



PART EIGHT:

MANAGEMENT PLAN

Objectives

MO1: To ensure that any conservation and/or development activities within the Cemetery are to be co-ordinated and carried out in accordance with best practice principles as identified in the ICOMOS New Zealand Charter, Historic Places Act 1993, and the Resource Management Act 1991.

MO2: To administer and manage the Cemetery in accordance with the statutory obligations imposed by relevant legislation.

MO3: To encourage and support the self-sustaining use of the Cemetery by recognising its primary purpose as a burial ground and limiting public use to those activities which are in keeping with the primary purpose.

MO4: To recognise the dynamic nature of managing the Cemetery by reviewing the Conservation and Reserve Management Plan at least every 5 years to ensure that resources are best utilised to meet the objectives of this Plan and maximise public benefit.

MO5: To manage the implementation of conservation and management policies through the development of a Maintenance and Landscape Plan, which will be reviewed on an annual basis.

MO6: To recognise the significant cultural and natural heritage values of the Cemetery, as well as its continuing use as a burial ground, by providing a high standard of public information and interpretation that enables users easy access to the various parts of the Cemetery.

Management of the Cemetery Landscape

Retention and Enhancement of Landscape Character

General Policy:

M1.1: Waikumete Cemetery is a working cemetery and, as such, there are new graves and associated plantings occurring. Approaches to the design of these areas should reflect existing patterns to ensure the amenity values of the site are further enhanced.

The selection, layout and management of plants and landscape features in the Cemetery is to conform with the intentions of the original design of each area, but also needs to recognise the changes that occur as a result of contemporary use.

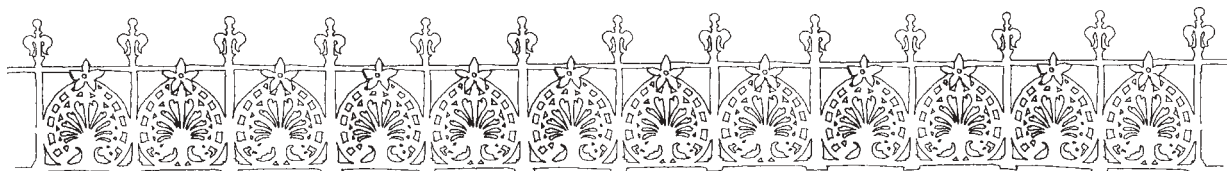
Where the design and layout of significant grave sites or areas is no longer apparent, owing to the loss of mature trees or landscape elements such as fences, research is to be undertaken prior to the establishment of any new plantings or features. This should include specific site study as well as a review of all available documentary and physical evidence.

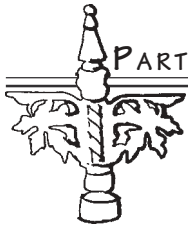
Implementation Policies:

M1.2: - *Original Layout* - Undertake archival research to determine the original layout of the Cemetery and trends that have influenced its development.

M1.3: - *Landscape Plan* - Develop a landscape plan that incorporates original layout features and integrates all of the contemporary management needs.

M1.4: - *Views* - Manage plantings and the development of additional features to retain the vistas and views over Auckland and the Waitakeres, as well as views down into various parts of the Cemetery. This should incorporate the placement of seats and path lay-bys.





M1.5: - *Sensitive Ridgelines* - Ensure that management of sensitive ridgelines is undertaken in a manner that is in keeping with the policies of the proposed District Plan.

M1.6: - *Disturbance of Sensitive Ridgelines* - Minimise level of disturbance to sensitive ridgelines as identified within the District Plan.

M1.7: - *Bush Areas* - Retain a strong natural bush area associated with watercourses and in native vegetated areas.

M1.8: - *Planted Perimeter* - Retain views in from peripheral roads with formalised, staggered tree planting and progressively establish a complete planted barrier along the Cemetery boundary to develop a more sensitive and tranquil environment within the Cemetery.

M1.9: - *Fences, Hedges, Gates and Walls* - Repair and conserve the fences, hedges, gates and walls around the perimeter of the Cemetery wherever possible. Where this is not possible, repair and/or extend with materials in sympathy with the original design.

M1.10: - *Maintenance, Upgrading and New Work* - Ensure that any maintenance, upgrading or new work is in sympathy with the Landscape Plan and the overall layout of the Cemetery.

