

Memorials in Public Reserves Policy

City Policy

Responsible Directorate: Infrastructure Services

Objective: To provide guidance on the installation of memorials in public reserves within the City of Joondalup

1. Statement:

The City acknowledges the use of memorials as a means of assisting people to grieve for loved ones and to honour the past contributions of deceased persons within their local communities.

Notwithstanding the above, it is also recognised that the installation of memorials within public open spaces must be managed in a way so as to maintain local amenity, ensure the safety of residents and minimise maintenance requirements.

It is the City's position that persons be encouraged to install memorials within designated memorial facilities (e.g.: cemeteries). However, applications for the installation of memorials in public reserves within the City may be considered in accordance with the conditions of this Policy.

2. Details:

2.1. General Conditions:

Memorials in public reserves within the City of Joondalup are limited to temporary memorials for people who have died in tragic circumstances or permanent memorials for persons who have contributed significantly to the local Joondalup community, as approved by Council.

2.2. Conditions for Temporary Memorials:

2.2.1. Applicants:

- a. Family members may apply to the City for the installation of a temporary memorial for a deceased person who has resided in the City of Joondalup.

Family member means a parent, grandparent, brother, sister, uncle, aunt, nephew, niece, cousin, spouse, defacto partner or child of the deceased person.

- b. Only one memorial per deceased person may be applied for.

2.2.2. Locations:

- a. Memorials may only be placed in Crown Land that is vested in the management of the City and is reserved for the purposes of recreation, public open space or road reserves.
- b. Memorials must be contained within an existing garden bed area or integrated with an existing tree.
- c. Memorials can only be placed where there is minimal impact.

2.2.3. Design and Specifications:

- a. Temporary memorials permit items such as flowers, crosses, toys and notes to be placed on a site for a period of up to 12 months after the date of notification to the deceased's family from the City's Chief Executive Officer.
- b. Approval for the design and location of the memorial must be obtained from the City's Chief Executive Officer.

2.2.4. Maintenance:

- a. Applicants are responsible for the ongoing maintenance of their memorial, including, but not limited to, graffiti and weed removal.

2.2.5. Memorial Removal:

- a. Should, for any reason, an installed memorial become disturbed through works, either by the City or by external contractors working for another Government Department or Agency, the memorial shall be removed at the expense of the party undertaking the works and returned to the family of the deceased. Subject to Chief Executive Officer's approval, the memorial may be reinstalled, if appropriate, in the same location or installed in another location nearby.
- b. Should the ongoing maintenance of a temporary memorial become neglected, the City reserves the right to remove the memorial and return if practicable it to the family of the deceased.
- c. The City will contact the deceased's family prior to the completion of the agreed period to arrange for the memorial's removal or transferral.

2.3. Conditions for Permanent Memorials:

2.3.1. Applicants:

- a. Community members and groups may seek the installation of a permanent memorial for persons who have contributed significantly to the local Joondalup community. However, applications for such memorials must be supported by family members of the deceased.
- b. Only one memorial per deceased person may be applied for.
- c. Applications for a permanent memorial may only be applied for where the individual has been deceased for at least one year, to allow for appropriate development of historical perspective. Temporary memorials may be supported in the interim period.
- d. All eligible applications must be considered and approved by Council.
- e. Applications will be considered on a variety of factors. Factors may include, but are not limited to the following:
 - i. Length of time contributed to a cause/s or service/s within the local community
 - ii. Level of impact of the contributions to the local community and any sustained outcomes achieved
 - iii. Capacity in which contributions were made (volunteer or paid positions)
 - iv. Connection or association to a particular location in which the memorial is being requested for installation
 - v. Demonstrated support for the application from the family, external organisations and other relevant parties

Note: These are not deemed as criteria that must be met, but rather a range of information that will assist Council in the application process.

2.3.2. Locations:

- b. Memorials may only be installed in Crown Land that is vested in the management of the City and is reserved for the purposes of recreation, public open space or road reserves.
- c. Memorials can only be installed where there is minimal impact on the local amenity and surrounding residents.
- d. Memorials may take the following forms:
 - i. In-ground memorial plaque contained within an existing garden bed area or integrated with an existing tree (see Figure 1).

