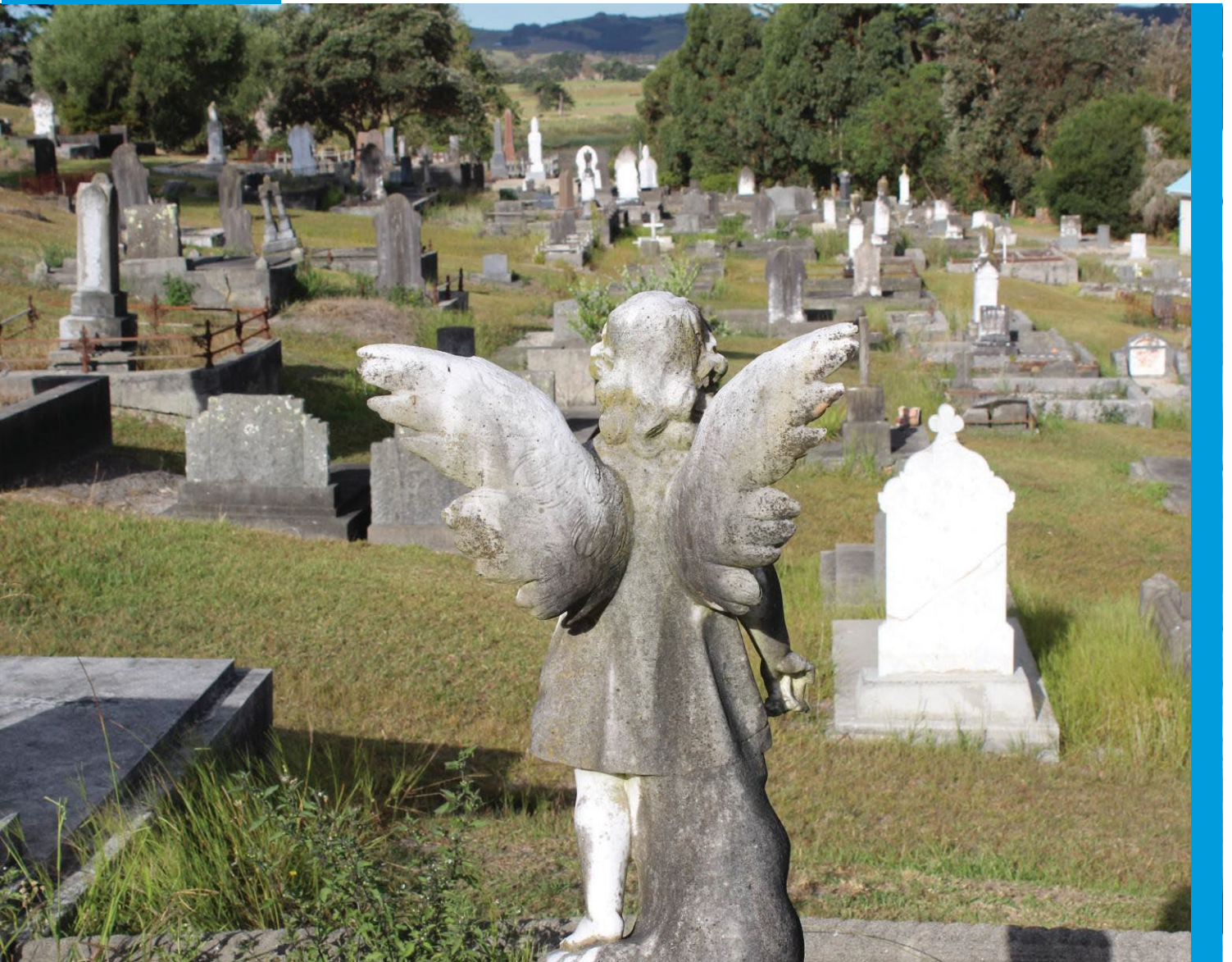


Cemeteries and Crematoria Code of Practice

Kaipara District Council 2024



The Cemeteries and Crematoria Code of Practice is made under clause 7 of the Cemeteries and Crematoria Bylaw.

