



Memorials and monuments policy

Classification	Policy
Strategic reference	Goal 4 Organisational : Effective governance and organisational efficiencies
Relevant legislation	Nil
Relevant documents	Nil
Responsible officer	Manager Infrastructure Services
Date adopted	November 2019
Next review date	November 2022

Introduction

This policy seeks to manage requests for the installation of a memorial, monument, plaque, donated item of park furniture or a commemorative tree within Council owned or controlled parks and reserves. Council recognises the importance of celebrating the district's natural, cultural and social heritage and seeks to ensure memorials, monuments, plaques, donated furniture and commemorative trees are appropriate in design or species and location.

Cemeteries are the most appropriate setting for the erection of a memorial or plaque in remembrance of individuals who have died. Parks and reserves are primarily provided and maintained by Council for recreation or environmental protection and in general, the erection of memorials, monuments or plaques is not encouraged within parks or reserves. Donated furniture and commemorative trees should be limited and only of design and species consistent with Council's usual suite of park furniture and tree planting requirements.

Council will consider applications to have a memorial, monument, plaque, donated furniture or commemorative tree installed in a park or reserve where the individual, organisation, event or place being celebrated is deemed to be of local or regional significance. This includes Council's commitment to: honouring service personnel of the Australian Defence or Allied Forces and their nationally recognised military campaigns; honouring Police and Emergency Services personnel who have lost their lives in the course of carrying out their duties; and acknowledging and recognising the Ngarkat as traditional custodians of the Southern Mallee.

Definitions

To assist in interpretation the following definitions shall apply:

Authorised Officer is the holder of a position with the power to approve the installation and removal of memorials, monuments, plaques, park furniture and commemorative trees, which is limited to Manager Infrastructure Services or the CEO.

Commemorative trees are a living memorial planted in honour or memory of a person, organisation or event.

Donation shall mean a gift or contribution that is voluntarily transferred by a member of the public to Council without compensation or benefit. Any request for approval to donate park furniture or commemorative trees must cover the whole cost of the purchase and installation of the item.

Donor's plate shall mean a 120mm x 70mm bronze plate used to inscribe the name of an individual or organisation and affixed to a donated piece of park furniture.

Memorials and monuments shall mean objects, sculptures or structures that are explicitly memorial in form and language.

Nationally recognised military campaigns means those military campaigns officially recognised by the Australian Federal Government.

Park means an area primarily for recreational or environmental use and managed by Council.

Park furniture means those items approved by the Authorised Officer and compliant with the requirements of Council and consistent with the suite of park furniture normally installed by Council.

Plaque shall mean flat tile/tablet of bronze which includes text and/or images to commemorate or preserve the memory of a person, place or an event.

Police and emergency services personnel shall mean a person who has been formally recognised as having served with the Police, Fire, Ambulance or State Emergency Services.

Reserve means an area primarily for recreational use and managed by Council on behalf of the State Government.

Service personnel shall mean a person who has been formally recognised as having served in the Australian Defence Forces or Allied Forces.

Significance shall mean the measure of importance or meaning placed on a landscape, site, building, object, installation, person or past event by an individual. Local or regional significance is when the perception of importance or meaning is shared by individuals within a local community or across a region.

Policy objective

The purpose of this policy is to provide clear guidelines for considering requests for the installation of a memorial, monument, plaque, donated item of park furniture or commemorative tree within Council owned or controlled parks and reserves.

Council will only permit the installation of memorials, monuments, plaques, donated park furniture or commemorative trees in its parks and reserves, for the purpose of honouring:

- People, groups or events of outstanding significance to Southern Mallee District Council.
- Service personnel of the Australian Defence Forces and Allied Forces and their nationally recognised military campaigns; or
- Police and Emergency Services personnel who have lost their lives in the course of carrying out their duties.
- The Ngarkat people as traditional custodians of the Southern Mallee in a culturally appropriate way.

Policy detail

The installation of a memorial, monument, plaque, donated item of park furniture or commemorative tree must be of a design or species and located such that the installation enhances the visual amenity of the park. The installation must also comply with Council's risk management framework and any building code requirements. All applications for installation of memorials, monuments, plaques, park furniture or commemorative trees within Council parks and reserves will require the approval of the Authorised Officer.

Existing memorials, monuments, plaques, park furniture and commemorative trees are not considered precedence for approval of any future requests.

Council will not consider the installation of any memorial for domestic pets in any of its parks and reserves.

Council will permit the installation of a donor's plate on a donated item of park furniture or at the base of a commemorative tree. The cost of which is to be borne by the applicant. The donor's plate is to be ordered by Council and shall only contain minimal information.

Council shall not be liable nor recompense anyone for damage to plaques, memorials, monuments, donated park furniture or commemorative trees within its parks and reserves.

Subject to the approval of the Authorised Officer, Council may, without notice, remove and/or dispose of any plaque, memorial, monument, donated item of park furniture or commemorative tree. This would only normally occur if the item is damaged, at the end of its useful life or needs to be removed for a specific reason. There will be no right to renewal of any removed item and a new installation would be subject to a new application.

Policy review

The effectiveness of this policy will be reviewed every three years or as necessary.

Further information

This document is available on Council's website www.southernmallee.sa.gov.au and at the principal office of the Southern Mallee District Council at Day Street, Pinnaroo SA 5304.

A copy of this document may be purchased from Council.