

## Policy 4.06 Cemeteries and Memorials

<b>Directorate</b>	Assets and Operations
<b>Responsible Officer</b>	Director Assets and Operations

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Under Review

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## 1.1 Introduction

### 1.1.1 Scope

This policy describes the processes implemented to manage and oversee all cemetery and memorial operations and services within the Bega Valley Shire.

### 1.1.2 Purpose

To provide guidance to Councillors, managers and staff in the development, implementation, monitoring and review of effective and efficient cemetery management and the placement of memorials in public areas in the Bega Valley Shire.

## 1.2 Legislation

*Crown Lands Act 1989*

*Crown Lands (General Reserves) By Law 2006*

*Crown Lands (General Reserves) Amendment (Sustainable Burials) By-law 2011*

*NSW Local Government Act 1993*

*NSW Heritage Act 1977*

*Public Health Act 2010 and Public Health Regulation 2012*

*Work Health and Safety Act 2011*

## 1.3 Implementation

### 1.3.1 Policy Statement

Bega Valley Shire Council will ensure the optimal management, maintenance, and future planning of cemeteries & memorials in the Shire by:

- Providing and maintaining dignified burial places in various locations within the Bega Valley Shire
- Managing cemeteries consistent with community standards and legislative requirements
- Providing clear direction for the optimal management, maintenance, and planning of cemeteries in the Shire
- Providing an expedient and considerate service to the public for the interment of deceased residents
- Maintaining records of interments and reservations in our cemeteries that can be made available to the public on request
- Managing cemeteries and overseeing the work undertaken by funeral directors, monumental masons, contractors, and volunteers.
- Developing and administering a procedure related to placement of memorials in public parks and reserves, noting the general recreation purpose of these spaces and ongoing asset management requirements.

## 1.4 Supporting documents

### 1.4.1 BVSC Procedures related to this Policy

Procedure No.:	Procedure Name	External or Internal Procedure
4.06.1	Cemetery Management	Adopted
4.06.2	Memorials in Public Parks and Reserves	Under Development

### 1.4.2 BVSC Policies related to this Policy

Policy No.:	Policy Name
1.01	Community Wellbeing
1.04	Volunteering
5.01	Asset Management
6.05	Work Health and Safety

**Note:** Policy details may change from time to time. To ensure you are viewing the most recent version please view Council's adopted Policies and Procedures on Council website: