

## MERTON AND SUTTON JOINT CEMETERY BOARD 20 November 2018

**Wards: Borough Wide Merton and Sutton**  
**Subject: Contractor Report**

### **Recommendations:**

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1. That Members review the information and note the content of the report.
  2. Request a contractor report is submitted to each meeting of the Board
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### **1. Purpose of the Report and Executive Summary**

1.1 This report to the Board reviews the activity from 1<sup>st</sup> January 2018 to 30<sup>th</sup> September 2018 and discusses work activity for the current financial year. It is intended that a report is presented to each meeting of the Board covering key areas of activity.

1.2 The report will cover the following areas:

- 1.2.1 Key performance activity
- 1.2.2 Complaints and compliments
- 1.2.3 Income

### **2. Details**

#### **2.1 Key Performance Activity January 2018 to September 2018**

##### *2.1.1 Grounds Maintenance*

Merton and Sutton cemetery teams have successfully merged with the teams working across the Boroughs within the cemeteries.

##### *Grass Cutting*

The onsite team were assisted with the cemeteries grass cutting team during the growing season. This being not part of the contract specification to blow grass off memorials.

##### *Burials and Burial Turnaround*

More burials have taken place on Saturdays bringing in extra income for the service. The service is still flexible to meet the needs of the service. idverde has now built up a good working relationship with the surrounding Mosques and Funeral Directors. See appendix 2 for 2016 to 2018 burials per month and Saturday burials

See appendix 1 for Burial numbers for 1<sup>st</sup> Jan 2018 to 30<sup>th</sup> September 2018

### *Planting and upkeep service*

There has been a change of supplier with the spring bedding. Planting is taking place now.

### *Cemetery Administration*

The Merton and Sutton cemeteries administration teams have successfully merged. New office times 9am to 4pm Monday to Friday.

### *Bearer Beams - New*

These have been completed on sections U, BX, and W

## **2.2 Targets for 2019**

### **Replacement Bearer Beams Programme**

The Board has a rolling programme to replace failing bearer beams. The older beams fail due to age and insufficient size to accommodate two headstones back to back.

A programme would need to start with section X and section F. X has 8 rows of beams with 532 graves. F has 3 rows of beams with 150 graves. The process is to take the headstones off the old beam, the new beam is installed and the headstones replaced. This has been previously undertaken on section B and section T.

Before work commences notices are placed on the sections explaining the programme.

A decision is required from the Board to restart the programme. Ideally this would start in Spring 2019

### **Mapping**

A quote has been supplied to Merton officers for the digitising of the remaining sections and graves for the cemetery database. These graves and sections cannot be used until digitising is complete. Approval by the Board is required for the work to commence.

### **Roads and Footpaths repairs**

There are a number of roads and footpaths that need urgent repairs. The Board saw these during the summer 2018 tour of the cemetery. This is outside of the contract specification.

### **Litter Bins**

The trial of the wheelie bins at our other cemeteries is still ongoing.

**Public toilets—A Separate report has been submitted on this subject**

## **2.3 Complains and Compliments**

### **2.3.1 Complaints of detailed**

Number	Reason
	Headstones falling off bearer beams on section X
	Total 3

### 2.3.2 Summary of Compliment

Number	Reason
	Strange interment request which was undertaken as requested with family very happy with outcome.
	Total 1

## 2.3 Income

2.3.1 See Appendix 3: 1<sup>st</sup> January 2018 to 30<sup>th</sup> September 2018 income figures.

## 4. Consultation undertaken or proposed

4.1 None for the purposes of this report.

## 5. Timetable

5.1 None for the purposes of this report.

## 6. Financial, resource and property implications

6.1 As contained in the body of the report

## 7. Legal and statutory implications

7.1 None for the purposes of this report.

## 8. Human rights, equalities and community cohesion implications

8.1 None for the purposes of this report.

## 9. Risk management and health and safety implications

9.1 Considered within the Client Side Report

<b>Appendices</b>	
	1 Burial numbers for 1 <sup>st</sup> January 2018 to 30 <sup>th</sup> September 2018
	2 Burial numbers for 2016 to 2018 per month including Saturday burials
	3 – Income 1st January 2018 to 30th September 2018

## Appendix 1

**Date:** Nov 2018

**Agenda item:**

**Wards:** Borough Wide Merton and Sutton

**Subject:** INTERMENTS

**Lead officer:** Mark Robinson

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Details of interment statistics are provided below

