

S355 Cemetery Advisory Committee Meeting

17 November 2020



Minutes

HELD AT **Bega Valley Commemorative Civic Centre**

Present

Michael Pryke	Rickee Marshall (BVSC Property and Facilities Coordinator)
Barbara and Nancy Grant	Katrina Berenguer (BVSC Acting Cemetery & Hall Officer)
Fiona Firth	
Anne Greenaway	

1. Apologies

Cr Jo Dodds, Jackie Miles & Peter Phillips

2. Confirmation of Minutes

The minutes from the Cemetery Advisory Committee Meeting held 18 February 2020 were taken as read. Moved by Michael Pryke and seconded by Anne Greenaway.

3. Business Arising

Action Items from the last meeting

Weeds Management

The COVID-19 restrictions have provided a unique opportunity to access Eden cemetery and surrounding locations devoid of crowds. Council has worked with South East Local Land Services to conduct a rabbit shooting program in Eden and I am happy to report that the rabbit control program has been a success.

The area of Aslings Beach Road and Barclay Street was the focus of this operation to reduce the populations which are impacting the Barclay Street Sporting Complex, Eden cemetery and neighbouring vegetation in the Aslings beach dune system and Lake Curalo foreshore vegetation.

In partnership with Council's Biosecurity team and funding from DPI, Bemboka and Cobargo cemeteries was treated in April 2020 for African love grass and Towamba cemetery for Blackberry.

4. New Business

4.1 Cemetery works update

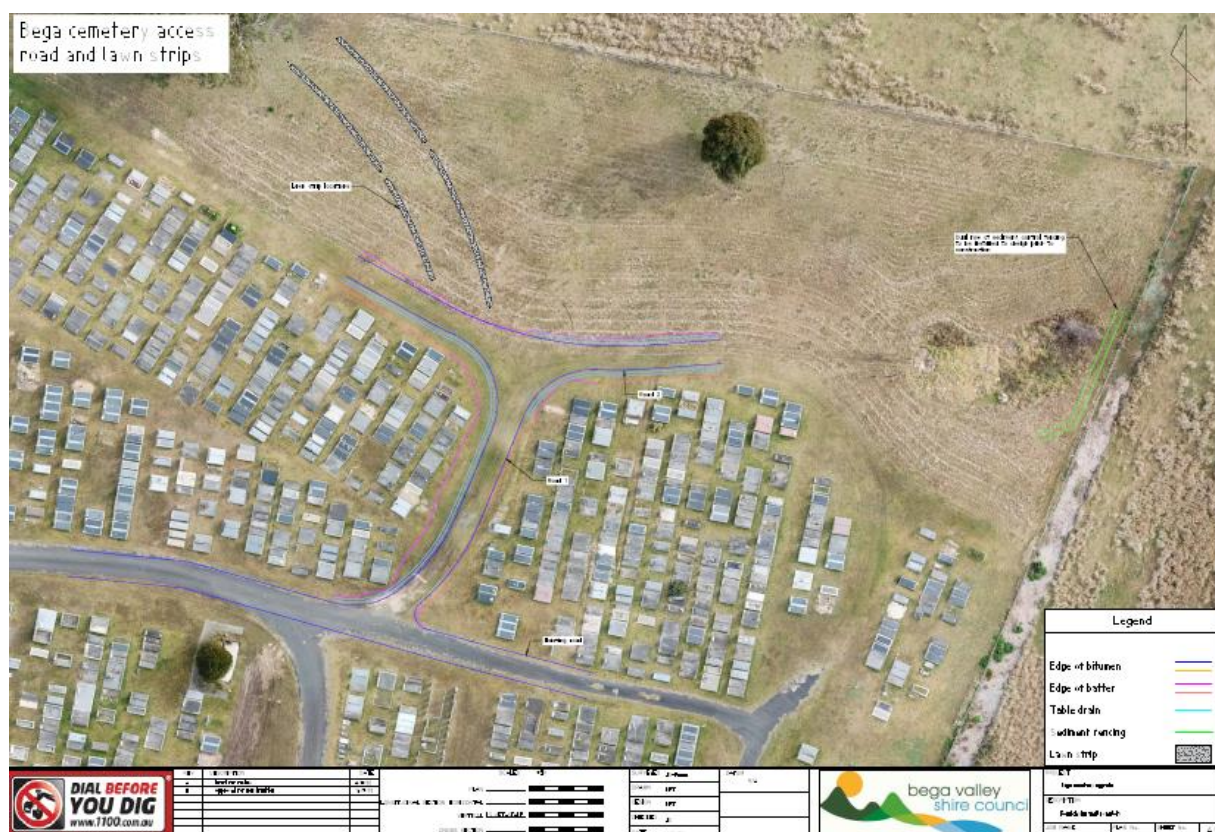
Drought Funding

This Commonwealth grant is being provided by the Department of Industry, Science, Energy and Resources.

The objective of the program is to deliver support to targeted drought-affected regions of Australia by delivering community infrastructure upgrades that will result in the creation of employment in the region.

