



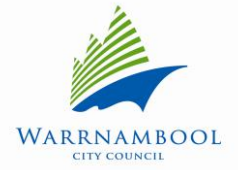
WARRNAMBOOL
CITY COUNCIL

WAG
WARRNAMBOOL ART GALLERY
COLLECTION POLICY

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WARRNAMBOOL ART GALLERY COLLECTION POLICY



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1. INTRODUCTION

1.1. Purpose and Scope

This Policy has been developed to provide guidelines for the management and development of the WAG (Warrnambool Art Gallery)'s Collection.

1.2. Definitions

| Term | Definition |
|-------------------|--|
| WAG | The Warrnambool Art Gallery |
| Collection | The artworks and historical material for which the WAG is the custodian. |
| Acquisition | An artwork or object bought or obtained or donated for the Collection. |
| Deaccession | The administrative process of removing an artwork or object from the Collection. |
| Cultural Material | Includes objects of all types and is not limited to: antiquities; material from archaeological excavations; objects of ethnological interest; objects of artistic interest; palaeontological objects; digital born objects and multimedia creations; archives including written, sound, photographic and cinematographic; and specimens of fauna, flora, minerals and anatomy. |
| Significance | The historic, aesthetic, scientific and social values that an artwork or object or collection has for past, present and future generations. |

1.3. References

The application of this Policy will be in accordance with the following:

- International Council of Cultural Materials (ICOM) – Code of Ethics for Museums (2004).
- Museums Australia – Code of Ethics (1999).
- Commonwealth Ministry for the Arts - Australian Best Practice Guide to Collecting Cultural Material (2014).
- Museums Australia (Victoria) – National Standards for Australian Museums and Galleries V.1 (2014)
- Aboriginal Affairs Victoria (AAV) – Aboriginal Heritage Act (2006).
- Control of Weapons Act (1990).
- The Historic Shipwrecks Act (1976).
- Victorian Heritage Act (1995).
- Museums Australia – Continuous Cultures, Ongoing Responsibilities: principles and guidelines for Australian museums working with Aboriginal and Torres Strait Islander cultural heritage (2005).

1.4. Aboriginal Artefacts

- The WAG acknowledges that it has a mandatory obligation under the Aboriginal Heritage Act 2006 to register Victorian Aboriginal collection items in its possession with AAV.
- In instances where the provenance of certain Aboriginal artefacts is unknown, advice will be sought from AAV.
- The WAG acknowledges that it is illegal to buy, sell or harm traditional Aboriginal objects without a cultural heritage permit.
- The WAG acknowledges that it is illegal to remove Aboriginal objects from Victoria without a cultural heritage permit, excluding loans between interstate museums
- The WAG acknowledges that while in most cases Aboriginal artefacts will remain the property of the WAG, under the Aboriginal Heritage Act 2006 human remains, and secret and sacred material legally belong to the traditional owners, should be repatriated.
- In accordance with the ICOM Code of Ethics, requests from Aboriginal and Torres Strait Islander Communities for the return to them of cultural items held by the WAG will be given serious consideration and reported to Council for decision.

2. POLICY

2.1. Policy Statement

Council affirms that the development and maintenance of a collection of artworks and objects is a key operational responsibility of the WAG, and includes two main elements – acquisition and deaccessioning.

2.2. Acquisition Categories

Artworks shall be acquired for the WAG's Collection relevant to the following categories. The categories were established to reflect long standing acquisition practices and to codify the acquisition themes deemed most relevant for WAG and its community.

19th Century European Salon Painting

Artwork created in Europe in the late 1800s, with priority to be given to works that will complement the Gallery's existing holding of 19th Century European Salon Paintings.

Colonial Art

Artwork by artists working in Australia from 1800 to 1900, with particular consideration given to artworks depicting aspects of the Warrnambool region.

Australian Printmaking

Media including screenprint, lithography, etching, mezzotint, woodcut, wood engraving, linocut, digital print, monoprint, artists book and innovative printmaking techniques, with particular consideration given to printmaking made after 1970.

Melbourne Modernism

Artwork by Modernist artists working in Melbourne from c1930 to c1955, with particular consideration given to artists connected to the George Bell School or the Angry Penguins group.

Cultural Material of the Warrnambool Region

Artwork or objects of merit and significance to Warrnambool and District.

Social Commentary

Artwork that makes a social comment or takes the state of Australian society as its subject.

Artwork of Merit

Artwork outside the above categories may be acquired if deemed to be of particular relevance to the Collection.

