

## **For Publication**

### **Bereavement Services Manager's Report**

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Meeting: Chesterfield and District Joint Crematorium Committee

Date: 26<sup>th</sup> September 2022

Report by: Bereavement Services Manager

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#### **1.0 Purpose of Report**

- 1.1 To keep Members informed of matters relating to the Operation of the Crematorium.

#### **2.0 Cremation Figures**

- 2.1 This part of the report details the cremation totals, comparisons and which area funerals were received from.

	CBC	WEST	NEDDC	BDC	AV	OUTSIDE
APR- JUL 18/19	370	48	185	92	5	43
APR – JUL 19/20	303	47	193	105	3	43
APR - JUL 20/21	394	55	290	96	10	103
APR-JUL 21/22	317	51	209	102	3	45
APR – JUL 22/23	352	38	226	80	3	60

	CJCC Cremations	Derbyshire Registered Deaths	England and Wales Registered Deaths
APR – JUN 19/20	531	1,997	126,808
APR – JUN 20/21	772	2,750	182,916
APR – JUN 21/22	544	1,971	120,519
APR – JUN 22/23	581	2,238	138,537

### 3.0 **Green Flag Award and Chesterfield in Bloom**

The Manager is pleased to inform Members that, in July, Chesterfield and District Crematorium received the Green Flag award for the 10<sup>th</sup> consecutive year. The Green Flag Award scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world.

The Crematorium also featured on the Chesterfield in Bloom Judging route on Friday 8<sup>th</sup> July 2022.

### 4.0 **Internal Audit Report**

The Internal Audit annual review of the processes and controls was completed by Bolsover, Chesterfield and North East Derbyshire District Council's Internal Audit Consortium.

The Internal Audit Report was issued on 22<sup>nd</sup> June 2022 and reviewed processes and controls relating to all aspects of Funeral Administration, Memorialisation, Cash Handling, Income and Debtor Accounts.

The Audit Report gave an Assurance Level of "Substantial Assurance", the highest possible, with a risk register link described as negligible/low impact.

Four low priority recommendations were made and will be addressed as soon as possible. Those recommendations relate to memorial adoption dates, three delays on invoicing funeral directors during the year and improvements to the inventory.

## **5.0 Update on Projects**

### *Replacement Music System*

This system is now operational and there has been a noticeable improvement on quality since installation, particularly around webcasting and visual tributes.

### *Pond Area*

Works to clear out the pond and rebuild the far wall commenced on 5<sup>th</sup> September. This will be followed by the creation of additional memorial areas within the Woodland Walk.

### *Air Conditioning*

This project was postponed during the pandemic due to understandable health and safety concerns around air circulation within the Chapel. The Manager, assisted by the Lead Authorities Facilities Maintenance Team, has now begun to relook at the design and refresh budget costs. The recent heatwave of 2022 highlighted the need for air conditioning in Chapel and the Manager will update Members at the next meeting.

### *Ventilation in Crematory*

The design and specification for this project to reduce temperatures in the crematory area has been advertised on the Lead Authorities Procurement System twice.

At the first attempt, no proposals were submitted on the second attempt at the process two bids were incomplete and rejected. Again, the recent heatwave highlighted concerns around working temperatures for staff and the safety of buildings and equipment. The Manager will be working with Facilities Maintenance to resolve this and an update will be provided to Members at a later meeting.

## **6.0 Medical Examiner Scheme and Changes to Death Certification**

- 6.1 The Ministry of Justice provided an update in May 2022 on the Medical Examiner Scheme. Secondary Legislation had been laid in Parliament to remove form Cremation 5. This legislation came into effect on 25 March 2022 and form Cremation 5 has been removed on a permanent basis.

The Medical Examiner scheme has been rolled out on a non-statutory basis to all acute settings and is in the process of being rolled out across non-acute settings. The Government is working towards implementing the statutory medical examiner system from April 2023. As set out in the 2016 consultation on the Introduction of Medical Examiners and reforms to death certification in England and Wales, the scrutiny provided by the statutory medical examiners will replace the current arrangements for completing form Cremation 4. The consultation also set out the intention to remove medical referees upon implementation of the statutory medical examiner scheme.

Medical Examiners are senior doctors who, in the period before a death is registered (five days), provide independent scrutiny of the causes of death.

## **4.0 Recommendations**

- 4.1 That the report be noted.
- 4.2 That the recent achievements in obtaining Green Flag Award and positive Audit report be noted as a reflection of the efforts of the Team.

**Ross Fawbert**  
**Bereavement Services Manager**