



Subject:	Update in relation to a Permanent Memorial to mark Plot Z1 in the City Cemetery
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Siobhan Toland, Director of City Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to update Members on progress of the process to design, produce and install a permanent memorial at Plot Z1 in the City Cemetery, commonly known as Baby Public and to seek approval to undertake public consultation on the proposed design.
2.0	Recommendations
2.1	Members are asked to agree that public consultation is undertaken on the proposed design as outlined in this report.

3.0	Main report
	<p data-bbox="272 206 421 237"><u>Key Issues</u></p> <p data-bbox="165 255 1474 389">3.1 Members are reminded that the commissioning of a stonemason to design, produce and install a memorial for Plot Z1 in the City Cemetery was agreed by the Council, and that following a tender process Making Marks were appointed to undertake this work.</p> <p data-bbox="165 456 1474 689">3.2 Members are reminded that regular updates on this project are brought to the Strategic Cemeteries and Crematorium Working Group, whose recommendations are then considered and agreed by this Committee. However due to issues with timings it was agreed that the proposed design be brought directly to this Committee for consideration prior to public consultation being undertaken on it.</p> <p data-bbox="165 757 1474 945">3.3 Members may be aware that it was agreed to establish a Focus Group made up of representatives of families that had relatives buried in the plot. It was agreed that the Focus Group would be set up as an informal advisory body and its purpose will be to ensure that the views of the families of those who are buried in Plot Z1 are reflected in the process.</p> <p data-bbox="165 1012 1474 1146">3.4 The Focus Group has met regularly over the past few months and inputted into the brief for the sculptor. They have also met with the sculptor twice and have put forward their ideas for the memorial which have been incorporated into the proposed design.</p> <p data-bbox="165 1214 1474 1447">3.5 The sculptor has now produced a proposed design for the permanent memorial which has been agreed by the Focus Group. A copy of the proposed design is attached as appendix 1 and a sample of the stone with carving will be brought to the meeting. Members should note that there is ongoing discussion around the inscription on the memorial and this may change as a result of the wider consultation process.</p> <p data-bbox="272 1514 421 1545"><u>Next steps</u></p> <p data-bbox="165 1568 1474 1854">3.6 If Members are in agreement it is proposed that public consultation on the proposed design will be undertaken in July and August. The public consultation would include the use of the Council's online platform Citizen Space and a public information session. The consultation would be publicised through the usual Council communication channels and we would also utilise the Facebook group that has been set up to campaign for a memorial at the site. This page is administered by one of the Focus Groups members and has 2.4k followers.</p>

3.7	<p>At this point it is anticipated that the findings of the public consultation and the final design will be brought to the October meeting of the Strategic Cemeteries and Crematorium Working Group for their consideration.</p>
3.8	<p><u>Financial & Resource Implications</u></p> <p>This project is Stage 3 - Committed on the Capital Programme. The total budget for this project was up to £50,000 and the design, production and installation of the memorial element is up to £30,000 (inclusive of VAT).</p>
3.9	<p><u>Equality or Good Relations Implications</u></p> <p>The appointed stonemason will be required to take into consideration the Council's Equality and Good Relation duties.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Copy of the proposed design</p>