



Subject:	Update on Strategic Cemetery and Crematorium Development
Date:	7 February 2017
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department 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 3 February 2017.
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 3 February 2017.
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 3 February meeting were:

3.4	<p><u>Update on Economic Appraisal of Future Cremation Facilities</u></p> <p>Members noted the update provided which included that a consultant had been appointed to develop a business case and an outline of the next steps.</p>
3.5	<p><u>Update on the New Tender Arrangements for the Café at Roselawn Crematorium</u></p> <p>Members noted the update provided which included confirmation that the provider was aware that the café was situated within the waiting area and that since the new contract had been awarded it has been used as an overspill for two very large cremations. A price comparison of the current menu with the previous menu was also provided.</p>
3.6	<p><u>Update on Cemetery Offices Opening Hours</u></p> <p>Members noted that immediate steps have been taken to ensure that Dundonald Cemetery opening hours are adhered to as per previous agreement at Committee and agreed that a review of bereavement administration provision would be reported back to the Working Group by April 2017.</p>
3.7	<p><u>Memorandum of Understanding with Lisburn and Castlereagh City Council</u></p> <p>Members were updated on the discussions that have taken place with LCCC regarding the arrangements put in place to provide a subsidy for former Lisburn and Castlereagh residents in relation to burial charges. Members agreed that the Bereavement Administration team would manage the LCCC subsidy scheme and that the fees outlined would be recharged to LCCC and the agreement would be subject to an annual review.</p>
3.8	<p><u>Discussions with Neighbouring Councils re Future Cremation and Cemetery Provision</u></p> <p>Members granted approval for discussions to take place with neighbouring Councils in relation to new cremation and cemetery approval, including identifying potential opportunities for joint working.</p>
3.9	<p><u>Financial & Resource Implication</u></p> <p>The new crematorium facility is currently a Stage 2 – Uncommitted project on the Council's capital programme.</p> <p>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.</p>

3.10	<u>Equality or Good Relations Implications</u> 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 3 February 2017.