Cemeteries and Crematoria Code of Practice

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Introduction

In compiling this Cemeteries Code of Practice (Code), Kaipara District Council staff have been very conscious that we are dealing with a deeply important and sensitive part in the lives of our community. How we care for our deceased loved ones is one of the most intimate and personal experiences for each of us.

As a community our cemeteries are an expression of the respect, we show to those who have gone before. They are to be places of contemplation, of serenity and prayer, of respect for our history, and the stories of our people. They are places to come to grieve, to remember and to give thanks.

It is the purpose of this Code to ensure that our cemeteries, those interred in them, and those people that frequent them are protected from potential offensive behaviour, and loss of cemetery character. The Code also seeks to protect, promote, and maintain public health and safety for all persons.

This Code contains regulations and information applying to the key operational areas and visitor conduct within Council cemeteries. It reflects Council's desire to provide an environment and services that support the needs of the community, and is intended as a ready reference for funeral directors and other customers.

All Kaipara District Council administered cemeteries have historical significance as they have all been operating for over 70 years. They provide valuable records of those who have gone before, and for those conducting historical research.

You can find links to prescribed forms and other relevant information on the Council [Cemeteries webpage](#), or by contacting the Council team through email: parks@kaipara.govt.nz or by giving them a call on: 0800 727 059.

Related information

Crematorium

- Currently, Kaipara District does not have a crematoria facility to provide cremation services.
- Cremation services are available through Maunu Crematorium Ltd.
- You can contact the Maunu crematorium directly by email: maunucrematorium@gmail.com or ask your funeral director for assistance.

Cemeteries

- The Kaipara District Council owns, or administers, approximately 10 operational cemeteries across the District.
- Non-operational cemeteries are considered closed when plots are no longer available to purchase, or all plots have been used.
- Closed cemeteries no longer accept interments (burials) of any kind, however some activities such as ash interments may still occur within certain non-operational cemeteries, these activities are managed in accordance with this Code.
- This Code applies to all Council owned or administered cemeteries and assists the management and administration of these public places for all Kaipara residents, visitors, and cemetery users.

Preliminary matters

1. Interpretation

1.1 In this Code, unless the context otherwise requires:

| | |
|--------------------------------|--|
| Act | means The Burial and Cremation Act 1964 . |
| Adornment | means items left at the plot or graveside as a tribute to the deceased such as floral arrangements, photos, or other personal items. |
| Approval | means written permission issued by Council to carry out an activity or a permit that may be subject to and include conditions. |
| Ashes | means the term used to describe the cremated remains of a human body or animal. |
| Authorised Officer | means a person authorised by Council to perform duties under the: <ul style="list-style-type: none"> • the Cemeteries and Crematoria Bylaw; or • A person appointed by Council as an Enforcement Officer under section 177 of the Local Government Act 2002. |
| Beam | means a concrete strip that marks plot row and number and in which a headstone or plaque is placed. |
| Body | means a dead human body and includes the body of a still born child. |
| Burial | means the interment of a body, remains or ashes. |
| Cemetery | means the Kaipara District Council Cemeteries and Crematoria Bylaw. |
| Cemetery | means any land vested in or under the control of Council and dedicated as a place of burial for deceased persons or as a cemetery under gazette notice. |
| Certificate of Purchase | means proof of purchase for an Exclusive right of Burial plot that contains: <ul style="list-style-type: none"> • the name of the plot owner; • location of the plot; • purchase price and date; and • any other conditions that Council may impose that are relevant to the Exclusive Right to Burial |
| Charge | means the levies imposed by Council in the exercise of Council's mandated regulatory and service delivery functions. |
| Code | means the Kaipara District Council Cemeteries and Crematoria Code of Practice. |
| Council | means the Kaipara District Council or any person delegated to act on its behalf. |
| Cremation | means the reduction to ashes of dead bodies by burning. |
| Crematoria | means appliances and machinery and furnaces for effecting cremations, and includes any building in which any such appliances, machinery, or furnaces are fixed. |
| Disinterment | means the removal of a body (or the remains of a body) buried in any cemetery. |

