

APPENDIX B**ACTION PLAN 2019/20 (December 2019) – updates in bold**

Item	Action	By When	By Whom	Progress/Comment
1.	To take all necessary steps to ensure that the Crematorium is and continues to be compliant with all regulations relating to the operation of cremators	On going	ELC Surveyor and Treasurer	<p>The annual emissions test carried out March 19'. A satisfactory report with no recommendations.</p> <p>Monthly emissions reports sent to Merton EHO.</p> <p>Scheduled maintenance / servicing in place for both cremators.</p> <p>The crematorium continues to meet all requirements as part of its permit to cremate.</p>
2.	Investigate options for the developing income from any Tradable Mercury Abated Cremations (TMACs) remaining following the establishment of the main Mercury Abatement burden sharing agreement with Wandsworth Council.	Ongoing	Surveyor and Treasurer	<p>NESC has now joined the national burden sharing scheme and will trade its spare TMACS through the scheme.</p> <p>Contact is expected from CAMEO in the New Year for the submission of TMAC'S for the year 2019.</p>
3.	Develop improvements to the Garden of Remembrance and the Cremated Remains lawn areas.	2020	Surveyor/ Treasurer/ELC	<p>a. <u>A New Ashes Lawn within the Garden of Remembrance</u> The six week consultation concluded Oct 19' with analysis of the results provided by Richmond and Wandsworth's consultation team. The results will be shared with Merton and Sutton consultation teams. Purdah is currently in place and advice received</p>

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				<p>from WBC's senior monitoring officer is for a delay on all consultations until purdah is concluded.</p> <p>The intention is to arrange a meeting of the Board, January 2020, to discuss the results of the consultation and decide on the placement of a new ashes lawn. This will allow time to produce a specification and procure the services of a contractor to establish a new ashes lawn . The associated works are expected to begin Summer 2020.</p> <p>b. <u>The purchase of new land to extend the Garden of Remembrance</u></p> <p>NESCB agreed to purchase a parcel of burial land in Battersea New Cemetery from Wandsworth Council. The Council has now agreed to the disposal of the land. Arrangements are in place for preliminary discussions with the solicitors representing the Boards interests.</p> <p>A draft lease has been prepared. The length of lease is being finalised with the respective solicitors.</p> <p>c. <u>Garden of Remembrance Land Survey</u></p> <p>Contact has been made with companies specialising in this type of survey work. Informal discussions will take</p>

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				<p>place with each company in preparation for a procurement exercise.</p> <p>The procurement exercise is completed. An order has been placed with the successful tenderer to carry out a land survey including geographical and drainage studies of the G of R and proposals for new memorial schemes.</p> <p>The recommendations will form part of a future report to the Board.</p>
4.	Review the range of memorials offered by the Board	2020	Board Officers – Surveyor, Treasurer and Clerk	Above ground niches now in place on the new section of land within the G of R providing options for either two or four sets of ashes. New memorial schemes will be considered and will form part of the land survey.
5.	Hold a focus group meeting with Funeral Directors.	2019	Board Officers	The results of the 2019 visits to local Funeral Directors form part of the December 19' Surveyors report.
6.	Develop and publicise the Board's facilities and services.	On going	Board Officers – Surveyor, Treasurer and Clerk	The website is up to date and provides all associated information relating to the crematorium and its services.

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