



Infrastructure Policies

4.10 Memorial Policy

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Purpose

The purpose of this policy is to provide guidelines on the provision of Closed-Circuit Television (CCTV) by the Shire to assist in the safety and enjoyment of residents, visitors and staff within the Shire of Peppermint Grove.

Status

Policy

The Shire permits the installation of memorial plaques for residents of the Shire, subject to the approval of the Chief Executive Officer. Applicants will need to complete the 'Request for a Memorial Plaque Form.'

Related Procedure

**Amendment
Authority Level**

Related Delegation

**Related Local
Law/Legislation**

Adopted/Amended Amended July 2023

Review History July 2025



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Reviewed

November 2019

November 2015

June 2024

Request for Memorial Plaque at Freshwater Bay

To apply for a memorial plaque to be placed on the memorial wall at Fresh Water Bay Foreshore, complete the application form attached. To be eligible:

1. The person(s) named on the plaque is/are to be deceased and is/are to have contributed to or lived in the Shire of Peppermint Grove for a minimum of 10 years, unless there are extenuating circumstances.
2. The applicant is to complete the application form and submit it to the Shire of Peppermint Grove for approval.
3. The application will be assessed by the Chief Executive Officer. If approved, the applicant will be contacted for payment. The fee is set annually in the Shire's Schedule of Fees and Charges.
4. There will be no charge for the affixing of the Commemorative plaque, however the cost of its removal and/or replacement will be charged to the applicant.
5. The Shire reserves the right to remove a plaque without notice at any time for any reason



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Memorial Plaque Application

Name

Address:

Phone number

Email

Name of the person (s) the plaque is commemorating:

Has the person on the plaque lived in the shire of 10 years?

What was their address in Peppermint Grove:

If not a resident how has the person name contributed to the Shire?

Text to be displayed on the plaque is to be limited to 100 letters, and an example is provided as follows:

*In Fondest Memory of (Name of Deceased),
November 6, 1950 to March 20, 2020
A dedicated father and friend.*



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The proposed text to be displayed is:

The plaques will all be a standard size and material using a uniform layout and font. their positioning on the memorial wall, will be at the discretion of the Shire. The Shire reserves the right to remove a plaque at any time for any reason.

I hereby agree to the Shire of Peppermint Grove's conditions.

The contact details of the person responsible for the ongoing maintenance of the plaque is:

Name

Address

Phone Number

Email

Signature