

## Collections Development Plan

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# **North East Lincolnshire Archives**

## **Collections Development Plan**

1. Developing the collections
2. Identifying gaps in our collections
3. Gaps and deficiencies
4. Making our collections more representative
5. Disposal of archives

### **1. Developing the collections**

North East Lincolnshire Archives (hereafter abbreviated to NELA) seeks to ensure that its collections represent, as fully as possible, the past activities of all communities within its collecting area. In order to achieve this objective we will seek to acquire records that fill any known gaps in our present holdings, while continuing to collect items that augment our existing collections.

### **2. Identifying gaps in our collections**

NELA aims to identify aspects of the region's history that are not sufficiently represented in our collections. In order to achieve this aim we will:

- Work to improve the information we have about our collections.
- Consult with key stakeholders, including our readers, depositors and local historians.
- Examine trends in the type of enquiries that we receive.
- Examine the response of the public to items that are posted on social media.
- Review our Collections Development Plan every year.

### **3. Significant gaps and deficiencies in our collections**

In common with most local records offices, there are significant gaps in our holdings and some existing collections that need augmenting. Unfortunately, our ability to acquire new material is compromised by a lack of storage space.

Some of the record types that we would like to collect in the future include:

- Local military records, particularly items relating to the 10<sup>th</sup> Battalion of the Lincolnshire Regiment (Grimsby Chums). Some liaison with Lincolnshire Archives is required when acquiring items relating to the Chums, as the regimental collection is held at Lincoln.
- Photographs of the fishing industry, particularly pictures of fishing vessels and their crews. We have the fishing registers, crew lists and apprentice registers for Grimsby, but very few photographs.
- Business records, particularly businesses connected with the fishing industry and the docks.

- Photographs and architectural plans showing historic buildings in the region that have either been demolished or significantly altered.
- Records relating to minority faith groups. We would particularly like to add to our holdings of records relating to the Jewish community. Grimsby had a small, but significant Jewish community in the late 19<sup>th</sup> century; the synagogue on Heneage Road, which is still open, was consecrated in 1889.

#### 4. Making our collections more representative

In order to make our holdings both broader and deeper we will continue with the following actions:

- Promote the desirability of donating/depositing archives with the relevant individuals, organisations and communities.
- Promote the donation of records through our social media channels.
- Seek to make direct contact with relevant organisations and individuals to discuss the potential benefits of depositing archives.
- Monitor online sales and commercial auctions of documents.
- Work with our colleagues in the Library Service, Grimsby Fishing Heritage Centre and North Lincolnshire Museum to identify potential depositors and collections at risk.

#### 5. Disposal of archives

During the course of our appraisal and re-appraisal work we sometimes conclude that items are either not sufficiently significant or relevant to the region to merit permanent preservation. In such cases we will seek to return the items to the depositor, transfer them (with the depositor's permission) or, very occasionally, arrange for their confidential destruction.

This decision may be made during the initial appraisal process, prior to accessioning, but there may be occasions after records have been acquired when a collection is reviewed and we decide that the material is no longer worth preserving permanently.

Our selection/de-accessioning policy is described in Section 4.3 of our Collection Policy and our procedures for the de-accessioning and disposal of records are outlined in our Procedures Manual.