

## KĀPITI COAST DISTRICT COUNCIL CONDITIONS FOR NATURAL BURIALS

Type: \_\_\_\_\_

### Details of representative of party requesting interment – applicant

(Relative, Executor, Iwi, Matai. Not funeral Director)

Surname: \_\_\_\_\_

Given Names: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

Relationship to Deceased: \_\_\_\_\_

### Deceased:

Surname: \_\_\_\_\_

Given Names: \_\_\_\_\_

Age: \_\_\_\_\_

Date of Death: \_\_\_\_\_

### Plot Information

Cemetery: \_\_\_\_\_

Plot Number: \_\_\_\_\_

GIS Reference Co-ordinates: \_\_\_\_\_

## Conditions of Natural Burial

The following Conditions of Natural Burial will apply to any interment that occurs within the natural burial site of Ōtaki Cemetery.

### **Conditions for Natural Burials**

- 1 The Council Sexton must be contacted at least eight working hours prior to any burial taking place. This is a normal requirement for all burials and takes into account other funerals happening in the cemetery.
- 2 A cemetery plan for natural burial plot locations will be available from the Kapiti Coast District Council Sexton.
- 3 Burial Certificate
  - This document will be provided by the Funeral Director or person responsible for conducting the funeral prior to the interment.
  - If families are not using a funeral director then this document can be obtained from the cemetery Sexton at Kapiti Coast District Council and must be completed and returned the day prior to the funeral.
- 4 Cemetery Fees/ Payment
  - Fees for natural burials can be obtained either from the Council Sexton or a Funeral Director
  - All of Council's costs are invoiced by the Council
- 5 Conditions of Burial/Plot Sales
  - Sustainably grown timber caskets are preferred.
  - Caskets made of customwood glued together with non toxic PVA glue are acceptable.
  - Handles can be made of natural materials or natural rope.
  - Casket lining must be of biodegradable material e.g. Cotton.
- 6 Materials that **cannot** be used are as follows:
  - Any types of plastics or metal fittings (exclusive of nails or screws).
  - Treated timber varnish, toxic glues or plastic sheeting inside the casket.
  - Non biodegradable material inside or outside the casket.
- 7 Acceptable Shrouds
  - Woollen shrouds with a solid base are acceptable. The solid base which assists in lowering into the ground can be of natural timber and contained within the shroud.
  - Contents of shrouds must be fastened to a solid base to prevent movement to one side.
  - Shroud preparation and burial procedures involving shrouds must comply with Council Bylaw requirements.

- 8 Unacceptable Casket/ Coffin/ Shroud
- Cardboard caskets
  - Caskets with varnish, plastic fittings etc.
  - Caskets leaking fluids.
  - Caskets having an obnoxious smell
- 9 Acceptable Clothing and Casket Items
- The deceased should be dressed in natural fibre clothing, with no undue additional synthetic substances.
- 10 Chemicals
- Natural burials are “natural” and therefore, chemicals and embalming fluids etc. are not permitted.
- 11 Communicable Diseases
- If the deceased died from or with a communicable disease then they must be transferred to the gravesite and buried in a leak proof eco-casket.
- 12 Natural Burial Location
- Natural Burials can only take place in Council approved cemeteries and in pre-determined natural burial lots allocated within the cemetery.
  - All burial plots will be allocated by the Council and will be in sequence.
  - Plots will be recorded using GIS technology.
  - Plots cannot be reserved.
  - Secondary interment is not permitted.
  - Due to health and safety regulations, the digging of the graves will only be undertaken by Council staff.
  - Bodies are buried 1m below the surface to the top of the coffin or shroud.
  - The sides of a grave must be shored with timber when a body is buried in a shroud.
  - Families are able to help close the grave.
- 13 Families will be made aware of memorial restrictions
- A native tree is planted in lieu of a headstone. A list of tree or shrub options will be provided by the Council.
  - The cost and maintenance of any shrub or tree is included in the plot purchase price.
  - No memorials or additional plantings are permitted on burial plots.
  - Council will replace dead or damaged memorial trees at the families request and for an additional charge.

## Contract Agreement

Contract for: \_\_\_\_\_

This Agreement dated: \_\_\_\_\_

Between: \_\_\_\_\_  
(The Applicant)

And: \_\_\_\_\_  
(Kapiti Coast District Council)

It is agreed as follows

1. The Applicant has read, understood and complied with the conditions and principles outlined in all documents mentioned in Section 5 of this contract agreement and any other document that applies to the natural burial designated area at Ōtaki Cemetery.
2. The Applicant understands the responsibilities and financial obligations of care for the plot before and after purchase.
3. Kapiti Coast District Council understands the responsibilities and financial obligations of care for the plot before and after purchase.
4. Each party shall carry out and fulfil all other obligations imposed on the party by the Contract Documents.
5. The Contract Documents are this Contract Agreement and the following which form part of this agreement:
  - a) The Conditions of Natural Burial as outlined above and forming a part of this Natural Burial document;
  - b) Kapiti Coast District Council Natural Burial Policy 2008;
  - c) Kapiti Coast District Council Cemeteries Bylaw 2010;
  - d) Burial and Cremations Act 1964;
  - e) Resource Management Act 1991 and District Plan provisions; and
  - f) Health (Burial) Regulation 1946 and Cremations Regulations 1973.

Signed by:

Applicant's authorised signatory: Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness to the Applicant's signature Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Kapiti Coast District Council's authorised signatory Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness to Kapiti Coast District Council's signature Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## Approved Plant List

Please select from the following approved plant list

- |             |                                |                          |
|-------------|--------------------------------|--------------------------|
| Lemonwood   | <i>Pittosporum eugenioides</i> | <input type="checkbox"/> |
| Ngaio       | <i>Myoporum laetum</i>         | <input type="checkbox"/> |
| Mahoe       | <i>Melicytus ramiflorus</i>    | <input type="checkbox"/> |
| Five Finger | <i>Pseudopanax arboreus</i>    | <input type="checkbox"/> |
| Kanuka      | <i>Kunzea ericoides</i>        | <input type="checkbox"/> |
| Red Matipo  | <i>Myrsine australis</i>       | <input type="checkbox"/> |
| Karamu      | <i>Coprosma robusta</i>        | <input type="checkbox"/> |

This plant list will be subject to change from time to time. The plants available on the current list are initial sub-canopy plants.

I would like to arrange a time at the point of planting to help plant the selected plant for this particular grave (normally June/July each year as this is the best time for planting).

Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Plot Number: \_\_\_\_\_

I am happy for Kapiti Coast District Council to contact me at the time of planting to organise a time to plant. I also understand the Council's and my own obligations related to this planting.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_