

# Memorial Policy

## Policy No. 0048.100.E.R

### 1 Purpose

The purpose of a memorial is to create a sense of place or provide a location where people can be remembered. The public land on which memorials are placed is an important community resource. Both memorial and location must be carefully considered to ensure a positive impact is achieved in these spaces for the community.

### 2 Scope

This policy is specific to memorials on land under the care, control, and management of City of Darwin.

This Policy applies to memorial requests proposed on public land within the City of Darwin for:

- plaques on the Darwin Cenotaph Civilian Memorial Wall
- requests for a new park seat on concrete base with plaque set in concrete, and
- requests for a new tree in a park with a plaque set in concrete near the trunk.

This policy does not include roadside memorials commemorating a road fatality. City of Darwin applies the Northern Territory Government's Memorials in the Road Reserve Policy to roadside memorials within the City of Darwin.

This policy does not apply to:

- memorials for events regarded as being of national significance
- memorials and remains regulated to be in cemeteries, crematoria, or burial grounds
- heritage plaques
- foundation stones
- plaques associated with existing public assets, such as park seats, playground equipment or trees
- memorial requests for the CBD, Bicentennial Park and Mindil Beach Reserve, these are considered separately by Council, or
- memorials for pets which are excluded on public land.

### 3 Policy statement

This policy is specific to memorials on land under the care, control, and management of City of Darwin, but excluding roadsides.

The key policy objectives are:

- City of Darwin will consider requests from individuals, community groups and organisations to erect memorials.
- Memorials must recognise local people, organisations, community groups, places, and/or events.
- City of Darwin assess memorial applications to ensure appropriate strategic placement, social context, content, materiality, and maintenance criteria.
- City of Darwin will assess applications in a timely manner.
- City of Darwin reserves the right to remove a memorial if there is social, safety or environmental change for the content or context of the memorial and it no longer reflects the criteria in which it was approved.
- City of Darwin will make every effort to contact applicants prior to the removal of a memorial.
- The applicant will pay all costs associated with the memorial.

### 3.1 Criteria

City of Darwin’s Memorial Policy establishes the criteria to assess applications from individuals, community groups, and organisations wishing to formally recognise local people, organisations, community groups, places, and/or events, in the form of a plaque on a memorial wall, seat with plaque, or tree with plaque.

Applications for memorial plaques are assessed by City of Darwin on all criteria below:

- the location of memorials and their proximity to other memorials or culturally significant sites
- inclusive and respectful delivery of the memorial message, compatible with the
- social and natural environment in which the memorial is placed
- relevance to the local community regarding content and significance
- evidence of community consultation and support for the memorial
- safety, quality, and durability of the memorial materials, and
- ongoing security and maintenance requirements.

### 3.2 Types of memorials permitted

**Plaques on the Darwin Cenotaph Civilian Memorial Wall:** In recognition of the significant role that civilians played during the Bombing of Darwin, City of Darwin has a civilian memorial wall to honour their contribution. The Darwin Cenotaph Civilian Memorial Wall is located within Bicentennial Park, along The Esplanade in the cenotaph area, adjacent to the eternal flame. Refer to City of Darwin Memorials Procedure for eligibility requirements. The applicant will pay all costs associated with the memorial.

**Memorial Seat:** The seat type and location will be discussed with the applicant but will ultimately be selected by City of Darwin in accordance with the quality and type of infrastructure that is existing in the park.

The memorial seat and plaque will be a seat, bench, or other suitable installation, fixed to a concrete pad, or alternatively approved plinth, with a bronze plaque no larger than 150 mm x 100 mm fixed to the concrete pad at the front of the seat. The applicant will pay all costs associated with the memorial.

Version:	Decision Number:	Adoption Date:	Next Review Date:
2	ORD379/22	26 July 2022	26 July 2026

**Responsible Officer: General Manager Community**

*Electronic version current. Uncontrolled copy valid only at time of printing.*

**Memorial tree:** The location of a tree and their species will be discussed with the applicant but ultimately selected by City of Darwin with advanced trees being the preferred option. The memorial tree and plaque will be a single tree supplied and installed by City of Darwin with a suitable mulch ring. Irrigation will be provided to the tree. The memorial tree will include a single bronze plaque no larger than 150 mm x 100 mm fixed to a concrete plinth at the front of the tree within the mulch ring. The applicant will pay all costs associated with the memorial.

## 4 Definitions

**Memorial:** A form of recognition of local people, organisations, community groups, places, and/or events.

**Public land available for memorials** includes parks and reserves owned by City of Darwin and excludes the CBD, Bicentennial Park and Mindil Beach Reserve.

## 5 Legislative references

*Local Government Act 2019 (NT)*

## 6 Procedures / related documents

Application for Memorials

8860.010.I.R Memorial Procedure

Northern Territory Government's Memorials in the Road Reserve Policy

## 7 Responsibility / application

The General Manager Community is responsible for ensuring this policy is understood and observed.

This policy provides the power to delegated City of Darwin Officers to assess and approve memorial plaques.