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## Blacktown City Council

<b>Policy Number</b>	P000498.2
<b>Subject</b>	Art Collection Policy
<b>Subject Area</b>	ARTS & CULTURAL DEVLEOPMENT
<b>Strategy</b>	A creative friendly and inclusive City
<b>File Number</b>	119-391-1/2
<b>Inception Date</b>	08/10/2011
<b>Last Review Date</b>	
<b>Reports</b>	PO1530 SL310088
<b>Responsible Officer</b>	Director City Living - DCL, General Manager - GM
<b>Policy</b>	<b>PURPOSE</b>

This policy provides direction for the acquisition, management, documentation and disposal of artworks which are part of the Blacktown City Council Art Collection.  
The policy reflects the primary goals of the Council as adopted in the Blacktown City Cultural Policy and Cultural Plan.

### **POLICY STATEMENT**

Blacktown City Council aims to develop an art collection reflecting the significance of Blacktown and its citizens. Blacktown City Council will collect to support local artists and to provide a visual expression of the city, its history, landscapes, and its people - the cultural diversity, youth, Indigenous culture and other significant demographics of the area and in accordance with this display the collection within the Civic building.

### **ACQUISITION CRITERIA (THEMES)**

The focus of the Blacktown City Council Art Collection will be:

- A. Work reflecting on Blacktown and its people
- B. Work relevant to Blacktown, through either subject matter or project significance
- C. Work by significant local artists
- D. Sister city work by recognised artist
- E. Other works as significant from time to time

### **ACQUISITION STANDARDS**

In order for any art work to be acquired by Council it must meet all of the following standards, after satisfying at least one of the art acquisition criteria:

1. The work exhibits a high standard of execution
2. The work can be used in current displays, or planned future permanent or temporary exhibitions
3. Clear provenance is available on the art work
4. The art work is in a sound physical condition and constructed in materials that are not ephemeral
5. There are adequate funds and resources for the storage and conservation of the artwork

**MATERIALS ACQUIRED (media)**

Blacktown City Council will collect the following types of artworks, only if appropriate storage and/or display space is available.

1. TWO DIMENSIONAL OBJECTS  
Paintings (including oils, acrylics and watercolours), works on paper and photographs
2. THREE DIMENSIONAL OBJECTS  
Sculptures and mixed media
3. DIGITAL FILES  
Digital files of film/video, sound and stills artworks

**METHOD OF ACQUISITION**

Blacktown City Council will acquire material through purchase, commission, donation or bequest. Council shall establish procedures for the acquisition or de-accessioning of a work.

**DE-ACCESSIONING CRITERIA**

Council reserves the right to de-accession works in the Blacktown City Council Art Collection. Professional procedures will be observed and de-accessioning for the sole purpose of raising funds will not be undertaken. Recommendations for de-accessioning will be put to the ordinary meetings of Council for consideration.

The aim of de-accessioning artworks from the collection is to protect the integrity of the Blacktown City Council Art Collection in terms of quality and value relevant to the collecting criteria.

Disposal will only be considered when artworks:

1. Cannot be used in current displays, or future permanent or temporary exhibitions, or
2. Do not meet acquisition criteria or standards, or
3. Do not have well documented associated information available, or
4. Do not fall within the collecting areas (media) of Blacktown City Council, or
5. Are duplicated within the collection, or
6. Do not otherwise comply with this policy

**METHOD OF DISPOSAL**

The following methods of disposal are according to industry standards for art collection management:

1. Swap with the artist
2. Transfer to Local Studies Collection if appropriate
3. Transfer to another museum/gallery
4. Transfer to a relevant historical society
5. Place in Blacktown Council childcare centre, community centre or relevant Council building
6. Sell/Auction
7. Change of status to craft or education tool for donation to schools and relevant education centres
8. Destroy or recycle

**BLACKTOWN CITY ART PRIZE (BCAP)**

Works acquired by Council through the Blacktown City Art Prize must comply with this policy, and this must be stated in the conditions of entry form for the prize.

**INSURANCE**

All works in the collection shall be insured with an appropriate insurer.

**ASSET REGISTRATION**

All works shall be entered into Council's Asset Register, given an asset number, and appropriately labelled.

**PRESERVATION AND SECURITY****Storage and Display**

Council will ensure that:

- All objects are secure and safe from damage
- When not on display ALL collection items are placed in a dedicated, secure and climate controlled art storage room
- No artworks will be stored in temporary locations
- Specific locations for the storage of each work will be documented in the Blacktown City Council art collection database
- Procedures will be implemented for the relocation or removal of artworks from their registered location and any relocation or removal of artworks will be documented in the art collection database
- All objects will be displayed according to accepted industry standards
- Handling of objects will be undertaken by staff trained in the relevant industry standards
- Wherever possible, objects will be displayed according to any specific curatorial instructions from the artist
- Ideally environmental conditions for the areas displaying Blacktown City Council Art Collection work will be maintained at industry standards

**BUDGET**

Council will determine an annual budget allocation which will adequately provide for the management, storage, conservation, preservation, display and security of the collection.

**Procedure**

**Related Documents**