Gardens

General Policy:

M2.1: To maintain the contemporary garden areas around the Crematorium in a formal manner.

Implementation Policies:

M2.2: - *Maintenance of Gardens* - Ensure that these areas are maintained on a regular basis to maintain their present form and to ensure that foot access around the gardens is not impeded.

M2.3: - *New Plantings in Gardens* - Ensure that the gardens are kept weed free and that new plantings are sympathetic to the present form and are not species that may become invasive.

Roading and Path Network

General Policy:

M3.1: To develop and maintain a road and track hierarchy

which provides safe access to all areas of the Cemetery.

Implementation Policies:

M3.2: - *Existing Roads and Tracks* - Review present roads and tracks and establish a planned programme of maintenance, upgrading and retirement that is in keeping with the heritage values of the Cemetery. This is to be incorporated into the Landscape and Enhancement Plan.

M3.3: - *Upgrading, Maintenance and Development of Roads and Tracks* - To ensure that road and track upgrading, maintenance and development work uses environmentally sustainable design principles, and in the older parts of the Cemetery uses materials that are in keeping with the heritage values of the area.

M3.4: - *Traffic* - Investigate opportunities to relieve traffic congestion around the main entrance area and its associated car parks.

M3.5: - *Primary Access Roads* - Maintain the primary access roads of Acmena Avenue, Eucalyptus Avenue, Waitakere View Road, Amber Crescent and Azalea Avenue to current roading standards.

M3.6: - *Entrance Points* - Maintain entrance points into the Cemetery so that they are easily visible from the main peripheral roads and provide safe access and egress.

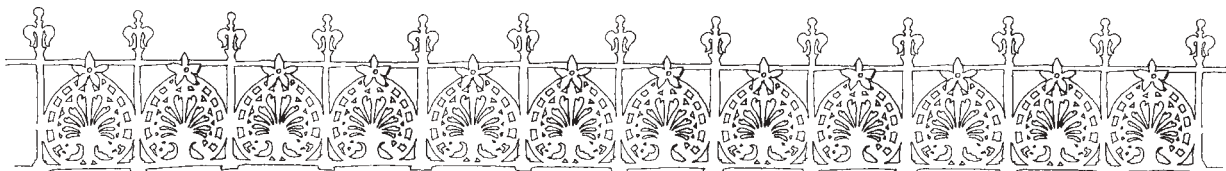
M3.7: - *Internal Signage* - Review the signage system and establish an internal signage system that clearly identifies access roads and tracks.

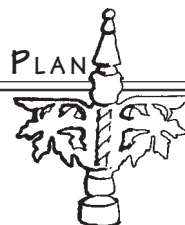
M3.8: - *Traffic Speed* - Restrict the speed of traffic within the Cemetery to 20km per hour and ensure that speed limit signs are installed and maintained at all access points and major road junctions within the Cemetery.

M3.9: - *Slowing Traffic* - Discourage use of the Cemetery as a through road from Great North Road to Glenview Road and install speed humps in areas to slow traffic on long stretches of road.

M3.10: - *Effect of New Work and Maintenance* - Ensure that where development, maintenance or upgrading work is to be undertaken, significant features are clearly identified on plans and work does not adversely affect these features.

M3.11: - *Drainage* - Undertake a progressive programme





to establish better drainage patterns off roads and tracks. This is to include suitable permeable materials on tracks and the upgrading of roads using environmentally sustainable practices, including no kerb and channelling and the installation of grass swales.

M3.12: - *Parking* - Provide safe places for vehicles to park off the road in the operational areas of the Cemetery, in particular along Waitakere View Road.

M3.13: - *Walking Tracks* - Establish a hierarchy of maintained walking tracks that complement the onsite information and interpretation systems and provide access throughout the Cemetery.

M3.14: - *Use of Walking Tracks* - Limit the use of walking tracks to foot access only. This may include management techniques such as narrow tracks, stiles and barriers to discourage other users.

M3.15: - *Vehicular Use of Tracks* - Use of vehicles on tracks for maintenance purposes is to be restricted only to where it is absolutely necessary. Tracks are not to be used for access to other areas and should not be used in winter where vehicle use will result in rutting or surface damage.

M3.16: - *Paths and Gutters* - Retain the paths and associated gutters within the older parts of the Cemetery and avoid the introduction of modern materials. Upgrading and maintenance of these samples should attempt to use similar materials wherever possible and minimise disturbance to these features.

