

Committee: Merton and Sutton Joint Cemetery Board

Date: June 2022

Wards: Borough Wide Merton and Sutton

Subject: Client Report

Subject:

Lead officer: John Bosley, Assistant Director of Public Space

Contact officer: Andrew Kauffman Head of Parks

Recommendations:

- A. That the Members review the information and note the content of the report
 - B. That the Committee note and feedback on the programme of works for 2021/22.
 - C. For the Committee to note the next programme special works for consideration in 2022-23.
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. Following government guidance, the Cemeteries Service is now conducting operations as business as usual operation after Covid restrictions have been lifted.
- 1.2. LBM Public Space, LBM Facilities Management and service providers at Idverde programme of improvement works for the 2021/2022 were completed during this period including works landing beam works to **Section M, F, X, BX, KX** and **Section MU**.
- 1.3. The review of the Memorial Safety Testing Programme (MSTP) procedure has been agreed between LBM Officers and Idverde with Section M failed headstones having been reinstated on individual landing stones in front of the old concrete landing beam that was no longer fit for purpose. The Section MU which was scheduled for late February 2022, has now been moved to July 2022 and will be carried out by Peace Memorials.
- 1.4. Highways road surfacing contractor completed cemetery roadway improvements running parallel to Green Lane during this period and inspected other vehicle and pedestrian paths for inclusion in 2022-23 special works project for Boards consideration.
- 1.5. Cemeteries and Boundary Improvements. After positive negotiations between LBM, Idverde and Suez Recycling Centre, works commenced in early June 2022 to replace the existing Pallisade fence with a close-board fence on galvanised frame. The new fence will better screen the Recycling Centre as well as reduce the dust and litter blown from the recycling centre into the cemetery thus improving the visitor experience. This project was fully funded by Suez.



PERIMETER FENCING IMPROVEMENTS COMMENCED JUNE 2022 GARTH ROAD

2 DETAILS

2.1. Managing the Service

- 2.1.1 In accordance with government guidance the Covid19 Business Continuity Plans has now been removed and we are transitioning into business as usual for Cemetery and Grounds maintenance operations. Idverde are ensuring suitably trained staff are available to undertake the service.
- 2.1.2 The governance of the service continues to be supported through regular monthly contract meetings and weekly burial capacity updates by service provider
- 2.1.3 The service has now returned to a normal business model this municipal year and with the loosening of governmental restrictions although hand sanitiser stations and blue tooth speakers remain in the chapel.
- 2.1.4 Following the latest government guidance, there are now no restrictions to the number of mourners in the chapel or at graveside.
- 2.1.5 Scheduled works continue to be delivered in the cemetery including grass cutting, hedge maintenance, planting and topping up grave

2.2. Merton and Sutton Joint Cemetery (M&SJC) Update Programme of Works 2021/22 and Proposed Programme of Works 2022/2023

- 2.2.1 The 2021/2022 program in the main was successfully delivered by LBM Facilities Management teamis still on track for practical completion within the 2021/2022 financial year

Section M This section has now been completed. Failed headstones have now been reinstated on individual concrete landing stones in front of the old concrete beam, as this is no longer fit for purpose.

Section F Replacing old beams and an installation of the new beam is now complete.

Section X Works completed in March 2022 and memorials have been reinstalled on new landing beams.

Section BX New beams have now been installed in this section.

Section MU The MU section has been inspected and price sought with works expected to commence in late July 2022 with works to be carried out by Peace Memorials under instruction from service providers at Idverde.

