



# Lawn Section Management Policy



<b>Policy number</b>	008	<b>Version</b>	1.0
<b>Drafted by</b>	Paul Anderson	<b>Approved by Trust on</b>	4 Dec 2025
<b>Responsible person</b>	Chairperson	<b>Scheduled review date</b>	4 Dec 2027



# 1. Principles

1.1.1 The management and operation of the Lawn Section shall be guided by the following principles:

- **Equity and Clarity:** Rules governing the Lawn Section must be transparent, fair, and consistently applied to all interment rights holders and their families.
- **Orderly Allocation:** Rights of interment may be pre-purchased, but plots will be allocated sequentially at the time of need to preserve orderly use and facilitate maintenance.
- **Efficient Use of Space:** Double-depth interments are supported where feasible, allowing respectful and practical use of available burial space.
- **Consistent Memorial Standards:** Headstones and memorials must conform to prescribed standards to maintain the visual integrity and safety of the Lawn Section.
- **Respectful Commemoration:** All tributes and mementos must comply with the cemetery's Tribute and Memento Policy to ensure respectful, safe, and appropriate commemoration.



## 2. Purpose

- 2.1 This policy establishes the rules governing the Lawn Section of the Yackandandah Cemetery, a Class B Victorian cemetery. It ensures orderly allocation of plots, respectful interment practices, and consistent standards for memorialisation, in accordance with the Cemeteries and Crematoria Act 2003 (Vic) and associated regulations.

## 3. Definitions

- 3.1 This section contains terms that we have used throughout the document. These terms have a particular meanings set out below when used in this document. It is important to read these terms and understand their meaning as this will help understand the document.

- **Right of Interment:** A legal entitlement to inter human remains in a specified area of the cemetery.
- **Plot:** A designated area within the Lawn Section for the interment of bodily remains.
- **Double Depth:** A plot excavated to a depth sufficient to accommodate two interments, one above the other.
- **Memorial:** A structure or object commemorating the deceased, including headstones.
- **Tribute and Memento Policy:** A separate policy outlining acceptable forms of personal tributes and mementos.



- **Reservation Right:** means a written authorisation issued by the Trust to a Right Holder, permitting the allocation of a specific burial plot in advance of interment. A Reservation Right may only be granted in exceptional circumstances, specifically where the applicant is terminally ill and provides medical evidence confirming they are in the Unstable Stage of palliative care or are a participant of a voluntary assisted dying program. The granting of a Reservation Right is at the absolute discretion of the Trust and must be documented in writing.
- **Unstable Stage** of Palliative Care means a clinical phase in the palliative care trajectory characterised by deterioration, unanticipated changes in condition, or the emergence of new, complex symptoms requiring urgent intervention. This stage is typically identified by a treating medical practitioner and indicates that the individual's prognosis is limited and uncertain. For the purposes of this policy, Unstable Stage includes participants of a Voluntary Assisted Dying program and in all cases medical evidence confirming the Unstable Stage must be provided by a General Practitioner with relevant expertise in palliative care/ VAD.

## 4. Scope

- 4.1 This policy applies to all interments, memorials, and related activities within the Lawn Section of the Yackandandah Cemetery.

## 5. Allocation of Lawn Section Plots – Sequential Allocation with Limited Reservation Rights

- 5.1 Rights of interment in the lawn section may be pre-purchased by individuals or families for future use. All pre-purchased rights are subject to sequential allocation within the Lawn Section.



- 5.2 Specific plot reservations are not permitted at the time of purchase unless the right holder has been granted a Reservation Right in writing by the Trust.
- 5.3 A Reservation Right may be applied for by a right holder who is terminally ill and can provide medical evidence confirming they are in the Unstable Stage of palliative care, or are a participant of a Voluntary Assisted Dying program. The Trust may approve or decline such applications at its absolute discretion.
- 5.4 Upon death, the right holder will be allocated the next available plot in the designated row unless a Reservation Right has been granted, in which case the reserved plot will be allocated.
- 5.5 Reservation Rights may be withdrawn by the Trust 12 months after approval or earlier by agreement with the Rights holder.
- 5.6 This approach maintains orderly allocation while allowing limited flexibility in exceptional circumstances.

## 6. Interment Conditions

- 6.1 Plots may be prepared to double depth, subject to soil conditions and regulatory compliance. Double-depth plots may accommodate two bodily remains, interred sequentially.
- 6.2 The initial interment must occur at the lower depth to preserve capacity for a second interment. All interments must be authorised by the Trust and comply with applicable health and safety standards.

## 7. Headstone Standards

- 7.1 Only upright headstones are permitted in the Lawn Section row one. Upright headstones must:
  - 7.1.1 be constructed using the materials approved by the Trust;



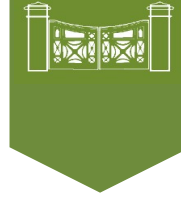
- 7.1.2 meet the Trusts specified design standards to ensure consistency of headstones within the Lawn Section.
- 7.1.3 include inscriptions and designs that are respectful and appropriate.
- 7.2 Only angled headstones are permitted in the Lawn Section rows two to five. Angled headstones must:
  - 7.2.1 be constructed using the materials approved by the Trust;
  - 7.2.2 meet the Trusts specified design standards to ensure consistency of headstones within the Lawn Section.
  - 7.2.3 include inscriptions and designs that are respectful and appropriate.
- 7.3 Installation of headstones must be undertaken by a registered monumental mason and approved by cemetery Trust prior to placement.
- 7.4 Headstones are not permitted to be placed

## 8. Memorials and Tributes

- 8.1 All tributes, decorations, and mementos must comply with the cemetery's Tribute and Memento Policy. Items must not:
  - 8.1.1 Obstruct mowing or maintenance activities.
  - 8.1.2 Pose safety risks to staff or visitors.
  - 8.1.3 Detract from the uniform appearance of the Lawn Section.
  - 8.1.4 Cemetery staff may remove non-compliant items without notice.

## 9. Maintenance Responsibilities

- 9.1 The cemetery is responsible for maintaining lawn surfaces and common areas.
- 9.2 Right holders or their families are responsible for the upkeep of headstones and approved memorials.



- 9.3 Damage or deterioration should be reported to cemetery Trust for assessment.

## 10. Complaints

- 10.1 Complaints may be lodged to the Trust secretary via email: [cemetery.secretary@yackandandah.com](mailto:cemetery.secretary@yackandandah.com). Complaints will be managed in accordance with the cemetery Trusts Complaint Handling Policy.
- 10.2 Breaches of this policy shall be investigated promptly and reported to the Trust Committee.