

HMAS Sydney II Memorial Advisory Committee Meeting Minutes

Meeting Name	HMAS Sydney II Memorial Advisory Committee	Meeting No.	1/2019		
Meeting Date	Monday 11 February 2019				
Meeting Time	4.30pm to 5.30pm				
Venue	City of Greater Geraldton Civic Centre, Committee Meeting Room				
Committee Members:	Cr Michael Reymond	Chairperson	By Invitation	David Emery	Manager, City
	Cr Natasha Colliver	Councillor	Apologies	Ross McKim	CEO, City
	Cr Lewis Freer	Councillor		Distribution	Committee Members, Proxies, CEO
	Cr Graham Byland	Councillor			
	Don Rolston	Warden			
	Trevor Beaver	Rotary			
	Di Gilleland	Rotary			
	Spike Jones	Naval Association			
	Stephen Butler	Geraldton RSL			
	Trevor Ralph	Voluntary Guides			
David I'anson	Voluntary Guides				
Chris Lee	Director, City				
Ebony Enright	Support Staff, City				

1. WELCOME & APOLOGIES

Chairperson Cr Reymond declared the meeting open at 4.30pm. Apologies were noted as above.

2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 12 November 2018, as previously circulated, be adopted as a true and correct record of proceedings.

**MOVED T Ralph SECONDED Cr Colliver
CARRIED BY CONSENSUS**

3. REVIEW AND UPDATE ACTION REGISTER

Action Register Items which remain 'Ongoing'
HMAS-037, HMAS-049, HMAS-059

Action Register Items that are now 'Complete' - HMAS-055 (Don Rolston's knowledge)

Action Register Items discussed – HMAS-059 – Three (3) sign designs were distributed by City Officers to the Committee for their feedback. The Committee endorsed Design 1, with minor changes to wording and no map. (*Illustration attached to minutes*).



4. CORRESPONDENCE

4.1. Incoming Correspondence

Review and confirmation of incoming correspondence register.

- *Correspondence from Hon Peter Tinley | Appreciation of Update on Public Facilities.*
- *Letter from Rotary | Formal advice of their proxy.*
- *Letter from Trudi Cornish, City Manager Libraries and Heritage Services | Don Rolston's knowledge of the memorial.*
- *Correspondence from Jim Eagles regarding the HMAS Sydney II Ships Badge*

4.2. Outgoing Correspondence

Review and confirmation of outgoing correspondence

Correspondence to the RSL requesting formal support for second Sub-Warden at the Memorial.

5. MEMORIAL COMMUNITY MANAGEMENT, MARKETING & PLANNING (ToR Item D)

5.1. Public Facilities – Discuss Concept Designs

Chris Lee provided background information on the City's work to date to obtain a proposal for 15% engineering design and cost estimates from Smith Sculptors, which has still not been received by the City, despite being first requested in April 2018.

To progress the project, the City now proposes to facilitate development of an agreement between the Smith Sculptors and consulting engineers Arup. The agreement will see the Smith Sculptors lead and manage the design process, with Arup as their nominated sub-consultant.

COMMITTEE RECOMMENDATION:

That the City works to progress an agreement between the Smith Sculptors and Arup as proposed, in order to progress the Public Facilities at the Memorial.

**MOVED D Rolston SECONDED T Ralph
CARRIED BY CONSENSUS**

NB: All present spoke to their agreement with progressing the project in the method suggested.

6. GENERAL BUSINESS

6.1. Committee Member Obligations – *Cr Reymond*

Cr Reymond reminded all present of their obligations as a member of this Committee of Council. Reminded all that this is not a public committee and committee business should be kept confidential.

6.2. Council Policy 1.9 | Commemorative Plaques – *Cr Reymond*

Updated Policy and Comparison Table was distributed with the Agenda.

COMMITTEE RECOMMENDATION:

That the updated policy be accepted as written.

**MOVED D Rolston SECONDED Cr Freer
CARRIED BY CONSENSUS**

6.3. HMAS Sydney II Ships Badge | Correspondence from Jim Eagles

COMMITTEE RECOMMENDATION:

Committee find the claims of Jim Eagles without merit. Committee requests City officers to respond to Jim Eagles, referring him to the Australian War Memorial with his concerns.

**MOVED D Rolston SECONDED Cr Freer
CARRIED BY CONSENSUS**

6.4. 2018 Memorial Service – Report by Don Rolston

The Warden provided the following feedback on the 2018 Memorial Service:

- Feedback received by the Warden regarding the service has been positive.
- The speaker was very good and enhanced the significance of the Memorial and the importance of the Service. Speeches were well delivered and of relevance to the occasion.
- Bus transport arrangements were excellent and enhanced access to the event. These arrangements are essential for the Service.
- Promotion of the service was excellent, including the use of banners and the program.
- Contribution of the Voluntary Tour Guides and Cadets was excellent.
- PA system was very effective and suitable for the day and windy conditions. Choir and band were well received and their support of the service was acknowledged.
- Wreath laying was too long and meant this element lost impact. This will be addressed in the 2019 service.
- Concerns raised as to length of service. Recommended that future services commence at 5.30pm, rather than 5.00pm. Changes to the wreath laying will also shorten the service.
- The City of Greater Geraldton was acknowledged for its ongoing support of the annual service.

Additional comments:

- Stephen Butler on behalf of the RSL acknowledged the success of the service, however noted the length of the service was too long.
- Trevor Ralph on behalf of the Voluntary Tour Guides acknowledged the contribution and organisation of the event, particularly Joanne Panter. Noted the quality of the guest speaker and the valued content of their speech.

ACTION: That those who contributed to the Service be formally acknowledged and thanked, on behalf of the Committee.

7. NEW BUSINESS

7.1. Rotary Event at the Memorial – Di Gilleland

All Committee members are invited to the Rotary meeting to be held at the Memorial on Wednesday, 27 February at 6pm. Please RSVP to Di Gilleland.

7.2. Australia Day Awards – Cr Michael Reymond

Trevor Ralph and the Geraldton Voluntary Tour Guides were congratulated for their award in the category 'Active Citizen of the Year Group'.

Spike Jones was congratulated for being awarded the 'Active Citizen of the Year'.



8. DATE OF NEXT MEETING

To be advised by the Chair.

9. CLOSE

Meeting closed by Chairperson at 5.35pm.