



Figure 5 - The drive of Karori Cemetery from the main entrance, 1927. The former sexton's cottage on the right as since been replaced.

8. ASSET MANAGEMENT

Karori

Karori Cemetery will be broken down into management areas requiring differing levels of maintenance depending on age, location and accessibility (Refer to Appendix One). Certain areas will be zoned:

- Formal Lawn
- Amenity Lawn
- Bush Setting
- Garden Setting.

For each of these areas the work required to raise the condition to a suitable standard will be specified, as will the maintenance levels required to keep this standard. General standards will be applied to these areas according to the facilities required in each area.

Makara Cemetery

Makara requires a maintenance regime to be established and maintained over future years. Infrastructure planning is also important to ensure the cemetery provides for the future needs. This will involve providing new facilities and services.

The landscape development at Makara Cemetery will occur in a staged process, allowing for development of currently unused areas before burial needs to occur (refer to Appendix Two). This will ensure that areas have time to mature into a sheltered and pleasant environment before they need to be used. The development of services at Makara Cemetery requires planning and implementation. Currently there is no shelter

or rest rooms, and the cemetery lacks a central node where people can meet, shelter or rest during their visit. There is also the question about whether an office at Makara Cemetery will be required in the future. This could be considered during the time that Karori Cemetery is being closed.

8.1 LANDSCAPE DEVELOPMENT

A landscape development plan has been produced for Makara Cemetery that combines the need for efficient land use with the idea of providing a suitably respectful environment.

From time to time there may be public artwork that is either gifted to the city or commissioned by the Council to suit a particular public space. Sculptures will provide focal points for visitors in both cemeteries. The subject matter and sites of such sculptures will be considered carefully to ensure sensitivity and respect.

Trees are an issue for both cemeteries. Makara needs a greater number of trees to improve the amenity of the landscape. At Karori there are a number of aging Macrocarpa and Pine shelter belts which may be a problem if one falls as it effects the remainder of the belt. These belts require block felling and this can be a considerable cost. Throughout Karori Cemetery there are a number of wilding trees and inappropriately located species. The roots of large trees and shrubs can grow through graves and cause fracturing and uplift. Trees, branches or limbs can fall and break gravestones or monuments.

In the long term, all trees should be well-sited so as not to damage graves or cemetery assets, and pruned as required to turn them into quality specimen trees. This will require selective removal and replanting at Karori Cemetery.

Where graves are situated within grassed areas, this grass provides a good surface cover that limits erosion and allows good visibility. Where this can be maintained, detrimental impacts from vegetation can be minimised. Threats to the grass cover include loss of vegetation by fire, erosion and vegetation changes due to successional processes or weed invasion.

Vegetation covers can also mask underlying problems with the condition of graves or soil erosion. Vegetation retains moisture, as do shady areas, which can contribute to decay. Excessive growth can also obscure graves and headstones which can compromise the visitor experience. The growth of lichens and mosses on headstones do not generally pose a structural threat, although they can obscure inscriptions and decorative details.

Within the Implementation Plan both cemeteries are broken down into zones or areas. Within each of these areas, a specific maintenance standard will be prescribed. The cost of reaching and maintaining this standard will be set out, and also the time period for which this standard is to be achieved. This will be especially relevant at Karori Cemetery.

P16. At Karori Cemetery four distinct character types (formal lawn, amenity lawn, bush setting and garden setting), will be developed to drive upgrading and maintenance programmes.

- P17. *At Makara Cemetery the formal and manicured nature will be maintained with the exception of the bush areas which will provide a natural bush contrast to the lawn areas.*
- P18. *Within both cemeteries new options/technologies for burial or cemetery development will be considered for use providing they are consistent with the Burial and Cremations Act and Bylaws.*

Implementation

- *The cemeteries may provide a suitable home for sculptures or other public art installations, but there will be a need to ensure that the artwork fits with the respectful and sensitive environment of the cemeteries.*
- *A management programme for tree maintenance and selective removal will be developed.*
- *A list of recommended plants for the Cemetery will be developed. This list will be based on the location within the Cemetery and within each area, and the plant will be selected based on amenity, colour, root structure, ground covering potential, formality, sheltering potential and where appropriate natives will be used.*



Figure 6 – Overgrowth at Karori Cemetery 2003.

