

Council

LOCAL LAWS REVIEW - CEMETERIES

Cemeteries Local Law 2019
Cemetery Guidelines

Meeting Date: 16 July 2019

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CEMETERIES ACT 1986

LOCAL GOVERNMENT ACT 1995

SHIRE OF PLANTAGENET

CEMETERIES LOCAL LAW 2019

CEMETERIES ACT 1986

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CEMETERIES LOCAL LAW 2019

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CEMETERIES ACT 1986

LOCAL GOVERNMENT ACT 1995

SHIRE OF PLANTAGENET

CEMETERIES LOCAL LAW 2019

Under the powers conferred by the *Cemeteries Act 1986* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Plantagenet resolved on *{date}*, to adopt the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Plantagenet Cemeteries Local Law 2019*.

1.2 Application

This local law applies to the Mt Barker (West), Mt Barker (East), Kendenup and Rocky Gully Cemeteries.

1.3 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.4 Repeal

The *Shire of Plantagenet Cemeteries Local Law 2008* as published in the *Government Gazette* on 11 April 2008, the *Shire of Plantagenet Cemeteries Amendment Local Law 2010* as published in the *Government Gazette* on 8 October 2010, the *Shire of Plantagenet Cemeteries Amendment Local Law 2011* as published in the *Government Gazette* on 8 July 2011 and that part of the *Cemeteries Amendment Local Law 2014* that applies to the Shire of Plantagenet are repealed.

1.5 Interpretations

In this local law, unless the context otherwise requires—

“*Act*” means the *Cemeteries Act 1986*;

“*ashes*” means so much of the remains of a dead body after the due processes of cremation as may be contained in a standard sized cremation urn;

“*authorised officer*” means an employee of the Board authorised by the Board for the purposes of performing any function or exercising any power conferred upon an authorised officer by this local law;

“Board” means the local government;

“cemetery guidelines” means the guidelines for cemeteries adopted from time to time by the Board;

“CEO” means the chief executive officer, for the time being, of the Board;

“coffin” means a coffin or other receptacle used for the transportation of a dead body to the grave site, or the receptacle used for the burial of a dead body in a grave;

“crypt” has the same meaning as vault;

“district” means the district of the local government;

“funeral director” means a person

(a) holding current membership of the Australian Funeral Directors Association; or

(b) a person authorised by the personal.

“local government” means the Shire of Plantagenet;

“mausoleum” means a building or construction wholly above or partially above and below ground level, so constructed as to allow the deposition of dead bodies into a compartment in the wall or floor and being sealed from view;

“memorial” includes headstone, plaque, tombstone, monumental work, inscription, kerbing, enclosure and any other fixture or thing commemorating a grave or placement of ashes;

“monument” means a sculpture, statue, headstone, plaque, grave boundary marker, fence or cover, approved by the Board, commemorating a grave or placement of ashes;

“monumental mason” means a person holding a current monumental mason’s licence;

“monumental mason’s licence” means a licence issued under clause 7.13

“monumental work” when the term is used as an abstract noun shall include the erection, alteration or removal of or other working upon a monument on a grave;

“nuisance” means—

(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;

(b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or

(c) interference which causes material damage to land or other property on the land affected by the interference;

“personal representative” means—

(a) The administrator or executor of an estate of a deceased person;

(b) The person who, by law of practice, has the right to apply for administration of the estate of the deceased person; or

(c) A person having lawful custody of a dead body;

“set fee” refers to fees and charges set by a resolution of the Board and published in the *Government Gazette*, under section 53 of the Act;

“single funeral permit” means a permit issued by the Board under section 20 or 21 of the Act which entitles the holder to conduct at the cemetery a funeral of a person named in the permit;

“vault” means a below ground lined grave with one or more sealed compartments constructed to specifications approved from time to time by the Board; and

“vehicle” has the same meaning as is given to that word in the *Road Traffic (Administration) Act 2008* (as amended from time to time), and includes trail bikes, beach buggies and other recreational vehicles licenced or unlicenced, but excludes a wheelchair being used by a physically impaired person.

PART 2—ADMINISTRATION

2.1 Powers and functions of CEO

Subject to any directions given by the Board, the CEO shall exercise all the powers and functions of the Board in respect of the Shire of Plantagenet cemeteries.