Roadway on Green Lane perimeter The vehicle roadway on Green Lane perimeter was complete by FMConways in March 2022

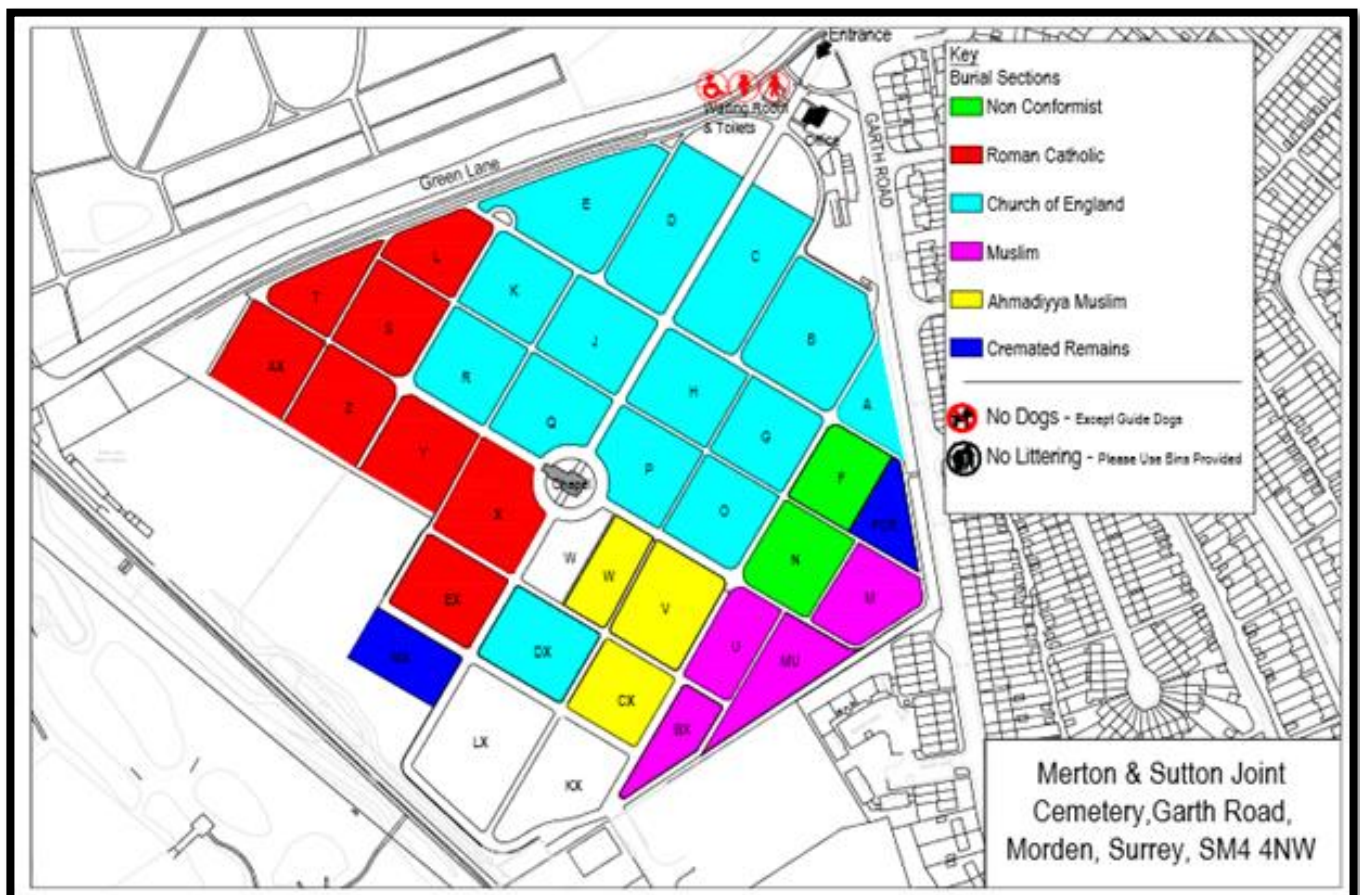


GREEN LANE ROADWAYS RE-SURFACED, SECTION X MEMORIALS REINSTATED, SECTION BX LANDING BEAM

2.2.2 The working relationship between the Public Spaces, Facilities Management working with service providers idverde has strengthened during the period and the Memorial Safety Review Meetings continue to share progress updates of the ongoing memorial safety programme.

