

CP 1.9 COMMEMORATIVE PLAQUES	CP 1.9 COMMEMORATIVE PLAQUES		
CURRENT POLICY STATEMENT	PROPOSED	CHANGE NOTES	COUNCILLORS COMMENTS
SUSTAINABILITY THEME	SUSTAINABILITY THEME	No changes.	
<p><b>OBJECTIVES</b></p> <p>The City of Greater Geraldton (The City) from time to time receives requests for placement of memorial plaques in public locations in the Greater Geraldton Region.</p> <p>This policy deals with the format, installation, maintenance and approval of memorial plaques:</p> <ul style="list-style-type: none"> <li>Specifically, in the grounds of HMAS <i>Sydney II</i> Memorial Site on Mount Scott (as delineated on the attached map – Appendix 7 Memorial Boundaries, HMAS <i>Sydney II</i> Memorial, Conservation Framework), and,</li> <li>On all other encompassing structures in the Greater Geraldton region.</li> </ul> <p>Plaques will commemorate:</p> <ul style="list-style-type: none"> <li>Military service for those Australian and Allied nation units pertaining to HMAS <i>Sydney II</i>,</li> <li>The significant contribution of members of the public to the cultural, social, industrial, political or economic development of the Greater Geraldton Region.</li> </ul>	<p><b>OBJECTIVES</b></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:</p> <ul style="list-style-type: none"> <li>Specifically, in the grounds of HMAS <i>Sydney II</i> Memorial Site on Mount Scott (as delineated in Appendix 1 Memorial Boundaries, HMAS <i>Sydney II</i> Memorial, Conservation Framework), and,</li> <li>On all other encompassing structures in the Greater Geraldton region.</li> </ul> <p>Plaques will commemorate:</p> <ul style="list-style-type: none"> <li>Military service for those Australian and Allied nation units pertaining to HMAS <i>Sydney II</i>.</li> <li>The significant contribution of members of the public to the cultural, social, industrial, political or economic development of the Greater Geraldton Region.</li> </ul>	<p>Replaced use of “memorial plaques” with “commemorative plaques” for consistency with wording used elsewhere in policy. Also aligns with policy title.</p> <p>Appendix 7 - typo correction to Appendix 1.</p> <p>Appendix title slightly reworded.</p>	
POLICY STATEMENT	POLICY STATEMENT	No changes.	
<p><b>POLICY DETAILS</b></p> <p><b>1. HMAS <i>Sydney II</i> Memorial Site</b></p> <p><b>1.1. Guidelines</b></p> <p>The following guidelines relate to eligibility for the installation of commemorative plaques in the area shown as the Narrative space on the grounds of the HMAS <i>Sydney II</i> Memorial site on Mount Scott.</p> <ul style="list-style-type: none"> <li>All Australian and Allied nations recognised Ex-Service organisations or unit associations whose service is related to the HMAS <i>Sydney II</i> are eligible to request the installation of a plaque.</li> <li>An Australian unit is considered to be a Royal Australian Navy ship, Ship's company or element thereof, RAAF squadron, or detachment thereof. Allied Nation units should follow similar guidelines. Consideration may also be given to commemorating organised groups of units pertaining to HMAS <i>Sydney II</i> that served together at the one time.</li> <li>Proposals for placement will only be considered if they are put forward by the recognised governing body of a recognised Ex-Service organisation or Unit Association. Proposals from individuals or non-veteran groups purporting to represent a unit (such as re-enactment groups or similar) will not be considered.</li> </ul>	<p><b>POLICY DETAILS</b></p> <p><b>1. HMAS <i>Sydney II</i> Memorial Site</b></p> <p><b>1.1. Guidelines</b></p> <p>The following guidelines relate to eligibility for the installation of commemorative plaques in the area shown as the Narrative Space on the grounds of the HMAS <i>Sydney II</i> Memorial site on Mount Scott.</p> <ul style="list-style-type: none"> <li>All Australian and Allied nations recognised Ex-Service organisations or unit associations whose service is related to the HMAS <i>Sydney II</i> are eligible to request the installation of a plaque.</li> <li>An Australian unit is considered to be a Royal Australian Navy ship, Ship's company or element thereof, RAAF squadron, or detachment thereof. Allied Nation units should follow similar guidelines. Consideration may also be given to commemorating organised groups of units pertaining to HMAS <i>Sydney II</i> that served together at the one time.</li> <li>Proposals for placement will only be considered if they are put forward by the recognised governing body of a recognised Ex-Service organisation or Unit Association. Proposals from individuals or non-veteran groups purporting to represent a unit (such as re-enactment groups or similar) will not be considered.</li> <li>Wording on plaques must be approved by HMAS <i>Sydney II</i> Advisory Committee. Text should be written following research from a wide range of authoritative sources and be accompanied by written verification by a suitably qualified historian. Text</li> </ul>	<p>Minor typo correction - upper case for “Narrative Space”.</p> <p>Changed wording from HMAS <i>Sydney II</i> Memorial Stakeholder group to HMAS <i>Sydney</i></p>	

