

Report No:	RCS12-03-09
File No:	
Date:	29 February 2012
Decision Required	

REPORT SUMMARY

Report to: Community Services Committee
Meeting Date: 8 March 2012
Report Author: Reserves Manager
Subject: **Riwaka Cemetery Trustees**

EXECUTIVE SUMMARY

To inform Council of the request from the trustees of the Riwaka Cemetery for Council to take over the care and management of the Riwaka Cemetery.

RECOMMENDATION/S

- 1 That this report be received.
- 2 That the Committee agrees to the request from the Riwaka Cemetery trustees to take over the care and management of the Riwaka Cemetery.

DRAFT RESOLUTION

THAT the Community Services Committee:

- 1 **Receives the Riwaka Cemetery Report RCS12-03-09 and;**
- 2 **Agrees to the request from the Riwaka Cemetery trustees to take over the care and management of the Riwaka Cemetery.**

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1. PURPOSE

- 1.1 To inform the Council of the request from the Riwaka Cemetery Trustees for Council to take over the care and management of the Riwaka Cemetery.

2. BACKGROUND

- 2.1 The Riwaka Cemetery is a Trustee Cemetery which cares and manages the Riwaka Cemetery. The Trustees would like to retire from the Trust however there are no volunteers willing to take on the trustees' role. The trustees would like Council to take over this role.
- 2.2 Each year Council provides the trustees a maintenance grant for the upkeep of the cemetery but, as with a lot of areas, the volunteers to help carry out the maintenance of the cemetery have disappeared. The trustees now pay contractors to carry out the maintenance and over the years these costs have become more than what the Cemetery earns in income and their reserve funds have diminished.
- 2.3 A site meeting was held with the trustees in the middle of last year to discuss these issues and in the interim Council increased the maintenance grant. Late last year a further meeting was held, with the trustees informing staff that their preferred option was for Council to take over the care and management of the Cemetery.

3. PRESENT SITUATION/MATTERS TO BE CONSIDERED

- 3.1 On 19 December 2011 a letter was received from the Trustees formally requesting that Council take over the Riwaka Cemetery.
- 3.2 Section 23 of the Burial and Cremation Act 1964 outlines the process for the appointment and removal of Cemetery Trustees. I have been working with Geoff Cameron from the NMDHB Public Health Unit regarding this process.

4. FINANCIAL/BUDGETARY CONSIDERATIONS

- 4.1 The income for the Cemetery year ended 30 April 2011 showed the income less the Council grant to be \$6,400.00 and expenditure \$7,500.00.
- 4.2 This year the grant for Cemetery maintenance was \$2,500.00. In past years the annual grant was \$1,500.00. In anticipation of a request for further assistance a small increase has been allowed for in Council's Long Term Plan.
- 4.3 Council would have to find a budget to cover the shortfall between the annual grant and the true maintenance costs. I would also suggest that the maintenance costs charged to the Cemetery Trustees are minimal and that there was some volunteer time or community good here.

5. OPTIONS

- 5.1 (Option 1) – status quo. Council declines the request from the Riwaka cemetery trustees to take over the care and management of the Riwaka Cemetery.
- 5.2 (Option 2) – to agree to the cemetery trustees request for Council to take over the care and management of the Riwaka Cemetery.

6. PROS AND CONS OF OPTIONS

- 6.1 Option 1- has the advantage of being no cost to Council but may result in the Riwaka Cemetery being closed for interments and have no maintenance carried out.
- 6.2 Option 2 – the Council resolve to undertake the care and management of the Riwaka Cemetery along with the financial commitment to do so.

7. EVALUATION OF OPTIONS

- 7.1 Option 1 – the Riwaka Cemetery trustees would have to decide to continue being trustees or retire and apply to the Minister to formally close the Cemetery, or go back to the Riwaka community again to seek replacement trustees and donations to allow the Cemetery continue to operate.
- 7.2 Option 2 – if Council takes over the care and management of the Riwaka Cemetery there is an increased financial burden to the ratepayer however the cemetery continues to operate and be maintained.

8. SIGNIFICANCE

8.1 This is not a significant decision according to the Council's Significance Policy.

9. RECOMMENDATION/S

9.1 That this report be received.

9.2 That the Committee agrees to the request from the Riwaka Cemetery trustees to take over the care and management of the Riwaka Cemetery.

10. TIMELINE/NEXT STEPS

10.1 If the Committee passes the draft resolution to take over the care and management of the Riwaka Cemetery, staff would then work with the trustees and the Public Health Office to complete the official process as soon as possible.

11. DRAFT RESOLUTION

THAT the Community Services Committee:

- 1 Receives the Riwaka Cemetery Trustees Report RCS12-03-09 and;**
- 2 Agrees to the request from the Riwaka Cemetery trustees to take over the care and management of the Riwaka Cemetery.**

Beryl Wilkes
Reserves Manager

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