



Anzac Square Memorial Galleries Plaques Policy

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1 Document control

Version	Approved by	Approval date	Revisions
V 0.1			Draft prepared by Kate Hall; incorporates feedback from Anna Raunik, Linda Barron and Kristyna Dillon
V 0.2	State Library of Queensland's Executive Management Team	21/06/21	Incorporates feedback from Office for Veterans, Department of Premier and Cabinet (Kirrily Magill) and Brisbane City Council (Sandy Keys, Nicola Barlow)

2 Authority

State Library of Queensland (State Library)

3 Responsibilities

State Library is contracted to provide memorial, activation and visitor service within Anzac Square Memorial Galleries located within Anzac Square and in line with the *Queensland Heritage Act 1992* seeks to achieve:

- (a) the retention of the cultural heritage significance of the places and artefacts to which it applies; and
- (b) the greatest sustainable benefit to the community from those places and artefacts consistent with the conservation of their cultural heritage significance.

The **Anzac Square Operating Deed Steering Group** (the Steering Group) determines the merit of each application for new plaques (both physical and digital), and changes to existing plaques, within Anzac Square Memorial Galleries.

Brisbane City Council is currently the **Trustee** of Anzac Square, but this role will transfer to the State Government via a new Queensland Veteran's Council in July 2022.

4 Policy statement

Anzac Square is listed on the Queensland Heritage Register, with most of the site identified as having a high level of significance.

Anzac Square, a State memorial honouring the Queensland men and women who served and gave their lives in all wars, conflicts and peace keeping operations is the site for major commemorative and remembrance occasions.

The Plaques Policy aims to ensure plaques on display in Anzac Square align with Policy 27 of the Conservation Management Plan for Anzac Square 2016 (refer Anzac Square Restoration and enhancement project Information paper):

“Additions to Anzac Square are permissible to support the ongoing commemorative and educative role of the site. However, this must be carefully planned and placed so that the important heritage character of the place is not diminished.”

5 Purpose

The purpose of the document is to articulate State Library’s position on the placement of plaques commemorating Queensland-associated battalions, regiments and other military units within Anzac Square Memorial Galleries.

It provides an overview of the criteria used by the Steering Group to determine the merit of plaque applications.

6 Scope

This Policy applies to new plaques (both physical and digital), and changes to existing plaques, within Anzac Square Memorial Galleries.

It does not apply to:

- plaques, monuments or memorials external to the Anzac Square Memorial Galleries, which are governed by the Queensland Government Framework for considering proposals to establish memorials and monuments of significance
- public art commissions in Anzac Square, which are managed by Queensland Government and Brisbane City Council public art units.

Whilst there are existing plaques within Anzac Square Memorial Galleries that predate this policy, an existing plaque should not be taken as a precedent for future approvals.

7 Definitions

Word	Definition
Anzac Square Memorial Galleries	The major internal spaces at Anzac Square located in the undercroft of the Shrine of Remembrance - incorporates the World War I Memorial Crypt, World War II Memorial Gallery and Post World War II Memorial Gallery
Artefact	An object of cultural or historical interest

Word	Definition
Cultural heritage significance	Aesthetic, architectural, historical, scientific, social, or other significance to the present generation or past or future generations
Deaccession	Permanently remove a plaque from the collection and catalogue
Memorial	A structure or feature or site established to remind people of a person or event
Monument	A structure or feature of historical importance or interest
Plaque	A physical or digital plate or tablet which includes text commemorating the service and sacrifice of Queensland-associated battalions, regiments or other units
Public art	Artwork commissions ranging from integrated architectural features, furniture and carpet design to sculptures and digital media

8 Approval process

Permission to add a physical or digital plaque to the Anzac Square Memorial Galleries must be sought through a two-step process:

1. submission of an Expression of Interest (EOI) to the Steering Group, comprising representatives from Brisbane City Council, the Office of Veterans (Department of the Premier and Cabinet) and State Library of Queensland via an online form to be made available on Anzac Square website
2. if the EOI is approved, a full application to the Steering Group.

