

## Art and Heritage Collections Policy

Endorsed by Council:

24 July 2025 OM25/64

### Policy purpose

The purpose of this Policy is to outline the framework and principles that guide the acquisition, commission, development, management, accessibility and appreciation of Council's art and heritage collections - including Art, Public Art and Cultural Heritage Collections – while ensuring the long-term safety, relevance and sustainability of art and cultural collections in Council's care.

### Policy scope

This Policy applies to:

#### Sunshine Coast Art Collection

The Sunshine Coast Art Collection includes existing and future artworks and art in public spaces that have been formally acquired or commissioned for the purposes of access, education, exhibition, interpretation, research and story-telling, that helps depict the culture and character of the region.

#### Collection Focus Statement

1. *Arts and Culture of the Sunshine Coast*

Council seeks to expand its collection and acquire artworks, in any media, that have regional relevance (being the Sunshine Coast local government area) including the history and development of the region through visual art interpretation. This collecting area serves to capture and document changes in the visual culture and character of the region and represent the unique environment and culturally diverse communities of the Sunshine Coast.

2. *Contemporary Australian Art*

Council seeks to expand its collection of artworks by significant contemporary Australian artists with an emphasis on artworks by contemporary Queensland artists, in any media, primarily through Council's Sunshine Coast National Art Prize. This collecting area serves to capture and document developments in broader contemporary Australian visual art practice.

3. *Aboriginal and Torres Strait Islander Art*

Council seeks to support its collection and acquire or commission artworks in any media that celebrates community and First Nations peoples through depictions of the culture of the Sunshine Coast, serving to build a unique point of difference for the Sunshine Coast art

collection through stimulating new bodies of work and documenting artistic expression, diversity across the region.

#### 4. *The Art of Sport*

Council seeks to support its collection and acquire or commission artworks in any media that thematically explore depictions of sport as a subject or discernible inspiration. This collecting area serves to build a unique point of difference for the Sunshine Coast art collection through stimulating new bodies of work and capturing and documenting our local and national interest in sport as a cultural characteristic of our community.

### Public Art Collection

The Public Art Collection includes existing and future artworks within public spaces that have been formally acquired.

#### Collection Focus Statement

##### 1. *Enduring and traditional Public Art*

Council will continue to acquire or commission public artworks of enduring permanent materials (usually as sculpture, statues or murals). While there is scope to add to the collection of permanent works, strict adherence to engineering and planning guidelines will ensure existing and new works are sustainable, have regional relevance (being the Sunshine Coast local government area) and illustrate the history, people and development of the region.

##### 2. *Integrated and functional Public Art*

Council seeks to commission artist led integrated public art such as seating, balustrades, bollards and creative paving to positively influence and shape the built environment.

##### 3. *Temporary and ephemeral Public Art*

Council seeks to develop programs to activate and energise public spaces (libraries, markets, parks, reserves, walkways) by encouraging and supporting temporary and ephemeral public art events. This may include new media, animation, light projections, film, soundscapes, as well as other non-permanent materials.

### Cultural Heritage and Bankfoot House Collections

The Cultural Heritage and Bankfoot House collections include objects, content (including digital), images and documents retained and managed due to their cultural or heritage significance for the purposes of interpretation, access and research that have been formally acquired. All acquisitions into this collection will be assessed based on criteria outlined in Significance 2.0 – Historic, Artistic or aesthetic, Scientific or research, Social or spiritual significance in the context of the Sunshine Coast and associated local government area.

#### Cultural Heritage Collection Focus Statement

The Cultural Heritage collection consists of the closed Landsborough Museum Collection as acquired by Council in 2022 from the former Landsborough and District Historical Society, as well as the Heritage Collection which accepts material based on the following criteria:

### 1. *Material of historic significance*

Council seeks to collect and maintain material based on their cultural or historical significance and association to the Sunshine Coast region. The collection facilitates the ongoing understanding of and connection to the region's history, environment and people. Council demonstrates that the collection is valued, promoted and supported to delight, stimulate and engage the Sunshine Coast community and beyond.

