



Commemorative Works and Memorials Policy

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1. BACKGROUND

Council recognises that appropriately designed and sited commemorative works provide an enduring reminder of events and people who have made a significant contribution or impact to the history and evolution of the City of Parramatta Local Government Area (Parramatta). The physical expression of commemorative works generally comprises plaques, memorials, gardens, trees, sculptures and statues.

*'Commemorative works such as memorials are a physical expression of prevailing ideas and beliefs within the community. As permanent features, their strength resides in the fact that they will remain constant markers to be historically located and appreciated by generations to follow.'*¹

Individuals and organisations periodically request that Council place monuments and memorials within buildings, parks and other public spaces owned or managed by Council. These memorial requests involve commemoration of individuals, organisations or events, and typically comprise plaques, murals, public artworks, gardens, trees, fountains, statues and sculptures.

2. SCOPE

This policy applies to all commemorative works and memorials within buildings, parks and other public domain under the ownership or management of Council. However, it does not apply to:

- naming of roads or parks;
- roadside memorials dedicated to victims of road fatality;
- commemorative objects in cemeteries, crematoria or burial grounds;
- signage, display boards, banners or public artworks.

¹ National Capital Authority (2002), *Guidelines for Commemorative Works in the National Capital*, p. 5.

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Owner: City Assets & Environment	Area: Recreation Facilities and Public Spaces	POL No: 074
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Amendment 1	Date of Next Review: May 2022	Review Period: every 5 years



3. PURPOSE

This policy provides a consistent approach to the provision of memorials and other commemorative works located on Council owned or managed buildings, parks and other public spaces. It is to be implemented in conjunction with related policies and guidelines that apply to the naming of streets, parks, public art and other public places.

4. POLICY

4.1 Council is committed to protecting the unique character of our parks and other public domain for the benefit of the broader Parramatta community, whilst providing opportunities for appropriately designed monuments and memorials that honour individuals, organisations or events significant to the community and place.

4.2 Commemorative works and memorials should:

- a. reflect the evolving values, ideas and aspirations of the Parramatta community and have cultural significance, that is '*aesthetic, historic, scientific or social value for past, present or future generations*' of the citizens of Parramatta.²
- b. recognise achievements, services and contributions valued by the people of Parramatta.
- c. enhance Parramatta's sense of place and increase an understanding of the diversity of Parramatta's cultural heritage, including an individual or organisation that has contributed significantly to the cultural, political or social aspects of Parramatta.
- d. relate to a demonstrated, significant and acknowledged:
 - civic-minded achievement or endeavour
 - outstanding community achievement and endeavour
 - educational or academic achievement or endeavour
 - achievement or endeavour in justice and law
 - service and sacrifice in war, or as a consequence of war, or the impact of war
 - achievement or endeavour in the visual arts or performing arts
 - literature or literary achievement or endeavour
 - achievement or endeavour in relation to governance and community service
 - achievement or endeavour in relation to sporting excellence.

² *Australia ICOMOS (1988), Charter for the conservation of places of cultural significance (The Burra Charter), p.20.*

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- 4.3 Memorial subjects need to demonstrate the significant contribution by persons, groups, organisations or events to the Parramatta community.
- 4.4 Memorials must convey the cultural and/or geographic significance to the Parramatta community of the person, organisation or event being commemorated.
- 4.5
- 4.6 Council will engage with the community in the location of the proposed memorial.
- 4.7 Memorials must be aesthetically complementary to the proposed surroundings and unique characteristics of the place and sited so as not intrude upon or damage the natural environment or otherwise create a public risk.
- 4.8 Memorials for individual/s will only be approved posthumously and a minimum of 12 months since the passing of the individual/s to be memorialised consistent with Geographical Names Board (GNB) Guidelines.
- 4.9 Private memorials will not be allowed unless in exceptional circumstances.
- 4.10 No new memorials will be considered to commemorate an individual, group, organisation or event already memorialised.
- 4.11 Council does not guarantee the retention of any plaque or memorial in perpetuity and maintains the right to remove or relocate it should the site be redeveloped or significantly changed in character.

5. DEFINITIONS

Geographical Names Board of New South Wales (GNB) - is the statutory body for naming and recording details of places and geographical names within New South Wales.

Note: The Geographical Names Act 1966, empowers the Board to assign names to places, to investigate and determine the form, spelling, meaning, pronunciation, origin and history of any geographical name and the application of such name with regard to position, extent or otherwise. A place is described in the Act as “any geographical or topographical feature or any district, division, locality, region, city, town, village, settlement or railway station or any other place within the territories and waters of the State of New South Wales but does not include any road, any local government area, urban area, county or district under the Local Government Act, electoral district or subdivision, or any school”. The Act also specifies the procedures for formalising names.

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Memorial - an object established in memory of a person or an event. A memorial object may be a plaque, sculptural or other artistic work, fountain, seat or park bench, drinking fountain, or horticultural features such as a tree.

Plaque - a flat tablet of metal, stone or other appropriate material, which includes text and/or images which commemorate a person or an event and/or provide historical text or information relevant to its location. Such a tablet is to be affixed to an object, building or pavement.

Private memorial - a memorial established in recognition of a person's life or death or an event that is not considered to be of significance to the whole Parramatta community.

Proponent - the person, group or organisation requesting approval for the establishment of a memorial.

HISTORY

- March 2002 – Adopted by Council
- May 2017 – Amended to reflect standard policy template and remove procedural components.

REFERENCES	Geographical Names Act 1966 ICOMOS Charter for Places of Cultural Significance (Burra Charter) GNB Guidelines for Determination of Place names Community Land Plans of Management Auburn Development Control Plan 2010 Parramatta Development Control Plan 2011 Holroyd Development Control Plan 2013 Hornsby Development Control Plan 2013 The Hills Development Control Plan 2012 Public Domain Guidelines
POLICIES	Asset Management Policy Public Art Policy Street Naming Policy
ATTACHMENTS	

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