Drainage and Water Reticulation

General Policy:

M4.1: To manage the Cemetery in such a manner as to reduce the need for increased impermeable surfaces and maximise opportunities for the development and maintenance of stormwater control systems which reduce the volumes and effects of stormwater and filter harmful elements prior to reaching water courses.

Implementation:

M4.2: - *Upgrading and Extending Road Drainage* - Discourage concrete kerbing and channelling. Ensure that road upgrades, extensions and new roads incorporate

crossfall to downhill side, installation of grass swales to collect water, and vegetation filter strips prior to discharge into watercourses.

In areas where road drainage is a problem, subsoil drainage is to be installed on the high side of the carriageway. Metering points are to be used to check water quality prior to discharge into streams.

Retrofitting of kerb and channelling is to be progressively undertaken in areas where there is substantial overland flow or flow down roads.

M4.3: - *Riparian Setbacks* - Maintain riparian setback margins to a minimum of 10 metres from the watercourse and progressively revegetate or maintain vegetation in these margins so as to act as a filter for water quality and improve aquatic habitats.

M4.4: - *Overland Flow Paths* - Identify all overland flow paths in areas where new graves or related development may be required and site graves well away from these areas. Install subsoil drains at the base of the flow path.

M4.5: - *Avoid Sedimentation of Watercourses* - Minimise the passage of sediment into watercourses. Grave spoil and all material from earthworks not required for future use on site is to be transported to registered landfills. Stockpiles are to be located in areas where there is no risk of material finding its way into watercourses.

Interpretation, Information and Signage

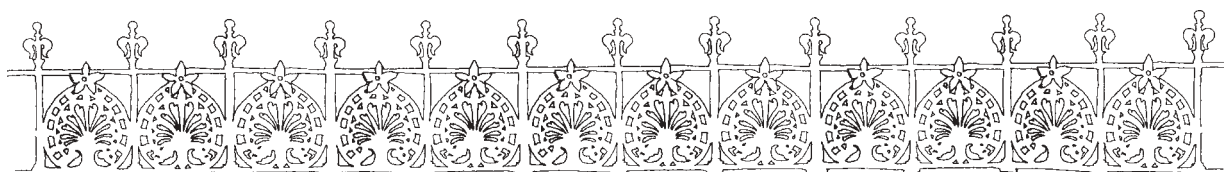
General Information

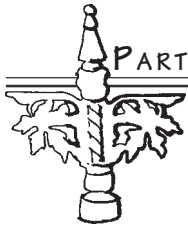
General Policy:

M5.1: Detailed proposals for conservation of the Cemetery and its features should be made available for informed public scrutiny and sufficient time allowed to receive public commentary.

Implementation Policies:

M5.2: - *Interpretation Plan* - To develop an interpretation plan as part of the overall Landscape and Enhancement Plan. This will establish an hierarchy of information from entrance road signs to the provision of detailed genealogical material and the conservation of archival records.





M5.3: - *Records* - Encourage and facilitate genealogical and other research related to the Cemetery through the provision of accessible and user-friendly Cemetery records. This will include the progressive transferral of all Cemetery records onto a computer database to be maintained at the Cemetery office.

M5.4: - *Development and Conservation Proposals* - Copies of development and conservation proposals should be lodged with special interest groups with specific interest in the effects of the planning process on the site. This includes ICOMOS New Zealand, NZ Historic Places Trust, Friends of Waikumete, industry representatives, and other special interest groups.

M5.5: - *Notification of Proposals* - Copies of the approved version of this Conservation and Reserve Management Plan should be lodged with the above groups and in public libraries in advance of the notification of development and conservation proposals.

M5.6: - *Research* - Continue to support ongoing research into the history and significant features of the Cemetery. Where this research uncovers new material in locations other than the Cemetery, ensure that duplicate copies are made and added to the records held at the Cemetery and the Waitakere City Council archives.

Onsite Interpretation and Signage

General Policy:

M6.1: To establish and maintain a hierarchy of information and interpretation signs and publications that reflect the cultural natural heritage significance of the Cemetery and provide directional information for users.

Implementation Policies:

M6.2: - *Self-Guided Walks* - Identify a range of roads and walking tracks that incorporate all features of the Cemetery and progressively develop a series of self-guided walks with onsite interpretation and pamphlets to guide users.

