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**ARGYLL AND BUTE COUNCIL**

**MAKI Area Committee**

**Customer Services**

**5 October 2016**

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**Civic Furniture - Campbeltown**

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## **1.0 EXECUTIVE SUMMARY**

- 1.1 The council has agreed a protocol for dealing with items of furniture and memorabilia following building refurbishments and/or office rationalisations which are deemed to be of historical or local significance. Following the recent refurbishment of Campbeltown Town Hall a number of items have been put into storage, this report outlines the protocol and asks Members to give consideration to the future of these items in line with the agreed protocol.

**Civic Furniture - Campbeltown**

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**2.0 INTRODUCTION**

2.1 As a result of the refurbishment of Campbeltown Town Hall, a number of items of furniture have been identified which meet the terms of the protocol which has been agreed for dealing with such items.

**3.0 RECOMMENDATIONS**

3.1 The Area Committee is asked to give consideration to the future of the items identified in line with the protocol outlined at 4.2 of the report.

**4.0 DETAIL**

4.1 The Policy and Resources Committee at the meeting held on 17 March 2016 agreed a protocol for dealing with furniture and memorabilia following building refurbishments and/or office rationalisations.

4.2 The protocol states:-

(1) When a building is to be disposed of (a) any furniture of historical or local significance will be identified, as will (b) any art work or other civic items.

(2) The building user as at the date of departure, together with nominated officers from Community and Culture and Governance and Law, will detail the items specified at (a) and (b) above and will determine if any item may have a significant value. Any such item will only be disposed of after consideration by the relevant Area Committee and referral to Policy and Resources for final determination.

(3) All other items in category (a) will then be considered by the relevant Area Committee to establish:

- If the items should be stored for future use by the Council
- If the items should be offered for sale locally
- If the items should be offered free to a local community group, having first sought expressions of interest by notice on the Council website, either on loan or as a disposal

- If the items should be released for recycling
- (4) All other items in category (b) will be considered by the relevant Area Committee, which shall receive the views of the Provost prior to their consideration of the matter, and who may determine:-
- If the items should be stored for future use by the Council
  - If the items should be offered for sale locally
  - If the items should be offered free to a local community group, having first sought expressions of interest by notice on the Council website, either on loan or as a disposal
  - If the items should be given into the custody of the Archivist or the museum service, or lent to a Private Archive
  - If the items should be released for recycling
- (5) If there is any dispute as to whether an item is of significant value the matter will be determined by the Executive Director of Customer Services after such inquiry as he determines reasonable.
- (6) In reaching a determination on such matters the Area Committee will have regard to the local interest in any items and will be guided by the principle of the strength of local connection and identity with any of the items as may be ascertained by the Committee.

#### 4.3 Campbeltown Town Hall furniture

- 4.3.1 As a result of the refurbishment of the Town Hall in Campbeltown, the following items have been identified as falling into category (a) furniture of historical or local significance:-

20 wooden desks (photograph Appendix 1)

3 red leather and wood armchairs (photograph Appendix 2)

21 red leather and wood chairs (photograph Appendix 3)

- 4.3.2 These items of furniture are currently stored at the Aqualibrium, Campbeltown. The items have not been subject to a formal valuation.

## 5.0 **CONCLUSION**

- 5.1 The Council has agreed a protocol for dealing with furniture and memorabilia which have been identified as part of office refurbishments/rationalisations. The items of furniture listed at 4.3.1 have been in storage since the refurbishment of the Town Hall. Members are asked to give consideration to the future arrangements for this furniture in line with the protocol detailed at 4.2 above.

## **6.0 IMPLICATIONS**

- 6.1 Policy - in line with decision made by the Policy and Resources Committee.
- 6.2 Financial - dependent on final decision there could be financial implications.
- 6.3 Legal - dependent on decision may require input from Governance and Law.
- 6.4 HR - none
- 6.5 Equalities - none
- 6.6 Risk - none
- 6.7 Customer Service - none

### **Executive Director of Customer Services**

**Policy Lead** Councillor Dick Walsh

14 September 2016

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## **APPENDICES**

Appendix 1 – wooden desk photographs

Appendix 2 – red leather and wooden armchairs

Appendix 3 – red leather and wooden chairs