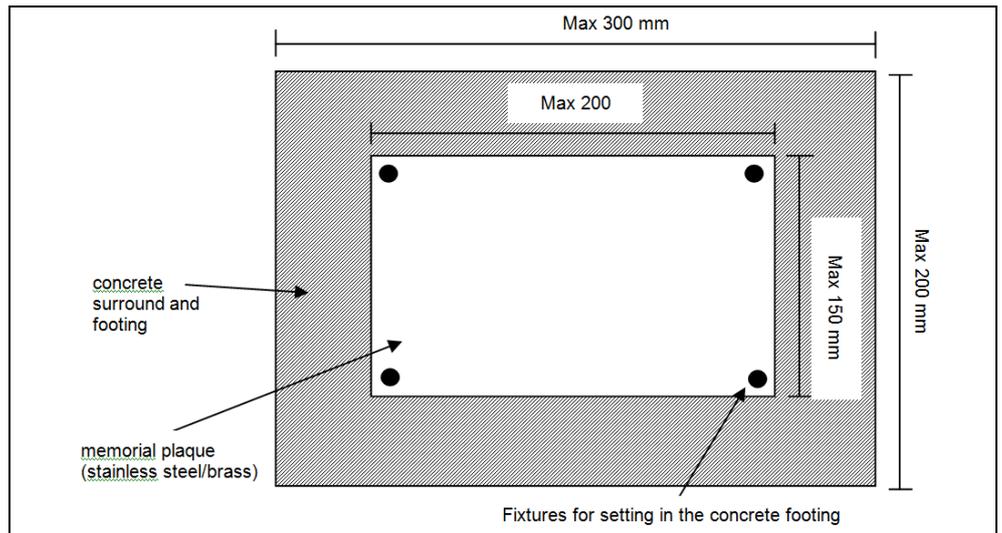


Figure 1. In-ground memorial plaque

- ii. Bench, that conforms to the City’s street furniture standard, with integrated plaque located within a City managed reserve.

2.3.3. Design and Specifications:

- a. The design and specifications for permanent memorials will be considered on a case-by-case basis.
- b. All memorials must be purchased and supplied by the applicants or by individuals/groups who have agreed to fund the cost of purchasing the memorial on behalf of the deceased’s family.

2.3.4. Maintenance:

- a. Applicants are responsible for the ongoing maintenance of their memorial, including, but not limited to, graffiti and weed removal.

2.3.5. Memorial Removal:

- a. Should, for any reason, an installed memorial become disturbed through works, either by the City or by external contractors working for another Government Department or Agency, the memorial shall be removed at the expense of the party undertaking the works and returned to the family of the deceased. Subject to Chief Executive Officer’s approval, the memorial may be reinstalled, if appropriate, in the same location or installed in another location nearby.
- b. Should the ongoing maintenance of an installed memorial become neglected, the City reserves the right to remove the memorial and return it to the family of the deceased. Reinstalling the memorial will require a recommencement of the application process.
- c. Should, for any reason, the family of the deceased seek the removal of an installed memorial, an application from the family must be submitted to the City for officers to remove the memorial and return it to the family.

2.4. Temporary Memorials:

Members of the deceased's family who originally applied for a temporary memorial may also apply for a permanent memorial. The determination of the approval still remains with Council.

Creation Date: December 2009
Amendments: CJ093-05/12, CJ228-12/16
Related Documentation: *N/A*

Naming of Public Facilities Policy

City Policy

Responsible Directorate: Planning and Community Development

Objective: To guide the process for naming of public facilities.

1. Statement:

The City supports a consistent approach to the naming of public facilities within its district which is guided by State Government standards. As such, the naming of all City streets, reserves and buildings shall be in accordance with Landgate's *Policies and Standards for Geographical Naming in Western Australia*.

2. Details:

2.1. Parks and Reserves:

Parks and reserves shall be named after an adjacent boundary road, where possible, to facilitate ease of identification.

