



# **CENTRAL HAWKE'S BAY DISTRICT COUNCIL**

## **NOTICE OF MEETING**

Her Worship the Mayor and Councillors,

Notice is hereby given of the following meeting to be held in the Council Chamber, Ruataniwha Street, Waipawa on:

***THURSDAY 4 MAY 2017***

### **COMMUNITY DEVELOPMENT COMMITTEE**

**COMMENCING AT THE CONCLUSION OF THE  
FINANCE AND PLANNING COMMITTEE MEETING**

**Council Mission Statement:**

"The Central Hawke's Bay District Council will be accountable to its citizens for the good management of the public assets of the District and provide open Local Government at minimum economic cost, with the least possible intervention in the private lives of residents."

# CENTRAL HAWKE'S BAY DISTRICT COUNCIL

## COMMUNITY DEVELOPMENT COMMITTEE

Thursday 4 May 2017

### TABLE OF CONTENTS

	Page No.
1.0 APOLOGIES.....	2
2.0 DECLARATIONS OF CONFLICTS OF INTEREST .....	2
3.0 CONFIRMATION OF MINUTES.....	2
4.0 STANDING ORDERS.....	2
5.0 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY .....	3
6.0 POLICY REVIEW.....	3
7.0 DATE OF NEXT MEETING .....	3
8.0 TIME OF CLOSURE .....	3

# CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Notice is hereby given that a meeting of the Community Development Committee will be held in the Council Chamber, 32 Ruataniwha Street, Waipawa on **Thursday 4 May 2017** commencing at the **conclusion of the Finance and Planning Committee Meeting**

**PRESENT:** Councillor K R Annand (Chairman)  
Councillors T H Aitken, S M Burne-Field, G A Minehan, I G S Sharp and  
Her Worship the Mayor Walker

**IN ATTENDANCE:** J B Freeman [Chief Executive]  
P S McKinley [Land Transport Manager]  
T R Cook [Regulatory Services Manager]  
B E Way [Utilities Manager]  
B M Smith [Chief Financial Officer]  
S J Thrush [Technical Services Manager]  
D C Moorcock [Corporate Administrator]  
  
Roger C A Maaka [Maori Consultative Committee Representative]

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## 1.0 APOLOGIES

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## 2.0 DECLARATIONS OF CONFLICTS OF INTEREST

Conflicts of interest to be reported for minuting.

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## 3.0 CONFIRMATION OF MINUTES

***Pages 1 – 7***

Attached are the minutes of the Community Development Committee Meeting, including public excluded minutes, held on 26 January 2017.

### **RECOMMENDATION:**

THAT the minutes of the Community Development Committee Meeting, including public excluded minutes, held on 26 January 2017, as circulated, be confirmed as true and correct.

Crs \_\_\_\_\_ / \_\_\_\_\_

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## 4.0 STANDING ORDERS

### **RECOMMENDATION:**

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

Crs \_\_\_\_\_ / \_\_\_\_\_

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## **5.0 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY**

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

### **RECOMMENDATION:**

THAT the Committee has read the reports associated with item 6.0 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

Crs \_\_\_\_\_ / \_\_\_\_\_

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## **6.0 POLICY REVIEW**

**Report – Interim Chief Executive**

**Pages 8 – 17**

### **RECOMMENDATION:**

THAT the Community Development Committee recommends Council adopt the following policies as amended:

- 1.11 Regional Funding for Tourism Funding and Promotions Policy
- 1.15 Voluntary Organisation and Incorporated Societies Policy
- 1.16 Waipawa Building Society Trust Fund Policy
- 6.1 Camping Policy
- 6.2 Cemeteries Policy

### **The reason for the decisions are**

That it meets the purpose of local government as stated below.

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

Crs \_\_\_\_\_ / \_\_\_\_\_

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## **7.0 DATE OF NEXT MEETING**

### **RECOMMENDATION:**

THAT the next meeting of the Community Development Committee be held on 27 July 2017.

Crs \_\_\_\_\_ / \_\_\_\_\_

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## **8.0 TIME OF CLOSURE**

# CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Minutes of a meeting of the Community Development Committee held in the Council Chamber, 32 Ruataniwha Street, Waipawa on **Thursday 26 January 2017** commencing at **12.30 pm**

**PRESENT:** Councillor K R Annand (Chairman)  
Councillors T H Aitken, G A Minehan, I G S Sharp and Her Worship the Mayor Walker

**IN ATTENDANCE:** J B Freeman [Chief Executive]  
P S McKinley [Land Transport Manager]  
T R Cook [Regulatory Services Manager]  
B E Way [Utilities Manager]  
B M Smith [Chief Financial Officer]  
S J Thrush [Technical Services Manager]  
D C Moorcock [Corporate Administrator]  
  
Roger C A Maaka [Maori Consultative Committee Representative]  
Councillor T R Chote  
Councillor B W Muggeridge  
Councillor D N Tennent

## 1.0 APOLOGIES

That the apology for absence from councillor S M Burne-Field be sustained.

