

**WOKINGHAM  
BOROUGH COUNCIL**

**MEETING OF THE  
CORPORATE SERVICES  
OVERVIEW AND SCRUTINY PANEL**

**ON**

**MONDAY 5 JULY 2010**

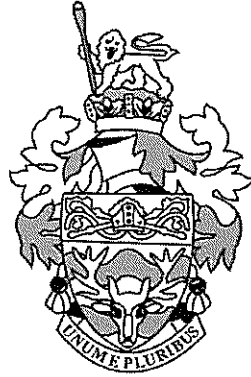
**AT**

**7PM**

**AGENDA**

**Civic Offices  
Shute End  
Wokingham  
Berkshire**

**Susan Law  
Chief Executive**



**WOKINGHAM  
BOROUGH COUNCIL**

## **THE COUNCIL'S VALUES**

**In making a difference to other people's lives we are ...**

- **ONE Wokingham, ONE Borough – working in partnership**
- **FOCUSED on Customers and Community**
- **BOLD – innovative and flexible**
- **OPEN – integrity, trust and transparency**

|                              |
|------------------------------|
| Chief Executive's Department |
| P.O. Box 150                 |
| Shute End, Wokingham         |
| Berkshire RG40 1WQ           |
| Tel: (0118) 974 6000         |
| Fax: (0118) 979 0877         |
| Minicom No: (0118) 977 8909  |
| DX: 33506 - Wokingham        |



# WOKINGHAM BOROUGH COUNCIL

**To: The Chairman and Members of the Corporate Services Overview and Scrutiny Panel**

A Meeting of the **CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL**, will be held at the Civic Offices, Shute End, Wokingham on **Monday 5 July 2010 at 7pm**

Susan Law  
Chief Executive  
25 June 2010

**Members:-** Norman Jorgensen (Chairman), Michael Firmager (Vice-Chairman), Alistair Auty, Chris Bowring, Jenny Lissaman and Stuart Munro,

**Substitutes:** Malcolm Armstrong, Kate Haines, Malcolm Storry and Pam Stubbs

| ITEM NO. | WARD          | SUBJECT  | PAGE NO. |
|----------|---------------|--|----------|
| 5.00     | None Specific | <b>APOLOGIES</b><br>To receive any apologies for absence.  |          |
| 6.00     |               | <b>DECLARATIONS OF INTEREST</b><br>To receive any declarations of interest.  |          |
| 7.00     |               | <b>PUBLIC QUESTION TIME</b><br>To answer any public questions<br>The Council welcomes questions from members of the public about the work of this Panel<br>Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Panel or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact Democratic Services on the |          |

numbers listed below or go to  
[www.wokingham.gov.uk/publicquestions](http://www.wokingham.gov.uk/publicquestions)

Explanatory leaflets are also available in the Civic  
Offices and Libraries.

- 8.00** **MEMBER QUESTION TIME**  
To answer any member questions.
- 9.00** None Specific **BURIAL REVIEW – UPDATE ON RECOMMENDATIONS** **1-2**  
The Scrutiny Committee’s Task and Finish Group reported on its review of Burials in October 2007, and monitoring functions have been delegated to the Corporate Overview and Scrutiny Panel.  
  
An Officer from Place and Neighbourhoods Service has been requested to attend to give an update on progress made.
- 10.00** None Specific **POSSIBLE FUTURE REVIEW TOPICS**  
To discuss any possible future review topics.
- 11.00** **ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**  
A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading

This is an agenda for a meeting of the Corporate Services Overview and Scrutiny Panel

If you need help in understanding this document or if you would like a copy of it in large print please contact one of our Team Support Officers.

