

Wall of Global Friendships Plaques Policy

Version: 1.4

Date updated: 22 October 2018

Responsible Department: Active Communities

1. Purpose

This Policy provides direction and guidelines for the selection and procurement of plaques for the Wall of Global Friendships.

2. Definitions

Council	means Casey City Council, being a body corporate constituted as a municipal Council under the Local Government Act 1989
Councillors	means the individuals holding the office of a member of Casey City Council
Council officer	means the Chief Executive Officer and staff of Council appointed by the Chief Executive Officer.
Wall of Global Friendships	A Council owned outdoor community space located at the Balla Balla Community Centre in Cranbourne East. It features a collection of inscribed plaques which are permanently displayed on the walls as a symbol of Casey's cultural diversity and in recognition of Casey's Global Friendships
Cultural/Ethnic community	A socially defined group of people who identify with each other based on shared cultural factors such as nationality, cultural heritage, ancestry, language and beliefs.
Cultural identity	The identity that a group regards itself, or is regarded by others, as a distinct community by virtue of certain distinguishing cultural characteristics.

Council policy documents change from time to time and it is recommended that you consult the electronic reference copy at www.casey.vic.gov.au/policiesstrategies to ensure that you have the current version. Alternatively you may contact Customer Service on 9705 5200.

Community organisation	A not-for-profit or incorporated body that is community-based and/or managed.
Friendship/sister city	A formal link between Council and a city in a different location which aims to facilitate cultural, economic and educational interchange between communities and to encourage global friendship, cultural awareness, goodwill and harmony.
Plaque contribution	A plaque provided by a group or organisation for the Wall of Global Friendships
Sponsor group	The group or organisation selected from an expression of interest process that submits a plaque design and contributes financially or in kind to the cost of the plaque.

3. Scope

This policy will guide decision making in relation to plaques for the Wall of Global Friendships within the municipality.

4. Context

The Wall of Global Friendships acknowledges and celebrates the cultural diversity of Casey in a unique outdoor community space.

Displayed at the Wall of Global Friendships are inscribed plaques, contributed by the community, in conjunction with Council. The plaques represent various cultural/ethnic communities who have come to settle in Casey, and local community organisations committed to cultural diversity. In the theme of global friendship, the monument also contains information about Casey's friendship and sister city relationships, with plaques representing each of these cities. Each plaque at the Wall of Global Friendships is unique and exists as a symbol of cultural harmony, friendship and goodwill.

5. Policy

Council recognises the need to have a Wall of Global Friendships Plaques Policy to manage and meet community expectations in relation to plaque acquisition. The policy sets direction to support community groups who champion cultural diversity by contributing a plaque and provides opportunity for representation at Wall of Global Friendships celebratory events. It also provides Council transparent processes for plaque consideration.

5.1 Objectives of the Wall of Global Friendships

The overarching principles or aims of the Wall of Global Friendships guide decision making. The Wall of Global Friendships aims to:

- Celebrate and acknowledge Casey's cultural diversity.
- Identify and promote friendship/sister city relationships.
- Recognise the contribution of the various cultural/ethnic communities that have settled in Casey.
- Promote friendship and goodwill between Casey's diverse cultural groups.
- Recognise community organisations committed to cultural diversity and global friendship.
- Provide a meeting place for multicultural ceremonies, special occasions and national events.

5.2 Conditions of the Wall of Global Friendships

The following conditions apply to all Wall of Global Friendships plaque contributions and there may be additional conditions outlined in the Wall of Global Friendships Plaque guidelines.

- Groups should submit an Expression of Interest for consideration.
- Inclusion on the Wall of Global Friendships is subject to approval by the City of Casey.
- The City of Casey reserves the right to exclude any Expression of Interest deemed inappropriate for the Wall of Global Friendships.
- Plaques should meet the standard design specifications as outlined by Council.
- The City of Casey shall have final approval of plaque design.

5.3 Eligibility and assessment procedure

Council is committed to ensuring that Expressions of Interest for plaque contributions are considered in a fair and transparent manner.

Expressions of Interest will be assessed as specified in the Wall of Global Friendships Plaque guidelines. City of Casey Council officers will determine the eligibility of Wall of Global Friendships plaque contributions based on:

- a. The contents of this policy and Wall of Global Friendships Plaque guidelines
- b. Information contained in the submitted Expression of Interest

Council officers will seek endorsement from Council if required.

Officers will adhere to Council's Customer Service Commitments in acknowledging the receipt and outcome of Expressions of Interest for Wall of Global Friendships plaque contributions.

5.4 Funding and Budget allocation

Council will determine funding amounts for the Wall of Global Friendships annually as part of its budget process and reserves the right to change these amounts as deemed appropriate.

Sponsor groups and community organisations are welcomed to make a financial contribution towards the design and manufacture of the Wall of Global Friendships plaque if viable. Council provides in-kind and/or financial support to sponsor groups and community organisations in funding of plaque contributions. The type and level of support is dependent upon the amount of funding available in Council's budget, the number of plaque contributions expected in the financial year and the capacity of the organisation or group to raise funds to sponsor a plaque.

Council will also consider in its annual budget process, a separate operational funding allocation towards events or functions at the Wall of Global Friendships, to officially unveil and celebrate the presentation of plaques to Council.

6. Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

7. Review

The next review of this document is scheduled for completion by 30 November 2022.