PART 3—APPLICATION FOR FUNERALS

3.1 Application for burial

- (1) A person may apply for approval to bury a dead body in the cemetery in the form determined by the Board from time to time
- (2) An application under subclause (1) is to be accompanied by the set fee.

3.2 Applications to be accompanied by certificates etc

All applications referred to in clauses 3.1 shall be accompanied by either a medical certificate of death or a Coroner's order of burial, and a certificate issued under clause 3.3, in respect of the body.

3.3 Certificates of identification

- (1) After a dead body is placed in a coffin and prior to a dead body being removed to the cemetery, a person who personally knew the deceased shall identify the dead body and shall complete a certificate of identification in the form determined by the Board from time to time, unless—
 - a) in the opinion of a funeral director, the dead body is not in a fit state to be viewed; or
 - b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body
- (2) A funeral director shall complete a certificate in the form determined by the Board from time to time, where—
 - (a) in the opinion of the funeral director, the dead body is not in a fit state to be viewed; or
 - (b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body.

3.4 Minimum notice required

All bookings to hold a funeral shall be made with the Board at least 48 hours prior to the time proposed for burial on the application, otherwise an extra charge may be made.

PART 4—FUNERAL DIRECTORS

4.1 Funeral Directors licence expiry

A funeral director's licence shall expire on 30 June of each year.

4.2 Single funeral permits

Every application for a single funeral permit made under section 20 or 21 of the Act shall include coffin specifications and details of the vehicle transporting the dead body to the gravesite.

4.3 Application refusal

The Board may refuse an application for a single funeral permit if, in the opinion of the Board, either the coffin specifications or the details of the vehicle transporting the dead body to the gravesite are not structurally sound or are otherwise inadequate or inappropriate, or on any other grounds.

PART 5—FUNERALS

Division 1 – General

5.1 Requirements for funerals and coffins

- (1) A person shall not bring a dead body into the cemetery unless—
 - a) the Board has approved an application for the burial of that dead body in accordance with Part 3 of this local law;
 - b) it is enclosed in a coffin which in the opinion of the Board is structurally sound and bears the name of the deceased person indelibly inscribed in legible characters on a plate on the coffin's lid; and
 - c) under the plate referred to in paragraph (b) there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10 mm in height.

5.2 Funeral processions

The time fixed by the Board for any burial shall be the time at which the funeral procession is to arrive at the cemetery gates, and, if not punctually observed, then the applicant who applied to hold the funeral under clause 3.1 shall pay the set fee for being late.

5.3 Vehicle entry restricted

- (1) Subject to clause 5.3(2), every funeral procession shall enter by the principal entrance, and no vehicle except the hearse, and official mourning coaches, shall be permitted to enter the cemetery unless prior approval is granted by the CEO or an authorised officer.
- (2) This clause shall not apply to persons using wheelchairs or motorised wheelchairs.

5.4 Vehicle access and speed limitations

- (1) A person shall drive a vehicle on a vehicular access way or the constructed roadway or other areas designated for the use of vehicles within the cemetery, unless otherwise authorised by the CEO.
- (2) A person driving a vehicle, within a cemetery, shall not exceed the speed limit of 25 km per hour, and shall comply with the signs and directions in the cemetery.

5.5 Offenders may be ordered to leave

- (1) A person committing an offence under clause 5.4 may be ordered to leave the cemetery by the CEO or an authorised officer.
- (2) A person who has been ordered to leave the cemetery by the CEO or an authorised officer is to leave immediately in a peaceful manner and not cause a disruption or be a nuisance to the funeral congregation or ceremony or procession.

5.6 Conduct of funeral by Board

When conducting a funeral under section 22 of the Act the Board may -

- (a) require a written request for it to conduct a funeral to be lodged with it;
- (b) in its absolute discretion, charge any person requesting it to conduct a funeral the set fee for the conduct of that funeral by it;
- (c) where no fee or a reduced fee has been charged by it for the conduct of the funeral, determine the manner in which the funeral shall be conducted;
- (d) specify an area in the cemetery where the dead body is to be buried, or the ashes placed;
- (e) conduct the funeral notwithstanding the failure of a person to make any application or to obtain any consent required under this local law;
- (f) do or require anything which it considers is necessary or convenient for the conduct of a funeral by it.

