

4.1.5 Memorials in Public Places

Type:	Operations – Public Infrastructure
Legislation:	Local Government (Uniform Local Provisions) Regulations 1996
Delegation:	
Other Related Document:	Nil

Objective

The policy seeks to establish the processes and procedures by which Council govern and assess members of the community and residents' requests to memorialise family, friends and members of the Town of East Fremantle community within public places.

Context

The Town recognises that memorials support people grieving the loss of a loved one or close friend and commemorate the contributions made by persons to the local community.

The Town also recognises that there is a practical need to manage the installation of private memorials in public places for various reasons, including cluttering of public spaces, maintenance, installation costs, damage and controlling the style of memorial.

For the purposes of this policy, 'Memorials in Public Places' refers to memorials installed in Crown Land vested in the management of the Town or land owned freehold by the Town which is reserved for the purposes of recreation, public open space or a road reserve.

Policy Scope

This policy relates to the governance of all private memorials in public places within the Town of East Fremantle.

Statement

Subject to the provisions within this policy, **the Town will not support the community to memorialise family, friends and community members** unless at the discretion and approval of Council and if Council so determines the memorial is appropriate, practical and that the individual being memorialised has been a long standing resident (40 + continuous years) of the Town or has worked in the Town (40 + continuous years) and has contributed in a positive way to the Town.

The Council will consider and may approve all eligible applications for memorials in accordance with this Policy.

Memorials in Public Places Requirements:

1. Community members may apply to the Town to memorialise a family member, close friend or community member who has been a long standing resident of the Town or a worker within the Town (both 40+ continuous years) and has made a positive contribution to the Town or has a long standing relationship within the Town through a request to Council for the installation of a memorial plaque in a location deemed suitable and appropriate by Council.
2. Memorials shall only be installed at locations deemed appropriate by Council and under the requirements detailed below.

3. A formal written application shall be submitted to the Chief Executive Officer requesting the installation of the memorial plaque.
4. Council will consider any eligible formal request and determine the request considering the merits of the request.
5. All applications for permanent memorials will only be considered where the person to be commemorated has been deceased for a minimum of 12 months.
6. All applications for permanent memorials made by community members must be supported by a family member of the deceased person and shall include the signature of the spouse or children of the deceased.
7. Only one memorial per person shall be approved.
8. Statues, street furniture, artwork, plaques and other artefacts may be considered or accepted by Council as a suitable interpretation as a memorial plaque for installation, subject to approval by Council.
9. Should for any reason, the applicant or family of the deceased seek the removal of an installed memorial, an application from the family must be submitted to the Town for officers to remove the memorial and return it to the family.
10. Decisions around the location, type, size and the construction of the memorial and the subsequent positioning of the memorial plaques will be at the sole discretion of Council and in accordance with items 11 - 13 below.
11. The inscription on the plaque is to be approved by the Council and shall include as a minimum the person's name including first name and surname. The wording of the memorial plaque shall be included in the application to be approved by the Council.
12. The costs associated with the plaque with the approved inscription, installation costs and any costs associated with the purchase of street furniture/ artwork/ or similar will be borne by the applicant. An additional cost of five Hundred (\$500) dollars will also be paid by the applicant once the memorial has been approved by Council. This additional payment will be utilised for the purposes of purchasing trees for the Town's use in public spaces.
13. The plaque is to meet the following specifications;
 - a. Maximum size 150mm x 150mm.
 - b. Minimum size 100mm x 100mm.
 - c. Constructed from corrosion resistant metal.
 - d. A minimum of 2 holes at the extremities of the plaque for attaching to the memorial.
14. If it is necessary for the Town to remove the plaques because of vandalism, deterioration or for other operational reasons then the Town gives no undertaking that it will be replaced.

Responsible Directorate:	Operations
Reviewing Officer:	Operations Manager
Decision making Authority:	Council
Policy Adopted:	
Policy Amended/Reviewed:	
Former Policy No:	