



Policy Title	Campbelltown City Council Art Collection
Related Documentation	Cultural Gifts Program – Certificate of Donation Deed of Donation – Form Procedural Document – Accessing Artworks in Collection Storage Areas Council’s Asset Management Policy
Relevant Legislation/ Corporate Plan	
Responsible Officer	Executive Manager Creative Life

Policy details may change prior to review date due to legislative changes, therefore this document is uncontrolled when printed.

Purpose

The purpose of this Policy is to provide a framework for the management of Campbelltown City Council’s permanent collection by Campbelltown Arts Centre. To ensure a sustainable permanent collection in accordance with Council’s Asset Management and Collection Policy objectives.

Objectives

1. To develop a permanent collection, to be housed and cared for by Campbelltown Arts Centre, of post 1950 original works of art. The collection will include paintings, original prints, drawings, sculptures and ceramics, of the highest professional standard, and of national significance.
2. To collect and develop unique collections building on key focus areas including but not limited to Aboriginal Art, Contemporary Art, ceramics, works on paper, installation and new media art.
3. To collect and represent historical artworks of regional significance to the exploration and settlement of Campbelltown and South-West Sydney.
4. To collect works of significance by professional artists associated with Campbelltown, the Macarthur region and Western Sydney.
5. To collect artworks that reflect the artistic, cultural and social development of Campbelltown, the Macarthur region and Western Sydney.
6. To provide the community with opportunities to engage with works of art in a public place.
7. To acquire works of art by way of purchase (from artists’ studios, exhibitions and auction), bequest or gift or donation in accordance with the established delegated authority.

DATA AND DOCUMENT CONTROL		
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8. To collect artworks which do not duplicate existing holdings, but strengthen the relevance of other related works within the permanent collection.
9. To enable Campbelltown Arts Centre to deaccession and dispose of objects that are not required as part of its collection in accordance with the Policy Statement.
10. To commit to a diverse and equal gender representation within the Campbelltown City Council Art Collection and curation of exhibitions.

Policy Statement

1. Acquisitions

- 1.1 All artworks acquired for the Campbelltown City Council's collection whether by gift, bequest, purchase or loan, involve a considerable investment by the Arts Centre in the care, maintenance, conservation and protection of such artworks. Therefore only artworks of the highest artistic standard, which satisfy the objectives of the Campbelltown City Council's collection, shall be accepted by purchase, gift or loan into the permanent collection at the Arts Centre.
- 1.2 Artworks offered, on loan or as a gift, which do not meet the quality criteria or meet the Art Collection Policy objectives, should not be recommended for acquisition into the permanent collection.
- 1.3 Artworks, which by their size or characteristics, are considered to be permanent fixtures requiring considerable attachment to part of the structure of the building, shall not be accepted for the permanent collection unless such artworks are considered to be of outstanding artistic merit and recognised as valuable to the development of Australian art.
- 1.4 All moral, legal and ethical implications of proposed acquisitions must be considered prior to approval of new artworks for the permanent collection.
- 1.5 All new artworks acquired must be unencumbered for transfer of title to Campbelltown City Council, and accompanied by a completed Deed of Donation or Certificate of Donation form at time of donation.
- 1.6 Any artworks offered to Campbelltown City Council by bequest may be held within the permanent collection on long term inward loan. For accepted bequests a copy of the will, codicils and other related documentation will be retained by Campbelltown Arts Centre.

2. Approvals

- 2.1 The Executive Manager, Creative Life will make recommendations for the acquisition of artworks to the Business & Engagement Manager and two (2) nominated Strategic Committee members, who then makes a formal recommendation to the Strategic Committee. The Strategic Committee will then approve and recommend to Council whether to acquire the donated works in line with the Art Collection Policy objectives.

3. Collection Management

- 3.1 All artworks held in the permanent collection will be cared for, handled and displayed in line with the Accessing Artworks in Collection Storage Areas procedural document and in line with National Standards for Australian Museums and Galleries where relevant.
- 3.2 The Arts Centre will make permanent collection artworks available for loan at the approval of Executive Manager, Creative Life for institutions with museum grade environmental and security conditions outlined in a Standard Facility Report. The borrower must complete a loan agreement and agree to the Arts Centre's terms and conditions prior to the commencement of the loan.
- 3.3 All artworks must be managed inline the Council's Asset Management Policy.
- 3.4 The collection is to be periodically audited and maintained to reflect and strive for a representation of gender equality through new acquisitions and deaccession of artworks.

4. Deaccessioning Permanent Collection artworks

- 4.1 Campbelltown City Council recognises that the ability to deaccession and dispose of objects from the permanent collection is an essential part of an effective collection management program. The deaccessioning of objects from the collection will be approached with caution and due consideration. All collection material considered for deaccessioning will be approved by the Executive Manager Creative Life.
- 4.2 Permanent collection artworks may be deaccessioned for the following reasons:
- Objects that do not fall within Campbelltown City Council Art Collection policy
 - Objects of a particular genre of which the Council possesses better examples
 - Object has no associated information or provenance
 - Object irretrievably degraded or irreparably damaged beyond the capacity of the Arts Centre to rectify
- 4.3 Campbelltown Arts Centre will dispose of material in a manner it considers most beneficial to the collection and future of the object. The following are a list of disposal methods in order of priority:
- Return to donor or donor's family
 - Offered to other institutions in the cultural sector
 - Sale/Auction
 - Recycled or destroyed
- 4.4 Permanent collection artworks acquired under the Australian Government Cultural Gifts Program may not be returned to the donor as the donor has already received the benefit of a tax deduction for the gift.
- 4.5 Campbelltown Arts Centre may determine to transfer objects which by virtue of its subject focus may be better placed in another art gallery or similar public collecting institution or exchange objects with another art gallery or similar public collecting institution, where this will result in the mutual enrichment of both collections.
- 4.6 On completion of the deaccessioning and disposal process, the Arts Centre's database and files shall be amended to note the deaccessioning and disposal of the object and copies of photographic and written records pertaining to the object shall be retained by the Arts Centre.

- 4.7 Full documentation of the objects will remain in the collection management system including the reason for deaccessioning. The objects accession number will not be reassigned.

Responsibility

Executive Manager Creative Life

END OF POLICY STATEMENT