

Public Document Pack
Coychurch Crematorium Joint Committee
C y d - B w y l l g o r A m l o s g f a L l a n g r a l l o

Amlogfa Llangrallo
Llangrallo
Pen-y-boath ar Ogwr
CF35 6AB



Coychurch Crematorium
Coychurch
Bridgend
CF35 6AB

Tel: 01656 656605
Fax: 01656 668108

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.
We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*

**Cyfarwyddiaeth y Prif Weithredwr / Chief
Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 /
643147 / 643694

Gofynnwch am / Ask for: Gwasanaethau
Democrataidd

Ein cyf / Our ref:

Eich cyf / Your ref:

Date / Dyddiad: Dydd Llun, 24 Hydref 2022

Annwyl Cynghorydd,

Cyd Bwyllgor Amlogfa Llangrallo

Cynhelir Cyfarfod Cyd Bwyllgor Amlogfa Llangrallo O Bell Trwy Timau Microsoft ar **Dydd Gwener, 28 Hydref 2022 am 14:00.**

AGENDA

1. Ymddiheuriadau am absenoldeb
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant
Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau /
Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y
Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 12
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 15/07/2022
4. Gwobr Baner Werdd 13 - 20
5. Rhoddion Cynllun Ailgylchu Metelau 21 - 26
6. Datganiad Monitro Refeniw 1 Ebrill i 30 Mehefin 2022 a Datganiad Cyfrifon 27 - 42
Blynyddol 2021-22 Diweddariad
7. Materion Brys
I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn
y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â Rhan 4 (pharagraff 4) o'r
Rheolau Trefn y Cyngor yn y Cyfansoddiad.

Yn ddiffuant
K Watson

Prif Swyddog, Gwasanaethau Cyfreithiol a Rheoleiddio, AD a Pholisi Corfforaethol

Dosbarthiad:

Cynghorwyr:

E L P Caparros

P Davies

S J Griffiths

G Hopkins

G John

J Lynch-Wilson

JC Spanswick

C Stallard

B Stephens

Agenda Item 3

CYD BWYLLGOR AMLOSGFA LLANGRALLO - DYDD GWENER, 15 GORFFENNAF 2022

COFNODION CYFARFOD Y CYD BWYLLGOR AMLOSGFA LLANGRALLO A GYNHALIWYD O BELL TRWY TIMAU MICROSOFT DYDD GWENER, 15 GORFFENNAF 2022, AM 14:00

Presennol

Y Cynghorydd JC Spanswick – Cadeirydd

E L P Caparros
J Lynch-Wilson

P Davies
B Stephens

S J Griffiths

G John

Ymddiheuriadau am Absenoldeb

G Hopkins a/ac C Stallard

Swyddogion:

Mark Galvin
Joanna Hamilton
Michael Pitman
Eilish Thomas

Uwch Swyddog Gwasanaethau Democrataidd - Pwyllgorau
Rheolwr Gwasanaethau Profedigaeth a Cofrestrydd
Swyddog Gwasanaethau Democrataidd – Pwyllgorau
Rheolwr Cyllid – Rheoli Ariannol a Chau

1. ETHOL CADEIRYDD (O AELODAU CYNGOR BWRDEISTREF SIROL PEN-Y-BONT AR OGWR)

PENDERFYNWYD:

Cytunodd yr aelodau drwy benderfyniad unfrydol fod y Cynghorydd JC Spanswick yn cael ei ethol yn Gadeirydd Cyd-bwyllgor Amlogfa Llangrallo am y flwyddyn ddilynol.

Yna, cadeiriodd Y Cynghorydd Spanswick weddill y cyfarfod.

2. ETHOL IS-GADEIRYDD (ODDI WRTH AELODAU CYNGOR BWRDEISTREF SIROL RHONDDA CYNON TAF)

PENDERFYNWYD:

yr aelodau yn cytuno drwy benderfyniad unfrydol, bod y Cynghorydd B Stephens yn cael ei ethol yn Is-Gadeirydd Cyd-bwyllgor Amlogfa Llangrallo am y flwyddyn nesaf.

3. DATGANIADAU O FUDDIANT

Dim.

4. CYMERADWYO COFNODION

PENDERFYNWYD:

Bod cofnodion cyfarfod o Gyd-bwyllgor Amlogfa Llangrallo dyddiedig 4 Mawrth 2022, yn cael eu cymeradwyo fel cofnod gwir a chywir.

