

| | |
|--------------------------|---|
| Report on | Property Services Scale of Charges for 2018/19 - Cemeteries |
| Reporting Officer | Terry Scullion, Head of Property Services |
| Contact Officer | Keith Ferguson, Cemeteries Officer |

| | | |
|---|-----|---|
| Is this report restricted for confidential business? | Yes | |
| If 'Yes', confirm below the exempt information category relied upon | No | X |

| 1.0 | Purpose of Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---------------------------|---------------------------|----------------------------------|---------------------------|----------------------------------|-------------|---------------------|---------|---------|--------------------|----------|--------|---------------|---------|---------|--|--------|--------|--|--------|---------|---|---|---|---|----------|---|----|---|---|-------|----|-----|---|----|
| 1.1 | This report is to seek approval for proposed scale of charges in relation to Operational Cemeteries for the period 1st April 2018 to 31st March 2019. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.0 | Background | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 | The proposed charges for Property Services relate primarily to the administration and operational arrangements of burials in Council's five active cemeteries. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.0 | Main Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 | <p>Council has an obligation to provide cemetery services. Detailed below is a summary of the main cemetery operations for the 12 month period up to November 2017:</p> <table><tr><th>Cemetery</th><th>New plots sold</th><th>Interments</th><th>Burials of Ashes</th><th>Headstone/ Memorial Applications</th></tr><tr><td>Polepatrick</td><td>9</td><td>11</td><td>0</td><td>14</td></tr><tr><td>Forthill</td><td>64</td><td>87</td><td>6</td><td>40</td></tr><tr><td>Cottagequinn</td><td>20</td><td>23</td><td>0</td><td>20</td></tr><tr><td>Drumcoo</td><td>0</td><td>1</td><td>0</td><td>2</td></tr><tr><td>Coolhill</td><td>0</td><td>17</td><td>1</td><td>2</td></tr><tr><td>TOTAL</td><td>93</td><td>139</td><td>7</td><td>78</td></tr></table> | Cemetery | New plots sold | Interments | Burials of Ashes | Headstone/ Memorial Applications | Polepatrick | 9 | 11 | 0 | 14 | Forthill | 64 | 87 | 6 | 40 | Cottagequinn | 20 | 23 | 0 | 20 | Drumcoo | 0 | 1 | 0 | 2 | Coolhill | 0 | 17 | 1 | 2 | TOTAL | 93 | 139 | 7 | 78 |
| Cemetery | New plots sold | Interments | Burials of Ashes | Headstone/ Memorial Applications | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Polepatrick | 9 | 11 | 0 | 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Forthill | 64 | 87 | 6 | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cottagequinn | 20 | 23 | 0 | 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Drumcoo | 0 | 1 | 0 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Coolhill | 0 | 17 | 1 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL | 93 | 139 | 7 | 78 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 | <p>Fees are currently in place as illustrated below. On consideration of existing charges, new charges are proposed for 2018/19:</p> <table><tr><th>Fee Category</th><th>Existing Charge (2017/18)</th><th>Proposed Charge (2017/18)</th></tr><tr><td>1. Purchase of grave plot</td><td>£138.00</td><td>£145.00</td></tr><tr><td>2. Interment Charge</td><td>£138.00</td><td>£145.00</td></tr><tr><td>3. Burial of Ashes</td><td>£66.00</td><td>£69.00</td></tr><tr><td>4. Exhumation</td><td>£276.00</td><td>£299.00</td></tr><tr><td>5. Approval Fee: Erection of Headstone or Memorial</td><td>£44.00</td><td>£46.00</td></tr><tr><td>6. Administration Fee: Search/Re-issue/Transfer of Certificate</td><td>£17.00</td><td>£18.00</td></tr></table> | Fee Category | Existing Charge (2017/18) | Proposed Charge (2017/18) | 1. Purchase of grave plot | £138.00 | £145.00 | 2. Interment Charge | £138.00 | £145.00 | 3. Burial of Ashes | £66.00 | £69.00 | 4. Exhumation | £276.00 | £299.00 | 5. Approval Fee: Erection of Headstone or Memorial | £44.00 | £46.00 | 6. Administration Fee: Search/Re-issue/Transfer of Certificate | £17.00 | £18.00 | | | | | | | | | | | | | | |
| Fee Category | Existing Charge (2017/18) | Proposed Charge (2017/18) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Purchase of grave plot | £138.00 | £145.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. Interment Charge | £138.00 | £145.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Burial of Ashes | £66.00 | £69.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Exhumation | £276.00 | £299.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Approval Fee: Erection of Headstone or Memorial | £44.00 | £46.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Administration Fee: Search/Re-issue/Transfer of Certificate | £17.00 | £18.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | |
|------------|---|
| 3.3 | <p>The proposed scale of charges are based on a 5% increase on existing charges (rounded to the nearest pound). In respect of items 1-3 it is proposed that in cases of non-residents these charges are doubled. Non residency is verified by the Funeral Director/Undertaker.</p> <p>The proposed charges have been identified following consideration of those currently in place, and are not set on a cost recovery basis. It should be noted the costs associated with management of Council cemeteries are increasing due to increased memorial safety inspection and repair requirements, and further physical development requirements to facilitate future burials. It should also be noted there are currently no additional charges levied for burials at weekends or public holidays.</p> |
| 4.0 | Other Considerations |
| 4.1 | <p><u>Financial & Human Resources Implications</u></p> <p>Financial: The proposed scale of charges will be taken into consideration in the initial estimates for Property Services budget for 2018/19.</p> <p>Human: N/A</p> |
| 4.2 | <p><u>Equality and Good Relations Implications</u></p> <p>N/A</p> |
| 4.3 | <p><u>Risk Management Implications</u></p> <p>N/A</p> |
| 5.0 | Recommendation(s) |
| 5.1 | Members are requested to note the content of this report. It is recommended that the proposed scale of charges for Council Cemetery operations be approved for the period 1 st April 2018 to 31 st March 2019. |
| 6.0 | Documents Attached & References |
| 6.1 | None. |