

## Aratoi Regional Trust – Collection Policy

Section: Collection

Approval Date: September 2023

Next Review Date: June 2025

---

### Purpose

The Aratoi Regional Trust (ART) holds collections in art, natural and social history with a particular emphasis on the Wairarapa region of New Zealand.

### Policy

#### 1. Acquisitions

- Acquire material relevant to the natural, cultural and artistic history of the Wairarapa region, and to contemporary New Zealand art.
- ART will acquire items for its collection by gift, bequest, or purchase.
- Generally, ART will not enter into long term loan agreements. However, ART may decide to care for significant items on long term loan, eg. Taonga Māori or significant works of art.
- ART will not collect articles that would be more appropriately housed in other Wairarapa Museums or institutions such as libraries or archives.
- The selection of items proposed for the collection will be made according to the criteria below by an Acquisitions Committee appointed by ART for that purpose.

The Acquisitions Committee will comprise:

- (1) A Trustee (who will Chair the Committee)
- (2) One other Trustee appointed by the Trust Board
- (3) Director
- (4) Staff Member (Collections)
- (5) An invited and experienced member of the community

The Acquisitions Committee meets quarterly or when required and the quorum for a meeting must be three members. Decisions of the Acquisitions Committee require ART ratification. The Board must approve all deaccessions.

The authority of the Acquisitions committee to act in exceptional circumstances, involving a sum of \$10,000 or greater, must be approved by the Board prior to any action.

- The permanent collection shall be appropriately insured at all times.
- ART records the collections at historic cost for accounting purposes, it will not revalue the collections to market value and will never pledge, mortgage, or otherwise use its collections as security to raise loan funds. While ART is the legal owner of the collections it is the owner in trust, holding the collections for the benefit of the community. Accordingly, ART should always act as the collections' kaitiaki or guardian.

## 2. Ethics & Legislation

- ART abides by the Museums Aotearoa Code of Ethics.
- ART will only collect items to which it has obtained the legal right to use and deaccession according to international museum standards. The Trust reserves the right to accept or decline any item.
- ART will not knowingly or wilfully acquire any object illegally exported from its country of origin, or illegally imported into New Zealand. ART shall behave in all aspects in accordance with the UNESCO Convention on the Means Of Prohibiting And Preventing The Illicit Import, Export And Transfer Of Ownership Of Cultural Property, 1970. ART will abide by the principles and provisions of the UNESCO Convention on The International Trade In Endangered Species of Wild Flora and Fauna, given effect in New Zealand law by the Trade in Endangered Species Act 1989.
- ART will only collect those items that it can properly house and to which it can give adequate care.
- Trustees and staff must never make personal acquisitions in direct competition with ART. All must abide by the conditions of their appointment (Trustees) or employment contracts (Staff) that relate specifically to the ethics of acquisition and ART's collections.

## RELATED PROCEDURES AND DOCUMENTS

- Trust Deed
- Taonga Māori Policy
- Collection Management – Procedures Manual
- Museums Aotearoa Code of Ethics
- United Nations Declaration On The Rights Of Indigenous Peoples 1993
- Principles of the Treaty of Waitangi

## APPENDICES

### APPENDIX I – Acquisition Criteria

ART shall collect:

- items relevant to the natural, cultural, social and artistic history of the Wairarapa region
- contemporary NZ art; with particular focus on local relevance and relevance to holdings in current collection
- items that support current collection strength or foci
- items whose absence would be a significant omission
- works of arts and crafts produced in the Wairarapa or by artists who have lived in, worked in, or been significantly influenced by, the Wairarapa, including but not limited to paintings, prints (screenprints, etchings, woodblock prints, engravings, mezzotints, monotypes, lithographs etc.), drawings, photography (not historic images), sculpture, pottery, jewellery
- historical objects that are directly related to the natural and geological, social and civic history of the Wairarapa, or that are related to significant individuals, families or groups associated with the Wairarapa.

Taonga Māori - ART has a separate and specific policy relating to Taonga Māori.

Within the limits imposed above, ART will give preference to the collection of articles:

- a. of a type not already represented in the collection
- b. which may complement items already held in the collection
- c. which are accompanied by information, which can be readily verified, or if absent, readily discovered, on their provenance and general history
- d. whose physical character enables the observer to visualise more clearly some custom, activity, process or phenomenon.
- e. which are complete
- f. which, if fragments, give useful information about the larger structures to which they belong
- g. which are in good condition
- h. which are in an unmodified condition, unless the modifications form a significant part of the history of the item
- i. which, if conserved or restored, the conservation or restoration has been well-researched, carefully carried out, and fully documented
- j. which are associated with a significant event that has occurred in the Wairarapa region.
- k. which are associated with people who have made a significant contribution to the region, whether or not they have been publicly recognised.
- l. which are judged to be of outstanding quality

#### Deviations to Acquisitions Criteria

- a. At times, additional types already represented in the collection may be acquired in order to strengthen this particular type of collection or to complement certain objects
- b. There may be a strong case for the acquisition of material not necessarily provenanced to the Wairarapa region but considered an additional asset to the collection.

#### Exceptions

The following will be NOT be collected:

- Archives
- Technology
- Motor vehicles
- Machinery or agricultural or shearing equipment
- Specialist collections comprising large numbers of similar objects
- Existing collections which do not fit within the Trust's acquisitions policies
- Objects which can readily be borrowed.
- Books (unless considered Artists' Books)