



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH JUNE 2016

SUBJECT: PROPOSED NEW FEE STRUCTURE FOR ADDITIONAL SERVICES

REPORT BY: CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To seek the view of the Scrutiny Committee prior to a further report being considered by Cabinet on the introduction of a new scale of charges for additional service provision across the Community & Leisure Services division.

2. SUMMARY

- 2.1 This report sets out a series of new fee structures for additional services provided across the Parks & Bereavement Service and Fleet Management.

3. LINKS TO STRATEGY

- 3.1 These proposed charges for additional services will ensure the division has the adequate resources to deliver services and meet specific priorities in light of the Council's Medium Term Financial Plan.

4. THE REPORT

Parks & Bereavement Services

- 4.1 The Authority currently manages ten municipal cemeteries across the county borough.
- 4.2 In 2002, the Authority formally adopted the "Charter for the Bereaved", which is managed by the Institute of Cemetery & Crematorium Management (ICCM) and sets a series of "rights" and "targets" to which the Authority should aspire.
- 4.3 Each year a self-evaluation is undertaken and subsequently the Authority is scored with either a gold, silver or bronze award. Currently, Caerphilly County Borough Council has a bronze award.
- 4.4 With an aim of improving our ranking and increasing choice for the bereaved, the Authority has recently installed pre-cast burial vaults for the interment of cremated remains at two cemeteries (Rhymney and Bedwellty). Illustrations are attached in appendix one of this report.
- 4.5 It is recommended that each unit is sold for a period of 50 years at an initial cost of £1,498.00. This cost is broken down as follows:-

• Purchase of vault and memorial	-	£ 450.00
• Cost of interment (based on today's rate)	-	£ 505.00
• Purchase of Exclusive Right of Burial (EROB) (based on today's rate)	-	£ 307.00
• Cost of inscription and any associated designs	-	£ 100.00 (estimated cost)
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		£1,362.00
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• Plus small admin. fee of 10% for arranging inscription/liaison with families/contractors etc.	-	£ 136.00
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		£1,498.00
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4.6 To put this cost into perspective, the total cost of purchasing, arranging an interment and constructing a memorial within an earthen grave would be £1,818.00. These costs are based on current rates and are broken down as follows:-

• Purchase of the Exclusive Right of Burial (EROB)	-	£ 307.00
• Purchase of the Right to Construct & Maintain a Memorial	-	£ 160.00
• Cost of interment	-	£ 505.00
• Cost of headstone (this is an estimated cost of a third party not a CCBC charge)	-	£ 700.00
• Permit to install memorial within the cemetery	-	£ 146.00
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		£1,818.00
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4.7 The purchase of a cremated remains vault would be £320.00 less than an interment within an earthen grave. However, this does include an estimated cost of £700.00 for the provision of a memorial. Whilst this is only an estimated third party cost, the bereaved may choose not to purchase a memorial and leave the plot unmarked. This would reduce this fee from £1,818.00 to £1,118.00. Whilst accepting this option may not be acceptable to all sectors of the community, it gives the bereaved more choice.

4.8 Advantages of the cremated remains vaults are they are relatively maintenance free and would allow individual families to place small personal items upon the plot as there would not be any grass etc. to maintain.

Fleet Management

4.9 Currently the Authority does not undertake Class 5 (minibus) MOT tests. However, a new ramp has recently been installed within the workshop, which will allow the Authority to offer this new service to both the general public and taxi trade. Currently, the Authority pays £56 per test for our own vehicles (to an external provider), which can now be offered in-house. It is proposed to introduce this service at a cost of £50, which would generate around £1,500 income for the service. In addition, it would save circa £2,800 per annum in lost time for staff travelling to an external provider (this includes the £6 saving per MOT). At this juncture, it is difficult to estimate the amount of additional income this new service could generate from the private sector (ie: taxi trade).

5. EQUALITIES IMPLICATIONS

5.1 There are no potential equalities implications within this report for specific groups or individuals. Therefore there is no requirement for an Equalities Impact Assessment to be undertaken.

6. FINANCIAL IMPLICATIONS

6.1 Any financial implications have been outlined within the body of the report.

7. PERSONNEL IMPLICATIONS

7.1 There are no personnel implications associated with this report.

8. CONSULTATIONS

8.1 The report reflects the views of the consultees listed below.

9. RECOMMENDATIONS

9.1 Members are asked to note the contents of this report and endorse the introduction of new fees outlined within paragraphs 4.5 and 4.9 prior to the report being considered by Cabinet.

10. REASONS FOR THE RECOMMENDATIONS

10.1 These are new fees for services, which the Authority has not provided previously or been considered by elected members.

10.2 The additional revenue generated will help support services in light of the council's Medium Term Financial Plan and the need to save £30 million over the next four years.

11. STATUTORY POWER

11.1 Local Authorities Cemeteries Order 1977
Local Government Act 2003

11.2 Local Government Acts 1972 to 2003 and the Road Traffic Act 1988.

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Consultees: Christina Harrhy, Corporate Director Communities
Nicole Scammell, Acting Corporate Director & Section 151 Officer
Mark S. Williams, Head of Community & Leisure Services
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Councillor Nigel George, Cabinet Member
Mike Eedy, Finance Manager
David A. Thomas, Senior Policy Officer (Equalities & Welsh Language)
Mary E. Powell, Fleet Manager

Appendices:

Appendix 1 - Illustration of Cremated Remains Vaults