



**POLICY**  
**ART COLLECTION**



## Art Collection

**The City of Kwinana recognises the value in shaping and developing a sense of community by building an Art Collection that is relevant and significant. Council is committed to supporting the City’s cultural identity by fostering relationships, and celebrating and documenting the diversity and history of its community through the acquisition of artworks that enhance public spaces and create a sense of place and identity.**

Adopted:	14/09/2011
Last reviewed:	14/09/2011 #394 <b>11/07/2012 #163</b>
Legal Authority	Local Government Act Section 2.7 – The Role of Council

### Objective

The objective of the City of Kwinana Art Collection Policy is to provide a clear direction for the City’s Art Collection development and management.

The Art Collection Policy is to be read in conjunction with the Art Collection Conservation Policy.

### Scope

Underlying this policy is the management of all activities that enhance the urban environment, that celebrate Kwinana’s history, culture and sites, and which increase the exposure of the community to high quality artworks.

Kwinana’s accepted and built environment is the framework for the development of a sense of place which can be enhanced through visual art that explores, interprets and builds on the City’s civic identity.

The City of Kwinana’s collection will include public artworks, artworks, objects and memorabilia.

### Definitions:

The term public art refers to works of art in any media that are planned and executed with the specific intention of being sited or staged in the physical public domain, usually outside and accessible to all.

The term artwork also known as Work of Art or Art Piece, refers to a physical two or three dimensional object that is professionally determined or popularly considered to fulfill a primarily independent aesthetic function.

The term Object also known as Artefact, refers to something made or given shape by man, such as tools or decorative objects and which has a cultural interest. Objects should be designed for a specific location.

The term Memorabilia, also known as memento or keepsake, refers to an object treasured and esteemed for its memory in connection to a specific event.

**Collectable Items:**

- **Public Artwork and Artwork**

The City will support artists based in Australia, with a primary focus on Western Australian artists, with the inclusion of artists of Nyoongar heritage, through an art acquisition program and the City Public Art Master Plan and Percent for Art Policy. The City will adopt a comprehensive approach in acquiring artworks for its collection. This approach will ensure that the collection includes both art with a local content and context and art of significant merit to inspire local artists and the broader community.

The collection will include works of any discipline and medium, providing they meet the Art Collection Conservation Policy provisions.

The collection may be made up of public artworks and artworks of a temporary and permanent nature.

- **Object and Memorabilia**

The Art Collection will encompass relevant heritage objects and memorabilia material, a repository for unique and significant resources relating to the natural and social environment within and around Kwinana.

The function of the collection for objects and memorabilia is to allow interpretation of a regional resource to promote education, enjoyment and community participation.

The collection will include objects and memorabilia from heritage listed sites, as well as donations, providing they meet the provisions of the Art Collection Conservation Policy.

**Collection:**

The Art Collection consists of 4 distinct collections: the Permanent Collection, the Reserve Collection, the Research Collection and the Contemporary Collection.

The provision of status for items to be moved to the Permanent Collection or to be de-accessioned is under the authority of the Director Community Services and Development on the advice of the Cultural Development Coordinator and the Art Advisory Group.

- **Permanent Collection**

Items are acquired for exhibition and interpretation purposes and represent the Art Collection of the City of Kwinana.

Items in the Permanent Collection are considered to be the City's assets and are managed as set out in the Art Collection Conservation Policy.

Items in the Permanent Collection can only be de-accessioned in accordance with the De-accession Policy or by Council resolution.

- **Reserve Collection**

The Reserve Collection consists of items:

- Pending assignment
- Duplicate or secondary copies
- Pending de-accessioning
- Unwanted items from past donations

The period of reserve is set at a maximum of three years, after which a decision as to the status of the item must be made and acted upon.

Authority is given to the Cultural Development Coordinator to manage the item while in the Reserve Collection.

- Research Collection

The Research Collection consists of items:

- Purchased for research purposes
- Duplicate or secondary copies kept for education activities

Items in the Research Collection can be kept indefinitely, but are not listed in Council's asset inventory.

- Contemporary Collection

The Contemporary Collection consists of items:

- Of ephemeral nature (including public artwork)
- Identified as a potential item for the Permanent Collection, held in reserve for a specified period of time
- Created during art activities, workshops and events

The period of reserve is set at a maximum of one year, after which a decision as to the status of the item must be made and acted upon.

**Acquisitions:**

An annual budget will be allocated to acquire, install, insure, conserve, value and document works as necessary.

The City of Kwinana is neither bound to acquire any work nor accept any donations.

Donations of artworks will be managed via a "Memorandum of Understanding" between the City of Kwinana and the donor and no conditions may be placed on donations by the donor.

- Criteria

Artwork donation and acquisition, including public art, will be considered based on the following criteria:

- Excellence – quality of design and execution based on conceptual rationale and innovation;
- Diversity – range of media catering to a diverse audience;
- Originality – essence of artwork not copying an existing one;
- Feasibility – affordability and long-term cultural value or investment potential;
- Location – appropriateness of the work to the chosen site including integration with landscaping and architecture
- Conservation – durability, robustness and ongoing maintenance requirements;
- Interpretation – works that reflect the City's history, culture or sense of place;
- Public safety – ensuring there is no unacceptable level of risk associated with any public art proposal;
- Useful life – ephemeral or permanent;
- Interaction – encourages audience participation.

