



Central Durham Crematorium Joint Committee

Date **Wednesday 25 November 2009**
Time **5.30 pm**
Venue **Committee Room 2 - County Hall, Durham**

Business

Part A

1. Minutes of the meeting held on 15 July 2009. (Pages 1 - 6)
2. Report of the Superintendent and Registrar. (Pages 7 - 14)
3. Such other business as, in the opinion of the Chair of the meeting, is of sufficient urgency to warrant consideration.
4. Any resolution relating to the exclusion of the public during the discussion of items containing exempt information.

Part B

Items during which it is considered the meeting will not be open to the public (consideration of exempt or confidential information)

5. Report of the Treasurer to the Joint Committee - Revised Statement of Accounts 2008/09.
6. External Audit Report - Statement of Accounts 2008/09.
7. Joint Report of the Treasurer to the Joint Committee / Corporate Director Neighbourhood Services - Financial Monitoring Report. (Pages 15 - 18)
8. Joint Report of the Treasurer to the Joint Committee / Corporate Director Neighbourhood Services - Options Appraisal. (Pages 19 - 32)
9. Such other business as, in the opinion of the Chair of the meeting, is of sufficient urgency to warrant consideration.

Sharon Spence
Clerk to the Joint Committee

County Hall
Durham
17 November 2009

To: **The Members of the Central Durham Crematorium Joint
Committee**

Durham County Council: J Chaplow, N Foster, M Plews, R Rodgers,
D Stoker, A Thomson, M Williams and
C Woods

Spennymoor Town Council: J Marr (Chair), F Walker and J Wood

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 1

Document is Restricted

This page is intentionally left blank

**Central Durham Crematorium
Joint Committee**

25 November 2009

Quarterly Update Report



Report of Alan José, Superintendent and Registrar to the Joint Committee

1. Purpose of the Report

To give Members of the Central Durham Crematorium Joint Committee the usual information contained within the Quarterly Update.

2. Cremations

I have to report for your information, the following statistics relating to the Crematorium for the period 1 April 2009 to 30 September 2009 inclusive:

	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010
JULY	166 + 1*	177 + 5*	170 + 6*	167 + 2*	163 + 7*	182 + 3*
	+ 10**	+ 9 **				
AUG	159 + 26*	173 + 2*	173	174 + 8*	154 + 1*	142 + 2*
		+ 12**				
SEPT	175 + 2*	180 + 4*	165 + 5*	173 + 1*	201 + 3*	176 + 2*
	+ 6**	+1**			+ 1***	
TOTAL	500 + 29*	530 + 11**	508 + 11*	514 + 11*	518 + 11*	500 + 7*
	+ 16**	+ 22**			+ 1***	

* = NVF

** = STs

*** = BODY PARTS

Durham	179	
Outside Area	<u>321</u>	(listed at Appendix 2)
Total	<u>500</u> + 7 Nv	

3. Memorial Garden

I would wish to advise the Joint Committee that during the period 1 April 2009 to 30 September 2009 inclusive, the following Memorials have been sold:

Vase Blocks	8
Large Plaques	30
Small Plaques	<u>1</u>
Total	39

Financial Information (Net of VAT)

Vase Blocks	3,964.65
Large Plaques	9,024.60
Small Plaques	<u>195.00</u>
Total	£ 13,184.25

4. Influenza Pandemic – Planning

Minute Numbers 2083 (26 April 2006), 2104 (19 July 2006), 2121 (25 October 2006), 2136 (17 January 2007), 2166 (25 July 2007), 2178 (31 October 2007), 2187 (23 January 2008), 2205 (30 April 2008), B6 (17 June 2009) and A5 (15 July 2009) refers.

The four additional trained Cremator Operators are working on a regular rota to maintain operating skills and the Superintendent & Registrar is in regular contact with the Civil Contingencies Unit, Regional Epidemiologist and Consultant in Communicable Diseases.

5. Conference Report – Bournemouth 2009

The Joint Committee of the Federation of Burial and Cremation Authorities and the Cremation Society of Great Britain was held at the Royal Bath Hotel in Bournemouth from 6 to 9 July 2009.

This important conference for Cemetery and Crematoria Professionals, Local Authority Members, Company Directors and other interested parties covered a wide range of topics which were all well presented and covered each subject in some detail.

