



POLICY NO	CP/OPS-3654	
POLICY	Roadside Memorials	
RESPONSIBLE DIRECTORATE	Infrastructure	
RESPONSIBLE OFFICER	Director Infrastructure	
COUNCIL ADOPTION	Date: 25/08/2015	Resolution No: 11069
REVIEWED/MODIFIED	Date:	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: September 2018	
LEGISLATION	<i>Local Government Act 1995 – Sections 2.7 and 3.1</i>	
RELATED POLICIES	CP/OPS-3651 - Private Works and Developments on Road Verges and Council Managed Land	
RELATED ORGANISATIONAL DIRECTIVES	AP/OPS- 4643 Organisational Directive Roadside Memorials	

PURPOSE:

The purpose of this policy is to provide guidance on the management of roadside memorials within the road reserves of highways, main roads and local roads.

DEFINITIONS:

Bitumen/road seal is sealed surface of the road.

Carriageway is the portion of a road or bridge devoted particularly to the use of vehicles, inclusive of shoulders and auxiliary lanes.

Contractors are a contract with a third party to deliver a set of given services for a defined period to maintain sections of the road network.

Control of Access Road are roads that do not permit pedestrian access or parking. For example the Freeways, Tonkin Highway and Reid Highway.

Freeway is a divided highway for through-traffic with no access for traffic between interchanges and with grade separation at all intersections.

Guideposts are a wooden or plastic white post with a reflector approximately 1.5 metres from the edge of the road.

Highways are roads provide connections between capital cities. They are also principal routes between a city and the major producing regions of the State. Highways also service major transport terminals or significant commercial and industrial centres.

Landscaped verges are landscaped frontages/ mown verges that are adjacent to the road. For example estates such as Secret Harbour and Carramar.

Main Road is a principal road in the road system.

Median is a space that divides two carriageways.

Road Reserve is the area either side of the road that belongs to Main Roads.

Roadside Memorial is an object or image constructed , erected, planted, printed or placed in the road or within the road reserve in honour of family or friends whose lives have been lost on the road.

Roadside Structure are items like bridges, overpasses, tunnels.

Shared Path are paths which are adjacent to freeways, major highways and rail corridors. These paths cater for pedestrians, including those in wheelchairs, and cyclists.

Traffic Control Item are traffic signals or signs.

Traffic Islands are small refuge typically located at intersections.

POLICY STATEMENTS:

1. The Shire of Wyndham East Kimberley has an obligation to be respectful and considerate of the bereaved.
 - a) Shire staff will be considerate and respectful of the needs of persons wishing to install roadside memorials.
 - b) The requests of family members will take priority over those of friends.
2. The Shire of Wyndham East Kimberley has an obligation to provide a safe and efficient road network.
 - a) A roadside memorial will only be considered for crash sites where fatalities have occurred and where the location will not interfere with pedestrians, traffic, homes or businesses.
 - b) A memorial will not be considered for animals.
3. A roadside memorial shall:
 - a) Consist of
 - i. A cross (or other suitable religious symbol);
 - ii. A paver;
 - iii. A decal; or
 - iv. A plant (vegetation).
 - b) Be of a size and nature described in the relevant Organisational Directive;
 - c) Not consist of flowers or retro-reflective material.
4. The Shire of Wyndham East Kimberley will (as detailed in the Roadside Memorials organisational directive):
 - a) Manage the approval process for the placement of roadside memorials;
 - b) Provide details of approved memorials;
 - c) Supply roadside memorials;
 - d) Install or assist in the installation of roadside memorials at suitable locations;
 - e) Not accept responsibility for the security or maintenance of roadside memorials;
 - f) Remove any roadside memorials not conforming to this policy; and
 - g) Remove the roadside memorial after a period of 5 years.

5. Any installation of a Roadside Memorial must also be undertaken in conjunction with CP/OPS-3651 Private Works and Developments on Road Verges and Council Managed Land.

EXPLANATORY NOTES:

Road Safety:

Memorials at fatal crash sites provide a means for assisting people to grieve for their loved ones as well as serving as a visual deterrent to road users, delivering a powerful road safety message. The Shire of Wyndham East Kimberley respects the need for people to erect roadside memorials, but it must also provide a safe and efficient road network to all road users to meet its obligations under the *Local Government Act 1995* and the *Main Roads Act 1930*. To do this the Shire needs to consider potential safety hazards including visual distractions to motorists, physical objects that could harm road users and the possible movement of personal items onto the road. The Shire also needs to consider the safety of pedestrians in close proximity to fast moving vehicles.

The Shire of Wyndham East Kimberley's overall objective is to ensure the road environment is safe for all road users and to respect people's grief.

Key Principles:

Family wellbeing principles

- The form of a memorial may be personal; and may reflect religion or culture.
- The wishes and needs of the family must be acknowledged for a roadside memorial to be permitted.

Community wellbeing principles

- When establishing a roadside memorial, consideration should be given to members of the community affected by the fatal crash.
- When a community member raises a concern regarding a roadside memorial, then action will be taken in consultation with affected parties to address concerns.
- When establishing a roadside memorial, it should be done in a manner that is respectful of broader community values.

Transitional timeframe principle

- When managing a roadside memorial, it should be acknowledged that roadside memorials are generally temporary in nature and that a transitional approach should be adopted.

Road safety principle

- When establishing a roadside memorial it must not compromise road safety. It must:
 - a) not pose a hazard to road users;
 - b) not pose an unacceptable distraction to road users;
 - c) be installed in a manner to ensure personal safety; and

d) be placed in a location that enables people to visit safely.

Road management principles

- When establishing a roadside memorial, the owner's details should be included on the memorial for contact purposes.
- A roadside memorial should not interfere with road management or maintenance activities.
- The Shire will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials.
- When the Shire intends to undertake any works in the vicinity of a roadside memorial, requiring its relocation or removal, the Shire will endeavour to contact the memorial owner.
- Where works are required to the ground on which an approved roadside memorial is located, the memorial will be moved 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.

RISK:

Risk: Failure to comply with legislative requirements leading to damage of reputation or financial loss.

Control: Review policies and procedures in accordance with review schedule.

Risk: Inability to deliver levels of service expected by the community.

Control: Monitor current budget and service levels.