



4. COMMUNITY LIAISON

Policy 4.5

Lithgow City Council Artwork Collection

Version 4

4. COMMUNITY LIAISON

4.5 LITHGOW CITY COUNCIL ARTWORK COLLECTION

OBJECTIVE:

To develop, maintain and display a permanent artwork collection which primarily reflects the development of art and artists in the Lithgow Local Government Area .

POLICY:

To achieve the stated objective, the following will apply:

1. The Collection will include a range of traditional art forms, digital art and other forms of art as they develop.
2. Exhibitions of Works from the Collection will be supplemented from time to time with touring exhibitions and loans from other sources.
3. Where appropriate, works from the Collection will be exhibited in locations outside Council to raise and complement the profile of Lithgow LGA.

Acquisitions

1. Acquisitions will be made to the collection through purchase, gift or long term loan in excess of 5 years. Loans of less than 5 years will not be accessioned into the collection.
2. Council will develop Collection acquisition priorities which identify areas of works to be acquired based on artists, mediums and themes. Priorities will be reviewed regularly.
3. Acquisition priority will be given to works by Lithgow LGA artists or which depict the Lithgow Local Government Area.
4. Works by artists from outside the Lithgow LGA will be acquired where they demonstrate high artistic merit.
- 5. Collection works will only be acquired ~~where~~ where:
 - the donor or vendor has the legal right to donate or sell items
 - previous ownership and object provenance is established
 - works are of good quality, in good condition, appropriate to the Collection and are not already represented in the Collection
 - works contain no hazardous material
 - meet the policy guidelines
 - their acquisition is recommended by the Cultural Development Officer to and approved by Council
6. Funds voted by Council for art acquisition may, where appropriate, be placed in an "Acquisition Reserve Account" to permit the accumulation of funds for major purchases.

Management of Collection

1. A detailed catalogue of each item within the Collection will be maintained by the Cultural

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0 cm + Indent at: 0.63 cm

Development Officer.

2. An acquisition proposal outlining the works significance, importance and the reasons for acquisition will be developed by the Cultural Development Officer and submitted to Council for approval prior to proceeding with any acquisition.

3. Once an acquisition is approved title transfer documentation (Deed of Gift or Purchase Agreement) will be issued for each acquisition by Lithgow City Council.

4. 2-The movement of Collection holdings within Council will take into account issues of condition of the works, security of the display location, civic importance and accessibility to the public.

Formatted: Normal, No bullets or numbering, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers

Formatted: Font: (Default) Tahoma, Font color: Auto, English (Australia), Not Raised by / Lowered by

Formatted: Indent: Left: 0 cm, Right: 0 cm, Widow/Orphan control, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers

Loans and Permanent Donations

- ~~1. Requests for the loan of works from the Collection for external exhibitions are subject to approval by the General Manager.~~
- ~~2. Bodies requesting the loan of works from the Collection will need to demonstrate that they have appropriate security and insurance.~~
- ~~3. Council will inspect all loaned Collection items annually to ensure compliance with the policy. Borrowers not satisfying the policy forfeit the opportunity to hold such works.~~
- ~~4. Requests for the permanent donation of works from the Collection for external exhibitions are subject to a resolution of Council.~~

Deaccessioning

- ~~1. The Collection can be reviewed for deaccessioning from time to time, to ensure its relevance to the Lithgow LGA~~
- ~~2. Items are to be recommended by the Cultural Development Officer to Council for deaccessioning where:
 - they are in poor condition,
 - are not significant to the Lithgow LGA
 - or are no longer relevant to the collection principles as outlined in this policy~~
- ~~3. Where Council approves deaccessioning recommendations, Collection works approved for deaccessioning can be disposed of by donation, sale or destruction.~~
- ~~4. Any proceeds raised as a result of deaccessioning are to be used to further enhance the Collection through conservation, acquisition or collection development.~~

Outward Loans

- ~~1. Requests for the loan of works from the Collection for external exhibitions are subject to the borrower demonstrating their ability to provide security, insurance and to meet any environmental standards deemed necessary by the Cultural Development Officer~~
- ~~2. Outward Loans will be assessed by the Cultural Development Officer and their recommendation made to the General Manager for approval.~~
- ~~3. Borrowers will cover all costs associated with conservation, preparation, insurance and transport of the items to and from the exhibition location.~~

4. Approved Outward loans will be lent for an initial 12 month period with the possibility for annual renewal based on an inspection by Council. Council will inspect the borrower's compliance with the policy and if terms of the policy are breached the loan will be cancelled. In this instance the borrower will meet all associated costs.
5. The Cultural Development Officer will keep a record of all Outward loans in Council's Records Management System.

Inward Loans

1. Requests to borrow works for exhibition or display at the Council are recommended by the Cultural Development Officer and approved by the General Manager.
2. Approved Inward loans will be borrowed for a 12 month period, ~~at this~~ after which time the loans requirement and use will be reassessed and if deemed surplus it will be returned, Council will not enter into permanent loans.
3. the Cultural Development Officer will keep a record of all Inward loans in Council's Records Management System.

Permanent Donations

1. Requests for the permanent donation of works from the Collection for external exhibitions are subject to a resolution of Council.

Maintained by Department:	Corporate & Community	Approved by:	Council		
Reference:	Dataworks: Policy Register	Council Policy No:	4.5	Effective Date:	4 Nov 08
Min No:	06-349 V1 P08-136 V2 V3 - 14-62 V4 - XXX	Version No: 4	4 reviewed June 2016	Review Date:	June 2013
Attachments:					