

Council Managed Crown Land Cemeteries Plan of Management





Shoalhaven City Council



Council Managed Crown Land Cemeteries

Plan of Management

August 2022

localé consulting

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Acknowledgment of Country

We acknowledge the Traditional Aboriginal Custodians of the lands to which this plan applies. We pay our respect to all Aboriginal people of this land and to Elders past, present and emerging.

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EXECUTIVE SUMMARY

A plan of management is an important statutory document that provides information for the effective long-term management of public land. It also establishes directions for planning, resource management and maintenance of that land. Following the introduction of the *Crown Land Management Act 2016* councils in NSW now have responsibility to manage some areas of Crown land generally in the same way that it manages its own land under the *Local Government Act 1993*.

This generic Plan of Management covers three cemeteries that are owned by Crown land but managed by Shoalhaven City Council's cemeteries and crematorium business unit Shoalhaven Bereavement Services as the "council Crown land manager". These cemeteries include:

- Shoalhaven Memorial Gardens & Lawn Cemetery
- Harley Hill Road Cemetery
- Yatte Yattah Roman Catholic Cemetery

This means that the Crown land reserves are being "classified" and "categorised" for the first time. All land that is classified as "Community" land requires a plan of management to guide future use and management of the land, as captured within this Plan of Management.

It is also noted that Council manages a number of other Crown land cemeteries for which management is "devolved" to Council. These cemeteries / reserves are not required to be classified or categorised, and do not require a plan of management to be prepared.

This *Council Managed Crown Land Cemeteries – Plan of Management* addresses the subject land as it is today and establishes directions for

future management and use of these important public resources to meet the diverse needs of the community.

A Master Plan has also been developed for Shoalhaven Memorial Gardens & Lawns Cemetery as shown in Appendix A.

This generic Plan of Management includes four main parts:

- **Part 1: General Information**

Provides key information, legislative context, Council's plans and strategies, generic management framework including information relating to management objectives, leases and licenses, maintenance and development and use while also outlining other relevant management documents and the Implementation Action Plan that applies across all land, subject to this Plan of Management.

- **Parts 2 – 4: Site specific information**

Provides background to each of the three cemeteries, site conditions and use including landform, interment sites, built features and assets, site maintenance and key opportunities and constraints for each cemetery.

Part 2 – 4 also contains Implementation Action Plans for each cemetery, which will guide implementation of the Plan of Management as it relates to each cemetery over coming years.

Part 1: General Information

1.1 Key information

| | |
|---|---|
| LAND OWNER | CROWN |
| COUNCIL CROWN LAND MANAGER | SHOALHAVEN CITY COUNCIL (SHOALHAVEN BEREAVEMENT SERVICES) |
| APPLICABLE LAND (refer further details in Parts 2 – 4 of this Plan of Management) | THREE RESERVES BEING: SHOALHAVEN MEMORIAL GARDENS & LAWNS CEMETERY (R97869) HARLEY HILL ROAD CEMETERY (R1003013) YATTE YATTAH ROMAN CATHOLIC CEMETERY (R1038208) |
| LOCAL GOVERNMENT AREA | SHOALHAVEN CITY COUNCIL |
| APPLICABLE RESERVE PURPOSES (refer further details in Parts 2 – 4 of this Plan of Management) | CEMETERY CEMETERY PURPOSES ROMAN CATHOLIC BURIAL GROUND |
| APPLICABLE LAND CATEGORY | GENERAL COMMUNITY USE |
| DATE OF ADOPTION | 23 AUGUST 2022 |
| REVIEW PERIOD | 10 YEARS OR AS REQUIRED |

1.2 Introduction

Shoalhaven City Council (Council) is responsible for a range of Crown and Council owned cemeteries that extend across its local government area (LGA). Under the *Local Government Act 1993*, Council owned land is managed as either "Community" or "Operational" land, with a range of categories being applied to "Community" land to guide its ongoing management. All cemeteries classified as "Community" land are required to be captured within a plan of management, which provides the details of how that land will be managed.

These same management directions and principles also now apply to three cemeteries that are Crown land reserves for which Council is the identified "Council Crown land manager" under the *Crown Land Management Act 2016*. These Crown land cemeteries each have a public reservation or dedication "purpose" that also gives direction to how the reserve may be used. The reservation or dedication purpose is to be captured through alignment with the relevant "Community" land categories. This relationship is shown in Figure 1.



Figure 1: Legislative relationship to plan of management

The category that applies to all three cemeteries that are classified as “Community” land and subject to this Plan of Management is General Community Use.

It should be noted that this Plan of Management does not cover all cemeteries in the Shoalhaven LGA or all public land. Land that is not covered by this Plan of Management includes:

- Cemeteries that are Crown land, but their management is devolved to Council, typically under arrangements that were associated with the *Local Government (Control of Cemeteries) Amendment Act 1966* which essentially saw the care, control and management of cemeteries transferred to councils in 1967
- Cemeteries that are Council owned and are covered by other generic or site-specific plans of management
- Council managed Crown land classified as “Community” land that is not a cemetery and covered by other generic or site-specific plans of management
- “Community” land that is Council owned and covered by other generic or site-specific plans of management
- Areas which are “Operational” land or owned or managed by other entities
- Other Crown land that is not managed by Council
- Privately owned land which is made available for public use
- Road reserves.

1.2.1 Land to which this plan applies

Figure 2 below provides locational context of the Shoalhaven Memorial Gardens & Lawn Cemetery, Harley Hill Road Cemetery and Yatte Yattah Roman Catholic Cemetery land areas / reserves that are subject to this Plan of Management.

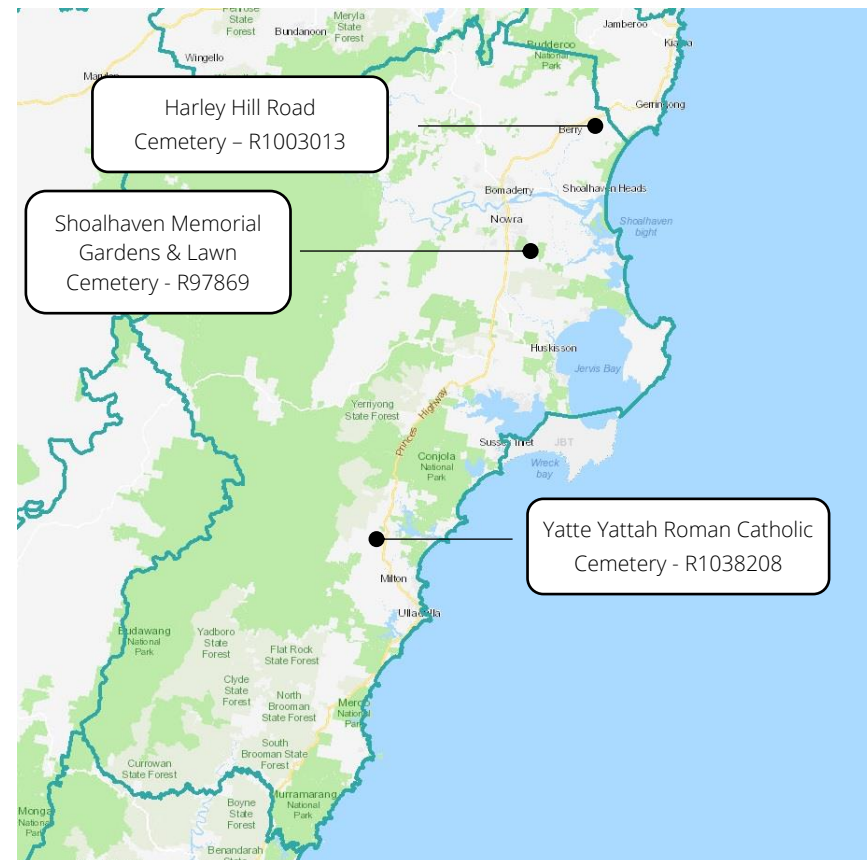


Figure 2: Cemeteries in context of Shoalhaven LGA

1.2.2 Shoalhaven Bereavement Services

Shoalhaven Bereavement Services is a business unit of Council and has been a leading operator of Council cemeteries in NSW over a number of years. It manages a total of 20 sites throughout the LGA. There are two types of properties managed; operational sites, where burials and memorial services can still occur; and closed / historical sites, which have been closed to new burials or memorials and are typically older sites often with heritage or historic value. There are seven operational cemeteries and 13 closed / historical cemeteries under care.

Only one of the cemeteries subject to this Plan of Management, the Shoalhaven Memorial Gardens & Lawn Cemetery (SMGLC), is managed as an operational cemetery. The other two cemeteries subject to this Plan of Management are managed as closed / historical cemeteries.

Management and maintenance by Shoalhaven Bereavement Services differs between these three sites with the main SMGLC site being maintained daily, Harley Hill Road Cemetery maintained every 3-4 weeks (depending on the time of year) and Yatte Yattah Roman Catholic Cemetery only being maintained on an as required basis. Further generic maintenance details are outlined in Section 1.6.3 and specific maintenance details for each cemetery outlined in Parts 2 – 4.

