

HMAS Sydney II Memorial Advisory Committee

Meeting Agenda

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|---------------------------|---|----------------------|------------------|
| Meeting Name | HMAS Sydney II Memorial Advisory Committee | Meeting No. | 4/2020 |
| Meeting Date | Tuesday, 6 October 2020 | Meeting Time: | 4.00pm to 5.00pm |
| Venue | City of Greater Geraldton Civic Centre, Committee Meeting Room | | |
| Committee Members: | 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 Spike Jones Naval Association Ian Holthouse Naval Association (Proxy) Chris Lee Director Infrastructure Services Ebony Enright City of Greater Geraldton Support Staff | | |
| By Invitation | David Emery Manager City Precinct Team Fred Block A/Manger Community and Cultural Development | | |

1. WELCOME & APOLOGIES

2. 2020 MEMORIAL SERVICE – with Fred Block

- 2.1. 2020 Memorial Service – Update of program associated with 2020 Service
- 2.2. 2021 Memorial Service – Update on program associate with 80th Anniversary Service

3. MINUTES OF PREVIOUS MEETING

Minutes of meeting held 7 September 2020 are attached.

4. REVIEW AND UPDATE OF ACTION REGISTER

Action HMAS-037 regarding plaque for the Corvettes remains outstanding.

5. CORRESPONDENCE

Correspondence from Geraldton Voluntary Tour Guides nominating a new proxy attached.
No other incoming or outgoing correspondence.

6. WARDEN AND DEPUTY WARDEN ON THE MEMORIAL 2020-22

Nominations for Warden and Deputy Warden are attached.

7. GENERAL BUSINESS

Any other business arising.

8. DATE OF NEXT MEETING

HMAS Sydney II Memorial Advisory Committee

Meeting Minutes

| | | | |
|---------------------------|---|----------------------|--------|
| Meeting Name | HMAS Sydney II Memorial Advisory Committee | Meeting No. | 4/2020 |
| Meeting Date | Monday, 7 September 2020 | Meeting Time: | 4.00pm |
| Venue | City of Greater Geraldton Civic Centre, Committee Meeting Room | | |
| Committee Members: | Cr Natasha Colliver Councillor Cr Sally Elphick Councillor Don Rolston Warden (via phone) Trevor Ralph Geraldton Voluntary Tour Guides Spike Jones Naval Association Chris Lee Director Infrastructure Services Ebony Enright City of Greater Geraldton Support Staff | | |
| Apologies: | Cr Bob Hall Councillor Cr Simon Keemink Councillor Trevor Beaver Rotary Di Gilleland Rotary (Proxy) April Herbert RSL David l'anson Geraldton Voluntary Tour Guides (Proxy) Ian Holthouse Naval Association (Proxy) | | |
| By Invitation | David Emery Manager City Precinct Team Fiona Norling Manger Community and Cultural Development Chris Edwards Project Manager, Ablution Block Construction | | |

1. WELCOME & APOLOGIES

Meeting opened at 4pm. Cr Colliver welcomed all present and noted apologies as above.
Minutes secretary confirmed a quorum was present.

2. MINUTES OF PREVIOUS MEETING

RECOMMENDED that the minutes of the HMAS Sydney II Memorial Advisory Committee meeting held on 6 July be adopted as a true and correct record of proceedings.

MOVED T Ralph **SECONDED** S Jones
CARRIED UNANIMOUSLY BY CONSENSUS

3. REVIEW AND UPDATE OF ACTION REGISTER

HMAS-037 – regarding plaque for the Corvettes.

D Rolston is in contact with President of the Corvettes Association. Will obtain relevant information to progress installation of a plaque on behalf of the Corvettes. Remains ongoing.

HMAS-062 – regarding discussion of the 2021 Memorial Service at a future Concept Forum. Presentation is scheduled for November 2020 Concept Forum.

4. 2020 MEMORIAL SERVICE – with Fiona Norling.

