

# HMAS Sydney II Memorial Advisory Committee Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	4/2019
Meeting Date	Thursday, 9 September 2019		
Meeting Time	3.00pm		
Venue	City of Greater Geraldton Civic Centre, Committee Meeting Room		
Committee Members in Attendance:	Cr Michael Reymond Chairperson	Trevor Ralph	Voluntary Guides
	Cr Natasha Colliver Councillor	April Herbert	Representative from RSL
	Don Rolston Warden	Ebony Enright	Support Staff, City
	Trevor Beaver Rotary	Di Gilleland	Rotary (proxy)
	Spike Jones Naval Association	Chris Lee, Director Infrastructure Services	
Attended By Invitation	David Emery, Manager City Precinct Maya Engstrom Support Staff, City	Apologies:	Cr Graeme Bylund

## 1. WELCOME & APOLOGIES

Chairperson Cr Reymond declared the meeting open at 3.00pm.

## 2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 16 May 2019, as previously circulated, be adopted as a true and correct record of proceedings.

**MOVED T Ralph SECONDED Cr Colliver  
CARRIED UNANIMOUSLY BY CONSENSUS**

## 3. REVIEW AND UPDATE ACTION REGISTER

### Action Register Items that remain 'Ongoing'

HMAS-037 – RSL to obtain original correspondence from the Corvettes to progress completion of this action.

HMAS-037a – Letter to be sent from the Committee to the RSL explaining the above.

HMAS-061 – Reciprocal arrangement for signage with the Museum.

### Action Register Items that are now 'Complete'

HMAS-049 – Funding from Lotterywest not available for the toilet facilities.

## 4. CORRESPONDENCE

4.1. Incoming Correspondence – Nil.

4.2. Outgoing Correspondence – Nil.

## 5. MEMORIAL COMMUNITY MANAGEMENT, MARKETING & PLANNING (ToR Item D)

### 5.1. Warden's Update

Update on recent and proposed maintenance works.

### 5.2. 2019 Memorial Service

Warden is still to secure a Master of Ceremonies.

*DR*  
10/2-2020

**5.3. 2021 Memorial Service**

Preliminary budget estimates to be prepared for the 80<sup>th</sup> Anniversary Services.

**6. CONSTRUCTION OF ADDITIONAL FACILITIES AT THE MEMORIAL**

**6.1. Progress Report from Rotary on Funding for Visitor Facilities.**

- Rotary has engaged a consultant to prepare a RED Grant submission and is preparing a submission to the Minister for Veteran Affairs.
- Rotary will consider an application for BBR Grant funding later in the year.
- 12-month time limit of Council motion was raised. Council will deal with amendment to this motion, if and when required.

**6.2. Proponent for Lotterywest Funding for Visitor Facilities**

Rotary are working on submission to Lotterywest.

**6.3. Terms of Handover from Rotary for Visitor Facilities**

- Will occur as per the handover of the existing Memorial.
- Director Lee reminded the Committee that the proposal will need to go to Council before the designs can be approved.

**6.4. Wall of Attributes**

Discussed.

**6.5. Progress Report from City on Construction of Toilet Facilities**

Waiting on drawings from the Smith Sculptors so that RFT can be issued.

**7. GENERAL BUSINESS**

**7.1. Issues with Google “My Business Map”**

Issue has been resolved by City officers, who will continue to monitor how the public is directed to the Memorial by Google Maps.

**7.2. Installation of Defibrillator at Memorial**

Voluntary Tour Guides indicated they would like the defibrillator installed as soon as possible. Issue remains of ownership remains. To be discussed outside this meeting.

**8. DATE OF NEXT MEETING**

Will be convened following local government election in October.

**9. CLOSE**

Meeting closed by Chairperson at 4.27pm.

*W.L.*  
10/2/2020.