The vision and objectives / goals for Shoalhaven Bereavement Services is outlined below:

Vision: *Continuing compassionate care*

Objectives/Goals:

*Meeting the needs of the bereaved with compassion
Providing sustainable interment, cremation and memorial services
Supporting death literacy in the community*

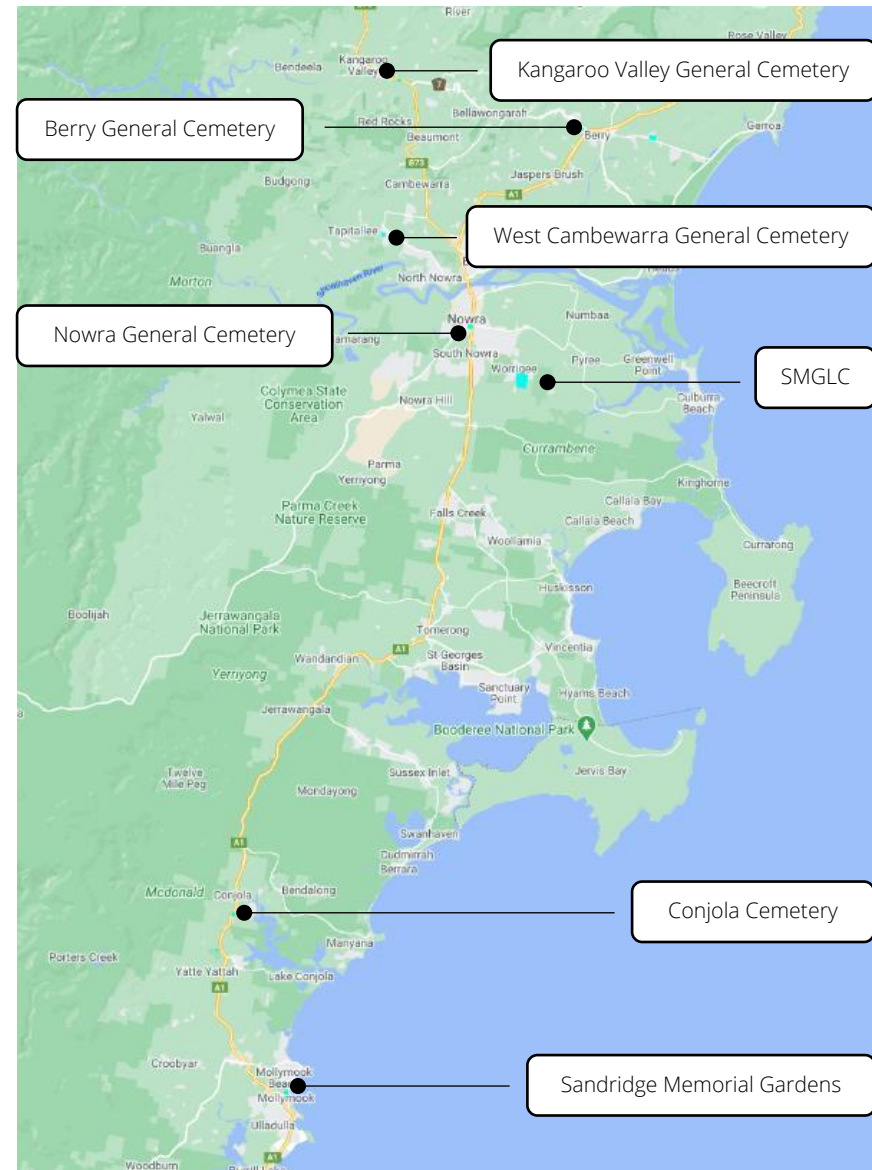


Figure 3: Shoalhaven Bereavement Services operational sites

1.3 Legislative Context

This section describes the legislation and associated requirements that affect the management and use of all three cemetery sites. There are four key pieces of legislation that apply being:

- *Crown Land Management Act 2016* - as all three cemeteries are located entirely on Crown land
- *Local Government Act 1993* - as Council is the manager of the land, it is managed under the provision of this Act
- *Cemeteries and Crematoria Act 2013* - being the overarching legislation for the operation of cemeteries in NSW
- *Environmental Planning & Assessment Act 1979* - which dictates the approvals processes and environmental considerations for development and activities on land in NSW

Details of each of these is provided in the following sub-sections.

1.3.1 Crown Land Management Act 2016

Section 3.23(6) of the *Crown Land Management Act 2016* requires Council to adopt a plan of management under the *Local Government Act 1993* for any Crown reserve for which it is the appointed 'council Crown land manager' (that that is classified as "Community" land) (i.e. this Plan of Management).

The *Crown Land Management Amendment (Plan of Management) Regulation 2021*, effective 4 June 2021, provides an exemption from the requirement to hold a public hearing as would typically be required under Section 40A of the *Local Government Act 1993*.

This Plan of Management meets all of the requirements of the *Local Government Act 1993* while also taking guidance from the Principles of Crown land management as outlined below.

Crown Land Management Act 2016 principles of Crown land management:

- (a) that environmental protection principles be observed in relation to the management and administration of Crown land, and
- (b) that the natural resources of Crown land (including water, soil, flora, fauna and scenic quality) be conserved wherever possible, and
- (c) that public use and enjoyment of appropriate Crown land be encouraged, and
- (d) that, where appropriate, multiple use of Crown land be encouraged, and
- (e) that, where appropriate, Crown land should be used and managed in such a way that both the land and its resources are sustained in perpetuity, and
- (f) that Crown land be occupied, used, sold, leased, licensed or otherwise dealt with in the best interests of the State consistent with the above principles.

The Minister's consent is required to adopt the Plan of Management under the *Crown Land Management Act 2016*.

1.3.2 Local Government Act 1993

Under Section 36(1) of the *Local Government Act 1993*, plans of management must be prepared for land that is classified as being "Community" land. In general terms, plans of management:

- are prepared by a council in consultation with the community
- identify the important features and attributes of the land, including how it is used at the current time
- identify how the council will manage the land

- o indicate how the land may be used or developed in the future

The *Local Government Act 1993* also sets out a range of associated activities and processes under various sections. A summary of the key provisions is provided in Table 1 below, though a number of other sections also apply, generally being captured under Chapter 6, Part 2, Division 2 of the Act.

Table 1: Local Government Act requirements

| Requirement | Act Section |
|--|--------------------|
| To prepare plans of management for all community land | 35, 36(1) |
| What a plan of management for council owned land must include and how it is to be categorised for use | 36(3), 36(4) |
| Community land comprising the habitat of endangered species, threatened species, significant natural features and areas of cultural significance | 36A, 36B, 36C, 36D |
| Objectives for management of all community land categories | 36E – 36N |
| Process for community land that is not owned by the council (i.e. Crown land) | 37, 39 |
| A draft must be exhibited prior to adoption and may be re-exhibited if amended prior to adoption | 38, 39, 40 |
| Use and nature of community land must not change prior to the preparation of a plan of management | 44 |

This Plan of Management applies to land being classified as "Community" land for the first time under the *Local Government Act 1993*. As such, there is no reclassification of any of the land to which this Plan of Management applies.

Any proposal to reclassify "Community" land to "Operational" land shall be initiated by a resolution of Council, and include a public notice including the terms of the proposed resolution. Council can also reclassify "Operational" land to "Community" land, by a resolution of Council.

With respect to cemetery land, the *Local Government (Control of Cemeteries) Amendment Act 1966* (proclaimed 19 July 1967) vested or "devolved" control (i.e. care, control and management) of all public cemeteries in the local councils from 1 October 1967. This means that Council already manages many Crown land cemeteries as the "devolved" land manager. Devolved Crown land is not classified or categorised and therefore does not require a plan of management. These reserves are however to be managed in accordance with their Crown dedication or reservation public purpose/s.

1.3.3 Cemeteries and Crematoria Act 2013

The *Cemeteries and Crematoria Act 2013* provides a regulatory basis for the management and operation of all cemeteries and crematoria in NSW, including Crown, local government and private facilities.

The *Cemeteries and Crematoria Act 2013* was primarily introduced in response to a growing shortage of burial space, particularly in the greater Sydney metropolitan area. It established *Cemeteries and Crematoria NSW* (CCNSW) as a regulatory agency for the interment industry and provides requirements for a range of information and procedures that must be followed by operators.

1.3.4 Environmental Planning and Assessment Act 1979

The *Environmental Planning and Assessment Act 1979* is the primary law regulating land use and development in NSW. It allows plans to be

made to guide development processes and regulate land use. Such plans are known as environmental planning instruments and include Local Environmental Plans (LEPs) and State Environmental Planning Policies (SEPPs).

A primary function of LEPs and SEPPs is to specify where different kinds of development are allowed (e.g. in certain 'zones') and what issues must be considered in determining if certain development or use is to be permitted. Any use or development of land must be consistent with the applicable environmental planning instruments.

For the Shoalhaven area, key environmental planning instruments that may be relevant include:

- *Shoalhaven Local Environmental Plan 2014*
- *Shoalhaven Development Control Plan 2014*
- *SEPP (Infrastructure) 2007*
- *SEPP (Exempt and Complying Development Codes) 2008*

1.3.5 Other legislation

A range of other legislation also applies to the management of public land. Application of these will typically depend on the activities or uses being undertaken, and the attributes of the land - for example, the presence of native vegetation or proposed use. Legislation that is typically relevant to the land management process includes:

- *Biodiversity Conservation Act 2016*
- *Rural Fires Act 1997*
- *Native Title Act 1993 (Commonwealth)* and *Aboriginal Land Rights Act 1983 (NSW)*
- *Environment Protection and Biodiversity Conservation Act 1999 (Commonwealth)*

- *National Parks & Wildlife Act 1974*
- *Heritage Act 1977*

1.4 Council plans and strategies

In addition to formal legislative directions, there are also a number of broader strategic directions that have been established by Council which are also important to this Plan of Management. These are outlined below.

1.4.1 Shoalhaven 2027 Community Strategic Plan

The *Shoalhaven 2027 Community Strategic Plan* outlines the community vision statement (identified below) and sets out various themes to assist in setting directions for Council's activities and processes.

Community Vision Statement

We will work together in Shoalhaven to foster a safe and attractive community for people to live, work, stay and play; where sustainable growth, development and environmental protection are managed to provide a unique and relaxed lifestyle.

Relevant to cemeteries, *Theme 4 - Responsible governance* covers Council's services provided to the community, including Council's internal business units, to support those community services that are required by the community. The first priority under this Theme is to "Deliver reliable services", including for cemeteries and crematoria.