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|----------------------------------|--|
| Exclusive Right of Burial | means a right that may be purchased from the Council which grants the purchaser, and his or her representative, the exclusive right of burial in a designated burial plot for a specified number of years; and <ul style="list-style-type: none"> • does not create an ownership interest over the designated plot; and • lapses in accordance with section 10 of the Act. |
| Fee | means the prescribed cost imposed by the Council on the direct recipient in return for services. |
| Funeral director | means a person whose business is or includes disposing of bodies. |
| Grave | means the area where the body of a deceased person is, or their ashes are, buried. |
| Interment | means the burial of a body or ashes in a plot. |
| Lawn cemetery | means a grass lawn cemetery where no headstones project above the ground. |
| Memorial | means a flat plaque or tablet established to remind people of the deceased person interred in the plot. |
| Monument | means any tombstone, memorial, headstone, kerbing, or other erection; and projects above the ground. |
| Natural burial | means a burial that has a low environmental impact, including the body not being treated with chemicals or oils that prevent or slow down the decay of the body. |
| Non-operational cemetery | means a cemetery which has been closed by a closing order but may accept future ash interments. |
| Operational cemetery | means a cemetery that is accepting new interments, and / or having crematoria facilities on site. |
| Owner | means the person who the Exclusive Right of Burial plot belongs to. |
| Person | means an individual, a corporation, a body corporate, and an unincorporated body, and in the context of this Code may mean: <ul style="list-style-type: none"> • someone who wishes to be buried or whose ashes would like to be scattered in a Council cemetery; or • someone responsible for the burial of another; or • someone who wants to disinter a deceased body; or • someone responsible for the maintenance of a deceased memorial or monument. |
| Plot | means a specified area set aside for the burial of a casket / coffin or ashes. |
| Poor person | means a deceased person certified by a justice of the peace as being: <ul style="list-style-type: none"> • destitute, • impoverished and having insufficient means to pay for funeral related services; and • the relatives and friends of the deceased person are also unable to pay the funeral and burial costs. |

| | |
|-----------------------|---|
| Representative | means anyone who can satisfy the Council they have authority from the owner of the Exclusive Right of Burial. |
| Sexton | means the people, authorised by Council to carry out activities associated with: <ul style="list-style-type: none"> • burial, • disinterment • cremation, • scattering of ashes in a cemetery or • maintenance work provided on behalf of the Council. |
| Tribute | means items left at the plot or graveside as a tribute to the deceased such as floral arrangements, photos, or other personal items. |

1.2 Words implying the singular include the plural and vice versa.

1.3 Any relevant information is contained in the 'Relevant Information' boxes. They are for information purposes, and do not form part of this Code. They may be inserted, amended, or revoked without formality.

General Provisions

2. Application

2.1 This Code applies to all cemeteries and crematoria owned or managed by Council within the Kaipara District boundaries.

3. Council Administered Cemeteries

3.1 Operating Council cemeteries

| Cemetery Name | Cemetery Location / Contact details |
|--|---|
| Old Mt Wesley Cemetery | 32 Mt Wesley Coast Road, Dargaville |
| New Mt Wesley Cemetery | 118 Mt Wesley Coast Road, Dargaville |
| Dargaville RSA Cemetery (Part of New Mt Wesley Cemetery) | 36 Old Golf Course Road, Dargaville |
| Mangawhai Cemetery | Tara Road, Mangawhai |
| Redhill Cemetery | 114 Redhill Cemetery Road, Te Kōpuru |
| Kaiwaka Cemetery | 146 Kaiwaka Mangawhai Road, Kaiwaka |
| Maungatūroto RSA Cemetery | George Road, Maungatūroto |
| Arapohue Cemetery | 179 Hoyle Road, Arapohue |
| Tokatoka Cemetery | 5360 State Highway 12, Ruawai |

