



Ashfield Council

Art Collection Policy

20 April 2010



This policy will be reviewed annually by: Community Services

Next review date: June 2011

TABLE OF CONTENTS

Purpose	3
Statement	3
Background.....	3
Definitions	3
Procedures	3
- Acquisition	4
- Maintenance	4
- Display	4
- Storage	4
- De-accessioning and Disposal	4
- Administration	5
- Insurance	5
- Borrowing Agreements	5
- Donations and Bequests.....	5
General	6

PURPOSE

To provide guidelines for the acquisition, maintenance, display, disposal and administration of works of art acquired for the permanent collection of Ashfield Council.

STATEMENT

The Art Collection of the Ashfield Council will be maintained and developed to enhance, enrich, educate, document and stimulate awareness and appreciation of visual arts practice.

BACKGROUND

The Ashfield Council art collection has been acquired by purchase, donation or bequest over many years, and is continually growing.

The collection now requires clear purpose so that works can be commissioned or acquired with a specific focus and within agreed guidelines.

In July 2007 the Australian Taxation Office endorsed the Ashfield Council Library as a deductible gift recipient under Subdivision 30-BA of the *Income Tax Assessment Act 1997*. To qualify the gift as tax deductible for the donor artist, the work must be consistent with the collection policy of the institution.

DEFINITIONS

In this policy unless the context otherwise requires:-

Acquisition means the permanent receipt of any piece of art for the art collection by purchase, barter, donation, receiving as a gift, or on the basis of permanent loan, and shall include rental of works for display in Ashfield Council buildings and properties.

Art means traditional and contemporary paintings, drawings, prints, sculptures, photographs, pottery, mixed materials and other materials pertaining to the visual arts.

Art collection means the works of art deemed by Ashfield Council to be appropriate for inclusion in the collection.

Disposal means the permanent removal of a piece of the art collection and includes the sale, barter, donation or presentation as a gift, and also includes the removal where damaged beyond repair or for any reason deemed appropriate by Ashfield Council.

PROCEDURES

Ashfield Council must be able to commit the necessary resources to the long-term care, security, insurance, maintenance, display and/or storage, of the artwork collection.



1. Acquisition

All works will aim towards the development of a unique collection. The collection itself will aim to fulfil the following criteria:

- Be representative of traditional & contemporary arts practice
- Be representative of works of rural and remote Australian artists
- Contain artistic excellence, quality and skill
- Be for the viewing, education and enjoyment of the whole community.

Criteria for the acquisition of artworks will be:

- The work of art must be of high artistic quality
- The work of art will fill in gaps and build upon strengths within the existing collection
- The work of art will contribute to a well-balanced representation of the work of local and visiting artists to the Artist in Residence program

2. Maintenance

The Collection will be audited and condition reported every 3 years or in accordance with Council's asset audit policy.

This process will identify specific artworks that need maintenance or repair, and a suggested plan for this to be undertaken.

3. Display

The collection is currently displayed at:

- Haberfield Library
- Ashfield Council Library
- Ashfield Council Civic Centre
- Thirning Villa

4. Storage

Works are currently stored in the Ashfield Council Civic Centre, Council Archives and Thirning Villa.

5. De-accessioning & Disposal

De-accessioning is the formal process used to remove an artwork legally and permanently from the collection.

An artwork may be considered for de-accession under these conditions:

- The artwork has been damaged or deteriorated beyond repair, deteriorated to the extent that it no longer represents the artist's intent, damaged/deteriorated to the extent that the cost of care outweighs the value of the artwork, or its conservation and maintenance causes an unreasonable strain on the assets of the collection.
- The site for which a site- integrated artwork was specifically created is structurally or otherwise altered and can no longer accommodate the work, is made publicly inaccessible as a result of new construction or demolition, or has the surrounding environment altered in a way which significantly impacts the art.
- The artwork represents a threat to public safety.
- No suitable site can be found for an artwork.

An artwork will not be disposed of on the basis of content. Artists will be notified by mail if their work is being considered for de-accession. In the case of site-specific work, the artist will be consulted regarding the best course of action.

Disposal methods:

- Trade through artist, gallery or museum for one or more of artwork that is of comparable value by the same artist.
- Sale through art auction, art gallery or art dealer.
- Long term loan to other institution or government agency.
- Gift back to the original artist.
- Destruction or recycling of materials comprising the artworks so that no piece is recognisable.

6. Administration

When an artwork enters the Ashfield Council collection, it will be entered in the collection database and all information registered into the Ashfield Council Electronic Data Management System. Information that should be included in the file includes:

- Artist resume, statements, articles if available
- Instructions for care and maintenance
- Donation or purchase forms
- Provenance of the artwork that details the ownership & history of the work since it's creation
- Any appraisal as to the value of the work

7. Insurance

All works in the collection are covered under Ashfield Council's insurance policy. Artworks on loan for exhibition will be registered with Ashfield Council's Insurance Officer.

8. Borrowing Agreements

Where all or part of the art collection is borrowed for display at a location other than within Ashfield Library or Council owned premises or properties, the borrower shall have adequate insurance coverage for the art. This insurance coverage shall be in force prior to the relocation of the artwork.

9. Donations & Bequests

Certain works can be accepted into the collection in the form of donations and bequests.

Initially only works that fit the above categories and only works that can be stored at no additional cost nor create curatorial difficulty, can be accepted.

Donations can only be accepted as unconditional gifts. A deed of gift or formal acknowledgement of donation will provide proof of ownership and protect Ashfield Library from future claims.

GENERAL

Objects shall be stored and displayed in an appropriate manner in order to ensure ongoing accession and preservation.

Ashfield Council will monitor all works of art acquired or lent. Any evidence or damage or deterioration of loaned works will be immediately reported to the lender.

Ashfield Council may by Council resolution allow all or part of the art collection to be borrowed for display at a location other than within Ashfield Council owned properties. There shall be included in this resolution specific information regarding the location and duration of the display.

In all situations where all or part of the art collection is borrowed for display in other than Council properties, the borrower shall have insurance coverage for the art.