Division 2—Placement of ashes

5.7 Disposal of ashes

- (1) The personal representative of a deceased person whose body has been cremated may apply, in an application under clause 3.1 or otherwise, for permission to dispose of the ashes in the cemetery and upon payment of the set fee, the Board may grant permission for the ashes to be disposed of in accordance with the cemetery guidelines.
- (2) Subject to subclauses (3) and (4), a person shall not place the ashes of a deceased person in the cemetery.
- (3) An authorised officer may place the ashes of a deceased person in a cemetery in accordance with the Board approval provided—
 - a) the person requesting the placement of the ashes has the permission of the Board; and

- b) the ashes are placed within an area set aside for that purpose by the Board
- (4) An authorised officer may place the ashes of a deceased person within a grave in accordance with the Board approval, provided the person requesting the placement of the ashes has the written permission of the Board and the approval of the holder of the right of burial of the grave.

PART 6—BURIALS

6.1 Depth of graves

- (1) A person shall bury a coffin within the cemetery so that the distance between the top of the coffin and the original surface of the ground is—
 - (a) not less than 750 mm, or
 - (b) not less than 600 mm,

unless permission to vary the distance or depth of the grave is granted by an authorised officer.

- (2) The permission of the authorised officer will only be granted where, in the opinion of the authorised officer, exceptional circumstances require granting of that permission.

6.2 Mausoleum etc

- (1) A person other than the board shall not construct a brick grave, crypt, vault or mausoleum within the cemetery.
- (2) A person may request the Board to construct a vault or mausoleum within the cemetery which vault or mausoleum shall at all times remain the property of the Board.
- (3) An application under subclause (2) shall be in writing and shall be accompanied by the payment of the set fee.
- (4) A person shall not place a dead body in a mausoleum except —
 - (a) in a closed coffin; and
 - (b) in a soundly constructed chamber; and
 - (c) in accordance with subclause (5).
- (5) The number of burials in a chamber must not exceed the number for which the chamber was designed.

PART 7—MEMORIALS AND OTHER WORK

Division 1 – General

7.1 Application for monumental work

A Board may require the written consent of the holder of the right of burial of the grave to accompany an application under section 30 of the Act.

7.2 Placement of monumental work

Every memorial shall be placed on proper and substantial foundations.

7.3 Removal of rubbish

All refuse, rubbish or surplus material remaining after memorial works are completed under a permit issued under section 30 of the Act shall be immediately removed from the cemetery by the person carrying out the same.

7.4 Operation of work

All material required in the erection and completion of any work shall, as far as possible, be prepared before being taken to the cemetery, and all materials required by tradesmen shall be admitted at such entrance as the CEO or an authorised officer shall direct.

7.5 Removal of sand, soil or loam

No sand, earth or other material shall be taken from any part of the cemetery for use in the erection of any memorial or work except with the written approval of the Board.

7.6 Hours of work

Persons shall not be permitted to carry out memorial or other work on graves within the cemetery other than during the hours of 8.00am and 6.00pm on weekdays, and 8.00am and noon on Saturdays, without the written permission of the Board.

7.7 Unfinished work

Should any work by masons or others be not completed before 6 p.m. on weekdays and noon on Saturdays, they shall be required to leave the work in a neat and safe condition to the satisfaction of the CEO or an authorised officer.

7.8 Use of wood

No wooden fence, railing, cross or other wooden erection shall be allowed on or around any grave, other than as a temporary marker and with the prior approval of the Board.

7.9 Plants and trees

No trees or shrubs shall be planted on any grave or within the cemetery except such as shall be approved by the CEO.

7.10 Supervision

All workers, whether employed by the Board or by any other person, shall at all times whilst within the boundaries of the cemetery be subject to the supervision of the CEO or an authorised officer and shall obey such directions as the CEO or an authorised officer may give.

7.11 Australian War Graves

Notwithstanding anything in this local law to the contrary, the Office of Australian War Graves—

- (a) may place a memorial on a military grave; and
- (b) is not required to pay the set fee for any memorial that is placed upon a military grave.