8.2 GRAVESITE MAINTENANCE AND RESTORATION

8.2.1 CATEGORIES OF GRAVES

The information below was specifically researched on Karori Cemetery, however some of the information is also applicable to Makara Cemetery.

1. Standard Graves

The most common form of grave in the Karori Cemetery is a plain rectangular structure, built in concrete and plastered in fine-grained grey cement plaster. These graves extend over the whole of the cemetery, even into areas that are steep. Their size is generally one standard plot size (1.1 metres wide by 2.1 metres long), but can vary from a third or a half of this width, to double or triple plots. Many of these include multiple burials. Most of the graves consist of a flat concrete slab (some with small areas left uncovered for planting) with a low wall around the perimeter; the top of the wall can be level or profiled with curves.

This standard grave is occasionally found executed fully in marble. There are some examples of a pebble-dash finish, and at least one that is left as raw unplastered concrete. Tiles are occasionally found on the floor of the grave.

Surrounds

This standard grave type is distinguished in some cases by low railings around the perimeter. These are commonly in wrought iron, although there are still several in timber. (It is thought that timber was a common material, but this material has not survived as well as wrought iron). There are also examples of surrounds executed in rough (uncut) stone.

Headstones

Again within this general form of grave, there is a huge range of headstones, mostly in stone with a few examples of cast bronze. No timber head boards are presently known to exist, although they must have been common in the early years of the cemetery. Headstones commonly rest at the head of the grave within the outer edging, although many are set into the inside face of the wall at the head of the grave.

Most headstones are plain and rectangular in shape, although there is a variety of shaped tops – Gothic or pointed tops are common. Some graves are distinguished by quite ornate headstones, which can have a base supporting a shaft and cross, an obelisk, a figure such as an angel, or an urn with or without drapery. Headstones sometimes sport special carvings – a kauri tree, a bible, an anchor and chain, or two shaking hands – which are examples of quite specific remembrance.

Lettering

Lettering on headstones is commonly lead let into incisions in the stone. It is sometimes simply carved without leading, sometimes painted, or rendered in gold leaf.

The design of graves over time

A remarkable feature of the graves in the Karori Cemetery is the consistency of form over time of the standard grave – as described above, a plain rectangular masonry structure finished with a fine-grained plaster. There are differences in detail in the profiles and shapes of the surrounds, but there are graves dating from the 1890s that have their counterparts in parts of the cemetery which were developed in the 1930s.

It is possible that, while fashion appears to have changed very slowly, differences arose as much from the wealth or status of the person or family, and the consequent desire to elaborate on the basic theme of grave design. Such elaboration is clearly seen in some headstones and in features such as crosses, obelisks and allegorical sculpture. Some sculptural elements are significant works of art in their own right, and would have been expensive to commission. Graves that are richly ornamented tend to be concentrated in the early sections of the cemetery, but continued to be built occasionally until the 1950s. A noticeable uniformity of very plain graves permeates

the part of the Cemetery developed during The Depression of the 1930s, graphically reflecting the economy of the time. In more recent years, headstones have tended to be similar to those in erected at Makara Cemetery - often an inscription etched in a simple, tilted slab of marble.

In general terms, the Cemetery does demonstrate the passage of time, taste and funerary fashion in the style of its graves, which range from the elaborate late Victorian and Edwardian structures, to the more austere and unadorned of its latter history.

2. Vaults

Vaults form a distinctive grave type in the cemetery. There are 24 altogether, scattered but with a concentration near the Mortuary Chapel. One of the most distinctive views in the cemetery is the group of four contiguous vaults (Ranish, George, Jupp and Plimmer), which are themselves very interesting items of Gothic and Classical design. The Underwood and Biggs vaults are also very distinctive structures and are landmarks in the cemetery.

The uniform material for the vaults is plastered concrete.

3. Services Graves

The Services Cemetery is entered through the Lychgate from the main driveway. Graves in this area are characterised by identical headstones arranged in concentric circles (World War I) and in serried rows on the gentle slope behind (World War II). The headstones are set in concrete beams in a lawn setting with steps, seats, pools and trees, and in particular the Servicemen's Arch (see below). This part of the cemetery is ordered, symmetrical and tidy, and quite distinct in its character from the rest of the cemetery.

