

**Central Durham Crematorium  
Joint Committee**

**24 April 2019**

**Quarterly Performance and  
Operational Report - Position to 31  
March 2019**



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**Report of Graham Harrison, Bereavement Services Manager and Registrar**

**Electoral division(s) affected:**

Countywide

**Purpose of the Report**

1. To provide Members of the Central Durham Crematorium Joint Committee with the quarterly update relating to performance and other operational matters.

**Executive summary**

2. This report provides Members of the Central Durham Crematorium Joint Committee with a quarterly update of performance and operational matters at the crematorium.

**Recommendations**

3. It is recommended that Members of the Central Durham Joint Committee:
  - a) Note the current performance of the crematorium.
  - b) Note the current situation with regards to the crematorium attendant's post.
  - c) Agree to advertise for relief cremator operators.
  - d) Note the installation of Wi-Fi at the crematorium.
  - e) Note the attendance at the Joint Conference of the Federation of Burial & Cremation Authorities.
  - f) Note the distribution of recycling income to the respective charity.
  - g) Note the continuation of the current supplier with regards to the Book of Remembrance.

## Background

- Update reports relating to performance and other operational matters are presented to the Central Durham Crematorium Joint Committee on a quarterly basis.

## Performance Update - Number of Cremations

- The table below provides details of the number of cremations for the period 1 January to 31 March 2019 inclusive, with comparative data in the same period last year:

	2017/18	2018/19	Change
January	256 + 1*	240 + 1*	- 16 + 0*
February	211 + 2*	220 + 2*	+ 9 + 0*
March	204 + 2*	190 + 1*	-14 - 1*
<b>TOTAL</b>	<b>671 + 5*</b>	<b>650 + 4*</b>	<b>- 21 - 1</b>

\* = Non-Viable Foetus (NVF)    \*\* = Stillborns (STs)    \*\*\* = Body part

- The full profile of where families came from can be seen in Appendix 2. In summary, 198 came from Durham, 26 came from Spennymoor and 426 from other areas. There were 4 NVF cremations undertaken for the period covered by this report compared to 5 in the comparable period last year, which is a decrease of 1 NVF and a decrease of 21 cremations.
- The total number of cremations in 2018/19 was 2,392 compared with 2,294 in 2017/18, an increase of 98 cremations year on year.
- The 2018/19 budget was set at a prudent assumption of 2,200 cremations during the year. The actual number of cremations undertaken was therefore 192 more than the budgeted position. This is reflected in an over achievement of cremation fee income of £117,750 in year, which is included in the budgetary control report.
- The table below shows the comparative figures for the previous eight financial years:

Year	Cremations
2010/11	2,282
2011/12	2,205
2012/13	2,379
2013/14	2,227
2014/15	2,287
2015/16	2,247
2016/17	2,324
2017/18	2,294
2018/19	2,392
<b>9 Year Average</b>	<b>2,293</b>

## Memorials

10. The table below outlines the number and value of the memorials sold in the period January to March 2019 compared to the same period the previous year.

	Jan-March	2017/18	Jan-March	2018/19
	Number	£	Number	£
<b>Vase Blocks</b>	2	1,294	6	3,882
<b>Large Plaques</b>	14	5,958	25	10,620
<b>Small Plaques</b>	4	1,044	2	522
<b>Niche</b>	1	122	3	3,597
<b>Renewal</b>	20	3,101	24	3,994
<b>Seat</b>	0	0	0	0
<b>Total</b>	<b>41</b>	<b>11,519</b>	<b>60</b>	<b>22,615</b>

11. In overall terms, the number and value of memorials sold of 60 / £22,615, compares to 41 / £11,519 in the same period last year. This is a year on year increase of 19 memorials sold and £11,096 in terms of income generated.

## Operational Matters

### Staffing matters

12. Members may recall from the January meeting that it was agreed to recruit to the vacant Crematorium Attendant post, which was subsequently advertised internally within Durham County Council and Spennymoor Town Council. There was only one applicant, who was employed as a relief operative and they have recently been interviewed and appointed to the position.
13. Members may also be aware that we have previously had a small number of relief cremator operators who could be called upon to assist with holiday cover and also in the event of a pandemic plan. Unfortunately one of our relief operators has indicated that they do not wish to provide cover anymore and another relief operative has been appointed to the vacant operative post as mentioned above.
14. It is therefore proposed that we advertise for some additional relief cremator operators who could work between both Central Durham and Mountsett crematoriums in order to provide business continuity for the service.