<ul style="list-style-type: none"> <li>Wording on plaques must be approved by HMAS Sydney II Memorial Stakeholder group. Text should be written following research from a wide range of authoritative sources and be accompanied by written verification by a suitably qualified historian. Text must be provided to The City for proofing and checking prior to manufacture of the plaque.</li> <li>All production and installation costs will be borne by the association proposing the plaque.</li> <li>The City will provide a written quote for installation at the time of a request.</li> </ul>	<ul style="list-style-type: none"> <li>must be provided to The City for proofing and checking prior to manufacture of the plaque.</li> <li>All production and installation costs will be borne by the association proposing the plaque.</li> <li>The City will provide a written quote for installation at the time of a request.</li> </ul>	II Memorial Advisory Committee.	
<p><b>1.2. Plaque Design</b></p> <p>Plaques must conform to The City's plaque design specifications in material, size and style as follows:</p> <ul style="list-style-type: none"> <li>engraved stainless steel.</li> <li>with the dimensions 450mm x 350mm.</li> <li>any sponsorship recognition will be through use of approved wording or logo which will take up no more than 10% of the overall plaque design.</li> <li>sponsorship recognition will be positioned in a way that does not detract from the commemorative focus of the plaque.</li> </ul> <p>Plaques will be placed randomly within gardens, walkways and walls at locations, as approved by The City, adjacent to the formal Commemorative Space as delineated on the map contained in Appendix 1. The City will determine the location of the plaque in accordance with its management plan for Mount Scott, while also taking into account any existing plaques, current and future landscaping plans and other features.</p>	<p><b>1.2. Plaque Design</b></p> <p>Plaques must conform to The City's plaque design specifications in material, size and style as follows:</p> <ul style="list-style-type: none"> <li>Engraved stainless steel.</li> <li>Dimensions 450mm x 350mm.</li> <li>Any sponsorship recognition will be through use of approved wording or logo which will take up no more than 10% of the overall plaque design.</li> <li>Sponsorship recognition will be positioned in a way that does not detract from the commemorative focus of the plaque.</li> </ul> <p>Plaques will be placed randomly within gardens, walkways and walls at locations, as approved by The City, adjacent to the formal Commemorative Space as delineated on the map contained in Appendix 1. The City will determine the location of the plaque in accordance with its management plan for Mount Scott, while also taking into account any existing plaques, current and future landscaping plans and other features.</p> <p>In the event of the future construction of the Wall of Attributes design concept, the Wall of Attributes will supersede the area adjacent to the formal Commemorative Space with regard to location for the installation of commemorative plaques.</p>	Minor format and typo corrections, including upper case for "Commemorative Space".  Included reference to Appendix 1.  Reference to future Wall of Attributes included as per Councillor feedback	Response received from Cr. Reymond, 23/05/19:  "Since the original preparation of the Revision/Draft CP1.9, the Council has approved In Principle Support for the construction of Smiths Sculptures Concept Design 3A for a Visitor Guide Facility and a Wall of Attributes. The Wall of Attributes is intended to collectively display appropriate commemorative plaques for the Memorial.  I believe the future use of the Wall of Attributes needs to be acknowledged/incorporated into the revised policy."
