

FILE NO: PSC2008-1759
TITLE: PARKS AND ROADSIDE MEMORIALS POLICY
POLICY OWNER: ASSETS SECTION MANAGER

PURPOSE:

To establish a framework that provides Council's position on memorials such as crosses, plaques and the placement of tributary items such as flowers, cards and photographs erected on roadsides, as well as memorials such as seats, plantings and plaques within parks.

CONTEXT/BACKGROUND:

Requests for memorials are becoming more prevalent with the changing cultural practices relating to the memorialisation of the deceased.

Roadside memorials symbolically mark a location where a person has died as a result of a motor vehicle crash or other road related incident. Structures such as crosses or objects such as wreaths, cards, photographs and ornaments are often placed as close as possible to the location of the crash.

Park memorials are a way of recognising the community's connection with parks. Memorials may add to the cultural and heritage value to the landscape and can help educate the public about significant people and events connected with parks and reserves.

SCOPE:

The placement of roadside memorials is a matter for individual families. Council respects the wishes of families wanting to place memorials and will provide sympathetic advice for people making enquiries of this nature.

Road Reserve

Council does not encourage the placement of roadside memorials and tributary items, and will not install or maintain memorials on behalf of families or individuals. However, this policy does recognise the social and community benefit of memorials and will approve them if undertaken safely as per the Roadside Memorials Assessment Process, Assessment of Roadside Memorials Guideline and Assessment Template.

Roadside memorials include:

- Crosses
- Wreaths
- Cards
- Photographs
- Ornaments

Parks

Council provides a framework which allows families or individuals to place memorials within Council owned or managed parks and reserves. The placement of memorials within Councils Parks and Reserves will be managed in accordance with Park Memorial Guidelines and the Park Memorial Application Process.

Park Memorials include:

- Seats
- Seats with plaque
- Trees
- Trees with plaque
- Plaques

DEFINITIONS:

Memorial	An object established in memory of a person or event.
Plaque	A flat tablet of metal, stone or other appropriate material, which includes text and/or images, which commemorate a person or an event and/or provide historical text or information relevant to its location. Such tablet to be affixed to an object, building or pavement.

POLICY STATEMENT:

Council recognises the social and community benefits of memorials in our parks and roads.

Council shall:

- 1) Recognise the deep emotions attached to memorials and to be sensitive in dealing with the issues regarding their location within or adjacent to Council's parks and roads.

- 2) Provide consistent information on the placement, modification, relocation or removal of memorials.
- 3) Limit Council's exposure to the potential road safety and public liability risks memorials.
- 4) Follow the relevant guideline in the assessment of memorials.

POLICY RESPONSIBILITIES:

- 1) Civil Assets Planning Coordinator – Responsible for the overall implementation of the policy for roadside memorials.
- 2) Community and Recreation Coordinator – Responsible for the overall implementation of the policy for park memorials.

RELATED DOCUMENTS:

- 1) Assessment and Maintenance of Roads Policy;
- 2) Assessment and Maintenance of Footpaths and Cycle ways Policy;
- 3) Guideline – Assessment of Roadside Memorials;
- 4) Roadside Memorials Assessment.

CONTROLLED DOCUMENT INFORMATION:

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VERSION HISTORY:

Version	Date	Author	Details	Minute No.
1	28/01/03	Phil Buchan	Roadside Tributes and Memorials Policy	24
2	14/09/10	John Maretich	Roadside Memorials Policy	280
3	08/09/15	John Maretich	Updated Roadside Memorials Policy to incorporate Brand Identity Style Guide V1.0 and introduced parks memorials into the previous Roadside Memorials Policy	268