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### DETAILS

1.1 During the period 1<sup>st</sup> April 2018 to 30<sup>th</sup> September 2018

	2018/2019	2017/2018	2016/2017	2015/2016	2014/2015	2013/2014
April	23	14	18	25	19	24
May	21	27	21	20	17	22
June	17	23	26	20	11	27
July	15	19	12	35	16	25
August	25	18	15	23	10	15
September	21	24	15	7	17	9
October		18	26	27	19	19
November		18	19	19	21	10
December		14	24	19	19	11
January		21	23	22	25	16
February		26	16	25	21	20
March		26	22	20	22	18
<b>TOTAL (for full year)</b>	<b>122</b>	<b>248</b>	<b>237</b>	<b>262</b>	<b>217</b>	<b>216</b>

## **2. FINANCIAL, EQUAL OPPORTUNITIES, PERSONNEL AND LEGAL IMPLICATIONS**

2.1. None for the purposes of this report.

**Contact Officer:**

Mark Robinson, Registrar: 020 3876 8806

## Appendix 2

Burial numbers for 2016 to 2018 per month including Saturday burials

2016	MUSLIM	AHMAD	OTHER	SATURDAY			TOTAL
				MUSLIM	AHMAD	OTHER	
January	2	2	15	0	2	1	22
February	3	5	22	0	0	0	30
March	0	1	14	0	0	0	15
April	0	3	15	0	0	0	18
May	1	3	16	1	0	0	21
June	8	1	16	1	0	0	26
July	1	2	9	0	0	0	12
August	3	3	9	0	0	0	15
September	0	1	14	0	0	0	15
October	4	3	19	0	0	0	26
November	2	2	15	0	0	0	19
December	5	4	14	1	0	0	24
<b>TOTAL</b>	<b>29</b>	<b>30</b>	<b>178</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>243</b>

2017	MUSLIM	AHMAD	OTHER	SATURDAY			TOTAL
				MUSLIM	AHMAD	OTHER	
January	5	3	15	0	0	0	23
February	4	0	10	1	0	1	16
March	5	2	14	0	0	1	22
April	2	1	10	0	1	0	14
May	7	4	13	1	2	0	27
June	4	1	16	0	1	1	23
July	4	2	13	0	0	0	19
August	3	4	11	0	0	0	18
September	5	3	16	0	0	1	25
October	3	3	12	0	0	0	18
November	3	0	15	0	0	0	18
December	5	0	9	0	0	0	14
<b>TOTAL</b>	<b>50</b>	<b>23</b>	<b>154</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>237</b>

2018	MUSLIM	AHMAD	OTHER	SATURDAY			TOTAL
				MUSLIM	AHMAD	OTHER	
January	1	2	18	0	1	0	22
February	3	2	16	2	2	0	25
March	3	0	19	2	1	0	25
April	3	0	17	1	1	1	23
May	2	1	14	3	1	0	21
June	0	2	14	0	1	0	17
July	3	0	11	1	0	0	15
August	3	2	21	1	0	1	28
September	2	0	15	3	1	0	21
October							0
November							0
December							0
<b>TOTAL</b>	<b>20</b>	<b>9</b>	<b>145</b>	<b>13</b>	<b>8</b>	<b>2</b>	<b>197</b>

Appendix 3

**Merton & Sutton Joint Cemetery Income 1<sup>st</sup> January 2018 to 30<sup>th</sup> September 2018**

<b>Description</b>	<b>January 2018</b>	<b>February 2018</b>	<b>March 2018</b>	<b>April 2018</b>	<b>May 2018</b>
Purchase & Interments	45,228.00	70,959.00	100,971.00	60,146.00	62,944.00
Memorials permits	3,755.00	1,811.00	257.00	2,631.00	7,226.00
Transfer of ownership	900.00	700.00	600.00	600.00	700.00
Planting and Upkeep	87.50	7,537.50	7,450.00	9,350.00	350.00
<b>TOTAL:</b>	<b>£49,970.50</b>	<b>£81,007.50</b>	<b>£109,278.00</b>	<b>£72,727.00</b>	<b>£71,220.00</b>

<b>Description</b>	<b>June 2018</b>	<b>July 2018</b>	<b>August 2018</b>	<b>September 2018</b>	<b>Total To Date</b>
Purchase & Interments	36,311.00	49,055.00	67,490.00	50,460.00	£543,564.00
Memorials permits	5,825.00	4,173.00	2,833.00	2,729.00	£31,240.00
Transfer of ownership	400.00	600.00	200.00	500.00	£5,200.00
Planting and Upkeep	0.00	0.00	0.00	0.00	£24,775.00
<b>TOTAL:</b>	<b>£42,536.00</b>	<b>£53,828.00</b>	<b>£70,523.00</b>	<b>£53,689.00</b>	<b>£604,779.00</b>