2.2. Buildings and Facilities:

Buildings and facilities shall be named after the locality in which they reside or after an adjacent road, where possible, to facilitate ease of identification.

2.3. Exceptions:

Notwithstanding the approach outlined above, exceptions may be permitted with the prior approval of Council.

Creation Date: June 1999

Amendments: CJ093-05/12, CJ027-02/18

Related Documentation: • *Policies and Standards for Geographical Naming in Western Australia*.

ORIGINAL LAND HOLDINGS



Historical Shenton
land parcels

Blackthorn Park

Parin Park

Historical Parin
land parcels



Minister for Transport; Planning; Lands

Our Ref: 72-01692

Mr Troy Pickard
Mayor
City of Joondalup
PO Box 21
JOONDALUP WA 6919

City of Joondalup Record:DOCUMENT REGISTRATION
INW REF: INW17/11661
CONTAINER: 49279
ALT CONTAINERS: 39658
DATE RECEIVED: 04-07-2017
RESPONSIBILITY: MAYOR Inwards Mail
ACTION: ASSIGNED - No Written response. Must record action
NOTES: ORIGINAL TO MAYOR

Dear Mr Pickard

PROPOSED RENAMING OF PARIN PARK AND BLACKTHORN PARK

Thank you for your letter dated 1 May 2017 seeking support for the renaming of Parin Park to Homestead Park and Blackthorn Park to Parin Pioneer Park in Greenwood.

From consultation with Landgate there are sufficient grounds to support the names Homestead Park and Parin Pioneer Park. This recognises the City's support for the name change, the contribution of the Parin family to the area and the City's proposed development of an historical precinct on the larger and more prominent park.

While I am pleased to support the names Homestead Park and Parin Pioneer Park, this does involve the renaming of two local parks and my support is conditional on consultation being conducted with the immediate community. As outlined in section 1.7 of the 'Policies and Standards for Geographical Naming in Western Australia' any proposal requesting the renaming of an existing name or any new naming proposal must include evidence of consultation with the local community. Provided consultation occurs and favourable community feedback is received I would support the rename request.

Landgate concur with this assessment and I ask that you liaise directly with Landgate's Geographic Names section on the required consultation and finalisation of the renaming. Please contact Mr Glenn Christie, Consultant, Geographic Names and Address, Landgate on 9273 9311.

Yours sincerely

**HON RITA SAFFIOTI MLA
MINISTER FOR LANDS**

28 JUN 2017

Community Engagement Plan

Park Name Change Proposal — Blackthorn Park and Parin Park, Greenwood

Purpose of engagement:

To determine the local community's level of support to change the names of the following parks:

- Blackthorn Park, Greenwood to "Parin Pioneer Park"
- Parin Park, Greenwood to "Ten Mile Peg Park"

Background:

In February 2015, the City received a request to install a memorial at Parin Park to showcase the historical location of the Parin landholding. This request included a park bench, drinking fountain, picnic bench and an arbour to commemorate the late John Erik Parin.

In February 2016, the requestee met with Elected Members and discussed that the memorial would be better suited to Blackthorn Park as it was larger and more aesthetically pleasing. In May 2017, a letter was sent to the Minister for Lands requesting to change the name of Blackthorn Park to "Parin Pioneer Park" and Parin Park to "Homestead Park". Response from the Minister for Lands indicated that support for the renaming of the parks was "conditional on consultation being conducted with the immediate community" and was dependent on whether "favourable community feedback was received to support the rename request". After being advised of this outcome, the requestee put forward an alternative suggestion that Parin Park be renamed "Ten Mile Peg Park" instead (replacing "Homestead Park").

Summary of project/proposal:

The proposed park name changes aim to recognise the Parin family as one of the early European settler families within the City of Joondalup. Should the City receive community support for changing the park names, an application will be made to Landgate.

Note that the screening of the southern sump and the installation of a nature playspace in Blackthorn Park is scheduled within the City's 2017/18–2018/19 Capital Works Program, and will be progressed regardless of the proposed name change.

What do you want to achieve from the community engagement?