3.2 Non-Operating Council cemeteries

| Cemetery Name | Cemetery Location / Contact details |
|----------------------|--|
| Tutamoe Cemetery | Marlborough Road; Tutamoe |

4. Interment (Burial)

- 4.1 Before a burial may take place, all relevant prescribed forms must be submitted to Council for approval.
- 4.2 Relevant prescribed forms must be accompanied by:
- i a medical certificate or Coroner's Authorisation, as may be required;
 - ii written permission from the owner of the Exclusive Right of Burial for that plot; and
 - iii payment of the fee set by Council for burial.
- 4.3 Burials must take place:
- i in a specific plot where the Exclusive Right of Burial has been purchased; or
 - ii in a plot chosen by the Council if no Exclusive Right of Burial has been purchased.

5. Exclusive Right of Burial

- 5.1 An Exclusive Right of Burial plot may be sold by the Council.
- 5.2 The exclusive right is valid for sixty (60) years.
- 5.3 The Council may, at its discretion, require the holder to surrender that right back to the Council upon reimbursement of the original fee for the purchase of the Exclusive Right of Burial.
- 5.4 In cemeteries where pre-purchase is available, no person is entitled to purchase the Exclusive Right of Burial for more than two (2) plots unless approved by the Council.
- 5.5 Where doubt of ownership of a plot exists, the Council may satisfy itself, so far as practicable, that the burial is authorised.
- 5.6 The Council will not sell the Exclusive Right of Burial in respect of any plot in those portions of a cemetery reserved exclusively for the burial of the bodies of persons who have served in the Majesty's Forces.

Related Information

Exclusive Right of Burial

- An Exclusive Right of Burial may be either pre-purchased (at cemeteries that provide for this) or bought at the time of burial.
- If a person wishes to pre-purchase a plot, they gain the Exclusive Right of Burial for that plot. This means that the purchaser owns the right to be buried in that plot; this does not mean they own the piece of land where the plot sits. Once all applicable fees are paid, the purchaser will receive a 'Certificate of Purchase' detailing the plot location, and any relevant conditions pertaining to the plot.
- The Exclusive Right of Burial is held by the purchaser for a maximum of 60 years. After this time, if no burial has taken place in that plot, the Exclusive Right of Burial will revert back to the Council with no entitlement for refund of the purchase price. The Council may resell the plot to that purchaser in the first instance if no burial has taken place and if the purchaser wishes to retain that plot.
- If the Exclusive Right of Burial is for a burial that is taking place at the time the right is purchased, the Exclusive Right of Burial will be held by the holder of that right (who may or may not be the one buried) forever, that is, the plot will not be resold at any time in the future for additional burials.
- If payment for the plot has not been made the person who applied for the burial is liable for payment.
- The person who owns the Exclusive Right of Burial of a plot may, with the consent of the Council, transfer that right to another person, or entity, including a charitable organisation for example. This may incur a fee.

- That Exclusive Right of Burial may also be sold back to the Council at the original purchase price, if an individual or entity no longer intends to use it.
- No memorials, plaques or headstones can be erected until all fees have been paid, and the Exclusive Right of Burial has been provided.
- Costs, in addition to purchasing the Exclusive Right of Burial, will be payable at the time of burial or disinterment, e.g., burial fees.

His Majesty's Forces

- The [Act](#) allows Council to set aside part of a cemetery under their control and management for the burial of His Majesty's Forces, irrespective of whether death was due to service or natural causes. These areas provide for the burial of their husband, wife, civil union partner or de facto partner.
- The plots are provided by the Veterans Affairs, and operational unit of the New Zealand Defence Force.