Cemetery	Proposed work	Completion Timeframe	Budget
Bega cemetery	Road formation work, shoulder cleaning and re sealing	Completed by 30/11/20	\$46,025
	<ul style="list-style-type: none"> new lawn section – creates additional 137 plots at double depth 274 plots which can be extended Extra road formation and sealing and gravel 	Completed by 30/11/20	\$37,000
Cobargo cemetery	<ul style="list-style-type: none"> Site clearance and groundwork preparation Gravel road upgrade Relocation of container and concrete slab Native Title advice and associated fees 	Completed by 30/06/21	\$25,600
Eden cemetery	Replacement/repair of Eden cemetery fence	Completed by 30/11/20	\$55,500
Pambula cemetery	Construction of memorial garden	Completed by 30/11/20	\$5,000
	Road / facilities upgrade	Completed by 30/06/21	\$4,000
Bermagui cemetery	Road / facilities	Completed by 30/06/21	\$9,900
Total			\$183,025

Bega Cemetery – New Lawn Section and road design



Rotary Club of Merimbula

Council has been working in partnership with the community and Rotary Club of Merimbula to deliver assistance with fire recovery projects listed below.

Cemetery	Work description	Funded	Cost
Wonboyn cemetery	Replaced entrance fence	<ul style="list-style-type: none"> Rotary - volunteer labour BVSC - cost of materials 	\$2,020
Quaama cemetery	Replaced entrance fence and gate	<ul style="list-style-type: none"> Rotary - volunteer labour BVSC - cost of materials 	\$855
Tantawangalo cemetery	<ul style="list-style-type: none"> Moved position of entrance gate to allow access for hearse and maintenance vehicles New wire fence 	<ul style="list-style-type: none"> Rotary - volunteer labour BVSC - cost of materials 	\$318
Cobargo Cemetery	<ul style="list-style-type: none"> Repair of burnt fence Repair of burnt seating New memorial garden New ride on mower and brush cutter for cemetery volunteers 	<ul style="list-style-type: none"> Rotary - Labour and cost of materials 	Donation
Delivered by 30 June 2021 subject to approvals	<ul style="list-style-type: none"> New Pavilion for shelter 	<ul style="list-style-type: none"> Friends of Cobargo Cemetery 	\$10,000
	<ul style="list-style-type: none"> Site clearance and groundwork preparation Concrete slab for pavilion Upgrade of gravel road and parking Relocation of container from Bemboka to Cobargo 	<ul style="list-style-type: none"> Drought Funding 	\$25,600

4.2 IPART submission – interment costs and pricing of interment rights in NSW

Council had the opportunity to provide feedback on the draft report on the review of the costs and pricing of interment in NSW.

Council is supportive of the review, to provide clear direction and accountabilities for cemetery operators to ensure equity and affordability for our communities as well as financially sustainable cemeteries into the future.

The following responses are provided on potential impacts the review will have on Council:

1. Cemeteries and Crematoria NSW (**CCNSW**) modified its Code of Practice for cemetery maintenance to include specification of mandatory minimum standards of maintenance for cemeteries. (Largest cost on our cemetery operations – no current standard just as per community expectations)
2. CCNSW developed a code of practice for interment right contracts, including terms and conditions, and a requirement to provide plain English templates. (Council have already adopted the CCNSW templates).
3. The code of practice specifies minimum interment requirements for particular faiths and community groups e.g. Indigenous.
4. The interment service levy be extended to all cemetery operators and set as a percentage of interment-related cemetery revenue to recover cost to CCNSW to license and monitor

compliance by cemetery operators. This would be an additional cost on Councils current cemetery fees – currently only the large Crown Sydney cemeteries are paying this levy which is added to their interment fees.

5. The report recommends that Council operators will need to report their operating performance to LGNSW to include: -
 - a. The number of cemeteries operated by Council and the number of interments per annum (Council already reports this to CCNSW);
 - b. Remaining capacity in Council's cemeteries;
 - c. Total operating costs and revenues for Council cemeteries;
 - d. Funds set aside for perpetual maintenance;
 - e. Relevant info that impacts the costs of interment services.
6. The review recommends an amendment to the *Cemeteries and Crematoria Act 2013 (CC Act)* to impose a legal obligation on all cemetery operators to be responsible for perpetual maintenance of perpetual interment sites and cemeteries.
7. The review recommends that CCNSW develop a Code of Practice which sets out best practice financial provision for perpetual maintenance for cemetery operations which do not meet the threshold (less than 50 interments per year) for inclusion in the mandatory requirements of licensed operators, including;
 - a. Estimating perpetual maintenance liabilities (reporting Council reserve balance), and
 - b. Reporting these liabilities in the notes to a financial account.

CCNSW also produced a voluntary code of practice guide for cemetery maintenance which is to help cemetery operators with practical advice on maintaining cemetery facilities.

4.3 Cemetery Plan 2020 – 2030

Attached to the minutes is the Draft Cemetery Plan 2020 – 2030 which has been circulated to the Councillors for review in preparation for it being presented to Council at the 16 December 2020 meeting. If adopted by Council, the Cemetery Plan 2020 – 2030 will be on public exhibition for a period of no less than 42 days for the community to provide feedback.

Action: Committee to review the Draft Cemetery Plan 2020 – 2030 and provide feedback to Katrina Berenguer.

5 Meeting Close

11:55am.

6 Next Meeting

9 February 2021 at 11am