7.12 Placing of glass domes and vases

A person shall not place glass domes, vases or other grave ornaments outside the perimeter of a grave in the cemetery as defined in the plans kept and maintained under section 40(2) of the Act.

Division 2 – Lawn section

7.13 Specifications of monuments

- (1) All monuments in the lawn section of a cemetery shall be in accordance with the cemetery guidelines.
- (2) An admiralty bronze plaque may be attached to a monument erected or being erected in the lawn section of the cemetery.
- (3) A person shall not display any trade names or marks upon any monument erected within the lawn section of the cemetery.

7.14 Headstones

In the lawn section of the cemetery, that part of a headstone above its base shall not extend horizontally beyond that base.

Division 3 – Memorial plaque section

7.15 Requirements of a memorial plaque

All memorial plaques placed in a memorial plaque section of the cemetery shall be in accordance with the cemetery guidelines.

Division 4 – Licensing of Monumental Masons

7.16 Monumental mason’s licence

- (1) The Board may upon receipt of an application in writing by any person and upon payment of the set fee issue to the applicant a monumental mason’s licence.
- (2) A licence issued under subclause (1) authorises the holder to carry out monumental works within the cemetery subject to the provisions of this local law and such conditions as the Board shall specify upon the issue of that licence

7.17 Expiry date, non-transferability

A monumental mason’s licence—

- (a) shall be valid from the date specified therein until 30 June next following; and
- (b) is not transferable.

7.18 Carrying out monumental work

A person shall not carry out monumental work within the cemetery unless that person—

- (a) is the holder of a current monumental mason’s licence issued pursuant to clause 7.13; or
- (b) is an employee of a person who holds such a licence; or
- (c) is authorised by the Board to do so.

7.19 Responsibility of holder of a monumental mason’s licence

The holder of a monumental mason’s licence shall be responsible for the compliance by every person purporting to be authorised to carry out monumental works within the cemetery pursuant to that licence with all the requirements and conditions of the licence, this local law, the Act and any other written law which may affect the carrying out of monumental works.

7.20 Cancellation of a monumental mason’s licence

- (1) The Board may by notice in writing to the holder of a monumental mason’s license terminate the license on any of the following grounds—
 - (a) that the holder of the license has committed a breach of the requirements and conditions of the license, this local law, the Act or any other written law which may affect the carrying out of monumental works;
 - (b) that, in the opinion of the Board, the conduct of the holder of the license or any person in the employ of that holder in carrying out or attempting to carry out any works within the cemetery, is inappropriate or unbecoming; or
 - (c) that the holder of the license has purported to transfer the license issued to that holder.
- (2) Upon the termination of a monumental mason’s license under this clause no part of any fee paid for the issue of that license is refundable by the Board.

- (3) An aggrieved person whose licence has been terminated under subclause (1) may appeal to a Local court against a decision of the Board under this clause in the manner stated in section 19 (3) of the Act.

PART 8—GENERAL

8.1 Animals

A person shall not bring an animal into or permit an animal to enter or remain in the cemetery, other than an *assistance animal* as defined in section 9(2) of the *Disability Discrimination Act 1992* (Cth) or with the approval of the CEO or an authorised officer.

8.2 Damaging and removing objects

Subject to clause 8.3, a person shall not damage, remove or pick any tree, plant, shrub or flower in the cemetery or any other object or thing on any grave or memorial or which is the property of the Board without the permission of the Board.

8.3 Withered flowers

A person may remove withered flowers from a grave or memorial and these are to be placed in a receptacle provided by the Board for that purpose.

8.4 Littering and vandalism

A person shall not—

- (a) break or cause to be broken any glass, ceramic or other material in or upon the cemetery;
- (b) discard, deposit, leave or cause to be discarded, deposited or left any refuse or litter in or upon the cemetery other than in a receptacle provided for that purpose.

8.5 Advertising

- (1) A person shall not advertise or carry on any trade, business or profession within the cemetery without the prior written approval of the Board.
- (2) Board may consider and grant approval subject to such conditions as the Board thinks fit.

8.6 Obeying signs and directions

A person shall obey all signs displayed, marked, placed or erected by the Board within the cemetery and any other lawful direction by the CEO or an authorised officer.