6. Notification of Burial

- 6.1 Burials may be held in a cemetery on such days and times as the Council determines.
- 6.2 Interments will not be permitted to:
- happen on any public holiday and Sundays;
 - start earlier than 10:00am and no later than 3.00pm on Monday's to Friday's; or
 - start earlier than 10:00am and no later than 1.00pm on Saturday's.
- 6.3 Burials may take place outside these times by prior arrangement with the Council and on the payment of any extra charges that Council may impose.
- 6.4 Notification of an intended burial must be given to the Council no later than two (2) working days prior to the intended time of burial.
- 6.5 If this notice is not given, an extra charge may be imposed by the Council.

7. Burial of person in financial need

- 7.1 Where an application is made to the Council for the interment of a deceased person in financial need, the applicant will provide a declaration signed by a Justice of the Peace certifying that:
- the deceased person has not left sufficient funds available to pay all the prescribed fees;
 - all the prescribed fees are not covered by Accident Compensation or Government entitlement subsidy; and
 - the deceased person's relatives are unable or unwilling to pay the prescribed fees.
- 7.2 Additional proof to confirm the declaration, may be required by the Council.

Related information

- The [Act](#) provides for persons who do not have the financial means to pay for the costs associated with burials. There are specific conditions that must be met before this provision can apply.
- Council will work with family or undertaker as appropriate to arrange burial of a person in financial need.
- For more information, please contact the Council.

8. Plots and Graves

- 8.1 Only the Sexton or Authorised Officer of Council is authorised to dig and fill a grave.

- 8.2 The Council requires prior notification if a person, or persons, wish to fill any grave and can be given at the time when applying for the Burial Warrant.
- 8.3 The minimum depth of cover for any casket / coffin must not be less than 800mm.
- 8.4 A maximum of two (2) people may be buried in any one plot, except if prior consent is given by the Council.
- 8.5 A grave may be reopened for subsequent burial(s) where:
- i consent is given by the Council; and by the owner of the Exclusive Right of Burial, or their representative; and
 - ii the relevant prescribed form and payment of fees have been provided.

Related information

- Council is responsible for allocating plots for interments (burials), in agreement with the Sexton. Where a family wishes to obtain a plot in a particular area of a cemetery, the request will be accommodated, if possible, providing there is no conflict with the effective management of the cemetery.
- The specific number of plots able to be purchased by an individual will change from time to time at the discretion of the Council, depending on the plot availability of the type of interment requested.
- Plot sizes are fixed in all cemeteries; however, Council does allow for wider plot widths within the limitations of the regulations. If a larger plot is required, arrangements can be made at the time of securing the Certificate of Purchase of an Exclusive Right of Burial and confirmed by Council.
- For plot specifications and availability please contact the Council.

9. Eco- Burials (Natural burial)

- 9.1 Where a cemetery provides for natural burials, those burials will:
- i be single depth only, with a minimum depth cover of 800mm;
 - ii only use caskets / coffins made of chemically untreated and unprocessed materials;
 - iii use shrouds made of natural material, if applicable;
 - iv use no chemical / embalming treatment of the body;
 - v contain no non-biodegradable accessories, including clothing;
 - vi use only temporary, untreated wooden markers, placed at the time or within the first week of burial, centrally located at the head of the plot; and
 - vii be marked more permanently by a native tree or shrub chosen by the Council and planted at its discretion.
- 9.2 No memorials may be placed on or near the grave.
- 9.3 Burials can be pre-purchased in this area of the cemetery, but a specific plot will be allocated in sequence by the Council at the time of burial.

Related Information

- A natural burial is the interment of a body in the soil in a manner that does not inhibit decomposition but allows the body to recycle naturally. The intention of this type of burial is to have as little environmental impact as possible when a body is buried.
- Embalming chemicals are not typically allowed to be used for this type of burial in an aim to speed up the natural processes of returning the body and its nutrients to the soil, and to

reduce the amount of artificial and toxic chemicals and materials introduced to the soil.