1.4.2 Shoalhaven Bereavement Services – Strategic Plan 2050 and SMGLC Master Plan

The *Shoalhaven Bereavement Services - Strategic Plan 2050*, published in 2012, provides for the long-term consideration of Council's Shoalhaven Bereavement Services business unit and associated cemetery facilities. The Strategic Plan identified expected changes in the business between 2011 and 2050, identifying how these changes will impact on the sites maintained by, and the services provided by, Council.

The Strategic Plan identifies:

- Demographics and trends in a local and regional context for cemetery planning and in the bereavement services industry
- Existing sites and services that are provided in the Shoalhaven LGA, with specific details on the SMGLC site and Harley Hill Road Cemetery
- Key operational issues across all of the cemeteries in the Shoalhaven LGA, but also specifically to the SMGLC site and Harley Hill Road Cemetery
- Future sites and services changes, with specific focus on the expansion of the SMGLC site
- Recommendations required to implement the Strategic Plan of which some relate directly to the SMGLC site.

Stemming from the development of the Strategic Plan was a more detailed Master Plan document for the SMGLC site (published in 2015). The Master Plan outlined the key changes associated with the ongoing development and use of the site, and has been used as a base for the updated master plan drawings in Appendix A.

1.5 Community Consultation

In preparation of the *Shoalhaven Bereavement Services - Strategic Plan 2050* (Strategic Plan), a number of targeted consultation activities were undertaken with community groups, peak body groups, funeral directors and with government agencies. These consultations informed the directions and outcomes of the Strategic Plan through the provision of various insights and considerations of how the various interested parties perceive the future of the industry and of Council's cemeteries. Importantly, many key insights from this consultation outcomes directly related to the SMGLC site subject to this Plan of Management

The Strategic Plan was then placed on public exhibition and further consultations held with Council's Crematorium Consultative Committee to present and discuss the draft Strategic Plan. Council's Crematorium Consultative Committee contained local funeral directors, Councillors and others involved in the funerary industry at the time. Comments received as a result of the exhibition and consultative processes were considered in the preparation of the final version of the Strategic Plan.

The draft Plan of Management was publicly exhibited from 24 June 2022 to 27 July 2022 in accordance with the *Crown Land Management Act 2016* and *Local Government Act 1993*. One submission was received but was unrelated to the Plan of Management. In accordance with the applicable Council resolution (Min 21.283), the Plan of Management was subsequently adopted on 23 August 2022.

1.6 Management framework

Consistent with Council's corporate objectives and the management principles for Crown land as outlined in Section 1.3.1, the general approach and framework for the management of land classified as "Community" land is outlined below.

1.6.1 Land management overview

In the context of "Community" land cemeteries, Council's approach to land management comprises of three main directions:

- Maintenance – as directed by the *Shoalhaven Bereavement Services Performance Standards Grounds Maintenance and Related Horticultural Work Plan*
- Development and Use – as directed by broader legislative and planning directions, and consistent with the Master Plan for the SMGLC site as provided in Appendix A
- Leases, Licenses and Other Estates – as directed by legislative and strategic directions, as well as operational needs over time.

This overarching method is informed by wider strategic planning and legislative requirements as well as the objectives for the land – both Shoalhaven Bereavement Services management objectives and those "core objectives" related to the land "General Community Use" category under the *Local Government Act 1993*. Overall ongoing management will therefore be tailored to the land type, assets present, usage type and frequency within the context of the broader public land network.

1.6.2 Management objectives

Overarching objectives for management of Council managed Crown land cemeteries provides the framework for identifying and responding to the community's values for these three reserves. These integrate management and maintenance expectations, as well as the physical environment and assets that are present. The management objectives for this Plan of Management are to:

1. Ensure that "Community" land cemeteries are maintained to the expectations of the community whilst recognising budgetary constraints.
2. Plan for the progressive improvement of the quality and appearance of "Community" land cemeteries as funds become available.
3. Ensure that the community can contribute to the development and implementation of the Plan of Management and Council's cemetery services.
4. Ensure integration of the Plan of Management with Council's strategic land management planning.
5. Protect and enhance the natural assets of the Shoalhaven region for and with the community.
6. Enable community access wherever possible and consistent with the reserve purpose and use of the land.

How these objectives will be achieved and assessed over time are identified in Table 2.

Table 2: Generic management framework for “Community” land cemeteries

| Objectives | Means of Achievement | Manner of Assessment |
|--|---|--|
| 1. Ensure that “Community” land cemeteries are maintained to the expectations of the community whilst recognising budgetary constraints | Ongoing assessment of maintenance standards based on a life cycle approach and risk management. | Community perception of council's services. The number of customer appreciation comments are increasing. Community perception of customer service. |
| 2. Plan for the progressive improvement of the quality and appearance of “Community” land cemeteries as funds become available. | Implementation of the <i>Shoalhaven Bereavement Services – Strategic Plan 2050</i> Funding allocated to identified actions in Shoalhaven City Council's delivery programs as they relate to cemeteries. Pursue various external and government grants to enable major or minor improvements to be undertaken. | Increased community satisfaction with presentation of cemeteries. <i>Shoalhaven Bereavement Services – Strategic Plan 2050</i> vision and key values realised. External funding obtained and projects completed over the life of the plan of management. |
| 3. Ensure that the community can contribute to the development and implementation of the Plan of Management and Council's cemetery services. | Implementation of the <i>Shoalhaven City Council's Community Engagement Policy</i> to achieve consistency in community consultation and ensure the community is well informed and involved. Participation in relevant Council committees, advisory groups, peak body activities as applicable. | Community engagement and participation opportunities undertaken in accordance with Council's adopted policies and plans. Public exhibition undertaken according to legislative requirements. |
| 4. Ensure integration of the Plan of Management with Council's strategic land management planning. | Consistency with broader Council planning including <i>Shoalhaven Bereavement Services – Strategic Plan 2050</i> , the Master Plan for Shoalhaven Memorial Gardens & Lawns Cemetery in Appendix A and other related documents as applicable. | Regular progress reviews and updates of this Plan of Management. Appropriate cross-references made to related strategic planning documents. |
| 5. Protect and enhance the natural assets of the Shoalhaven region for and with the community. | Undertake regular vegetation enhancement and weed control programs. Retention of important vegetation, habitat and corridors. Vegetation removed in accordance with Chapter G4 Tree and Vegetation Management in the <i>Shoalhaven DCP 2014</i> . | Extent of retained vegetation. Extent of lands subject to active natural area improvement. |
| 6. Enable community access wherever possible and consistent with the reserve purpose and use of the land. | Cemeteries are generally accessible to the public, except where there is a visitor risk, sensitive environment or operational need. Future works / improvements, and the ongoing management of assets, provides for access improvements wherever appropriate. | Accessibility and access needs outlined in the <i>Shoalhaven Bereavement Services – Strategic Plan 2050</i> are achieved. All new works meet applicable access standards. |

1.6.3 Maintenance

The extent and frequency of asset maintenance at the three cemeteries subject to this Plan of Management is informed by *Shoalhaven Bereavement Services – Performance Standards Groups Maintenance and Related Horticultural Work Plan* (Works Plan). The general standards of the Works Plan are that:

- Bereavement Services staff will provide horticultural maintenance, cleaning, litter and rubbish collection in the grounds of all cemeteries.
- Bereavement Services staff will maintain the grounds in an orderly manner to ensure its continued functional use. Bereavement Services staff are to tend, fertilise and mow as necessary or as advised by the Bereavement Services Manager/Team Coordinator.
- Bereavement Services staff will keep all of the Cemeteries' access ways, including footpaths, in a clean and safe condition, so far as is practical and reasonable.
- Bereavement Services staff are to comply with all requirements of the *Local Government Act 1993*, *WorkCover 2011 Act* and its regulations, the regulations of the *Public Health Act 2012* (NSW) and any other related regulations or relevant statutes that may affect the administration, control and operations of the cemeteries.
- Bereavement Services staff are to comply and/or co-operate with all policies, rules, regulations and directions set out by the Council. Bereavement Services staff are required to carry out all duties with sensitivity and respect for the deceased and the bereaved.

The Works Plan also outlines the following standard maintenance practices across all three cemeteries that are subject to this Plan of Management and this includes:

- Basic standard of care
- Maintaining plant and equipment
- A works program
- Reporting of damage
- Weed control
- Mowing
- Rubbish removal

It also sets out special considerations such as irrigation, entrance gates, internal roadways and footpaths, fencing, lawn cemetery areas, monument areas, crypt, tomb and vault areas, memorial gardens, niche walls, undeveloped areas and around key buildings.

Cemetery specific details on the extent and frequency of reserve maintenance is outlined in Parts 2 – 4 of this Plan of Management, being for the SMGLC, Harley Hill Road Cemetery and Yatte Yattah Roman Catholic Cemetery respectively.

1.6.4 Development and use

This Plan of Management enables the development and use of the cemetery reserves consistent with the land category of “General Community Use” as assigned under the *Local Government Act 1993* and the respective Crown reserve purpose for each locality. This includes development that may be required from time to time that is not specifically identified by this Plan of Management. In particular this Plan

of Management allows for the implementation of infrastructure under the following:

- *SEPP (Infrastructure) 2007* provides for certain infrastructure works to be “exempt development”, “complying development”, “development that is permitted without consent” or “development that is permitted with consent”.
- Division 1, Part 2 of *SEPP (Exempt and Complying Development Codes) 2008* provides for a range of works and activities to be “exempt development” including, but not limited to:
 - Sculptures and artworks
 - Water features and ponds
 - Access ramps
 - Pathways and pathing

In the context of the three cemeteries subject to this Plan of Management, uses that may be maintained and/or developed over time could include burial and memorialisation activities (including associated infrastructure development), signage and pathway establishment, vegetation works and development of building (particularly at SMGLC) including chapel building, administration/reception building, public amenities, café / function centre, cremator facilities, workshop / maintenance areas or caretakers cottage / residence.

