

Limerick City and County Council Cemeteries Bye-Laws Review 2025

Terms of Reference

1. Background

Under the Local Government Act 2001 (as amended), Limerick City and County Council has the power to make bye-laws regulating the management of cemeteries.

The current bye-laws date from 2015, and now need to be reviewed in the context of Limerick City and County Council's Burial Ground Strategy, and current developments and issues arising.

The rights and responsibilities of all key stakeholders are to be reviewed, with a view to attaining clarity for all.

2. Objectives

- To engage all stakeholders in reviewing the current bye-laws, and contributing to the formulation of a document which will be fit for purpose for the coming five years
- Provide workshops to stakeholders outlining the current key provisions of the bye-laws
- To record the feedback and contributions of stakeholders
- To formulate and circulate an initial draft of bye-laws for further feedback
- To present Draft bye-laws for ratification by Limerick City and County Council

3. Issues

- Adequacy of current bye-laws
- Rights and Responsibilities of key stakeholders
- Non-adherence to bye-laws by key stakeholders
- Actions / sanctions in the event of breaches of bye-laws
- Lawn cemeteries management
- Staff welfare / interactions with the public

4. Methodology

- Terms of Reference for the review to be approved by Senior Engineer and / or DoS
- Key stakeholders to be agreed
- Workshops / consultations to be held with Elected members, key themes and recommendations to be recorded
- Workshops / consultations to be held with other stakeholders (not members of public), key themes and recommendations to be recorded
- MyPoint consultation to be opened to the public for six weeks. Key themes and recommendations to be recorded.
- Consultation meetings to be held with Environmental Health officers and An Garda Siochana. Meetings to be minuted, key themes and recommendations to be recorded.
- Data to be collated / analysed and reports to be circulated to the appropriate stakeholders

	<ul style="list-style-type: none"> • Draft of Bye-laws 2025 to be circulated to Elected Members • Final draft to be presented to Council in Q3 2026 for ratification
<p>5. Expertise</p>	<p>Key LCCC Personnel</p> <ul style="list-style-type: none"> • Steve McNamara, Administrative Officer – Project Lead • Brian Henry, Senior Executive Technician – Data collection / analysis • Alice Hennessy, Assistant Staff Officer – Data collection / analysis • Deirdre McGrath, Executive Planner – Data collection / analysis • Brian Mackey, Executive Technician – Data collection / analysis • Liam O’Donnell, Co-op Student – Data collection / analysis • Sarah McCutcheon, Executive Archaeologist – Conservation / Heritage consultation / analysis • Aidan Finn, Senior Engineer, Kieran Lehane, DoS – Advice / Approvals <p>Key Stakeholders:</p> <ul style="list-style-type: none"> • LCCC Elected members • Members of the public • Funeral Directors • Monument sculptors • Gravediggers / contractors • Cemetery caretakers / Cemetery Maintenance Committees • LCCC Cemeteries Staff • An Garda Siochana • Environmental Health Officers, HSE
<p>6. Reporting</p>	<p>Reporting</p> <ul style="list-style-type: none"> • Ongoing updates to be provided internally at E&CA Senior Team meetings / Cemeteries Team Meetings • Key Themes and Recommendations Reports to be provided as per Project Planner as per Project Planner • as per Project Planner • Minutes to be circulated to relevant stakeholders as per Project Planner • First Draft Cemetery Bye-Laws to be circulated to elected members in Q3 2026 • Final Draft to be presented to Council for ratification Q3 2026