

Policy

CIVIC ART COLLECTION MANAGEMENT

TEAM:	Art Gallery & Museum
RESPONSIBILITY:	Art Gallery & Museum Director
ADOPTED:	15 December 2021
REVIEW:	Every five years, or as required
CONSULTATION:	None required.
RELATED DOCUMENTS:	Copyright Act 1994, Ashburton District Council Art Collection Register.

Policy Objective

To ensure that Ashburton District Council's civic art collection is:

- a coherent collection of works with recognisable and understandable links to Ashburton District, the Canterbury region and the South Island,
- maintained in an appropriate condition, and
- displayed and accessible to the community.

Definitions

Civic art collection means Ashburton District Council's art collection.

Civic offices includes the Civic Office building at 5 Baring Square West, Ashburton as well as the Council Meeting Chambers at 131 Havelock Street, Ashburton.

Council means Ashburton District Council.

Works of art means any piece of visual art created by an artist. This could include (but is not limited to) paintings, pottery, sculptures, and embroidery.

Acquisition means the formal process of acquiring an artwork. This can occur via gift, bequest, purchase or through commissioning.

Policy Statement

1. Collection criteria

1.1. The civic art collection will contain works of art which meet one or more of the following criteria:

- reflect a variety of images which depict Ashburton District, the Canterbury region and the South Island,
- do not over-represent any one artist or duplicate images,
- are by contemporary New Zealand artists working in Ashburton District and the Canterbury region but not necessarily images of the local physical environment,

- represent a unique one-off opportunity to acquire a work of art,
- are of historic significance e.g. marking an occasion in Council's history,
- are works which reflect the diversity and multi-cultural nature of the region,
- are works recognising Te Tiriti o Waitangi which honours Māori as tangata whenua.

1.2 The works must be able to be appropriately stored, displayed, maintained and insured by Council within reasonable budget and resourcing levels.

2. Collection Ownership and Management

- 2.1. Ashburton District Council will retain ownership of all works of art in the civic art collection.
- 2.2. Care of the civic art collection will be managed (including the storage of works) by the Ashburton Art Gallery & Museum Director.

3. Display of Works

- 3.1. Works may be displayed in the civic offices, the Ashburton Public Library, the Ashburton Art Gallery and in other public spaces at the discretion of the Art Gallery & Museum Director.

4. Acquisitions

- 4.1. Any new acquisitions will come under this policy and must meet the collection criteria stated in section 1 of this policy.
- 4.2. The Council observes a policy of selective acquisition, and is under no obligation to accept works offered to it.
- 4.3. The Council will have the authority to accept or decline a gift/bequest upon advice from the Art Gallery & Museum Director.
- 4.4. Corporate gifts given to Council in a professional capacity are not automatically part of the Civic Art Collection and are subject to section 4.2.

5. De-accessioning

- 5.1. Council has the authority to de-accession works of art upon advice from the Art Gallery & Museum Director.
- 5.2. Deaccession and disposal will be considered in instances, where works are:
 - a duplication of, or inferior to, some related work already in the collection
 - not original or authentic or its provenance is found to be false
 - lost or stolen
 - not within the scope of this policy
 - extensively damaged or irreversibly deteriorated and conservation is not feasible
 - found not to be legitimately acquired by either the donor or the Council
 - found to be a danger to members of the public and/or staff, or could damage other collection items in the building the collection item is stored.
- 5.3. Should a de-accessioning process occur, it will be carried out in line with best practice, as advised by the Art Gallery & Museum Director.

6. Loans of Art Works

6.1 Inward Loans

- 6.1.1. Generally Council will not seek or accept inwards loans of art work as the conditions of the civic offices are not to gallery standard.
- 6.1.2. Where Council does receive offers of inwards loans of art work, offers will be referred to the Art Gallery & Museum Director.

6.2 Outgoing Loans

- 6.2.1 The Art Gallery & Museum Director will have authority to approve or decline outgoing loan requests.
- 6.2.2 In making a decision regarding an outgoing loan request sections 6.2.3 to 6.2.8 be considered.
- 6.2.3 Any outward loans are subject to a loan agreement.
- 6.2.4 Art work from the Council's collection will not be loaned to private individuals or private/commercial galleries, except for the purposes of conservation or framing.
- 6.2.5 A loan will be declined if, in the opinion of the Art Gallery & Museum Director, the condition of the work would be threatened by travel or if the art work is exceptionally rare or unique.
- 6.2.6 Council will provide six months' notice for the return of any loan at any time.
- 6.2.7 Council ownership of the work will be acknowledged in publications, labels and other written texts, where appropriate.
- 6.2.8 Copyright permission, in accordance with the Copyright Act 1994, must be sought by the borrowing institution, where appropriate.