

Public Document Pack

Late Item for 28th October 2008 Scrutiny Board (City Development) Call-In Meeting

Report of the Chief Recreation Officer to the Recreation Delegated Decision Panel 21st September 2007 on Cemeteries and Crematoria Fees and Charges

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Originator: Phil Stephenson

Tel: 0113 2673188/9

Report of:	Chief Recreation Officer
Meeting:	Recreation Delegated Decision Panel
Date of meeting:	21st September 2007

SUBJECT:	Cemeteries and Crematoria Fees and Charges
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This Report is for:			
Discussion Only <input type="checkbox"/>	Information Only <input type="checkbox"/>	Advice/consideration prior to taking a Key or Major decision <input checked="" type="checkbox"/>	
Decision to be taken by:			
Full Council <input type="checkbox"/>	Corporate Governance and Audit Committee <input type="checkbox"/>		
Executive Board <input type="checkbox"/>	Standards Committee <input type="checkbox"/>		
An Area Committee <input type="checkbox"/>	Member Management Committee <input type="checkbox"/>		
A Regulatory Committee <input type="checkbox"/>	A Chief Officer using delegated authority <input checked="" type="checkbox"/>		

Executive Summary

To inform members of the RDDP of the proposed fees for the Cemeteries and Crematoria Section, the fees if approved will commence from 1st October 2007, members are requested to approve these fees.

1.0 Purpose of the Report

- 1.1 To present the proposed Fees and Charges for the Cemeteries and Crematoria Section, the proposed fees would apply from 1st October 2007, See Appendix 1

2.0 Background Information

- 2.1 The fees and charges for the Cemeteries and Crematoria Section increase on the 1st October each year. The proposed fees attached meet the requirements of Central Finance whilst at the same time provide funding for the Memorial Testing Programme and developments to the service.

3.0 Main Issues

- 3.1 The proposed increase is based on a 5% increase on all charges.

- 3.2 Over the past 2 years increases in prices have been agreed above the rate of inflation, but no funds were released into the Memorial Testing Programme, it was agreed a number of years ago to put £50,000 per year into this budget to achieve a 5 year testing programme. If £50,000 is not injected into the budget from this price rise, then alternative funding must be identified to enable the Cemeteries Section to get anywhere near to a 5/7 year rolling testing programme.

4.0 Implications for Council Policy and Governance

- 4.1 None

5.0 Legal and Resource Implications

- 5.1 None

6.0 Conclusions

- 6.1 Members of the RDDP are requested to consider and approve the proposed Fees and charges for the Cemeteries and Crematoria Section outlined in this report, to take effect from 1st October 2007.

DELEGATED DECISION NOTIFICATION

REF NO ¹

SERVICE AREA	CITY DEVELOPMENT																	
SUBJECT ²	Cemeteries and Crematoria Fees and Charges																	
DECISION ³	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">COUNCIL FUNCTION</td> <td style="width: 25%;">EXECUTIVE DECISION</td> <td style="width: 25%;">EXECUTIVE DECISION (MAJOR)</td> <td style="width: 25%;">EXECUTIVE DECISION (OTHER)</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>NOT SUBJECT TO CALL IN</td> <td>(KEY) ⁴EXEMPT FROM CALL IN: YES / NO</td> <td>⁴EXEMPT FROM CALL IN: YES / NO</td> <td>NOT SUBJECT TO CALL IN</td> </tr> </table>	COUNCIL FUNCTION	EXECUTIVE DECISION	EXECUTIVE DECISION (MAJOR)	EXECUTIVE DECISION (OTHER)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NOT SUBJECT TO CALL IN	(KEY) ⁴ EXEMPT FROM CALL IN: YES / NO	⁴ EXEMPT FROM CALL IN: YES / NO	NOT SUBJECT TO CALL IN	<p style="text-align: center; padding: 20px;">The Chief Recreation Officer agreed to approve the proposed Fees and Charges for the Cemeteries and Crematoria Section outlined in this report, to take effect from 1st October 2007.</p>				
COUNCIL FUNCTION	EXECUTIVE DECISION	EXECUTIVE DECISION (MAJOR)	EXECUTIVE DECISION (OTHER)															
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AFFECTED WARDS	all																	
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¹ This reference number will be assigned by Constitution and Corporate Governance Unit and notified to you

² A brief heading should be inserted

³ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding upon the chosen option, although care must be taken not to disclose any confidential or commercially sensitive information. Guidance on the substance of the note is available from Constitution and Corporate Governance Unit

⁴ For Key and Major decisions only. If exempt from Call In details to be provided in the report. The Call In period expires at 5.00 pm on the 5th working day after publication. Scrutiny Support will notify decision makers of matters called in by no later than 12.00 noon on the 6th day.