### 2. *Examples of contemporary and retrospective materials, as both tangible and intangible heritage*

Council aims to develop and collect both contemporary and historic items of tangible and intangible heritage as living history in forms such as oral histories, family memoirs, digital stories and films that capture the vivid stories, events and lifestyle of Sunshine Coast people and places.

### **Bankfoot House Collection Focus Statement**

The Bankfoot House Collection is a nationally significant closed collection, focusing on the Grigor, Burgess and Ferris families who lived at Bankfoot House. The collection consists of objects acquired as part of the sale of Bankfoot House to the Sunshine Coast Council in 2004. Council seeks to retain the integrity of this closed collection, only accepting items into the Bankfoot House Collection that meet strict provenance criteria.

Object has an established provenance with one of the three generations (Grigor, Burgess, Ferris) who resided at Bankfoot House, while they resided on the property.

## Policy statement

Council recognises the significance of the region's unique art and cultural heritage and the importance of its role in documenting and celebrating the unique character and identity of the Sunshine Coast.

Council also recognises the important economic benefits and increased social capital that art and cultural heritage can bring to the region by its:

- enrichment of people's lives through the enhancement of their sense of cultural identity and connectedness
- ability to strengthen the commercial and entrepreneurial opportunities for both public and private cultural and community celebrations, creative development, facilities, events, programs and exhibitions
- ability to support the vision and goals of creative communities and sectors
- contribution to a vibrant cultural tourism offering and visitor experience that is attractive, engaging and culturally informative, and
- ability to grow a culturally informed public via the region's exposure to, and ongoing appreciation of, the value of art and culture.

This Policy demonstrates Council's commitment to the Art and Heritage Collections under its management and to developing, preserving and promoting the art and cultural heritage of the

region – for the benefit of the region. The Policy is to be read in conjunction with the supporting guidelines for each specific collection.

### Policy outcome

Through this Policy, Council is committed to ensuring that:

- Art and Heritage Collections are identified, documented, cared for and grown – continuing to build our region’s cultural identity and contribute to a sense of community belonging, connection and wellbeing
- Art and Heritage Collections are valued and actively promoted, made accessible, and interpreted – contributing to the development of the community’s and visitors’ understanding and appreciation of the region’s arts and cultural heritage; providing tangible recognition of the value of the arts and cultural heritage to the region; and generally encouraging the growth of a more culturally informed public
- the acquisition, commissioning, deaccessioning and lending of works from the collections are conducted in an ethical, consistent and transparent manner, that conforms to and supports Council’s corporate vision, policies and strategies, and
- additions to the Art and Heritage Collections have artistic or heritage merit – based on an agreed assessment framework and outlined in relevant documentation.

This Policy describes the framework for how Council supports and manages its Art and Heritage Collections across our region.

Council is the custodian of a number of art and heritage collections that reflect the unique cultural landscape of the Sunshine Coast region. Council’s Art and Heritage Collections include the Sunshine Coast Art Collection, Public Art Collection and Cultural Heritage Collection.

Through the management and growth of these vibrant collections, Council demonstrates its commitment to providing opportunities to connect people with arts and heritage experiences that support and celebrate the character and identity of our region and enrich the lives of our community. Council’s commitment to the importance of these collections, their development and maintenance, brings with it both economic and social benefits to the region. This Policy supports the strategic vision of Council’s Cultural Development Policy (2012) and Sunshine Coast Heritage Plan 2021-2031.

### Guiding principles

The following principles underpin Council’s commitment to the provision of its Art and Heritage Collections:

- **The collections are showcased and access and engagement are optimised:** through educational, interactive and participatory experiences and both ongoing and innovative viewing opportunities for residents and visitors.
- **The collections contribute to the building of place and regional identity:** through continuous development to document and reflect the changing history, lifestyle and culture of our region.

- **The collections develop capacity within the local arts and cultural sector:** through inclusive practices and opportunities, skill sharing and learning.
- **The collections economic value as assets for the region is increased:** through strategic and considered management, by seeking community and industry expertise of qualified professional staff and recognised gallery, museum and visual arts professional organisations.
- **The collections contribute to community belonging and wellbeing:** by adding value to the way in which we share and understand our region's history, lifestyle, culture and diversity of our people and places, and by contributing to an aspirational vision of our future.