M6.3: - *Onsite Interpretation Material* - Onsite interpretation material is to be designed and constructed in such a manner that it does not detract from its surroundings.

M6.4: - *Design of Material* - Information material is to be well designed and incorporate high quality graphical material and factually accurate photographs, drawings and text.

M6.5: - *Traditional Values* - Traditional values intrinsic to the Cemetery should be acknowledged and explained as part of all material prepared for public information, education and presentation.

M6.6: - *Visitor Information Centre* - In conjunction with all groups or organisations involved with the Cemetery, and the community at large, investigate the establishment of a visitor information centre within the Cemetery. The purpose of the centre would be to provide information to visitors and researchers.

Use and Public Involvement

Types of Use

General Policy:

M7.1: To ensure that uses of Waikumete should be consistent with its continued use as a burial ground and should neither be destructive of conservation values nor place significant features of any area of the Cemetery at risk.

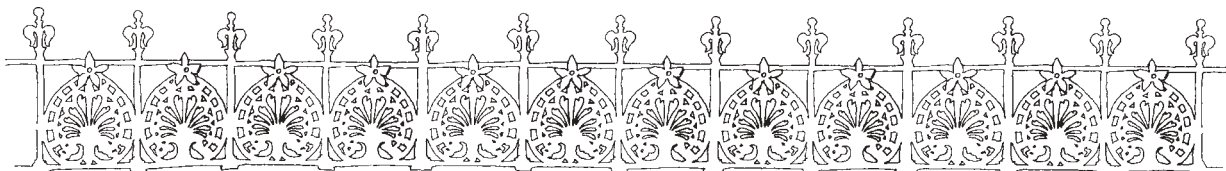
Implementation Policies:

M7.2: - *Consistency with Burial and Cremations Act* - Permitted activities within the Cemetery should be consistent with the objectives as set out in the Burial and Cremations Act.

M7.3: - *Providing for Passive Recreation* - Identify and provide for those passive recreational activities which are in keeping with the management of the area as a cemetery and public open space.

M7.4: - *Prevent Damaging Activities* - Specifically prohibit, through active management, those activities that have the potential to damage the Cemetery such as mountain bikes, motorbikes and horse riding.

M7.5: - *Use of Sites, Areas and Buildings* - The use of individual sites, areas and buildings should be related to the purposes of the Cemetery, such as its management, or public interpretation.





M7.6: - *Organised Activities* - Organised activities which promote the congregation of large numbers of people in sustained intense activity, including guided walks, should be managed in terms of the significance of each area, site and activity.

M7.7: - *Conservation and Use of Constructed Features* - No conservation or use should be contemplated for any constructed feature until a detailed review and planning process has been undertaken for that feature, including landscape structures, grave monuments and buildings.

Relationship with Community Interest Groups

General Policy:

M8.1: To continue to foster positive working relationships with the various groups and organisations that have an interest in the Cemetery.

Implementation Policies:

M8.2: - *Interest Group Involvement* - To continue to provide an "open door" policy for interest groups to become involved in the maintenance of areas of the Cemetery as long as this is a programme agreed with the Cemetery Manager.

M8.3: - *Support for Interest Group Projects* - To support all associations of these groups with the Cemetery and support any research, project or development initiatives that will enhance the cultural and heritage values of the Cemetery, as long as these fit within the management priorities for the Cemetery.

M8.4: - *Formal Recognition of the Friends of Waikumete* - To formally recognise the significant contribution that the Friends of Waikumete make to the promotion of the Cemetery, and in particular to the research of archival material and the care of the Wildflower Sanctuary.

M8.5: - *Consultation Processes Regarding Future Work in the Cemetery* - The Waikumete Cemetery Advisory Group (comprising representatives of the Auckland Botanical Society, Auckland Funeral Directors Association, Auckland Monumental Masons Association, Auckland Regional Council, Friends of Waikumete, Glen Eden Returned Services Association, New Lynn Community Board, New Zealand Historic Places Trust, New Zealand Society Of Genealogists - West Auckland

Branch, Pacific Islands Advisory Board, Royal Forest and Bird Protection Society, Te Taumata Runanga, Waikumete Cemetery Management, Waitakere City Council Parks, Waitakere City Councillors and West Auckland Historical Society) will be consulted over the draft Landscape and Enhancement Plan prior to its adoption by the Council. Consultation over any work requiring Resource Consents will also be undertaken with affected groups according to protocols established within the Landscape and Enhancement Plan.