Permitted activities and development

The permitted activities, development and uses of the land subject to this Plan of Management, including both community and limited commercial use, must be:

- consistent with the public purpose/s of the Crown reserve

- consistent with the land category (General Community Use) as assigned to the reserves under this Plan of Management and in accordance with the *Local Government Act 1993*
- generally consistent with the objectives of the applicable land use zone of the area under *Shoalhaven LEP 2014*
- consistent with this Plan of Management, and any other relevant plans, policies or strategies of Council
- consistent with any native title manager advice that it complies with any applicable provisions of the native title legislation in accordance with Section 8.7 of the *Crown Land Management Act 2016*
- undertaken with consideration of any Aboriginal Land Claim that may apply to the land where the land is subject to a claim under the *Aboriginal Land Rights Act 1983* so as to not prevent the land from being transferred in the event the claim is granted.



1.6.5 Leases, licences and other estates

Whilst there are no current leases, licences and other estates that apply to the three cemeteries, these agreements may change over time.

Typical examples of potential leases and licences that may apply to the reserves include operation of café / function facilities, florist services or other funerary activities.

This Plan of Management therefore expressly authorises the issue of leases, licences and other estates over the land covered by the Plan of Management, in accordance with Section 46(1)(b) of the *Local Government Act 1993*, provided that:

- Council is the appointed council Crown land manager of the reserve
- the purpose is consistent with, and the issue of the lease, licence or other estate will not materially harm the use of the land for, any of the purposes for which it was dedicated or reserved
- the purpose is consistent with the core objectives for the category of the land (being General Community Use)
- the lease, licence or other estate is for a permitted purpose listed in Section 46 of the *Local Government Act 1993* or Part 4 Division 3 of the *Local Government (General) Regulation 2021*
- the issue of the lease, licence or other estate and the provisions of the lease, licence or other estate can be validated by the provisions of the *Native Title Act 1993*. For Crown land which is not excluded land, this requires written advice from one of Council's native title managers that it complies with any applicable provisions of the native title legislation in accordance with Section 8.7 of the *Crown Land Management Act 2016*
- where the land is subject to a claim under the *Aboriginal Land Rights Act 1983*, the issue of any lease, licence or other estate will not prevent the land from being transferred in the event the claim is granted

- the lease, licence or other estate is granted and notified in accordance with the provisions of the *Local Government Act 1993* or the *Local Government (General) Regulation 2021*.

Maximum term and public notice

The maximum term of a lease, licence or other estate under the *Local Government Act 1993* is 30 years. The consent of the Minister for Local Government is required if the lease or licence exceeds 21 years or the term will be greater than five years and objections have been lodged against the proposal. Council must give public notice of the proposal and exhibit notice of it on the land to which the proposal relates. Council must consider all submissions made in response.

Council's approach

This Plan of Management authorises Council to enter into the most appropriate management arrangement for cemeteries and associated facilities with consideration of:

- Current and future benefit to the relevant community and/or cemetery operations, where applicable, and the local community and visitors to the area more broadly
- Capacity for the management organisation to respond to the respective facility needs including:
 - Long term asset maintenance requirements
 - Staffing needs and associated considerations
- Potential financial cost to Council of the facilities in their entirety or by segregation of the respective aspects of the facility
- Extent to which the proposal is consistent with the criteria in this section of the Plan of Management.

1.7 Land categories

The *Local Government Act 1993* requires all “Community” land to be categorised. Generally, land is to be categorised as one or more of the following:

- General community use
- Sportsground
- Park
- Natural area.

For each of these categories “Core objectives” for the ongoing management of the land is identified under the *Local Government Act 1993* and these must be considered in the ongoing management framework.

All three cemetery sites subject to this Plan of Management are categorised as “General Community Use”. The core objectives, as well as further details regarding the development, use and management of land for ‘General Community Use’ is provided in the following sections.

1.7.1 Land categorised as ‘General Community Use’

This section applies to all three cemeteries under this Plan of Management as each is categorised as “General Community Use” under Section 36 of the *Local Government Act 1993*. The Act further identifies the following core objectives for the ‘General Community Use’ category.

Core objectives for “General Community Use”

The core objectives for management of community land categorised as general community use are to promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:

- (a) in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and
- (b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

Purpose and value of ‘General Community Use’

The value and function of reserves categorised as “General Community Use” under this Plan of Management is to provide adaptable spaces that cater to all, or a specific portion of community uses, interests and needs across the “Community” land portfolio – in this case, to provide for cemetery and crematoria services.

1.8 Administration and management

Whilst efforts will be made to implement all aspects of this Plan of Management, the timing and extent of implementation will be subject to Council’s (Shoalhaven Bereavement Services) limited resources. Financial resources from Shoalhaven Bereavement Services for the purposes of cemetery development and perpetual maintenance for all three cemeteries is likely to be the primary source of funding of cemetery improvements under this Plan of Management.

It is intended that the Plan of Management will be reviewed within 10 years of the date of endorsement by Council

Part 2: Shoalhaven Memorial Gardens & Lawn Cemetery

2.1 Background

Shoalhaven Memorial Gardens & Lawn Cemetery (SMGLC) is located at Worrigee around 6km to the south-east of the regional centre of Nowra. The site is Crown land (Reserve 97869) and managed by Council as the nominated “Council Crown land manager”. SMGLC is operated by Council’s Shoalhaven Bereavement Services business unit.

The SMGLC site is Shoalhaven Bereavement Services largest facility encapsulating a wide range of memorial and burial types, as well as administrative functions of the organisation and being the only crematorium in the northern portion of the Shoalhaven LGA. The site is currently an “operational”, non-denominational cemetery, providing lawn burial areas, a monumental lawn area, as well as a range of ash interment options.

The SMGLC site was established as a lawn cemetery in 1987, with the crematorium, chapel and administration office complex commissioned in 1992 and the café / function spaces added to the area in 2003.

A vision for the SMGLC site from the *Shoalhaven Bereavement Services - Strategic Plan 2050* is outlined below:

Shoalhaven Memorial Gardens & Lawn Cemetery Vision

To establish the pre-eminent local government memorial gardens and cemetery site in regional NSW

Table 3: Key Information for SMGLC

| | |
|--|--|
| Reserve name | Shoalhaven City Cemetery Reserves Trust |
| Reserve number | 97869 |
| Reserve purpose | Cemetery Purposes |
| Gazetted date | 16/08/1985 |
| Land manager | Shoalhaven City Council |
| Property description & location | Lot 121 & 122 DP 46948 Bounded by Boston Road (north), Worrigee Road (west) and private property (south and east) |
| Address | 349 Worrigee Road, Worrigee |
| Area | 55.44 hectares (around 14 hectares has been developed) |
| Land zoning | SP2 – Infrastructure and minor part E2 – Environmental Conservation under <i>Shoalhaven LEP 2014</i> |
| Categorisation | General Community Use |
| Cemetery status | Operational |
| Heritage | No listed heritage items |

Appendix A outlines an updated Master Plan for SMGLC site.

An aerial of the SMGLC site is outlined in Figure 4 and Figure 5 below.

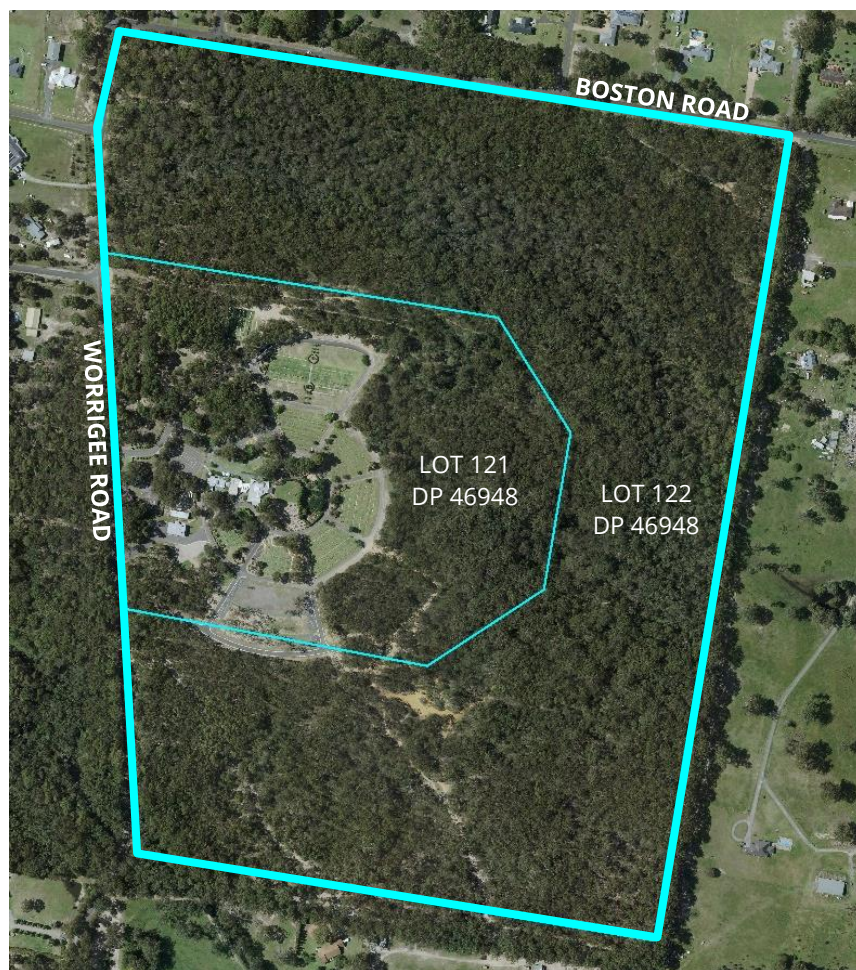


Figure 4: SMGLC Site Aerial



Figure 5: Aerial of Lot 121 DP 46948



1 ENTRANCE SIGNAGE



2 CAFÉ / FUNCTION FACILITY



3 LAWN CEMETERY AREA

5 BUSHWALK MEMORIAL GARDENS

7 CREMATOR BUILDING / MAINTENANCE AREA

4 MONUMENT LAWN AREA

6 EXISTING CHAPEL BUILDING

8 RECENTLY DEVELOPED SEGMENT 11

2.2 Site conditions and Use

The SMGLC site has a number of existing building assets which are generally in good condition, being less than 20 years old. These building assets include:

- Chapel building – which seats up to 80 people and includes vestry and storage areas behind
- Administration/reception building – which accommodates Shoalhaven Bereavement Services administration and management staff
- Public amenities – in a building connected to the administration area
- Café / function centre – catering for up to 100 people
- Cremator building and maintenance / workshop area - incorporating two cremators in a purpose designed building, adjoining maintenance building, undercover vehicle storage, mezzanine storage and staff amenities
- Caretaker's cottage/residence – being an on-site dwelling associated with the operation of the facility.

