

# **ATTACHMENT TO AGENDA ITEM**

**Ordinary Meeting**

**17 December 2013**

**Agenda Item 5.5      Roadside Fatality Memorials Policy**

**Attachment 1      Draft Roadside Fatalities Memorial Policy | 16.POL4..... 170**

# GREATER SHEPPARTON CITY COUNCIL

**Policy Number 16.POL4**

## **Roadside Fatality Memorials**

**Version 1.0**

**Adopted 17 December 2013**

**Last Reviewed 17 December 2013**

<b>Business Unit:</b>	Corporate Performance
<b>Responsible Officer:</b>	Manager Corporate Performance
<b>Approved By:</b>	Chief Executive Officer
<b>Next Review:</b>	December 2017

## PURPOSE

The purpose of this policy is to set guidelines for the approval, construction and installation and maintenance of roadside fatality memorials.

## OBJECTIVE

This policy objective is to provide guidelines for members of the public who wish to erect a roadside fatality memorial. Applications must be made prior to the permanent memorial being erected.

## SCOPE

Greater Shepparton City Council recognises that some members of the community wish to mark the location of a fatal crash on the road network by the establishment of a roadside fatality memorial.

Greater Shepparton City Council will deal sensitively with requests for the establishment of roadside fatality memorials but will not encourage their placement.

## DEFINITIONS

Reference term	Definition
Roadside Fatality Memorial	Any object constructed, erected or placed on the roadside within the road reserve to commemorate/indicate a road fatality.
Roadside	Any area <b>excluding the carriageway</b> of a road reserve under the control of the Greater Shepparton City Council

## POLICY

A Roadside Fatality Memorial may include items such as wooden crosses coloured posts, flowers or any type of construction with or without plaques or inscriptions.

Greater Shepparton City Council recognises that some members of the community wish to mark the location of a fatal crash on the road network by the establishment of a roadside fatality memorial.

Greater Shepparton City Council will deal sensitively with requests for the establishment of roadside fatality memorials but will not encourage their placement.

In dealing with requests the following assessment criteria will be considered:

**Location.**

- a memorial must be located in a position where it will not distract drivers' attention from the driver task or interfere with the role of any traffic control item.
- a memorial must be located in a position where it will not be hazardous to passing traffic or prevent appropriate maintenance of the road reserve. VicRoads' Clear Zone Guidelines contained within the VicRoad Supplement to the Austroads Guide to Road Design, Part 6 – Roadside Design, Safety & Barriers will be included in the assessment criteria.
- applicants must be made aware of possible risks in visiting roadside memorials and should be advised on safe practices in this regard eg. stopping clear of traffic.
- evaluation of any request for erection of a memorial may include consultation with the neighbouring landholder.
- The location must be chosen to minimise risk.

**Construction**

- The applicant must provide Greater Shepparton City Council with details of the proposed memorial.
- A memorial must be constructed of material or installed in a way that will not cause injury if struck by a vehicle. Where a long lasting memorial is required which incorporates a plaque, it must be placed horizontally as close to the surface level as possible.

**Other**

- any objection or complaint from nearby residents or from road users regarding any aspects of memorials, including the activity of visitors to the memorial, should be carefully considered and if necessary GSCC will direct that the memorial be relocated or removed.
- The applicant must maintain the approved memorial in a neat and tidy condition and failure to do so may result in removal.
- applicants must be advised that GSCC will not accept responsibility for the maintenance of memorials, or any loss, damage, removal or relocation of roadside memorials that may occur due to road maintenance or construction activities.
- in general a time limit of twelve months will be allowed for memorials of a temporary nature.
- arrangements for the placement of permanent memorials must be made to the Responsible Officer in accordance with the policy guidelines.
- The applicant must obtain a consent for works in a road reserve from the GSCC.
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The Council will maintain a schedule of approved memorials together with the contact details of the applicant. The applicant will be held accountable for the ongoing maintenance of the memorial and advising GSCC of any changes to the responsible person.

**RELATED POLICIES AND DIRECTIVES**

- *Greater Shepparton City Council Road Management Plan*
- *VicRoad Supplement to the Austroads Guide to Road Design, Part 6 – Roadside Design, Safety & Barriers*

**RELATED LEGISLATION**

- *Road Management Act, regulations and codes*

**REVIEW**

This policy is to be reviewed by the responsible officer no later than four years from the date of adoption of this policy. This policy will then be reviewed every four years within six months after the general election.

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**Gavin Cator****Date****Chief Executive Officer****ATTACHMENTS***Nil*