

STAFF REPORT

TO: Community Services Committee
FROM: Reserves Manager
REFERENCE: P100
DATE: 14 September 2009
SUBJECT: Cemetery Standard Operating Procedures

PURPOSE

To present the Standard Operating Procedures for Council's Cemeteries for approval.

BACKGROUND

As Tasman District Council has no Cemetery Bylaws or policy or procedures documents, a Draft Cemetery Standard Operating Procedures document was prepared and sent to affected parties for comment.

Council sent the information to six parties and received comment back from four.

COMMENT/DISCUSSION

Notice was taken of the comments received as they were very helpful and where appropriate were incorporated into the final document.

Strong concerns were raised by some of the local Funeral Directors in regards to the proposed Natural Burial Areas, Graham Caradus, (Council's Environmental Health Officer), and Ed Kiddle, (Medical Officer of Health with the DHB), have provided comment which allays these concerns. This information is available to Councillors on request.

There has also been some discussion on the proposed size of the Natural Burial Plots which is larger than the regular size; this larger size is to allow for the proposed plantings so that they are not greatly disturbed when preparing the adjacent plot.

SIGNIFICANCE

This is not significant under Council's significance policy.

AFFECTED PARTIES

Council staff, Funeral Directors, Funeral Organisers and Monumental Masons.

OPTIONS

- 1 Do nothing and continue to operate Council's Cemeteries with no procedures documentation.
- 2 Adopt the Cemetery Standard Operating Procedures September 2009..

RECOMMENDATION

THAT the Committee adopt the Cemetery Standard Operating Procedures September 2009.

Beryl Wilkes
Reserves Manager

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