



mainroads
WESTERN AUSTRALIA

Policy and Guidelines Roadside Memorials

Contents

1. OVERVIEW	4
2. DEFINITION OF A ROADSIDE MEMORIAL	4
3. STATEMENT OF POLICY	4
4. GUIDELINES	5
4.1. Requests for Roadside Memorials	5
4.2. Registering Roadside Memorials	5
4.2.1. Unregistered Roadside Memorials	5
4.3. Memorial Requirements to Maximise Road Safety	5
4.3.1. Roadside Memorials – Types and Structure	5
4.3.1.1. Cross	5
4.3.1.2. Paver	6
4.3.1.3. Decal	6
4.3.1.4. Plant	6
4.3.2. Memorabilia and Personalisation	7
4.3.3. Installation of Roadside Memorials	7
4.3.4. Maintenance of Roadside Memorials	7
4.3.5. Visiting a Roadside Memorial	8
4.4. Roadworks Near Approved Roadside Memorials	8
4.5. Roadside Memorial Removal Procedure	8
5. CONTACTS	8
6. DEFINITIONS	9
7. REFERENCES AND RELATED DOCUMENT	10
8. APPENDICES	11

Document Control

Owner	Director Network Management
Custodian	Rural Network Operations Management Manager
Document Number	D10#252657
Issue Date	25 March 2021
Review Frequency	Two years

Amendments

Revision Number	Revision Date	Description of Key Changes	Section / Page No.
0	01/12/2010	Initial issue	All
1	23/12/2015	Document review undertaken	All
2	20/04/2018	New corporate format and change of ownership	
3	23/08/2018	Minor text changes and revised notices within Appendices	
3.1	20/11/2019	Details about access to register added, custodian changed	
4	25/03/2021	Update to include unregistered roadside memorials, update definitions, formatting	All

1. OVERVIEW

Memorials at fatal crash sites provide a means for assisting people to grieve for their loved ones as well as serving as a visual reminder to road users, delivering a powerful road safety message. Main Roads 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 *Main Roads Act 1930*. To do this Main Roads 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. Main Roads also needs to consider the safety of pedestrians in close proximity to fast moving vehicles.

Main Roads' overall objective is to respect people's grief and ensure the road environment is safe for all road users. This policy has been developed in consultation with the community and various interest groups. It has been prepared to inform the public, Local Government, Main Roads Officers and contractors of the types of roadside memorials approved and supplied by Main Roads on freeways, highways and main roads throughout Western Australia. It also outlines how Main Roads will arrange the installation and ongoing management of roadside memorials.

2. DEFINITION OF A ROADSIDE MEMORIAL

A roadside memorial can be described as an object or image constructed, erected, planted, painted or placed within the road reserve in honor of family or friends whose lives have been lost on the road or road reserve, as outlined in section 4.3.1.

3. STATEMENT OF POLICY

Main Roads has an obligation to provide a safe and efficient road network. Main Roads will:

- Be considerate and respectful of the needs of persons wishing to install roadside memorials;
- Approve the placement of appropriate roadside memorials;
- Supply roadside memorials and install or assist in the in their installation at suitable locations. (as defined in section 4.3);
- Not accept responsibility for the security or maintenance of roadside memorials;
- Remove or modify memorials that either pose a safety hazard or are in a poor state.
- Store and reinstall memorials impacted by planned roadworks/maintenance
- Not approve or provide roadside memorials for animals; and
- Will only approve or provide roadside memorials for crash sites where fatalities have occurred.

4. GUIDELINES

4.1. Requests for Roadside Memorials

When touched by tragedy, family and friends find a roadside memorial can help comfort and heal, as it provides a tangible record of a life lived and serves as a reminder to the community to drive carefully. Where requests are received, Main Roads can provide support to family and friends by assisting them to understand the requirements of this policy and install or assist in the installation of a suitable roadside memorial at the safest location. It should be noted that this policy is intended to provide guidance to Main Roads Officers and each case should be dealt with on an individual basis.

Main Roads' foremost concern is that all road users are provided with a safe road environment and that family and friends and the road user are safe whilst a roadside memorial is being erected, visited, or is being maintained.

4.2. Registering Roadside Memorials

To ensure that a memorial is safe for road users and to enable notification to family and friends of upcoming roadworks, it is necessary to maintain a register of approved memorials and their owners. These registrations will be recorded in the Roadside Memorial Approval Register – State Wide. Regions are expected to keep a record of denied requests.

Once the individual has successfully registered their memorial they will be referred to as the 'memorial owner'. Please note the contact details provided to Main Roads may be used for future contact regarding the memorial and this person will be responsible for the maintenance and safety compliance of the memorial.

Main Roads will not allow access to the State Wide register by third parties as it contains contact details and other sensitive information.

4.2.1. Unregistered Roadside Memorials

Memorials that are installed without Main Roads approval and do not have a registered memorial owner will be recorded as an 'unregistered memorial'. A notification (refer to Appendix 1) will be attached to the memorial structure. If Main Roads is unable to establish a memorial owner prior to the initiation of roadworks or maintenance, then the memorial may be treated differently with respect to removal (see section 4.4 and 4.5).

4.3. Memorial Requirements to Maximise Road Safety

Main Roads will approve, supply and assist with the installation of a cross, paver, or decal as per the specifications in section 4.3.1, depending on the family and/or friends preference.

Alternatively, the applicant may purchase a plant compliant with Main Roads' guidelines and Main Roads will subsidise the purchase up to \$50 and assist with the installation.

4.3.1. Roadside Memorials – Types and Structure

In consideration of safety to all, the following specifications are recommended. If unsure, please contact Main Roads.

Note: These specifications should be used as a guide only. Common sense should prevail when assessing specific locations for placement of roadside memorials.

4.3.1.1. Cross

Crosses are constructed from timber and are:

- 850mm long (600mm out of the ground) and 400mm wide;
- Built from pieces 40mm x 18mm; and
- Painted white and are non-reflective. Crosses shall be located:

- No closer than three (3) metres from the edge of any bitumen/road seal;
- No closer than one (1) metre from behind the line of guideposts; and
- No closer than one (1) metre from the edge of any shared path. Crosses shall not be located:
- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants;

4.3.1.2. Paver

Pavers are of grey concrete and are 600mm long and 300mm wide.

Pavers should be flush with the existing surface and shall be located:

- No closer than one (1) metre from behind the line of guideposts;
- No closer than three (3) metres from the edge of any bitumen/road seal;
- No closer than one (1) metre from the edge of any shared path;
- On control of access highways and freeways; and
- On traffic islands and medians where the landscaping permits.

Pavers shall not be located:

- Within the area which is regularly graded during shoulder grading or drain maintenance;
- In close proximity to residential dwellings where they may cause concern to the occupants;
- On landscaped verges; and
- On roundabouts.

4.3.1.3. Decal

Decals are adhesive labels, 160mm long and 130mm wide, which display a white cross on a black background.

Decals shall be located:

- At the base of traffic signal poles; and
- At the base of street light columns. Decals shall not be located:
- On any traffic signs; and
- On street name signs.

4.3.1.4. Plant

Plants must comply with Main Roads vegetation placement guidelines in regards to trunk size and setback distance. The requested plant type must be stated as part of the application/approval process and Main Roads will verify the appropriateness of the plant type for the location.

Examples of locally occurring plants that would be suitable for the metropolitan area are as follows:

- Honeybush (*Hakea lissocarpha*);
- Many of the Melaleucas (e.g. *Melaleuca preissiana*);
- Many of the small Eucalypts (e.g. *Eucalyptus todtiana*); and
- Many of the Grevilleas (e.g. *Grevillea manglesii*).

Examples of locally occurring plants that would be suitable for specific regional areas are:

- Geraldton Wax; and
- Albany Woollybush.

Other plants that are typical from other regional areas would also be considered if the plant is of special significance to the family. (For a more comprehensive list or further information Main Roads Officers should contact the Environment Branch).

Plants shall be located:

- Outside of the maintenance clear zone;
- No closer than one (1) metre from the edge of any shared path;
- On control of access highways and freeways; and
- On traffic islands and medians where the landscaping permits.

Plants shall not be located:

- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants; or
- On landscaped verges

4.3.2. Memorabilia and Personalisation

Main Roads understands that personalising a memorial may provide comfort to families and friends of people who have lost their lives on the road. In the interest of preserving safety for all, items such as flowers, toys and other personal effects must be firmly secured to the memorial. Where possible, memorabilia should not exceed the dimensions outlined in the memorial requirements, the reason being that such items may be a visual distraction to road users. Physical objects could harm road users and the possible movement of personal items onto the road could be a potential road safety hazard. Only one (1) roadside memorial shall be allowed per life lost.

