

ART GALLERY OF SOUTH AUSTRALIA

Furnishing Loan Policy

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1. Purpose of this Policy

The objective of the policy is to enable AGSA to make its collection available to a wider audience through the display of selected works of art in prominent South Australian Government agencies and buildings including Parliament House, Government House and Ministerial offices.

This Policy sets out the key criteria and conditions for the management of the Furnishing Loans Program. The Furnishing Loans Program operates under different conditions and administrative procedures to the Outward Loans Program.

The controls, conditions and processes implemented for works of art approved for furnishing loan are outlined in the Furnishing Loans Procedures.

2. Scope

This policy applies to all activities relating to the outward loan of works of art from the collection of AGSA to approved SA Government agencies and buildings for display as a part of its Furnishing Loans Program.

3. Definitions

In this policy:

Collection means works of art in various media that are AGSA property and have been formally accessioned. For the purposes of this Policy, the terms “work of art”, “work” and related terms are used interchangeably to describe all works of art acquired into the permanent collection.

Loan Agreement (Furnishing) means a formal, legally binding written contract between the AGSA as lender, and the approved SA Government entity as borrower specifying the work(s) of art and outlining the conditions and terms of the loan and the responsibilities of each party. The terms “lender”, “borrower”, “lending”, “borrowing”, “loan”, and all related or derivative terms are to be construed in the context of this definition.

Furnishing Loans Program means the activities undertaken to enable the temporary transfer of possession of works of art from AGSA's collection to approved SA Government agencies, organisations, entities or offices for the purposes of display.

4. Criteria

AGSA will make a curated selection of works of art available for loan from AGSA's collection as a part of the Furnishing Loans Program. The Assistant Director, Artistic Programs will determine the list of works included in the Furnishing Loans Program with advice from relevant AGSA curatorial staff and Artlab Australia conservation staff. Where possible AGSA will consider any artistic preferences of the borrower, but will not accept requests for specific works of art.

In assessing requests for furnishing loans AGSA will consider a range of criteria as below:

- (a) AGSA will lend works to recognised SA Government agencies, departments, organisations, entities and offices for display purposes only. AGSA may consider furnishing loans to non-Government South Australian borrowers on a case by case basis providing such borrowers are not commercial entities, or private individuals.
- (b) Works of art approved for furnishing loan will have an insured value no greater than \$200,000. Works of art with a value greater than \$200,000 may be considered in exceptional circumstances.
- (c) All display conditions proposed by the borrower will be reviewed by AGSA Registrar with regard to physical, environmental and security risks. If display conditions are considered unacceptable the loan will not proceed.
- (d) Works on paper and works of a fragile or sensitive nature will not be available for loan as a part of the furnishing loan program. Works on loan to AGSA will not be available for furnishing loan except in exceptional circumstances and only with the permission of the owner.
- (e) Works which are required for Outward Loan, temporary exhibitions or AGSA collection displays will not be available for loan.
- (f) The number of works made available for furnishing loan to a designated borrower will be determined by AGSA in consultation with the borrower.

5. Conditions of loan

5.1 AGSA

Providing the criteria outlined in Section 4 are met AGSA will make works available for Furnishing Loan under the following conditions.

- (a) AGSA will lend works for a loan period of two years, renewable biennially. Furnishing Loans may be renewed, extended or varied by mutual consent of both AGSA and the borrower.

- (b) AGSA reserves the right to cancel any approved loans or recall the works of art at any time given sufficient notice to the borrower.
- (c) AGSA will maintain the existing insurance cover on the works of art as arranged under its agency agreement with the captive insurer for the Government of South Australia, SAICORP.
- (d) AGSA will be responsible for all arrangements relating to the delivery, installation and de-installation of the works of art utilising only qualified AGSA Registration staff.
- (e) All works chosen for furnishing loan will be assessed for the need for preventive treatment to mitigate risk of damage and theft including glazing framed works, installing works behind stand-off perspex or other glazing medium, displaying items in lockable showcases and installing items with security devices such as wires and mirror plates.

5.2 Borrower

The Borrower will agree to the following conditions upon accepting a work of art from the Furnishing Loan Program.

- (a) Borrowers will not enter into a sub-bailment or substitutional bailment arrangement or transfer possession of works of art on furnishing loan to any third party.
- (b) The borrower will make works available for in-situ inspection by AGSA Registration staff for the biennial furnishing loan stock-check as outlined in the AGSA Stock-check Policy and Procedures and on other occasions, as required, by AGSA nominated staff, including Artlab Australia conservators.
- (c) The Borrower will take all necessary precautions to mitigate against damage, loss or theft of the works of art on loan. Any change to the status of the works must be advised to AGSA Registration staff immediately.
- (d) AGSA must be advised if a furnishing loan work needs to be moved or relocated for any reason or if the nominated borrower moves premises or vacates the position (in the case of government officials). All movement of furnishing loans will be undertaken and supervised by AGSA Registration staff.
- (e) The borrower will maintain a current inventory of works on loan from AGSA and will ensure all loan agreements reflect the correct borrower and location.

6. Roles and Responsibilities

This policy applies to all AGSA staff involved in the negotiation, processing and approval of all furnishing loans from AGSA. Defined roles and responsibilities are outlined in the Furnishing Loan Procedures.

7. Related Policies and Procedures

Art Gallery of South Australia Strategic Plan 2019-2022
Collection Stock-check Policy
Collection Stock-check Procedures
Outward Loan Procedures
Furnishing Loan Procedures – to be revised 2020
Code of Ethics for the South Australian Public Sector

8. Review

This policy will be reviewed after its first year of operation and then on a five-yearly basis.

Policy endorsed by Audit Committee	20 August 2020
Policy approved by Art Gallery Board	23 September 2020
Policy reviewed after first year of operation (to be reviewed again in 2026)	