

## • Terms of Reference

Reporting to the Society's Council, this Advisory Group provides the Society with valuable external professional expertise and advice relating to the Society's two million Collections items, by responding to the Society's current strategic plans for its use and stewardship of the Collections in terms of:

- Ethics and governance matters relating to the Society and its Collections.
- Academic research and educational use.
- Public engagement, with specific attention to further development of the Society's existing collaborative work with diverse and underrepresented communities.
- Maintenance, insurance, conservation, and care, including estates planning and facilities as they relate to the future use and storage of the Society's Collections.
- Development of innovative digital access plans for the Collections.
- Development of professional skills for Society staff working directly and indirectly with the Collections.
- Maximising the opportunities for the Society to consider applications for such public and private financial grants and resources as may be available specifically for the care, conservation, exhibition, interpretation, and promotion of the Collections which have designation via the Arts Council as a 'UK Collection of National Importance'.

In addition, work on the Society's Collections policies is a matter of on-going business and the Advisory Group contribute thinking and advice on the following policies:

- Collections acquisitions, disposals, loans and returns.
- Collections development.
- Collections information and access.
- Collections Intellectual Property Rights.
- Collections care and conservation.

The Advisory Group members also support the Society by commenting on the proposed annual objectives they develop in collaboration with the Society's Director (and wider Senior Team) linked to the Society's Collections and the delivery of the Society's wider strategy. All operational decisions relating to the Collections remain with the Society's Management Team.

The Advisory Group meets three times per year in line with the Society's cycle of Council and Committee meetings.

### **Advisory Group structure:**

The Collections Advisory Group comprises at least eight members (including three representatives



from the Society’s staff), selected for their specific areas of expertise, plus a minute taker.

From time to time, other individuals with specialisms which may be thought to benefit the work of the Society in relation to its Collections may be co-opted onto the advisory group on a project basis and at the sole discretion of the Society’s Director.

Last updated December 2022

To be reviewed by Council in December 2025