Some items that are a safety hazard and should not be used include:

- Reflective material such as foil and cellophane
- Solar and neon lights, or any form of illumination
- Rocks, bricks or other non-frangible items

Personalisation of crosses should be limited to non-reflective material. Please refer to Appendix 2 for Notice of Modification of memorial due presence of hazardous items at memorial site.

4.3.3. Installation of Roadside Memorials

A Main Roads representative will assist in the installation of approved roadside memorials as detailed in section 4.3. The Main Roads Officer will ensure its placement is in accordance with Main Roads' standards and requirements and most importantly take into consideration the safety of road users. Main Roads Officers will consider safety issues such as where the road geometry is less than optimum i.e. road crests, bends and high-speed locations.

*All memorials on Freeways within WA must be installed by Main Roads

4.3.4. Maintenance of Roadside Memorials

The road reserve is maintained by Main Roads WA. Main Roads does not accept responsibility for the loss or damage of roadside memorials that may occur due to vandalism. Main Roads, will as part of its regular maintenance program, report on memorials on its network which have been subject to vandalism or are in a significant state of disrepair.

If the condition of a memorial has deteriorated Main Roads will endeavour to contact the owners of a memorial to discuss its condition and to confirm their wish for the memorial to remain in place.

4.3.5. Visiting a Roadside Memorial

Main Roads is concerned for the safety of people who visit roadside memorials. They may expose themselves and other road users to safety risks. If people visit roadside memorials they must understand that roadsides can be hazardous locations and take appropriate precautions. It is thereby important that family and friends park their vehicles safely and clear of the road while attending the roadside memorial. Main Roads can provide advice as to what precautionary steps may be taken to maintain a safe environment.

Stopping on Freeways is prohibited under the Road Traffic Code 2000. As such visits to Memorials on freeways are also prohibited.

4.4. Roadworks Near Approved Roadside Memorials

Main Roads will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials.

Where works are required to the ground on which a registered roadside memorial is located, Main Roads will contact the memorial owner. The memorial will be carefully shifted 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 works unless otherwise advised by the memorial owner. Care will be taken to minimise damage to the roadside memorial.

When the memorial owner cannot be contacted, or when a memorial is unregistered, Main Roads will make every effort to contact the owners of the memorial before the removal, which may include placing a notice on the memorial prior to removal for roadworks to take place (Refer to Appendix 3). At the conclusion of roadworks, the memorial will be reinstalled as close as practical to the original location.

4.5. Roadside Memorial Removal Procedure

One of Main Roads' key objectives is to maximise road safety on Western Australian roads. If any roadside memorial presents a safety hazard (Refer to Section 4.3.1.5) it will either be modified, relocated or removed immediately. Following this Main Roads will make efforts to contact/inform the memorial owner of the actions taken, by placing the relevant notifications: If modified for safety reasons the notice (Appendix 2) will be placed at the memorial, if removed for safety reasons the notice (Appendix 4) will be placed as close as practical to the previous memorial site.

Memorials that comply with section 4.3 but are in a poor state of repair or cause concerns due to its location may be removed. Registered memorial owners will be contacted by Main Roads. If Main Roads is unsuccessful in contacting the registered owner, or if the memorial is not registered, a notice (Appendix 1) will be attached to the memorial for the responsible person contact Main Roads within 60 days. If Main Roads does not receive any response within the given timeframe, the roadside memorial will be removed. Main Roads will store the removed roadside memorial for a period of 12 months prior to disposal. For further information, please see the Roadside Memorial Removal and Reinstatement Process flow chart (Appendix 5).

5. CONTACTS

Main Roads Customer Information Centre: 138 138.
Available 24 hours a day, 7 days a week, 365 days a year.