Other (please specify)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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DECLARED OFFICER /
MEMBER INTERESTS⁵

Not applicable

DISPENSATION BY
STANDARDS
COMMITTEE

Not applicable

BACKGROUND PAPERS⁶

Report and appendix attached

CONFIDENTIAL REPORT

YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	RULE NO 10.4 ⁷ ()
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DETAILS OF
CONSULTATION
UNDERTAKEN (OTHER
REASONS/
ORGANISATIONS
CONSULTED)

	Yes	No	Date
Executive Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Ward Councillors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Chief Officers Affected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Others (Specify)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

CONTACT PERSON

Phil Stephenson

CONTACT NO

2673188/9

AUTHORISED
SIGNATORY⁸

<i>Senice Rethor.</i>	DATE 25 September 2007
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	KEY	MAJOR	OTHER
⁹ *First publication (5 day notice)			
Commencement for Call In			
Last date for Call In			
Implementation Date			

* If key decision not on Forward Plan, the reason and need that the decision be taken are that:

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⁵ No officer having a pecuniary interest in any matter should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here.

⁶ A separate Index should be prepared if necessary. ALL DOCUMENTATION UPON WHICH THE DECISION WAS BASED MUST BE RETAINED AND BE READILY ACCESSIBLE SO IT CAN BE PRODUCED SHOULD THE DECISION BE CHALLENGED

⁷ Access to Information Procedure Rules

⁸ The signatory must be duly authorised by the Director to make the decision in accordance with the Department's scheme.

It is not acceptable for the signature to be 'pp' for an authorised signatory. For Key Decisions only, the date of the authorised signature signifies that, at the time, the Officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have upon the final decision.

⁹ Constitution and Corporate Governance Unit will enter these dates

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**LEEDS CITY COUNCIL
DEPARTMENT OF LEISURE SERVICES
CEMETERIES & CREMATORIA**

REVISED SCHEDULE OF CHARGES FOR 1ST OCTOBER 2007

1	Exclusive Rights of Burial in a Grave or Vault for a period of 50 years	
a.	Adult	£582.00
b.	Child Grave (Armley Only) or Cremation Plot	£291.00
2	a. Interment in a Grave or Vault where an Exclusive Right of Burial has been granted NOT EXCEEDING a depth of 6ft	
	Adult	£619.00
	Child (up to & including 7 years)	£199.00
	b. Additional charge per foot or thereof over 6ft	£121.00
	c. Set of vault cover slabs	£81.00
	d. Interment of Adult's Organs in grave	£157.00
	e. Interment of Child's Organs in grave	£61.00
3	Interment in Grave with no exclusive right of burial (Unpurchased)	£619.00
4	Interment in an Inscription grave with no exclusive right of burial (inc Inscript)	£734.00
5	Interment of Cremated Remains	£157.00
6	Burial in Woodland Grave/Green Burial (inc tree)	£1,347.00

NUMBERS 1 - 6 WILL BE SUBJECT TO DOUBLE FEES FOR DECEASED NOT RESIDING IN LEEDS

7	Fee for the Right to Erect a Memorial or Head Stone on Grave	£155.00
a.	Fee for the right to Add Inscription to existing Head Stone	£66.00
b.	Fee for erection of Memorial Kerb Stones (renewable after 10 years)	£105.00
8	Burial/Cremation Register search fee inclusive of VAT	£87.00
9	Cremation fee - inclusive of strewing of cremated remains	
a.	Exceeding 16 years	£469.00
b.	Up to & inc 16 years	£136.00
c.	Up to & inc 1 year	£61.00
d.	Stillborn or non viable foetus	£21.00
e.	Cremation of Adult's Organs	£61.00
f.	Cremation of Child's Organs	£21.00
g.	Medical Referee Fee (This will be increased whenever Drs fees increase)	£18.50
10	Strewing of Cremated Remains of a person NOT cremated in Leeds	£61.00
11	Use of Chapel for private Memorial Services	£180.00
12	Deposit Cremated Remains in a Niche in Columbarium	£160.00
13	Supply of a Polytainer	£13.00
a.	Supply of a Metal Urn	£26.00

MEMORIALS

14	BOOK OF REMEMBRANCE	TOTAL
	2 Line Entry	£66.00
	5 Line Entry	£161.00
	8 Line Entry	£226.00
	5 Line Entry + Badge/Floral Emblem	£241.00
	8 Line Entry + Badge/Floral Emblem	£297.00
15	Remembrance Cards - 2, 5 or 8 Line Entry	£51.00
	Remembrance Cards - 5 or 8 Line Entry + Badge/Floral Emblem	£139.00
16	MEMORIAL KERB PLATES (LAWNS WOOD)	
	25 Years	£435.00
	10 Years	£241.00
17	MEMORIAL TREE - 25 Years	£894.00
18	MEMORIAL ROSE TREE or SHRUB - 10 Years	£241.00
19	MEMORIAL SEAT - 25 Years	775.00