

## Mountsett Crematorium Joint Committee

2nd July 2024

## Mountsett Crematorium Performance and Operational Report



---

### Report of Graham Harrison, Bereavement Services Manager & Registrar

#### Electoral division(s) affected:

Countywide

#### Purpose of the Report

- 1 To provide Members of the Mountsett Crematorium Joint Committee with an update relating to performance and other operational matters.

#### Executive summary

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

#### Recommendation(s)

- 3 It is recommended that Members of the Mountsett Joint Committee:
  - (a) Note the current performance of the crematorium.
  - (b) Note the attendance at the Institute of Cemetery and Crematorium Management ICCM Learning Convention and Exhibition 2024.
  - (c) Note the distribution of recycling income and subsequent charity nominations.
  - (d) Consider and agree an option for financial integration.

#### Background

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

## Performance Update - Number of Cremations

5. The table below provides details of the number of cremations for the period 1 April 2024 to 31 May 2024 inclusive, with comparative data in the same periods last year:

	2023/24	2024/25	Change
April	106	129	+ 23
May	128	104	- 24
<b>TOTAL</b>	<b>234</b>	<b>233</b>	<b>- 1</b>

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

6. The full profile of where families came from can be seen in Appendix 2. In summary 126 came from Durham, 62 came from Gateshead and 45 from other areas. There were 233 cremations undertaken during the period 1 April 2024 to 31 May 2024, compared to 234 in the comparable period last year, a decrease of 1 cremation.

## Memorials

7. The table below outlines the number and value of the memorials sold in the period April to May 2024 compared to the same period the previous year.

	(Apr - May) 2023/24		(Apr - May) 2024/25	
	Number	£	Number	£
Large Plaques	3	1,296	3	1,296
Small Plaques	14	3,786	14	4,032
Memorial leaves	5	500	5	500
Renewals	5	900	3	450
<b>Total</b>	<b>27</b>	<b>6,482</b>	<b>25</b>	<b>6,278</b>

8. In overall terms the number and value of memorials sold of 25 / £6,278, compared to 27 / £6,482 in the same period last year shows a decrease of 2 / £204.

## **Institute of Cemetery and Crematorium Management ICCM Learning Convention and Exhibition 2024**

9. As in previous years, the necessary arrangements will be made for representation at the Institute of Cemetery and Crematorium Management ICCM Learning Convention and Exhibition which is to be held at Chesford Grange Hotel, near Kenilworth from 23rd to 25th September 2024. It is proposed that the Bereavement Services Manager and the Chair attend this conference as representatives of the Mountsett Crematorium Joint Committee.

### **Recycling of Metals Scheme**

10. As members are aware the first round of metal recycling for 2024 has been opened and we have nominated Daft As A Brush Cancer Patient Care and If U Care Share.

### **Financial Integration**

11. As members were advised at the last meeting, we are in the process of implementing a new software system, PlotBox, to replace the existing BACAS system, with a go-live date of October 2024. This change will provide improvements in the way the crematoria operate, so benefiting the users ultimately.
12. DCC provides financial support to a number of external bodies and is currently in the process of transferring them to Oracle to standardise reporting and increase efficiency.
13. Currently the changes and transition to Plotbox are taking up a significant amount of time and in October 2024 staff will be acclimatising to the changes. With this in mind, after the implementation of Plotbox it is recommended that the Crematorium also move from using Sage as their financial system to using Durham County Council's Oracle system. Plotbox can then be fully integrated with Oracle for the crematoria, as well as the Burials Team, who are already using Oracle.
14. Working towards a 2025/26 implementation date for Oracle would allow time for the bedding in of the Plotbox system and reduce pressure on crematoria staff.
15. A progress update report will be prepared for a future meeting of the Joint Committee.

---

**Contact:** Graham Harrison

Tel: 03000 265606

---

---

## **Appendix 1: Implications**

---

### **Legal Implications**

As outlined in the report.

### **Finance**

As identified in the report.

### **Consultation**

None, however, Officers of Gateshead Council were provided with a copy of the report and given opportunity to comment/raise any detailed questions on the content of the report in advance of circulation to members of the Mountsett Crematorium.

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

There are no implications

### **Human Rights**

There are no implications

### **Crime and Disorder**

There are no implications

### **Staffing**

As identified in the report.

### **Accommodation**

There are no implications

### **Risk**

There are no implications

### **Procurement**

There are no implications

---

## Appendix 2: Breakdown of Figures

---

	Apr	May	Total Apr- May
<b>County Durham</b>			
ANNFIELD PLAIN	4	2	6
BEAMISH		1	1
BURNHOPE	1		1
BURNOPFIELD	5	3	8
CATCHGATE	3		3
CHESTER LE STREET		1	1
CONSETT	27	24	51
CORNSAY		1	1
CRAGHEAD	1		1
DIPTON	2		2
DURHAM	3		3
EBCHESTER	1		1
IVESTON	1		1
LANCHESTER	4		4
MEDOMSLEY	1		1
MOORSIDE	1		1
NEW KYO		1	1
PELTON		1	1
SACRISTON		1	1
SEAHAM	1		1
SHOTLEY BRIDGE	3	4	7
STANLEY	20	13	33
<b>Gateshead</b>			
BLACKHALL MILL		1	1
BLAYDON	5	5	10
CHOPWELL		1	1
CRAWCROOK	2	3	5
DUNSTON	1		1
GATESHEAD	2	2	4
GREENSIDE		2	2
HAMSTERLEY			
COLLIERY	3	2	5
HIGHFIELD		1	1
HIGH SPEN	1	1	2
LOBLEY HILL	1		1
ROWLANDS GILL	1	1	2
RYTON	3	4	7
SUNNYSIDE	3	1	4
WINLATON	2	2	4
WINLATON MILL		1	1
WHICKHAM	12	4	16
WOODSIDE		1	1
<b>Other</b>			
CHESTER		1	1

CORBRIDGE	2	3	5
HEXHAM	5	8	13
LANCASHIRE	1		1
LEEDS	1		1
MIDDLESBOROUGH		1	1
OVINGHAM		1	1
PRUDHOE	3		3
REDCAR	1		1
RIDING MILL		2	2
SCOTLAND		1	1
STOCKSFIELD	2	2	4
WYLAM		1	1
<b>Total</b>	<b>129</b>	<b>104</b>	<b>233</b>