## Policy review

The Policy will be reviewed every four years to ensure relevance and to measure success.

## Roles and responsibilities

Role	Responsibility
<b>Council</b>	<p>Endorsement authority for setting this policy and for all material changes to this policy. Able to endorse non-material changes.</p> <p>Acts as owner/trustee and steward for Council's Art and Heritage Collections.</p> <p>Sets the strategic direction through creating the policy position on Council's Art and Heritage Collections.</p> <p>Ensures appropriately qualified professional staff and financial resourcing for management of Council's Art and Heritage Collections</p>
<b>Chief Executive Officer (CEO)</b>	Approval authority for any non-material change to this policy.
<b>Executive Leadership Team (ELT)</b>	<p>Provides advice to the CEO and/or Council on setting this policy and all proposed changes to this policy.</p> <p>Provides feedback to the policy sponsor and policy holder regarding the scope of approaching reviews.</p>
<b>Group Executive (GE), Economic and Community Development</b>	Policy sponsor. Approval authority for any minor non-material changes to this policy.
<b>Manager, Arts, Heritage and Libraries</b>	Policy holder.
<b>Coordinator Creative Arts and Events</b>	Leads this policy's development, including communication, implementation, review and reporting.
<b>Economic and Community Development Group</b>	<ul style="list-style-type: none"> <li>• is the primary keeper of the Art and Heritage Collections and owner of the Art and Heritage Collections Policy</li> <li>• takes a proactive role in advocating for and educating around the activation of the collections</li> </ul>

	<ul style="list-style-type: none"> <li>• is responsible for identifying resources and storage requirements to house and manage the collections</li> <li>• is responsible for both the development and enforcement of regulations (local laws and permits) which support and enable creative and cultural expression</li> <li>• is responsible for the implementation and review of this Policy and the development and ongoing review of associated procedures and guidelines that will fully outline the operational responsibilities for each collection area</li> <li>• is responsible for ensuring appropriate consultation protocols are performed regarding First Nations cultural heritage considerations.</li> </ul>
<b>Liveability and Natural Assets Group</b>	<ul style="list-style-type: none"> <li>• is responsible for identification and notification to public art officer of potential public art opportunities during master planning, placemaking and design processes</li> <li>• is responsible for providing appropriate representatives for assessment panels and project teams</li> <li>• is responsible for ensuring appropriate resources for the maintenance and storage of items in the collection; and the property management of the buildings housing the collections</li> <li>• is responsible for ensuring appropriate internal communication and duty of care for</li> <li>• collection items held and displayed in Council buildings and facilities.</li> </ul>
<b>Customer and Planning Services Group</b>	<ul style="list-style-type: none"> <li>• is responsible for advising Economic and Community Development Group of any developer proposal received with public art components prior to project commencement.</li> </ul>

## Measurements of success

The outcomes of this Policy can be measured by the:

Measure
<ul style="list-style-type: none"> <li>• ongoing development and increase in value (cultural and financial) of Council's Art and Heritage Collections</li> </ul>
<ul style="list-style-type: none"> <li>• increased access to and number of quality opportunities to engage with the collections</li> </ul>
<ul style="list-style-type: none"> <li>• increased number and quality of development opportunities available to the local arts and cultural sector.</li> </ul>

## Definitions

Refer to Council's Policy Framework for definitions of common terms. The following contains definitions for terms specific to this policy. For otherwise undefined terms, the plain English meaning informs interpretation.

