

COUNCIL POLICY COMPARISON TABLE

COUNCIL POLICY CP1.9 COMMEMORATIVE PLAQUES			
CURRENT POLICY CONTENT	PROPOSED CONTENT	CHANGE NOTES	COUNCIL COMMENTS
<p>SUSTAINABILITY THEME</p> <p><i>Community</i></p>	<p>SUSTAINABILITY THEME</p> <p><i>Community</i></p>	No change	Click or tap here to enter text.
<p>OBJECTIVES</p> <p>The City of Greater Geraldton (the City) from time to time receives requests for placement of commemorative plaques in public locations in the Greater Geraldton Region.</p> <p>This policy deals with the format, installation, maintenance and approval of commemorative plaques on all encompassing structures in the Greater Geraldton region, aside from those in the grounds of HMAS Sydney II Memorial Site on Mount Scott.</p> <p>Plaques will commemorate the significant contribution of members of the public to the cultural, social, industrial, political or economic development of the Greater Geraldton region.</p>	<p>OBJECTIVE</p> <p>The City of Greater Geraldton (the City) from time to time receives requests for placement of commemorative plaques in public locations in the Greater Geraldton Region.</p> <p>This policy deals with the format, installation, maintenance and approval of commemorative plaques on all encompassing structures in the Greater Geraldton region, aside from those in the grounds of HMAS Sydney II Memorial Site on Mount Scott.</p> <p>Plaques will commemorate the significant contribution of members of the public to the cultural, social, industrial, political or economic development of the Greater Geraldton region.</p> <p><i>This policy does not relate to the naming of venues or sports grounds, or any signage associated with the naming of these facilities.</i></p>	Change requested by EMT with regard to the naming of sports grounds and venues. A Commemorative Plaque is a small historical marker, not building signage.	Click or tap here to enter text.
<p>POLICY STATEMENT</p> <p>This policy provides guidance on the eligibility and style of commemorative plaques as well as the process and responsibilities of the City and the Applicant.</p>	<p>POLICY STATEMENT</p> <p>This policy provides guidance on the eligibility and style of commemorative plaques as well as the process and responsibilities of the City and the Applicant.</p>	No change	Click or tap here to enter text.
<p>POLICY DETAILS</p> <p>1. Encompassing Structures (Memorial Seating and Other Structures)</p> <p>1.1. Guidelines</p> <p>Groups, families or individuals may nominate a deceased person or a group who has made a highly significant contribution to the cultural, political, economic, industrial or social development of the City of Greater Geraldton or the Greater Geraldton region during their lifetime. Nominations may also be considered on compassionate grounds.</p> <p>Unless otherwise agreed, the applicant must meet all costs associated with design, manufacture and installation of the plaque. The City will provide a written quote for design, manufacture and installation at the time of a request.</p> <p>Plaques will be placed on seating within gardens and parks or fixed objects/structures in the Greater Geraldton region. Applicants are invited to nominate a preferred site (general location) for the placement of the plaque. However, this will depend on available seating as</p>	<p>POLICY DETAILS</p> <p>1. Encompassing Structures (Memorial Seating and Other Structures)</p> <p>1.1. Guidelines</p> <p>Groups, families or individuals may nominate a deceased person or a group who has made a highly significant contribution to the cultural, political, economic, industrial or social development of the City of Greater Geraldton or the Greater Geraldton region during their lifetime. Nominations may also be considered on compassionate grounds. <i>For example, whereby an unmarked grave exists in a non-active Pioneer Cemetery and a plaque is requested to be placed on a Memorial Wall/Structure located within the Pioneer Cemetery.</i></p> <p>Unless otherwise agreed, the applicant must meet all costs associated with design, manufacture and installation of the plaque. The City will provide a written quote for design, manufacture and installation at the time of a request.</p>	Expansion of text to describe compassionate circumstances surrounding unmarked graves in Pioneer Cemeteries (non-active).	Click or tap here to enter text.

