

	AGENDA ITEM NO.
Report Cover Sheet	
Name of Meeting:	Culture and Social Policy Committee
Date of Meeting:	19 March 2008
Report Title:	Review of the Cemeteries Regulations
Summary of report:	The regulations for cemeteries in Warwick District have been reviewed by a Task and Finish Group, consisting of Councillors Mrs Blacklock, Heath and Mrs Higgins, following a request from the Culture and Social Policy Committee in December 2007.
For further information please contact (report author);	Nigel Bishop
Business Unit:	Culture
Would the recommended decision be contrary to the policy framework:	No
Would the recommended decision be contrary to the budgetary framework:	No
Wards of the District directly affected by this decision:	Kenilworth St John's, Warwick North, Leamington Milverton and Leamington Brunswick
Key Decision?	Not at this point, but it will be when it is considered by the Executive in June 2008
Included within the Forward Plan?	Not at this point, but it will be when it is considered by the Executive in June 2008
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No
Date and name of meeting when issue was last considered and relevant minute number:	Culture and Social Policy Committee – February 2008 Culture and Social Policy Committee – December 2007 Minute Number 677.
Background Papers:	Culture and Social Policy Committee – February 2008

Consultation Undertaken		
Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.		
Consultees	Yes/ No	Who
Other Committees		
Ward Councillors		
Portfolio Holders	Yes	Councillor Chris White
Other Councillors	Yes	Councillors Mrs Blacklock, Heath and Mrs Higgins,
Warwick District Council recognised Trades Unions		
Other Warwick District Council Service Areas		
Project partners		
Parish/Town Council		
Highways Authority		
Residents		
Citizens Panel		
Other consultees		
Officer Approval		
With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.		
Officer Approval	Date	Name
Relevant Director(s)	07.03.08	Mary Hawkins
Chief Executive		n/a
CMT		n/a
Section 151 Officer		n/a
Legal	07.03.08	Simon Best
Finance	07.03.08	Mike Snow
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		
A report to the Executive in June 2008		

1. RECOMMENDATION(S)

- 1.1 The draft regulations, as detailed in appendix '2' to the report, be approved for submission to the Executive in June 2008, subject to consultation with the Undertakers and Town and Parish Councils in the District;
- 1.2 If any comments are received on the draft regulations, the Review of the Cemeteries Regulations Task and Finish Group be given delegated authority in consultation with the Chair of the Committee, to incorporate these into the regulations, if appropriate, and submit to the Executive in June 2008;
- 1.3 The regulations not be adopted as by-laws, but it be recommended to the Executive that they be enforced through the internal procedures Warwick District Council have as landlord of the cemeteries;
- 1.4 The Review of the Cemeteries Regulations Task and Finish Group continue to meet as necessary, to ensure a completed report is submitted to the Executive in June 2008; and
- 1.5 The Review of the Cemeteries Regulations Task and Finish Group approve the Bereavement Brochure prior to its publication.

2. REASON(S) FOR THE RECOMMENDATION(S)

- 2.1 Warwick District Council (WDC) has four cemeteries within the District, Kenilworth Cemetery, Leamington/Whitnash Cemetery, Milverton Cemetery and Warwick Cemetery. These are all covered by a set of regulations a copy of which is attached at Appendix 1 to the report.
- 2.2 Following a complaint which Councillor Kirton had received with regard to the regulations governing WDC cemeteries, a report was submitted to Culture and Social Policy Committee in December 2007 asking for a Task and Finish Group to be established to review the regulations.
- 2.3 Considering the age of the regulations, the Committee considered it prudent to review them to ensure that they were up to date and meaningful and a Task and Finish Group consisting of Councillors Mrs Blacklock, Heath, Mrs Higgins was formed.
- 2.4 The Task and Finish Group met on two occasions and one of these meetings also included a site visit Kenilworth Cemetery, Leamington/Whitnash Cemetery and Warwick Cemetery.
- 2.5 The group reviewed the current regulations, with the assistance of officers from Culture and Legal Services and made amendments to them where necessary. The amended regulations are detailed in appendix 2 to the report.
- 2.6 The amended regulations, if adopted, also apply to the crematorium site and specific regulations are applied to the woodland burial site at Oakley Wood.
- 2.7 The review does not cover the seven closed church yards maintained by the district council as the regulations do not cover these.

3. **ALTERNATIVE OPTION(S) CONSIDERED**

- 3.1 The alternative option is to not amend the regulations and continue to apply the existing ones. However, this is not a viable option as the current regulations are out of date and do not reflect the current working practices.

4. **BUDGETARY FRAMEWORK**

- 4.1 There is no impact on the budgetary framework.

5. **POLICY FRAMEWORK**

- 5.1 There is no impact in the policy framework.