

**STAFFORDSHIRE ARCHIVES & HERITAGE**  
**JOINT COLLECTIONS STATEMENT**

**1. MISSION STATEMENT**

Staffordshire Archives and Heritage is made up of the Staffordshire and Stoke-on-Trent Archive Service and the County Museum Service. The service also manages the William Salt Library on behalf of the charitable trust that administers the Library.

The aim of the Service is to locate, collect and preserve irreplaceable archive and museum collections relating to the past and present life and work of people of the County of Staffordshire and the City of Stoke-on-Trent and to preserve the archives of the Diocese of Lichfield, thereby contributing to the national network of archive and museum care.

Our vision is:

Connecting people to the collected stories and heritage of Staffordshire, Stoke-on-Trent and beyond.

Our mission is:

To connect people to the memories of Staffordshire and Stoke-on-Trent, by engaging them with the collections we develop and preserve for current and future generations.

**2. PURPOSE OF STATEMENT**

The purpose of this statement is to summarise the collecting priorities and policies for Staffordshire & Stoke-on-Trent Archive Service, William Salt Library, and the County Museum Service. It also identifies what the priorities should be for “Active Collecting”. The Staffordshire History Centre project has presented an opportunity to develop a more proactive and strategic approach to collecting in partnership with stakeholders. This will help ensure the service diversifies its collections and that they reflect present and past life in the whole County of Staffordshire and City of Stoke-on-Trent.

Each service has its own distinct collecting policy to meet different sector requirements.

**3. ARCHIVES**

The role of the Staffordshire and Stoke-on-Trent (Joint) Archive Service is to locate, collect and preserve archive collections relating to past and present life

in Staffordshire and Stoke-on-Trent and to make these collections available for use by the people of Staffordshire and its visitors.

Staffordshire Record Office collects archive collections relating to the geographical area of the current administrative County of Staffordshire.

Stoke-on-Trent City Archives collects archive and local studies collections relating to the current administrative area of the City of Stoke-on-Trent.

The ***Staffordshire & Stoke-on-Trent Collections Development Policy*** (2019) sets out the responsibilities and the direction of archive collecting activity and the ***Collecting Plan 2019-2024*** includes collecting priorities for 2019-2024.

#### **4. WILLIAM SALT LIBRARY**

The charitable objective of the William Salt Library is to advance the education of the public through the provision and maintenance for the purposes of study or research, of a collection of books, manuscripts, engravings, deeds, autographs and works of art relating in particular to the County of Staffordshire.

The ***William Salt Library Collection Policy*** provides more detail on the library collection and collecting priorities.

#### **5. COUNTY MUSEUM SERVICE**

The Museum Service is part of Staffordshire County Council's Archives & Heritage Service. The museum collection covers a wide range of subjects within the fields of Staffordshire's social and agricultural history, and, to a lesser extent, crafts and industry. These include: customs and beliefs, agriculture and forestry, public services, retail distribution, education, craft industries, communications and currency, childhood, warfare and defence, hobbies, crafts and pastimes, costume and accessories, health and infant raising, transport. It also holds an art collection.

The ***Staffordshire Museum Service Collections Development Policy*** (2019) provides more information about the museum collections and collecting priorities.

#### **6. ACTIVE COLLECTING**

Each service has its own collecting priorities which are included in the various collecting policies. However, the services will work together to actively collect and target collections relating to these areas:

- Staffordshire's and Stoke-on-Trent's Black, Asian and Minority Ethnic (BAME) and Eastern European communities
- Oral history
- Geographic areas within Staffordshire – East Staffordshire, North Staffordshire and South Staffordshire (particularly for printed and local studies material)
- In response to the impact of national and international events on the lives of Staffordshire people. Examples include the COVID-19 Pandemic (2020) and the war in Ukraine (2022)

The services will work together and with stakeholders in order to identify items to collect within these areas and to further develop collecting priorities.

Date at which this policy is due for review: 31 May 2025