



Subject:	Update on Strategic Cemetery and Crematorium Development
Date:	6 th February 2018
Reporting Officer:	Nigel Grimshaw, Director of City and Neighbourhood Services
Contact Officer:	Siobhan Toland, Assistant Director Michael Patterson, Bereavement Services Manager Claire Sullivan, Policy and Business Development Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
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 Development Working Group meeting held on 29 January 2018.
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 Development Working Group meetings held on 29 January 2018.

3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>The Strategic Cemeteries and Crematorium Development Working Group is a Working Group of the People and Communities Committee which consists of an elected member from each of the political parties.</p> <p>The minutes from the Strategic Cemeteries and Crematorium Development Working Group are brought before the Committee for approval.</p>
3.2	<p>The key issues discussed at the 29 January meeting were:</p> <p><u>Heavy Coffins</u></p> <p>Members noted the update provided on issues relating to heavy coffins. Funeral directors are asked to indicate the weight of the coffin on the application form and staff are allocated as required. Where a coffin is over 25 stone a small crane is ordered. There have been several incidents recently where staff believe that the coffin was substantially heavier than indicated. Members were advised that the issue had been raised at the quarterly forum that is held with Funeral Directors and that Offices are working with Legal Services to formulate a letter to Funeral Directors reminding them of their role and responsibility in this matter.</p>
3.3	<p><u>Water Infrastructure at Roselawn Cemetery</u></p> <p>Members noted the update that was provided in relation to issues with the water supply in Roselawn Cemetery. The issues affect the water supply to the standpipes in section R, S and T and solutions are currently being explored. As an interim measure the option of hiring water bowsers to provide a temporary water supply for a three-month trial period has been costed. The Working Group expressed a preference for a water bower to be available at each of the three affected sections.</p>
3.4	<p><u>Attendance</u></p> <p>The Working Group raised their concern in regard to the lack of attendance at meetings of the Working Group and expressed the wish that this matter be brought to the attention of the Chairperson of the People and Communities Committee.</p>
3.5	<p><u>Crematorium Development</u></p> <p>The Working Group reaffirmed its recommendation that its preferred option for a two chapel structure at the Roselawn site should be designed and constructed in such a way to ensure</p>

3.6	<p>that each Chapel should be provided with a seating capacity of not less than 200. The Chairperson highlighted the need to ensure that the new crematorium facility should be provided with the capacity to enable it to accommodate any future increase in demand for crematoria facilities.</p> <p><u>Financial & Resource Implications</u></p> <p>The costs of hiring the water browsers for a three-month trial period will be met within existing resources.</p> <p><u>Equality or Good Relations Implications</u></p> <p>There are currently no equality or good relation implications in relation to this report.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Copy of the Minutes of the Strategic Cemeteries and Crematorium Development Working Group’s meeting on 29 January 2018.</p>