

Council Policy – Memorials on Shire Land

Responsible Directorate	Corporate Services
Responsible Business Unit/s	Governance
Responsible Officer	Manager Governance
Affected Business Unit/s	Town Maintenance

Objective

The objective of this policy is to:

- preserve the amenity of public reserves by managing the placement of private monuments and memorials, and
- 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.

Scope

This policy applies to members of the public.

This policy does not apply to Shire cemeteries.

Policy Statement

Memorials on Shire land

The creation or placement of memorials on Shire of Ashburton (Shire) land may be permitted in commemoration of a person, event or location of historical significance.

The Shire may purchase, install, and maintain memorials for deceased past elected members and employees of the Shire.

Memorial gardens

The Shire has two dedicated memorial gardens being Paraburdoo Memorial Garden and Doug Talbot Park, Tom Price.

Memorials may be installed in the gardens where:

- the plaque wording is deemed appropriate;
- the plaque is no larger than 150mm x 150mm; and
- is affixed to a supporting rock or plinth no larger than 200mm x 200mm.

Applications which meet the policy criteria may be approved by the Chief Executive Officer (CEO). Where the policy criteria are not met, Council approval will be required.

It is the responsibility of the applicant to arrange the manufacture and delivery of memorials approved by the Shire. Costs associated with purchasing the memorial, including engraving and delivery, are the responsibility of the applicant.

Seats

The Shire will consider applications for the placement of seats with plaques in appropriate locations, such as beside paths and in accordance with any Land Management Orders that may operate for the reserve. Applications must be made in writing to the CEO with a clear description of the proposed location. All applications will require Council approval.

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 as determined by Council.

Trees

The Council will consider applications for the planting of trees on Shire land. Trees will not be marked with plaques.

The purchase and placement of the tree will be at the expense of the applicant and will be to Shire specifications and the location as determined by the CEO.

Roadside memorials

The Shire 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.

Consent is not required for the placement or creation of these memorials. However, if they are considered a safety risk, the memorial will be removed without notification.

Scattering of ashes

The scattering of ashes within the Shire's owned or managed property may be permitted with the consent of the CEO.

Maintenance of memorials

If the memorial plaque deteriorates to a point at being unsafe, the Shire reserves the right to remove the memorial or plaque without notice.

The Shire reserves the right to remove memorials at any time for safety or operational requirements.

Fees and charges

Fees and Charges for the installation of memorials are as scheduled under Labour Costs, Private Works.

Definitions

Memorials are structures made of concrete, natural stone, marble or timber or the like which have words inscribed onto them and may take on a variety of sizes and shapes.

Plinths are structures onto which plaques are attached. They may be made of concrete, natural stone, marble, timber or the like.

Relevant policies/documents

Installation of Memorial – Application

Relevant legislation/local laws

Local Government Act 1995

Land Administration Act 1997

Road Traffic Act 1974

Office use only				
Relevant delegations	Nil			
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