

# STATUES, MONUMENTS AND MEMORIALS IN DUDLEY BOROUGH

## A DRAFT POLICY

NOVEMBER 2004

### INTRODUCTION

Death is all around us but is often a subject we often try to avoid discussing. Statues, monuments and memorials are all part of the mourning process. In many cultures objects are used to give death a structure and help give support to family and friends. A physical object can serve as a reminder to the wider community to celebrate an individual's achievements or associations with a particular location. They can also be used to recall famous or infamous events.

#### 1. WHY HAVE A POLICY?

The Council recognizes the needs and desires of residents to honour and remember the dead in a public way.

This Policy provides a focus for members of the public, elected members and officers. It sets out the roles and responsibilities of the various parties. The Policy will act as a framework for applications in the public realm, to ensure that decisions are made consistently within the Council.

The Council's Public Art Strategy 1999 will continue to deal with all other aspects of Public Art, as laid out in that document. In the event that there is a conflict, the Public Art Strategy will take precedence over this policy.

#### 2. FORMS OF MEMORIAL

Memorials can take many forms, appropriate for different occasions and settings.

##### Personal and Family

- ❖ Gravestone
- ❖ Personal mementos
- ❖ Planting a tree in the memorial gardens

##### Local Neighbourhood

- ❖ Park bench
- ❖ Street name

DMBC POLICY APPROVED BY COMMITTEE NOV 2004

## Borough-Wide

- ❖ Bursary, Award, or Prize
- ❖ Linked Annual event
- ❖ Special Commission
- ❖ Monument or Statue
- ❖ Building name
- ❖ Wall plaque

The Council recognises the needs and desires of residents to honour and remember the dead in a public way. In addition to the Commemorative Plaque Scheme families, friends, and the wider community are encouraged to consider the benefits to the Borough and community as a whole of using money raised for setting up or linking to an existing Bursary, Award or Prize fund. In this way, the living can have a real link to the past, in a way that encourages and develops the continued celebration and practice of the attributes or skills that the dead person demonstrated.

The policy only deals in detail with applications for a physical memorial that may have an impact across the Borough. It sets out the criteria that will be applied by the decision maker the Director of the Urban Environment in consultation with the Lead Member of Culture & Leisure (correct 2004). It includes a list of things that applicants should think about when making an application.

## 4. FIVE THINGS TO CONSIDER

1. Nature and Achievement of the individual
2. Nature and Scale of the proposal
3. Location
4. Consultation
5. Other Matters

### **1&2. Nature and Achievement of the individual and Nature and Scale of the proposal**

The Council has decided that in all but the most exceptional cases, if it is the desire of the family and friends and the wider community to erect a physical memorial, individuals and events will be remembered and celebrated by a Dudley Commemorative Wall Plaque. The eligibility criteria are set out below. An application form is attached, published on the Council's web site [www.dudley.gov.uk](http://www.dudley.gov.uk) or available on request from the Customer Services Centre.

What are the criteria for a Commemorative Plaque?

An individual or group of individuals or event will be considered eligible for a Wall Plaque using the following criteria:

1. The person should have been dead for 20 years, or have passed the centenary of their birth or the event, whichever is the earlier

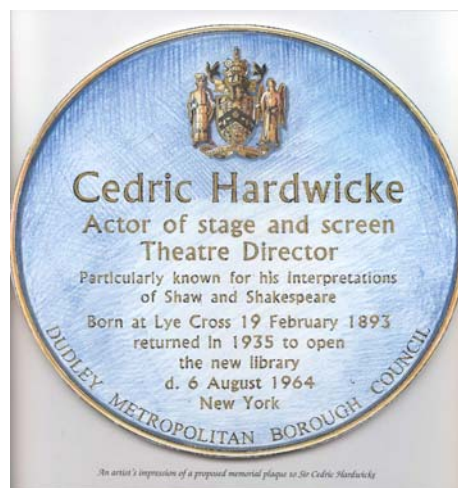
2. Be considered eminent by a majority of members of their own profession or calling
3. Have made an important positive contribution to human welfare or given outstanding service
4. Promoted the Borough in a positive manner through their work or other activities
5. Brought Dudley to positive national attention through the event being nominated
6. Be recognisable to the well-informed passer-by
7. Deserve recognition throughout the Borough
8. Have resided or worked in Dudley for a significant period of time
9. Local History Society or other recognised representative body supports the nomination

A successful application MUST

- a) Be able to confirm criteria 1 above
- b) Provide sufficient detail to inform either 2, 3, 4 or 5 above
- c) Demonstrate the positive recognition of the person or event either 6,7,8 or 9 above.

