

Columbarium – Use of Fees Policy

1 Document Information

Version Date <i>(Draft or Council Meeting date)</i>	22 May 2018
Author	Director of Environmental Services
Owner <i>(Relevant director)</i>	Director of Finance & Corporate Services
Status – <i>Draft, Approved, Adopted by Council, Superseded or Withdrawn</i>	Adopted by Council
Next Review Date	Within 12 months of Council being elected
Minute number <i>(once adopted by Council)</i>	18/05/20

2 Summary

All fees charged for placement of ashes in a columbarium be allocated in a Reserve for future replacement of such walls in Council cemeteries.

3 Approvals

Title	Date Approved	Signature
Director of Finance & Corporate Services		

4 History

Minute No.	Summary of Changes	New Version Date
92/1/111-33	Policy initially adopted	20/01/92
10/02/17	Readopted by Council	15 February 2010
	Tidied up - Director of Finance & Corporate Services directed policy be retained due to previous confusion on matter.	June 2012
13/09/30	Readopted as per s165(4)	17 September 2013
18/05/20	Readopted as per s165(4)	22 May 2018

5 Reason

Policy demonstrates a commitment to put proceeds from fees charged for placement of ashes in a columbarium into a Reserve for future replacement of such walls in Council cemeteries.

6 Scope

Applies to columbaria at Canowindra, Cargo, Cudal, Eugowra, Manildra and Molong cemeteries.

7 Associated Legislation

n/a

8 Definitions

Columbarium - a place for the respectful and usually public storage of cinerary urns (i.e. urns holding a deceased's cremated remains).

9 Responsibilities

9.1 General Manager

The General Manager is responsible for the overall control and implementation of the policy.

9.2 Directors and Managers

Directors and Managers are responsible for the control of the policy and procedures within their area of responsibility.

9.3 Finance Manager

The Finance Manager is responsible to ensure fees collected are allocated to the appropriate Reserve. The use of funds in Reserves requires the approval of the General Manager or Director of Finance & Corporate Services.

10 Related Documents

Document Name	Document Location
Cemetery Management Guidelines	

11 Policy Statement

All fees charged for placement of ashes in a columbarium shall be allocated to a Reserve for future replacement of such walls in Council cemeteries.