyshire

Museums that were collecting in 2016 not collecting in 2017

1	Canterbury Museums and Galleries Canterbury Heritage?	Kent
2	Colchester Museums (CIMS)	Essex
3	Museum of Classical Archaeology	Cambridgeshire
5	The Blake Museum	Somerset

NB – the 2017 raw data suggested that there were 7 museums that had begun to collect again since 2016 but further investigation showed that only one of these had plans to start collecting again subject to a new store being delivered