Industry and Commercial Relationships

General Policy:

M9.1: To maintain and continue to foster positive working relationships with the funeral industry.

Implementation Policies:

M9.2: - *Liaison with the Funeral Industry* - Continue to maintain regular liaison with funeral companies, monumental masons and other commercial associations with the Cemetery.

M9.3: - *Catering for Funeral Industry* - Continue to cater for the special requirements of these groups as long as it is in keeping with the cultural and heritage values of the Cemetery.

Operational Management

New Works

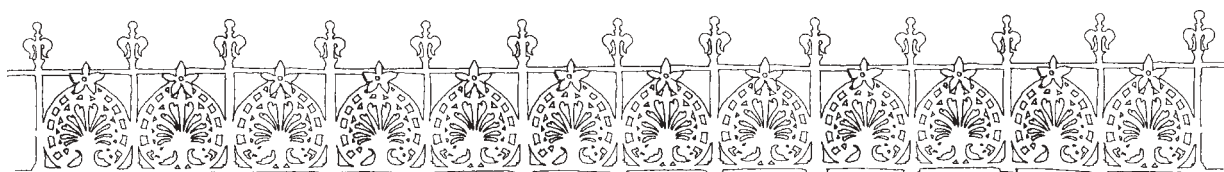
General Policy:

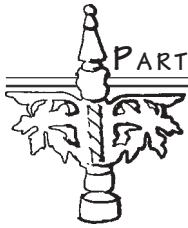
M10.1: The discrete incorporation of necessary new works or elements that enable each area to continue to be used as a cultural and/or historic site for public use and enjoyment with minimal loss of its significance.

Implementation Policies:

M10.2: - *New Features Not to Detract From Significance* - No new cemetery feature or activity should be added which may detract from or obscure the significance of any individual site or area within the older sections of the Cemetery.

M10.3: - *New Work to be Consistent With Objectives and Policies* - No new work or activity should be permitted which is inconsistent with the objectives and policies set out in this Conservation and Reserve Management Plan.





M10.4: - *New Work Consistent to Original Era* - All new work is to be of a consistent character to the original era of its immediate and general context, whilst clearly being identified as new work.

M10.5: - *Legal and Statutory Guidelines to be Met* - All new work is to conform to legal and statutory guidelines and is to be in keeping with the Eco-City principles of Waitakere City Council.

Vandalism

General Policy:

M11.1: To take all practical steps to reduce vandalism. This may include regular maintenance, patrols of known areas subject to vandalism and by increasing the level of public interest in these areas.

Implementation Policies:

M11.2: - *Work with Police* - Develop and maintain co-operative working relationships with local Police to ensure that there are regular patrols within and around the Cemetery.

M11.3: - *Vandalism Register* - Maintain a vandalism register at the Cemetery office and report relevant incidents to Police and/or other relevant organisations.

M11.4: - *Repair Graffiti and Vandalism* - Ensure, wherever possible, that graffiti and minor vandalism is repaired within 48 hours of occurrence.

M11.5: - *Fire Breaks* - Maintain fire breaks in areas prone to arson and undertake replanting programmes in burned areas with species local to the area that are less flammable. Within burial areas, main paths should be mown and rubbish removed on a regular basis.

Rubbish Collection and Disposal

General Policy:

M12.1: All rubbish deposited and generated at the Cemetery is to be collected and disposed of on a regular basis and to a licensed disposal facility.

Implementation Policies:

M12.2: - *Rubbish Bins* - Rubbish containers should

continue to be provided in areas used by the public. The containers themselves should be of a standardised design and of a suitably unobtrusive colour and design.

M12.3: - *Stop Rubbish Dumping* - The practice of dumping and/or burying rubbish and grave spoil in the Cemetery and particularly at the edges and heads of gullies is to be discontinued. Existing dumps in these locations are to be removed within the next year.

M12.4: - *Remove Dumped Rubbish* - Rubbish dumped illegally by visitors to the Cemetery, including cars, tyres, and household rubbish, is to be removed as soon as possible. Every effort should be made to trace the owner of the rubbish and steps taken to ensure they do not continue this practice.