Crs Sharp / Her Worship the Mayor Walker  
CARRIED

## 2.0 DECLARATIONS OF CONFLICTS OF INTEREST

No conflicts of interest were reported for minuting.

## 3.0 STANDING ORDERS

### RESOLVED:

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

Crs Minehan / Aitken  
CARRIED

#### **4.0 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY**

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

##### **RESOLVED:**

THAT the Committee has read the reports associated with items 5.0, 6.0, 7.0, 8.0, 9.0 and 10.0 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

Crs Sharp / Minehan  
CARRIED

#### **5.0 COMMUNITY DEVELOPMENT COMMITTEE TERMS OF REFERENCE ADOPTION**

##### **RESOLVED**

THAT the Terms of Reference for the Community Development Committee be adopted.

##### **The reason for the decision is**

That it meets the purpose of local government as stated below.

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

Crs Sharp / Aitken  
CARRIED

#### **6.0 EASTER SUNDAY SHOP TRADING POLICY**

During the presentation the following was discussed:

- The Regulatory Service Manager spoke to the report
- Is it a regulatory requirement to consult on this process or can council make a decision without consulting? We required to consult using the special consultative process as required by the legislation
- Objection to the costs being inflicted on Local Government by Central Government

##### **RESOLVED:**

THAT the status quo for Easter 2017 be maintained, and develop a draft policy and consult with the community using the Special Consultative Procedure to finalise an Easter Sunday Trading Policy by Easter Sunday (April 1) 2018.

**The reason for the decision is**

That it meets the purpose of local government as stated below. In particular it enables consideration of amendments made to the Shop Trading Hours Act 1990.

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Her Worship the Mayor Walker / Cr Aitken  
CARRIED

## **7.0 COMMUNITY DEVELOPMENT COMMITTEE POLICY REVIEW SCHEDULE**

During the presentation the following was discussed:

- The Chief Executive spoke to the report
- Is the Theatre included in the district halls policy – no
- There needs to be a policy that covers any commercial lease of council buildings and properties and the expectations of the leases

**RESOLVED:**

THAT the proposed policy review schedule for the Community Development Committee be adopted.

**The reason for the decision is**

That it meets the purpose of local government as stated below

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Crs Aitken / Sharp  
CARRIED

## **8.0 REGIONAL ECONOMIC DEVELOPMENT STRATEGY UPDATE**

During the presentation the following was discussed:

- The Chief Executive introduced Paul Collitts
- Paul Collitts – Economic Development Coordinator spoke to the report
- Concerns that CHB representative has not been replaced on the Governance Group
- Business HB will continue to build on what is already being done
- Wanting to ensure that we are not going to lose funding towards Business HB now that they are working well. Would like to see local tourism funding not be diluted because of funding requirements of REDS. The funding model for REDS is still being establish, feedback to the governance group on funding concerns.

**RESOLVED:**

THAT the Regional Economic Development Strategy update report be received.

**The reason for the decision is**

That it meets the purpose of local government as stated below

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

Crs Aitken / Minehan  
CARRIED

*The meeting adjourned for lunch at 1.22 pm and reconvened at 1.49 pm.*

## **9.0 COMMUNITY DEVELOPMENT UPDATE**

During the presentation the following was discussed:

- The Chief Executive introduced Christine Renata – Community Development Coordinator
- Ensuring that we have a voice in the region
- Comments on the external funding for the Community Development Coordinator role being finite
- Positive feedback on the report
- Having a conduit between the groups is very important
- Would like advise on the gaps that council has in strategies
- Having a forum to recognise people and the work they do within the community would be positive

**RESOLVED:**

THAT community development update report be received.

**The reason for the decision is**

That it meets the purpose of local government as stated below

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

Crs Sharp / Minehan  
CARRIED



## 10.0 PUBLIC EXCLUDED BUSINESS

### RESOLVED:

THAT in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, the public be excluded from the following part of the proceedings of this meeting.

