


<b>Cemeteries and Funeral Policy</b>		 <b>Longreach Regional Council</b>
Policy Number:	5.7	
Policy Category:	Local Laws	
Authorised by:	Res-2020-10-284	
Date approved:	15 October 2020	
Review Date:	15 October 2022	

## **PURPOSE**

The purpose of this policy is to outline Council's commitments for the management and administration of Council owned cemeteries.

## **SCOPE**

This policy will apply to all Council owned and managed cemeteries.

## **LEGISLATION**

*Local Government Act 2009*

*Local Government Regulation 2012*

*Land Act 1994*

*Land Regulation 2009*

*Queensland Heritage Act 1992*

*Coroners Act 2003*

*Burial Assistance Act 1965*

*Births, Deaths and Marriages Act 2003*

Subordinate Local Law No. 1.9 (Operation of Cemeteries) 2011

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011.

## **DEFINITIONS**

**Burial Right** – means the right to inter human remains in a burial space or place a memorial upon a gravesite. There is no entitlement to any 'real estate; or property as such.

**Cemetery or Cemeteries** – means an area containing one or more burial places. When used as generic term it can apply to lone graves, family plots and larger collections, such as those under Council's control.

**Council** – refers to Longreach Regional Council.

**Funeral** – means a ceremony or service held after a person's death, including the person's burial or cremation.

**Interment or Burial**– means the burial of human remains in a grave, plot or niche within the cemetery.

**Memorial** – means a structure or statue established at a gravesite in remembrance of the deceased.

**Plinth** – means a flat concrete structure at the top of the grave for which a plaque can be attached.

**Receptacle or Niche** – means a shallow opening for the placement of cremated remains.

**Register** – means Council's formal repository of data containing all the details of a burial, memorial site, interment right or burial right.

**Tribute** – means objects placed at a gravesite to show respect, gratitude or affection for the deceased.

## **POLICY STATEMENT**

As the administrator of the cemeteries within the Longreach Region, Council is the sole determinant of the dignified behaviour within the cemeteries; this includes what constitutes a dignified funeral, monument design and installation and the placement of tributes in addition to the permanent monument.

Council will in accordance with the *Land Act 1994* and *Land Regulation 2009* meet the following in relation to the administration of Funerals and Cemeteries:

1. Manage and maintain a register/record of all burials and interments within all Council controlled cemeteries;
2. Manage and maintain a register/record of all burial rights and reservations within all Council controlled cemeteries;
3. Set standards for graves, receptacles and inscriptions on headstones, memorials or niches;
4. Set the requirements for the placement of flowers, tributes, tokens and other object/item on graves;
5. Outline the activities or actions that are considered an offence under both Council's Local Laws and relevant Government Legislation;
6. Put in place an administration process for arranging funeral services, burials and ashes interment;
7. Act in accordance with all relevant legislation.

Council will endeavour to meet the following in relation to Cemetery Maintenance:

1. Council will maintain the essential elements which gives each cemetery their character. This does not include the repair of monumental work, weeding and general maintenance of individual plots;
2. Ensure that watering regimes suit local precipitation, conditions and restrictions;
3. Develop a Cemeteries Maintenance schedule to outline Council's commitments.

Council's Management Directive, Cemeteries Operation and Management, will outline the operations of the cemeteries including the placement plaques and tributes, ground maintenance and offences. The Management Directive will be implemented and used as a control for all matters relating to Council owned cemeteries.

## **RELATED DOCUMENTS**

This policy will be implemented with the following documents:

- MD-05-07-01 Cemetery Operation and Management (Management Directive);
- MD-05-07-02 Funeral Operation and Management (Management Directive);
- Open Spaces Maintenance Schedule
- Fact Sheet – Cemetery Memorial Guide
- Funeral Booklet

Authorised by resolution as at 15 October 2020:

A handwritten signature in black ink, appearing to read 'Mitchell Murphy', written over a horizontal line.

Mitchell Murphy  
Chief Executive Officer