



Subject:	Update on Strategic Cemetery and Crematorium Development
Date:	10 January 2017
Reporting Officer:	Nigel Grimshaw, Director of City and Neighbourhood Services
Contact Officer:	Rose Crozier, Assistant Director Claire Sullivan, Policy and Business Development Officer

Is this report restricted?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to report to Committee on the key issues discussed at the Strategic Cemeteries and Crematorium Working Group meeting held on 5 December 2016.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none">• Approve the minutes and the recommendations from the Strategic Cemeteries and Crematorium Working Group meeting held on 5 December 2016.
3.0	Main report
3.1	The Strategic Cemeteries and Crematorium Working Group is a Working Group of the People and Communities Committee which consists of an elected Member from each of the political parties.
3.2	The minutes from the Strategic Cemeteries and Crematorium Working Group are brought before the Committee for approval.
3.3	The key issues discussed at the 5 December meeting were as follows.

Economic Appraisal of future cremation facilities – Update and next steps

3.4 Members were advised that the draft economic appraisal had been received by Council and that it was currently being assessed in accordance with the Council's process for the authorisation of major capital projects. As part of the next steps party briefings will take place in January 2017 and a report will be brought back to the Working Group in February 2017.

Following discussion Members agreed the following recommendations:

- note that a draft Economic Appraisal was received by the Council on 28th November and that this is now being assessed in line with the governance under the Council's agreed three stage approval process for all capital projects;
- note the next steps as outlined in relation to the new Crematorium project and that further updates will be brought to the Working Group in the coming months; and
- agree the commissioning of a business plan to look at the revenue implications and the future revenue model for the proposed new crematorium facility.

3.5 Review of burial policy

Members were updated on the findings of Stage 2 of the burial policy review and agreed the recommendations which included that the existing nine criteria be reduced to facilitate ease of use, and that given the issues of accessibility and availability with the existing short list of sites, the Council should adopt an expression of interest approach. It was also recommended that officers engage with neighbouring councils to explore/optimize potential joint working opportunities.

Update on Loughview Park Cemetery Planning Application

3.6 Members noted the update provided on the planning application and that a response would be drafted in relation to it and brought to the Planning Committee for approval before being submitted through the usual processes.

Financial & Resource Implications

3.7 The new crematorium facility is currently a Stage 2 – Uncommitted project on the Council's capital programme. There are no asset implications at this stage although the final phases of the project will increase the Council's land ownership and associated liabilities.

Equality or Good Relations Implications

3.8 There are currently no equality or good relation implications in relation to the capital projects however this will continue to be reviewed as the projects are developed.

4.0	Appendices – Documents Attached
	Appendix 1 – Copy of the Minutes of the Strategic Cemeteries and Crematorium Working Group’s meeting on 5 December 2016.