

HMAS Sydney II Memorial Advisory Committee

Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	D-15-29256
Meeting Date	13 May 2015		
Meeting Time	4.00pm – 5.00pm		
Meeting Location	Cathedral Avenue Committee Meeting Room		
Attendees	Trevor Ralph (Proxy David l'Anson) Cr Richard de Tafford -CGG Ross Davies - RSL Don Rolston – Warden (Acting Chair) Trevor Beaver – Rotary Club of Geraldton Steve Butler – Naval Association of Australia Andrea Selvey – CGG Shauni Downes – CGG (minute taker)	By Invitation	Leigh Obrien – Museum WA Konrad Seidl - CGG Mark Atkinson - CGG
		Apologies	David l'Anson – Geraldton Volunteer Tour Guides Association Graham Alexander – CGG Ross Halsall – Naval Association of Australia Barry Stinson - RLS Sub Branch Member Cr Bob Hall -CGG
		Distribution	As Above

1. Welcome and Apologies

In the absence of David l'Anson, Don Rolston was elected to Chair this meeting.
All welcomed and apologies noted.

1.1 HMAS Sydney II Memorial CCTV (Konrad Seidl)

KS demonstrated the upgrade to the CCTV at the Memorial which is now complete with live streaming to the City and the Police Station. KS advised the recent incident of graffiti had been reported to Police along with the video footage which was reviewed but were not able to identify the perpetrators; the graffiti has since been removed. KS also investigating signage in liaison with GA.

1.2 Asset Management, Capital Works (Mark Atkinson)

The City's capital works program and asset management process is run by MA and his team. The additional public toilet facilities were prioritised into the capital works listing through the City's internal assessment criteria, it has been ranked at 27 and has brought the proposal into contention for the 15/16 budget. Furthermore AS noted the Council resolution recommended a cost benefit analysis be completed along with consultation with the Committee and Stakeholders.

MA advised the planned renewal programs for the Memorial during 15/16 are replacing the bollard lighting with LED lighting, painting the columns and the back of the Wall of Remembrance. The asset management plan for the Memorial is a high priority however the City has other higher priority assets to consider first. MA noted there is a 5 year plan in place which has been set back due to the high volume of assets identified over the past year, he plans to have a draft in the next 12 – 18 months. AS suggested inviting MA back to the meeting in 12 months for a further update.

2. Previous Minutes & Action Log

The minutes were moved by TB with DR seconding the motion to pass the minutes.

HM40: Complete.

HM41: Complete.

HM43: SB noted RH has been in contact with Captain Angela Bond regarding the 75th memorial, furthermore he has written to the Chief of Naval Association Staff and is awaiting a response within the next 4 weeks and will update the Committee.

HM44: Complete

HM45: Complete

HM48: Complete

HM50: Complete

3. HMAS Sydney II Memorial Onsite Meeting Actions 22.04.15

Item 1 and 2 DR had quotes from local business to forward onto to AS.

Items 3, 4 and 5 are in progress with the signs being made and installed with an approx. cost of \$2000.

Item 6 LED lights are on budget listing, as with painting.

Item 8 Has been reported and will continue to be monitored.

Item 11 AS will take to EMT.

Item 12 will require a budget allocation.

Item 13 the 2015/16 budget is in preparation with a draft in early July which will include funding for planning 75th. DR and RD advised that the Minister for Veteran Affairs has funding available for anniversary events. AS to research the Minister's website and find out what is available.

Item 14 Complete.

Item 15 Complete.

Item 16 Complete.

Item 17 The Committee resolves that plaque on the Stelle be replaced as per GA's recommendation for consistency with the reflection pool and 5th element.

CARRIED BY CONSENSUS

4. Commemorative Services 2015 & 2016 (75th)

Discussed in item 2.

5. Proposed Maintenance Schedule (Attachment)

DR and DI have created a draft maintenance plan for review by the Committee for comment and suggestion. MA advised that these notes will forecast what will be an important level and is a great starting point for the maintenance regime.

The Committee recommends the maintenance plan be progressed through the City's internal process for adoption. DR moved the recommendation and was seconded by TR.

CARRIED BY CONSENSUS

6. Estimated Cost of Proposed Signage

Discussed in item 3.

7. General Business

DR suggested the Committee begin research into the renewal of warden and sub-warden before the next service, he proposed a nomination for a naval representative. All members to take note and provide information at upcoming meetings.

8. Date of Next Meeting

Wednesday 15 July 2015 at 4.00pm

9. Close

Meeting closed at 5.00pm