

## TORBAY COUNCIL

Report No: **Env/13/04**

Title: **Establishment of a Cemeteries Working Party**

To: Executive on 30 March 2004

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### **1. Purpose**

- 1.1 This Report recommends the establishment of a Member working party specifically to deal with issues relating to the management of our cemeteries and crematoria.

### **2. Relationship to Corporate Priorities**

- 2.1 The Working Party will contribute to the Corporate Priority of "Protecting and Enhancing Torbay's Environment".

### **3. Recommendation**

- 3.1 That a Cemeteries Working Party be established comprising three Liberal Democrat Members and one Conservative Member.
- 3.2 That the terms of reference detailed in 5.4 be adopted.

### **4. Reason for Recommendation**

- 4.1 There are numerous strategic issues which affect the direction in which the cemeteries and crematoria are managed. Such issues require consideration by Members to ensure that the development of the service reflects the Authorities requirements.

### **5. Background**

- 5.1 The provision of cemeteries and a crematoria is recognised as a vital service to the community. Over recent months there have been a number of issues relating to their long term sustainability requiring Member involvement eg. petition relating to the planting of graves, vandalism etc.
- 5.2 In the next year, further work will be required on identifying solutions to long term issues such as burial capacity in Torbay, replacement of cremators, woodland burials, exclusive rights of burial etc.
- 5.3 In January 2004 the Home Office issued a report entitled "Cemeteries and their Management" which reviewed current practices in the UK. It recommended a complete review of burial associated legislation, the creation of a single ministerial portfolio for related policy; and the development of performance indicators; to name but a few. Further guidance is expected.
- 5.4 The proposed Cemeteries Working Party should adopt the following Terms of Reference:
- a) to provide guidance to officers on the strategic direction of the Cemeteries and Crematoria;
  - b) give consideration to the provision of a new burial site;
  - c) to advise on the development of policy and practise;
  - d) to promote good working relationship between all stakeholders.

**6. Alternative Options (if any)**

- 6.1 Members may determine that a Working Party in the terms described is not appropriate and may chose to fulfil its obligations directly through the relevant Executive Member.

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## **IMPLICATIONS, CONSULTATION AND OTHER INFORMATION**

### Part 1

These sections may be completed by the Report author but must be agreed by named officers in the Legal, Finance, Human Resources and Property Divisions. If these are not completed and agreed the Report will not be included on the agenda.

Does the proposal have implications for the following issues?

Insert name of  
responsible officer

Legal (including Human Rights)	None	Bill Norman
Financial – Revenue	None	Adrian O'Rourke
Financial – Capital Plan	None	
Human resources (including equal opportunities)	None	Sue Draper
Property	None	Sam Partridge

### Part 2

These sections must be completed by the author of the Report.

Does the proposal have implications for the following issues? Please give details as appropriate		
Sustainability	Yes	Working party will consider sustainability issues relating to cemeteries and crematoria.
Crime and Disorder	No	
*OfSTED Post Inspection Action Plan	No	
*Social Services Action Plan	No	
*Change Management Plan	No	

*\* not applicable to reports to Licensing, Development Control and Area Development Committees*

### Part 3

These sections must be completed by the author of the Report.

Does the proposal have implications for the following Directorates? If so, please inform the relevant Director. Please give details as appropriate		
Chief Executive/Corporate Services	No	
Education Services	No	
Environment Services	Yes	Cemeteries and the crematoria are managed by Environment Services and grounds maintenance is provided by Operational Services.
Social Services	No	
Strategic Services	No	

#### Part 4

Is the proposal contrary to or does it propose amendment to the Policy Framework or contrary to (or not wholly in accordance with) the Council's budget?	Fill in Box 1	No	Fill in Box 2
1. Details of the nature and extent of consultation with stakeholders and relevant select committees.			
2. Details and outcome of consultation, as appropriate.  Working Party will be dealing with any necessary consultation			

#### Part 5

Is the proposal a Key Decision in relation to an Executive function?	Reference Number	No

#### Part 6

##### **Wards**

All

##### **Appendices**

None