The headstones themselves have a rectangular outline with polished face, and rough hewn edges to the stone. Some service personnel are commemorated in columbaria with niches and bronze plaques; a particularly conspicuous columbarium, built in brick, forms the high eastern edge (alongside Rosehaugh Avenue) to the main part of the Services Cemetery.

4. Columbaria

Karori Cemetery contains five columbaria i.e. walls with niches containing ashes. As well as the services columbarium mentioned above, and another further north on the main drive, there are two more alongside the crematorium and chapel. With their matching materials they form an appropriate setting for the old chapel. The older of these (1937) is set into the bank behind the crematorium, while the other, built in 1948, is freestanding on the north side the chapel. It is built in brick with a tiled roof and it has marble and cast bronze plaques to the niches and walls; its design and materials complement those of the chapel.

5. Lawn Cemetery Graves

Opened in 1951 with a view to the kind of cemetery that would later be built at Makara, the lawn cemetery is located in the far north west corner of the cemetery. It is literally all lawn, although surrounded by trees. Within the lawn, parallel concrete beams are laid, with regularly placed bronze plaques set flush with the concrete. It has a very different character from any other part of the cemetery.

6. Special Graves

The cemetery has a number of special graves that don't fit into the descriptive categories above. Of particular note is the memorial grave of Prime Minister Peter

Fraser. There is also one mass grave, that containing the bodies of those who perished in the Tangiwai rail disaster in 1953; a special memorial marks this grave.

7. Unmarked and Pauper's Graves

There are a large number of graves that have never been marked in any meaningful way - those of children buried between plots, or of paupers. Cemetery records make it possible to locate some of these graves and identify who was buried in them, but some are in areas now overgrown or tightly squeezed between rows of plots. There are also a number of graves that are so badly decayed that only fragments remain.

Memorials

Although not graves, there are two memorials that deserve special mention at Karori Cemetery. In the Services Cemetery there is the Servicemen's Arch commemorating those soldiers from the Wellington province who died in both World Wars. A less well known memorial is the recently constructed memorial to remember stillborn children; located at the far north of the cemetery, near BP3.

8.2.2 GRAVESITE DAMAGE

In the Karori Cemetery a number of gravesites have been damaged by the actions of aging, vandalism, and tree and vegetation growth. As part of the restoration process some gravesites will be rebuilt or repaired. It may not be possible or desirable to restore a grave to its original condition. A description of the types of problems occurring with gravesites and guidelines for repair is included in Appendix Four.

The practice will be to stabilise the graves to prevent any further deterioration, and to remove any materials that are too deteriorated to be repaired. A record (photographic record and map) should be taken before work begins so that there is a record of what is removed and what work has been carried out. Generally it will not be appropriate to replicate lost features such as concrete walls surrounding gravesites that are beyond repair. All activities will aim to respect the signs of age that give the cemetery its distinctive, mature feel.

In certain cases it will not be possible to retain the grave surrounds and other associated features. Memorial features and headstones will be reinstated according to the criteria set for grave restoration.

At both cemeteries procedures will be implemented to limit damage to gravesites and other assets. This includes gate locking after hours, staff awareness and security patrols when needed.

Policies regarding grave maintenance are:

- P19. Repairs and restoration of graves completed by the Council will follow the guidelines attached in Appendix Four.*
- P20. Any monumental work on gravesites to be completed by plot owners must receive a permit from the cemetery staff, and where applicable, be consistent with the guidelines attached in Appendix Four. Where large scale work is carried out by organisations/groups one permit may be granted for all the work.*

Implementation

- *All kerbs, enclosures, headstones and monuments are the responsibility of the purchaser of the burial rights, their relatives, descendants or persons to whom this responsibility is assigned.*
- *Any required safety or emergency work will be undertaken by the Council without the need for prior notification.*
- *A reasonable attempt at contacting family will be made prior to heritage grave restoration work.*
- *Under the Burial and Cremations Act 1964, people have the right to access the cemetery for the purposes of maintaining graves in perpetuity for the use of the purchaser or their successors.*
- *All conservation work undertaken by the council at the Cemetery will be documented. Photography of and written documentation of the work will illustrate the initial and completed state*
- *Under this Management Plan there will be an increase in funding for gravesite restoration, refer to Section 10.2 for a detailed description of the costs and work programme recommended.*

As discussed in Section 7.5.1 a combination of lack of maintenance by the Council and family descendants has lead to disrepair of memorials within Karori Cemetery. Due to this the Council will increase the responsibility it takes for gravesite maintenance and restoration.