- | | |
|---|--|
| <input type="checkbox"/> Gathering information | <input type="checkbox"/> Identifying need(s) |
| <input type="checkbox"/> Obtaining local knowledge | <input type="checkbox"/> Validating research/data |
| <input checked="" type="checkbox"/> Obtaining feedback on activity/proposal | <input type="checkbox"/> Seeking guidance/direction |
| <input type="checkbox"/> Obtaining feedback on draft plan/document | <input type="checkbox"/> Educating community members |
| <input type="checkbox"/> Other:
..... | |

Is there a statutory/legal requirement to engage?

- Yes No

Planned start and end dates:

Start: Wednesday 18 April 2018

End: Friday 18 May 2018

Budget for engagement:

\$ 3,000

Key messages to the community:

- The City acknowledges and celebrates its local history.
- The City needs to determine the level of community support for changing the names of the parks.
- Should the community and Council support the name changes, an application will be made to Landgate.

Target audience/stakeholders:

- | | |
|--|--|
| <input checked="" type="checkbox"/> General community/residents/ratepayers | <input type="checkbox"/> Local businesses |
| <input type="checkbox"/> Young people | <input type="checkbox"/> Industry groups/peak bodies |
| <input type="checkbox"/> Seniors | <input type="checkbox"/> Local schools/educational institutions |
| <input type="checkbox"/> Community groups/sporting clubs | <input type="checkbox"/> Media |
| <input type="checkbox"/> Faith/religious groups | <input type="checkbox"/> Other local governments |
| <input type="checkbox"/> Environmental/friends' groups | <input type="checkbox"/> State government(s) |
| <input checked="" type="checkbox"/> Resident/ratepayer groups | <input type="checkbox"/> Federal government |
| <input type="checkbox"/> Parents' groups | <input checked="" type="checkbox"/> Parliamentarians/politicians |
| <input type="checkbox"/> Culturally and linguistically diverse people | <input type="checkbox"/> City of Joondalup Elected Members |
| <input type="checkbox"/> People with disability | <input type="checkbox"/> City of Joondalup Executive |
| <input type="checkbox"/> Aboriginal and Torres Strait Islander people | <input type="checkbox"/> City of Joondalup staff |

Specific stakeholders:

- Kingsley and Greenwood Residents Association (KAGRA) Inc
- Community Engagement Network members residing in Greenwood
- Mrs Jessica Mary Christine Stojkovski MLA, Member for Kingsley
- Ms Margaret Quirk MLA, Member for Girrawheen
- Hon Tjorn Sibma MLC, Member for North Metropolitan Region WA
- Hon Michael Mischin MLC, Member for North Metropolitan Region WA
- Hon Peter Collier MLC, Member for North Metropolitan Region WA
- Hon Martin Pritchard MLC, Member for North Metropolitan Region WA
- Hon Alannah MacTiernan MLC, Member for North Metropolitan Region WA
- Hon Alison Xamon MLC, Member for North Metropolitan Region WA
- Dr Anne Aly MP, Member for Cowan WA

Areas/location are to be targeted as part of the engagement:

- | | | |
|---|---|---|
| <input type="checkbox"/> No area/location targeted (issue-specific) | <input type="checkbox"/> South Ward | <input type="checkbox"/> South-East Ward |
| <input type="checkbox"/> Whole of City | <input type="checkbox"/> Duncraig | <input checked="" type="checkbox"/> Greenwood |
| <input checked="" type="checkbox"/> Radius around: | <input type="checkbox"/> Marmion | <input type="checkbox"/> Kingsley |
| Parin Park (500 m) | <input type="checkbox"/> Warwick | <input type="checkbox"/> Central Ward |
| Blackthorn Park (500 m) | <input type="checkbox"/> South-West Ward | <input type="checkbox"/> Beldon |
| <input checked="" type="checkbox"/> Other: | <input type="checkbox"/> Hillarys | <input type="checkbox"/> Craigie |
| Visitors to Parin and Blackthorn Parks | <input type="checkbox"/> Padbury | <input type="checkbox"/> Kallaroo |
| | <input type="checkbox"/> Sorrento | <input type="checkbox"/> Woodvale |
| | <input type="checkbox"/> North Central Ward | <input type="checkbox"/> North Ward |
| | <input type="checkbox"/> Connolly | <input type="checkbox"/> Burns Beach |
| | <input type="checkbox"/> Edgewater | <input type="checkbox"/> Currambine |
| | <input type="checkbox"/> Heathridge | <input type="checkbox"/> Iluka |
| | <input type="checkbox"/> Mullaloo | <input type="checkbox"/> Joondalup |
| | <input type="checkbox"/> Ocean Reef | <input type="checkbox"/> Kinross |

