

# HMAS Sydney II Memorial Advisory Committee Meeting Minutes

<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 t																								
<b>Venue</b>	City of Greater Geraldton Civic Centre, Committee Meeting Room																										
<b>Committee Members:</b>	<table border="0"> <tr><td>Cr Natasha Colliver</td><td>Councillor (Chair)</td></tr> <tr><td>Cr Bob Hall</td><td>Councillor</td></tr> <tr><td>Cr Sally Elphick</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>April Herbert</td><td>RSL Geraldton</td></tr> <tr><td>Trevor Ralf</td><td>Geraldton Voluntary Tour Guides</td></tr> <tr><td>Spike Jones</td><td>Naval Association of Australia (via telephone)</td></tr> <tr><td>Chris Lee</td><td>Director Infrastructure Services</td></tr> <tr><td>Emma Smith</td><td>Acting Manager Sport &amp; Leisure (by invitation)</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	Cr Sally Elphick	Councillor	Don Rolston	Warden	Trevor Beaver	Rotary	Di Gilleland	Rotary (proxy)	April Herbert	RSL Geraldton	Trevor Ralf	Geraldton Voluntary Tour Guides	Spike Jones	Naval Association of Australia (via telephone)	Chris Lee	Director Infrastructure Services	Emma Smith	Acting Manager Sport & Leisure (by invitation)	Ebony Enright	City of Greater Geraldton Support Staff
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<b>Apologies:</b>	<table border="0"> <tr><td>Cr Simon Keemink</td><td>Councillor</td></tr> <tr><td>Ian Holthouse</td><td>NAA (Proxy)</td></tr> <tr><td>David Emery</td><td>Manager City Precinct</td></tr> </table>			Cr Simon Keemink	Councillor	Ian Holthouse	NAA (Proxy)	David Emery	Manager City Precinct																		
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## 1. WELCOME & APOLOGIES

Meeting opened at 4.03pm by the Chair. Apologies noted as above.

## 2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 9 March 2020, as previously circulated, be adopted as a true and correct record of proceedings.

**MOVED D Rolston SECONDED Cr Hall  
CARRIED UNANIMOUSLY BY CONSENSUS**

## 3. REVIEW OF ACTION REGISTER

HMAS-037– regarding plaque for the Corvettes.

April Herbert reported she has investigated with NAA to identify appropriate plaque for the Corvettes at the Memorial. Awaiting on a response.

## 4. CORRESPONDENCE

Incoming correspondence to the Committee. Each item attached to these minutes.

1. Notification of Council Decision IS209 HMAS Sydney II Memorial: Funding for Facilities.
2. Letter from Chief of Navy regarding the Ensign.

3. Letter of Support for additional facilities from the Voluntary Tour Guides.
4. Letter of Support for funding from the City of Greater Geraldton.

## **5. MEMORIAL COMMUNITY MANAGEMENT, MARKETING AND PLANNING**

### **5.1 2020 Memorial Service**

Format for this years' service will be as per previous years. The City's events team is investigation options for a live-streamed event (similar to this years' ANZAC services), should social distancing requirements remain in place.

**Committee Recommendation:**

Should social distancing restrictions need to be observed due to COVID-19 restrictions, the Committee is supportive of live streaming the 2020 Memorial Service.

## **6. CONSTRUCTION OF ADDITIONAL FACILITIES AT THE MEMORIAL**

### **6.1 Progress Report from City on Construction of Ablution Block**

The contract for construction of ablution facilities at the Memorial will be awarded by Council at the Ordinary Meeting on 28 July 2020.

### **6.2 Progress Report form Rotary on Funding for Visitor Facilities**

Rotary is reapplying for a Regional Economic Development (RED) Grant to fund the Visitor Facilities.

Lotterywest Funding is no longer an option (as Lotterywest's focus is currently supporting communities effected by COVID-19).

Funding options are also being investigation from organisations operating locally in the resources sector, such as Rio Tinto and Iluka.

## **7. GENERAL BUSINESS**

### **7.1 Appointment of the Warden for term November 2020 to November 2022.**

Will need to be advertised. To go to Council in September for endorsement of two-year appointment.

**Committee Recommendation:**

That advertisement for the Warden also contains advertisement for a Deputy Warden to allow for succession planning.

## **8. DATE OF NEXT MEETING**

To be convened by the Chair as required.

## **9. CLOSE**

Meeting closed at 4.50pm.

*nl* . 7/9-2020





City of  
**Greater Geraldton**  
a vibrant future



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>



PO Box 101 Geraldton WA 6531  
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**Mullewa Office** T 08 9956 6643 F 08 9961 1206  
E [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au) W [www.cgg.wa.gov.au](http://www.cgg.wa.gov.au)  
ABN 55 907 677 173



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

Yours sincerely

*EE Enright*

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





# CHIEF OF NAVY AUSTRALIA

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CN/2020/OUT/261

**Mr D Rolston**  
129 Glendinning Road  
GERALDTON WA 6530

*Dear Don*

Thank you for your letter dated 29 March and your request to fly the Australian White Ensign at the HMAS Sydney II Memorial in Geraldton, WA. The memorial certainly encapsulates the sacred memory of our fallen Sailors and Officers, honouring their sacrifice in the Second World War.

