

**STRATEGIC CEMETERIES AND CREMATORIUM  
DEVELOPMENT WORKING GROUP**

**Minutes of Meeting of 28th February, 2018**

Members Present: Alderman Rodgers (Chairperson);  
Alderman Sandford; and  
Councillor Murphy.

In Attendance: Mrs. S. Toland, Assistant Director, City and  
Neighbourhood Services;  
Mrs. C. Sullivan, Policy and Business Development  
Officer;  
Mr. M. Patterson, Bereavement Services Manager;  
Ms. S. Kalke, Project Sponsor; and  
Mr. G. Graham, Democratic Services Assistant.

**Minutes**

The minutes of the meeting of 29th January, 2018 were taken as read and signed as correct.

**Declarations of Interest**

No declarations of Interest were reported.

**Councillor Murphy**

The Chairman, on behalf of the Members, welcomed Councillor Murphy to his first meeting of the Working Group.

**Report on Fatal Accident at Craighton Cemetery – Glasgow**

The Assistant Director provided the Working Group with an update on a fatal accident which had involved the death of a young boy while climbing on a headstone in Craighton Cemetery, Glasgow. The Policy and Business Development Officer highlighted some of the specific issues raised in the report including a lack of a structured memorial inspection system by the Local Authority. The report highlighted also, the need for detailed guidance on how large historic memorials should be managed. The Assistant Director highlighted the action already taken by Belfast City Council to manage safety of memorial structures in its cemeteries which it had identified to be unsafe. She highlighted the importance of undertaking this action, given the unfortunate event which had occurred in Craighton Cemetery.

Noted

**Appropriate Use of City Cemetery**

A Member noted that the accident in Glasgow may have occurred as a result of inappropriate entry and use of the cemetery and asked what action was being taken to promote appropriate use of the City Cemetery. The Assistant Director stated that this matter had been discussed at a previous meeting of the People and Communities Committee and that the Council was identifying ways in which it could promote the heritage value of the City Cemetery and in particular, the animation of the space.

Noted

### **Update on New Crematorium Development**

The Assistant Director provided the Members with an update on the progress, to date, in respect of the new crematorium development at Roselawn Cemetery. She referred to the party briefings which had taken place to update Members on the future development proposals, including the capital financing required to support this. The Working Group was advised that the Council's Property and Projects Department had commenced work on the preparation of the Pre-Qualification Questionnaire documentation, prior to the procurement of a Project Manager to oversee the development of the crematorium development proposals. The Working Group was reminded that £18 million had been set aside in the capital programme to finance the future crematorium development proposals, including all associated infrastructure work.

Noted.

### **Update on Permanent Memorial to mark Plot Z1 in the City Cemetery**

The Bereavement Services Manager outlined the progress which had been made to date in respect of the procurement process to erect a memorial at Plot Z1 in the City Cemetery. He reminded the Members that, in December 2017, the Working Group had agreed the tender documentation associated with the commissioning of a Stone Mason to design, produce and install a permanent memorial at Plot Z1 in the City Cemetery. It was reported that tender process had been delayed slightly and that the closing date for submission of tender documentation had been extended until 16th March, 2018. It was reported further that it was anticipated that a Stone Mason would be appointed by the end of March 2018, after which, a meeting with the Focus Group members would be arranged to discuss specific proposals around the design and erection of a suitable permanent memorial.

The Working Group was reminded that the memorial project was a Stage 3 Committed expenditure in the Council's capital programme, with a maximum allocated project budget of £50,000.

The Working Group noted the information which had been provided.

### **Provision of Water Bowsers at Roselawn Cemetery**

In response to a question from a Member in regard to the provision of temporary water bowsers at Roselawn Cemetery, the Bereavement Services Manager informed the Working Group that three water bowsers had been installed recently, in those areas of the cemetery which had been most adversely affected by disruption to the mains water supply.

Noted

### **Date of Next Meeting**

The Working group agreed that its next meeting would be held on Wednesday, 14th March at 4.30 p.m.

Chairperson