What are Commemorative Plaques?

They commemorate people or events in Dudley. They are erected on the building where the person live or worked, or has a very close association with the person or event.



An example of the type of design is shown above. All Plaques will follow the same basic layout, with dates, explanatory text and symbols designed on a case-by-case basis. Plaques are fabricated to the Council's specification on an individual basis, with design assistance from the Borough Artist.

## What are Exceptional Circumstances?

When an individual connected with Dudley has an international reputation, or exceeds the criteria set out above in some way, the Council will consider applications to remember the person in a different way, i.e. Duncan Edwards, Cedric Hardwicke. The Public Art Strategy 1999 will guide the decision making process, in these exceptional circumstances.

### **3. Location**

Where can I put a Commemorative Plaque ?

The Council will install the plaque. Usually the location will be the building where the person lived or worked. In other circumstances it may be that the suggested location has a very close association with the person or event. Once put up, the Plaque becomes the property of the Council. If at any time in the future the Plaque needs to be removed, for whatever reason, the Council will take any steps necessary for the removal. The Council cannot guarantee that any plaque once removed will automatically be relocated to another site.

#### Planning Permission

Other criteria may also affect the sitting of the Commemorative Plaque. In some cases Planning Permission may be required. If the chosen location is a listed building, permission will be needed from English Heritage. In a Conservation Area guidance should be sought from a Conservation Officer. The nominating individual will be responsible for making enquiries, making appropriate applications and ensuring that all the correct permissions necessary are in place, before the Plaque can be installed. Written confirmation of any permission must be provided to the Director of Urban Environment before installation can begin. Details of preliminary investigations and enquiries should be submitted when making the initial application.

### **4. Consultation**

Before deciding to make an application using the criteria 2,6,7,or 9 above it will be necessary for the applicant to gather some evidence of the strength of recognition and popular appeal of the individual or event.

Any information gathering, questionnaire, survey or other measure of support, should be submitted at the same time as the nomination. The nominating individual or organisation must budget for and fund any costs involved in the consultation process.

### **5. Other Matters**

Who decides who gets a Commemorative plaque?

The Director of the Urban Environment will call an annual meeting to discuss any nominations that have been received, in the preceding 12-month period. Applicants will be notified in advance of the date of the meeting. The applicant may be asked to provide additional information to assist the Director and Lead Member for Culture & Leisure in reaching a decision within the framework.

Can I nominate a person for a Commemorative Plaque?

Anyone can make a nomination. You can fill in the on-line form, download a copy and fill in by hand or request an application form from the Councils Customer Services by telephoning 01384 812345 or by writing to The Dudley Commemorative Plaque Scheme, Directorate of the Urban Environment, Leisure Division, Claughton House, Rear of Claughton Centre, Blowers Green Road, Dudley. Any additional and supporting information can be attached when submitting the form.

So the application can be processed efficiently, the details and consent of the owner of the proposed building where the plaque is to be erected are required to be submitted with the application.

### Costs

The design and fabrication costs may vary according to the level of work required, but are likely to be in the order of £1,000 (at 2004 prices). The nominating individual or organisation will also pay the cost of installation at the agreed location. The Council will be responsible for assessing the cost and carrying out the installation work. The fee for designing, fabricating and installing the plaque will be required in advance of any design work or on site attendance. Installation costs will be assessed on a case-by case basis.

An administration fee of £50+VAT (at 2004 prices) is payable to enable the Council to process the application, and payment should be included with your initial application form.

The nominating individual or organisation must budget for and fund any costs involved in the design, fabrication and installation process.

## 5. USEFUL CONTACTS and WEB SITES

Steve Field  
Borough Artist  
Himley Hall

01902 894958

[steve.field@dudley.gov.uk](mailto:steve.field@dudley.gov.uk)

Customer Services Centre  
Castle Street, Dudley  
01384 812345

[www.dudley.gov.uk](http://www.dudley.gov.uk)

[www.english-heritage.org.uk](http://www.english-heritage.org.uk)

[www.planningportal.gov.uk](http://www.planningportal.gov.uk)

Directorate of the Urban Environment  
Culture & Community Services  
Claughton House,  
Rear of Claughton Centre,  
Blowers Green Rd, Dudley. DY2 8UZ  
01384 81xxxx

For Planning permission enquiries:  
Development and Environmental  
Protection Division  
3 St. James's Road, Dudley  
01384 814116

[development.control@dudley.gov.uk](mailto:development.control@dudley.gov.uk)