I wholeheartedly approve the use of the Australian White Ensign at the memorial. However, in accordance with flag protocol, whilst facing the memorial, the flag order of precedence I approve with the flying of the Australian White Ensign is as follows:

1. Australian National Flag.
2. Western Australian Flag.
3. Australian White Ensign.
4. City of Greater Geraldton Flag.

This flag order of precedence ensures that the standards and protocol of the Royal Australian Navy and Australian Defence Force are upheld.

Thank you again for your letter, and I look forward to seeing images of the memorial as it fosters the enduring memory of our fallen Sailors and Officers.

Yours sincerely,

**Mike Noonan, AO**  
Vice Admiral, Royal Australian Navy  
Chief of Navy

9 April 2020

000000	000000	<b>NAVY VALUES</b>	000000	000000
		<b>COURAGE</b>	<b>INTEGRITY</b>	<b>LOYALTY</b>





## **Geraldton Voluntary Tour Guides Association**

GVTGA (Inc)  
PO Box 1378  
GERALDTON WA 6531  
ABN: 42 878 402 603  
5<sup>th</sup> January 2020

To Whom It May Concern

Please be advised that the Geraldton Voluntary Tour Guides Association is totally in favour of the construction of the proposed "Room for Contemplation" at the site of the HMAS Sydney II Memorial in Geraldton.

The building is to be an integral addition to the Memorial which is visited by approximately 65,000 people annually.

It will act as an interpretive centre in honour of the 645 servicemen lost in the battle on the 19<sup>th</sup> November 1941. This tragedy still remains the largest loss of life in a single encounter of the Australian Navy ever – one third of the entire naval forces at that time.

The building will also create shelter at the site and compliment the existing structure and further enhance the experience for pilgrims wishing to pay their respects to ancestors and for the general public wishing to pay homage to the fore fathers of this nation.

As a Memorial of National Significance, the site is definitely in need of such a place for reflection.

The Geraldton Voluntary Tour Guides have been conducting interpretive explanations of the symbolism of the five elements that make up the Memorial on a daily basis for 15 years. We have in fact also pledged a considerable amount of funding to help this proposal come to fruition.

This money has been accumulated over the years from sales of our HMAS Sydney II Booklet "Gone But Never Forgotten", post cards and donations from appreciative visitors.

Attached to the room of contemplation is a separate space for the Geraldton Voluntary Tour Guides organization to use as a central base, meeting room, office and store room which would absolutely enhance our operations as our current situation is cumbersome and positively inappropriate.

We encourage financial support from any organisation able to assist the Rotary Club of Geraldton to finalise this initiative which has been in various stages of planning over the past 15 years.

Yours faithfully

Trevor Ralph  
President





City of  
**Greater Geraldton**  
a vibrant future



Our Ref: D-20-075315  
Your Ref:  
File Ref: ER/12/0001-02  
Enquiries: Ebony Enright

3 July 2020

Rotary Club of Geraldton  
c/- Clayton Consulting WA

via email <priscilla@claytonconsultingwa.com.au>

Dear Priscilla

### **HMAS SYDNEY II MEMORIAL: TOUR GUIDE AND VISITOR FACILITIES**

Thank you for contacting the City of Greater Geraldton regarding the proposed development of the Tour Guide and Visitor Facilities (Smith Sculptors Option 3A), at the HMAS Sydney II Memorial.

The City is pleased to confirm that, at the Ordinary Meeting of Council held on 23 April 2019, Council resolved (IS194) to provide in principle support for the preferred Concept Design 3A Visitor Guide Facility and Wall of Attributes, and support the HMAS Sydney II Memorial Advisory Committee in seeking external funding contributions for the preferred option.

Further, In May 2020 Council resolved (IS209) to support the HMAS Sydney Memorial Committee to continue seeking external grant funding contributions towards the construction of the preferred Option 3A. Council also resolved that the matter should be referred back to Council for final approval should full funding support be successfully secured by the Committee, prior to commencing with the project.

The City looks forward to future receipt of the detailed design, cost estimates and proposed funding arrangement details for the construction of the tour guide and visitors facility. Upon receipt of this documentation, and subject to engineering approval by the City, the City will be pleased to present a report to Council seeking resolution to proceed with construction.

Subject to Council endorsement, the City anticipates the facilities to be vested in City custodianship as referenced in IS209.

Minute extracts of the Council resolutions referred to in this letter are attached for your reference.

Should you have any further queries on this matter, please contact the City by emailing [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au).

Yours sincerely

Chris Lee  
**DIRECTOR INFRASTRUCTURE SERVICES**