#### CONTACT OFFICERS

**Madeleine Shopland** **Senior Democratic Services Officer** **Tel 0118 974 6319**

**Team Support Officers** **Tel 0118 974 6054 / 6059**

**Fax** 0118 974 6057  
**Email** [democratic.services@wokingham.gov.uk](mailto:democratic.services@wokingham.gov.uk)

|                             |   |
|-----------------------------|---|
| <b>TITLE</b>                | <b>Burial Review – Update on Recommendations</b>            |
| <b>FOR CONSIDERATION BY</b> | Corporate Services Scrutiny Panel – 5 July 2010             |
| <b>WARD</b>                 | None Specific   |
| <b>GENERAL MANAGER</b>      | Mark Moon, General Manager Place and Neighbourhood Services |

**OUTCOME**

To update the Scrutiny Panel on action taken in relation to the recommendations of the Burials Task and Finish Group, submitted to the Executive in 2007.

**PROPOSED RECOMMENDATION**

That the Panel notes the action taken and comments on progress made since the previous update in February 2010.

**SUMMARY OF REPORT**

- In September 2007 the Scrutiny Committee Burials Task and Finish Group submitted its report to the Executive.
- The Task and Finish Group was asked to examine 1) whether there was sufficient burial and cemetery capacity to meet future demand; and 2) whether greater provision was needed for non-traditional and non-Christian burials.
- The Executive accepted the majority of the Task and Finish Group's recommendations (set out below) and tasked the officers to report back on progress relating to their implementation.
- The most recent update was submitted to the Corporate Projects Overview and Scrutiny Panel in February 2010.
- The latest updates and supporting information will be presented to the Scrutiny Panel on 5 July 2010.

**BACKGROUND**

Council provision of burial facilities within the borough is not a statutory duty. However, since 1925, the Council has provided a burial service through Council owned cemeteries at St Sebastian's (Wokingham Without) and Shinfield. The analysis carried out in 2007 indicated that, based on current trends, St Sebastian's had capacity up to 2014 and Shinfield had capacity up to 2018.

The following Task and Finish Group recommendations were approved by the Executive in 2007:

- 1 That a full review be conducted of the income gained through the sale of burial rights, cost of interment, memorials, etc, to ensure that revenue goes as far as possible in meeting the ongoing maintenance costs of existing plots.
- 2 That consideration be given to the practicality of seeking planning S106 contributions from major development towards future burial provision.

- 3 That, in future planning of Council provision, consideration be given to alternative forms of burial such as Green Burial, alternative faith and non-religious burial.
- 4 That the Council actively seeks to identify a new site/sites for a cemetery and that Officers be authorized to undertake further investigations into the feasibility of sites, including the possible sites identified during the review.
- 5 That opportunities for partnership working with Town and Parish Councils on burial provision be fully explored.
- 6 That options for the use of smaller sites be investigated, in locations such as gaps and wedges in the countryside.

## ANALYSIS OF ISSUES

At the meeting of the Corporate Projects Overview and Scrutiny Panel in February 2010, the following updates were provided:

- Service charges have been reviewed and revised to put the Council at the top end of the charging scale compared to neighbouring Councils.
- The potential use of S106 monies to support the development of additional burial space was being pursued as part of the Core Strategy and Strategic Development Locations work.
- An area within Shinfield cemetery was allocated for Muslim burials and a separate area was allocated for non religious burials. The allocated space was sufficient to meet demand for the foreseeable future.
- Town and Parish Councils had been approached about the potential for partnership working.
- Members requested further information on the emerging Community Infrastructure Strategy and the potential for green burials.

Updates on these issues and the other Executive recommendations will be presented to the Scrutiny Panel on 5 July 2010.

|   |
|---|
| <b>List of Background Papers</b>  |
| <ul style="list-style-type: none"> <li>• Report of the Scrutiny Committee Burials Task and Finish Group – September 2007</li> <li>• Report to the Corporate Projects Overview and Scrutiny Panel – February 2010</li> </ul> |



|  |   |
|--|---|
| <b>Contact</b> Neil Carr               | <b>Service</b> Place & Neighbourhoods   |
| <b>Telephone No</b> 0118 974 6349      | <b>Email</b> neil.carr@wokingham.gov.uk |
| <b>Date</b> 25 <sup>th</sup> June 2010 | <b>Version No.</b> 1                    |