



NORTHAMPTON BOROUGH COUNCIL

OVERVIEW AND SCRUTINY

ACTION PLAN: SCRUTINY PANEL – Cemeteries – Recommendations in Progress

Response and Action Plan in response to the Recommendations from Scrutiny Panel

Proposed dates for monitoring implementation of accepted recommendations

| Report received by Cabinet | Monitoring activity | Monitoring complete | | |
|---|--|---|-------------|---|
| June 2018 | 30 April 2019 | Date to be added by O&S Committee when agreed monitoring is completed | | |
| Recommendation 5: The footpaths and roadways in Kingsthorpe Cemetery that are in need of repair, are repaired as soon as possible. | | | | |
| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
| The footpaths to be surveyed | Deputy Cabinet Member for Planning Head of Customers and Communities Parks & Open Spaces | GF Capital | 2019/20 | This is part of the ongoing Borough Wide Cemeteries Policy Planning Update Feb 2020 A major pothole has been repaired and inspections are ongoing to identify if |

| | | | | further repairs are required |
|--|---|---|---------------|---|
| Recommendation 9: All signs erected within the borough's cemeteries are of the same style and standard as other Borough signage. | | | | |
| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
| Survey open and closed cemeteries and assess requirements | Cabinet Member for Regeneration and Enterprise Head of Planning, Asset Management and Parks & Open Spaces | Officer time. Budget still to be identified | 2020/21 | This has been paused pending agreement on signage, branding and style and budget. Update Feb 2020 This will now form part of the Unitary preparations |
| Recommendation 10: Information regarding the usage and disposal of plastic bottles in cemeteries is produced for users. The information could be included within a Regulations Guidance booklet for users of cemeteries. All Funeral Directors are provided with a copy of the booklet. | | | | |
| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
| Investigate cemeteries that may require this amount of waste segregation. | Cabinet Member for Environment Head of Customers and Communities Environmental Services Partnership Unit & Veolia | Officer & Contractor time | December 2019 | Update Feb 2020 This and other forms of waste diversion (including organic waste such as flowers etc) has also been raised by the cemeteries forum and options to implement a trial are currently being investigated by Veolia/Idverde, a |

| | | | | proposal is being prepared for the next meeting of the Cemeteries Forum in April 2020 |
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| Recommendation 11: The Policies and procedures for the usage of cemeteries within the borough are tightened up and a zero tolerance approach is applied. | | | | |
| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
| Examine existing policies and procedures and amend where required | Cabinet Member for Environment Head of Customers and Communities Environmental Services Partnership Unit & Veolia | Officer and Contractor time | December 2019 | A comprehensive A4 Booklet is currently being designed and produced and will be available for all users and Funeral Directors. Producing this guidance booklet has been very complex and we have experienced delays due to wanting to ensure that all stakeholders, including the cemeteries working group and cemeteries forum are able to input. Update Feb 2020 The guide is currently with the cemeteries forum for review and will be finalised and implemented fully by 5 th June |
| Recommendation 12: The Scrutiny Panel welcomed and noted the pristine condition of the war graves. | | | | |

| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
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| Compliment noted | Northampton Borough Council | | | |
| Recommendation 16: A feasibility study is undertaken into the requirement of a new large crematorium and cemetery for the town that offers the required services and facilities. | | | | |
| Action | Lead Cabinet Member and Lead Responsible Officer | Resources required/available | Target date | Achievement/Completed |
| Keep findings from feasibility under review. | Deputy Cabinet Member for Planning Head of Planning, Head of Customers and Communities | | Ongoing | Work is currently underway - a strategic working group has been established with representatives from the relevant service areas. Update Feb 2020 This action will now form part of the Unitary preparations. |