Administration and chapel buildings are located centrally within the site on elevated land. The buildings are predominantly brick structures stemming from an architectural design of the early 1980s.

The size of the existing chapel and subsequent need for a second chapel (and associated function facility) has been a key need identified in facility planning. The location and design of the proposed second chapel and associated ancillary facilities have been identified on the Master Plan for the site at Appendix A, and these will be confirmed through detailed design processes as part of environmental approval requirements. Key to this design process will be ensuring appropriate

separation between the two chapels and their respective function areas can be achieved to minimise noise transfer and interruption of services.

Table 4 describes the type of burial and memorialisation options at the SMGLC site.

Table 4: SMGLC burial and memorialisation options

| Area name | Description |
|-----------------------|---|
| Children's Cemetery | The Children's Garden provides a dedicated area for the remembrance of children adjoining and within the lawn cemetery area. |
| Sunken Garden | The landscaped Sunken Garden is an area where ashes can be spread, but no memorial is provided. |
| Scatter Garden | Recently improved garden within bushland setting designated for scattered ashes. |
| Bushwalk Garden | The Bushwalk Garden is a landscaped area with primarily native and a few carefully selected exotic species. Memorials are marked with a rock into which bronze plaques are set. Up to two plaques can be set into one rock. |
| Lawn Cemetery | The Lawn Cemetery is an open space where burials are marked with a small bronze plaque which is cast into a concrete beam. The area has a largely open and maintained lawn appearance. |
| Monument Lawn Section | The Monument Lawn section provides an area where more traditional headstone graves can be established. The area is set within a bushland setting with pathways around the grave areas. |
| Tree of Life | The Tree of Life is a sculptural piece with individual lead inserts with an inscription when the ashes have been scattered or interred elsewhere |

| Area name | Description |
|--------------------------|---|
| Tree of Life Garden | The Tree of Life Garden is a formalised landscape space where memorialisation can be part of the formal setting |
| Tree of Life Columbarium | The Columbarium Wall in the Tree of Life Garden is similar to traditional columbarium or 'niche' walls. It uses crafted plaques that have images of the person being remembered cast into it. |
| Garden of Peace | The Garden of Peace memorials are set in a variety of landscapes with a tendance towards Australian native plants. Each memorial is marked with a cast bronze plaque. |
| Rose Garden | The Rose Garden is a 'Garden of Peace' memorial garden with a traditional English rose garden layout and appearance. |
| Chapel Garden Walk | The Chapel Garden Walk extends from the chapel towards the south through mature vegetation contained within Segment 5. Memorials line the gardens within a peaceful natural setting. |

2.2.1 Landform / landscape

The SMGLC site is generally flat, but elevates to an Australian Height Datum (AHD) of around 10-15m centrally, and drains to the Brundee Swamp to the east. A significant portion (around 40 hectares) of the site is undeveloped and primarily contains native vegetation.

The predominant vegetation community is assessed as Currumbene – Batemans Lowlands Forest with dominant canopy species including Hard-leaved Scribbly Gum (*Eucalyptus sclerophylla*), Blackbutt (*Eucalyptus pilularis*), Red Bloodwood (*Corymbia gummifera*) and Spotted Gum (*Corymbia maculate*).

A flora and fauna constraints analysis (Eco logical Australia 2012) identified a number of development constraints – particularly to the

western and eastern sections of the site. Much of the central lawn cemetery area has been subject to substantial vegetation and soil disturbances resulting from development and operation of the cemetery.

A generally sparse and patchy mid-canopy occurs through parts of the site, containing Black She-oak (*Allocasuarina littoralis*), White Feather Honey-myrtle *Melaleuca decora* and to a lesser degree Saw Banksia (*Banksia serratifolia*), Acacia species and Sweet Pittosporum (*Pittosporum undulatum*). The understorey is variable, although dense in places where it is dominated by stands of White Kunzea (*Kunzea ambigua*).

2.2.2 Site maintenance

The SMGLC site is a very well maintained site and close to 17 hectares of the total site, predominantly being the lawn cemetery portions, is maintained on a daily cycle throughout the entire year.

Daily maintenance task carried out are identified in the Works Plan and include mowing, edging, weed control, rubbish clean up, raking, sweeping, washing, watering if dry, weeding garden beds, shaping foliage and hedging, topping up bark chip or mulch and addressing subsidence.

In addition to the above daily maintenance cycle, the SMGLC also has a detailed weekly and monthly checklist for maintenance of the cremator. These details are outlined in the Works Plan.

2.3 Site management objectives

Objectives for management of the SMGLC site provide additional detail to the overarching Management Objectives identified in Section 1.6.2. Together, these objectives provide the framework for identifying and responding to the community's values for the SMGLC site. These

integrate management and maintenance expectations, as well as the physical environment and assets that are present. The site management objectives for the SMGLC site are to:

1. Facilitate community engagement and public involvement in the cemetery through management activities and public events
2. Ensure effective, safe and efficient traffic, parking and pedestrian movement systems throughout the site
3. Ensure maintenance effectively meets community expectations wherever possible and within the context of operational budgets
4. Maximise water and energy saving opportunities through sustainability initiatives
5. Utilise predominantly native vegetation within the grounds, protecting and enhancing habitat opportunity in conjunction with active cemetery use
6. Ensure that materials and built form are consistently applied to maintain a sense of place and belonging to the site
7. Provide for future memorials and burial segments over the short, medium and long-term to meet the needs of the community
8. Implement wayfinding and directional signage to ensure that the public can access and move around the site
9. Ensure that appropriate approvals are sought and followed wherever new works or development is undertaken

2.4 Implementation Action Plan for SMGLC

| Objective | Actions | Priority | Performance Measure |
|--|---|-------------|---|
| 1. Facilitate community engagement and public involvement in the cemetery through management activities and public events | 1.1 – Maintain existing events and consultative activities including: <ul style="list-style-type: none"> Undertake dedicated public events days include All Souls Day, mother's day and father's day events Establish a regular open day and undertake new events as opportunities arise Undertaken organised training and targeted information sessions four times per year | Short-term | Events, open days, training and information sessions are conducted each year. |
| 2. Ensure effective, safe and efficient traffic, parking and pedestrian movement systems throughout the site | 2.1 – Increase parking capacity, in conjunction with new facilities, to better match chapel and service sizes by constructing a new centralised car park. Separate this parking from vehicles accessing the site's full loop road system. | Short-term | New centralised car park constructed. Loop access roads remain easily accessed and utilised. |
| | 2.2 – Continue to evaluate capacity and implement overflow parking as demand increases. | Ongoing | Need for overflow carparking identified and monitored. |
| | 2.3 – Advocate for Council to improve road conditions on approach to the site, utilising appropriate landscape and materials where applicable. | Ongoing | Road conditions are upgraded where required. |
| 3. Ensure maintenance effectively meets community expectations wherever possible and within the context of operational budgets | 3.1 – Increase in-house horticultural expertise. | Ongoing | Staff are continually trained and horticultural skills refreshed where necessary. |
| 4. Maximise water and energy saving opportunities through sustainability initiatives | 4.1 – Explore addition water storage opportunities to assist in fire resilience. | Medium-term | Water storage opportunities fully explored. |
| | 4.2 – Continue to explore opportunities for energy savings where possible, as well as additional solar system opportunities to offset energy use. | Ongoing | Energy use reduced through application of savings and/or offset measures. |

| Objective | Actions | Priority | Performance Measure |
|---|--|-------------|--|
| 5. Utilise predominantly native vegetation within the grounds, protecting and enhancing habitat opportunity in conjunction with active cemetery use | 5.1 – Retain significant vegetation in future burial segments to add character and promote natural or hybrid-natural burial techniques. | Ongoing | Significant vegetation retained at future burial sites where appropriate. |
| | 5.2 – Future planting selections to be based on reinforcing a native bushland character by using the vegetation palette for consistency of application (see Master Plan (2015)). | Ongoing | Future planting is conducted through use of existing vegetation palette (Master Plan 2015). |
| 6. Ensure that materials and built form are consistently applied to maintain a sense of place and belonging to the site | 6.1 – Materials and built form to be based on the materials and built form principles contained within the Master Plan (2015) for consistency of application. | Ongoing | Built form and material match those contained within the Master Plan (2015). |
| 7. Provide for future memorials and burial segments over the short, medium and long-term to meet the needs of the community | 7.1 – Develop memorial and burial areas as required and generally in accordance with the Master Plan (see Appendix A), detailed documentation plans and subsequent approvals as applicable. | Ongoing | Required memorial and burial areas are developed as demand requires and in accordance with the Master Plan (Appendix A). |
| 8. Implement wayfinding and directional signage to ensure that the public can access and move around the site | 8.1 – Develop a detailed signage hierarchy based on the design parameters for a three-level hierarchy. | Ongoing | Signage hierarchy developed as required. |
| | 8.2 – Implement signage hierarchy on an as needs basis. | Ongoing | Signage hierarchy implemented as required. |
| 9. Ensure that appropriate approvals are sought and followed wherever new works or development is undertaken | 9.1 – That the location and design of the proposed second chapel and associated ancillary facilities be confirmed through detailed design processes as part of environmental approval requirements. Refer Master Plan at Appendix A for indicative location and works outline. | Short-term | Second chapel options identified and project directions confirmed. |
| | 9.2 – That the second chapel and associated ancillary facilities are constructed to meet long-term site / community needs. | Medium-term | Second chapel project delivered. |

Part 3: Harley Hill Road Cemetery

3.1 Background

Harley Hill Road Cemetery is a large cemetery that is located around 3.5km to the east of the town of Berry, on the corner of Beach Road and Harley Hill Road which adjoins the South Coast Railway Line. Whilst the Crown reserve is called the “Berry General Cemetery”, the site should not be confused with the similarly named Council owned cemetery within the nearby town of Berry on Kangaroo Valley Road.

