

# HMAS Sydney II Memorial Advisory Committee Meeting Agenda

<b>Meeting Name</b>	HMAS Sydney II Memorial Advisory Committee	<b>Meeting No.</b>	3/2020
<b>Meeting Date</b>	Monday, 6 July 2020	<b>Meeting Time:</b>	4.00pm to 5.00pm
<b>Venue</b>	City of Greater Geraldton Civic Centre, TBA – Function Room or Committee Meeting Room		
<b>Committee Members:</b>	Cr Natasha Colliver      Councillor Cr Sally Elphick          Councillor Cr Simon Keemink        Councillor Cr Bob Hall                Councillor Don Rolston                Warden Trevor Beaver              Rotary Di Gilleland                Rotary (Proxy) April Herbert                RSL Trevor Ralph                Geraldton Voluntary Tour Guides David l'anson               Geraldton Voluntary Tour Guides (Proxy) Spike Jones                Naval Association Ian Holthouse              Naval Association (Proxy) Chris Lee                    Director Infrastructure Services Ebony Enright              City of Greater Geraldton Support Staff		
<b>By Invitation</b>	David Emery      Manager City Precinct Team	<b>Apologies:</b>	

## 1. WELCOME & APOLOGIES

## 2. MINUTES OF PREVIOUS MEETING

Minutes of meeting held 9 March 2020 are attached.

## 3. REVIEW AND UPDATE OF ACTION REGISTER

Action Register is attached.

## 4. CORRESPONDENCE

Incoming correspondence attached (relating to Council Decision IS209).

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

5.1. 2019 Memorial Service – Update of program associated with 2019 Service

5.2. 2021 Memorial Service – Update on program associate with 80<sup>th</sup> Anniversary Service

## 6. CONSTRUCTION OF ADDITIONAL FACILITIES AT THE MEMORIAL

6.1. Progress Report form City on Construction of Toilet Facilities

6.2. Progress Report from Rotary on Funding for Visitor Facilities

## 7. GENERAL BUSINESS

7.1. Appointment of Warden for term November 2020 to November 2022.

7.2. Any other business arising.

**8. DATE OF NEXT MEETING**

**9. CLOSE**

# HMAS Sydney II Memorial Advisory Committee

## Meeting Minutes

<b>Meeting Name</b>	HMAS Sydney II Memorial Advisory Committee		<b>Meeting No.</b>	2/2020																			
<b>Meeting Date</b>	Monday, 9 March 2020		<b>Meeting Time:</b>	4.00pm t																			
<b>Venue</b>	City of Greater Geraldton Civic Centre, Committee Meeting Room																						
<b>Committee Members:</b>	<table> <tr> <td>Cr Natasha Colliver</td> <td>Councillor (Chair)</td> </tr> <tr> <td>Cr Bob Hall</td> <td>Councillor</td> </tr> <tr> <td>Don Rolston</td> <td>Warden</td> </tr> <tr> <td>Trevor Beaver</td> <td>Rotary</td> </tr> <tr> <td>Di Gilleland</td> <td>Rotary (proxy)</td> </tr> <tr> <td>Trevor Ralf</td> <td>Geraldton Voluntary Tour Guides</td> </tr> <tr> <td>Spike Jones</td> <td>Naval Association of Australia</td> </tr> <tr> <td>Chris Lee</td> <td>Director Infrastructure Services</td> </tr> <tr> <td>Ebony Enright</td> <td>City of Greater Geraldton Support Staff</td> </tr> </table>					Cr Natasha Colliver	Councillor (Chair)	Cr Bob Hall	Councillor	Don Rolston	Warden	Trevor Beaver	Rotary	Di Gilleland	Rotary (proxy)	Trevor Ralf	Geraldton Voluntary Tour Guides	Spike Jones	Naval Association of Australia	Chris Lee	Director Infrastructure Services	Ebony Enright	City of Greater Geraldton Support Staff
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Spike Jones	Naval Association of Australia																						
Chris Lee	Director Infrastructure Services																						
Ebony Enright	City of Greater Geraldton Support Staff																						
<b>Committee Members not present.</b>	April Herbert	RSL	<b>Apologies:</b>	Cr Sally Elphick	Councillor																		
	Ian Holthouse	NAA (Proxy)		Cr Simon Keemink	Councillor																		
				David Emery	Manager City Precinct																		

### 1. WELCOME & APOLOGIES

Meeting opened at 4pm by the Chair. Apologies noted as above.

Ebony Enright confirmed for the Chair that a quorum is present.

### 2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 10 February 2020, as previously circulated, be adopted as a true and correct record of proceedings.

**MOVED D Rolston SECONDED T Beaver  
CARRIED UNANIMOUSLY BY CONSENSUS**

### 3. ENDORSEMENT OF REPRESENTATIVES ON THE COMMITTEE

The Committee unanimously endorsed appointment of the following representatives:

Rotary Club of Geraldton

- Trevor Beaver – representative
- Di Gilleland – proxy

Geraldton RSL

- April Herbert – representative

Geraldton Voluntary Tour Guides

- Trevor Ralph – representative
- David l'anson – proxy

Naval Association

- Peter (Spike) Jones – representative
- Ian Holthouse – proxy

#### 4. CONSTRUCTION OF ADDITIONAL FACILITIES AT THE MEMORIAL

At the Ordinary Meeting of Council in April 2019, Council made the following decision. This purpose of this meeting is to discuss points 5 and 6 of the Council decision.

