



**POLICY FOR THE COLLECTION AND CURATION AND ARCHIVING OF SHRF
ARTEFACTS, DOCUMENTS, LITERATURE. 2025-2026.**

PRIMARY AIM: To preserve, curate and make accessible to the public, the heritage of Rolls-Royce and Bentley in Australia.

The Foundation's primary objective is the promulgation of the engineering ethos of Sir Henry Royce, The Honourable Charles Rolls and W.O. Bentley. This objective is met, inter alia, through the collection and display to the public of engineering artefacts related to Rolls-Royce and Bentley history and heritage, particularly with an Australian connection. This also includes the archiving and curation of written records relating to the heritage of Rolls-Royce and Bentley in Australia and the digitisation of this material to allow for public access.

All technical, sales and associated material related to the manufacture and marketing of Rolls-Royce and Bentley cars and of the activities of Rolls-Royce Motor Cars Limited, Bentley Motors Limited and their predecessor companies forms an important part of the archival collection. Supplementing this material is the collection and archiving of documents and literature relating to the activities of the overseas Rolls-Royce and Bentley Clubs. Further, printed material from international sources that may be relevant to or of interest to local researchers is considered appropriate for collection and archiving. Finally, heritage documents not specifically related to Rolls-Royce and Bentley, but which are considered to be of historical importance in an automotive or aeronautical engineering sense will form part of the collection.

Artefacts, such as motor cars, aeronautical and marine engines and other products are conserved, preserved and displayed at the three venues of The Foundation and are used for education and information. These venues are; Bill Allsep House and The Lionel Gell School of Instruction in Melbourne, Victoria; The Sir Henry Royce Foundation Canberra Showroom ACT; and The Sir Henry Royce Foundation Coolool Showroom QLD. Examples of motor cars, marine and aeronautical engines and other ancillary items are on display to the public at these venues.

Principal Archive

It is acknowledged that Bill Allsep House (BAH) is the primary site for The Foundation's "Archive".

Such material donated to, or otherwise acquired by, subsidiary sites (such as the Coolool Showroom, for example) will be transferred to BAH for accession to the "Archive". This is an important policy precept. All archival material where there is only a single copy of such material will be kept at BAH.

Disposition of Duplicate Material

Where there are multiple copies of books, literature, etc Trustees may agree to the disposition of such material. Such material may be used to establish a subsidiary "archive" at the Coolool Showroom and the Canberra Showroom.

Such subsidiary archives will be catalogued on the central Recollector catalogue so that a permanent record is available of the contents of these archives.

If there is surplus printed material available after satisfying the requirements of any subsidiary archive then this material may sell with the proceeds being used for the benefit of the BAH collection, such as the cost of binding of "Praelarvm", investment in digitisation etc.

This surplus material should first be offered for sale to members of the Rolls-Royce Owners' Club Australia. Should there still be material available for sale then it will be offered through an automotive auction house or through eBay.

De-accession policy.

If artefacts or written materials are no longer considered to be consistent with the Collections Policy per virtue of no longer promoting the primary aim of The Sir Henry Royce Foundation, Trustees may commence a formal process to assess the viability of keeping or disposing of such materials.

Donations made through the Cultural Gifts Programme.

Donations made through the Cultural Gifts Programme are strictly subject to the following:

1. Donations must conform with The Sir Henry Royce Foundation Collections' Policy by making a significant contribution to the preservation and curation of Rolls-Royce and Bentley heritage in Australia.
2. Donations must be culturally significant and of ongoing value to the collection.
3. Donations must be formally accepted into the permanent collection.
4. Such donations made under the Cultural Gifts Programme will NOT be returned to the donor who has already received the benefit of a tax deduction.
5. Should Trustees agree that it becomes financially necessary to de-accession such a donation, a formal process to determine the reality of the need to do so must first be undertaken. Such may arise if the cost of curation exceeds the ability of The Sir Henry Royce Foundation to properly maintain the item.
6. No donation made under the Cultural Gifts Programme can be considered for de-accession for any reason in the first calendar year after the donation.