

Memorandum for the Social and Community Development Committee

SHG ARCHIVES LENDING POLICY

Decision Sought

Committee is asked to endorse the attached SHG Archives Lending Policy for consideration by Executive Council.

Background and Considerations

1. The St Helena Archives was established in 1962 and houses an important collection of records, detailing the events in the history of the island.

The earliest collections are the:

- St Helena Records, also referred to as the 'Consultations', which dates from 1678 and comprises of 136 volumes.
- Letters from England dates from 1804 and comprises of 31 volumes.
- Letters to England dates from 1706 and comprises of 34 volumes.
- Court Books dates from 1762 and comprises of 11 volumes.
- In-Letters from India, China & Cape of Good Hope dates from 1813 and comprises of 9 volumes.
- Entry Books: Letters from England dates from 1673 and comprises of 16 volumes.

All of the above mentioned books are very important as they are the originals and hold the historical information relating to the daily life / decisions made during the time the island was under the East India Company rule.

2. Early last year the SHG Archives was approached to loan items from the collection for display as part of the Sir Hudson Lowe exhibition at Plantation House. This request highlighted the need for a formal lending policy to be developed by the Archives, as up until then, it was the informal non-written policy that none of the collection was to leave the Archives once deposited in the Repository.

3. The attached Lending Policy has thus been drafted for Committee's consideration. The policy seeks to enable items from the Archives collections to be loaned for on-island exhibitions, subject to various conditions being met by the borrower. The policy covers matters relating:

- Lending procedure
- Costs to be met by the borrower
- Security of premises where the exhibition is to be held
- Environmental conditions of the premises where the items will be displayed
- Termination of loan and reasons for such
- Acknowledgement of SHG Archives in exhibition material

Financial Implications

There are no financial implications associated with the implementation of this policy as its implementation will be administered by existing SHG Archives staff.

Economic Implications

There are no significant economic implications associated with the implementation of this policy. However, the loan of historic documents for exhibition might have a spin-off effect by raising the profile of St Helena by any visitors to the island who might attend any exhibitions, possibly encouraging other visitors with specific historic interests to visit and see original documents. Whilst the policy stipulates that loans might be considered for on-island exhibitions only, Members might wish to consider potential economic benefits that might result from the loan of items outside of St Helena which might be of significant historical or cultural interest should such requests be forthcoming at any time.

Consistency with Investment Policy Principles

Not applicable.

Public/Social Impact

Unlikely to be any significant adverse public/social impact.

Environmental Impact

None.

Previous Consultation/Committee Input

1. The need for a policy for the loan of SHG items of historical interest was first noted by Executive Council in December 2018 when former Governor Lisa Honan sought approval to loan an antique Wine Cooler, which was part of the Longwood House collection but displayed at Plantation House, for an exhibition in Cape Town in 2019.
2. The need for a policy specifically for the loan of SHG Archives material came to the fore during the planning for the Sir Hudson Lowe exhibition at Plantation House in 2019.

Public Reaction

There is unlikely to be any adverse reaction from the public in general but it may be possible that the Heritage Society or National Trust might express some concern.

Publicity - No specific publicity considered necessary.

Support to 10-Year Plan: Altogether Wealthier

Corporate Support

30th November 2020