

Committee: Merton and Sutton Joint Cemetery Board

Date: February 2023

Wards: Borough Wide Merton and Sutton

Subject: Client Report

Subject:

Lead officer: Dan Jones Executive Director Environment Civic Pride and Climate

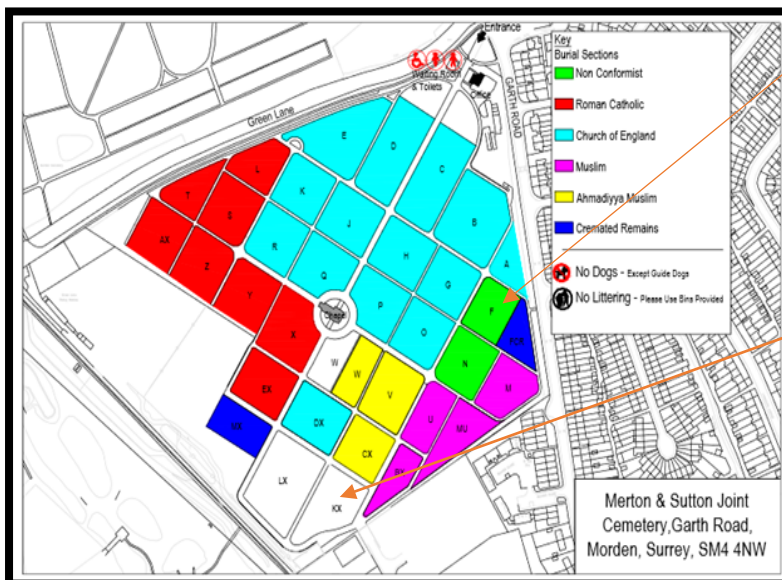
Contact officer: Andrew Kauffman Head of Parks Services

Recommendations:

A. That the Members review the information and note the content of the report

1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. The report provides an update on business as usual cemeteries activities between March 2023 and June 2023 including special projects conducted via LBM Facilities Management Team as well as Operational management and maintenance via Service Providers at Idverde UK.
- 1.2. LBM Facilities Management and LBM Client side team continue to procure and programme the MSJC Special Projects work and during the above period have taken out to tender the Replacement Bearer Beams in Section F and Section KX with works set to commence on both sections in July 2023.



Replacement Bearer Beams

Section F

Code: 00001517

Value: £26,000.00

Successful Contractor: Mckeown's

Proposed Start Date: July 2023

Replacement Bearer Beams

Section KX

Code: 00001517

Value: £26,100.00

Successful Contractor: Mckeown's

Proposed Start Date: July 2023

- 1.3. Under the terms of continued Memorial Safety Testing Procedure Idverde UK have 7no memorials in Section MU where IdverdeUK have been unable to trace the family and working with Peace Memorials are working to make these graves compliant which will be completed during the 2023-24 Special Projects.
- 1.4. LBM Facilities Management Team are currently preparing tenders for Vehicle Road and Pedestrian Footpath surfacing works for the 2023-24 period as we seek to improve the existing path infrastructure within the cemetery based on priorities.
- 1.5. In line with Board approval at the February 2023 Board Meeting, Idverde UK have commenced the phasing out of old style cemetery bins and replacing with Euro-bins currently used at London Rd and Gap Rd cemetery.



Black Euro-bins at MSJC

2 DETAILS

2.1. Managing the Service

- 2.1.1 Full business as usual operations are now conducted by service providers from IdverdeUK at MSJC
- 2.1.2 The governance of the service continues to be supported through regular monthly as well as higher level senior management contract meetings.
- 2.1.3 In May 2023 a new cemeteries supervisor took over at MSJC. Mike Eagan who previously managed the cemeteries supervision at Brandon Hill Cemetery in Sutton has taken over from Mark Waldron.
- 2.1.4 Weekly burial capacity updates by service provider continued to be received by Client teams to ensure suitable forward planning arrangements are made via special works projects to ensure we have suitable landing beam capacity at MSJC.
- 2.1.5 Scheduled works continue to be delivered in the cemetery including grass cutting, hedge maintenance, planting and topping up grave after burials. It has been noted that contractors did struggle with initial cutting due to wet

weather early in the season but a robust catch up program is currently in place to catch up with extra resources deployed by IdverdeUK.



Grass swaths cut on main access paths and around features

2.1.6 Linked to the impact of Storm Eunice in Feb 2022 Council Tree Inspectors have commissioned a full survey of the trees within MSJC and priority works were completed in winter works period October 2022-March 2023. A program of proactive tree planting will progress October 2023 - March 2024 in line with the councils stretch target to enhance the tree canopy cover in Merton.

2.1.7 Please refer to Idverde UK Contractor Report **Section 2** for full Grounds Maintenance Update for the period

2.2. Merton and Sutton Joint Cemetery Special Projects

2.2.1 After a strong special projects delivery in 2022/23. The council parks and facilities management team have been working hard to commission schemes for 2023/2024

Project	Commissioning	Commencement
Replacement of existing bins and replace with EuroBins	Agency agreement with councils Grounds Maintenance term contractors Idverde UK	Commenced on site
Replacement Bearer Beams F/KX	Tender awarded	July 2023 onwards
New Bearer Beams	Tender in progress	TBC
Road and Footpath Improvements	Agency agreement with councils Highways term Contractor FM Conway	TBC
Memorial Safety Testing	Tender awarded	July 2023

Horticulture & Biodiversity Projects	Agency agreement with councils Grounds Maintenance term contractors Idverde UK	See contractor report section 2.1 for update on commencement
Cemetery Welfare and Toilet	Awaiting priced proposals	TBC

2.2.2 The working relationship between LBM client side team, Facilities Management and IdverdeUK has strengthened during the period and ensures the MSJC Cemeteries management and maintenance operations and special projects all ensures the cemetery is able to provide a strong service to burial providers from mixed faith groups while maintaining a high standard of horticulture for families visiting loved ones at the cemetery.

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.

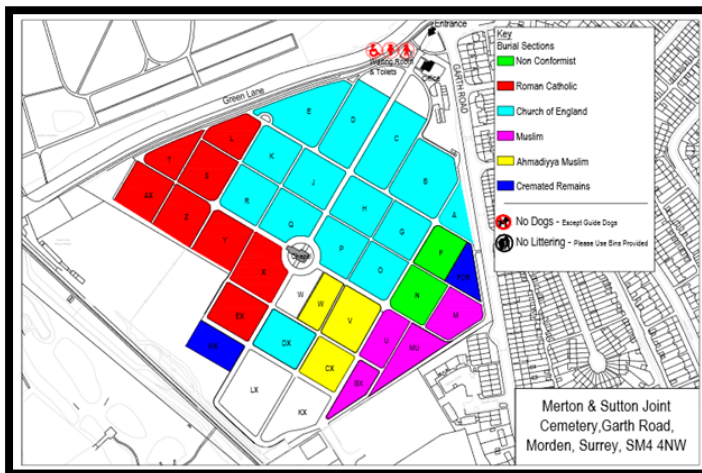


Figure 1 - Merton and Sutton Joint Cemetery (Section Ma

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 Idverde UK are currently working with Peace Memorials on solutions to secure the remaining 7no Bespoke Memorials that remain on Section MU memorials are currently laying downing this section. As soon as the itemised cost for each memorial is received these works will be actioned in 2023-24 Financial year. Unfortunately no contact has been made with owners of each of these graves so MSJC Board will need to fit the bill for these 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. See Section 2.2 for the 2023-24 Special Projects update

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. See Abstract of Accounts Report

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. 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
