



*Shire of Wyndham East Kimberley*  
**Council Policy**  
**E11**

<b>POLICY No:</b>	<b>E11</b>
<b>DIVISION:</b>	<b>Engineering</b>
<b>SUBJECT:</b>	<b>Roadside Memorials</b>
<b>REPORTING OFFICER:</b>	<b>Executive Manager Engineering and Regulatory Services</b>
<b>ENABLING LEGISLATION:</b>	<b>Local Government Act 1995</b>

**OBJECTIVE:**

To control roadside memorials within the road reserves of highways, main roads and local roads.

**POLICY:**

1. Be considerate and respectful of the needs of persons wishing to install roadside memorials.
2. Approve the placement of roadside memorials.
3. Supply roadside memorials.
4. Install or assist in the installation of roadside memorials at suitable locations as detailed in the guidelines attached to this policy.
5. Not accept responsibility for the security or maintenance of roadside memorials.
6. Remove any roadside memorials not conforming to this policy
7. Not approve or provide roadside memorials for animals.
8. Will only approve or provide roadside memorials for accident sites where location not interfering with pedestrians or traffic and shall be displayed only during open hours of the business.
9. *Requests for memorials will only be considered when received from a member of the immediate family.*

**ADOPTED: 20/12/2005**  
**REVIEWED:**  
**AMENDED: 20/01/2009**

## 1. DEFINITION OF A ROADSIDE MEMORIAL

A roadside memorial can be described as an object or image constructed, erected, planted, printed or placed on the road or within the road reserve in honor of family or friends whose lives have been lost on the road.

## 2. GUIDELINES

### 2.1. REQUESTS FOR ROADSIDE MEMORIALS

When touched by tragedy, family and friends find roadside memorial can help comfort and heal, as it provides a tangible record of a life lived and serves as a reminder to the community to drive carefully. Where requests are received, The Shire of Wyndham East Kimberley can provide support to family and friends by assisting them to understand the requirements of this policy and install or assist in the installation of a suitable roadside memorial at the safest location. It should be noted that this policy is intended to provide guidance to Council Officers and each case should be dealt with in an individual basis.

The Shire of Wyndham East Kimberley's foremost concern is that all road users are provided with a safe road environment and that family and friends and the road user are safe whilst a roadside memorial is being erected, visited, or is being maintained. It is important that family and friends park their vehicles safely and clear of the road while attending the roadside memorial.

This policy is only applicable to roads dedicated in the Shire of Wyndham East Kimberley. Where the request for a Roadside Memorial is within the reserves of the Victoria and Great Northern Highways, Main Roads WA will need to provide consent.

### 2.2. RECORDING REQUESTS FOR ROADSIDE MEMORIALS

The Shire of Wyndham East Kimberley will maintain a record of requests for roadside memorials. The details will be documented so the person/s responsible for the roadside memorial can be contacted if necessary.

### 2.3. MEMORIAL REQUIREMENTS TO MAXIMISE ROAD SAFETY

The Shire of Wyndham East Kimberley will approve, supply and install a cross, paver, or decal as per the specifications in section 3.3.1, depending on the family and/or friends preference. Alternatively, the applicant may purchase a plant compliant with The Shire of Wyndham East Kimberley guidelines and Council Officers will assist with the installation. If however, assesses that the option is impractical due to safety reasons one of the other alternatives may be selected.

### 2.3.1. ROADSIDE MEMORIALS – TYPES AND STRUCTURE

Note: these specifications should be used as a guide only, common sense should prevail when assessing specific locations for placement of roadside memorials.

#### **2.3.1.1. Cross**

Crosses are constructed from timber and are:

- 850mm long (600mm out of the ground) and 400mm wide
- Built from pieces 40mm x 18mm
- Painted white and are non-reflective

Crosses shall be located:

- No closer than 1 meter of the line of guideposts; and
- No closer than 3 meters of the edge of any bitumen/road seal; and
- No closer than 1 meter from the edge of any shared path.

