

HMAS Sydney II Memorial Advisory Committee Extraordinary Meeting

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	2/2018	
Meeting Date	Wednesday 18 April 2018			
Meeting Time	08.30am to 9.00am			
Venue	City of Greater Geraldton Civic Centre, Committee Meeting Room			
Attendees	Cr Michael Reymond	Chairperson	By Invitation	
	Cr Natasha Colliver	Councillor	Apologies	
	Cr Lewis Freer	Councillor		
	Cr Graeme Bylund	Councillor	Spike Jones	Naval Assoc.
	Don Rolston	Warden	David Emery	Manager, City
	Ian Holthouse	Naval Assoc.	Distribution	All
	Trevor Ralph	Voluntary Guides		
	Stephen Butler	RSL		
	Trevor Beaver	Rotary		
	Chris Lee	Director, City		
Ebony Enright	Support Staff, City			

1. WELCOME & APOLOGIES

The Chair declared the meeting open at 08.35am and welcomed all members.

2. SMITH SCULPTORS FEE PROPOSAL

The Chair introduced the single agenda item – Fee Proposal from the Sculptors.

The Chair identified the objective of the meeting is to acknowledge the proposal and progress the project as soon as possible.

Query from Cr Byland: Is the proposal required to be advertised publicly, in order to follow due process? Chris Lee to query with City's Procurement and Risk Team.

Outcome: Chris Lee advised the Chair on the afternoon of 18 April 2018 that 'I have discussed the attached Proposal from Smiths Sculptors with our office of Procurement & Risk as requested. I am pleased to confirm that as the proposal is for less than \$1000 (pro bono offer of \$0.00) there is no requirement to approach market and seek additional quotations for this service'.

Committee Recommendation

Support the pro-bono Smith Sculptors proposal, and progress preparation of conceptual plans for the HMAS Sydney II Memorial public facilities in accordance with the criteria, as tabled.

Moved Trevor Beaver, Seconded Steve Butler

3. MEETING CLOSE

Meeting closed at 8.50am.



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Chris Lee

4th April 2018

Director Infrastructure Services

City of Greater Geraldton

PO Box 101 Geraldton WA 6531

Re: HMAS Sydney II Memorial Mt. Scott Geraldton:

Design and Fee Proposal for Public Facilities based on the criteria as set out in the Design Brief discussion 16 February 2018 and record of phone conversation, thereof, between Chris Lee and Smith Sculptors:

Dear Chris,

As requested and agreed we have set out the scope for our Design for the above including formal fee proposal, below, in accordance with the criteria required by the City of Greater Geraldton and the HMAS Sydney II Memorial Advisory Committee, as advised by you.

This project scope also adheres to the principles as set down in the Memorial Conservation Framework and the ethics set out previously by Rotary, proponents of the HMAS Sydney Memorial at Mount Scott and the commitment of ourselves to Rotary philosophy in respect of the Memorial, keeping in mind the status of the Memorial as "A Memorial of National Significance".

Project Scope:

Smith Sculptors to design, including the considerations as set out below :

- **2 X base design options for a public facilities building:**
- 1 at ground level, built into the hill
- 1 at ground level, free standing.

N0.1) 2 X project cost options for consideration- \$350k and \$700k

N0.2) 2 X layouts to be produced for consideration for the 2 X base options.

No.1 that considers the provision of a toilet and Geraldton Voluntary Tour Guides Association facility, only.

No.2 that provides a toilet and Geraldton Voluntary Tour Guides Association facility, plus suitable accommodation and "public communal space" option, all based on the above budgets.

- Minimisation of future maintenance to be considered for all options.
- CPTED principles to be adhered to for all options.
- Site locations to be considerate of cost effective connections to existing services.
- Site visit: visit to Geraldton, if required.

Deliverables:

- 4No. conceptual plans including elevations and cross sections.
- 3D colour rendition-photo montage.
- Bill of Quantities.

Fee Proposal for all the above: \$000.00

Yours sincerely,

Charles Smith & Joan Walsh-Smith