

## Appendix 1

### **STRATEGIC CEMETERY AND CREMATORIUM DEVELOPMENT WORKING GROUP**

#### **Minutes of Meeting of 6th April, 2016**

Members Present: Alderman Rodgers (Chairperson);  
Councillors O' Neill and Sandford.

In Attendance: Mr N. Grimshaw, Director of City and Neighbourhood  
Services;  
Mrs. R. Crozier, Assistant Director  
Mrs. C. Sullivan, Policy and Business Development Unit  
Manager;  
Mr. Nick Brennan, Assistant Project Manager  
Mrs. J. Wilson, Business Manager;  
Ms. S. Kalke, Project Sponsor; and  
Mr G. Graham, Democratic Services Assistant.

#### **Apologies**

Apologies were reported on behalf of Alderman J. Kyle

#### **Minutes**

The Minutes of the meeting of 11th February, 2016 were taken as read and signed as correct.

#### **Declarations of Interest**

No declarations of Interest were reported.

#### **Subsidence at Roselawn Cemetery**

The Assistant Director provided the Working Group with an update on the recent subsidence issues which had occurred at Roselawn Cemetery. She stated that guidance on measures to deal with the problem had been sought from ICCM, which had recommended the use of horizontal shoring in those areas of the cemetery which were prone to subsidence.

She explained that the use of this type of shoring could potentially impact on the number of funerals undertaken, on a daily basis, at the cemetery and that staff would require training on the use of shoring. The Assistant Director recommended the use of shoring, on a trial basis, in those areas of the cemetery prone to subsidence.

To procure the necessary hydraulic units and pumps, the Working Group was advised that the cost to the Council would be approximately £3,000. It was anticipated

**Meeting of the Strategic Cemetery and Crematorium Development  
Working Group,**

**Monday, 21st March, 2016**

that the trial use of shoring would commence in the summer and that an assessment in regard to its use, including the impact on the number of burials which could be accommodated, would be brought back to a future meeting of the Working Group.

Noted

**Economic Appraisal of Future Cremation Facilities**

The Project Sponsor provided the Members with an update on the progress of the economic appraisal process in respect of future cremation options. She included an outline of the key smart objectives and provided details of the 4 cremation options under consideration:

- Extension and Refurbishment of existing crematorium (2 chapels).
- Erection of 2 chapel crematorium on existing site.
- Split facility comprising a new single chapel crematorium on existing site and refurbishment of existing crematorium.
- New 2 chapel crematorium on a new site.

The Working Group was advised of the potential vehicular access requirements associated with some of the options under consideration and informed the Members that a report in the matter would be brought back to a future meeting of the Working Group.

The Members were advised that the development of a new cemetery and redevelopment of the crematorium, were stage 1 emerging projects in the Council's capital programme which could eventually increase its land ownership and associated operational costs.

The Working Group noted the information which had been provided and agreed the smart objectives as contained within the report of the Assistant Director.

Chairperson