2.2.3 Figure 1. below is a map of the sections within M&SJC. This map is included to aid with referencing the locations of the programme of works.

Figure 1 - Merton and Sutton Joint Cemetery (Section MaP)



2.2.4 Table 1. below is the programme of works and expenditure for 2021/2022 period.

Description	Original Budget 2021/22	Virement	Revised Budget 2021/22
New Bearer Beams	25,000	20,000	45,000
Replacement Bearer Beams	65,000	75,000	140,000
Demolition of Greenhouse	10,000		10,000
Restructuring (incl. Tenancy Arrangements)	0		0
Memorials	30,000		30,000
Roads and Footpaths	20,000		20,000
Total Special Projects	150,000	95,000	245,000

2.3. Memorial Safety Testing Programme

2.3.1 Local Authorities have a duty, both to members of the public and their own workers, to make sure that cemeteries and graveyards for which they are responsible are safe. Memorials can become unstable over time and cause accidents to people.

2.3.2 To prevent this and reduce risk, the safety of memorials is tested at prescribed intervals by the service provider (Idverde). Memorials identified as unsafe are made safe in the interim. The make safe method applied is dependent on the nature of the risk. The process of testing memorials and mitigating any risk identified is called the Memorial Safety Testing Programme (MSTP) and the Client and Service provider Idverde meet regularly to review the Memorial Safety Programme.

2.3.3 The next round of memorial reinstatements on Section MU is set to progress in July 2022 with works to be carried out by monumental masons from Peace Memorials.

3 ALTERNATIVE OPTIONS

3.1. Not applicable for this report.

4 CONSULTATION UNDERTAKEN OR PROPOSED

4.1. Not applicable for this report.

5 TIMETABLE

- 5.1. The timetable of the M&SJC 2021/2022 programme of works is complete bar the memorial reinstatement works in Section MU .
- 5.2. The works outstanding from the 2021/2022 programme of works are Section MU should commence in July 2022.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. The estimated budget for the **M&SJC Programme of works** 2021/2022 is detailed in Paragraph 2.2.4, Table 1. The proposed programme for 2022-23 is detailed within the Budget Monitoring 2021/22 and Revenue Estimates 2022-23 (paragraph 2.6.2) Report elsewhere on this agenda

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. The Cemeteries Service will continue to be up-to-date with all Government guidelines current recovery phase. All services and facilities will be provided within these guidelines.
- 7.2. The Cemeteries Service will continue to ensure that it fulfils its Health & Safety duties regarding memorial safety.

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 8.1. We positively welcome and aim to support the growing diversity of the community we serve and the people we employ.
- 8.2. We aim to provide an inclusive service and will not discriminate (indirectly, directly or by association) on the grounds of race, sex, gender reassignment, marital or partnership status, sexual orientation, age, religion or belief, HIV status, or disability (e.g. sensory and physical disabilities, learning disabilities and mental health status).
- 8.3. Quality means equality in the services we plan and provide, and in the staff we employ to provide those services. The Cemeteries Service is culturally sensitive and is also respectful of faith and belief considerations.

9 CRIME AND DISORDER IMPLICATIONS

- 9.1. Not applicable for this report

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

- 10.1. Councils have a duty under Health & Safety legislation and under the principles of occupier's liability, both to members of the public and their own workers, to make sure that cemeteries and graveyards for which they are responsible are safe. Memorials can become unstable since erection and cause accidents to people.

- 10.2. The Memorial Safety programme process across the Partnership is based on *Ministry of Justice Memorial Safety Guidance (2009)*.
- 10.3. Staff undertaking the testing (MSTP) are suitably trained. All inspectors are trained to meet the standards specified in the Ministry of Justice guidance entitled “Managing the Safety of Burial Ground Memorials”. Training is refreshed as required.
- 10.4. When memorial testing is being undertaken, staff wear appropriate PPE. This includes gloves, steel toe-cap boots and high-vis jackets.

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- 11.1. None

12 BACKGROUND PAPERS

- 12.1. None

END OF REPORT