8.7 Removal from cemetery

Any person failing to comply with any provisions of this local law or behaving in a manner that in the opinion of the Board, the CEO or an authorised officer is inappropriate in the cemetery may in addition to any penalty provided by this local law be ordered to leave the cemetery by the Board, the CEO or an authorised officer.

PART 9—OFFENCES AND MODIFIED PENALTIES

9.1 General

A person who commits a breach of any provisions of this local law commits an offence and shall on conviction be liable to a penalty not exceeding \$500.00 and if the offence is a continuing one to a further penalty not exceeding \$20.00 for every day or part of a day during which the offence has continued.

9.2 Modified penalties

- (1) The offences specified in Schedule 1 are offences which may be dealt with under section 63 of the Act.
 - (2) The modified penalty payable in respect of an offence specified in Schedule 1 is set out in the fourth column of Schedule 1
 - (3) The prescribed form of the infringement notice referred to in section 63(1) of the Act is set out in Schedule 2.
 - (4) The prescribed form of the notice withdrawing an infringement notice referred to in section 63 (3) of the Act is set out in Schedule 3.
-

Schedule 1

MODIFIED PENALTIES

Offences and Modified Penalties

Item No.	Clause	Nature of offence	Modified penalty
1	5.4(1)	Not driving vehicle on vehicular access way or constructed roadways or within designated areas	\$50
2	5.4(2)	Exceeding speed limit	\$50
3	7.3	Not removing rubbish and surplus materials	\$50
4	7.5	Unauthorised use of sand, earth or other material taken from another part of the cemetery	\$50
5	7.7	Leaving uncompleted works in an untidy or unsafe condition	\$50
6	8.1	Unauthorised bringing in of animal into cemetery or permitting animal to remain in cemetery	\$50
7	8.2	Damaging and removing of objects	\$50
8	8.4	Littering and vandalism	\$50
9	8.5	Unauthorised advertising and/or trading	\$50
10	8.6	Disobeying sign or lawful direction	\$50

Schedule 2

INFRINGEMENT NOTICE

Infringement Notice

To:

(Name)

(Address)

It is alleged that at : hours on day of 20

at

you committed the offence indicated below by an (x) in breach of clause of the Shire of Plantagenet Cemeteries Local Law 2019.

- Not driving vehicle on vehicular access way or designated areas
- Exceeding speed limit
- Not removing rubbish and surplus materials
- Unauthorised use of materials taken from another part of the cemetery
- Leaving uncompleted works in an untidy or unsafe condition
- Unauthorised animal in cemetery
- Damaging and removing of objects
- Littering and vandalism
- Unauthorised advertising and/or trading
- Disobeying sign or lawful direction
- Other Offence: \$

You may dispose of this matter by payment of the penalty as shown within 21 days of the date of this notice (or the date of the giving of this notice if that is a different date) to the Chief Executive Officer of the Shire of Plantagenet, between the hours of 9.00a.m. and 4.30p.m., Monday to Friday.

Please make cheques payable to Shire of Plantagenet. Payments by mail should be addressed to—

The Chief Executive Officer
Shire of Plantagenet
PO Box 48
MT BARKER WA 6324

If the penalty is not paid within the time specified, then a complaint of the alleged offence may be made and heard and determined by a court.

Schedule 3

INFRINGEMENT WITHDRAWAL NOTICE

Withdrawal of Infringement Notice

No. Date / /

To: ^[1]

Infringement Notice No dated ___ / ___ / ___ for the alleged offence of ^[2]

Penalty ^[3] \$ _____ is withdrawn.

(Delete whichever does not apply)

* No further action will be taken.

* It is proposed to institute court proceedings for the alleged offence.

(Authorised Person)

^[1] Insert name and address of alleged offender.

^[2] Insert short particulars of offence alleged.

^[3] Insert amount of penalty prescribed.

Dated: {Date}

The Common Seal of the Shire of Plantagenet was affixed by authority of a resolution of the Council
in the presence of—

Chris Pavlovich
Shire President

Rob Stewart
Chief Executive Officer



Cemetery Guidelines

Mount Barker, Kendenup and Rocky Gully Cemeteries

The Shire of Plantagenet manages four (4) Cemeteries, Mount Barker East, Mount Barker West, Kendenup and Rocky Gully. The four cemeteries are governed under the Cemeteries Act 1987 and the Shire of Plantagenet Cemeteries Local Law.