9 Expressions of Interest

The Steering Group will assess EOIs against the following criteria:

- Only plaques recognising the service of Queenslanders will be considered.
- Plaques must be specific and relevant to an organisational unit of the Australian Defence Force (ADF) and its predecessors and successors (such as a Battalion or other organisational unit) or a recognised conflict or peacekeeping action where the Australian Government has committed ADF resources.
- Names of individuals should only appear on a Roll of Honour and are limited to names of service personnel who died in service. This principle affords, and most importantly reserves, the highest level of respect to those who have made the ultimate sacrifice.
- Applicants need to demonstrate evidence of consultation with, and endorsement for, the proposed plaque from community members, (e.g., letters of support, minutes of community consultation meetings) from other relevant stakeholders and authorities such as the RSL, Office of Veterans and local Council.
- The proposed plaque should complement and not duplicate existing content at Anzac Square.

The Steering Group will assess EOIs and notify applicants of the outcome within three months of application.

Applicants who submit successful EOIs will then be requested to submit a full application.

10 Applications

A final decision will be provided to the applicant no more than three months from the time of application.

11 Plaque placement and instalment

Costs associated with fabricating and installing the plaque are the responsibility of the applicant organisation. In some instances, and at its sole discretion, the Trustee may contribute toward the cost of the manufacture and/or installation.

All costs associated with a ceremony to honour / recognise / commemorate the installation of the plaque at the time and in future are the responsibility of the applicant if they fall outside standard remembrance days.

Consultation will be undertaken with the applicant organisation to assess preferred siting; however, the final siting of the plaque is at the discretion of the Steering Group.

12 Plaque maintenance and restoration

All plaques become the property of the Trustee, who will take all reasonable care to maintain the plaques in good condition, including implementing methods to minimise physical defacement, mutilation, or alteration.

13 Deaccessioning and temporary removal

Plaques will be reviewed periodically to determine their condition, as well as their relevance, in relation to their location and the collection.

If deemed necessary, the Steering Group may choose to deaccession, relocate, store, dispose of, or donate the plaque to the proponent, however the donor will be given the option of reacquiring the plaque if this occurs.

The Steering Group reserves the right to relocate plaques in the event of works at the site. Care will be taken to ensure that, where possible, plaque donors are advised in advance of the relocation or temporary removal of any plaque.

If an existing plaque is destroyed, damaged beyond repair, stolen or otherwise unintentionally removed, the Trustee will endeavour to replace the plaque with a new work of similar size and quality to the previous work.

14 Essential considerations

Proposed plaques should demonstrate cultural sensitivity and not cause offence. Plaques that negatively depict any race, gender, ethnicity, religion, or that may be associated with illegal acts will not be accepted.

Advertisements or commercial signage are not to be incorporated in plaques.

There are no human rights under the *Human Rights Act 2019* that are impeded by the Policy. In conducting actions within the scope of this policy, the impact on the *Human Rights Act 2019* will be considered.

15 Risk management and mitigation

The Steering Group of the Anzac Square Memorial Galleries applies sound risk management procedures in accordance with applicable risk management standards (ISO 31000:2018), including Financial and Performance Management Standard 2019 Part 2.

16 References

The Policy is supported by:

Queensland Government

- Queensland Heritage Act 1992
- Human Rights Act 2019
- Financial and Performance Management Standard 2019
- Queensland Government Framework for considering proposals to establish memorials and monuments of significance 2017
- Anzac Square Restoration and enhancement project Information paper

State Library of Queensland

- Anzac Square Memorial Galleries

Other

- Code of Ethics for Art, History and Science Museums (Museums Australia Inc, 1999)
- Code of Ethics for Museums (International Council of Museums, 2017)
- ISO 31000:2018 Risk management – Guidelines

17 Publication


- Anzac Square and State Library website.

18 Approval



02/12/2021

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02/06/2022

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