- The planting of trees or shrubs over the site of burial is common practice for natural burials. Ecosystem restoration plans determine the location of plots to achieve regeneration aims. Therefore, plots cannot be reserved and are allocated sequentially.
- Memorials, such as placing headstones on the plots, are not permitted. An area may be set aside on the cemetery grounds where a commemorative plaque can be placed. Please check with the cemetery manager if such a facility is available.
- Disinterment is discouraged (except as required by law) for natural burials as the state of the body after interment will be such that little or no remains of the body will be recoverable.
- People who have died because of an infectious or notifiable disease are still eligible for a natural burial; there may be some instances where a Medical Officer of Health advises against this because of potential risk to public health. For further information, please contact Northland District Health Board (09) 4304100.

10. Ashes

- 10.1 Ash burials may take place in the appropriate portion of the cemetery set aside for that purpose or in any plot subject to Exclusive Right of Burial where:
- i an Exclusive Right of Burial has been purchased; and
 - ii the owner of that Exclusive Right of Burial has given consent.
- 10.2 The maximum number of urns containing ashes that may be buried in a body plot is six (6). This is in addition to the permitted number of body burials for the plot.
- 10.3 The maximum number of urns containing ashes that may be buried in an Ash plot is four (4) per plot.
- 10.4 The Council may set aside areas of a cemetery for the scattering of ashes. Ashes may be scattered in those areas once:
- i all fees have been paid to Council; and
 - ii the relevant prescribed forms are provided to, and approved by, the Council.

Related Information

- Scattering human ashes on Council owned or controlled property like sports fields, play areas and parts of public gardens is not appropriate.
- The Council can provide more information and suggestions on ways or places to scatter ashes. It is recommended you contact the Council for scattering human ashes in areas specially reserved for this purpose.
- Scattering human ashes into waterways like rivers, along the beach and into the sea can be culturally inappropriate, especially if those areas are connected to a food source. These areas are controlled by the Northland Regional Council. Please contact them on **0800 002 004** for more information before scattering ashes into these environments

11. Disinterment

- 11.1 The disinterment of a body, or the remains of a body, must be conducted in accordance with section 51 of the [Act](#).
- 11.2 The disinterment must be conducted in the presence of:
- i Sexton; or
 - ii Authorised Officers of Council; and

- iii A Funeral Director or Health Protection Officer designated under the Health Act 1956, as part of the disinterment approval condition/s; or
- iv Any other person with prior approval of the Council.

11.3 If a grave is rendered empty due to the disinterment, and where there is no valid Exclusive Right of Burial, then the plot will revert back to the Council and Council will not be liable to make any refund of the original purchase price for that burial plot.

Related information

- Disinterment occurs when a buried casket / coffin (or body) is uncovered. Examples of reasons to disinter a body may include cultural reasons, legal reasons, burial in the wrong plot, relatives who have moved to another area, or mental anguish.
- A disinterment requires a licence from the Ministry of Health. The Ministry of Health is reluctant to issue a licence to disinter a body between one month and one year after interment because of the decomposition process.
- Any requests to disinter a body must be made to a Funeral Director who will apply for the disinterment licence from the Ministry of Health through the local Public Health Unit of the Northland District Health Board.
- Only a Funeral Director holding the NZQA accredited New Zealand Diploma in Funeral Directing, or equivalent, may arrange a disinterment.
- The disinterment of a body, or remains of a body, must be conducted in accordance with section 51 of the [Act](#).
- Human remains interred for more than 100 years are also subject to the jurisdiction of Heritage New Zealand.
- Disinterring ashes does not need a disinterment licence but does need to be requested and managed through the Council.
- For more information about the disinterment of ashes please contact Council directly.

