



ADM11 MEMORIALS ON COUNCIL CONTROLLED LAND

Aim	A) To preserve the amenity of public reserves by managing the placement of private monuments and memorials; and B) To provide guidelines on what memorials may be placed in public places and the process that needs to be followed to gain consent for the placement of a memorial
Application	Elected Members Council Employees Community
Statutory Environment	<i>Local Government Act 1995</i> <i>Land Administration Act 1997 Road</i> <i>Traffic Act 1974</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 04 Quality Services and Infrastructure Objective 3 Well-planned towns
Approval Date	OMC 17 December 2019 (MINUTE:722/2019)

DEFINITIONS

Memorials and Monuments are structures made of concrete, natural stone, marble or timber or the like which have words inscribed onto them and make take on a variety of sizes and shapes. Headstones in cemeteries are an example of a memorial or monument. Plinths are structures onto which plaques are attached. They may be made of concrete, natural stone, marble or timber or the like.

POLICY

Memorials Located on Public Land

The creation or placement of memorials or monuments on public land is not permitted unless the consent of the Shire of Ashburton is provided.

1. Seats

- a. Shire of Ashburton will consider applications for the placement of seats with plaques in appropriate locations, such as along paths and in accordance with any Land Management Orders that may operate for the reserve. Applications must be made in writing to the Chief Executive Officer with a clear description of the proposed location. All applications will require Council approval.
- b. The purchase and placement of the seat will be at the expense of the applicant and the seat will be to Shire specifications and the location in accordance with Shire wishes. Approval will also be required for the wording to be placed on a plaque.
- c. Fees and Charges for the installation of the seat is as scheduled under Labour Costs, Private Works.



2. Plinths and Rocks with Plaques

It is the responsibility of the donor to arrange manufacture and delivery of plaques approved by the Shire of Ashburton.

- a. Such memorials will not be permitted on public land unless the person, event or location is of historical significance and the memorial is approved by the Council.
- b. The placement of plinths and rocks with plaques will be to Shire specifications and the location in accordance with Shire wishes. Costs associated with purchasing the plaque, plinth or support/surround and engraving the chosen message are the responsibility of the donor. Approval will also be required for the wording to be placed on a plaque.
- c. Fees and Charges for the installation of the plinths and rocks with plaques is as scheduled under Labour Costs, Private Works.

3. Trees

- a. The Council will consider applications for the planting of trees on public land. The location and species of the trees will be to Shire specifications. Trees will not be marked with plaques.
- b. The purchase and placement of the tree will be at the expense of the applicant and will be to Shire specifications and the location in accordance with Shire wishes.
- c. Fees and Charges for the installation of the tree is as scheduled under Labour Costs, Private Works.

4. Roadside Memorials on Shire Roads

- a. The Shire of Ashburton will permit the creation of small roadside memorials unless they are causing safety concerns for the public or if the *Road Traffic Act 1974* requires their removal.
- b. Consent is not required for the placement or creation of these memorials. However if they are considered a safety risk then the memorial will be removed without notification.

5. Scattering of Ashes

The scattering of Ashes within the Shire's owned or managed property may be permitted with the consent of the Chief Executive Officer.

6. Memorial Gardens

- a. This policy applies to Paraburdoo Memorial Garden and Doug Talbot Park in Tom Price as Memorial Gardens and not Council Cemeteries.
- b. All memorial garden plaques are to be larger than 150mm x 150mm, with the surrounding plinth or support / surround no larger than 200mm x 200mm.
- c. No responsibility is to be taken by the Shire of Ashburton for the ongoing maintenance of the memorials.
- d. If the memorial plaque deteriorates to a point at being unsafe then the Shire of Ashburton reserves the right to remove the memorial or plaque without notice.
- e. No responsibility is to be taken by the Shire of Ashburton for any damage to any memorial or for their unauthorised removal.
- f. The Shire of Ashburton reserves the right to remove any memorials at any time.



- g. The Shire of Ashburton may purchase, install, and maintain plaques for deceased past Councillors and staff of the Shire.

ASSOCIATED DOCUMENTS

ADM11 Memorials on Council Controlled Land Procedure

ADM11 SOA CS 055 - Application for Installation of Memorial

ADM11 Memorial garden template approval letter

ADM11 Memorial garden template application letter ADM11 Memorial Application Register.