



**GEORGES
RIVER
COUNCIL**

HISTORICAL MARKERS POLICY

September 2017

POLICY ADMINISTRATION

Dates	Policy approved 04/09/2017 This policy is effective upon its approval. Policy is due for review September 2021
Approved by	Council Meeting 04/09/2017 Council Resolution CCL207-17
Exhibition Period	4 July – 18 July 2017
Policy Owner	Manager, Community and Cultural Development, Community and Culture
Related Documents	Georges River Council Graffiti and Posters Policy Georges River Council Place Naming Policy
References & Legislation	N/A
Document Identifier	Policy #: Pol-031.01 Doc #: D17/88857
Breaches of Policy	Breaches of any policy will be dealt with and responded to in accordance with adopted codes and/or relevant legislation.
Record Keeping	All documents and information obtained in relation to the implementation of this policy will be kept in accordance with the NSW State Records Act 1998, Georges River Council's Corporate Records Policy and adopted internal procedures.

PURPOSE

This Policy provides a consistent, accurate and transparent approach to the installation of historical markers in the Georges River Local Government Area (LGA).

It has been developed in response to community requests to mark places of historical and cultural importance in the LGA through plaques or interpretative signage (referred to as historical markers).

Through the application of this Policy, Georges River Council (Council) will develop, maintain and promote a cohesive open air archive of historical markers for the benefit of the community and visitors to the area.

SCOPE

This Policy applies to public buildings and public spaces. It applies to privately owned buildings in the public domain only if approval is given by the building owner.

This Policy does not apply to naming plaques (such as those commissioned by Council when a new facility is opened), memorials, public art, display boards or other signage as installed by Council from time to time. It also does not apply to signage installed and funded by individual owners on private buildings or businesses.

Installation of historical markers under this Policy does not indicate or imply that a site is of heritage significance.

DEFINITION OF TERMS

Term	Meaning
<i>Historical Marker</i>	A plaque installed by Council at an approved location containing key information about the site's historical importance.

POLICY STATEMENT

1. Rationale for a Historical Markers program

- 1.1 The Georges River LGA is an important commercial, transport, environmental, medical and educational district with numerous sites of natural and cultural history and heritage and local historical significance.
- 1.2 An Historical Markers program, as guided by this Policy:
 - a. Creates awareness of the history, heritage and cultural identity of the Georges River LGA to build a strong sense of identity and belonging in the community;
 - b. Marks historically important places in the local area;

- c. Is an historical resource and open-air archive which provides multi-dimensional and ongoing opportunities for community engagement with the local area;
- d. Provides a transparent and cohesive framework for the selection of sites to be marked;
- e. Ensures a cohesive, accurate and consistent style of signage.

2. Nomination, assessment and selection of sites for Historical Markers

- 2.1 Each financial year, Council will fund up to five sites for historical markers nominated by community members, community organisations, Councillors or Council staff, through an annual application process. To be considered, applications must meet one or more of the criteria listed below.
- 2.2 Applications for sites are assessed and checked for accuracy by Council staff and Council's Independent Heritage Consultant.
- 2.3 Up to five sites for historical markers will be proposed for selection, with the aim to, wherever possible, allocate signage evenly across all Wards.
- 2.4 Applications must demonstrate that the site is of cultural or natural importance to the Georges River LGA, NSW or Australia and meets one or more of the following criteria:
 - a. has a strong or special association with the life or work of a person, or group of people;
 - b. has a strong or special association with a particular community or cultural group;
 - c. marks and contributes to an understanding of the area's cultural or natural history;
 - d. demonstrates special characteristics of a cultural or natural place.
- 2.5 Sites with existing historical markers will not be considered for new historical markers, however existing markers may be put forward as recommendations for conservation.
- 2.6 Any existing historical markers cannot be taken as a precedent for future approvals.
- 2.7 If an existing marker needs to be removed, it will be relocated as close as possible to the original site.

3. Approval

- 3.1 Each year Council will select and approve up to five sites for historical markers. The details of the sites will go on public exhibition to allow for community feedback.

- 3.2 Submissions received during the public exhibition period will be reviewed by the selection panel and recommendations reported to the General Manager.
- 3.3 The General Manager will give approval for the selected sites and refer to the Ward Councillors for information.

4. Historical Marker plaque design and placement

- 4.1 A plaque design with a consistent and identifiable style and Georges River Council branding will be selected. The plaque will take the form of what is known as a marker, rather than interpretative signage.
- 4.2 All historical markers under this Policy must follow the agreed design.
- 4.3 The location and placement of the plaques will be made in consultation with Council's Independent Heritage Consultant.

5. Historical Markers information management

- 5.1 Council will create and maintain an inventory and a range of information resources to accompany the open-air archive of historical markers. While the historical marker itself remains a static marker of places of cultural or natural importance, the way information is conveyed about it evolves over time. Council can respond flexibly to these opportunities to facilitate access, education and engagement by the community and visitors.
- 5.2 These resources will be maintained and updated by Council as appropriate and may include local history resources, walking tours, online listings, references, resources and links and other communication materials and opportunities as appropriate and available.

RESPONSIBILITIES

Position	Responsibility
Manager Community and Cultural Development	<ul style="list-style-type: none"> • Manage application process • Representation on assessment panel (through Cultural Services/Community Development staff) • Provide specialist research for information to accompany existing and future historical markers • Facilitate use of historical markers in Museum & Gallery and Community Development programs • Undertake and manage inventory of (existing and future) historical markers through Hurstville Museum & Gallery
Manager Library Services	<ul style="list-style-type: none"> • Provide specialist research for historical accuracy of applications, and for information to accompany existing and future historical markers • Representation on assessment panel (through Library/Local

	Studies staff) <ul style="list-style-type: none"> • Facilitate use of historical markers in Library programs
Manager Strategic Planning	<ul style="list-style-type: none"> • Representation on assessment panel (through Heritage Officer and/or Independent Heritage Consultant) • Advise on placement of marker on buildings of heritage significance

VERSION CONTROL AND CHANGE HISTORY

Version	Amendment Details	Policy Owner	Period Active
1.0	Complete new Georges River Council Historical Markers Policy	Manager, Community and Cultural Development	04/09/2017
2.0	Amendment to Georges River Council Historical Markers Policy	Manager, Community and Cultural Development	