



<b>Subject:</b>	Update on Strategic Cemetery and Crematorium Development
<b>Date:</b>	5 June 2018
<b>Reporting Officer:</b>	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
<b>Contact Officer:</b>	Siobhan Toland, Director City Services Michael Patterson, Bereavement Services Manager Claire Sullivan, Policy and Business Development Officer

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

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

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	The purpose of this report is update committee on the key issues discussed at the Strategic Cemeteries and Crematorium Development Working Group meeting held on 2 <sup>nd</sup> May 2018.
<b>2.0</b>	<b>Recommendations</b>
2.1	That the People and Communities Committee:-

	<p>- Approve the minutes and the recommendations from the Strategic Cemeteries and Crematorium Development Working Group meetings held on 2<sup>nd</sup> May 2018.</p>
<b>3.0</b>	<b>Main report</b>
	<p><u>Key Issues</u></p> <p>3.1 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>3.2 The minutes from the Strategic Cemeteries and Crematorium Development Working Group are brought before the Committee for approval.</p> <p>3.3 The key issues discussed at the 2<sup>nd</sup> May meeting were:</p> <p>3.4 <u>Proposed Bereavement Services Office Move</u>  The main Bereavement Services Office comprises six staff and a manager in the Cecil Ward Building. Bereavement Services also maintains public offices at Roselawn, Dundonald and City Cemeteries. A recent survey shows that 90% of users of the Bereavement Services Office in Cecil Ward Building are funeral directors. A further 5% are bereaved families who are guided to the office by their appointed funeral director to complete necessary paperwork. Funeral Directors have indicated their preference that the main office be re-located to the Roselawn site. The Bereavement Services Manager set out some advantages of this proposal for funeral directors and the Council in terms of accessibility and streamlining, especially in view of the proposed new crematorium development on that site. The Bereavement Services Manager also indicated some disadvantages in terms of accessibility to the public, distance from other services that will need to be assessed.</p> <p>3.5 Members agreed that this proposal should be explored further through a public consultation, equality screening and further survey of users, and that the results of these are brought back to the Working Group. Members requested that the views of the relevant staff are also taken into account.</p> <p>3.6 <u>Water Infrastructure at Roselawn Cemetery</u>  The Bereavement Services Manager updated Members on the water supply disruption to grave sections R, S and T at Roselawn. The Property Maintenance Unit have carried out</p>

<p>3.7</p>	<p>an investigation of the entire water infrastructure on the Roselawn site, and this confirmed that the all the underground water services, given the age of the installation, are in poor condition and in need of replacement. At the Finance Oversight Board on 11<sup>th</sup> April, all replacement options were considered and a decision was taken to prioritise the replacement of the water supply to the crematorium at a cost of £295,500. Therefore, the 3 portable water bowsers on trial in the above grave sections will remain in place. Members agreed that the trial of the portable water bowsers be extended over the summer months and that the results then presented to the Working Group for a decision on a more permanent solution.</p> <p><b><u>Financial &amp; Resource Implications</u></b></p> <p>The cost of replacement of the crematorium water supply is part of Property and Projects non-recurring capital programme. The costs of the bowser hire will be borne within normal cemetery operations. The purchase of bowsers would involve a procurement exercise and medium expenditure.</p>
<p>3.8</p>	<p><b><u>Equality or Good Relations Implication</u></b></p> <p>The proposal to move the main Bereavement Services office from CWB to Roselawn will be equality screened in line with the Council's policy and process.</p>
<p>4.0</p>	<p><b>Appendices – Documents Attached</b></p>
	<p>Appendix 1 – Copy of the Minutes of the Strategic Cemeteries and Crematorium Development Working Group's meeting on 2<sup>nd</sup> May 2018.</p>