2.3. Acquisition Process

The WAG Director will have sole responsibility for determining items to be acquired. WAG curatorial staff will undertake an assessment of all artworks proposed for acquisition subject to the following criteria:

- **Relevance**
The Gallery only collects objects that key acquisition categories.
- **Significance**
Priority is given to objects which are significant for their historic, aesthetic, scientific/research or social/spiritual value.
- **Provenance and Documentation**
Priority will be given to objects where the history of the object is known and associated documentation and support material can be provided.
- **Condition, intactness, integrity**
The condition of the object must be taken into consideration when acquiring material. Badly damaged material will not normally be accepted.
- **Interpretive Potential**
Objects that tell a story that adds to the interpretation of WAG themes will be prioritised.
- **Rarity**
Objects may be prioritised if they are rare examples of a particular kind of object.
- **Representativeness**
Objects may be prioritised if they are an excellent representative example of a particular kind of object.
- **Duplications**
Objects that duplicate items already in the Collection will not be accepted unless they are of superior condition and/or historic value. In such a case the duplicate may be considered for deaccessioning.
- **Legal Requirements**
The WAG only accepts objects where the donor/vendor has legal title to the object.

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Prior to the acquisition being actioned, the WAG Director will seek interim consent from the Manager Recreation and Culture (or delegate), and subject to that, then seek approval according to Council's Procurement Policy. In extraordinary circumstances where a particular and immediate opportunity is identified, the WAG Director may elect to acquire an artwork without prior consultation.

2.4. Acquisition Terms and Conditions

The acquisition of Cultural Material will be subject to the following terms and conditions:

- May be acquired by donation, bequest, purchase or transfer.
- Conditional donations will not be accepted.
- Items estimated to be valued at less than the costs associated with acquisition may not be accepted.
- Storage capacity and requirements.
- Display capacity and requirements.

2.5. Acquisition Funds

The acquisition program will be funded through an annual budget allocation from Council specifically to support the implementation of this Policy.

Additional acquisition funding may be sourced from:

- Warrnambool Art Gallery Foundation
- Philanthropic individuals and/or trusts
- Programs and opportunities that may arise from time-to-time

2.6. Deaccessioning Categories

Cultural Material in the Collection may be de-accessioned if it is:

- Outside the Acquisition Categories
- Considered surplus to the WAG's requirements
- Of negligible historical, social or archival value
- Damaged beyond repair
- Stolen or otherwise missing beyond hope of recovery
- Subject to conditional requirements
- Subject to a repatriation claim

- The conservation and storage costs for it are beyond the means of the WAG
- A lesser quality duplicate of an object the WAG already owns

2.7. Deaccessioning Process

A report recommending deaccessioning of an artwork or object shall be submitted to the Manager Recreation & Culture or delegate. The recommendation will include:

- Full catalogue details of the artwork/object
- All available information on the provenance and history of the artwork/object
- Reasons for deaccessioning
- Reference to any particular circumstance or issues relating to the artwork/object
- A recommendation regarding the proposed means of disposal for the deaccessioned artwork/object.

2.8. Deaccessioning Terms and Conditions

Deaccessioning will be actioned:

- After due and proper consideration
- When it will not adversely affect the WAGs capacity to attract future donations of artworks or financial assistance towards acquisition of artworks
- Once the value of the work has been established

Deaccessioning will not be actioned as a means of augmenting Gallery revenue.

2.9. Disposal

After an artwork is deaccessioned, it shall be disposed of by:

- Being offered by gift, exchange or sale
- Transfer to another Council department
- Other means as recommended by the WAG Director

The method of disposal shall be identified by the WAG and in accordance with the provisions of the Local Government Act.

Funds received from the sale of a deaccessioned artwork shall be placed in the WAG's acquisition fund. In the case of the sale of a donated artwork, any funds received from the sale

will be deposited in the Warrnambool Art Gallery Foundation and the original donor acknowledged in the records of the Foundation.

2.10. Documentation and Record Keeping

The WAG will be responsible for administering and recording documents relating to artworks processed through this Policy including: correspondence, gift forms, receipts, registration documentation, conservation assessments, valuations for insurance purposes, reports, etc.

2.11. Storage and Conservation

In accordance with the National Standards for Australian Museums and Galleries, The WAG aims to achieve best practice regarding the care and storage of the Collection.

3. GOVERNANCE

3.1. Owner

The Director, WAG is responsible for monitoring the currency and viability of this policy and updating it when required.

3.2. Review

The Director, WAG will review the policy for any necessary amendments no later than three years after its formulation or after the last review.

3.3. Charter of Human Rights Compliance

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007).

Warrnambool City Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee health and safety representatives in any workplace change that may affect the health and safety of any of its employees.