All fees and charges for the cemeteries are set by the Shire of Plantagenet in its Annual Budget.

The Shire at its meeting held on 9 November 2010, resolved (in part) that 'No further burials be carried out the Mount Barker (East) Cemetery, with the exception of those carried out in reserved and re-opened gravesites'

The Mount Barker West (new) cemetery was Gazetted as such in March 2008, with the Opening Ceremony being in November 2010. This cemetery is classed as a lawn cemetery with the options of ground plaques or headstone only memorials for burials.

Section A of the cemetery is designated as ground plaque only, this means that a plaque is to be installed with no portion of the memorial above ground level.

The newly developed section (section E) is designated for Headstone Memorials; the headstones are to be placed on concrete beams at the head of graves.



Interment Options

The Shire offers a number of options for the interment of loved ones

- Burial - Standard
- Burial - Natural Earth
- Garden Niche
- Wall Niche

Mount Barker, Kendenup and Rocky Gully Cemeteries

The Kendenup, Rocky Gully and Mount Barker cemeteries offer standard burial with options for memorials. The Mount Barker West (new) cemetery offers further options which include

- Natural Earth Burial
- Garden Niche

With additional options for those who wish to erect a memorial without interment

- Garden of Remembrance
- Memorial Shrubs and Trees
- Memorial Rocks
- Memorial Seats

Applications for interment

Applications for interment are to be accompanied by Certificates, either a medical certificate of death or a Coroner's order of burial, and a Certificate of Identification in respect of the body. These documents may be provided by the funeral director in the case of a burial, however in the case of interment of Ashes a certificate of Cremation will suffice.

The application for interment also requires the appropriate Shire forms be completed, these may include:

- Order of Burial
- Application for Placement of Ashes
- Application for Grant of Right of Burial

When conducting a funeral under section 22 of the Act the Shire will require a written request to conduct a funeral to be lodged, specifying area in the cemetery where the body is to be buried or the ashes placed, this written request will be in the form of an 'Order of Burial'

All bookings to hold a funeral shall be made with the Shire at least forty eight hours prior to the time proposed for burial on the application, otherwise there maybe extra charges.

Grant of Right of Burial/Memorial

Members of the public can purchase the rights to a gravesite at any of our cemeteries. On doing so, the purchaser is issued a 'Grant of Right of Burial' for 25 years. The Grant may be renewed for a further 25 years. Once a Grant of Right of Burial has expired, the site reverts back to possession of the Shire. The grant confers on the holder (also known as the 'grantee') the right to arrange burials, place cremated remains and erect monumental work upon the grave. A Grant is issued in the name of one person only. A Grant of Right of Memorial allows the grantee the right to arrange interment of Ashes and erect a Plaque within a niche. This Grant is required for Niche Walls and Garden Niches.

An interment can not take place without a Grant of Right of Burial or Memorial. If the Grant is held by the person being interred then we will need transfer information (who will be the new

Mount Barker, Kendenup and Rocky Gully Cemeteries

grant holder). In most cases the next of kin would have this information; the deceased would bequeath the grant as part of the estate. Other arrangements can be made prior to use by completing transfer of Grant application.

Pre-needs Grants may be purchased at any time, prior to interment. If a reservation was made before 1 July 2012, then a grant may not exist, this means that a Grant will need to be purchased. A pre-needs grant is a new term for a Reservation, fees must be paid upon application.

Ashes

Ashes may be interred within a niche wall (Mount Barker East & Kendenup) or in a grave (all cemeteries) or in a garden niche (Mount Barker West). When Ashes are to be interred in a wall or garden a Grant of Right of Memorial is needed, interred within a grave a Grant of Right of Burial is required.

Reservations

Reservations in the past have been made with the Shire for locations within our cemeteries. Due to a legislation change in 2012, what this means is that all reservations prior to 1 July 2012 do not have the required Grant of Right of Burial/Memorial. At this time the Shire is not following up the holders of Reservations and enforcing the purchase of the Grants, but attending to this discrepancy at the time of use. If you wish to make a reservation, (also known as a Pre-needs Grant) you will need to complete the appropriate forms and pay the fees and charges listed in the Budget.

