CEMETERIES

Dubbo Regional Council manages a total of 22 cemeteries.

The cemeteries offer options for remembering your loved ones including conventional cemeteries and columbarium niches. They are spread out across the local government area, and most are in a rural setting.

The Community, Culture and Places Executive Support team engage with Funeral Homes and families to provide administration support whilst Infrastructure's Greenspace Operations team prepare and maintain the sites.

The fees and charges associated with our services are detailed here (4.1MB).

Application forms are required for all services.

Please note: Submission of an Interment Application does not

automatically confirm a date of interment. The Executive Support team will determine availability and accessibility before providing confirmation.

DUBBO REGIONAL COUNCIL OPERATED CEMETERIES

There are several cemetery locations in the local government area managed by Dubbo Regional Council and are open to the public from sunrise until sunset, all year round.

Dubbo Regional Council has 15 operational cemeteries. Many of these cemeteries have what is referred to as a Monumental Section whilst others have a Lawn Section.

Monumental cemeteries are the traditional style of cemetery that features upright headstones or other monumental memorials made of marble, granite, or similar materials. Often the entire grave is covered by a slab, commonly concrete, but it can be other materials such as marble or granite.

Lawn cemeteries comprise of a number of graves in a lawn setting with trees and gardens on the perimeter. Low raised concrete slabs (beams) are placed across the cemetery and headstones (standardised in terms of style and size) are installed on these beams adjacent to each grave. Headstones are an upright headstone set on a base, affixed to the beam. Kerbs or other such items shall not be permitted to be placed and all parts of the cemetery are maintained as grassed areas.

LEGISLATION AND AUSTRALIAN STANDARDS

Cemeteries in New South Wales are subject to State legislation: the Cemeteries and Crematoria Act 2013 and Cemeteries and Crematoria Regulation 2022 and governed by Cemeteries & Crematoria NSW (CCNSW).

Cemetery and crematoria operators are also regulated under the Public Health Regulation 2022, administered by NSW Health.

- Cemeteries & Crematoria Act 2013
- Cemeteries and Crematoria Regulation 2022
- Heritage Act 1977
- Crown Lands Act 2016
- Native Title Act 1993
- AS 4204:2019 Headstones and Cemetery Monuments

FREQUENTLY ASKED QUESTIONS

What service does Dubbo Regional Council provide?

The Community, Culture and Places Executive Support team work with families and Funeral Homes to purchase new plots, utilise reserved plots, issue required permits and approve works such as headstone installations.

Council's Greenspace Operations Team prepare sites prior to interments, backfill and also provide regular maintenance to all the cemeteries managed by Dubbo Regional Council.

How do I pre-purchase a cemetery plot?

Cemetery plots may be purchased in advance by contacting the Community, Culture and Places Executive Support Team on (02) 6801 4000.

Can all cemetery services be pre-purchased?

No, Council only accepts pre-purchase of a plot or ashes site. Plaques, interment fees etc. are payable at the time of need.

Who makes an interment booking?

All funerals must be arranged through a funeral director who will engage with the Executive Support Team to submit the necessary application and book the interment date.

What is an Exclusive Right of Interment?

Dubbo Regional Council owns the land and a "holder" is issued an Exclusive Right of Interment. The Right of Interment is the "Exclusive" right to have themselves or any other person they nominate buried in that grave. Furthermore, the holder who has the Exclusive Right of Interment is the only person who can authorise the placement of a memorial on

that grave.

Does the holder own the land where the plot is?

An Exclusive Right of Interment is not a Title Deed to that land as many would believe. The Holder's entitlements are limited to access to the burial site and right to arrange memorials.

What is a perpetual interment right?

A perpetual interment right allows the rights holder to bury human remains in a particular plot in a cemetery and for those remains to be left undisturbed forever (in perpetuity).

How many interments can take place in one plot?

Each gravesite can accommodate up to two interments and four ashes placements.

Can interments take place on weekends?

Yes, subject to availability of staff. Additional charges apply – refer to

Dubbo Regional Council’s fees and charges (4.1MB).

How do I organise a headstone or monument?

Families need to contact a certified Monumental Mason who will submit the necessary application to Council for any headstone or monument works whilst complying with Australian Standards and Council criteria.

Who is responsible for maintenance and repair of gravesites?

Dubbo Regional Council maintains the cemeteries' grounds, infrastructure and facilities.

Individual monuments are maintained by the holder of the exclusive right of interment. Usually that is the family of the deceased.

How do I change ownership of a plot or interment right?

An application can be made to Council to transfer ownership of an interment right. A transfer fee applies.

What happens if the dirt on the grave has subsided?

Council will regularly check all new graves for subsidence especially after rain and organise for dirt to be placed on the gravesite if needed.

Where can I get a white cross for the gravesite?

White crosses are organised with the funeral director at time of burial.

What are my payment options?

Payments need to be made in full, by either cash, cheque or EFTPOS at council offices in Dubbo or Wellington.

What can I place at the gravesite?

Council has a detailed document regarding the placement of tributes or adornments on graves which is designed to ensure the general public can visit the cemeteries and enjoy a safe, tidy and well-maintained environment for peaceful reflection. The General Public Conduct Terms and Conditions is available, here (766.7KB).

