



Application for Monumental Works

Council permission must be obtained prior to any work being undertaken at any Oberon Council Cemetery.

*Completed Application to be sent to:
Technical Services Department
Oberon Council
PO Box 84
Oberon NSW 2787*

Or emailed to: council@oberon.nsw.gov.au marked to the attention of the Technical Services Department

If you need help with your application contact Council on 02 6329 8141

Monumental Mason / Person Undertaking Work

Company Name _____

Contact Name _____

Postal Address _____

Contact Telephone Number _____

Email _____

Documentation to be supplied with application:

- *Public Liability Insurance \$20M minimum – Certificate of Currency*
- *Workers Compensation Insurance – Certificate of Currency*
- *Comprehensive Vehicle Insurance – Certificate of Currency*
- *WHS Centroc Induction Card*

Is the grave over 6 months old? YES / NO

Type of Work

New Monumental Works

Restoration Works

Memorial Plaque

NOTE: Council Land for Grave under Right of Burial or Reservation is 1.1m x 2.4m

I have read and accept the attached conditions:

Signature _____ **Date** _____

Consent of Burial Licence Holder (or their authorised representative)

Name

Postal Address

Contact Telephone Number _____



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- *WHS Centroc Induction Card*

Is the grave over 6 months old?

YES / NO

Email _____

Documentation to be supplied with application:

- *Evidence of Burial Licence (copy of Right of Burial or Reservation)*

I have read and accept the attached conditions:

Signature _____ **Date** _____



Conditions of Permit for Monumental Works

1. Prior to any headstone, monument or memorial being constructed, application must be made to Council, accompanied by all required documentation.
2. A headstone, monument, memorial or kerbing or any other structure is not to be erected unless it is approved by Council, and a permit is issued.
3. Applicants must provide evidence that they are the holder of the burial licence.
4. Council may specify extra conditions relating to a particular monument or cemetery.
5. Graves and monuments older than fifty (50) years are subject to the *Heritage Act 1977* (NSW).

It is the responsibility of the applicant and grantee to ensure that the proposed work is consistent with the requirement of that Act.

6. Monumental works will be required to meet the following minimum standards for construction and location within an authorised plot:
 - a. The monument must be centrally located in the plot
 - b. Apart from footing plinth all other vertical faces shall have a minimum 25mm gap from adjoining monuments
 - c. All footing plinths against adjacent monuments shall have the finished levels consistent with all adjoining monumental works.
 - d. All monumental works shall be undertaken without causing any damage to adjoining monuments
 - e. Access to adjoining monuments shall not be restricted during construction work.
7. The monument must be constructed to ensure stability during excavation of adjacent plots.
8. For monuments to be erected on a double-depth plot, where the second casket is to be placed at a later date, the monument slab must be constructed so it can be removed to allow for mechanical excavation of the site at the time of the second placement, The removal must be done by a monumental mason at no cost to Council.
9. For monuments to be erected over adjacent (side by side) sites, where the second casket is to be placed at a later date, the monument must be designed and constructed so it can be removed to allow for mechanical excavation of the plot at the time of the second placement. The removal must be done by a monumental mason at no cost to Council.
10. Any work must not encroach on adjacent sites.
11. The work must cease while burials or services are being conducted within the cemetery.
12. All debris, rubbish, materials, tools and machinery must be removed from the site and the cemetery daily.
13. Works must not pose any safety risks to the public, workers, or Council staff at any time during construction or after work is completed.

The worksite must be kept safe, neat and tidy at all times.
14. The approval does not guarantee quality of workmanship. Council will not arbitrate any disputes between the applicant and the contractor.
15. Council will not be liable for future care, maintenance, preservation or restoration of any construction. This remains the responsibility of the applicant.
16. Council may direct the applicant to remove unauthorised work, or work not consistent with the approved permit.
17. Council staff may inspect the work during and/or after construction.