Requirements for Funerals and Coffins

Burials will only be carried out when:

- the Shire has approved an application for the burial in accordance with the local law;
- the deceased person is enclosed in a coffin which in the opinion of the Shire is structurally sound and bears the name of the deceased person indelibly inscribed in legible characters on a plate on the coffin's lid; and
- under the plate referred to in the above paragraph there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10 mm in height

Depth of Graves

A coffin depth for all standard graves within the cemetery shall be no less than 750mm distance from the top of the coffin. An application for burial may request extra depth if the applicant wishes to inter further remains at a future date.

Mount Barker, Kendenup and Rocky Gully Cemeteries

Disposal of Ashes

The personal representative of a deceased person whose body has been cremated may apply, for permission to dispose of the ashes in the cemetery and upon payment of the set fee the Shire may grant permission for the ashes to be disposed of by one of the following methods—

- Niche Wall
- Family Grave
- Scattering to the Winds
- Ground Niche
- Memorial Rose, Tree or Shrub
- Family Shrub

An authorised officer may place the ashes of a deceased person within a grave in accordance with Shire approval, provided the person requesting the placement of the ashes has the written permission of the Shire and the approval of the holder of the right of burial of the grave.

Application for Monumental Work

The Shire will require the written consent of the holder of the Grant of right of burial to accompany an application for Monumental Work. If no grant exists for the grave then application for monumental works are to be made with the Shire.

A person shall not carry out monumental work within the cemetery unless they are the holder of a current monumental mason's licence or does so as the employee of a person who holds such a licence.

General Information for entry to a Cemetery

Animals - a person shall not bring an animal into or permit an animal to enter or remain in the cemetery. This does not apply to a hearing impaired person or a person who is blind or partially blind and is accompanied by a hearing or guide dog.

Damaging and Removing of Objects - a person shall not damage, remove or pick any tree, plant, shrub or flower in the cemetery or on any other object or thing on any grave or memorial or which is the property of the Shire without the permission of the Shire.

Withered Flowers - A person may remove withered flowers from a grave or memorial and these are to be placed in a receptacle provided by the Shire.

Littering and Vandalism - A person shall not—

- break or cause to be broken any glass, ceramic or other material in or upon the cemetery;
- discard, deposit, leave or cause to be discarded, deposited or left any refuse or litter in or upon the cemetery other than in a receptacle provided for that purpose.

Advertising - A person shall not carry on or advertise any trade, business or profession within the cemetery without the prior written approval of the Shire.

Mount Barker, Kendenup and Rocky Gully Cemeteries

TRADITIONAL MONUMENTS AND HEADSTONES

All monuments and headstones in the Mount Barker East, Kendenup and Rocky Gully cemeteries shall:

1. be made of bronze, granite, slate or marble;
2. be placed on proper and substantial foundations;
3. not display any trade names or marks of any manufacturers.
4. comply with the following specifications –
 - a) All Graves:
 - i) The overall height of the monument above the original surface of the grave shall not exceed 1,550mm; and
 - ii) The height of the base of the monument above the original surface of the grave shall not be less than 150mm nor more than 305mm;
 - b) Single Graves:
 - i) The length of the base of the monument shall not exceed 2,500mm and the width shall not exceed 1,250mm; and
 - ii) The length of the monument shall not exceed 1,120mm and the width shall not exceed 380mm;
 - c) Double Graves:
 - i) The length of the base of the monument shall not exceed 2,500mm and the width shall not exceed 2,450mm; and
 - ii) The length of the monument shall not exceed 1,120mm and the width not exceed 380mm;

No gravesites bigger than a double grave will be permitted.



Mount Barker, Kendenup and Rocky Gully Cemeteries

All monuments and headstones for the lawn cemetery (Mount Barker West) Section E, shall-

1. be made of bronze, granite, slate or marble;
2. be placed on proper and substantial foundations;
3. have an overall height of the monument above the original surface of the grave not exceeding 1065mm;
4. have a height of the base of the monument above the original surface of the grave shall not less than 150mm nor more than 305mm;
5. have a length of the base of the monument not exceeding 915mm;
6. have a length of the monument not exceeding 860mm and 250mm width;
7. have a depth of the base of the monument not exceeding 305mm, except for a grant of two adjoining plots which shall not exceed 2315mm; and
8. not display any trade names or marks of any manufacturers.