##### COUNCIL DECISION

**MOVED CR REYMOND, SECONDED MAYOR**

##### PART C

**That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:**

1. **ACKNOWLEDGE** the Volunteer Groups and HMAS Sydney II Memorial Advisory Committee for their invaluable contribution towards the Memorial;
2. **APPROVE** Smith Sculptors' Option 3 as the preferred option for the Memorial toilet facility, following consultation with City Officers on design details;
3. **CONSIDER** providing funding contributions for the construction of the preferred option 3 in the 2019/20 City Capital Works Program;
4. **PROVIDE** in principle support for the Smith Sculptors Concept Design 3A for the Visitor Guide Facility and Wall of Attributes.
5. **SUPPORT** the HMAS Sydney II Memorial Committee to pSEEK external grant funding contributions towards the construction of the preferred option 3A; and
6. **REFER** the matter back to Council if funding support is not secured by HMAS Sydney II Memorial Committee within 12 months of approval of this matter.

Don Rolston provided an update on efforts to seek funding undertaken to date.

*Spike Jones arrived at 4.25pm during discussion.*

The discussion resulted in the following recommendation by the Committee:

##### COMMITTEE RECOMMENDATION

That Council and the City continue to support the Committee to seek external grant funding contributions towards the construction of the preferred option 3A.

**MOVED T Beaver SECONDED T Ralph  
CARRIED UNANIMOUSLY BY CONSENSUS**

**ACTION:** Rotary to provide a written report to Director Lee, detailing efforts taken to date to secure funding, and possible opportunities identified to secure funding.

#### 5. GENERAL BUSINESS

Community Grants Hub – *Saluting Their Service* information distributed to the Committee.

#### 6. DATE OF NEXT MEETING

To be convened by the Chair as required.

#### 7. CLOSE

Meeting closed at 4.43pm.

### HMAS Sydney II Memorial Advisory Committee - Action Register

Log #	Meeting Date	Agenda Item #	Action	Resp. Party	Status
HMAS-037	14-Mar-17	6. General Business	<p>Committee would like to honour the group 'Corvettes' request to develop and install a plaque at the HMAS Sydney II Memorial Site, this plaque would be placed next to existing plaque. SB to liaise with group.</p> <p>16/05/2019 - RSL was requested to follow up the status of this item and provide an update to the Chair at the next meeting.</p> <p>09/09/2019 - S. Butler is no longer President of the RSL. RSL representative to investigate and locate initial correspondence received from the Corvettes. Warden, Don Rolston advised copy of advice received from Corvettes will be required to progress this Action.</p>	RSL	Ongoing
HMAS-037a	9-Sep-19	3. Review and Update Action Register	<p>Supplementary action to HMAS-037.</p> <p>Correspondence to be sent from the Committee to the RSL explaining the requirements to finalise this Action Item.</p>	David Emery	Ongoing
HMAS-062	10-Feb-20	7.3 2021 Memorial Services	<p>Chair to liaise with Mayor to add discuss of the 2021 Memorial Service to the agenda of a future Concept Forum.</p>	Chair	New
HMAS-063	10-Feb-20	9.1 Appointment of Committee Representatives	<p>All representative groups on the Committee are to send formal notification of their representatives to the City.</p>	<p>Naval Association of Australia Geraldton Voluntary Tour Guides Rotary Club of Geraldton Returned and Services League</p>	Complete



Our Ref: D-20-070375  
Your Ref:  
File Ref: ER/12/0001-02  
Enquiries: Ebony Enright

3 June 2020

HMAS Sydney II Memorial Advisory Committee

Dear Committee Members

**COUNCIL RESOLUTION - IS209 HMAS SYDNEY II MEMORIAL: FUNDING FOR FACILITIES**

Please be advised that at the City of Greater Geraldton Ordinary Meeting of Council held on Tuesday, 26 May 2020 the following was resolved in reference to the above matter:

**COUNCIL DECISION**

**MOVED CR HALL, SECONDED CR COLLIVER**

That Council by Simple Majority pursuant to Section 5.20 of the Local Government Act 1995 RESOLVES to:

1. **SUPPORT** the HMAS Sydney II Memorial Committee to continue seeking external grant funding contributions towards the construction of the preferred option 3A;
2. **REFER** the matter back to Council for final approval should full funding support be successfully secured by HMAS Sydney II Memorial Committee prior to commencing with the project; and
3. **REFER** the matter back to Council if funding support is not secured by HMAS Sydney II Memorial Committee within 12 months of approval of this matter.

The full Minutes of this meeting are available on the City's website at:  
<https://www.cgg.wa.gov.au/council-meetings/ordinary-council-meeting/26-may-2020/158/documents/5-minutes-ordinary-meeting-of-council-26-may-2020.pdf>





City of  
Greater Geraldton  
a vibrant future



If you require any further information please contact Ebony Enright on (08) 9956 6633.

Yours sincerely

A handwritten signature in black ink that reads "E Enright".

Ebony Enright  
**PERSONAL ASSISTANT TO DIRECTOR  
INFRASTRUCTURE SERVICES**