

Grey District Council

Cemetery Monument

Standard

Current Adopted Version: 12 February 2018

Version	Date	Description
1.0	9 May 2016	Amendments to original standard adopted
1.1	12 December 2016	Amended and Adopted
1.2	12 February 2018	Amended and Adopted

Introduction:

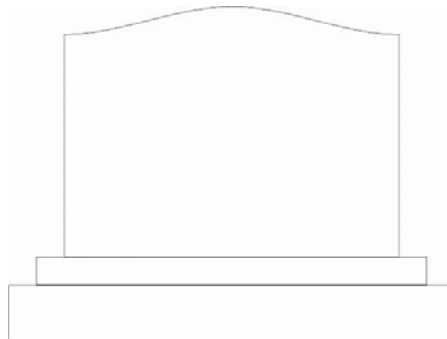
Council is justifiably proud of the visual appeal of its cemeteries. In order to maintain this appeal, Council insists on measures of uniformity, order and unrelenting quality. This extends to standards of competence of persons doing work in the cemeteries.

This Standard outlines the requirements of monuments installed, the qualification and associative requirements on installers of monuments and general standards of quality and excellence.

The standard:

Part 1: Dimensional requirements for Monuments in Grey District Cemeteries

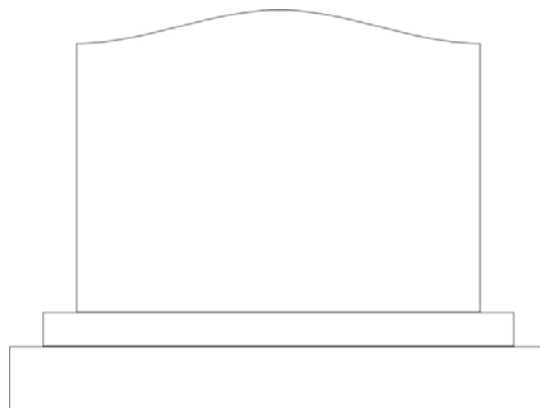
Matai Section at Gladstone and any new cremation burial sections that are developed in the future (Cremation Plots)



Base: Shall be 800mm long x380mm wide x100mm high

Overall monument size shall be a maximum of 1150mm high (including base) and 700mm long.

Rimu & Kowhai Sections at Gladstone, Lawn Sections at all Cemeteries and any new full burial sections that are developed in the future (Full Burial Plots)

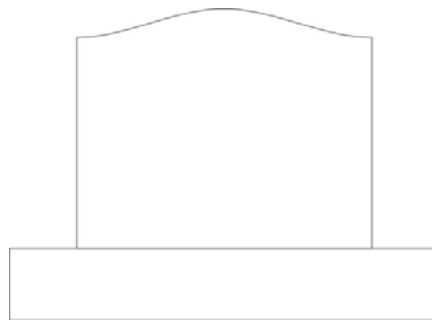


Base: shall be 1100 mm Long x 450mm wide x100mm high.

Overall monument size shall be a maximum of 1150mm high (including base) and 800mm long.

Note that there is a minimum gap between monument bases which could become a safety issue if people attempt to walk over graves and between grave stones. To counter this and out of respect to the deceased and their loved ones this practice is discouraged on health and safety grounds. Respectful practices will be encouraged by cemetery users by the placement of signs advising people to walk around and not over or between graves and grave headstones. This will also remove the risk of unintentional damage occurring to monuments in the future.

Totara Section at Gladstone and Cremation Berms at all Cemeteries and any new cremation burial sections that are developed in the future (Cremation Plots)



Base: Shall be 600mm long x200mm wide x100mm high

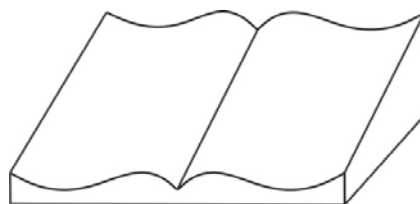
Overall monument size shall be a maximum of 600mm high (including base) and 500mm long.

Kauri Section at Gladstone and any new cremation burial sections that are developed in the future (Cremation Plots)

Recumbent Desk



Book



Monument sizes shall be up to

Length: 400mm

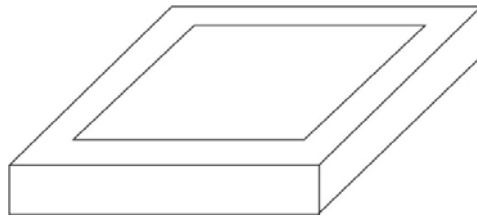
Width: 230mm

Height at front: 50mm

Height at back: 150mm

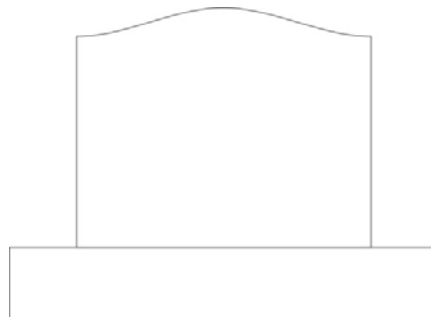
Ashes Bank Section at Karoro and any new cremation burial sections that are developed in the future (Cremation Plots)

Plaque



Monument size shall be 560mm long x 410mm wide.