The general subject of the matter to be considered while the public is excluded; the reason for passing the resolution and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution being as follows:

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1	Kairakau Camp Lease	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item No	
1	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (Section 7(2)(i))

Cr Aitken / Her Worship the Mayor Walker  
CARRIED

## 11.0 DATE OF NEXT MEETING

### RESOLVED:

THAT the next meeting of the Community Development Committee be held on Thursday 4 May 2017.

Crs Aitken / Minehan  
CARRIED

## 12.0 TIME OF CLOSURE

There being no further business the meeting closed at 2.30 pm.

**Confirmed this 4<sup>th</sup> Day of May 2017**

.....  
**CHAIRMAN**

## Central Hawke's Bay District Council – Report

TO: Community Development Committee

FROM: Interim Chief Executive

DATE: 4 May 2017

FILE REF: COU1-1411

SUBJECT: **POLICY REVIEW**

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### 1.0 SUMMARY

**The purpose of this report is to**

Obtain a decision from the Community Development Committee on the adoption of the reviewed and amended policies.

### 2.0 RECOMMENDATION

***This report concludes by recommending***

THAT the Community Development Committee recommends Council adopt the following policies as amended:

- 1.11 Regional Funding for Tourism Funding and Promotions Policy
- 1.15 Voluntary Organisation and Incorporated Societies Policy
- 1.16 Waipawa Building Society Trust Fund Policy
- 6.1 Camping Policy
- 6.2 Cemeteries Policy

**The reason for the decisions are**

That it meets the purpose of local government as stated below.

*The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.*

### 3.0 BACKGROUND

Section 80 of the Local Government Act 2002 requires Local Authorities to identify whether any decision they are about to make is consistent with existing policies and plans.

Council has a Policy Manual which is amended from time to time, to allow it to have consistent decisions made.

Council policies can be reviewed and amended at any time (with the exception of policies that are part of the LTP), but must be reviewed at least every three years.

Most policies are due for review over the twelve month period following the triennial local government elections.

#### **4.0 ASSESSMENT OF OPTIONS**

##### **Option 1**

THAT the Community Development Committee recommend Council adopt the following policies as amended:

- 1.11 Regional Funding for Tourism Funding and Promotions Policy
- 1.15 Voluntary Organisation and Incorporated Societies Policy
- 1.16 Waipawa Building Society Trust Fund Policy
- 6.1 Camping Policy
- 6.2 Cemeteries Policy

#### **5.0 STATUTORY IMPLICATIONS**

The recommendation meets all statutory requirements as set out in the Local Government Act 2002 Amendment 2012.

#### **6.0 SIGNIFICANCE AND CONSULTATION**

##### **5.1 External**

##### **5.2 Internal**

Managers and staff

#### **7.0 STRATEGIC LINKS**

- Annual Plan 2016/2017
- Long Term Plan 2015/2025
- Policy Manual

Lisa Harrison  
**Administration Assistant**

Central Hawke's Bay District Council	POLICY MANUAL	
	Document #	1.11
	Approved by:	Council
	Adoption Date:	27-03-2014
	Last Amended:	25-02-1993
	Review Date:	February 2017
	Page:	Page 1 of 1

**REGIONAL FUNDING FOR  
TOURISM ~~FUNDING~~ AND  
PROMOTION POLICY**

- | That Council consent to ~~Tourism Hawke's Bay~~Hawke's Bay Tourism involvement in tourism funding/promotion, subject to:
- | a) Funding and co-ordination projects being included in the Long Term Plan (LTP) and annual planning and consultation process.
  - b) The alignment and co-ordination of the tourism funding/promotion objectives with those set out in Council's agreement with CHB Promotions.

<b>Central Hawke's Bay District Council</b>  <b>VOLUNTARY ORGANISATIONS AND INCORPORATED SOCIETIES POLICY</b>	POLICY MANUAL	
	Document #	1.15
	Approved by:	Council
	Adoption Date:	27-03-2014
	Last Amended:	25-05-1995
	Review Date:	March 2017
	Page:	Page 1 of 1

Council recognises the valuable role voluntary organisations play in the community and the contribution they make to the quality of life to all residents of Central Hawke's Bay.

## 1. REDUCTION IN HALL CHARGES

The Council will, when setting the schedule of fees and charges for Public Halls and Buildings, recognise the contribution these organisations make to the Community and make available to the organisation, the facility, at a reduced charge.

## 2. WAIPAWA MUSICAL AND DRAMATIC CLUB

- a) That the Waipawa Musical and Dramatic Club continue to be granted a 30% reduction on normal hire fees when hiring the Central Hawke's Bay Municipal Theatre according to their lease agreement.
- b) That the Schedule of Fees and Charges include a setup and rehearsal charge for the Central Hawke's Bay Municipal Theatre (currently 50% of normal hire rates).