The Harley Hill Road Cemetery is an historic or closed cemetery (not available for burials), with the Council owned cemetery within the nearby town being the main operational cemetery that continues to service the local area. Whilst referred to as a ‘closed’ cemetery, Harley Hill Road Cemetery is publicly accessible, with attractive walking trails through native bushland. The site is located on Crown land and is managed by Council’s Shoalhaven Bereavement Services business unit.

The cemetery was used around the turn of the 20th century (early 1900’s), otherwise interrupting the use of the Berry General Cemetery which operated at an earlier date, and remains operational in the current day.

Table 5: Key Information for Harley Hill Road Cemetery

| | |
|--|---|
| Reserve name | Berry General Cemetery |
| Reserve number | 1003013 |
| Reserve purpose | Cemetery |
| Gazetted date | 07/01/1899 |
| Land manager | Shoalhaven City Council |
| Property description & location | Lot 1 DP 723973 Bounded by Illawarra Railway Line (north), private property (east), Beach Road (south) and Harley Hill Road (west) |
| Address | 275 Beach Road, Berry |
| Area | 8.28 hectares |
| Land zoning | SP2 – Infrastructure under <i>Shoalhaven LEP 2014</i> |
| Classification / Categorisation | General Community Use |
| Cemetery status | Historical (closed) |
| Heritage | Locally listed heritage item no. 138 under <i>Shoalhaven LEP 2014</i> . The statement of significance affirms “ <i>Historical and social value as the second cemetery for Berry. Includes graves of many noticeable citizens. Monumental mason skills add some aesthetic interest. Local significance (Shoalhaven)</i> ”. |

An aerial image of Harley Hill Road Cemetery is outlined in Figure 6.



Figure 6: Site Aerial



1 EXISTING GRAVES

2 PATHWAY TO CEMETERY



3 SITE ENTRANCE



4 EXISTING GRAVES

3.2 Site conditions and use

The site is open to the public however it is closed to further burials. The site entrance is reasonably well marked being signposted with a pathway leading into the cemetery itself.

Headstone and other grave markers vary in their condition, from being weathered or slightly damaged to being almost unrecognisable. Most graves are clearly definable with some being rather substantial.

Harley Hill Road Cemetery is divided into denominations and contains burial of a number of notable local residents, including a former local Mayor, James Wilson. Not being located within easy walking access from residential areas, the site is typically only used by the public who visit the historical graves.

The only existing built assets on site include the basic signage at the entrance of Harley Hill Road Cemetery, which is in good condition, and a concrete pathway leading into the cemetery, which is in average condition.

3.2.1 Landform / landscape

The site is generally flat and heavily vegetated, with minimal disturbance as the cemetery has been classified as being 'historical' for many decades. The vegetation has been categorised as Blackbutt – Turpentine forest¹, dominated by regrowth Blackbutt with Turpentine as a subdominant. Other trees present include Black She-oak, Blue Gum and Cheese Tree that are scattered throughout.

The understorey is dominated by Lantana across much of the site, albeit work has more recently been conducted on the site as part of the Berry Landcare, *Berry Corridor: from Escarpment to Sea* project. Within the Reserve, this has focused on the eradication of weeds.

Native understorey species include Red-fruit Saw-sedge, Blue Flax-lily, Common Silkpod, Bordered Panic. The area grades into wetter areas to the east, with the adjacent land containing Swamp Sclerophyll Forest endangered ecological community (EEC).

3.2.2 Site maintenance

Harley Hill Road Cemetery is maintained every three weeks (during January, February, March, April, May, October, November and December) or four weeks (during June, July, August and September).

This involves the following tasks carried out as identified in the Works Plan including mowing, edging, weed control, rubbish clean up, raking, sweeping, washing, watering if dry, weeding garden beds, shaping

foliage and hedging, top up bark chip or mulch and addressing subsidence.

In total 0.66 hectares of the total site is maintained according to the Works Plan as the remainder contains thick native vegetation.

3.3 Site management objectives

Objectives for management of the Harley Hill Road Cemetery site provide additional detail to the overarching Management Objectives identified in Section 1.6.2. Together, these objectives provide the framework for identifying and responding to the community's values for Harley Hill Road Cemetery. These integrate management and maintenance expectations, as well as the physical environment and assets that are present. The site management objectives for Harley Hill Road Cemetery are to:

1. Retain and enhance the heritage attributes of the site consistent with the heritage listing
2. Protect and enhance vegetation and habitat opportunities in conjunction with cemetery care
3. Implement wayfinding and interpretive signage to assist in site identification and understanding

¹ Endangered Ecological Community Mapping Final Report - January 2010 – Alison Hunt & Associates

3.4 Implementation Action Plan for Harley Hill Road Cemetery

| Strategy | Actions | Priority | Performance Measure |
|---|--|----------|---|
| 1. Retain and enhance the heritage attributes of the site consistent with the heritage listing | 1.1 – Document and record past heritage aspects of the reserve for public knowledge, including the preparation of a Conservation Management Plan should any substantial change be envisaged. | Ongoing | Heritage of the site is preserved and maintained for future generations. Heritage information is publicly accessible on Shoalhaven Bereavement Services website. |
| 2. Protect and enhance vegetation and habitat opportunities in conjunction with cemetery care | 2.1 – Retain and enhance existing vegetation to maintain natural aspect of the cemetery and encourage fauna movements as envisaged by the <i>Berry Corridor: from Escarpment to Sea</i> project. | Ongoing | Vegetation is retained and enhanced where appropriate. |
| | 2.2 – Undertake annual monitoring of weeds on site, including eradication works if resourcing allows. | Ongoing | Weed eradication is carried out where required. |
| 3. Implement wayfinding and interpretive signage to assist in site identification and understanding | 3.1 – Maintain and update directional / wayfinding and interpretive signage and pathway as required to provide visitor information and amenity to the site. | Ongoing | Built infrastructure, such as signage, is maintained to appropriate standards. |

Part 4: Yatte Yattah Roman Catholic Cemetery

3.5 Background

Yatte Yattah Roman Catholic Cemetery, sometimes referred to as Armstrong's Forest Roman Catholic Cemetery or the Roman Catholic Church and Cemetery, is a relatively small cemetery area that is located immediately west of the Princes Highway around 700m north of Lake Conjola Entrance Road.

The Cemetery is understood to contain between 58 to 76 burials that were interred between 1867 to 1897². Public access is allowed to the site but the cemetery is now closed to further burials and there is no formal signage, access or information of note at the site. The area was impacted by bushfires in the area during 2019 / 2020, destroying fencing that was understood to have been implemented in conjunction with the National Park & Wildlife Service, with the Reserve adjoining the Yatte Yattah Nature Reserve to the south.

The site is on Crown land and is managed by Council's Shoalhaven Bereavement Services business unit.

Table 6: Yatte Yattah Roman Catholic Cemetery Key Information

| | |
|--|--|
| Reserve name | Yatte Yattah Roman Catholic Cemetery |
| Reserve number | 1038208 |
| Reserve purpose | Roman Catholic Burial Ground |
| Gazetted date | 12/03/1869 |
| Land manager | Shoalhaven City Council |
| Property description & location | Lot 138 DP 755923 Bounded by Yatte Yattah Nature Reserve (south and west), private property (east and north), and Princes Highway (further west) |
| Address | Princes Highway, Yatte Yattah |
| Area | 0.95 hectares |
| Land zoning | RU1 – Primary Production under <i>Shoalhaven LEP 2014</i> |
| Categorisation | General Community Use |
| Cemetery status | Historical |
| Heritage | Locally listed heritage item no. I536 under <i>Shoalhaven LEP 2014</i> . The statement of significance affirms "Potential to yield information about early settlement at Yatte Yattah and the Roman Catholic community. Local significance (Shoalhaven)" |

² Information from State Heritage Listing for "Roman Catholic Church and Cemetery (former)"
Accessed 15 March 2021

An aerial photo of the Yatte Yattah Roman Catholic Cemetery Reserve is outlined in Figure 7.



Figure 7: Site Aerial



- 1 POSSIBLE HEADSTONE REMNANT
- 3 TYPICAL SITE VIEW TO SOUTH-WEST

- 2 POSSIBLE REMNANTS OF GRAVE AREA
- 4 SITE ENTRANCE / APPROACH

3.6 Site conditions and use

The site is currently maintained on an as needs basis and is closed to further burials. In 1866, a Roman Catholic Church was established on the site and later a school is understood to also have been built in the locality. The school closed in 1879 when a new public school at Yatte Yattah was opened. In 1867, the Roman Catholic Cemetery (the cemetery subject to this plan of management) was opened until 1893.

Approximately 58 to 76 burials from 1867 to 1897 are said to remain according to the LEP heritage listing but it appears headstones and graves have otherwise been destroyed or removed from their original location. At the time of preparation of the Plan of Management the site

is currently unused. Access to the site is from the Princes Highway along an informal grass track which provides basic foot access only. The track leads to a gate and fence with steps over to the site and remaining access / road reserve.

3.6.1 Landform / landscape

Whilst the Reserve has been highly disturbed in the past, substantial native vegetation has since re-established on the site. This was damaged in the 2019/2020 bushfire season and regrowth at the understory level is predominantly weeds (as described in Table 7).