## **WI FI Connectivity**

15. Members may recall from the January 2018 meeting that it was agreed to provide Wi-Fi connectivity to the crematorium and I am pleased to report that this has now been successfully installed.

## **Cremation and Burial Conference and Exhibition 2019**

16. As in previous years, the necessary arrangements will be made for representation at the Joint Conference of the Federation of Burial and Cremation Authorities and the Cremation Society of Great Britain, which is to be held at the Hilton Ageas Bowl, Southampton from Monday 1 to Wednesday 3 July 2019.

## **Recycling of Metals Scheme**

17. The crematorium has received a cheque relating to the recycling of metals from the Institute of Cemetery and Crematorium Management to the sum of £7,000 for the Great North Air Ambulance.
18. Arrangements have been made for the cheque to be presented to the Great North Air Ambulance by the Committee Chair, Vice Chair and the Bereavement Services Manager & Registrar.
19. Additional funds from the recycling of metals scheme in 2018 have resulted in the first scheduled round of nominations commencing immediately to distribute these funds.

## **Audit Recommendations Book of Remembrance**

20. Members may recall that internal audit previously recommended that a procurement exercise be undertaken to supply entries into the Book of Remembrance in order to ensure value for money whilst maintaining its quality. The procurement exercise has now been completed and the original company were successful in retaining this work at a slightly lower price.

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## **Appendix 1: Implications**

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### **Legal Implications**

There are no legal implications associated with this report

### **Finance**

As identified in the report with regards to the position of the Income.

### **Consultation**

Officers of Spennymoor Town Council were consulted on the contents of this report.

### **Equality and Diversity / Public Sector Equality Duty**

There are no Equality and Diversity implications associated with this report.

### **Human Rights**

There are no Human Rights implications associated with this report.

### **Crime and Disorder**

There are no Crime and Disorder implications associated with this report.

### **Staffing**

As identified in the report.

### **Accommodation**

There are no accommodation implications associated with this report.

### **Risk**

As identified in the report.

### **Procurement**

There are no procurement issues associated with this report.

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## Appendix 2: Breakdown of Figures

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	Jan	Feb	Mar	Total Jan-Mar
Durham	67	70	61	198
Billingham		1		1
Bishop Auckland	4	3	5	12
Bishop Middleham			1	1
Blackhall	3	5	4	12
Burnhope	1			1
Chester Le Street	19	14	17	50
Chilton		2	3	5
Consett	2	1	1	4
Crook	9	10	6	25
Darlington	2	1	1	4
Easington	5	6	6	17
Fencehouses		1		1
Ferryhill	6	2	4	12
Fishburn	2	1		3
Frosterley		1		1
Hamsterley			1	1
Great Lumley	1	4	2	7
Hartlepool	3		1	4
Haswell		2	1	3
Hetton Le Hole	3	4	3	10
Horden	4	6	3	13
Houghton	6	4	2	12
Lanchester			1	1
Langley Park	2			2
Murton	3	3	3	9
Nettlesworth			1	1
New Brancepeth	1			1
Newcastle	1			1
Newton Aycliffe	8	4		12
Ouston	1	1		2
Peterlee	19	9	12	40
Sacrison	5	6	3	14
Scotland	1	1		2
Seaham	11	14	9	34
Sedgefield	2	3	2	7
Shildon		1	2	3
Shotton	3	4	4	11

	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Total Jan-Mar</b>
South Hetton	2	1	1	4
South Of England	5	1	1	7
Spennymoor	5	12	9	26
Stanley	2			2
Stockton			1	1
Sunderland	4	1	3	8
Sunnybrow	1		1	2
Yorkshire	3			3
Thornley	1		1	2
Tow Law	2	1	1	4
Trimdon	5	6	4	15
Washington		1		1
West Cornforth	4	1	1	6
Wheatley Hill	5	3	1	9
Willington	6	6	3	15
Wingate	1	3	3	7
Wynyard			1	1
<b>Total</b>	<b>240</b>	<b>220</b>	<b>190</b>	<b>650</b>