Built Structures

12. Memorials and Monuments

- 12.1 Any memorial or monument must be approved by the Council, prior to installation, using the relevant prescribed form and accompanied by:
- i proof of Exclusive Right of Burial for that plot; and
 - ii payment of the fee, set by the Council, for memorials and or monuments.
- 12.2 All above ground memorials must be installed to New Zealand Standard for Headstone and Cemetery Monuments (NZS 4242: 2018) standards.
- 12.3 Memorials and monuments must:
- i cover no more than two (2) plots;
 - ii limit inscriptions to the front for double beam areas; and
 - iii be set in a way approved by the Council.
- 12.4 Memorials and the associated plot must be kept in good repair by the holder of the Exclusive Right of Burial, or their representative.
- 12.5 Only a monumental mason, who complies with the Council's Health and Safety approval requirements, and preferably a member of the New Zealand Master Monumental Masons Association, may undertake work associated with a monument.

- 12.6 Subject to the provisions of the [Burial and Cremation \(Removal of Monuments and Tablets\) Regulations 1967](#), the Sexton or an Authorised Officer may remove any installation of any kind that falls into a state of decay or disrepair. A photographic record of the memorial will be taken prior to removal and retained in cemetery records.
- 12.7 No above-ground memorials, including railing or fencing, are permitted in the parts of the cemetery that Council have determined as a Lawn Cemetery.
- 12.8 A temporary grave marker made from timber or plastic, not exceeding 800mm in height, may be placed and secured in a manner to remain stable for up to 12 months following burial.
- 12.9 Removal of any memorial must be approved by the Council using the relevant prescribed forms and accompanied by proof of Exclusive Right of Burial for that plot.
- 12.10 The Council may remove any unauthorised memorials from the cemetery.

Related information

- Every person who purchases an Exclusive Right of Burial is entitled to mark the grave in accordance with the Code's provisions.
- Sizes of memorials or monuments for babies, children and adults may vary between cemeteries. Cemetery staff will assist families with these specifications at the time of applying for a monument permit.
- Memorials and monuments remain the property of the holder of the Exclusive Right of Burial, or their representative. Maintenance to a safe standard is the responsibility of these parties. If repairs are required to a memorial or monument the holder of the Exclusive Right of Burial, or their assignee, must facilitate such repairs.
- The Council will remove memorials and monuments if they are hazardous to the safety of cemetery visitors but will not otherwise attend to them.
- The New Zealand Standard for headstones and cemetery monuments (NZS 4242:2018) provides cemetery authorities and monumental masons specifications for structural design criteria, performance, installation, and renovation for cemetery monuments (namely headstones), so that these have a minimum service life of 50 years.
- Relevant prescribed forms are typically completed by the Monumental Mason on behalf of the family and provided to the Council for approval.
- Anyone wishing to replace pre-1900 memorials or monuments will need to discuss their plans with Heritage New Zealand. Replacing memorials dating from 1900-1950 will require discussion with the Council as any changes may require consent.

13. Adornments

- 13.1 It is strictly prohibited for any flora to be planted on any grave within the cemetery boundaries.
- 13.2 Adornments, including all wreaths and floral tributes may be placed on a grave for up to 30 days following an interment. After this time, all adornments will be removed and disposed of at the Council's discretion to allow for ground levelling and sowing of grass.
- 13.3 Any adornments added after this time must be confined to the provided containers set in the base of the memorial.
- 13.4 Adornments for the natural burial area are restricted to natural cut flowers only and no containers of any kind can be placed on or near the graves.
- 13.5 Adornments must not:
- i be placed on the concrete berm of the grave;
 - ii contain glass, porcelain, or ceramic; or

iii inhibit the proper maintenance of the cemetery or other graves.

13.6 Breakable jars, vases or receptacles are strictly not permitted to be used as flower containers.

13.7 If in the opinion of the Sexton or an Authorised Officer, an adornment is unsightly or poses a hazard to public safety, or interferes with the maintenance of the cemetery, any object including but not limited to:

- i fences and rails;
- ii any glass, plastic, ceramic, or terracotta items;
- iii any rocks, stones, or pebbles;
- iv any wire or other metal-based items, or
- v artificial or natural cut flowers
- vi the Council shall be under no liability to any person in respect of such removal, destruction, or disposal of such adornments or objects.

14. Maintenance

14.1 The owner of the Exclusive Right of Burial or their representative must ensure:

- i where permitted, memorials associated with the plot are safe and secure;
- ii where permitted, kerbs, enclosures, tombstones, headstones, other monuments, and their base structures, are kept in good order; and
- iii memorials do not inhibit regular maintenance of the cemetery.

14.2 No person may plant any tree, shrub, plant, or other vegetation without prior approval from the Council.

14.3 The Council may cut or remove any vegetation planted in a cemetery at its discretion.

14.4 Any person installing or attending any maintenance work within the cemetery must stop and withdraw for the duration of a funeral service being held in the same cemetery, or at the direction of the Sexton or Authorised Officer.

15. Records

15.1 The Council will keep up to date plans showing areas available for burial and burial plots available for purchase, if applicable.

15.2 These plans will be available for public inspection at the relevant cemetery office during office hours.

15.3 In accordance with the provisions of section 50 of the [Act](#) the Council will maintain records of each burial showing:

- i the name, age, sex, occupation, last place of residence for the deceased;
- ii the Exclusive Rights of Burial holder;
- iii next of kin contact details;
- iv funeral facilitator details;
- v date of burial or interment;
- vi date of death;
- vii cause of death (if required by the Council);
- viii date of birth; and
- ix location of the grave, vault or mausoleum of each person, or the ashes of each person buried or interred or disposed of in the cemetery.

Behaviour in cemeteries

16. Vehicles

- 16.1 The speed limit for all vehicles within a cemetery is 10km per hour.
- 16.2 Except for a hearse or Council authorised vehicle, vehicles are only permitted within cemeteries on marked roadways, or any open area clearly designated for vehicles.
- 16.3 Private vehicles can only be taken into cemeteries for cemetery purposes such as attending burials or visiting a grave.
- 16.4 The drivers of all vehicles must yield right of way to any funeral procession (cortege) in any cemetery.
- 16.5 If the Sexton or an Authorised Officer indicates that a vehicle should stop or move, the driver must respond as directed immediately.
- 16.6 No long-term parking of any vehicle (including when the cemetery is closed) or inappropriate or insensitive activities such as vehicle maintenance or cleaning can be undertaken in any cemetery.
- 16.7 Council may restrict vehicle access to any cemetery.

17. Advertising and soliciting for custom

- 17.1 No advertising or soliciting for custom is permitted in any cemetery.

18. Photography or filming

- 18.1 Only filming and photography for private use is permitted within a Council controlled or owned cemetery and or crematoria.
- 18.2 No person, without the written consent of Council and the consent of the family, may take photographs or television footage for any media purpose. No commercial filming (television footage) or photography is permitted in any cemetery without prior permission.

19. Visiting

- 19.1 The Council's cemeteries are open to the public seven days a week, 52 weeks a year.
- 19.2 Visitors to a cemetery are expected to be respectful and mindful of others, particularly if there is an interment (burial), or other remembrance ceremony taking place.
- 19.3 Council is to be advised prior to any unveiling ceremony, to ensure that the health and safety of any large number of visitors can be provided for; and that it can be undertaken without disturbing cemetery activities or other burials.
- 19.4 Prior approval is required from Council if any organised group or tour visit of any cemetery is planned to ensure it doesn't impact on cemetery activities or burials.

20. Control of dogs and animals within cemeteries

- 20.1 Any person who takes a dog into a cemetery:
 - i. shall always keep the dog on a leash and under effective control; and
 - ii. should the dog defecate inside the cemetery boundary must immediately remove the feces and hygienically dispose of it. For example, by disposing the feces in an appropriate waste container.

21. Misconduct

21.1 No person may:

- i disturb or interrupt a funeral;
- ii ceremony;
- iii cause annoyance or nuisance within a Council cemetery; or
- iv cause damage to land, buildings, or chattels within a Council cemetery.