A number of possible headstone remnants remain at the site, though these have been worn and/or damaged and may be other building rubble with headstones having previously been removed from their original locations. Either way, there is little obvious evidence of former cemetery use.

The landform itself is relatively flat across the northern boundary, but falls away, steeply at times, in the central and southern parts of the site – as marked in the aerial photo at Figure 8. These areas are closely associated with the adjoining Yatte Yattah Nature Reserve which contains relatively unique vegetation types and is managed by the National Parks & Wildlife Service. The cemetery Reserve is understood to have previously been fenced in conjunction with the Nature Reserve.

Table 7: Yatte Yattah Roman Catholic Cemetery Weeds

| Weed | Scientific Name | Location |
|------------------------|-----------------------------|--|
| Cobblers peg | <i>Bidens Pilosa</i> | Dense infestation throughout site. |
| Scotch thistle | <i>Onopordum acanthium</i> | Dense scattering throughout site |
| Wild tobacco | <i>Solanum mauritianum</i> | Monoculture down slope. Scattered throughout site. |
| Fleabane | <i>Conyza albida</i> | Dense infestation throughout site to 2m height |
| Ink weed | <i>Phytolacca octandra</i> | Sparsely scattered throughout site |
| Kikuyu grass | <i>Centrus clandestinus</i> | Throughout site |
| Giant parramatta grass | <i>Sporobolus fertilis</i> | Sporadic occurrence in grassed area from entrance |



Figure 8: Site area showing landform

3.6.2 Built features / assets

No built features or assets associated with the Yatte Yattah Roman Catholic Cemetery are located on site. Basic existing elements adjoining the site include fence step over “stile”, though the fencing and the stiles were damaged in the 2019 / 2020 bushfires.

3.6.3 Site maintenance

Yatte Yattah Roman Catholic Cemetery is proposed to be maintained on a six or eight weekly cycle (in conjunction with every second maintenance of the nearby Conjola General Cemetery). The maintenance needs will be identified through an initial site investigation and audit to be undertaken in the short-term.

3.7 Site management objectives

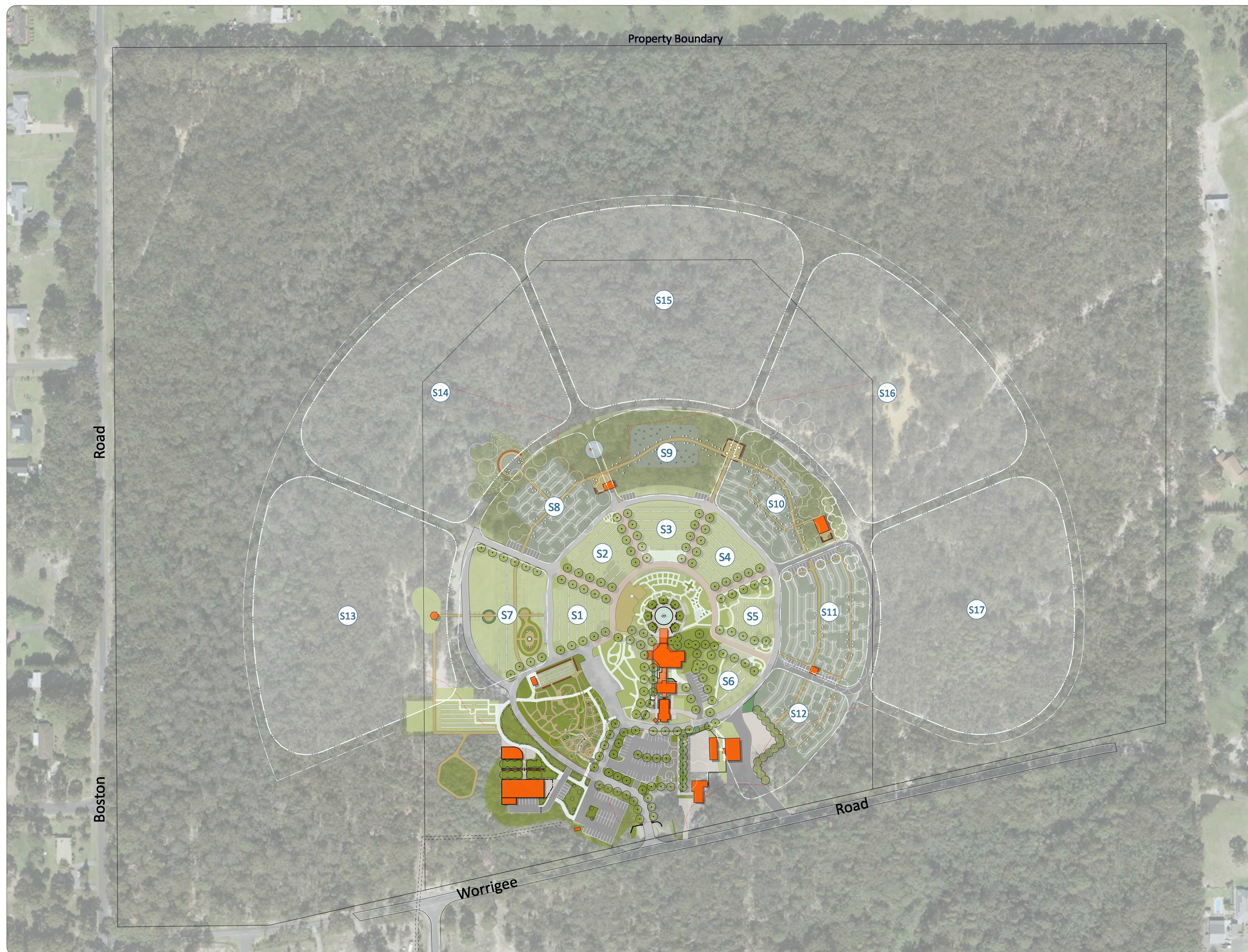
Objectives for management of the Yatte Yattah Roman Catholic Cemetery site provide additional detail to the overarching Management Objectives identified in Section 1.6.2. Together, these objectives provide the framework for identifying and responding to the values of the Cemetery. These integrate management and maintenance expectations, as well as the physical environment and assets that are present, or proposed. The site management objectives for Yatte Yattah Roman Catholic Cemetery are to:

1. Retain and enhance the heritage attributes of the site consistent with the heritage listing
2. Protect and enhance vegetation and habitat opportunities in conjunction with cemetery care

3.8 Implementation Action Plan for Yatte Yattah Roman Catholic Cemetery

| Strategy | Actions | Priority | Performance Measure |
|--|--|-------------------------------|---|
| 1. Retain and enhance the heritage attributes of the site consistent with the heritage listing | 1.1 – Document and record past heritage aspects of the reserve for public knowledge, including the preparation of a Conservation Policy, maintenance schedule / guideline and documentation / preparation of an archival record. | Short-term | Heritage of the site is preserved and recorded for future generations. Heritage information is publicly accessible on Shoalhaven Bereavement Services website. Identify opportunities for interpretative signage which recognise the heritage features of the site. |
| 2. Protect and enhance vegetation and habitat opportunities in conjunction with cemetery care | 2.1 – Identify site environmental values and potential for vegetation management in conjunction with National Parks & Wildlife Services where connection to adjoining Yatte Yattah Nature Reserve is evident. | As resources become available | Areas of high environmental value are identified and appropriate vegetation management is in place. |
| | 2.2 – Undertake annual monitoring of weeds on site, including eradication works if resourcing allows. | Ongoing | Weed eradication is carried out where required. |

APPENDIX A – MASTER PLAN FOR SHOALHAVEN MEMORIAL GARDENS & LAWN CEMETERY



Existing Segments

- | | |
|---------------|---------------|
| S1. SEGMENT 1 | S2. SEGMENT 2 |
| S3. SEGMENT 3 | S4. SEGMENT 4 |
| S5. SEGMENT 5 | S6. SEGMENT 6 |
| S7. SEGMENT 7 | |

