



SUMMARY OF INFORMATION FOR THE PROPOSED SELWYN DISTRICT COUNCIL CEMETERY BYLAW 2011

(This statement is made for the purposes of sections 83 and 86 of the Local Government Act 2002)

Summary of Information:

- The Council has prepared and adopted the proposed new Bylaw to be known as the "Selwyn District Council Cemetery Bylaw 2011" for public consultation. The proposed new Bylaw was made under the Local Government Act 2002.
- It is considered that the proposed new Bylaw is the most appropriate form of Bylaw, and that the proposed new Bylaw is consistent with the New Zealand Bill of Rights Act 1990.

The proposed Bylaw will:

- regulate the use and management of the Council Cemeteries in order to protect these assets,
- set clear guidelines and provide information to the public and
- specify the offences and penalties for breaches of the Bylaw.

| Timeline | Selwyn District Council Cemetery Bylaw 2011 |
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| 7 December 2010 (Council meeting) | • Adoption of the draft Selwyn District Council Cemetery Bylaw 2011 |
| 18 December 2010 Bylaw advertised | • Advertise for public submissions to the draft Selwyn District Council Cemetery Bylaw 2011 |
| 28 February 2011 Submissions close | • Written submissions close at 5:00pm at SDC service centres |
| 14/15 March 2011 Submissions hearing (to be confirmed) | • Hearings of submissions on the draft Selwyn District Council Cemetery Bylaw 2011 by a subcommittee at the Selwyn District Council Headquarters, Norman Kirk Drive, Rolleston |
| 12 April 2011* (Council Meeting) | • Adoption of the Selwyn District Council Cemetery Bylaw 2011 at its ordinary Council Meeting |
| 26 April 2011 | • Public notification on the adoption of the Selwyn District Council Cemetery Bylaw 2011 by the Council and its commencement date |
| 1 May 2011 | • Commencement date of new Selwyn District Council Cemetery Bylaw 2011 |
| 26 April 2011* (Council Meeting) | • Adoption of the Selwyn District Council Cemetery Bylaw 2011 by Council at its ordinary Council Meeting |

* It is expected that written submissions will be reviewed and heard if requested by an appointed subcommittee of Councillors. From this process, amendments or changes to the draft Cemetery Bylaw 2011 can be incorporated for the consideration of Council to adopt the Bylaw at its meeting of 12 April 2011. If it is the view of the subcommittee that the draft Cemetery Bylaw 2011 cannot be presented at that time for adoption or if there are further considerations identified by the Council at the meeting of 12 April 2011, this shall be reported back to Council including recommendations on how to proceed, or the final Bylaw will be sent for adoption at the Council meeting of 26 April 2011.

Submissions:

Submissions are invited on the proposal to implement a new Bylaw to be called the "Selwyn District Council Cemetery Bylaw 2011".

The proposed new Bylaw is to be known as the **Selwyn District Council Cemetery Bylaw 2011** ("the proposed new Bylaw").

At its meeting on 7 December 2010 the Council passed a resolution approving the draft Selwyn District Council Cemetery Bylaw 2011 for the purposes of public consultation through the special consultative procedure prescribed in the Local Government Act 2002.

The proposed new Bylaw can be viewed (and is downloadable in PDF format) on our website www.selwyn.govt.nz. Hard copies are also available during ordinary office hours at the Selwyn District Council Service Centres in Darfield (Darfield Library, McMillan Street), Leeston (Leeston Library, High Street), Lincoln (Lincoln Service Centre, Gerald Street) and Rolleston (Norman Kirk Drive, Rolleston).

Copies can also be requested by phoning 347 2800 or 318 8338.

Submissions on this proposal may be made until **5:00pm, Monday 28 February 2011**.

Submissions on this proposal can be made either via the online submission form on the Council website www.selwyn.govt.nz, or in writing. In order for a submission to be accepted it must state:

- your name, postal address, phone or fax and e-mail address;
- whether you support or oppose the proposal or particular aspects of it;
- your reasons;
- any changes that you wish us to make;
- whether you wish to speak at a hearing; and
- signed (if posted or faxed) and dated.

No anonymous submissions will be accepted. Whether you use this form or not, you must provide your full name, address and telephone number. If you are submitting on behalf of an organisation, please state this and your role within that organisation.

Please note that submissions are public information and may be presented in Council reports, made available on Council's website, tabled at Council meetings or released to members of the public or interested parties upon request.

Submissions in writing shall be addressed to:

**Asset Manager Projects
Proposed Cemetery Bylaw 2011
Selwyn District Council
P O Box 90
ROLLESTON 7643**

Or similarly faxed to (03) 347 2799.

On receipt of your submission, Council will send an acknowledgement that your submission has been received.

Any person making a submission may request to be heard in person in support of their submission. If required, the **hearing will be held on 14/15 March 2011 starting at 9:00am** in the Rolleston Service Centre, Norman Kirk Drive, Rolleston. Five to ten minutes will be allocated for speaking to your submission, including time for questions from the Hearing Panel. These details will be further confirmed in advance of any hearing as required.

For more information please contact Keri Harrison, Asset Manager Projects 03 347 2800.

Related documents:

Proposed Selwyn District Council Cemetery Bylaw 2011
Report to Council
Statement of Proposal