



George Town Council

Guidelines for Community and Private Memorial Donations

Introduction

Council welcomes requests from individuals for approval to make Community or Private Memorial Donations to the community of George Town which enhance the amenity of the built environment on land under the care and control of Council.

Scope of the Guidelines

These guidelines relate to community donations involving any approved item which is of use to the public and improves the amenity of public areas as well as private memorial donations which may involve the provision of Council seats and tables or other approved items upon which a small interpretive plaque may be placed in remembrance of a deceased community member, next of kin or relative.

The scope of the Guidelines specifically relates to Council land, or land under the care and control of Council.

Objectives

- To establish equitable selection criteria for the construction and placement of privately donated memorial Council seats, tables or other items on Council land within the George Town local municipality, or on land under the care and control of Council.
- To regulate the standard and maintenance of privately donated memorial Council seats, tables or other items on Council land within the George Town local municipality, or on land under the care and control of Council.
- To establish specific criteria for the donation and allocation of funds from community members for the purpose of construction, placement and maintenance of specified privately donated memorial Council seats, tables or other items on Council land within the George Town municipality, or on land under the care and control of Council.
- To provide the community with a standardised method of commemorating through community donation, deceased community members who have contributed significantly to and / or have lived for an extended period of time in the George Town area.

Criteria

Applications to make a community or memorial donation to the community of George Town involving the placement of items on Council land, or land under the care and control of Council, shall be considered only where:

- An appropriate application form has been submitted directly by the donor for approval.
- The donor has signed the application form agreeing to comply with the conditions within these guidelines.
- Privately donated memorial Council seats, tables or other approved items must be in recognition of a community member who has contributed significantly to and / or has lived for an extended period of time in the George Town municipality.
- The applicant has provided an explanation of the significance and relationship to the requested site in support of the application.
- The applicant has nominated an alternative preferred site.
- The limit of such memorials in the requested location(s) has not been reached. Council reserves the right to close locations for further memorials.
- Privately donated memorial Council seats, tables or other approved items are in accordance with Council's specifications.
- The proposed donation covers all costs associated with the purchase and installation of the nominated item, including standard fixed cost items such as Council seats and tables.
- If required by the applicant, an approved standard size metal memorial plaque is provided to Council to be affixed to or adjacent to the privately donated memorial Council seats, tables or other approved items.

Requirements

- Privately donated memorial Council seats, tables or other approved items covered under these guidelines shall remain the property of the George Town Council and will be reasonably maintained by Council against normal wear and tear.
- Council retains the right to remove, relocate or modify privately donated seats; tables and other park furniture covered under these guidelines if it is deemed necessary in order to effectively preserve and/or maintain the item.
- Council reserves the right to remove and relocate the donated item if the long term management of the item is physically or financially unachievable or landscape modification is planned or has occurred.
- In any instance where relocation of the item is required, Council will make every effort to consult the donor or direct descendants thereof to assess the suitability of the proposed new location.
- All communication must be directly between the applicant and the General Manager.
- Council will not accept application for a community or memorial donation from a third party representative.

Approval Process

- Council will give consideration to all applications received, taking in regard the above criteria.
- Following approval of an application, an invoice will be issued for the items to be donated, as nominated on the application form or by agreement with the applicant.
- Upon receipt of payment, Council will undertake to install the donated item within one calendar month (subject to stock availability).



George Town Council –
Commemorative Seat

George Town Council – Commemorative
Seat and Table Set

