

Memorials in Public Open Spaces Council Policy

Responsible directorate: Governance and Strategy

Objective: To provide guidance on the eligibility, assessment and installation of memorials for deceased persons in public open spaces within the City of Joondalup.

1. Application:

This policy applies to persons wishing to install a temporary or permanent memorial to a deceased person in a public open space in the City of Joondalup.

2. Definitions:

“applicant” means the person(s), organisation or association submitting an application for a memorial.

“immediate family member” means a parent, grandparent, sibling, uncle, aunt, nephew, niece, cousin, spouse, de facto partner or child of a deceased person.

“permanent memorial” means a small, permanent monument (i.e.: engraved plaque, bench seat) to commemorate a person who made a significant contribution to the City of Joondalup community.

“public open space” means land owned or managed by the City of Joondalup that is open to the public, including sports parks, recreation parks, natural areas and urban landscaping areas (e.g.: road reserves).

“temporary memorial” means a small, temporary monument (e.g.: flowers, crosses, toys, notes) to commemorate a person who has died in tragic circumstances.

3. Statement:

The City of Joondalup recognises the use of memorials as a means of assisting people to grieve for loved ones and to honour the past contributions of deceased persons within their local communities.

The City also recognises that there is a practical need to manage the installation of private memorials in public open places. The City will consider applications for temporary and permanent memorials in public open spaces where the proposed memorial will not impact the amenity of the public open space or the safety of public open space users.

4. Details:

4.1. General conditions:

- a. The design and location of a memorial must be approved by the Chief Executive Officer prior to installation.
- b. All costs associated with installing and maintaining the memorial will be the responsibility of the applicant.
- c. The applicant is responsible for the ongoing maintenance of a memorial (e.g. weed removal, graffiti removal).
- d. Where an established memorial becomes neglected, The Chief Executive Officer may determine that the memorial is to be removed.

4.2. Temporary memorials:

- a. Temporary memorials can be placed on a site for up to 12 months.
- b. Applications for temporary memorials can be made by immediate family members of a deceased person.
- c. Applications for temporary memorials must be approved by the Chief Executive Officer.
- d. Temporary memorials must be removed by the applicant at the end of the 12-month period.
- e. Where a temporary memorial is not removed by the applicant, the City will remove the memorial on the applicant's behalf and where possible, return the memorial to the applicant.

4.3. Permanent memorials:

- a. Permanent memorials will be considered for persons who have been deceased for at least one year to allow for the appropriate development of historical perspective.
- b. Applications for permanent memorials can be made by any member of the community, or a group.
- c. Applications for permanent memorials must be supported by immediate family members of the deceased person.

- d. Applications for permanent memorials must be approved by the Council.
- e. Applications will be considered on a case-by-case basis informed by the deceased person's connection and contribution to the local community.

4.4. Memorials disturbed by public works:

- a. Where an established memorial becomes disturbed by public works (e.g.: roadworks), the memorial will be removed by the City (or the City's agent) and returned to the applicant, where possible.
- b. Memorials that have been disturbed by public works may be reinstalled in another location, subject to approval by the Chief Executive Officer.

Creation date:	December 2009 (CJ284-12/09)
Formerly:	Memorials in Public Reserves Policy
Amendments:	CJ093-05/12, CJ228-12/16, CJ220-12/22
Last reviewed:	December 2022 (CJ220-12/22)
Related documentation:	<ul style="list-style-type: none">• Memorials in Public Open Spaces – Fact Sheet• Memorials in Public Open Spaces Application Form – Permanent Memorial• Memorials in Public Open Spaces Application Form – Temporary Memorial
File reference:	101273