Term	Definition
<b>Accession</b>	The process which formally acknowledges the artwork/object as part of the collection.
<b>Acquisition</b>	The act of gaining physical possession of the artwork/object by purchase, award, gift, bequest or commission.
<b>Acquisition Assessment</b>	A document that details information about an artwork/object proposed for acquisition into a collection and outlines considerations in assessing the acquisition. The submission will detail the known provenance of the artwork/object, identify direct costs and, in the case of direct purchase, the potential funding source.
<b>Art and artworks</b>	Means all works and formats of a creative and visual arts nature created by artists and/or crafts workers.
<b>Art and Heritage Collections</b>	Includes all Art, Public Art, and Cultural Heritage collections owned and managed by Sunshine Coast Council.
<b>Art Collection Acquisitions Approval Panel</b>	Panel or sub-committee established to review, recommend and approve/endorse proposed artwork/object into or deaccession from the collection.
<b>Bequest</b>	Bestowal by will of privately owned cultural items (artwork/object) to the relevant Sunshine Coast Council collection.
<b>Collection</b>	An identifiable selection of artworks/objects having some significant commonality, for example by donor, subject matter or media acquired and held in title by an organisation.
<b>Commission</b>	An individual or group requests a specific piece of work from a particular artist.
<b>Conservation</b>	The processes for preserving and protecting works of art and cultural heritage from loss, decay, damage or other forms of deterioration, usually undertaken by a qualified professional/conservator. All action aimed at safeguarding cultural material for the future, for purposes of public access and understanding. The purpose of conservation is to study, record, retain and, if appropriate, restore the cultural significant qualities of an object, with the least possible intervention. Issues around treatment, handling, storage and display are all encompassed within conservation. See also Preservation and Preventive Conservation.
<b>Conservator</b>	A professional whose primary occupation is the practice of conservation and who, through specialised education, knowledge, training and experience, formulates and implements all the activities of conservation, in accordance with an ethical code such as the Australian Institute for the Conservation of Cultural Materials (AICCM), Code of Ethics and Code of Practice. Through their training, conservators understand the principles of conservation for most materials but tend to specialise in the treatment of one type of object or material.
<b>Contemporary Art</b>	Contemporary art is the art of today, produced by artists who are living in the twenty-first century. Contemporary art allows us to reflect on contemporary society and the issues relevant to ourselves, and the world around us.



<b>Cultural Gifts Program</b>	Offers tax incentives to encourage people to donate cultural items to Australian public collections. Gifted items can include visual and decorative arts, Indigenous arts and cultural artefacts, social history and scientific collections, and archival material. (Gifts under the Cultural Gifts Program should not be returned to the donor as the donor has already received the benefit of a tax deduction for the gift).
<b>Cultural Heritage</b>	An expression of the ways of living developed by a community and passed on from generation to generation, including customs, practices, places, objects, artistic expressions and values. Cultural Heritage can be tangible or intangible and is maintained in the present and bestowed for the benefit of future generations.
<b>Deaccession/Decommission</b>	The process by which an item is removed formally and permanently from one of Council's Art, Public Art and Heritage Collections. When deaccessioning artworks/objects, organisations must ensure that all legal requirements are met and that the artworks/objects are made ready for disposal in an appropriate and ethical way.
<b>Deductible Gift Recipient (DGR)</b>	A fund or organisation that can receive tax-deductible gifts through the Australian Taxation Office Deductible Gift Recipients scheme.
<b>Donation</b>	Material (artwork/object) for which legal title is transferred from one party to another without compensation. Donations of all works must be in accordance with the scope of this policy.
<b>First Peoples - a roadmap for enhancing Indigenous engagement in museums and galleries</b>	A 10-year roadmap aimed at improving Indigenous engagement and employment developed for the museum and galleries sector.
<b>Indigenous</b>	Refers to the First Peoples of Australia or First Nations People including Aboriginal and/or Torres Strait Islander People.
<b>Interpretation</b>	Refers to the process involving both the cultural collection and its visitors/users in understanding and communicating the meaning and significance of objects, collections and places. Modes of interpretation include supporting signage and audio, tours, exhibitions, education programs, publications, social media and websites.
<b>Merit</b>	Demonstrating cultural significance and / or good provenance.
<b>National Standards for Australian Museums and Galleries</b>	A focus on key areas of activity common to organisations that care for collections and provide collection-based services to the community.
<b>Permanent or long/short term loan</b>	Loans are of a fixed term and the length of a permanent or short/long term loan is negotiated between the lender and Council, and vice-versa. Loans do not involve a transfer of title, so the lender is entitled to the return of the item at the end of the agreed term. A permanent loan is of 50 years or more.
<b>Public Art</b>	Public art is a physical artistic response presented in the public realm that reflects our stories, people and place while engaging and connecting audiences. It may comprise of standalone artworks or may be incorporated into buildings, infrastructure, or open space. Public art can be permanent or temporary, external or internal to any building or place, or