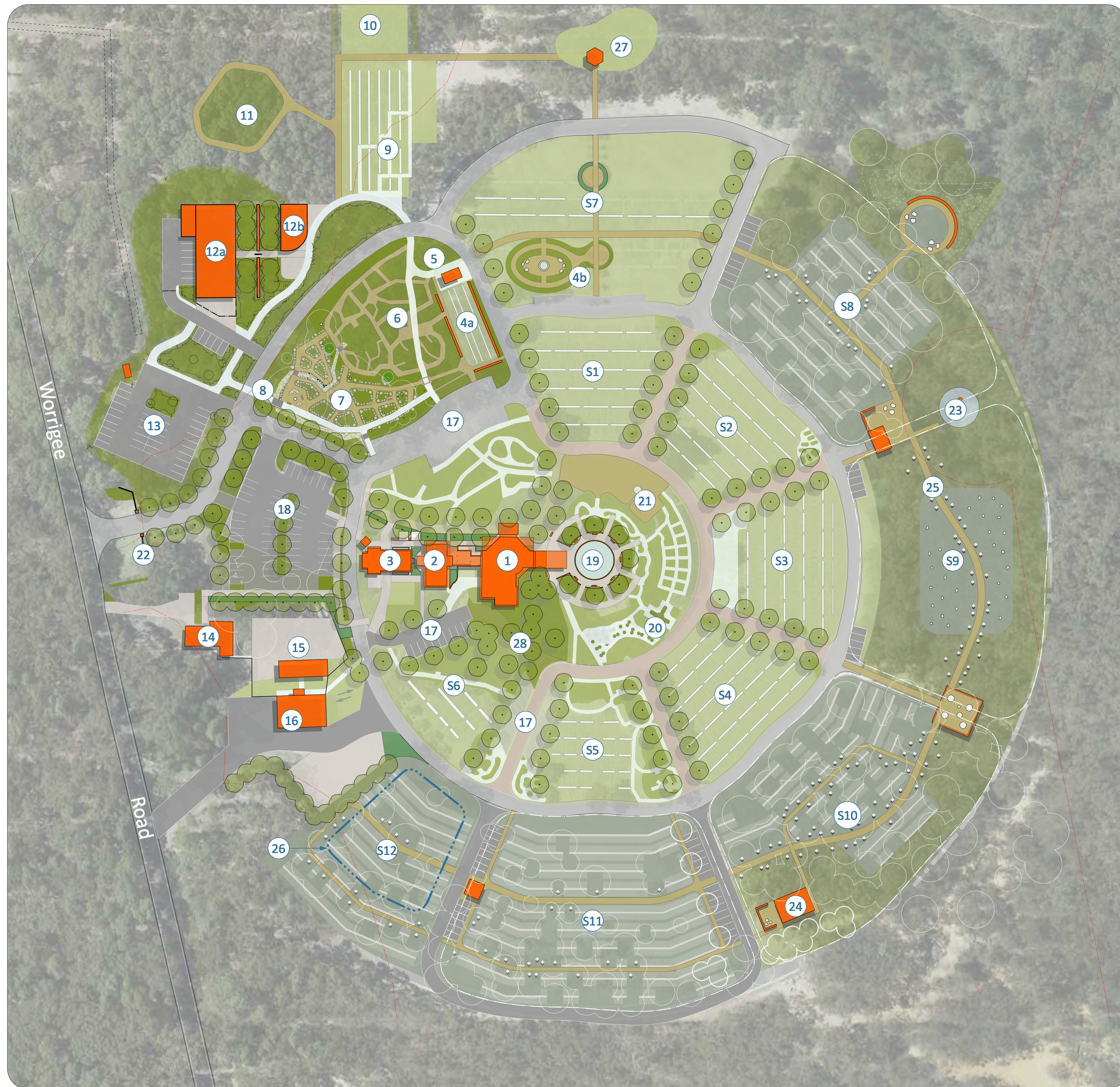
Future Segments

- S8. SEGMENT 8: POTENTIAL BUSHLAND 'MEADOW' CEMETERY
- S9. SEGMENT 9: POTENTIAL NATURAL BURIAL GLADE
- S10. SEGMENT 10: POSSIBLE BUSHLAND 'MEADOW' CEMETERY
- S11. SEGMENT 11: POSSIBLE LAWN CEMETERY
- S12. SEGMENT 12: POSSIBLE LAWN CEMETERY OR LONG TERM CAR PARK & WORKSHOP AREA

Long Term Segments

Long term expansion.

- S13. SEGMENT 13
- S14. SEGMENT 14
- S15. SEGMENT 15
- S16. SEGMENT 16
- S17. SEGMENT 17



Elements

1. **EXISTING CHAPEL & CREMATOR**
Minor additions expand external capacity and break-out spaces around the Chapel Building expanded to cater for larger services. Old cremator relocated to new cremator facility in workshop area.
2. **SMGLC ADMIN & AMENITIES**
Upgraded to be more functional and presentable. Potential to upgrade toilet facilities and relocate administration office to Caretaker's Cottage.
3. **REFLECTIONS CAFE**
Retains existing function with minor internal and external breakout space upgrades.
- 4a. **EXISTING CHILDREN'S CEMETERY**
Upgraded with structure for gatherings, perimeter walls and children themed stone sculptures that suit the cemetery character (eg: large native animals).
- 4b. **NEW CHILDREN'S CEMETERY**
New children's garden with sculptural and landscape content. An intimate layout linking to adjoining path network and existing children's garden.
5. **SUNKEN GARDEN:** To be retained.
6. **EXISTING BUSHWALK GARDEN**
To be maintained as key memorial space. Bushland character to influence future memorial gardens. Primary gravel paths upgraded to concrete to establish an accessible loop between car parks and new chapel.
7. **BUSHWALK GARDEN EXTENSION**
Continuation of gravel paths, stone memorials, and native plant beds. Includes dry creek bed feature to resolve drainage issues and primary concrete loop path connecting garden with new chapel and carparks.
8. **NEW CONCRETE LOOP PATH**
New loop path linking car park, new chapel, bush garden, children's garden, and monument lawn section.
9. **EXISTING MONUMENT LAWN SECTION**
To be retained with new accessible pathway connections.
10. **MONUMENT LAWN EXPANSION**
Expansion of monuments to north as required.
11. **SCATTERING GARDEN**
Existing path expanded to a loop walk within the existing bushland designated for scattered ashes. Additional furniture and upgrade to memorial stone undertaken as required.
- 12a. **NEW CHAPEL BUILDING**
New larger chapel located within cleared area in western bushland. 525m2 building with to include chapel, coffin extraction room, porte cochere, and controlled vehicle parking/access. Chapel to maximise intimate bushland setting and views, retain significant existing trees where practical, and have direct pedestrian links to function building and car park.
- 12b. **NEW FUNCTION & ADMINISTRATION BUILDING**
Suitable for funeral reception, administration and informal daily use if required. 160m2 internal floor space with additional alfresco external area.
13. **NEW CAR PARK**
New car park created in lawn area adjacent to site entry. Located close to proposed new chapel and links with existing car park arrangement. 33 spaces shown.
14. **CARETAKERS COTTAGE**
Potential to be upgraded as a new cafe and/or administration office.
15. **WORKSHOP AREA**
Existing work shed and external area retained and upgraded as required.
16. **CREMATOR BUILDING**
South of workshop area for two new cremators. Size and location suitable for heat attenuation, maintenance access, and risk management requirements. Includes screen planting and internal and Worrige Rd vehicle access.
17. **EXISTING CAR PARKING AREAS**
18. **FUTURE PRIMARY CAR PARK:**
50 spaces (including 4 disabled). Southern expansion and reorientation of existing car park.
19. **CALVARY CROSS & CENTRAL LAWN**
Upgrade as an inviting cemetery focal point. Potential to incorporate reflection pond, memorial garden segments and shelter for gatherings.
20. **ROSE GARDEN**
To be retained.
21. **TREE OF LIFE**
To be retained.
22. **ENTRY GATE**
Existing entry signage, wall, gates, and landscaping. Provide avenue of shade trees along entry road.
23. **EXISTING POND**
Minimise impact on ecological sensitive areas including frog habitat at pond.
24. **BUSH MEMORIAL CHAPEL**
Contemporary building for intimate memorial services and gatherings.
25. **MEMORIAL LOOP & COLUMBARIUM MARKERS**
Connects all significant cemetery locations via an informal meandering path which engages with the native bushland. Features precast concrete columbarium markers.
26. **POSSIBLE LONG TERM CAR PARK OPTION**
27. **STRUCTURE OR MONUMENT**
Northern feature. Footprint to predominantly occupy existing disturbed areas.
28. **ROAD REPLACED WITH LANDSCAPING**

Existing Segments

- | | |
|---------------|---------------|
| S1. SEGMENT 1 | S2. SEGMENT 2 |
| S3. SEGMENT 3 | S4. SEGMENT 4 |
| S5. SEGMENT 5 | S6. SEGMENT 6 |
| S7. SEGMENT 7 | |

Future Segments

- | |
|---|
| S8. SEGMENT 8: POTENTIAL BUSHLAND 'MEADOW' CEMETERY |
| S9. SEGMENT 9: POTENTIAL NATURAL BURIAL GLADE |
| S10. SEGMENT 10: POSSIBLE BUSHLAND 'MEADOW' CEMETERY |
| S11. SEGMENT 11: POSSIBLE LAWN CEMETERY |
| S12. SEGMENT 12: POSSIBLE LAWN CEMETERY OR LONG TERM CAR PARK & WORKSHOP AREA |



Elements

1. **NEW CHAPEL BUILDING:**
Approx 525m² internal floor space. Chapel to maximise intimate bushland setting and views, retain significant existing trees where practical, and have accessible path connections to car parks, bushwalk garden and central facilities.
2. **COFFIN EXTRACTION & STORAGE AREA:**
Suitable for storage and pickup area for transportation of coffin to cremator (65m²).
3. **FUNCTION & ADMINISTRATION BUILDING:**
160m² internal floor space. Suitable for administration, funeral reception and informal daily use if required.
4. **ALFRESCO SPACE**
Directly links with function use and new concrete loop path. Surrounded by retained bushland and new native gardens.
5. **PORTE COCHERE**
Covered entry space to chapel with capacity for hearse parking.
6. **REAR SERVICE VEHICLE PARKING:**
Secured discrete staff parking area at western side of chapel building. Suitable for pickup and transportation to cremator. Includes approx 7 parking bays.
7. **RESTRICTED VEHICLE ACCESS:**
Vehicle access to chapel building for staff, hearse, and VIP use. Includes approx 5 parking bays.
8. **SOUND WALL WITH SOLID GATE:**
Decorative wall and associated buffer planting separates funeral service use from any noise at function building. Central gate provides controlled access.
9. **NEW CONCRETE LOOP PATH**
New loop path linking car park, new chapel, bush garden, children's garden, and monument lawn section.
10. **NEW WESTERN CAR PARK:**
New car park created in lawn area adjacent to site entry. Located close to proposed new chapel and links with existing car park arrangement. 33 spaces shown (which would include accessible parking bays). Existing trees retained where possible.
11. **BUSHWALK GARDEN EXTENSION**
Continuation of gravel paths and native plant beds. Includes stone memorials, sculpture, furniture and dry creek bed feature to resolve drainage issues.
12. **EXISTING CHILDREN'S CEMETERY**
Upgraded with structure for gatherings, perimeter walls and children themed stone sculptures that suit the cemetery character (eg: large native animals).
13. **NEW CHILDREN'S CEMETERY**
New children's garden with sculptural and landscape content. An intimate layout linking to adjoining path network and existing children's garden.
14. **INCORPORATION OF EXISTING GARDEN AREA AND PATHS WITH CHILDREN'S GARDEN**

localé consulting

ayling  drury landscape architecture