

# EXECUTIVE DECISION

made by a Cabinet Member



## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER


Executive Decision Reference Number – CSLCC02 24/25

Decision	
1	<b>Title of decision:</b> Ending of cremation processes at Efford and Weston Mill Crematoria
2	<b>Decision maker:</b> Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries & Crematoria)
3	<b>Report author and contact details:</b> Graham Smith (Head of Bereavement Services) graham.smith@plymouth.gov.uk
4	<b>Decision to be taken:</b>  1. To cease the use of Efford and Weston Mill crematoria for cremation processes no earlier than the 4 October 2024
5	<b>Reasons for decision:</b>  The decision to relocate cremation processes to the new Plymouth Crematorium at the Park was taken through Executive Decision reference L10 18/19. A further decision is required to formally cease cremation processes at Weston Mill and Efford as this was not included in the original decision.  It should be noted that this decision does not impact on Efford and Weston Mill, other than the cremation processes, and they will remain open for burial (whilst space remains) and memorialisation.  The decision L10 18/19 was taken to;  1. Ensure continued provision of cremation (and burial) for the city with enhanced facilities that meet 21 <sup>st</sup> century expectations.  2. Safeguard capacity for effective disposal (burial and cremation) of remains to meet the needs of the population now and into the future  3. Meet environmental requirements and contributing to reduction in carbon emissions.  The only change to Efford and Weston Mill Crematoria will be that cremation processes will no longer occur on site; there is no change to the use of Efford and Weston Mill cemeteries that will continue to be available for burial and memorialisation.
6	<b>Alternative options considered and rejected:</b>  1. Do nothing  This option has been rejected as Executive Decision L10 18/19 already agreed to authorise the change in cremation processes to The Park on completion of the new location.
7	<b>Financial implications and risks:</b>  There is no negative impact forecast on the baseline net revenue position due to operating cost efficiencies. In the event of unforeseen revenue costs these will be fed into the preparation of the MTFP as part of the 2025/26 budget process.

8	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice) Please type an X into the relevant boxes</p>	Yes	No	<p><b>Per the Constitution, a key decision is one which:</b></p>
			<b>X</b>	<p>in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total</p>
			<b>X</b>	<p>in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b> annually</p>
			<b>X</b>	<p>is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.</p>
<p><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>		N/A		
9	<p><b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b></p>	<p>The Council is committed to delivering quality public services and as part of that the Bereavement Service seeks to ensure it provides high quality remembrance and cremation service fit for the future.</p> <p>The Bereavement Service delivers on the Corporate Plan values and priorities in the following ways:</p> <ul style="list-style-type: none"> <li>• Through <b>Co-operation</b> by engaging with the funeral industry and increasing community engagement opportunities through open days and events as well as strengthening work with local schools and charities.</li> <li>• Showing <b>Responsibility</b> by caring about its impact on the customers and the funeral industry retaining the choice of funeral service locations.</li> <li>• Showing <b>Fairness</b> by creating a variety of opportunities for remembrance across a range of locations and costs</li> <li>• Demonstrating that Plymouth City Council is committed to <b>Co-operation</b> by working with our partners in the funeral industry and developing stronger ties with local bereavement charities</li> <li>• Seeking to <b>make Plymouth a great place to grow up and grow old</b> by reducing health inequality by providing a modern facility that is fit for purpose meeting the needs of the whole city with sensitivity to differing faith requirements</li> <li>• The project supports economic growth by <b>spending money wisely</b> that benefits as many people as possible</li> <li>• <b>Providing quality public services</b> by creating a green and sustainable funeral service by providing modern cremators with the latest abatement technology that meets emission requirements and reduction in fuel requirements and carbon emissions.</li> </ul>		

		The Plymouth Plan sets out a single vision for the city to 2034 with a clearly stated ambition to grow Plymouth's population as well as new developments on our urban fringes. Crematoria and burial capacity are recognised as a key infrastructure requirement for a growing city.		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	<p>The current and future cemetery and crematoria provision can contribute to Policy 25 Reducing Carbon Emissions by replacing old cremators with modern technology.</p> <p>Furthermore the cemeteries maintained by the Bereavement Service total 40 hectares of green space and are integral to the achievement of Policy 24 Delivering Plymouth's Natural Network providing for the needs of people, wildlife and businesses from funeral directors, florists and masons and their associated supply chain</p>		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b> Please type an X into the relevant box	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	<b>X</b>	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>			
<b>12b</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b> Please type an X into the relevant box	<b>Yes</b>		
		<b>No</b>	<b>X</b>	<b>(If no go to section 14)</b>
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	N/A		
<b>13c</b>	<b>Date Cabinet member consulted</b>	N/A		
<b>14</b>	<b>Has any Cabinet member declared a</b>	<b>Yes</b>		If yes, please discuss with the Monitoring

	<b>conflict of interest in relation to the decision?</b> Please type an X into the relevant box	<b>No</b>	<b>X</b>	Officer				
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>		Ruth Harrell				
		<b>Job title</b>		Director of Public Health				
		<b>Date consulted</b>		18 July 2024				
<b>Sign-off</b>								
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>			DS35 24/25			
		<b>Finance (mandatory)</b>			DJN.24.25.066			
		<b>Legal (mandatory)</b>			LS/00001312/1/AC/2 3/8/24			
		<b>Procurement (if applicable)</b>			N/A			
		<b>Corporate property (decisions involving Council owned land or facilities) (if applicable)</b>						
		<b>Human Resources</b>						
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b> Please type an X into the relevant box	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>No</b>	<b>X</b>					
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								

<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
<b>Cabinet Member Signature</b>								
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>	28/08/2024			
<b>Print Name</b>	Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries & Crematoria)							