

**Keywords:** Memorial, Plaque, Community

<b>Strategic Plan:</b>	<i>Relates to Our Community, Economy; Environment; Social and Future Direction</i>
<b>Classification:</b>	<i>Memorial and Plaque Establishment Policy</i>
<b>First Issued/Approved:</b>	<i>November 2020</i>
<b>Review Frequency:</b>	<i>Biannually</i>
<b>Last Reviewed:</b>	<i>October 2023</i>
<b>Next Review Due:</b>	<i>October 2025</i>
<b>Responsible Officer(s):</b>	<i>Manager of Infrastructure and Operations</i>
<b>Council File Reference:</b>	<i>Council Policies (P)</i>
<b>Applicable Legislation:</b>	<i>Local Government Act 1999 Development Act 1993 Other relevant legislation</i>
<b>Relevant Policies:</b>	<i>Fees and Charges Schedule</i>
<b>Related Procedures:</b>	<i>Memorial and Plaque Establishment Procedure</i>
<b>Delegations:</b>	<i>Berri Barmera Council Delegations Register</i>

### 1. Purpose

To provide consistency with which Council commemorates the contribution of members of the community to the social, cultural or political aspects and development of the Berri Barmera Council.

This policy provides the framework for the request and installation of all memorials and plaques whether in or on buildings, on the pavement, in parks, gardens streets or public open spaces and defines the conditions under which Council will accept such requests.

### 2. Policy statement

Berri Barmera Council recognises that members of the community may wish to establish a memorial for persons, events or disasters in public open spaces and road reserves. Council will deal sensitively with all requests for the establishment of memorials.

### 3. Principles

For memorials and plaques, a letter must be written to the Chief Executive Officer and a Council resolution will be required to approve the installation of a memorial or plaque. In dealing with requests, the following criteria will be considered:

- Outcomes of the pre-approval process and assessment of the design and wording.
- In respect to public open spaces, only memorials recognising a significant contribution by an individual or group to the cultural, political or social development within the Berri Barmera Council area, or identifying the location of a significant event or disaster, will be approved.
- Applications require the endorsement of any appropriate cultural guardians, authorities/organisations or family relevant to the nomination.

- A memorial should be in a position where it will not distract drivers' attention, interfere with the role of any traffic control item, be hazardous to passing traffic or hinder use of a Council facility.
- The amenity and particular values of public open space remains protected after the establishment of a memorial.
- A memorial should not prevent appropriate maintenance of a road reserve.
- Requestors should be made aware of any possible risks in visiting roadside memorials and should be advised on safe practices in this regard, eg stopping clear of traffic.
- The establishment & maintenance of a memorial will bear no cost to Council.
- The location should be chosen to minimise risk.

Council may decommission a memorial on the following basis:

- High levels of community anxiety and negative feedback.
- Changes to the open space environment that may impact negatively on the memorial.
- At the request of the original requestor (and at no cost to Council).
- Where the level of significance may have waned considerably.
- Berri Barmerra Council reserves the right to remove a memorial if it falls into a state of disrepair or remove a memorial after the expiry of 10 years.

Memorials and Plaques Establishment Procedure details the process to be followed for the establishment of memorials and plaques in the Berri Barmerra Council.

#### 4. Implementation

This policy and its implementation will be managed and monitored by the Chief Executive Officer.

#### 5. Definitions

**Plaque** - Flat tablet of metal, stone or other material which includes text or images which commemorate a person, event or historical information relative to the location or a new public artwork of significance.

**Memorial** - An object or planting established in memory of a person, association, anniversary, or event and includes a monument.

**Public Open Space** - refers to all land owned and/or managed by Council that is Public Park and Recreation or Public Conservation Resource areas and is available for public access. Typically, open space includes parks, gardens, trails, habitat corridors, utilities reserves, foreshores, waterways, sportsgrounds and conservation reserves. It does not include vacant council land used for other purposes.

**Public Place** - refers to road reserves, Council Buildings, Streetscapes, and other Council lands that are owned and/or managed by Council.

#### 6. Other References

- Memorials & Plaques Establishment Procedure
- Fees and Charges Schedule

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