


 <p>Boroondara General Cemetery</p>	Management Area: Operations	Reference No: [0001(O)] Pages: [3]
	Sub Section (if applicable): Operational (O)	Version No: [3.0] Trust Approval: [08 August 2022] Signed: 
Policy Title: Floral Tribute Policy		Author: Chief Executive Officer

Boroondara Cemetery Trust

Floral Tribute Policy

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1. INTRODUCTION

The Boroondara Cemetery Trust - Floral Tribute Policy outlines the parameters to be followed by families visiting the cemetery who wish to pay tribute to those interred in the cemetery grounds.

2. POLICY

The Trust acknowledges the significant cultural, historical, and environmental values held by the cemetery and the need for families to offer and maintain fitting tributes to their lost loved ones.

The Trust has approved a set of guidelines to be applied in conjunction with this policy statement. These guidelines included in the Boroondara Cemetery Trust – Floral Tribute Procedure outline the nature of acceptable items approved by the Trust and the manner in which they are to be placed on the grave and maintained.

The Trust reserves the right to determine the appropriateness, or otherwise of any item and alter these guidelines at any time.



Items, such as flowers, vases, pictures, potted plants, or other ornaments adorning graves or memorial sites for memorialisation shall not extend beyond the boundary of the memorial, vault or gravesite. This means such items need to be contained within the boundaries of the site and not encroach in any way upon neighbouring sites.

- Items that are, at the discretion of the Trust, considered offensive, derogatory or not in keeping with the recognised aesthetic values of the cemetery, including in some areas the heritage values, are not permitted. At the discretion of the Trust such items will be removed
- Any works, such as construction, maintenance, installation, or rectification of memorials, requires written approval from the Trust prior to commencement
- A maximum of two (2) Trust-approved flower containers are allowed for each memorial, vault, or gravesite. Under no circumstances are glass or ceramic vases, jars or vessels allowed. These items break easily and create a hazard for staff and the public
- Floral tributes, fresh, dried or artificial, will be removed and disposed of at the discretion of the Trust. During routine maintenance Trust staff shall remove such items as they consider having expired or deteriorated

This policy should be read in conjunction with the Boroondara Cemetery Trust – Floral Tribute Procedure.

3. SCOPE

This policy applies to all areas of the Boroondara General Cemetery and to all Trust Members, staff, students, volunteers, contractors, suppliers, and visitors.

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4. ROLES AND RESPONSIBILITIES

Department / Area	Role / Responsibility
Trust	Responsible for compliance with related legislations, regulation and standards
Chief Executive Officer	Oversee the development, endorsement, and implementation for the Floral Tribute Policy
Manager	Responsible to implement and monitor the relevant responsibilities and respond in an appropriate and timely manner

5. MONITORING, EVALUATION AND REVIEW

The Boroondara General Cemetery – Floral Tribute Policy will be reviewed every three (3) years.

6. RELATED LEGISLATION AND SUPPORTING DOCUMENTS

- Boroondara General Cemetery – Floral Tribute Procedure
- Cemeteries and Crematoria Act 2003 (Vic)
- Cemeteries and Crematoria Regulations 2015 (Vic)

7. VERSION HISTORY

Version	Date	Description of changes	Effective Date	Review Date
1.0	September 2017	Policy Development	September 2017	September 2020
2.0	August 2021	Policy Update	August 2021	August 2024
3.0	08 July 2022	Policy and Format Update	08 July 2022	July 2025