<p><b>KEY TERM DEFINITIONS</b></p>	<p><b>KEY TERM DEFINITIONS</b></p> <p><b>City</b> means the City of Greater Geraldton.</p> <p><b>Narrative Space</b> is an area reserved for narrative elements regarding HMAS Sydney II, her life, loss and discovery, which serve educational purposes. As the "buffer" between the Commemorative Space and Grounds, its use is permitted for quiet and respectful activities only.</p> <p><b>Commemorative Space</b> is the area committed to the core function of the Memorial and is only to be used for private contemplation and reflection, approved ceremonies and tour visits accompanied by authorised Guides.</p>	No definitions in previous version.	
<p><b>ROLES AND RESPONSIBILITIES</b></p> <p>The Community Infrastructure Department will provide advice and guidance on development and production elements and manage installation.</p>	<p><b>ROLES AND RESPONSIBILITIES</b></p> <p>Infrastructure Services will provide advice and guidance on development and production elements and manage installation.</p>	Updated directorate name for Infrastructure Services.	

The Geraldton Regional Library Heritage Services Team will ensure historically accurate and edited text and maintain a register of plaques.  The Director Development and Community Services is responsible for ensuring this policy is implemented, maintained and reviewed on an annual basis.	The Geraldton Regional Library Heritage Services Team will ensure historically accurate and edited text and maintain a register of plaques.  The Director Development and Community Services is responsible for ensuring this policy is implemented, maintained and reviewed on a biennial basis.	Update renewal from annual to biennial.																													
<b>WORKPLACE INFORMATION</b>  Australian War Memorial Policy for Commemorative Plaques.	<b>WORKPLACE INFORMATION</b>  HMAS <i>Sydney II</i> Memorial Geraldton Conservation Framework (D-13-82679) HMAS <i>Sydney II</i> Memorial Public Facility – Wall of Attributes (D-18-067190)  <i>Military Memorials of National Significance Act 2008</i>	Revised workplace reference for HMAS <i>Sydney II</i> Memorial. Adopted Ordinary Meeting of Council, 27 August 2013.  Reference design details for proposed Wall of Attributes.  <i>Military Memorials of National Significance Act 2008</i> referenced in Conservation Framework.																													
<b>POLICY ADMINISTRATION</b>  <table border="1"> <thead> <tr> <th>Directorate</th> <th>Officer</th> <th>Review Cycle</th> </tr> </thead> <tbody> <tr> <td>Development and Community Services</td> <td>Manager Library &amp; Heritage Services</td> <td>Biennial</td> </tr> <tr> <th>Version</th> <th>Decision Reference</th> <td></td> </tr> <tr> <td>1.</td> <td>CCS231 – 24 January 2017</td> <td>MERGED POLICY – CP045 Commemorative Plaques at HMAS <i>Sydney II</i> Memorial and CP026 Memorial Plaques</td> </tr> </tbody> </table>	Directorate	Officer	Review Cycle	Development and Community Services	Manager Library & Heritage Services	Biennial	Version	Decision Reference		1.	CCS231 – 24 January 2017	MERGED POLICY – CP045 Commemorative Plaques at HMAS <i>Sydney II</i> Memorial and CP026 Memorial Plaques	<b>POLICY ADMINISTRATION</b>  <table border="1"> <thead> <tr> <th>Directorate</th> <th>Officer</th> <th>Review Cycle</th> <th>Next Due</th> </tr> </thead> <tbody> <tr> <td>Development and Community Services</td> <td>Manager Libraries, Heritage and Gallery</td> <td>Biennial</td> <td>2021</td> </tr> <tr> <th>Version</th> <th>Decision Reference</th> <td></td> <td></td> </tr> <tr> <td>2.</td> <td>DCSXXX – XX XX XXXX</td> <td>Policy Review</td> <td></td> </tr> </tbody> </table>	Directorate	Officer	Review Cycle	Next Due	Development and Community Services	Manager Libraries, Heritage and Gallery	Biennial	2021	Version	Decision Reference			2.	DCSXXX – XX XX XXXX	Policy Review		Corrected misspelling of “Heritage” in Officer title.  Changed role title to reflect updated position description.	
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<b>APPENDIX 7 – HMAS <i>Sydney II</i> Memorial Boundaries – 30 May 2012</b>	<b>APPENDIX 1 – Memorial Boundaries, HMAS <i>Sydney II</i> Memorial, Conservation Framework</b>	Appendix typo from 7 to 1 updated and title slightly reworded so that updated Map reference detail is included.																													



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