



Care and Conservation Policy

2012-2015

This document can be made available in standard and large size print and on tape

1. Mission and Commitment

The Falmouth Art Gallery Forward Plan 2012-15 outlines the importance of collections care in relation to the accessibility and learning initiatives of the gallery:

'Inspiring art for everyone'

'Falmouth Art Gallery exists to inspire an appreciation and enjoyment of art, encouraging an understanding of the rich artistic heritage of Falmouth, Cornwall and the South West. It has exciting and stimulating learning initiatives that are accessible to all, at the same time providing exceptional customer service and high standards of collections care.'

2. Collections Conditions Overview

The collection undergoes an audit every 3 years and during this process each work will be visually inspected. This will allow gallery staff to determine priority areas for conservation and arrange specific conservation work with professional conservators as appropriate.

3. Preventative Conservation

3.1 Provision of suitable building conditions

The granite façade building is set within an old quarry bank and has naturally good environmental conditions. The art gallery staff will carry out regular visual checks of the building to ensure it provides the best possible conditions for the collection.

3.2 Safeguarding the collection

The Falmouth Art Gallery 2012-2015 Major Incident Plan states in section 1.1 that:

- *'the protection and security of valuable art treasures and Town Council artefacts should be preserved as far as is possible, with in a damage limitation strategy'.*

This will be achieved through the following aims:

- 2.2 Object Evacuation Sites: *'In the event of fire, or flooding, art objects be moved when relevant to: (1. The Automata Store, 2. The Permanent Gallery (if safe), 3. The Town Council Chamber (if safe), 4. The Methodist Church, 5. Pendennis Castle, 6. National Maritime Museum Cornwall).*
- 5. Salvage Team Instructions: *'It is important to prioritise the works most at risk first...if it is necessary to remove paintings and/or artefacts from Falmouth Art Gallery, the full emergency support team should be contacted'.*

3.3 Environmental monitoring

Falmouth Art Gallery will:

- Have the environmental conditions of the galleries and store constantly monitored by Meaco Museum Monitor – Radio Telemetry system, with a programme of regular servicing and testing.
- Ensure that the environmental data is collected using a continuous recording system and, in addition, undertake regular visual checks.
- Use environmental data to maintain a stable and appropriate condition for the collection.
- Monitor, manage and eradicate pests where appropriate.

3.4 Environmental control

Falmouth Art Gallery will store and display the collection in controlled environmental conditions in order to minimise the rate of deterioration. To maintain the conditions, the following control factors and methods are adhered.

Control factors

- **Relative humidity (RH):** gallery and storage areas are maintained between 45% to 60% RH (ideal 55%)
- **Temperature:** 16-24 ° centigrade
- **Visible light:** 0-500 lux
- **UV radiation:** all UV is excluded
- **Storage:** oil paintings are stored on moveable racking and other works are de-framed, mounted in acid free museum mount to standard sizes (11 x 16 ins (28 x 40.7 cm), 16 x 22 ins (40.7 x 55.8 cm), and 20 x 27 ins (50.8 x 68.6 cm)) and stored in solander boxes of the correct size to protect against UV radiation and dust.

Control methods to be used

- **Relative Humidity (RH):** dehumidifiers, humidifiers and ceiling fans.
- **Temperature:** localised heating and cooling
- **UV radiation:** filtering films (UV and IR), daylight exclusion

3.5 Housekeeping

3.5.1 Cleaning

Dust levels are also monitored throughout storage and exhibition spaces. A professional cleaner cleans the gallery on a daily basis. Appropriate cleaning products are used so they are not detrimental to the collection.

The use of mops is not permitted in the gallery except in the public toilet area.

The cleaner is not permitted to clean the glazed area of paintings

3.5.2 Pest monitoring

The risk of insect damage is monitored regularly by the use of traps, and by visual inspections and audits.

3.6 Handling, moving and transport

- Items in the collection are particularly at risk when being handled or moved, so trained members of staff will only undertake such tasks.
- All objects being transported (for loan or conservation purposes) will be suitably wrapped and/or crated to give the most suitable protection. In some cases, a member of staff will accompany works on outward loan.

4. Remedial Conservation

- Only qualified and experienced conservators will be employed to carry out conservation work.
- Gallery staff may carry out light frame conservation when necessary.
- All conservation work will be planned in consultation with the gallery Director.
- All conservation work is recorded in the gallery's conservation file (stored in the Education Room).
- The gallery has a full time Collections Manager who is responsible for overseeing and organising conservation work and the general care of the collection.
- The policies and procedures relating to care and conservation are made available to all members of staff. This ensures that all staff members are aware of correct handling procedures, etc.

This policy was passed by Falmouth Town Council on 18th June 2012