

## POLICY



**Date adopted:** 30/05/2017  
**File no:** 558615-1  
**Minute number:** 148/2017

**Policy title:** CEMETERIES  
**Directorate:** COMMUNITY AND LIFESTYLE  
**Branch:** PARKS  
**Policy objective:** To provide clear guidelines for the operation of the services provided at Council's cemeteries.

**Policy scope:**

This policy applies to Council cemeteries and describes the procedures applicable to these cemeteries.

**Definitions:**

Not applicable.

**Policy statement:**

1. Introduction
  - (a) Multiple burials - while double sized plots are not permitted in a cemetery, multiple burials in a single plot are permitted and encouraged. This is both for land conservation and to assist in the reduction of funeral costs. Plot fees are not charged for the subsequent burials.
  - (b) Ashes - with the growing acceptance of cremation as an alternative to burial, Council cemeteries must provide for an appropriate placement of ashes to meet the needs of the public.
  - (c) Reservation of graves - the reservation of grave sites is an increasing practice. The reservation of sites increases the lawn area of the cemetery required to be maintained, and consequently maintenance time is increased and burial areas need to be extended prematurely. Maintenance costs on lawn sections with plaques are naturally greater than unused or undeveloped sections of the cemetery.
  - (d) Sale of memorial plaques - Council offers a service to sell bronze plaques at a fee to be set each year. This optional service simplifies the procedures in obtaining plaques and having them placed in Council cemeteries. These items are to be installed by cemetery staff in association with normal maintenance.
2. The following procedure is to be undertaken for this policy:
  - (a) The placement of ashes into grave plots is only permitted into pre-existing reserved or occupied graves.
  - (b) Council is to permit and provide the placement of ashes into designed garden beds, with memorial plaques to be placed on the garden edging.

- (c) Council is to permit and provide for a designated area of bushland within appropriate cemeteries for the sprinkling of ashes, without provision of memorial plaques. The sprinkling of ashes is to be carried out by Council staff, funeral directors, ministers of religion, or private persons with the permission of a nominated delegated authority.
- (d) Council to provide an optional service for the sale of memorial plaques to the public. Memorial plaques are to be designed, fabricated and installed in a manner consistent with the majority of existing plaques at the relevant cemetery, to achieve uniformity and ensure safety for visitors and staff.
- (e) Monuments and other structures to be erected within cemeteries must receive written consent before commencement of construction and conform to Australian Standard 4204 - 1994.

**Related policies/legislation/other documents:**

DOC ID	DOCUMENT TYPE	DOCUMENT NAME
-	Legislation	Local Law No. 14 (Cemeteries) 2011
-	Legislation	Subordinate Local Law No. 14 (Cemeteries) 2011
-	Australian Standard	Australian Standard 4204 - 1194 (Headstones and Cemetery Monuments)
<a href="#">8428187</a>	Delegation of Authority	Local Law No. 14 (Cemeteries) 2011