Expected/desired number of participants?

- | | | |
|----------------------------------|------------------------------------|---|
| <input type="checkbox"/> <50 | <input type="checkbox"/> 50-100 | <input checked="" type="checkbox"/> 101-200 |
| <input type="checkbox"/> 201-500 | <input type="checkbox"/> 501-1,000 | <input type="checkbox"/> >1,000 |

Engagement methods:

- | | | |
|---|--|---|
| <input type="checkbox"/> Focus group(s) | <input type="checkbox"/> Interview(s) | <input type="checkbox"/> Phone questionnaire (CATI) |
| <input type="checkbox"/> Forum(s)/workshop(s) | <input type="checkbox"/> Meeting(s) | <input type="checkbox"/> Other: |
| <input checked="" type="checkbox"/> Hard-copy questionnaire | <input checked="" type="checkbox"/> Online questionnaire | |

Description:

- Online questionnaire preferred with hard-copy available on request.

Communication methods:

Direct communication:

- Email
- Letter
- Telephone call

Print communication:

- Banner
- Brochure
- Flyer
- Frequently Asked Questions
- Joondalup Voice
- Media release
- Newspaper advertisement
- Poster
- Public notice
- Signage

Online communication:

- eNewsletter
- Facebook advertisement
- Facebook post
- Google advertising
- Twitter advertisement
- Twitter post
- Website (engagement page)
- Website (hero image)
- YouTube advertisement
- YouTube video

Electronic Communication:

- Electronic display boards
- Telephone hold message
- Television advertisement
- Twin Cities Radio

Miscellaneous:

- Bench advertising (street)
- Bin advertising
- Bus stop advertising
- On-site meeting/listening post
- Shopping centre pop-up
- Special event/launch
- Other:

.....

Description:

- Letter — sent to all residents and ratepayers living or owning property within a 500 metre radii of both Parin Park and Blackthorn Park advising them of the engagement and directing them to the online questionnaire.
- Letter — sent to local State and Federal members whose electorate boundaries cover Parin and Blackthorn Parks
- Frequently Asked Questions (available on the City’s website) — sent to all residents and ratepayers living or owning property within a 500 metre radii of both Parin Park and Blackthorn Park and local State and Federal Members whose electorate boundaries cover Park and Blackthorn Parks, answering questions about the proposed park name changes.
- Email — sent through the Community Engagement Network advising of engagement and directing them to the online questionnaire.
- Webpage under the “Community Engagement” section of the City’s website — providing details of the engagement and linking users to the online questionnaire.
- Hero image on the homepage of the City’s website — advising visitors of the engagement and directly them to the online questionnaire.
- Facebook post — advising the general community of the engagement and directing them to the online questionnaire.
- Joondalup Voice segment — advising general community of the engagement and directing them to the website.
- Media release uploaded to the City’s website — advising local media of the engagement.
- Tweet — advising the general community of the engagement and directing them to the online questionnaire.

Valid responses:

For a response to be valid, the respondent must include their full contact details; the City will not accept anonymous responses.

Note that both Parin Park and Blackthorn are very near to the City's border with the City of Wanneroo. As such, responses from residents/ratepayers from other local governments will also be accepted.

Multiple/duplicate responses:

The City will only accept one response per household.

Evaluation and reporting of engagement outcomes:

Outcomes from the engagement will be analysed and reported to the community via a Community Engagement Outcomes Report. The report will be presented at a Council Meeting and will be uploaded to the "Community Engagement" section of the City's website.