8.2.3 CRITERIA FOR GRAVE UPGRADE PRIORITIES

Category A, First Priority for Repair (Immediate Health and Safety Hazard)

This includes graves that present a danger to the public because stones, walls or fences are in danger of collapsing and causing injury. It includes elements that might collapse, should people climb on them (even though they should not), such as a grave floor that is cracked or broken and has a cavity underneath.

Category B, Second Priority for Repair (Potential Health and Safety Hazard)

This includes graves that are structurally sound now, but which are threatened in the future by the continued growth of trees and/or roots nearby, or by erosion. Action taken ahead of the threat will prevent such graves from becoming dangerous.

Category C, Third Priority for Repair (Significant Gravesites)

These are graves which have historic and/or aesthetic significance, and while not being dangerous, are in need of repair because elements are cracking, broken or lost. Significance will be assessed against the following:

- Contains a significant person or family
- Has an association with a significant event, institution or theme
- Demonstrates ornate, rare, distinctive or beautiful features
- Demonstrates rare or unusual fabric or visible construction techniques
- Dates from before World War I.

Category D, Fourth Priority for Repair (Damaged Gravesites)

This category includes graves which have no special historic and/or aesthetic significance, are not dangerous, but are in need of repair because elements are cracking, broken or lost.



Figures 7 and 8. On left a collapsed timber fence, and on right a tilting monument, broken grave wall and components of wrought iron railing missing.

8.3 MONUMENT DESIGN

NZS 4242: 1995 Headstones and Cemetery Monuments is the standard for headstones being installed in the cemeteries.

In recent decades there has been a feeling that uniformity of monument design was desirable. This reflects the desire to reduce long-term maintenance costs as well as the idea that social differences, particularly financial, should not be reinforced in an environment such as a cemetery.

However, differences in monuments and design features can add interest and historical relationships (for example, period architecture). There is a demand expressed by the community for there to be a greater variety of monument and grave enclosures. For this reason areas will be set aside at Makara Cemetery to cater for this demand.

The Council often receives requests for other forms of memorials such as seats or trees. If there is a need for the suggested facilities within the cemeteries, then the cemeteries manager will determine whether the offer can be accepted. A native plant area will also be developed at both Karori and Makara Cemeteries as another memorialisation option. This service will be carried out in accordance with the *Commemorative Policy 2003*.

P21. Diversity of monument design will be provided for at Makara Cemetery at the discretion of the cemeteries manager in accordance with the prescribed guidelines to be developed.

P22. During the review of the Cemetery and Cremation Bylaw the rules surrounding monument design will be rewritten to allow implementation of policy 21.

Implementation

- *Memorials must comply with specifications set out in NZS 4242: 1995 Headstones and Cemetery Monuments, with the exception of a specified area at Makara Cemetery where an application may be made to the sexton for a memorial which is outside the set specifications*

- *Memorials which are outside of the set specifications are required to fit with any landscape plan or design statements or existing facilities and infrastructure. An appropriate management fee will also be charged to recognise future maintenance costs. This will be considered as part of the fees/charges review.*

8.4 SIGNAGE

The provision of appropriate and informative signs enhances visitors' perceptions of the cemetery and its associated features. To ensure clarity is maintained, signs will provide directional and heritage information.

- P23. Signage within the cemeteries will ensure users can locate particular burial areas.*
- P24. Signage will ensure users are aware of the values and heritage aspects within different areas of the cemeteries.*

Implementation

- *Signage in the cemeteries will concentrate on directional signs, signs identifying particular burial areas and signs carrying heritage information.*
- *As resources permit, identification markers will be positioned through the Karori Cemetery to allow people to locate gravesites.*
- *As resources permit, interpretation panels will be placed at key focal and vantage points.*
- *Directional signage indicating the location of the toilet and office facility at Makara Cemetery will be placed in an appropriate location.*

8.5 BUILDING MANAGEMENT

At Karori Cemetery some of the buildings have significant heritage value. The crematorium is thought to be the first one established in the Southern Hemisphere. The chapel is registered by the Historic Places Trust as a Category I notable heritage item (this is particularly for its stained glass windows added from 1914 to 1939). The small octagonal Mortuary Chapel is also registered as a historic place as category II on the Historic Places Register. Management of these heritage buildings will ensure these values are maintained and preserved.