Fresh flowers are permitted but no artificial turf. Anything left on the lawn will be removed to allow us to carry out maintenance. Any item which can be broken may cause injury to our staff and other visitors. Items such as glass/ceramic vases, rocks or solar lights are not allowed as they may

get caught in lawnmowers, causing injury. Mementos and items placed on new graves will be removed after six months from the date of interment.

Can I plant my own plants in other areas in the cemetery?

Planting of shrubs, trees or creating a small garden area is not permitted anywhere within the cemetery without the Council's approval.

If planted they will be immediately removed from the lawn or beam sections within the Cemeteries.

Why does Dubbo Regional Council have policies and procedures for Cemeteries?

Cemetery policies and procedures aim to provide safe, consistent and socially acceptable standards and practices that benefit members of the general public, Funeral Directors and Council workers as well as improve the aesthetics of the cemeteries.

The implementation of these policies and procedures allow Dubbo Regional Council to conduct the required maintenance and they also ensure the conduct of those entering the cemeteries is in accordance with reasonable and practical standards.

I want to visit a family member or friend at a cemetery how can I find them?

Dubbo Regional Council maintains Cemetery records and has maps of the cemeteries. The Information contained within these registers may be useful if you are researching your family history. Please contact Council to view the maps or registers. The search can be extensive and Council cannot provide a turnaround time for your request. Note: there may be a fee attached to this service and not all information may be released due to privacy reasons.

If you are attempting to locate someone interred within the Western Districts Lawn Cemetery and Memorial Park (11L Boothenba Road, Dubbo NSW 2830) please contact the Palmdale Group on 02 6885 3340, as this cemetery is not operated by Dubbo Regional Council.

Some useful links for genealogy enquiries are listed below;

- Australian Cemeteries Index - https://austcemindex.com/

  The purpose of this Australian Family History dedicated site is to provide a searchable data base for all cemetery inscriptions that have been recorded by the authors over several years. It is intended to be a useful tool for those researching their family history. The index contains details of headstones from a number of cemeteries in Australia. It initially concentrated on cemeteries in regional NSW, but is now expanding into other areas as required. This is not a record of burials, but a record of inscriptions on headstones or plaques found in each cemetery.

- NSW Registry of Births, Deaths and Marriages - https://www.nsw.gov.au/births-deaths-marriages

  This government department registers New South Wales life events accurately and securely for all time, ensuring their integrity and confidentiality. This includes the registration of births, deaths and marriages and official changes of name and sex.

CARRYING OUT WORKS IN COUNCIL CEMETERIES

All work proposed to a grave site is subject to prior Council approval.

All monuments in Council cemeteries must be installed or removed by companies with a current Permit to Work.

All work undertaken in Council cemeteries must adhere to current WHS WorkSafe standards and comply with Dubbo Regional Councils Headstones, Monuments and Plaques criteria (1.2MB).

A monumental mason (stonemason) must be engaged to complete the works.

- An application to carry out works must be completed and approved before the works can begin.

- Council requires permission from the plot owner or all known next of kin state in writing (a Stat Dec) that they agree to proposed works being carried out.

- After the application is processed and approved, Council will issue

an approval letter to the nominated monumental mason.

INTERMENT CALENDAR

Booked timeslots for Funerals, this additional format of noti¦cation is currently on a trial basis.

DUBBO

Date	Day	AM	PM
1 April 2024	Monday	**Easter Monday**	
2 April 2024	Tuesday		
3 April 2024	Wednesday		
4 April 2024	Thursday	×	
5 April 2024	Friday		
8 April 2024	Monday	×	×
9 April 2024	Tuesday	×	×
10 April 2024	Wednesday		
11 April 2024	Thursday		

Date	Day	AM	PM
12 April 2024	Friday		

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WELLINGTON

Date	Day	AM	PM
1 April 2024	Monday	**Easter Monday**	
2 April 2024	Tuesday		
3 April 2024	Wednesday	×	
4 April 2024	Thursday		
5 April 2024	Friday		×
8 April 2024	Monday	×	×
9 April 2024	Tuesday	×	×
10 April 2024	Wednesday		
11 April 2024	Thursday		
12 April 2024	Friday		

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× *indicates that the timeslot for the proposed day and time has been booked and is unavailable.*

All bookings must adhere to the standard three (3) business day notice period.

Please contact the Executive Support Team on 02 6801 4000 or email council@dubbo.nsw.gov.au for further information.

Disclaimer: The information in the table above is accurate as of 28/03/2024. Please note that information listed is subject to change.

APPLICATION FORMS & ADDITIONAL INFORMATION

1**.** Interment Permit Application (752.3KB)
2. Ashes Interment Application (883.4KB)
3. Application for Exclusive Right of Interment Form (779.2KB)
4. Headstone Application and Carrying Out Works in Council Cemeteries (696.4KB)
5. Dubbo Regional Council Headstones, Monuments and Plaques Criteria (1.2MB)
6. Application for Plaque (769.3KB)
7. Old Dubbo Cemetery Wall of Memories Plaque Application (615.3KB)

General Public Conduct Terms and Conditions (766.7KB)

Last Edited: 28 Mar 2024