Mount Barker, Kendenup and Rocky Gully Cemeteries

NICHE WALLS



Plaques



(Single plaques - 145mm x 120mm)



(Double plaques - 125mm x 82mm)

Mount Barker (West) Cemetery

GENERAL GUIDELINES FOR ALL SECTIONS IN THE MOUNT BARKER (WEST) CEMETERY

1. Plaques shall be purchased through the Shire.
2. Memorials made from ceramic materials, glass and wood are not permitted.
3. No niche walls in place.
4. All memorial plaques shall –
 - (a) be made from admiralty bronze and have the number of the grave / site displayed;
 - (b) not exceed 20mm in thickness.

LAWN SECTION A

In lawn sections, all memorial plaques shall –

1. be of the dimensions 380mm x 280mm; and
2. be affixed to a substantial foundation, with no portion of the memorial above ground level.



Plaque



Mount Barker (West) Cemetery

GARDEN GROUND NICHE

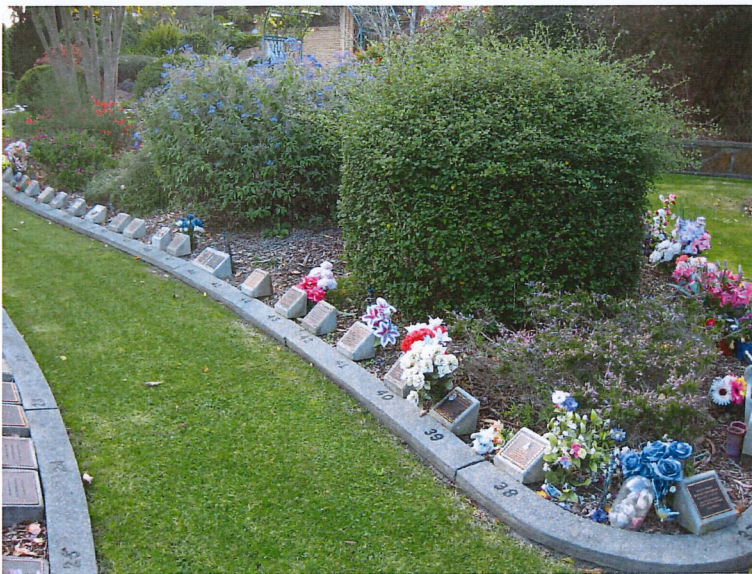
In these garden ground niche sections, all memorial plaques shall –

1. be of the dimensions 229mm x 229mm or 143mm x 117mm;
2. be aligned along the garden kerbing; or
3. be affixed to a substantial foundation.

Garden ground niche positions and gardens of remembrance are to be nominated for either 229mm x 229mm plaques or 143mm x 117mm plaques, for consistency of appearance.



(229mm x 229mm memorial plaques)



(143mm x 117mm memorial plaques)

Mount Barker (West) Cemetery

GARDENS OF REMEMBRANCE, MEMORIAL SHRUBS AND TREES

In these sections, all memorial plaques shall –

1. be of the dimensions 229mm x 229mm or 143mm x 117mm;
2. be placed in conjunction with an individual shrub or tree; and
3. be affixed to a substantial foundation.



Mount Barker (West) Cemetery

MEMORIAL ROCKS

All plaques on memorial rocks shall –

1. be of the dimensions 229mm x 229mm; and
2. be affixed to the memorial rock.



Small Rock



Medium Rock



Large Rock (2 only)

Mount Barker (West) Cemetery

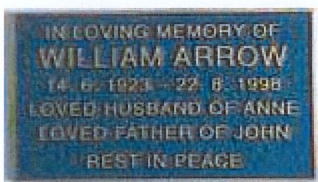
MEMORIAL SEAT

All plaques on memorial seats shall—

1. be of the dimensions 150mm x 75mm; and
2. be affixed to the back of the seat.



Plaque



(150mm x 75mm)