- **Funding of Public Artwork**

Public art in the collection will be funded, when appropriate, by The City, under the guidance of the Percent for Art Policy. This will be applied when developing proposals for new public buildings, extensions to public buildings, urban planning and urban landscaping projects with a value over \$1,000,000. Developers of industrial sites and green field development sites will be encouraged to similarly enhance the public domain by voluntarily following the guidance of the Percent for Art Policy. Reports to Council relating to such developments shall highlight public art commitments where possible.

- **Purchase of Artwork**

Recommendations for purchase of artwork can be made by the Mayor, Chief Executive Officer, Director Community Services and Development, Cultural Development Coordinator and Arts Advisory Group.

The Chief Executive Officer or Director Community Services and Development may approve the purchase of acquisitions of artworks up to \$50,000 within the available adopted budget funds, after consultation with the Art Advisory Group and supported by a written report from the Cultural Development.

Artwork will be commissioned through either an invitation or tender process.

#### Art Award and Exhibitions

Acquisitions from City Awards and Exhibitions may be made by the Chief Executive Officer or Director Community Services Development, in line with this Policy, as per the process for acquisitions up to \$50,000.

#### Management:

- **Council Role**

The City's Cultural Development Coordinator will determine the long-term management, acquisition, display, maintenance, valuation and de-accessioning of the collection. All works will be documented and maintained appropriately, through an asset listing.

The City's Cultural Development Coordinator will be required to provide a report on the valuation, insurance, conservation and maintenance of the collection on an annual basis. This report will make recommendations for budget allocation for conservation and maintenance of the Art Collection.

Budgets allocated to the care and maintenance of the Art Collection will be in line with landscaping and general asset management strategies and will be developed in consultation with these directives.

All works on display, in storage, in transit and on loan will be appropriately insured.

Public artwork will be accompanied by appropriate signage that acknowledges the artist and the name of the work. In the case of donations, any wording on the artwork requires approval by the City of Kwinana prior to the acceptance of the donation.

It will be a requirement for any donation that the donor take responsibility for costs associated with installation and the maintenance of the work for the first twelve months after the completion and installation of the work.

- Art Advisory Group

An Art Advisory Group will be formed to assist with the development and management of the Art Collection (Terms of Reference attached).

The function of the Art Advisory Group will be to:

- Advise Council on the development, implementation and review of the City's Cultural Policy and Plan and the development and management of the Art Collection including implementation of the Public Art Master Plan.
- To advise Council on cultural programmes and artwork proposals submitted by organisations and individuals external to Council.
- To actively encourage and foster the development of cultural initiatives and to promote an understanding of cultural development, the City's Collection and public art in the community

**The Art Advisory Group will be comprised of:**

- i) Mayor and 2 additional Elected Members
- ii) 7 Community Member representatives of as many of the following sectors as possible:
  - Aboriginal
  - Multicultural
  - Youth
  - Seniors
  - Arts
  - Community Development
  - Marketing and Promotions
  - Capital Fund Raising
  - Small Business
  - Industry
- iii) Council Officers
  - Cultural Development Coordinator
  - Local History Librarian

NB: the Art Advisory Group will have the flexibility to be able to call on specific expertise when required, for example, from a conservator; a curator; those responsible for commissioning art works or staff with maintenance responsibilities; arts advisors, especially those with relevant expertise such as in Aboriginal art, technical and structural knowledge and legal expertise. A qualified arts valuer may be called upon to provide a professional opinion.

- De-accessioning and Disposal

De-accessioning only applies to works in the Permanent Collection and the Research Collection.

The City of Kwinana retains the right to dispose of artworks if they are deemed unsuitable at any stage. Artists will be consulted on the procedures for disposal. Where practical undamaged works will be de-accessioned and offered to the artist in the first instance. The work will be de-accessioned in accordance with section 3.58 of the Local Government Act -1995 – Disposal of Property.

In general, works donated by individuals may only be disposed of in exceptional circumstances and must have the approval of the Director Community Services and Development. In this case donated items should be first offered to the donor or donor's family, or be offered to other collections or institutions. As a last resort art

works are offered for sale and funds employed to purchase future acquisitions.

Where the work has been nominated for de-accession it will be fully documented before disposal.

Works in the Art Collection may be assessed for sale or disposal if the work has deteriorated or has been damaged so that:

- it can no longer be considered to be the original work of art;
- it is beyond restoration, or where the cost of restoration is excessive in relation to the original cost of the work or the current value of the work;
- the cost of ongoing maintenance is prohibitive;
- it is deteriorated to a point where it is unsafe or presents a danger to the public;
- changes to the environment impact on the integrity of the work, affecting the artist's original intent and moral rights;
- the work of art has faults of design, material or workmanship;
- the artistic merit of the work falls below the general level of the collection of artworks, or the level to which the collection aspires;
- the work is no longer regarded as a significant example of the artist's work;
- the work lowers the level of quality or representation of its specific area in the collection;
- Council wishes to replace the work with a more significant work by the same artist;

- Loans

The City of Kwinana does not accept permanent or indefinite loans.

All inward loans will be for a fixed time and will be documented on a loans register.

A Memorandum of Understanding will be drawn up between the City of Kwinana and the party wishing to loan the work to the City, outlining the terms and responsibilities of the loan.

Costs associated with the installation of the work will be the responsibility of the lender.

The City of Kwinana will bear the costs of dismantling the work upon completion of the loan period.

All loans are insured and properly cared for in keeping with the standards outlined in this policy.

Related Documentation:

- Percent for Art Policy.
- Public Art Masterplan.
- Art Collection Conservation Policy.