The paper on Rating Valuation of Crematoria and Burial Grounds, given by Graeme Smale of the Specialist Rating Unit of the Valuation Office Agency covered this important subject and highlighted changes that have been made in recent times and explained how valuations are arrived at.

The “Tell Us Once” paper presented by Melanie Scott of the Department of Work and Pensions, explained the progress of this initiative which it is hoped and expected to be rolled out across the country before too long. This initiative will save many people the distress and sometimes annoyance of having to explain to the many Local Authority and Government Departments of changes in circumstances, particularly the death of a relative. The pilots are working well and the way forward is being actively explored.

A paper given by Dr Marius Rotar a History Researcher from Romania, gave an insight into the slow development of cremation in Romania and the difficulties encountered in a new post Communist Society.

An excellent paper following a serious problem of ineffective drainage was given by Steve Gant, the General Manager of Dignity Crematoria. The methods and results at the Memorial Garden featured, showed that even very serious problems with drainage can be overcome.

This was followed by a paper on Cremation in Greece, given by Antonis Alakiotis, The President of the Committee for the Right to Cremation in Greece. Some similar issues to those experienced in Romania.

This paper illustrated the difficulty of the bereaved being able to make a choice for Cremation due to lack of Government support despite a demand, much like England in the 1880's!

A very topical and interesting paper on Memorial Safety – always a problematic area, was given by Stephen Laing and a practical demonstration given by Anton Matthews.

Another important paper was that given by John Parson, Service and Development Manager for Cruse Bereavement Care, covering the important work that Cruse does and highlighting the vital importance of high quality Cemetery and Cremation Services in the grieving process.

Brian Patterson from the Ministry of Justice took part in a debate about how the Cremation Regulations (England & Wales) 2008, had been working. The new regulation came into effect on 1 January 2009, after a lead in period of only 7 weeks and so far there have been few problems.

Mr Patterson also noted that the number of families exercising their new right to inspect Medical Certificates has been low.

Andrew Mallalieu, Vice President of Technical Affairs at Cremator Manufacturers Facultatieve Technologies gave a technical paper about managing cremation equipment in the most efficient manner taking into account the AQ (5) 2005 requirement for 50% of Cremators to be Mercury Abated by 31 December 2012.

Sarah Smith, Policy Advisor to the Archbishops Council of the Church of England gave a very interesting paper which covered many aspects of the role of the Church in Burial and Cremation.

The important topic for all involved in Cemeteries and Crematoria was covered in a paper by Andrew Platts, Managing Director of Technochem UK Ltd., and Duncan McCallum, the Secretary of the Federation of Burial and Cremation Authorities – Pandemic Planning – how prepared are you? The paper was full of good practical advice – vital in the event of a Pandemic.

The conclusion was: Be Prepared for the Worst – Hope for the Best.

Another vital topic for all invited in crematoria was covered in a paper by Brendan Day, the CAMEO Manager (Crematoria Abatement of Mercury Emissions Organisation).

This paper outlined the progress – or lack of it in many cases, being made by the industry to meet the 31 December 2012 deadline for 50% of cremators to be fitted with Mercury Abatement equipment.

The Government are not looking to relax the deadlines, despite the huge costs being faced by Cremation Authorities and Companies to include this Abatement equipment. CAMEO is the chosen vehicle to Audit Emissions and Burden Sharing Agreements. The problem of limited manufacturing capacity was also covered. The message is: Time is running out.

All in all a very worthwhile conference which enables everyone involved with Burial and Cremation to be made aware of the most important issues and challenges facing them today, vital if the right decisions are to be made which will at sometime affect everyone.

6. Staff

Mrs Lynne Lawton has been successful in obtaining NVQ3 in Business & Administration.

Mr Ian Ramsay has been successful in obtaining his Certificate in Crematorium Management.

The Superintendent & Registrar was invited to present a paper to the Institute of Cemetery & Crematorium Management Conference in Warwick on 28 September 2009, on the subject of correct identity of Cremated Remains.

7. 50 Year Anniversary

In August 2010, the Crematorium will have been serving the community for 50 years. The Crematorium was dedicated on Wednesday 3 August 1960 by the Lord Bishop of Durham, the Right Reverend Morris Harland, assisted by the Reverend Charles Barrett, President Elect of the Durham and District Free Church Federal Council.

