



Memorials in Public Open Space Policy

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Introduction

Maribyrnong City Council is approached from time to time by members of the public and developers with a request to establish a memorial for persons or events in public open space. This Policy will give guidance to people interested in submitting a proposal and provide Council with a process and mechanism to review submissions.

The City of Maribyrnong has been and is likely to continue to be a place of significant socio demographic and cultural differences. The economic, social and cultural impacts and legacies of these diverse populations and groups at a local level is varied and can be complex.

As such, monuments to be commissioned at a local level may be significant for specific cultural, religious and special interest groups that may not be validated or adequately represented in the mainstream public realm.

Furthermore, some monuments maybe imbued with multiple meanings and interpretations that could be sensitive from a political, social or cultural perspective. Some monuments and their meaning that are deemed appropriate when initially commissioned within a particular context maybe become more problematic over time due to the changing nature of this municipality.

Given the complexities of the changing social and cultural history of the City of Maribyrnong, a Memorial Policy that provides clear guidelines for submitting a proposal and for Council to assess a proposal will ensure there is clarity around establishing and managing any future monuments.

Objectives

The Objectives Of This Policy Are To Ensure:

1. All memorial submissions follow the same criteria.
2. Only memorials that recognise a significant contribution by an individual or group to the cultural, political or social development of the City of Maribyrnong are built.
3. Memorials are appropriately located.
4. Design outcomes are appropriate.
5. Establishment of an agreed level of maintenance responsibility.
6. Protection of the amenity and particular values of public open space, while allowing appropriate memorials to be installed in public open space.

Assessment Criteria

The following criteria will guide how memorial applications are reviewed and should be used by an applicant to ensure their submission adheres to the following criteria in developing a memorial submission:

1. Level of significance of event or person(s)

The event, or person(s), must have contributed significantly to the cultural, political or social history and development of the City of Maribyrnong. The person must be deceased.

A significant anniversary of an event unique to Maribyrnong's cultural, political or social history and development.

Memorials must reflect the diverse composition of the local community and not have the potential to offend other cultural groups within the community.

No new memorial will be erected for an event or person already memorialised in Maribyrnong unless there are exceptional circumstances.

2. Cultural Assessment

Applicants are required to submit a brief history and rationale for the proposed monument including any documents, community consultation undertaken and decision making process for the proposal.

The cultural component will be assessed by Council's Arts and Culture unit and the Public Art Advisory Committee.

3. Types of memorials permitted i.e. plaque / memorial / tree

The following types of memorials will be allowed:

Plaque – A flat tablet that includes text or other images which commemorate a person or event, which is installed flush with the surrounding ground plane, rock or wall. Plaques can be either brass (3mm thick) or stainless steel (1.6mm thick). The final size of a plaque will be assessed in relation to the location and the subject matter.

Memorial – An object established in memory of a person or event.

Tree – A specific tree planted for symbolic reasons. Species and final location to be determined by Maribyrnong City Council upon request. The tree is to be planted by Council. A small plaque, nominally 100mm x 50mm can be included and installed at the base of the tree, as per above.

4. Guidelines for material selection

All materials must be robust and long lasting and be appropriate for use in public open space.

Tree species to be sourced through Maribyrnong City Council.

5. Guidelines for siting a memorial

The significance of the memorial and the site chosen must have an obvious connection.

Approval will only be granted if the memorial is consistent with the Masterplan of the site chosen.

Memorials must not diminish the existing functionality of public open space.

6. Process for approval to be led by Leisure and Open Space and may include the Public Art Advisory Panel

The process of approval will involve input from other areas of Council as required.

The approval process is expected to take 3 months.

7. Annual maintenance responsibilities are to ensure that the memorial is maintained to a high standard and not decay through time

The group or person submitting the memorial application will be required to ensure that the new memorial is kept free of graffiti and to rectify any damage as a result of vandalism.

Applicants must submit contact details and a maintenance plan as part of their submission. Any approval given will clarify ongoing maintenance requirements, which will be depended on the type of memorial proposed.

8. Decommissioning a memorial

Maribyrnong City Council will ensure that the memorial is kept in its initial location for at least 5 years and can relocate the memorial after this period, if required.

Maribyrnong City Council may decommission a memorial prior to five years on the following basis:

- A. High levels of community anxiety and negative feedback
- B. Changes to the open space environment that may impact negatively on the monument
- C. At the request of the applicant (at no cost to MCC)
- D. Where the level of significance may have waned considerably

- E. Where other Government instrumentalities compulsorily acquire the land where the monument is sited.

Assessment process for a memorial submission

- 1.** Applicants are required to submit plans, drawings or sketches to sufficiently convey the form or type of memorial they wish to install. Any text to be used must be included in the submission. This is not required for trees.

All applications must submit sufficient responses to all the above criteria and be submitted to Council's Open Space Coordinator.
- 2.** On receipt of a submission, the proposal will be assessed and a recommendation made to Council for approval or non-approval. The applicant will be advised of the final outcome and will be kept informed of the status of the assessment process.
- 3.** Once approved, an agreed installation date is to be confirmed. Applicants will be responsible for organising installation of the memorial and will need to follow installation guidelines as required by Council.
- 4.** The completed installation will be inspected to provide final approval of the installation.
- 5.** A register of all new memorials will be kept.