<p>well as taking into account any existing plaques, current and future landscaping plans and other features.</p> <p>The City will consider the option of the applicant purchasing a seat for a specific location. This will be undertaken and approved on an individual basis.</p> <p>Plaques do have a finite life and, while every reasonable effort will be made to extend the life of the plaque, the City cannot guarantee that a plaque will remain at the designated site indefinitely. The plaque shall be located and maintained at the designated site for a period of not less than 10 years from the time of installation, with the exception of the site being redeveloped or the use of the site changing significantly in character. Prior to any change to the location every reasonable attempt will be made to contact the Applicant to discuss the relocation. Should the plaque be lost or vandalised, repair and replacement costs remain the responsibility of the donor of the plaque. Payment in full will be required prior to the commencement of work.</p> <p>Nominations will be accepted at the discretion of the CEO/Director.</p> <p>1.2. Plaque Design</p> <p>1.2.1 Memorial Seating</p> <ul style="list-style-type: none"> • A rectangular metal plaque – maximum size 100mm x 200mm. • 3mm brass or 1.6mm stainless steel. • One plaque is permitted per seat. • No imagery to be used. • Typeface should be clearly legible and text should be centered. • Maximum text of 70 words, depending on size of plaque. • Proposed text will be brief and language accessible to the public. • Installation to be on the backrest of seat or bench <p>1.2.2. Walls, Fences or Rocks</p> <ul style="list-style-type: none"> • A rectangular metal plaque – maximum size 300mm x 200mm. • 3mm brass or 1.6mm stainless steel. • One plaque is permitted per object. • No imagery to be used. • Maximum text of 100 words depending on size of plaque. • Proposed text will be brief and language accessible to the public. • Installation to be on the face of the wall, fence or rock. <p>2. Application</p> <p>Applications should be addressed to:</p> <p>The Chief Executive Officer City of Greater Geraldton PO Box 101 GERALDTON WA 6531</p>	<p>Plaques will be placed on seating within gardens and parks or fixed objects/structures in the Greater Geraldton region. Applicants are invited to nominate a preferred site (general location) for the placement of the plaque. However, this will depend on available seating as well as taking into account any existing plaques, current and future landscaping plans and other features.</p> <p>The City will consider the option of the applicant purchasing a seat for a specific location. This will be undertaken and approved on an individual basis.</p> <p>Plaques do have a finite life and, while every reasonable effort will be made to extend the life of the plaque, the City cannot guarantee that a plaque will remain at the designated site indefinitely. The plaque shall be located and maintained at the designated site for a period of not less than 7 years from the time of installation, with the exception of the site being redeveloped or the use of the site changing significantly in character. Prior to any change to the location every reasonable attempt will be made to contact the Applicant to discuss the relocation. Should the plaque be lost or vandalised, repair and replacement costs remain the responsibility of the donor of the plaque. Payment in full will be required prior to the commencement of work.</p> <p>Nominations will be accepted at the discretion of the CEO/Director.</p> <p>In the event of receiving a nomination which is non-compliant with CP1.9 Commemorative Plaques, or a nomination which requests plaque placement at a prominent City location, such as the Geraldton Foreshore, the nomination may be referred for further consideration by Council.</p> <p>1.2. Plaque Design</p> <p>1.2.1 Memorial Seating</p> <ul style="list-style-type: none"> • A rectangular metal plaque – maximum size 100mm x 200mm. • 3mm brass or 1.6mm stainless steel. • One plaque is permitted per seat. • No imagery to be used. • Typeface should be clearly legible and text should be centered. • Maximum text of 70 words, depending on size of plaque. • Proposed text will be brief and language accessible to the public. • Installation to be on the backrest of seat or bench <p>1.2.2. Walls, Fences or Rocks</p> <ul style="list-style-type: none"> • A rectangular metal plaque – maximum size 300mm x 200mm. • 3mm brass or 1.6mm stainless steel. • One plaque is permitted per object (excluding Memorial Walls at the City's Pioneer Cemeteries). • No imagery to be used. • Maximum text of 100 words depending on size of plaque. 	<p>Time frame reduced from 10 years to 7 years from direction by EMT.</p> <p>Additional text requested by CEO. Non-compliant or requests for prominent locations may be referred to Council for further consideration. Noting use of some prominent locations are detailed in other Council policies. For example, CP1.5 Foreshore Use and Development.</p> <p>1.2.2 Additional reference to memorial walls in Pioneer Cemeteries for greater clarity</p>	
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<p>Applicants will be advised in writing of the progress of their application within one month of receipt of their application.</p> <p>No application will be considered outside this process.</p>	<ul style="list-style-type: none"> Proposed text will be brief and language accessible to the public. Installation to be on the face of the wall, fence or rock. <p>2. Application</p> <p>Applications should be addressed to:</p> <p>The Chief Executive Officer City of Greater Geraldton PO Box 101 GERALDTON WA 6531</p> <p>Applicants will be advised in writing of the progress of their application within one month of receipt of their application.</p> <p>No application will be considered outside this process.</p>	<p>of purpose. Memorial walls by their very definition will contain more than one plaque.</p>	
<p>KEY TERM DEFINITIONS</p> <p>City means the City of Greater Geraldton.</p>	<p>KEY TERM DEFINITIONS</p> <p>City means the City of Greater Geraldton.</p>	<p>No change</p>	<p>Click or tap here to enter text.</p>
<p>ROLES AND RESPONSIBILITIES</p> <p>Infrastructure Services will provide advice and guidance on development and production elements and manage installation.</p> <p>The Geraldton Regional Library Heritage Services Team will act as the first point of contact. They will ensure information is historically accurate and maintain a register of plaques.</p> <p>The Director Development and Community Services is responsible for ensuring this policy is implemented, maintained and reviewed on a biennial basis.</p>	<p>ROLES AND RESPONSIBILITIES</p> <p>Infrastructure Services will provide advice and guidance on development and production elements and manage installation.</p> <p>The Geraldton Regional Library Heritage Services Team will act as the first point of contact. They will ensure information is historically accurate and maintain a register of plaques.</p> <p>The Director Community and Culture is responsible for ensuring this policy is implemented, maintained and reviewed on a biennial basis.</p>	<p>Change in organisational structure.</p>	<p>Click or tap here to enter text.</p>
<p>WORKPLACE INFORMATION</p> <p>City of Greater Geraldton Heritage Strategy 2017-2022 (D-17-48894)</p>	<p>WORKPLACE INFORMATION</p> <p>City of Greater Geraldton Heritage Strategy 2023 – 2028 (D-23-042991)</p> <p>City of Greater Geraldton Plaque and Time Capsule Register (D-20-153392)</p>	<p>Updated endorsed Heritage Strategy. Additional reference to Register whereby plaques are recorded.</p>	<p>Click or tap here to enter text.</p>

POLICY ADMINISTRATION				POLICY ADMINISTRATION						
Directorate		Officer	Review Cycle	Next Due	Directorate		Officer	Review Cycle	Next Due	
Development and Community Services		Manager Libraries, Heritage and Gallery	Biennial	2023	Community and Culture		Manager Libraries, Heritage and Gallery	Biennial	2025	
Version	Decision Reference		Synopsis			Version	Decision Reference		Synopsis	
3.	DCS508	23/11/2021	Policy Review			4.		Policy Review		

