



POLICY NO		
POLICY	Celebrity Tree Park, Tree Planting, Removal and Upkeep	
RESPONSIBLE DIRECTORATE	Governance	
RESPONSIBLE OFFICER	CEO	
COUNCIL ADOPTION	Date: 18/11/2014	Resolution No: Insert Here 10522
REVIEWED/MODIFIED	Date: 14/02/2017	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: February-September 2019	
LEGISLATION	Nil	
RELATED POLICIES	Nil	
RELATED ORGANISATIONAL DIRECTIVES	Nil	

PURPOSE

The purpose of this Policy is to outline the Council's methodology for deciding who or what event can have a tree planted and a plaque erected as an honour from the Shire of Wyndham East Kimberley at Celebrity Tree Park including, what circumstances require the removal of the Shire honour, the process for removal of the Shire honour and the process for the upkeep of trees planted and plaques erected in honour of a person or event.

DEFINITIONS

This policy will apply to all trees planted and plaques erected in honour of a person or event at Celebrity Tree Park.

This policy does not apply to other forms of public acknowledgment such as a name engraved on a paver or a name on a baby tree plaque.

POLICY STATEMENTS

The Celebrity Tree Park concept is a joint initiative between the Shire of Wyndham East Kimberley and Rotary.

For the purpose of this policy receiving a tree and plaque is considered an honour (a thing conferred as a distinction).

EXPLANATORY NOTES

Requirements for Receiving a Tree/Plaque

- -The person who is to receive a tree and plaque must be in the Shire of Wyndham East Kimberley and available to plant the tree.
- -The person who is to receive a tree and plaque must be recommended by the CEO as a person of significance and deemed worthy of being honoured with a tree and plaque by the Shire President and Rotary President.
- -No person with a serious criminal conviction is to receive a tree and plaque.

- –No person with a serious criminal conviction is to be identified on a plaque honouring an event.

Circumstance Requiring the Removal of a Shire Honour

- –Any person whose name is identified on a plaque and has subsequently been given a serious criminal conviction will have their Shire honour removed.
- –Any person whose name is identified on a plaque honouring an event and has subsequently been given a serious criminal conviction will have their name removed from the plaque.

Process for the Removal of a Shire Honour

- –The CEO will advise the Shire President and Rotary President that a person honoured, or named in association with an honoured event has been identified as having a serious criminal conviction and that their Shire honour is to be removed or amended.
- –The tree planted in honour of the person who has a serious criminal conviction will not be removed.
- –The plaque, identifying the person honoured will be removed and placed into storage for an indefinite period of time. The plinth will be removed.
- –The plaque honouring an event that contains the name of a person with a serious criminal conviction will be amended so that the person's name is removed.
- –A record will be kept on file outlining that the persons Shire honour/name was removed due to them having a serious criminal conviction.
- –If a person is later found not guilty of the serious criminal conviction then it will be at the discretion of the Council to decide if that person's Shire honour is returned.

Process for the Upkeep of Trees Planted and Plaques

- –A review of the trees planted and plaques erected in honour of people or events of significance will occur biannually with a representative of the Shire of Wyndham East Kimberley and a representative of Rotary both present for the review.
- –The Shire of Wyndham East Kimberley will keep a log of all the trees planted and removed and all the plaques erected or removed.
- –At the completion of each biannual review the Shire of Wyndham East Kimberley and Rotary will jointly determine who will manage and fund the replacing of missing or damaged trees, plaques and plinths.

For the purpose of this policy the definition of significance is: Sufficiently great or important to be worthy of attention; noteworthy.

For the purpose of this policy the definition of serious criminal conviction is: Any criminal conviction that includes a jail sentence, not limited to the Australian judicial system.

RISK

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Control: Review policies and procedures in accordance with review schedule.