

ACCESS POLICY WESTPRIDE ARCHIVES

WestPride Archives is housed in the Special Collections section of the Geoffrey Bolton Library at Murdoch University (MU). The WestPride Archives is open to the public, but by appointment only. Requests to view archives can be made by email or through the WestPride Archives website and WestPride Archives volunteers will endeavour to respond to access requests Westpride Archives and schedule an appointment within 14 days.

In responding to requests for access the requestor will need to outline their research, explain how their research will be used and, if relevant, how copies of materials in the archives will be used in the outcomes of their research. WestPride Archives reserves the right to refuse requests to access WestPride Archives if requestors provide insufficient information, and if the WestPride Archives Committee feels that the requestor and/or their results of research are not consistent with the aims of WestPride Archives.

Access Restrictions

Some donors may have imposed restrictions on the use of certain materials and consequently these donors will be consulted before access is granted by WestPride Archives. This may cause some delay in scheduling appointments. Some archival material, such as photographs and moving image materials, may be restricted from access due to privacy considerations and the wishes of those depicted in these archival materials to not be mentioned, exhibited or displayed. WestPride Archives will respect any such wishes of which we are aware.

In cases where individuals have concerns about being publicly identified in WestPride Archives' collection materials, such as in photographs and moving image material, the individuals need to raise this, in writing, with WestPride Archives by requesting the materials be categorised as 'restricted' access. The requestor will need to identify the specific items that contain this information. WestPride Archives can assist an individual with locating materials within the collections if requested. WestPride Archives will then categorise the materials as 'restricted access', and remove or edit descriptive information, images and moving images, from its publicly accessible catalogue and restrict public access to this material. The original materials will remain in the collections and will not be altered, defaced or damaged.

If WestPride Archives becomes aware that it already holds in its collections any materials that may directly reveal medical or health information about a person that might reasonably expect to remain confidential, WestPride may decide to proactively categorise that material as 'restricted access'. If an individual's image is a component of a larger image, such as a group of people or a street scene, WestPride Archives reserves the right to allow public access to a copy of such an image with the individual's image obscured in such a way that personal identification of the individual cannot be made.

Any restriction status on WestPride Archives materials will cease upon the death of donors or individuals depicted in relevant materials.

Curatorial Advice

WestPride Archives may seek assistance and advice on decisions about restricting archival materials from organisations such as WAAC and Australian Queer Archives (AQuA).

Supervision of Researchers: At least one WestPride Archives member or volunteer needs to be present when researchers are accessing archives on site at the Geoffrey Bolton Library (MU), or at any other location. MU also requires their staff to be on site when WestPride members are present. Researchers and other visitors to WestPride Archives must abide by WestPride's rules, policies and procedures.

Exhibition/Display: All WestPride materials that are exhibited or displayed must sign WestPride loan agreements for digital display and object related exhibitions. All exhibited items must be attributed to the Westpride Archives and the accession number and description displayed, as well as the donor/creator if applicable. Applications for exhibition and display of Westpride Archives materials may take up to 30 days to process. All loan objects will need to be returned in the same condition as they left WestPride Archives and need to be insured by the individual/organisation borrowing the material (i.e. have a current certificate of currency).

Copyright: All WestPride Archives collection materials are subject to Australian copyright law. In some instances copyright has been transferred to WestPride Archives in the donation process. But there are materials in the collection where copyright remains with the creator(s). Those who copy or use WestPride Archives copyright owned materials can do so with proper acknowledgment of WestPride Archives as the source. But those reproducing materials found in the WestPride Archives which are not owned by WestPride Archives should have their own processes to enable reproduction of this material without compromising copyright.

Fees and charges: WestPride Archives may set any fees and charges it deems necessary for access to and use of (including any copying of) any materials in its collections. Any fees and charges are payable in advance. Researchers who anticipate repeat or extensive use of the collections are welcome to negotiate the fees and charges with WestPride Archives.

Adopted by the Committee: 11 December 2024