Approval:

Strategic Policy Development Coordinator

Date

Manager Operation Services

Date

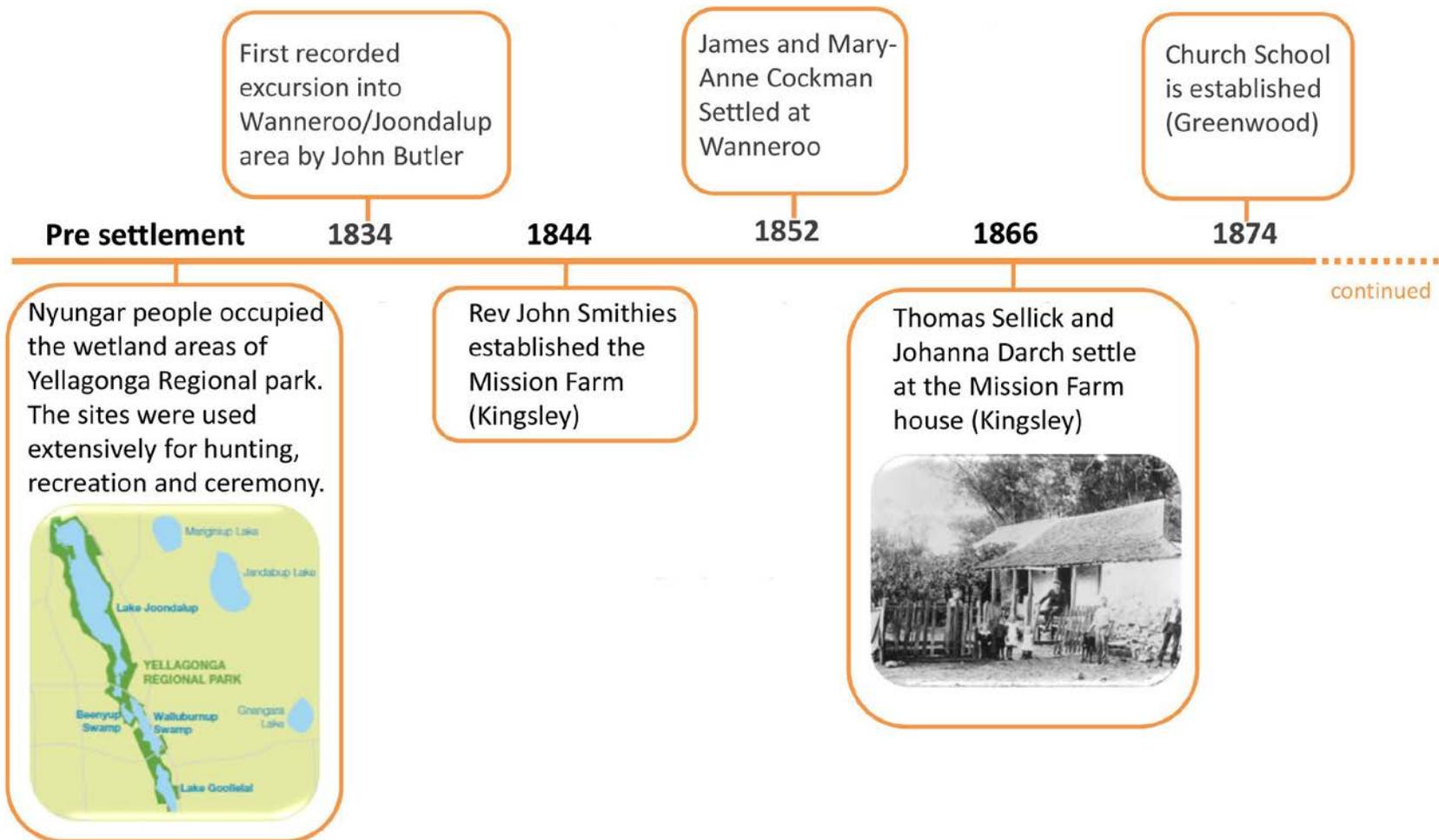