Burials and Cremations

General Policy:

M13.1: Waikumete is to continue to provide for burials and cremations until such time as no more land is available for expansion. The operation of the Cemetery is working to a planning horizon of at least another 30 years of burials.

Implementation Policies:

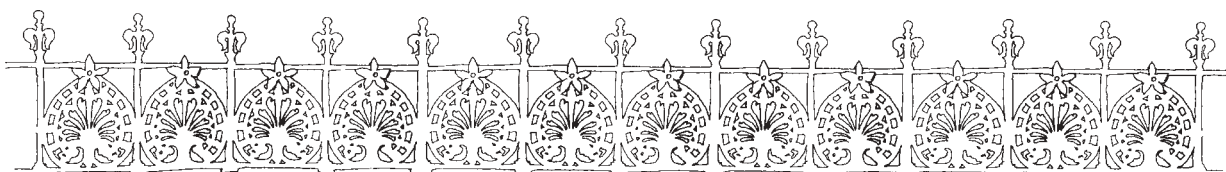
M13.2: - *Provide for Current Burial and Cremation Services* - Continue to provide for cremations and the range of different types of burials that are currently provided, as long as they do not adversely affect the cultural and heritage values of the Cemetery.

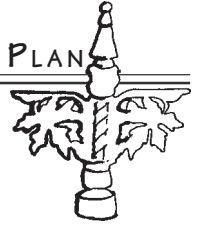
M13.3: - *Development of New Burial Areas* - Develop additional areas for burials with due regard to the natural values of the Cemetery. This includes detailed preplanning prior to development and the layout of areas in such a manner that they do not interfere with overland flow paths.

M13.4: - *Construction of Public Mausolea* - Investigate opportunities for the construction of an additional public mausoleum.

M13.5: - *Ash Lawns* - Continue to expand the ash lawn area around the Crematorium as the need arises.

M13.6: - *Burials and Ash Deposition in Older Areas* - Burials and ash deposition in the older parts of the Cemetery





must be undertaken with minimal disturbance to existing structures. Erection of new headstones must be sympathetic to the area of the Cemetery in which they are located.

Lawn Cemetery

General Policy:

M14.1: All existing and new areas of lawn cemetery used for burials and cremations are to be maintained to accessible and safe standards and are to comply with relevant statutory provisions.

Implementation Policies:

M14.2: - *New lawn and Berm Sections* - Further establishment of lawn and berm sections must be subject to a detailed planning process, which includes impact assessment and demonstrates that there is a need for additional areas.

M14.3: - *Design of Lawn and Berm Areas* - New areas are to be of a harmonious design and the landscape character of the design is to be such that it is easy and cost effective to maintain.

M14.4: - *Headstone Design* - Designs of headstones are to be compatible with the area in which they are to be installed.

M14.5: - *Plantings in New Areas* - Plantings associated with new areas, whether they are related to an individual grave or as a result of landscaping, must be of a non-invasive nature and not detract from the landscape character of the area.

M14.6: - *Grave Decoration* - Where grave decoration is undertaken this should be in accordance with the guidelines developed by Cemetery management and the community.

Statutory and Regulatory Management

General Policy:

M15.1: To manage the Cemetery with due regard to the various statutory and regulatory mechanisms that are applicable to the natural, heritage and cultural values of the areas as well as its continued operation as a burial ground.

Implementation Policies:

M15.2: - *Work Within Regulatory Constraints* - All work undertaken at the Cemetery is to be undertaken in such a manner that it does not compromise the statutory and regulatory constraints under which the Cemetery operates.

M15.3: - *Amend Designation* - The Designation which covers the Cemetery is to be amended so that it is in accordance with this Conservation and Reserve Management Plan.

M15.4: - *District Plan Variation* - A Variation/Plan Change to the District Plan is to be undertaken to alter the District Plan Heritage identification so that it specifically identifies the features and part of the Cemetery with significant cultural heritage values.

M15.5: - *Review of Work Practices* - Regular reviews are to be undertaken to ensure that work practices, development and maintenance programmes meet the requirements of relevant statutory and regulatory documents.

M15.6: - *Review of Conservation and Reserve Management Plan* - This Plan to be reviewed at least once every five years and should be maintained in such a manner that it can adapt to changing circumstances or as knowledge about the Cemetery increases.