	integrated into functional infrastructure. It can be, visual, acoustic, interactive, craft or design.
<b>Public spaces</b>	Means both indoor and outdoor spaces that are accessible to the public including parks, waterways and foreshores, open plazas, streetscapes, buildings and public spaces. For the purposes of this Policy, this scope pertains to facilities or land owned or managed by Sunshine Coast Council.
<b>Region</b>	The Sunshine Coast Region as defined by the Queensland Local Government Areas (LGA).

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## Appendix

Policy information		
Title	Art and Heritage Collections Policy	
Purpose	The purpose of this Policy is to outline the framework and principles that guide the acquisition, commission, development, management, accessibility and appreciation of Council’s art and heritage collections - including Art, Public Art and Cultural Heritage Collections – while ensuring the long-term safety, relevance and sustainability of art and cultural collections in Council’s care.	
Document number	D2023/333930	
Corporate Plan reference	Goal Pathway	Strong Community Creative, innovative communities
	Service Output	Community and Cultural Development and Partnerships
Category	Community	
Approved	OM25/64	
Approval date	24 July 2025	
Effective date	24 July 2025	
Review schedule	A full review must be undertaken within every four years, and reviewed policy document must be provided to highest level approval authority for endorsement. Reviews may occur more regularly as required, having regard to a policy risk assessment.	
Last review	2025	
Next review	2029	
Policy holder	The Manager responsible for this policy is: Manager Arts, Heritage and Libraries.	
Approval authority	Council has authority to endorse material changes. CEO has approval authority for any non-material change to the policy. Relevant Group Executive has authority to approve minor non-material changes.	
Related documents		
Policy	<b>Sunshine Coast Council</b> <ul style="list-style-type: none"><li>• Sunshine Coast Council Corporate Plan 2025-2030</li><li>• Sunshine Coast Community Strategy 2019-2041</li><li>• Environment and Liveability Strategy 2017</li><li>• Regional Economic Development Strategy 2013-2033</li><li>• Sunshine Coast Creative Arts Plan 2023-2038</li></ul>	

- Sunshine Coast Public Art Strategy 2025-2030
  - Sunshine Coast Heritage Plan 2021 - 2031
  - Sunshine Coast Stretch Reconciliation Action Plan 2025-2028
  - Arts and Heritage Levy Policy 2025
  - Sunshine Coast Place Making Policy 2012
  - Sunshine Coast Libraries Network Plan 2019-2041
  - Community Engagement Policy 2021
  - Community Grants Policy 2013
  - Procurement Policy 2024
  - Asset Management Policy
  - Caloundra Public Art Plan 2018 - 2038
  - Cultural Development Policy
  - Sunshine Coast Planning Scheme
- Queensland Government**
- Queensland Heritage Strategy: protecting, investing in and connecting Queensland's story 2015
  - Department of Environment and Science – Strategic Plan 2023-2027
  - South East Queensland Regional Plan 2009 - 2031
  - *Planning Act 2016* (Qld)
  - Queensland Heritage Implementation Strategy: 2022
  - Creative Together 2020 - 2030 (Sustain 2020 - 2026), (Grow 2020 - 2026), (Thrive 2026 - 2030)
  - Towards Tourism 2032: Transforming Queensland's Visitor Economy Future
- Federal Government**
- National Cultural Policy - Revive: a place for every story, a story for every place
  - Copyright Amendment (Moral Rights) Act 2000
  - National Standards for Australian Museums and Galleries, second edition, 2023
  - Significance 2.0: A guide to assessing the significance of collections (Department of Communications and the Arts), 2009
  - Australian Best Practice Guide to Collecting Cultural Material, 2015
  - The Australia ICOMOS Charter for Places of Cultural Significance, The Burra Charter 2013

Version Control				
Version	Reason/Trigger	Change	Endorsed/Reviewed by	Date
1.0	Create new	N/A	Ordinary Meeting	17/08/2017
1.1	Review	Yes	Ordinary Meeting	24/07/2025