Director Infrastructure Services

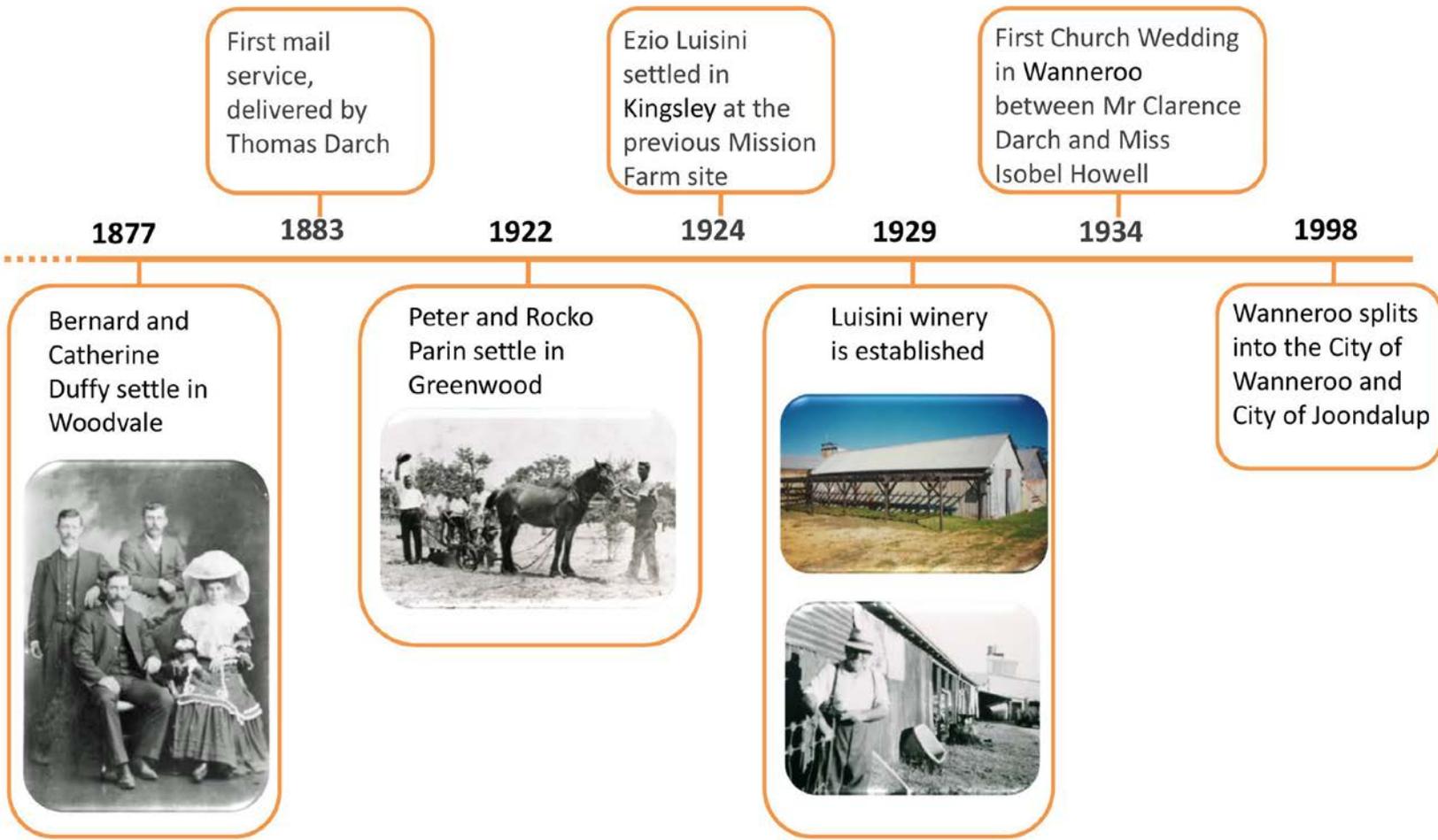
Date

Chief Executive Officer (if applicable)

