

POLICY TITLE:	ROADSIDE MEMORIALS POLICY
POLICY NUMBER:	LC12
CATEGORY:	COUNCIL POLICY
CLASSIFICATION:	ADMINISTRATIVE
STRATEGIC PLAN REFERENCE:	1 Effective leadership and governance
CORPORATE GOVERNANCE AND PERFORMANCE :Provide systems of council governance and service delivery that are financially sustainable, accountable, equitable and efficient	
STATUS: Approved	Council Resolution PA12/PR/003

Date Approved:	28/01/2009	Approved By:	PA09/CAM/028	Date for review:	30/06/2010
Date Approved:	11/10/2012	Approved By:	PA12/CAM/028	Date for review:	March 2016
Date Approved:		Approved By:		Date for review:	
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PURPOSE:

A number of Roadside Memorials have been erected within Litchfield Council Municipality commemorating the loss of loved ones following fatal road crashes. The size, shape and type of memorials vary and the locations of some Memorials are placed in inappropriate locations on the verge of roads within the Municipality.

SCOPE

The intent of this policy is to ensure that any Roadside Memorials within the Municipality are managed, and any memorials erected are placed in a safe area on a road verge, so that they do not obstruct the use of the road or road verge by pedestrians, cyclists or road users, whilst acknowledging the views of direct property owners and families and neighbours.

POLICY

Council Officers will provide assistance to any family or friends, with prior family agreement, who wish to have a Roadside Memorial erected, so that the memorial is positioned in a safe manner and does not obstruct any road user, pedestrian or cyclist.

A Roadside Memorial will only be considered for a person/s who has/have been killed as a result of a road crash within the Municipality, and a Memorial Register will be maintained to ensure that if contact is required, the person responsible for the erection of the memorial can be contacted.

Roadside Memorials can be erected within the Municipality upon receipt of written application and in accordance with the following criteria:

Crosses:

- Crosses are to be constructed from pieces of timber 40mm x 19mm

- Crosses should not be more than 850mm Long (600mm out of the ground) or 400mm wide
- Painted white and are non-reflective

Crosses shall be located:

- At least 1 Metre away from the line of any guideposts
- At least 2 metres away from the edge of any road
- 1 metre from the edge of any public access way or footpath

Crosses shall not be located:

- Where they may obstruct the role of any traffic control item
- In close proximity to residential dwellings, where they may cause concern to the occupants
- On Landscaped verges
- On traffic islands, medians or roundabouts
- Within 30m of traffic signals
- On any roadside structure

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Additional Requirements

Roadside memorials should be without memorabilia such as artificial flowers, toys, pot plants, shoes, clothing etc. There should also be no footings, decorative kerbing, rocks, bricks or fencing around the memorial, as such items may be a visual distraction to road users.

One (1) roadside memorial shall be allowed per deceased person for a period of up to **14 months only**. Consideration may be given to removing memorials more than 14 months old. At the expiration of 14 months, Council will consider an application to replace the cross with a plaque, which is mounted on a concrete footing flush with verge surface at the expense of the applicant.

Installation of Roadside Memorials

A Council Officer may install or assist in the installation of approved roadside memorials, ensuring its placement is in accordance with Council's requirements and consideration is given for the safety of road users.

Maintenance of Roadside Memorials

Council does not accept responsibility for the maintenance of any roadside memorial, or the loss, damage, removal or relocation of roadside memorials that may occur due to road maintenance, construction activities or vandalism.

Roadworks/Maintenance Near Approved Roadside Memorials

Council will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials. Where works may affect the ground on which an approved roadside memorial is located, the memorial will be carefully shifted away from the area for the duration of works and then reinstated as close as practical to the original location at the conclusion of works.

Roadside Memorial Removal Procedure

Any roadside memorial presenting a safety hazard will be removed without notice, however every effort will be made to contact the responsible person/s regarding the removal of the roadside memorial.

Where memorials require removal due to their poor state of repair or have been in place for more than 14 months, the responsible person shall be contacted by an appropriate Council officer. If Council is unsuccessful in contacting the appropriate person, a notice will be attached to the memorial inviting the person who has placed, or requested the placement of the memorial, to contact the Municipality within 30 days.

If Council is not contacted within the given timeframe, the roadside memorial will be photographed, registered in Council's records and removed and it will be stored for a period of up to 60 days.

OTHER

This policy is only applicable for Roadside Memorials which have been placed, or are to be placed, on roads under the control of the Municipality.

POLICY REVIEW

This policy is to be revised at the first meeting after the next Local Government elections

REFERENCES:

Policy Number:	LC12
Policy Owner:	Council
Endorsed by:	Council
Final Approval:	11/10/2012
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Amendments:	
Related Policies:	
Related Publications:	

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