

Guidance on deaccessioning of artworks

1. From time to time the School may wish to de-accession some of its art works either for sale or transfer to another institution. Any decision to deaccession items must be in line with the School's *Financial Regulations*.
2. If an artwork is suggested for deaccessioning the LSE Archivist should be notified and informed of the reasons why the item may reasonably be removed from the LSE's art collection.
3. Art works can be considered for deaccessioning in the following circumstances if one or more of the following conditions apply:
 - artworks has received consistent adverse public/student/staff reaction over a period of time.
 - the location of the artwork is no longer appropriate.
 - Artworks are found to be fraudulent.
 - the artwork possesses demonstrated faults of design or workmanship.
 - the artwork requires excessive or unreasonable maintenance or is damaged to an extent where repair is unreasonable or impractical.
 - the artwork represents a threat to public safety.
 - the artwork is rarely displayed.
4. The LSE Archivist will produce a report for the School Secretary on the art work covering:
 - Provenance and history of the acquisition of the item including confirmation of LSE ownership and any information about donors where appropriate.
 - Consideration of whether conditions for deaccessioning apply
 - Recommendation for retention or disposal.
 - Where disposal is recommended a suggested disposal method.
5. A report on the deaccessioning process will be sent to Council for approval.
6. Artworks which have been deaccessioned may be disposed in the following manner.
 - Where possible the artist will be given the opportunity to purchase the art at its current appraised value.
 - The art work will be valued and offered for sale through a dealer or auction house.
 - If the artwork has a market value of under £500 and it has failed to sell within 12 months of the formal approval to deaccession, it may be offered to another institution.
 - If the artwork has no financial, artistic or historic worth it may simply be disposed of through LSE Sustainability Team.