4.1. 2020 Memorial Service

- Service will be an online event, with a format similar to online ANZAC service held this year.
- Most segments will be pre-recorded with wreath laying between 5pm and 6pm.
- TS Morrow Cadets cannot be involved in this years' service to comply with Government instruction.
- The City is investigating additional media clips that can be incorporated such as interviews with relatives, footage from Finding Sydney, etc.
- Warden has sent requests to the Chief of Navy, CO of Sydney V and Commander Greg Swindon to record presentations.

4.2. 2021 Memorial Service – 80th Anniversary Service

- City met with Adrian Burns in August. Guest List has been developed and is with the Mayor for review. 'Save the Date; will be sent to proposed guests.
- Looking at grant opportunities to fund events associated with the anniversary. Applying for a Saluting the Service grant. Also looking at Tourism Australia funding opportunities.

5. CONSTRUCTION OF NEW ABLUTION BLOCK – with Chris Edwards

Contract awarded to GBSC; construction commenced 24 August. Hoping construction will be complete in early 2021.

The City is working with Charles Smith to obtain moulds for the pre-cast walls. Don to provide information to Chris Edwards regarding colouring of pre-cast walls.

6. CORRESPONDENCE

No incoming or outgoing correspondence.

7. CONSTRUCTION OF ADDITIONAL VISITOR FACILITIES AT THE MEMORIAL

Progress Report from Rotary on Funding for Visitor Facilities

- LotteryWest has a new set of guidelines for allocation of funding. They have requested Rotary submit an EOI be submitted for consideration.
- Applied for Saluting Their Service grant; contribution is dependent on outcome of other funding applications.

8. GENERAL BUSINESS

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

Proposed timeline for Appointment of Warden:

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|---|--------------|
| Committee Meeting to obtain a recommendation to advertise the role of Warden: | 7 September |
| Advertisement in Guardian: | 11 September |
| Nominations Close (two weeks): | 25 September |
| Committee Meeting to review nomination and make recommendation: | 29 September |
| Council endorsement of Warden's appointment | 27 October |

Noted the advertisement must include reference to appointing a Deputy Warden, as agreed by the Committee on 6 July 2020.

8.2. Use of Drones over the Memorial.

Voluntary Tour Guides have received complaints from visitors at the Memorial that drones have recorded them. The City does not have authority to control drone use – complaints can be referred to CASA or the Police.

8.3. HMAS Perth (I) Memorial

Smith Sculptors are working on Memorial for HMAS Perth (I). Information is available at www.hmasperth1memorial.com.au.

8.4. General Business

The Chair thanked the Ebony for her contribution to the Committee over the past three years, as she is now moving on to a different role in the City.

9. DATE OF NEXT MEETING

Next meeting: 29 September (to make a recommendation for the roles of Warden and Deputy Warden).

10. CLOSE

Meeting closed at 4.40pm.

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-062 | 10-Feb-20 | 7.3 2021 Memorial Services | 2021 Memorial Service to be discussed at Council Concept Forum. Added to November Concept Forum Agenda. | Chair | Complete |



Geraldton Voluntary Tour Guides Association

GVTGA (Inc)

PO Box 1378

GERALDTON WA 6531

ABN: 42 878 402 603

25th September 2020.

Cr Colliver

City of Greater Geraldton

HMAS Sydney II Advisory Committee

Dear Cr Colliver,

At the Geraldton Voluntary Tour Guides Annual General Meeting held on Monday 21st September 2020 I wish to advise you that the following members of our Association were nominated to be our representatives on the City of Greater Geraldton HMAS Sydney II Advisory Committee.

Trevor Ralph

Jeff Wheat – proxy

Trevor Ralph's details: 0418 930 135

Email: tw.ralph@node1.com.au

Jeff Wheat's details: 0408 953 631

Email: jgwheat@westnet.com.au

Regards

Mary I'Anson

GVTGA Secretary