



## Belfast City Council

<b>Report to:</b>	Parks and Leisure Committee
<b>Subject:</b>	<b>Attendance at Cremation and Burial Conference</b>
<b>Date:</b>	11 April 2013
<b>Reporting Officer:</b>	Andrew Hassard, Director of Parks and Leisure
<b>Contact Officer:</b>	Sharon McCloy, Cemeteries and Crematorium Manager

1	<b>Relevant Background Information</b>
	<p>Belfast City Council is a corporate member of the Institute of Cemetery and Crematorium Management. The Institute is the only organisation within bereavement services to provide fully accredited and externally validated education and training opportunities for cemetery and crematorium staff at all levels. It promotes the development and advancement of its members to facilitate the better provision, operation, administration and management of cemeteries, crematoria and bereavement related services.</p> <p>The annual Cremation and Burial conference is organised in partnership with the Cremation Society of Great Britain, the Federation of Burial and Cremation Authorities and the Association of Private Crematoria and Cemeteries. The Conference will take place from 1 – 3 July 2013 at the Holiday Inn, Stratford-upon-Avon.</p> <p>Attendance at this event will allow Councillors and officers to keep up to date with developments in the funeral services industry and make contacts with other authorities and service providers, learning from their expert knowledge and experience. The exhibitions attached to the event offer excellent opportunities to see the range of products and services that are on offer to help officers provide the best possible service to bereaved people.</p>

<b>2</b>	<b>Key Issues</b>
	<p>This year's Conference and Convention will be of particular interest to representatives from Cremation and Burial authorities who wish to keep abreast of the latest developments affecting their service and facilities.</p> <p>Through a series of papers and via the exhibitions information will be provided that delegates can take back and utilize in their workplaces. As the providers of the only cremation service in Northern Ireland and providers/operators of the largest and busiest cemetery in N Ireland, it is important to keep up to date with developments in the industry and changes in legislation. Attendance at these events will enable the Council to do this and to also make contacts with other local authorities and private sector providers to ensure that appropriate standards and working practices are being applied in Belfast. It is also an excellent opportunity to build up a supportive network of colleagues, fellow professionals and suppliers from the contacts they make at these important events. A copy of the event flyer is attached at Appendix 1.</p>

<b>3</b>	<b>Resource Implications</b>
	<p><u>Financial</u></p> <p>The Cremation and Burial Conference and Exhibition fee including three nights' accommodation is £495 per delegate. The flights and transport to the venue will be approximately £180 per delegate. Day packages are available at £140 per day and accommodation is £125 per night dinner, bed and breakfast. These costs are provided for within the services budgets.</p> <p><u>Human Resources</u></p> <p>A member of staff will be away from site for up to three days, however they will be bringing back updated information and knowledge to provide appropriate briefings.</p>

<b>4</b>	<b>Equality Implications</b>
	None

<b>5</b>	<b>Recommendations</b>
	It is recommended that the Chairman and Deputy Chair of Parks & Leisure Committee or their nominees and the Director of Parks & Leisure and Assistant Director or their nominees attend the Cremation and Burial Conference and Exhibition from 1 – 3 July 2013 .

<b>6</b>	<b>Decision Tracking</b>
	Actions to be completed by the Assistant Director of Parks and Leisure Department by the end of June 2013.

<b>7</b>	<b>Key to Abbreviations</b>
	None.

<b>8</b>	<b>Documents Attached</b>
	Appendix 1 – Cremation and Burial Conference and Exhibition 2013 Flyer