



PITTWATER COUNCIL

Policy – No 157	Adopted:	OM: 20.06.2005
	Reviewed:	OM: 05.08.2013
	Amended:	OM: 17.10.2011
	Revoked:	

TITLE:	PLAQUES IN PARKS AND RESERVES
STRATEGY:	Building Communities Recreation Management
BUSINESS UNIT:	Reserves, Recreation & Building Services
RELEVANT LEGISLATION:	None
RELATED POLICIES:	None

Objective:

1. To control and regulate the placement of plaques in Council reserves.
2. To provide clear guidelines for the approval of applications for the installation of memorial plaques in Council controlled reserves within Pittwater.

Policy Statement:

That requests for memorial and commemorative plaques in reserve be administered as follows:

- (a) Applications for plaques be assessed and to be located on land owned by Council or under care, control and management of Council.
- (b) Prior to the installation of each plaque within the Pittwater local government area on Council controlled land, the applicant must apply for and if approved be granted written permission by Council for the location of each plaque. All applications should include an acceptable plan indicating the proposed location of the plaque.
- (c) Once Council approval is granted, reply will be made in writing with quotation of installation of a plaque and any other associated infrastructure.

The cost of installation will be renewed annually in accordance with the fees and charges schedule outlined in the adopted management plan for Council.

- (d) Stainless steel plaques must be supplied by the applicant (at a cost to the applicant) and made to a size of 150mm wide x 75mm high with black inscription (no raised lettering is allowed).

- (e) Councils Reserves & Recreation Manager shall determine the number of plaques, which may be located within any given area.
- (f) A register of all plaques shall be kept by Council.