To recognise this important milestone, the Superintendent and Registrar is currently writing a booklet which will feature a contribution from Dr. Hilary Grainger, Dean of the London College of Fashion and an expert in Crematoria Architecture.

It has been suggested that there should be some public event(s) to mark the occasion.

8. Recommendation

That the Report be noted and the Superintendent & Registrar be tasked with investigating appropriate events for the 50 Year Anniversary and report back to the Central Durham Crematorium Joint Committee at future meetings.

Background Papers:

- E-mail to Superintendent & Registrar from Regional Epidemiologist 11 January 2006
- E-mail to Superintendent & Registrar from Epidemiologist 10 March 2006
- Letter to Superintendent & Registrar from Mrs K Callaghan 16 May 2006
- Letter from Superintendent & Registrar to Mrs K Callaghan 19 May 2006.
- Briefing Note to Superintendent & Registrar from Andrew Morkot (Darlington & Durham CCU)
- E-mail 7 June 2006 to Superintendent & Registrar and Treasurer to Central Durham Crematorium Joint Committee from Gaynor Young, Durham & Darlington CCU 24 May 2006, 1 June 2006 & 30 July 2006
- E-mail to Gaynor Young from Superintendent & Registrar 3 July 2006
- E-mail to Superintendent & Registrar from Hazel Jackson 13 September 2006
- E-mail to Andrew Morkot from Superintendent & Registrar 19 September 2006
- E-mail to Superintendent & Registrar from Andrew Morkot 19 September 2006
- E-mail to Superintendent & Registrar from Graeme Lynn (CCU) 22 June 2009.
- E-mail to Graeme Lynn (CCU) from Superintendent & Registrar 7 August 2009.
- Letter to British Gas from Superintendent & Registrar 11 September 2009.
- E-mail from British Gas to Superintendent & Registrar 4 September 2009.

Appendix 1: Implications

Finance

As outlined in the Report

Staffing

As outlined in the Report

Equality and diversity

None

Accommodation

None

Crime and disorder

None

Environment

None

Human rights

None

Localities and rurality

None

Young people

None

Consultation

None

Appendix 2: Breakdown of figures

	July	Aug	Sept		July	Aug	Sept
Amble, Northumberland				Lincolnshire			
Barnard Castle				London			
Berwick-upon-Tweed			1	Middleton in Teesdale			
Billingham	1			Middlesbrough			
Binchester				Morpeth			
Birtley				Murton	3	2	4
Bishop Auckland	6	6	12	Nettlesworth			
Bishop Middleham				Newcastle	1		1
Blackhall	4		1	Newton Aycliffe	6	2	6
Blackpool				Northallerton			
Burnhope				Ouston			
Chester				Pelaw			
Chester-le-Street	14	8	12	Peterlee	4	12	7
Chester Moor				Sacriston	1	1	2
Chilton	3	1	3	Seaham	2	1	6
Consett		1		Seaton			
Cornsay				Sedgefield	2	2	
Coundon				Shildon	2		3
Cowhill				Shiney Row			
Crook	8	8	2	Shotton	1	1	6
Darlington	3		1	Somerset			
Doncaster				South Hetton			
Easington	4	4	6	Staindrop			
East Rainton				Stanhope			
Edmondsley				Stanley	1	1	1
Egypt				Station Town	2		
Esh Winning				Stockton			2
Fencehouses				Sunderland	1		1
Ferryhill	8	8	2	Sunnybrow			
Fishburn	3		2	Thirsk			
Frosterley				Thornley	3	1	6
Gateshead				Toft Hill			
Great Lumley	1		1	Tow Law	2	3	2
Hamsterley				Trimdon	1	4	5
Harrogate				Warrington			
Haswell			1	Washington	1	1	1
Hetton-le-Hole	2	2	3	West Auckland	2		1
Hampshire				West Cornforth	5	3	3
Horden	3	1	1	Wheatley Hill	2	3	2
Houghton	7	3	3	Willington	3	2	3
Howden				Wingate	1	2	4
Hunwick	1			Winlaton			
Lancashire (Morecambe)		1		Wolsingham	1	1	1
Langley Park	3			Yorkshire			
Leeds							
				Daily Total	118	85	118

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank