

<b>Central Hawke's Bay District Council</b>  <b>CEMETERIES POLICY</b>	<b>POLICY MANUAL</b>	
	<b>Document #</b>	6.2
	<b>Approved by:</b>	Council
	<b>Adoption Date:</b>	26-05-2011
	<b>Last Amended:</b>	26-05-2011
	<b>Review Date:</b>	May 2014
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1. Council will provide for orderly and respectful burials at all cemeteries in harmonious surroundings; to provide up-to-date burial records; and to carry out improvements as required to provide long-term burial space.
2. To have an orderly and equitable system for reserving plots at cemeteries.
3. The sale of reserve plots be restricted to one and then only in conjunction with the burial of a member of the same family.
4. Families who already have reserved plots must use these before further reserve plots can be purchased.

#### **Maintenance of Headstones Policy**

1. The upkeep of headstones is the responsibility of relatives of the deceased or any other persons entitled to maintain the monument.
2. Where any headstone, monument or grave is a danger to persons frequenting or working in a cemetery, relatives of the deceased will be sought and asked to make the headstone, monument or grave safe.
3. If no relatives can be found, Council will remove the headstone or monument and restore the gravesite in grass.
4. Where Council removes the headstone or monument and restores the gravesite in grass, the name of the person or persons buried in the grave will be recorded on a plaque either:
  - a) on the gravesite; or
  - b) on a memorial cairn erected on the cemetery site.

#### **Exclusive Right of Burial Policy**

1. Any exclusive right of burial granted by the reservation of a plot will expire after sixty years from the date of acquisition. Upon the expiration of the exclusive right of burial, Council will notify the owner in writing and, at its discretion, may offer a renewal of the exclusive right of burial. If the plot is no longer required, the owner will surrender the right of renewal and Council will refund the fee paid upon acquisition. Council may then dispose of the plot in any manner it thinks fit.
2. Any owner of the exclusive right of burial may, with the Council's consent, transfer their interest to any other person.

*For current Levels of Service, refer to the CHBDC LTP : Council Activities - Cemeteries.*

*For financials, refer to CHBDC LTP Appendix 1 : Schedule of Fees and Charges.*

*For further information refer to CHBDC Cemeteries Bylaw [Part 14] 2008 and NZS 4242 Headstones and Cemetery Monuments 1995 (specifying minimum structural design criteria, performance and renovation requirements for cemetery monuments).*