



Name	CEM05 Multiple Burials
Policy Type	Council
Responsible Officer	Director Infrastructure and Operations
Approval Date	20/08/2024
Review Date	19/08/2028

1. Purpose

This policy outlines how multiple burials are administered at Thorak Regional Cemetery in accordance with the *Burial and Cremation Act 2022 (Act)*.

2. Scope

This policy applies to all applicants for multiple burials.

3. Definitions

For the purposes of this Policy, the following definitions apply:

Multiple burials	The burial of human remains in a burial site where other human remains are already buried under Section 44 of the Act.
Exclusive Right of Burial	An exclusive right of burial entitles the holder to the exclusive right (the grantee) to bury human remains at a specific plot in a public cemetery.
Burial	<ul style="list-style-type: none"> a) Natural burial in the ground without a shroud or funerary box; b) Burial in the ground in a shroud; c) Burial in the ground in a funerary box; d) Interment in a structure; e) Any other funerary practice for burial or interment.
Cemetery manager	Chief Executive Officer (CEO) of Litchfield Council or the CEO's delegate.
Certificate of grant of exclusive right of burial	A certificate issued by the cemetery manager to a grantee under Section 52 of the Act.
Cemetery Plan	A plan required for a cemetery under Section 24(1) of the Act.

Decision Maker	A decision for a deceased person means; a) The executor or administrator of the estate of the deceased person; or b) If there is no executor or administrator of the estate of the deceased person – the senior next of kin; c) In any other case – the Public Trustee.
Grantee	The individual to whom an exclusive right of burial is granted under the Act. The grantee may appoint a personal representative to take over after they are deceased.
Human Remains	The body of a deceased person, but does not include a body that is cremated or undergoes any other process of disposal prescribed by the <i>Burial and Cremation Regulations 2022</i> .
Responsible Entity	Litchfield Council

4. Policy Statement

4.1. Applying for a multiple burial

4.1.1. An application for a multiple burial must be submitted to the cemetery manager by filling out a burial application form in accordance with section 40 of the Act.

4.1.2. The application must include:

- a) Confirmation of consent from each decision maker for each deceased person buried in the burial site.
- b) If there is an exclusive right of burial for the burial site, the application must be accompanied with a copy of the certificate of grant of exclusive right of burial which must specify the conditions for a multiple burial for the burial site.

4.2. Conditions relating to multiple burials

4.2.1. In accordance with sections 38 and 39 of the Act, applications for a multiple burial will be reviewed on a case-by-case basis and are subject to the following:

- a) Multiple burials will only be permitted after the cemetery manager has approved an application.
- b) Multiple burials will be undertaken in accordance with the cemetery plan.
- c) All human remains that are buried in a grave must be completely covered by soil that is a minimum depth of 1 meter at its shallowest point (Section 81(a)).

- d) If the depth specification above cannot be met, human remains in the grave must be completely covered by a layer of water-proof material such as stone_or concrete, which is at least 50 millimetres thick and placed directly over the remains. In addition to this, the grave must be completely covered by soil that is a minimum depth of 500 millimetres at its shallowest point (Section 81(b)).
- e) A single burial site can be used for the burial of two or more human remains subject to the conditions specified in (a) and either (b) or (c) above.
- f) Human remains that are buried in a grave can be buried in any direction, including horizontally or vertically provided that the depth of the grave meets one of the specifications listed in (c) or (d) above (Section 82(1)).
- g) Cultural and/or religious requirements are to be advised in writing and may be permitted in line with Work Health and Safety requirements and any other cemetery policies.
- h) Any other requirements in accordance with Section 82(2) of the Act.

4.3. Complaints

- 4.3.1. All complaints received concerning the operations and administration of this policy are to be managed in accordance with Council’s GOV15 Complaints Handling policy.

5. Associated Documents

Notice of Interment TRC-FOR -003

6. References and Legislation

Burial and Cremation Act 2022

Burial and Cremation Regulations 2022

7. Review History

Date Reviewed	Description of changes
20/08/2024	New policy in accordance with the <i>Burial and Cremation Act 2022 and Burial and Cremation Regulations 2022</i> , where Council must establish a policy for multiple burials.