Children's Section at Karoro Cemetery and any new full burial sections that are developed in the future (Full Burial Plots)



Base: Shall be 600mm long x 200mm wide x 100mm high.

Overall monument size (including base), can be up to 600mm high and 500mm long.

Rules relation to these sizes

1. Monuments must be installed 460mm from front of berm to back of headstone (Gladstone Only)
2. There shall be one base and monument per plot berm with the exception that if a plot owner has purchased two adjacent plots they may apply to install one monument over the two plots provided the maximum length is no greater than twice the maximum lengths stated above. All other dimensions to stay the same.
3. Monument shapes are indicative only and each monument can be constructed within the maximum height sizes shown.
4. Monument base sizes are set as shown above.

5. Monuments and or panel size and layout shall not be inconsistent with the typical detail above. That is a flat panel cannot be installed in a berm area where a vertical headstone is required.
6. With the exception of recumbent desk, book and plaque type (cremation plot monuments), all panels on monuments shall be upright.
7. All measurements outlined above will be strictly enforced with the tolerance of + or – 5mm.
8. Monumental Masons must advise Council prior to undertaking monumental work in the cemeteries and must have a copy of the monument permit with them at all times while undertaking work.

Part 2: Requirements, Qualifications and penalties for monument installation at District Cemeteries.

Requirements and Qualifications

The following requirements shall be met:

1. Installation shall be consistent with Council's Dimensional Requirements for Monuments in Grey District Cemeteries.
2. Council approved installers of monuments must hold the BCITO qualification as approved by NZQA (currently the New Zealand Certificate in Stonemasonry - level 4). Where an installer doing work in Council's cemeteries do not have such a qualification at the time of this Standard becoming operational, a transitional period of three years will become operational during which time the installer will have to attain the qualification or obtain an exemption from NZQA. During the transitional period, any installer must show clear progress in attaining either the qualification or the exemption. For the avoidance of doubt, no person that does not hold the requisite qualification or a formal exemption from NZQA, will be allowed to do any work in Council's cemeteries from 1 January 2020. Clear progress shall mean providing six monthly reports from the industry recognised training provider.
3. A monument installer who is working alone and is under training shall on a minimum of twice yearly (six-month intervals), have a monument installation overseen by a qualified Monument Installer. A letter from this qualified Monument Installer shall be provided to Council confirming the standard of installation and material used. This requirement shall remain until the trainee becomes fully qualified.
4. Installers of monuments must present a Health and Safety Plan covering all work undertaken in cemeteries for approval of Council and all work done must be in accordance with such approved Health and Safety Plan.
5. Advance notification to Council and the Sexton must be given by the monument installer prior to work commencing on site.
6. No works or services shall commence on the cemetery site without a Health and Safety Site Safety Plan and approved Permit being in place.
7. Must comply with NZS 4242:1995 Standard for Headstone and Cemetery Monuments and all subsequent revisions, when they become available.
8. Must comply with NZ Master Monumental Masons Association (NZMMMA) best practice guideline whether member of association or not.
9. Preferably a member of the NZMMMA.
10. The monument installer shall also provide a digital photograph to Council to confirm the completion of the work and for Council's records.

In addition, the following additional requirements were adopted on the 12 February 2018.

1. Confirms the requirements of Council's Monument Standard remains "as is" with the following amendments:
 - a. Companies may submit for acceptance a qualified monumental mason contractor working on behalf of the company. The contracted installer shall also meet the requirements of the Council's Standard.
 - b. For a monumental mason who is not qualified but has considerable and comprehensive industry recognised experience Council may consider and accept recognition of prior experience. Assessment is required to be undertaken by a qualified master monumental mason recommended by the New Zealand Master Monumental Masons Association. This consideration will expire on the 1 January 2020 meaning from this date all installers shall be qualified.
2. Provides clarification to monument installers that
 - a. A Company's nominated installer or installers have until 1 January 2020 (as per Council's adopted Cemetery Standard to ensure a member of the Company gains the qualification including showing clear progress towards gaining this qualification. Clear progress is defined in Part 2 Clause 3 of the Standard. It is noted that if sufficient progress is not shown the installer for the Company will not be permitted to install or continue to install monuments. However if at such time in the future and prior to the 1 January 2020 the installer is able to show clear progress then the matter can be reconsidered.

Penalties

Contravening the Standard or any provision thereof will be dealt with in terms of S.698 of the Local Government Act 1974 and a fine of no more than \$500.00 and, where the breach continues a further fine of \$50.00 per day will apply.

In the event of persistent breaches of the Standard, Council may apply for an injunction denying the relevant perpetrator the right to work in the Cemeteries.