*For financials refer to: Schedule of Fees and Charges.*

Central Hawke's Bay District Council		POLICY MANUAL	
<b><i>WAIPAWA BUILDING SOCIETY TRUST FUND POLICY</i></b>		<b>Document #</b>	1.16
		<b>Approved by:</b>	Council
		<b>Adoption Date:</b>	27-03-2014
		<b>Last Amended:</b>	26-09-2002
		<b>Review Date:</b>	March 2017
		<b>Page:</b>	Page 1 of 1

That Council accept appointment as Custodian Trustee of the Waipawa Building Society Scholarship Trust and that the Mayor, Deputy Mayor and the Chief Executive be confirmed as trustees. There is also representation from Waipawa Lions and Waipukurau Rotary.

Central Hawke's Bay District Council	POLICY MANUAL	
	Document #	6.1
	Approved by:	Council
	Adoption Date:	08-05-2014
	Last Amended:	25-10-2012
	Review Date:	May 2017
	Page:	Page 1 of 2

## CAMPING POLICY

### Camping Grounds Policy

1. Council will ensure Camping Ground facilities are available within Central Hawke's Bay District.
2. Council, wherever possible, will transfer the camping ground facilities to a private enterprise.

Campgrounds are located at -

- Kairakau Beach - with a licence to occupy granted to the Kairakau Development Society
- Pourerere Beach - leased to a private operator
- Blackhead Beach - leased to ~~the Blackhead Beach Camping Ground Committee~~ a private operator
- Te Paerahi - 'freedom' camp with minimal facilities
- Waipukurau Holiday Park - leased to a private operator

### 'Free' Camping Policy

Conditions under which permission will be granted for camping on public reserves and public places under Council jurisdiction are as follows:

Casual 'free' camping will be permitted in the following places:

1. **Te Paerahi Beach (Porangahau)** - In the Council owned 'free camp' area situated on the corner of Te Paerahi Street and Puketauhinu Place.
2. **Kairakau Beach** - Fully certified 'self contained' motor homes **ONLY** are permitted to stay overnight for not more than three consecutive nights, on the area of mown grass at the northern end of Kairakau Beach Road (past the ~~new~~-public toilet) beyond the vehicle turning area plus the small area just before the end of the road. The area allowed to be used is clearly signposted. Any other form of camping on any other 'Council' land at Kairakau Beach is **NOT ALLOWED**. Parking to be front on or back on only.
3. **Pourerere Beach** - Where signposted. **Please note:** following community concerns Council has agreed to substitute 'free' camping at Pourerere Beach during the peak summer holiday season for a system of allocated camping overseen by a community committee from 2004/2005. From 17 December until 6 February each year a \$35.00 'permit application fee' applies. For the rest of the year permits must be obtained from Council for any camping at Pourerere Beach but no charge will apply.

Tommy Ireland Point lookout – Fully certified 'self contained' motor homes **ONLY** for not more than three consecutive nights.

4. **Aramoana Beach** – Fully certified 'self contained' motor homes **ONLY** are permitted to stay overnight for not more than three consecutive nights, in the clearly signposted area at the end of the public car park area near to the public toilets. Three (3) parks have been allocated for this activity.

*(This in effect excludes all other places such as Whangaehu, Mangakuri, Parimahu and Blackhead Beaches. Camping is also **not** allowed on the 'local purpose reserve' at the northern end of the existing Blackhead Beach Public Camping Ground.)*

The following conditions **MUST** be observed:

- a) Pourerere Beach users **MUST** obtain a permit (seven day maximum stay). Casual campers at other areas must notify the Council's Bylaw Officer of their name, address and contact phone number, their intended location and length of stay. The length of stay will not exceed seven (7) days, unless the camper is managing the facility on behalf of Council.
- b) A camp site must be set up in such a way that there is no interference or damage to sand hills, trees or other vegetation growth. No permanent structures will be permitted.
- c) Campers must leave the site clean and tidy and take all waste and waste water with them.

Suitable signs will be erected advising public of:

- (i) areas where camping is permitted; and
- (ii) areas where camping is not permitted.



Central Hawke's Bay District Council	POLICY MANUAL	
	Document #	6.2
	Approved by:	Council
	Adoption Date:	07-05-2015
	Last Amended:	07-05-2015
	Review Date:	May 2017
	Page:	Page 1 of 3

## ***CEMETERIES POLICY***

1. Council will provide for orderly and respectful burials at all cemeteries in harmonious surroundings; to provide up-to-date burial records; and to carry out improvements as required to provide long-term burial space.
2. To have an orderly and equitable system for reserving plots at cemeteries.
3. The sale of reserve plots be restricted to one plot and then only in conjunction with the burial of a member of the same family.
4. Families who already have reserved plots must use these before further reserve plots can be purchased.