Crosses shall not be located:

- Where they may interfere with 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
- On any roadside structure

#### **2.3.1.2. Paver**

Pavers are a grey concrete and are 600mm long and 300mm wide.

Pavers should be flush with the existing surface and shall be located:

- Within the area which is regularly graded during shoulder grading and drain maintenance
- In close proximity to residential dwellings where they may cause concern to the occupants
- On landscaped verges
- On roundabouts

#### **2.3.1.3. Decal**

Decals are adhesive labels, 160mm long and 130mm wide, which display a white cross on a black background.

Decals shall be located:

- At the base of traffic signal poles

- At the base of street light columns

Decals shall not be located:

- On any traffic signs
- On street name signs

#### **2.3.1.4. Plants**

Plants must comply with Councils' vegetation placement guidelines in regards to trunk size and setback distance. The requested plant type must be stated as part of the application/approval process and the Council Officer will verify the appropriateness of the plant type for the location.

Examples of locally occurring plants that would be suitable for the metropolitan area are as follows:

- Adansonia Gregorii 'Boab'
- Eucalyptus Ptychocarpa 'Spring Bloodwood'
- Many of the Melalucas
- Plumeria Rubra 'Frangipani'
- Many of the Grevilleas .
- Tabebuia Chrysantha 'Golden trumpet Tree'

Plants shall be located:

- No closer than 1 meter from the edge of any shared path
- On traffic islands and medians where the landscaping permits.

Plants shall not be located:

- Where they may interfere with the role of any traffic control item
- In close proximity to residential dwellings where they may cause concern to the occupants.
- On landscaped verges

#### **2.3.1.5. 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. The reason being that such items may be a visual distraction to road users, physical objects could harm road users and the possible movement of personal items onto the road could be a potential road safety hazard.

Only one (1) roadside memorial shall be allowed per life lost and consideration will be given to removing memorials more than 5 years old unless their renewal has been requested. Every effort will be made to contact the responsible person/s as stated in section 3.5.

#### **2.3.2. INSTALLATION OF ROADSIDE MEMORIALS**

A Council representative will install or assist in the installation of approved roadside memorials as detailed in section 4.3.1. The Council representative will ensure its placement is in accordance with the Council's standards and requirements and most importantly take into consideration the safety of road users. Council officers will consider safety issues such

as where the road geometry is less than optimum i.e. road crests, bends and high-speed locations.

### **2.3.3. MAINTENANCE OF ROADSIDE MEMORIALS**

The Shire of Wyndham East Kimberley 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.

### **2.4. ROADWORKS/MAINTENANCE NEAR APPROVED ROADSIDE MEMORIALS**

The Shire of Wyndham East Kimberley will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials.

Where works are required to the ground on which an approved roadside memorial is located, the memorial will be carefully shifted away from the work area for the duration of works and then re-installed as close as practical to the original location at the conclusion of the works. Care will be taken to minimise damage to the roadside memorial.

### **2.5. ROADSIDE MEMORIAL REMOVAL PROCEDURE**

One of the Shire of Wyndham East Kimberley's key objectives is to maximise road safety on Council's roads. Any roadside memorial presenting a safety hazard will be removed without notice. Every effort will be made to contact the responsible person/s regarding the removal of the roadside memorial.

Person/s responsible for roadside memorials that comply with section 3.3 but require removal because of their poor state of repair, concerns raised by the local community or that have been in place for more than 5 years, shall be contacted by Council Officers, in the event that Officers are unsuccessful in contacting the appropriate person, a notice will be attached to the memorial asking the person who has placed, or requested the placement of the memorial, to contact the Council within 60 days. (The standard notification advising of the need to remove a roadside memorial is at attachment 1)

If the shire is not contacted within the given timeframe, the roadside memorial will be removed. Shire of Wyndham East Kimberley will store the removed roadside memorial for a period of 60 days.

### **2.6. EXISTING MEMORIALS**

The Shire of Wyndham East Kimberley will treat all existing roadside memorials in a sensitive manner and will address each one on an individual basis with the aim of making roadside memorials compliant with this policy

