

COUNCIL POLICY – Interment on Private Land Policy

Reference Number	730881
Responsible Business Unit	Contracts
Responsible Officer	General Manager Corporate Services
Legislation	Burial and Cremation Act 2013
Relevant Delegations	CEO 12 May 2014 resolution 34.7
Related Policies Management Guidelines Frameworks	Cemetery Operating Policy Cemetery Management Guidelines
Link to Strategic Plan	3.3 Improve community health, safety and well being
Council resolution	17.10
Date Adopted	27 January 2015
Review Date	2019
Previous Revisions	

POLICY STATEMENT

The Burial and Cremation Act 2013 provides for the interment of bodily remains in a prescribed area on land outside of a cemetery or natural burial ground with the permission of the owner of the land and with approval from Council.

The purpose of this policy is to establish a process to authorise and record the interment of bodily remains on private land.

OBJECTIVES

The objective of this policy is to provide guidance for staff and applicants on the process for the interment of bodily remains on private land.

SCOPE

This policy identifies the process required to inter human bodily remains on private land.

PRINCIPLES**Requirements for Interment on Private Land**

- The applicant (family members) are required to provide Council with written approval from the land owner.
- A GPS reading of the location of the interment site on the land is to be supplied to Council and Council Administration will be required to check the location after the interment, to make sure the interment occurred at the GPS location.
- GPS co-ordinates need to be recorded on the Certificate of Title for the land in case the land is sold. This is to be undertaken by the applicant and at their cost.
- The interment needs to be undertaken in a manner that meets the requirements under the Burial Regulations.
- A normal interment right form is required to be completed by Administration with the details of the person to be interred.
- Where the interment site is not adjoining a road, a single lane road easement is to be recorded on the Certificate of Title from the nearest road to the burial site, so that relatives can have ongoing access to the burial site.
- An application fee of \$1,000 is to be paid to Council. This fee is to cover the administration associated with managing the application and will be updated annually through the

Council's Fees and Charges Schedule.

- If there is more than one interment at the same location, the site becomes a cemetery and requires development approval.

The interment must be undertaken by a Funeral Director or person who arranges for the disposal of human remains as per the *Burial and Cremation Regulations 2014*

IMPLEMENTATION

Through the implementation of this policy both staff and applicants will understand the process of interment of bodily remains on private land.

DEFINITIONS

Bodily remains means the whole or any part of a human body (whatever the physical state may be) but does not include the whole or any part of a human body that has been cremated;

Interment of human remains means

- The placement of human remains in a mausoleum, vault, columbarium or other structure designed for the placement of such remains;
- The burial in the earth of human remains (directly in the earth or in a container)