Date

HISTORICAL TIMELINE





HISTORICAL SITES

DUFFY DAIRY
Duffy Dairy ruins as they stand today



DUFFY HOUSE
Photo taken in 2009



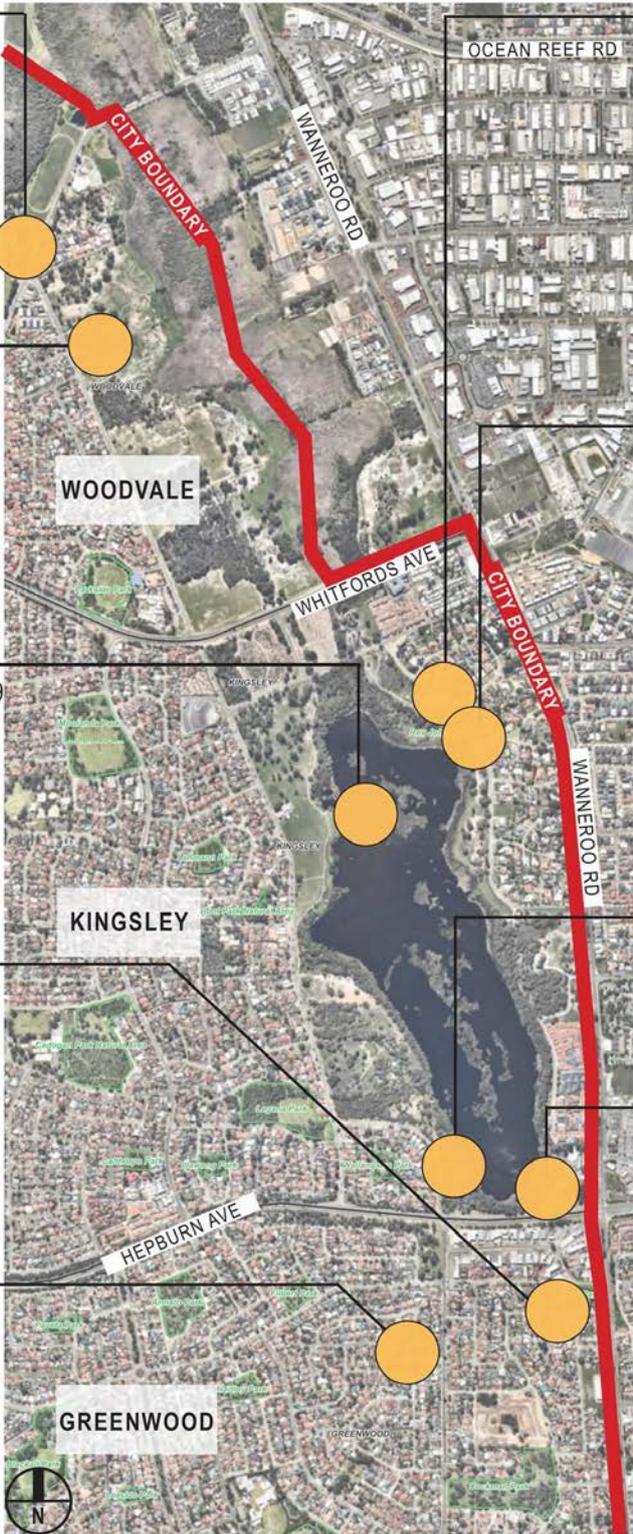
LAKE GOOLLELAL
Registered Aboriginal site 3739



PARIN VINEYARD
Parin family at their vineyard located at today's Parin park



OLD SCHOOL SITE
The first school in the area, located at today's Beaumont park



LUISINI VINEYARD
Built in 1929. Luisini Vineyard ruins as they stand today



WESLEYAN MISSION
The experimental farm was set up by Methodist missionary



OLD STABLES SITE
Formerly located at Lot 709, 45 Bindaree Tce, Kingsley

BRUMBY ROUND UP
Brumby roundup events were an annual community event often accompanied by a picnic and sing-a-long

