

Report to:	North East Surrey Crematorium Board	Date:	12 March 2019
Report title:	Report of the Surveyor		
Chair of Committee/Lead Member:	Councillor Michael Ryder		
Author(s)/Contact Number(s):	Clive Andrews – Surveyor to the Board, 0208- 871 7363		
Open/Exempt:	Part Exempt: Appendix F on performance of Enable Leisure and Culture, is exempt on the basis of Paragraph 3, Schedule 12A of Local Government Act 1972		

1. Summary

- 1.1 This report is to provide an update to the board on activities in the quarter to March 2019 relating to the management agreement between North East Surrey Crematorium Board and Wandsworth Council. The day to day management responsibilities are carried out on behalf of the Council by Enable Leisure and Culture.

2. Recommendations:

The North East Surrey Crematorium Board is recommended to:

- 2.1 Note the report as an overview of the Surveyors findings for the management of the crematorium in the past three months (Jan – Mar 2019)

3. Background and Issues

3.1 Business Level Activity

Appendix A to this report provides information on cremation numbers for the past five years and for the first ten months of this financial year. Appendix B shows the same information in a graph. Numbers have increased by 2% in comparison to the end of January last year with the expectation for the forecast of 1,950 cremations being met or slightly exceeded.

3.2 Performance Monitoring

The performance report for Enable Leisure and Culture, quarter 2, year 4 (February 2019) Appendix F is exempt on the basis of Paragraph 3, Schedule 12A of the Local Government Act 1972.

The Surveyor will provide an overview of the performance report, highlighting updates on the previous quarter and matters of interest

3.3 Financial Matters

All financial matters have been correctly reported and are included in the Treasurers report.



3.4 Quality Control

One complaint was recorded in the previous period, regarding an accusation that the crematorium had not played the correct order of music during a service. Upon investigation it was revealed that the Funeral Director, not the crematorium, had provided the programme of music for the crematorium to follow. The family accepted the explanation and the matter was concluded.

3.5 Employee matters

An update on staff training is included in Appendix F, Enable Leisure and Cultures' performance report Quarter 2, Year 4.

3.6 Customer Statistics

All statistics have been produced as required.

3.7 Health and Safety

There have been no reportable Health and Safety issues in the past three months at the crematorium or within its grounds.

3.8 Action Plan

The action plan forms appendix C of this report and the Surveyor will provide updates for Board members.

3.9 Repair and Renewal – Routine Works and Capital

Appendices D and E provide information on repairs and renewals and capital programmes. The Surveyor will provide updates on the programmes for 2018/19 and 2019/20.

3.10 Groundwater Survey

At a previous meeting the Board referred to a groundwater survey for the crematorium grounds. In November 2018, ELC commissioned surveys of all Wandsworth cemeteries which included Battersea New Cemetery. The purpose of the survey was to establish the likely risks posed to groundwater from surface activities. The crematorium's Garden of Remembrance (GOR) is within the footprint of the grounds of Battersea New Cemetery. Therefore, NESc funded a proportion of the cemetery survey to identify any necessary actions to help alleviate seasonal surface flooding problems. Particularly during prolonged wet weather conditions with the potential risk of groundwater pollution.

To summarise the results of the survey, the cemetery was categorised as high risk due solely to the frequent amount of burials that take place each year and the risk of pollutants from those burials. No action is required due to the position of the cemetery which is a sufficient distance from the aquifers (the areas within permeable rock), boreholes and streams. At this point it should be noted that NESc only excavate to a relatively shallow depth for the interment of cremated remains in comparison to the depths required for full body interment. The eastern part of the cemetery, which includes the GOR, was also classed as a low risk of flooding.

Typically the land within the GOR is made up of impermeable clay soil. Certain areas are prone to flooding during prolonged periods of wet weather leading to surface water runoff. A drainage system is included both within the GOR and throughout the cemetery grounds. The report recommends the ongoing regular maintenance of the drains and consideration given to the installation of a shallow water drainage system.

Some years ago, as part of the introduction of a new cremated remains grave area, a drainage system was installed to deal with a particularly wet section of the GOR. This area now remains a

relatively dry section of the gardens. Similarly, another piece of land within the gardens has since had drainage installed which has again proved effective. Additionally, any new areas developed within the gardens include the planting of shrubs such as willow which help ease surface water issues.

The Councils Design Services section are currently preparing proposals for the placement of a new ashes lawn which will include suitable plans to link into the existing drainage system and where necessary a shallow water drainage system. Furthermore, the intention is to examine the condition of the entire drainage system throughout the cemetery and improve the scheduled maintenance of the drains which will include the GOR.

4 Issues

4.1 There are no other issues other than those contained as part of this report.

5 Options Considered

5.1 There are no options considered or recommended as part of this report.

6. Impacts and Implications

6.1 There are no other impact and implications arising from the matters contained within this report.

Financial

6.2 The financial implications arising are contained within this report.

Legal

6.3 There are no legal implications arising from matters contained within this report.

Other Impacts and Implications

6.4 There are no other impacts and implications arising from matters contained within this report.



7. Appendices and Background Documents

Appendix letter	Title
A	Cremation numbers for the past five years
B	Graph of cremation numbers for the past five years
C	Action Plan
D	Repairs and Renewals – Routine Works
E	Capital Works
F (exempt)	Performance report on Enable Leisure and Culture exempt on the basis of Paragraph 3, Schedule 12A of Local Government Act 1972

Audit Trail		
Version	Final	Date: 28 February 2019