

Title	ROADSIDE MEMORIALS		
Responsible Director	Director, Technical Services		
Adoption Date	29/4/2019	Review Date	2022

1 Purpose

The purpose of this policy is to provide guidance for the management of roadside memorials. This policy applies to memorials in relation to fatal traffic incidents having occurred on Council controlled roads.

2 Statement of policy

Council will provide assistance to family or friends, with prior family agreement, who wish to erect a roadside memorial for a person/s who has/have been killed by a traffic incident on a Council controlled road, ensuring that they are placed in a safe area on a road verge so that they do not obstruct the use of the road or road verge for pedestrians, cyclists or road users whilst acknowledging the views of direct property owners, neighbours, and families.

2.1 Criteria and requirements

- Only 1 memorial is to be erected in respect of each fatality for a period of up to 14 months. At the expiration of 14 months, Council will consider an application to replace a memorial with a permanent plaque.
- A roadside memorial may only be located within the immediate vicinity to the site of the fatal traffic incident.
- Council is not responsible for the cost of installation and maintenance of a roadside memorial and does not accept responsibility for security for or any damage to the memorial.
- Persons erecting or visiting a roadside memorial do so at their own risk.
- A roadside memorial shall not be placed :
 - where they may interfere with or impede the traffic on a road, including the obstruction of any traffic control item
 - in close proximity to residential dwellings where they may cause concern to the residents
 - on landscaped verges
 - on traffic islands, medians or roundabouts
 - within 30 metres of traffic signals
 - on any roadside structure (e.g. street signs, directional arrows, chevron boards, guard rails, advisory/warning signage)
 - Within 1 metre from the edge of any public access way or footpath
 - In a location where it may cause distraction or otherwise be hazardous or to road users, or prevent appropriate maintenance of the road reserve.
- Roadside memorials may consist of a plaque or religious symbol in accordance with the following design requirements:

- constructed from pieces of timber 40mm x 19mm
- be no more than 600mm above the ground or 400mm wide
- painted white and non-reflective
- be without memorabilia such as, but not limited to, artificial flowers, toys, pot plants, shoes, clothing
- contain no footings, decorative kerbing, rocks, bricks or fencing
- constructed of material or installed in a way that will not cause injury if struck by a vehicle.

2.2 Removal

A roadside memorial may be removed by Council under the following circumstances:

- presents a safety hazard
- during roadworks and maintenance
- memorial does not comply with this policy
- due to poor state of repair
- at the expiration of 14 months following the erection of the memorial
- if it is not authorised.

When Council wishes to remove a memorial, an officer will attempt to contact the deceased's family prior to removal or relocation.

When a memorial is removed due to safety concerns, immediate removal or relocation will occur with contact of the family to follow.

All memorials will be photographed and stored for a period of up to 2 months after removal.

3 Council policy superseded

This policy supersedes all previous versions of policy 417 Roadside Memorials.