6. DEFINITIONS

Term	Definition
Bitumen/road seal	The surface of the road.
Carriageway	The portion of a road or bridge devoted particularly to the use of vehicles, inclusive of shoulders and auxiliary lanes.
Contractors	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	Roads that do not permit pedestrian access or parking. For example the Freeways, Tonkin Highway and Reid Highway.
Freeway	A divided highway for through-traffic with no access for traffic between interchanges and with grade separation at all intersections.
Guideposts	A wooden or plastic white post with a reflector at the edge of the carriageway.
Highway	Highways 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	Landscaped frontages/ mown verges that are adjacent to the road. For example estates such as Secret Harbour and Carramar.
Main Road	A principal road in the road system
Median	Divides two carriageways
Memorial owner	The individual that has registered the memorial and will be contacted for all matters relating to the memorial.
Registered memorial	A memorial that <ul style="list-style-type: none"> • is compliant with Main Roads safety standards • has been informed to Main Roads prior to installation and where the contact details of relevant person/s have been provided
Road Reserve	The area either side of the road that belongs to Main Roads
Roadside Structure	For example, bridges, overpasses, tunnels.
Shared Path	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	Traffic signals or signs.
Traffic Islands	Small refuge typically located at intersections.
Unregistered memorial	A memorial that has not been informed to Main Roads prior to installation and where the contact details of the relevant person/s have not been provided

7. REFERENCES AND RELATED DOCUMENT

Document number	Description
D21#158920	Roadside Memorial Removal and Reinstatement Process - Projects (Final)
D06#122369	Roadside Memorial Approval Register – State Wide

8. APPENDICES

Appendix	Title
Appendix 1	Roadside Memorial Notice (Registration)
Appendix 2	Roadside Memorial Notice (Modification)
Appendix 3	Roadside Memorial Notice (Temporary Relocation or Removal due roadworks)
Appendix 4	Roadside Memorial Notice (Removal of Memorial)
Appendix 5	Roadside Memorial Removal and Reinstallation Process

Appendix 1: Roadside Memorial Notice (Registration)



ROADSIDE MEMORIAL NOTICE (Registration)

At Main Roads we support the installation of memorials on the roadside as a means for assisting loved ones to grieve and to serve as a powerful road safety message.

As this memorial is not in our register, we ask that the responsible person makes contact on (insert regional contact & phone number) within 60 days of the date below so that we can obtain their contact details.

This makes it easy for us to work together in the event that we may need to modify or temporarily remove the memorial due to road works or items at the memorial deemed hazardous.

Kind regards.

Signature

Date

Print Name

Appendix 2: Roadside Memorial Notice (Modification)



ROADSIDE MEMORIAL NOTICE (Modification)

At Main Roads we support the installation of memorials on the roadside as a means for assisting loved ones to grieve and to serve as a powerful road safety message.

Whilst respecting the grief of loved ones we also need to ensure that the road environment is safe for all road users.

There were some parts of this memorial that were distracting or unsafe for other road users and the memorial required some minor modifications.

We have made the necessary modifications and will store any removed items for a period of twelve months from the date below.

If you are the responsible person or know who this memorial belongs to, please contact us on (insert regional contact & phone number) so we can discuss this matter further with you.

Kind regards.

Signature

Date

Print Name

Appendix 3: Roadside Memorial Notice (Temporary Relocation/Removal due to Roadworks)



**ROADSIDE MEMORIAL NOTICE
(Temporary Relocation or Removal
due to Roadworks)**

At Main Roads we support the installation of memorials on the roadside as a means for assisting loved ones to grieve and to serve as a powerful road safety message.

We are about to commence work in this area which requires us to temporarily remove/relocate this memorial.

Should we not receive any contact before the works commence, we will remove/relocate the memorial until the works are complete.

Once the work is finalised we will reinstate the memorial as close to its original location as possible.

If you are the responsible person or know who this memorial belongs to, please contact us on (insert regional contact & phone number) so we can discuss this matter further with you.

Kind regards.

Signature

Date

Print Name

Appendix 4: Roadside Memorial Notice (Removal of Memorial)



ROADSIDE MEMORIAL NOTICE (Notice of Removal)

At Main Roads we support the installation of memorials on the roadside as a means for assisting loved ones to grieve and to serve as a powerful road safety message.

Whilst respecting the grief of loved ones we also need to ensure that the road environment is safe for all road users.

The memorial at this location was unsafe for other road users and required removal. We will store any removed items for a period of twelve months from the date of removal.

If you are the responsible person or know who this memorial belongs to, please contact us on (insert regional contact & phone number) so we can discuss this matter further with you.

Kind regards.

Signature

Date

Print Name

Appendix 5: Roadside Memorial Removal and Reinstallation Process

