

Council Policy

Memorials and Commemorative Items

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Portfolio	Asset and Environmental Sustainability	Next Review Date	22/05/2027
Business Unit	Maintenance and Operations	Document ID	12730667

1. Purpose/Objective

The objectives of this Policy are:

1. To provide direction regarding the approval, construction and placement of Memorials and Commemorative Items.

2. Scope

This policy applies to all existing and proposed memorials, monuments, plaques and other commemorative items in public open spaces within the Scenic Rim Regional Council local government area.

This policy does not apply to:

- a) War memorials;
- b) Memorials or plaques located within a Council controlled cemetery;
- c) Council plaques used to commemorate an event or opening of a new or refurbished building or facility; or
- d) A structure that falls outside the scope of the standards set in this Policy.

3. Responsibility

The Manager Maintenance and Operations is responsible for ensuring this policy is understood and adhered to.

4. Policy

Council prohibits the installation of unauthorised memorials in public places under Council's control. Permission for installation of Memorials or Commemorative Items may be sought by application and will only be granted where the installation either:

- relates to a person or group with lengthy and distinguished civic service, or an event that is of outstanding cultural or community significance; or
- is in respect to a person, group or event for which there is a high level of demonstrated community support.

Council will not permit the placement of Memorials (excluding war memorials) on any park infrastructure. Additionally, because of the nature and usage of Regional/District Premier Parks and the high cost associated with the purchase and maintenance of embellishments within those parks, Council is unlikely to permit the installation of Memorials or Commemorative Items within Council's Regional/District Premier Parks.

In other public places, Council will consider accepting donated Memorials or Commemorative Items only when:

- The person, group or event to be commemorated is linked to and appropriate to the nominated place;
- Council accepts that having a commemorative item is appropriate for that place;
- The Commemorative Item is suitable for the requested location; and
- the Commemorative Item will require minimum ongoing maintenance and have a long asset life suitable for the climatic conditions of the Scenic Rim Regional Council local government area.

If a Memorial or Commemorative Item is approved and installed, Council will become the owner of the asset. Council will maintain the Memorial or Commemorative Item in accordance with its current maintenance standards. Council will hold all Memorials in perpetuity until reasonable maintenance, restoration and reconstruction cannot restore the Memorial.

Council will maintain Commemorative Items for a minimum of ten (10) years. If vandalism of the item occurs over this period, the item will be repaired or replaced, with the metallic sign, at no cost to the original applicant.

All Commemorative Items will be removed at the end of their asset life span and will be replaced with a similar item, which will not contain a metallic sign unless otherwise agreed.

5. Definitions

Commemorative Item: means a small metallic sign placed upon outdoor tables and chairs within a park to commemorate a significant person/s, organisation or event; or a tree planted to commemorate a significant person/s, organisation or event, which has a small metallic sign installed on a concrete block at the base of the tree. All commemorative trees will be selected from Council's nominated tree specimen lists.

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Memorial: an object established to commemorate a person, group, association or event. A memorial can be a 'living thing' such as a tree or garden.

Monument: a statue or structure built for commemorative purposes. Similar in meaning to 'memorial' for the purposes of this policy.

Plaque: flat tablet of metal, stone or other material which may include text and/or images that commemorate a person, group or event or which provides historical information relevant to a particular location. Plaques are generally affixed to an object, building or hard ground surface.

Public Open Space: Land that is Council owned or managed and that is open or accessible to the public. This includes parks, bushland reserves, sports fields, exterior or interior of Council buildings within public space, median strips, footpaths, public squares, laneways, and road reserves.

Regional/District Premier Parks: parks with high levels of asset provision, using quality materials and designs, catering for large numbers and having features and attractions that draw in residents and non-residents.

Scenic Rim Local Government Area: [Scenic Rim Regional Local Government Area | Electoral Commission of Queensland \(ecq.qld.gov.au\)](https://www.scrim.qld.gov.au)

Related Legislation and Documents

Aboriginal Cultural Act 2003

Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Cwth)

Local Government Act 2009

Local Government Regulation 2012

Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

Subordinate Local Law 1.1 (Alteration or improvement of Local Government controlled areas and roads).

Naming of Roads and Places Policy

Memorials and Commemorative Items Corporate Procedure

Parks and Amenities Strategy 2015

Public Art and Collections Policy

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Accessible and Serviced Region

5. Version Information

Version No	Adoption Date	Key Changes	Approved by
1	22.05.2024	New Policy, as adopted Ordinary Meeting 22.05.2024, Item 11.7	Scenic Rim Regional Council