The Buildings at Karori Cemetery are:

The Karori Cemetery contains a number of functional and commemorative buildings. Several have special heritage values, and have been listed by both the New Zealand Historic Places Trust and the Wellington City Council on the operative District Plan.

- *Office* - The office is just inside the main gates on the right of the drive. It was built as the home and office of the sexton, and probably dates from the 1950s.
- *Toilet and Rose Garden Vault* - These are two small buildings at the far end of the Rose Garden on the left side of the main drive.
- *Lychgate, 1921* - The Lychgate stands on the right side of the main drive and forms the entrance to the Services Cemetery. It is registered Category II under the Historic Places Act, and listed on the District Plan.
- *Crematorium and Chapel, 1909* - Further down the main drive, the Crematorium and Chapel forms the historic and functional heart of the cemetery. Registered Category I under the Historic Places Act, and listed on the District Plan.

- *Mortuary Chapel, 1902* - The former Mortuary Chapel forms a focal point further down the main drive at the junction of several important paths. Currently being registered under the Historic Places Act. Listed on the District Plan.
- *Mess and Toolshed* - This building stands opposite the Mortuary Chapel. A tractor shed added to the north side of this building was opened in December 1992; it matches the style of the original building.
- *Main Chapel, 1959* - The Main Chapel is accessible from Rosehaugh Avenue on the eastern side of the cemetery.

At Makara Cemetery there is currently only the service building, and the Orthodox Jewish Prayer House. Planning for provision of shelter, restrooms and possibly an office/information base is required. These aspects are included in the Landscaping Concept (Appendix Two), which will be costed and implemented before Karori Cemetery is closed.

- P25. Maintenance at Karori Cemetery will ensure the preservation of the heritage values of the Mortuary Chapel, the Crematorium and Chapel and the Lychgate.*
- P26. Any use, renovation or modification of the small chapel or the crematorium will be consistent with the heritage values, and will not detract from these values.*
- P27. Maintenance of office and service buildings at the cemeteries will ensure that an efficient and sensitive service is provided.*
- P28. Provision of new buildings at Makara Cemetery will ensure the continuation of an efficient and sensitive service, particularly when Makara becomes the primary cemetery service provider.*

Implementation

- *Maintenance and upgrade of the cemetery buildings will be managed under the Cemeteries Operational and Capital Expenditure to ensure the approach to building maintenance is integrated and timely.*
- *Any plans for alteration or addition to any of the buildings registered by the Historic Places Trust, listed in the District Plan or potentially registered/listed by either of these requires consultation with The New Zealand Historic Places Trust and District Plan Heritage Advisor.*
- *Appendix Two provides a concept for building development at Makara Cemetery.*

8.6 FIRE MANAGEMENT

Wellington City Council has a policy to implement fire prevention mechanisms to stop fire spreading from Council land onto private land and from private land onto Council land. As part of this, a fire suppression plan for each of the cemeteries will be developed to provide for defensible spaces, fire-breaks, prioritisation of resources deployment and identification of appropriate suppression tactics.

- P29. Karori and Makara Cemeteries will have prevention methods in place to ensure fire does not spread into the Cemetery or from the Cemetery to private land.*

Implementation

- *A fire suppression plan will be developed for each of the cemeteries, and where possible and appropriate fire breaks and defensible spaces will be developed and prioritisation of resources and identification of suppression tactics will be carried out.*



Figure 9 - The Mess and Toolshed in 1927 soon after its completion (and before additions). (ATL G247521 1/1)

9. DEVELOPMENT PLANNING

9.1 LANDSCAPE DEVELOPMENT PLANS

For each cemetery a landscape development plan has been developed. For Karori Cemetery the aim is primarily to develop maintenance levels which are to be achieved and maintained within different areas (Appendix One). For Makara Cemetery the purpose of the landscape plan will be to guide future development and planning to meet the objectives of this policy (Appendix Two). These landscape management plans will link to the Implementation Plan which will specify costs and the time periods over which the landscape development will occur.

9.2 KARORI CEMETERY MANAGEMENT AREAS

Refer to Appendix One for a map of different areas.

9.2.1 GRAVESITE MANAGEMENT

For each area different levels of gravesite restoration will occur. The levels are: