



Policy

19 COMMEMORATIVE WREATHS POLICY

File Reference No:	26.063.3
Strategic Outcome:	Supported and engaged communities
Date of Adoption:	20/11/2013
Date for Review:	20/09/2017
Responsible Officer:	Director Corporate Services

1. POLICY STATEMENT

Berrigan Shire Council has a responsibility under section 8 of the *Local Government Act 1993* to exercise community leadership.

As such, it is appropriate that the Council participate in community commemoration services on days such as Anzac Day, Remembrance Day and the like – as the representative of the community of Berrigan Shire.

Participation in these services will most often take the form of the laying of a wreath.

2. PURPOSE

This policy provides guidance to Councillors and Council staff on the provision and laying of wreaths in commemoration services

3. SCOPE

This policy applies to all Councillors, Council staff and other Council officials.

4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 3.2.1.1:

Provide opportunities for life-long learning, cultural expression and recreation

5. DEFINITIONS

A **commemorative service** is a service held to honour and preserve the memory of a person or persons, or an event. This is most commonly – but not always – a service to recognise the war service of Australian military personnel.



Policy

An **official service** for the purposes of this policy is one organized by the local Returned and Services League of Australia sub-branch.

6. POLICY IMPLEMENTATION

6.1 Anzac Day

The Council will provide wreathes for all official Anzac Day services held in Berrigan Shire and Cobram/Barooga.

6.2 Remembrance Day

Where invited by the local organising body, the Council will provide wreathes for all official Remembrance Day services held in Berrigan Shire and Cobram/Barooga.

6.3 Other commemorative events

From time to time, the Council may be invited to participate in other commemorative events such as the anniversaries of significant war-related events. It may also be invited to participate in non-military commemorative events such as ones recognising emergency service personnel or victims of natural disasters.

Where a service of this nature is held in Berrigan Shire or in Cobram/Barooga, the Mayor is delegated the authority to make a decision regarding the Council's participation in the event and/or the provision of a wreath.

Where a service is held outside the Berrigan Shire or Cobram/Barooga, a decision to participate will be referred to the Council.

6.3 Attendance

If the Council chooses to provide a wreath for a service, the Council will also endeavour to ensure a Councillor attends the service to lay the wreath on behalf of the Council and the community of Berrigan Shire.

7. RELATED POLICIES OR STRATEGIES

7.1 Legislation

- *Local Government Act 1993*