### **Headstones and Memorials**

1. No Person may carry out any work in a cemetery including constructing or altering a memorial other than in a manner expressly authorised by Council. Work does not include the placement of floral tributes.
2. Applications for consent to erect a memorial must be made on the Council's Memorial Application Consent form.
3. An application for consent shall be accompanied by:
  - (a) The plans for the memorial including materials and dimensions
  - (b) The wording of any proposed epitaph or inscription and associated insignia and graphics
4. A Memorial must meet the following requirements:
  - (a) The applicant is the Plot Holder, the Plot Holder's family or their agent.
  - (b) No graphics are to be put on the back of a memorial – this area is to be limited to the Family surname only.
  - (c) No offensive graphics, insignia, words, phrases or offensive nick names are allowed.
  - (d) Maximum size for insignia and photographs to be 120mm high x 120mm wide.
  - (e) No more than two insignia and one photograph per headstone.
  - (f) The memorial must be approved by Council staff prior to installation. If approval is not granted the applicant can request that the decision be reviewed at a public excluded Council meeting. This decision will be final and binding.
  - (g) The foundations and any work described on the plan must comply with either;
    - i) The requirements of Veterans' Affairs New Zealand in the case of memorials in the Services Section of the Cemetery or
    - ii) NZS4242:1995 Headstone and Cemetery Monuments or its amendments, and the Headstone Specifications set by Council.
  - (h) The memorial headstone is constructed of granite stone or other material approved by Council.

5. The Council may at the plot holders expense remove or restore to its original condition any memorial that is:
  - (a) Erected or altered in breach of this policy, or
  - (b) In such disrepair that the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967 apply.

### **Maintenance of Headstones Policy**

1. The upkeep of headstones is the responsibility of relatives of the deceased or any other persons entitled to maintain the monument.
2. Where any headstone, monument or grave is a danger to persons frequenting or working in a cemetery, relatives of the deceased will be sought and asked to make the headstone, monument or grave safe.
3. If no relatives can be found, Council will remove the headstone or monument and restore the gravesite in grass.
4. Where Council removes the headstone or monument and restores the gravesite in grass, the name of the person or persons buried in the grave will be recorded on a plaque either:
  - a) on the gravesite; or
  - b) on a memorial cairn erected on the cemetery site.

### **Exclusive Right of Burial Policy**

1. Any exclusive right of burial granted by the reservation of a plot will expire after sixty years from the date of acquisition. Upon the expiration of the exclusive right of burial, Council will notify the owner in writing and, at its discretion, may offer a renewal of the exclusive right of burial. If the plot is no longer required, the owner will surrender the right of renewal and Council will refund the fee paid upon acquisition. Council may then dispose of the plot in any manner it thinks fit.
2. Any owner of the exclusive right of burial may, with the Council's consent, transfer their interest to any other person.

### **Services Cemeteries**

1. Services Cemeteries are legislated for under Section 15 of the Burial and Cremation Act 1964 and amendments.
2. Council to provide land for the exclusive right of burial for persons who have been on operational service in her Majesty's Forces and their spouses/partners. Council may make application to Veterans' Affairs New Zealand for funding to support the establishment and ongoing maintenance and development of the Service Cemetery.
3. Ex-service personnel who have had war service, or service that is defined as equivalent to war service and their spouses/partners may be buried in a Services Cemetery. A burial plot/ashes plot is provided free of charge however payment of the interment fees as set out by Council is required.

### **Veteran Affairs New Zealand**

- Arrange Installation and replacement of plaques through an installation contract.
- Arrange for payment of the maintenance grant. These amounts are based on the area taken up by the Services Cemetery and cannot be exceeded. These amounts are reviewed regularly.
- Arrange for the payment of agreed development costs. All requests for capital works such as landscaping and development work are considered, but priority is given to the provision of new berms.
- Arrange yearly liaison visits.

*For current Levels of Service, refer to the CHBDC LTP: Council Activities - Cemeteries.*

*For financials, refer to Schedule of Fees and Charges.*

*For further information refer to CHBDC Cemeteries Bylaw [Part 14] 2008 and NZS 4242 Headstones and Cemetery Monuments 1995 (specifying minimum structural design criteria, performance and renovation requirements for cemetery monuments).*