



WOLLONGONG ART GALLERY ACQUISITION AND COLLECTION MANAGEMENT POLICY

ADOPTED BY EXECUTIVE MANAGEMENT COMMITTEE: 28 SEPTEMBER 2023

PURPOSE

To provide a framework for the acquisition and deaccession of artworks for the Wollongong Art Gallery (WAG), to ensure its role as legacy and cultural asset for future generations and to increase the value of the collection and its significance for the community.

POLICY INTENT

To develop a rigorous and consistent approach to the acquisition and management of art works for the WAG collection. The Wollongong Art Gallery Acquisition and Collection Management Policy (Policy) establishes the administrative guidelines by which all purchases, gifts and donations of artworks are managed to ensure probity and governance at all stages of acquisition and in accordance with Council policies, procedures and systems.

This policy is to be read in conjunction with the Wollongong Art Gallery Acquisition, Collection Conservation and Maintenance Procedures document (Procedures).

WOLLONGONG 2032 OBJECTIVES

This report contributes to the delivery of Our Wollongong 2032 Goal 3 **Wollongong is a creative and vibrant city**.

It specifically delivers on core business activities as detailed in the Cultural Services [CSP Strategy and DP Services](#).

THE COLLECTION

WAG holds and collects artworks across four main areas:

1. Early Australian art focusing on the Illawarra (pre-1934).
2. Aboriginal Art from around Australia including work by Illawarra and NSW South Coast Aboriginal artists.
3. Contemporary Australian art including work of local and regional artists.
4. Asian Art including ceramics, furniture, textiles and objects.

POLICY

General Principles

1 Purpose of Policy

The aim of the Policy is to provide a framework that will enable WAG to:

- Acquire items of quality and historical importance through purchase, gift or bequest, that illustrate the development of Australian art in various media including painting, work on paper, sculpture and furniture, decorative arts, new and mixed media.
- Maintain the status of WAG as a major regional gallery that holds a comprehensive and significant representation of established and emerging artists of national, regional and local significance.

- Ensure that the Collection will be developed through the rigorous curatorial judgment of the professional staff of WAG.
- Ensure that works will only be acquired if they are able to be adequately cared for to provide for their long term preservation and effectively utilised to maximise the value of the works to the community.
- Ensure that acquisitions are managed within appropriate legal, ethical and policy standards.

2 Acquisition of new works

The WAG Program Director (Program Director) is authorised to develop and update an art acquisition list in accordance with the terms of the Policy and underpinned by Council policies and procedures. The Program Director, through a process of discussion and majority consensus with WAG professional staff will:

- Recommend art works to be acquired for the art collection.
- Ensure acquisitions meet the terms of the Policy.
- Ensure purchase of artworks is managed within the parameters of the acquisitions funding budget and available storage.
- All donations and gifts acquired through the Australian Cultural Gifts Program fulfil all administrative and legal requirements of the Australian Taxation Office.
- Financial approval of acquisitions is managed within Council's delegation framework.

WAG will take opportunities to acquire new works which enhance the overall collection and meet Council's criteria for inclusion in the collection, as laid out in the Procedures.

2.1 Purchasing

Council has a budget allocation for the purchase/acquisition of artworks for the collection. All acquisitions for the collection made through purchase must be processed as per the conditions of Council's Procurement Policy and capital assets procedures and within the guidelines and criteria as laid out in the Procedures.

2.2 Gifts and donations

Gifts and bequests will be accepted if they meet the guidelines of the policy and procedures as laid out in the Procedures. Art works offered for donation may be declined based on such considerations as conservation and storage capacity and risk when appraised in the light of the resources available to WAG.

2.3 Provenance

To mitigate against risk or fraud, the provenance of any works, whether purchased or donated, must be fully established. This will ensure the authenticity of the artwork and that the vendor/donor is legally entitled to convey the full title of the works to WAG and that there are no constraints applied by the vendor/donor which would affect the management and use of the object.

2.4 Loan items

Items offered on loan to WAG will only be accepted if they meet the guidelines laid out in the Policy and Procedures.

2.5 Deaccession

All Deaccessioning of art works must occur in strict accordance with the terms of the Policy and in accordance with Council's disposal of assets policy and procedures.

WAG will only deaccession Art Works if it is established that the Artwork:

- is inconsistent with the Policy
- has no clear legal and equitable title (requires authenticated provenance)
- has been lost or stolen (requires authenticated provenance)
- has its authenticity proven to be in question (requires authenticated provenance)
- is damaged or suffered serious deterioration in condition
- is an obvious duplication or repetition of an Artwork already in the collection.

The WAG Program Director, in consultation with professional staff, can make recommendations for the deaccession of work to the relevant delegated Council Officer/s for approval.

2.6 Conflicts of interest

All perceived, potential, or actual conflicts of interest will be managed in line with Council's Code of Conduct and as set out in the Procedures.

LEGISLATIVE REQUIREMENTS

All acquisitions through gift that are processed through the Australian Taxation Office Cultural Gifts Program must comply with all legislative and regulatory process and procedures required through this program. The Cultural Gifts Program offers tax incentives to encourage people to donate cultural items to public art galleries, museums, libraries and archives in Australia.

Gifts made under the Cultural Gifts Program will not be returned to the donor (or the donor's next of kin), in the case of deaccession, as the donor has already received the benefit of a tax deduction for the gift.

REVIEW

This Policy will be reviewed every three years from the date of each adoption of the Policy.

REPORTING

WAG will provide an annual update of new collection assets acquired and their values to Council to ensure compliance with asset and financial probity checks.

Council has established an annual budget and procedures for the maintenance and preservation of the WAG art collection asset in compliance with Audit Office of NSW requirements.

ROLES AND RESPONSIBILITIES

WAG Program Director and professional staff provide specialist advice and recommendations on the acquisition of new artworks for the collection, including purchase through approved designated funds of gift by external private collectors and collecting institutions. Recommendations are formally directed to appropriately delegated Council Officers for approval. The WAG Program Director and professional staff are also responsible for management and conservation of artworks in the art collection.

RELATED PROCEDURES

Procedures related to the valuation, acquisition, conservation and management of artworks for and in the collection are described in the Wollongong Art Gallery Acquisition, Collection Conservation and Maintenance Procedures document.

APPROVAL AND REVIEW	
Responsible Division	Community Cultural and Economic Development
Date authorised by Executive Management Committee	28 September 2023
Date of previous adoptions	19/02/2013; 16/06/2016
Date of next review	28 September 2026