

	CEMETERY MANAGEMENT POLICY	Doc No. 1	
		Version	Date
		1	March 2021
Controller	Approved by:	Review Date	
General Manager	Council		
	Minute Number		

OBJECTIVE

To define Council's role and responsibilities for the cemeteries under Council's control.

SCOPE

This policy applies to all cemeteries and memorial facilities in Balranald and Euston and the provision for all burials services; which are controlled, managed and maintained by Balranald Shire Council.

POLICY STATEMENT

Balranald Shire Council recognises the right of all individuals to a dignified interment and treatment of their remains irrespective of religious belief and culture.

Council as the trustee of cemeteries in our local government area is responsible for the administration and management of plots, transfer of interment rights, approvals for monumental works, issuing of licences to work in cemeteries, maintenance of lawn and cemetery grounds, the interment of ashes and for the provision of indigent burials.

Pursuant to legislative requirements and standards Council will administer, maintain and operate the cemeteries under its control to ensure that sufficient land is acquired and allocated so that current and future generations have equitable access to interment services.

Council will provide a consistent and coherent Cemetery Management Plan for the governance and regulation of cemeteries to ensure that cemetery management demonstrates high levels of accountability, transparency and integrity, and will manage the cemeteries under Council's control in accordance with the principles of Crown land Management specified in section 1.4 of the Crown Lands Act 2016.

Cemetery Management Plan

Council will manage cemeteries in accordance with the appropriate legislation and Council's Cemetery Management Plan.

Fees

For each application made to Council for cemetery services an administrative fee is applied. These fees are reviewed annually and can be found in Council's fees and charges document.

DEFINITION

Cemetery: For the purposes of this policy the term cemetery will apply to all cemeteries and memorial facilities under Balranald Shire Council's control.

EXCEPTIONS

This Policy does not relate to any privately managed cemeteries or privately managed Aboriginal cemeteries located within Shire boundaries.

LEGISLATION REQUIREMENTS

Cemetery and memorial facility management is controlled by multiple legislation and as such these will be listed at the end of this policy.

RELATED DOCUMENTS

- Cemeteries Management Plan

POLICY HISTORY AND VERSION CONTROL

Policy Title	Cemetery Management Policy
Directorate	Infrastructure Services
Department	Engineering and Assets
Policy Group	Environmental
Responsible Officer	Manager Engineering and Assets
History	1.0
Relevant Legislation	<ul style="list-style-type: none"> • Local government Act 1993 • Anti-Discrimination Act 1977 • Birth Deaths and Marriages Registration Act 1995 • Cemeteries and Crematoria Act 2013 • Cemeteries and Crematoria Regulation 2014 • Coroners Act 2009 • Crown Lands Act 2016 • Crown Lands (General Reserves) By-law 2006 • Environmental Planning & Assessment Act 1979 • Environmental Planning & Assessment Regulation 2000 • Government Information (Public Access) Act 2009 • Health Records Information Privacy Act 2002 • Heritage Act 1977 • Privacy & Personal Information Protection Act 1998 • Public Health Act 2010 • Public Health Regulation 2012 • State Records Act 1998 • Work Health and Safety Act 2011 • Work Health and Safety Regulation 2011 • Workers Compensation Act 1987 • Workplace Injury Management & Workers Compensation Act 1998.