



HMAS Sydney II Memorial Advisory Committee Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	D-16-
Meeting Date	Wednesday, 26 October 2016		
Meeting Time	4pm- 5pm		
Meeting Location	City of Greater Geraldton Administration Building Committee Meeting Room		
Attendees	Cr Bob Hall	BH	By Invitation
	Don Rolston	DS	Apologies Ross Mckim Cr Graeme Bylund Cr Victor Tanti Ross Halsall Barry Stinson David l'Anson
	Trevor Ralph (Chair)	TR	
	Stephen Butler	SB	
Ian Heberle	IH		
	David Emery	DE	Distribution As above
	Ross Baietta	RB	
	Trevor Beaver	TB	
	Emily Murphy (minute taker)	EM	

1. Welcome & Apologies

The Chair welcomed the members and apologies were noted from RM GB VT RH BS DI

2. Minutes of Previous Meeting

Recommendation: That the minutes of the HMAS Sydney II Memorial Advisory Committee Meeting held on 13 July 2016 as previously circulated, be adopted as a true and correct record of proceedings.

Amendments:

2.1. EM to amend previous minutes, Add Ross Baietta and Daniel Pendelbury to the Attendee list

Moved: SB **Seconded:** IH

CARRIED BY CONSENSUS

3. Action Log

HAC-0019: Lighting issues have been rectified, 11th November lights to be turned on to see effects they have

HAC-0022: DE to provide business cards to hand out to committee members

HAC-0023: DE provided members with budget allocated to HMAS Sydney II Memorial

4. Correspondence

Correspondence was sent in to the City of Greater Geraldton from Mr Bean requesting to have the white ensign flag permanently installed and flying at the HMAS Sydney II Memorial, the correspondence was discussed and agreed upon by the committee members to gather information and permission to have the white ensign flying all year round.

Actions:

- 4.1. BH contact Bob Trotter regarding White ensign to be permanently flown all year round
- 4.2. EM send correspondence to Joanne Panter
- 4.3. Response to Mr Bean once information has been sourced

CARRIED BY CONSENSUS

5. Public Facilities

The issue of the public facilities was discussed at length. Three options were provided by the City of Greater Geraldton and the 'Smith design' was provided by Committee member Don Rolston, all inclusive of updated concept plans, specifications and indicative costings of the concept provided. The committee noted that final costs could vary downward when final plans and working drawings are finally approved- ie. Glass panelling above changed to stainless steel fencing etc. and other desirable adjustments to the concept plans provided.

Move: 'That the HMAS Sydney II Advisory Committee re-inforce our existing recommendation to the Council with respect to public facilities at the memorial site with the addition of accommodation for the tour guides. The addition is to comply with the council resolution at its meeting of 20 October 2014. It is noted that this compliance has added to project costs however it is highly appropriate and therefore is strongly supported by this advisory committee. These facilities as per attached details will provide public facilities which will be complementary to and a credit to the image and status of the HMAS Sydney II Memorial

Moved: Don Rolston **Seconded:** Trevor Beaver

CARRIED WITHOUT DESCENT

Actions:

- 5.1. DE to create an item proposal to go before Council to present Advisory Committee's only recommendation for public facilities designed by Smith Sculptors. The options provided by the officers were considered inappropriate for a site of such significance as well as lacking in amenity and capacity and therefore were not given any further consideration.

CARRIED BY CONSENSUS

6. General Business

Draft 2016/2017 City Capital Works Program

Recommendation: Signage to new Brede street wall for OHS reasons to prevent injuries

Actions:

- 6.1. DE to organise signage to be placed in risk areas once Brede street wall is complete

Capital Request- Bench Seating in Shade

Recommendation: To have bench seating placed under trees at HMAS Sydney II Memorial to allow members of the public shaded resting areas.

Actions:

6.2. DE to provide a Nomination on Capital request form for Bench seating area in shade at HMAS Sydney II Memorial

CARRIED BY CONSENSUS

Warden- HMAS Sydney II Memorial

Recommendation: Review of Warden and Sub warden positions

Move: The Committee recommends to Council the status quo remains for the next 12 months whereby, Don Rolston to remain Warden and Stephen Butler to remain Sub-Warden. As per the Conservative Framework document these positions fall due on 19 November each year and appointments are endorsed by council.

CARRIED BY CONSENSUS

Commemorative Medal- Warden

Move: Committee agreed and recommended that Council provide a ceremonial engraved medallion for the Warden to wear on formal occasions. BH suggested that the Warden be given a personal memento to recognise service when changes are made.

Actions: DR to source designs and costings

CARRIED BY CONSENSUS

7. Date of Next Meeting

The next meeting is scheduled for 7 February 2017/ 4pm / City of Greater Geraldton Administration Building Committee Meeting Room

8. Close

There being no further business the meeting closed at 5.06pm