5. ADOLYGIAD BLYNYDDOL O AMCANION CYNLLUN BUSNES 2019/20

Cyflwynodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd adroddiad a'r Cynllun Busnes cysylltiedig, a oedd yn cynnwys amcanion gwasanaeth a phrosiectau cynnal a chadw a gwella arfaethedig i wella a chynnal tiroedd yr Amlogfa a'r adeiladau ar gyfer y flwyddyn ariannol sydd i ddod.

Esboniodd, yn unol â'r Memorandwm Cytundeb, mai pwrpas adolygiad blynyddol Mehefin oedd edrych yn ôl ar berfformiad yr Amlogfa yn ystod blwyddyn ariannol

flaenorol 2021/22; er mwyn adolygu perfformiad yn erbyn y cynllun busnes ar gyfer 2021/22, ac mae nifer o benawdau wedi'u nodi, y gellid eu dadansoddi'n fanylach, gan ddechrau ar dudalen 13 o'r adroddiad.

Yn gyntaf, cadarnhaodd fod cyfanswm yr amlosgiadau yn 2021/22, yn 1681 gan gynnwys 1024 o Ben-y-bont ar Ogwr, 140 o Fro Morgannwg a 459 o Rhondda Cynon Taf, gyda 58 o du allan i'r 3 awdurdod. Er bod canol rhan 2021 yn dal i brofi rhywfaint o effaith bandemig Covid-19 gyda niferoedd amlosgi uwch, dechreuodd hyn ostwng i lefelau mwy arferol tuag at ran olaf y flwyddyn honno a dechrau'r flwyddyn hon, wrth i'r rhaglen frechu ddod i rym. Pan gyflwynodd yr adroddiad hwn fis Mehefin y llynedd, adroddodd 2086 o amlosgiadau ar gyfer blwyddyn ariannol 2020/21, cynnydd o 416 o amlosgiadau ar y flwyddyn ariannol cyn covid flaenorol, a oedd chwarter yn fwy o farwolaethau nag y byddai wedi'i ddisgwyl. Felly, roedd dychweliad i gyfradd marwolaeth fwy arferol yn cael ei weld, gan ddisodli'r amgylchiadau trist iawn hynny.

Cofnododd yr ail bennawd ar Dudalen 13 o'r adroddiad, safonau gwasanaethau manwl drwy ganlyniadau'r Holiaduron Boddhad Cyhoeddus yn 2021/22, sy'n cael eu hanfon at bob ymgeisydd ar gyfer gwasanaethau amlosgi. Y targed yw sicrhau lefelau boddhad cyffredinol o 100% o dda neu ragorol ac roedd y Rheolwr Gwasanaethau Profedigaeth a Cofrestrydd, yn falch o ddweud bod y rhain yn parhau'n gyson ar 100%, gyda tharged wedi'i osod yng Nghynllun Busnes 2022/23 ar gyfer yr un canlyniad.

Manylwyd ar yr arsylwadau a'r sylwadau a ddarparwyd gan yr ymgeiswyr ar gyfer gwasanaethau amlosgi, felly roedd wedi ychwanegu rhai nodiadau lle bo hynny'n berthnasol i gynorthwyo gydag eglurder.

Oherwydd y pandemig, mae 2021/22 wedi parhau'n heriol tu hwnt, ac er y niferoedd uwch o angladdau a'r cyfyngiadau sydd ar waith i gadw galarwyr a staff yn ddiogel, mae adborth yn gadarnhaol iawn a lle bo angen roedd hi wedi ymateb i'r ymgeisydd ar gyfer gwasanaethau amlosgi yn ysgrifenedig. Roedd rhai sylwadau cadarnhaol iawn ynglŷn â'r sylw sensitif proffesiynol a gafwyd gan staff yr Amlosgfa a'r ffordd y mae'r gwasanaethau angladdol yn cael eu rhedeg, a hefyd safonau uchel cynnal a chadw'r tiroedd a'r adeiladau, gan gynnwys awyrgylch heddychlon y safle. Roedd manteision system weddarlledu'r Amlosgfa wedi cael eu gwerthfawrogi'n amlwg iawn yn ystod cyfnod y pandemig. Bydd aelodau yn nodi rhai sylwadau rhwng mis Ebrill a Medi yn ymwneud â chyfyngiadau a oedd mewn grym o ganlyniad i'r pandemig, ond o fis Hydref ymlaen doedd dim rhagor o sylwadau. Bydd y Cyd-bwyllgor yn nodi rhai sylwadau negyddol ynglŷn â system sain yr Amlosgfa rhwng Ebrill a Medi hefyd, ond eto o fis Hydref ymlaen, doedd dim rhagor o sylwadau. Cafodd y ddau gapel systemau cerddoriaeth ddigidol a chyfryngau hollol newydd y pryd hynny, oedd yn profi i fod yn llwyddiannus dros ben.

Dywedodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd ei fod yn werth nodi bod yr Amlosgfeydd wedi ennill gwobr y Faner Werdd yn 2021 ar gyfer y 12fed blwyddyn yn olynol. Dyma'r wobwr a gydnabyddir yn genedlaethol am safonau gofal, cynnal a chadw ac arferion rheoli da'r safle a'r tiroedd. Mae'r wobwr yn cadarnhau'r ymrwymiad i gynnal safonau uchel, y gellir ei werthfawrogi gan ei holl ymwelwyr.

Roedd y trydydd pennawd ar Dudalen 20 o'r adroddiad, yn manylu ar y rhaglen wariant ar gyfer gweithiau arfaethedig yn 2021/22. Ar y cyd â'r tabl ar Dudalen 21, gallai Aelodau ddadansoddi hynt amcanion y gwasanaeth ar gyfer y llynedd.

I grynhoi cadarnhaodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd, fod gwaith arfaethedig yn 2021/22 wedi canolbwyntio'n bennaf ar osod goleuadau allanol i'r safle. Er gwaethaf heriau'r pandemig cafodd hyn ei gwblhau ym mis Gorffennaf y llynedd gyda gwariant terfynol o £250k, oedd o fewn y gyllideb amcangyfrif wreiddiol o £300k.

Nid yn unig y mae'r goleuadau allanol newydd yn edrych yn ardderchog ac wedi derbyn llawer o sylwadau cadarnhaol, ond mae wedi galluogi'r Amlogfa i ddarparu amseroedd gwasanaeth diweddarach ym misoedd y gaeaf. Cyn hynny roedd y nosweithiau tywyllach wedi atal hyn am resymau diogelwch.

Yn ail, diweddarwyd systemau cerddoriaeth a chyfryngau'r capel yn y ddau gapel a oedd yn cynnwys seinydd ychwanegol a sgriniau gorlif a gweledol newydd. Cafodd hyn ei gwblhau ym mis Rhagfyr y llynedd gyda gwariant terfynol o £45k, eto o fewn y gyllideb amcangyfrif wreiddiol.

Mae'r pandemig Coronafeirws wedi achosi oedi i brif brosiect arall yn yr Amlogfa, sef estyniad y Llys Blodau, ac fe symudodd y prosiect i gyllideb bresennol 2022/23. Byddai adroddiad pellach am hyn yn dilyn ar yr agenda.

Roedd yr adolygiad o strategaeth y gyllideb wedi'i gwblhau a chafodd ei adrodd yn Adroddiad Cynllun Busnes 2022/23 yng nghyfarfod blaenorol y Cyd-bwyllgor ar 4 Mis Mawrth eleni, gyda'r gwasanaeth yn parhau i fod yn hunangynhaliol yn ariannol.

Roedd y tabl ar Dudalen 21 o'r adroddiad, wedi crynhoi'r amserlenni a'r cyfrifoldebau swyddogion ar gyfer amcanion y gwasanaeth dros y blynyddoedd ariannol diwethaf a'r blynyddoedd ariannol presennol.

Yn ogystal â'r datblygiadau gwasanaeth arfaethedig hyn, mae cronfa eiddo wrth gefn wedi'i gynnwys yng nghyllideb refeniw yr Amlogfa i gynnwys gwaith sydd heb ei gynllunio a thrwsio a gwaith cynnal a chadw cyffredinol.

Atgoffodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd Aelodau o gronfa warged yr Amlogfa hefyd sydd wedi'i chynllunio i adeiladu cronfeydd wrth gefn ar gyfer ailosod yr amlogfeydd a'r planhigyn ategol ymhen tua 10 mlynedd, yn ogystal ag ariannu pob gwelliant gwasanaeth yn y dyfodol. Bydd cynnal y gronfa hon yn sicrhau bod gan yr Amlogfa ddigon o arian tymor hir ar gyfer y ddau, ynghyd ag unrhyw sefyllfaoedd sydd heb eu cynllunio a allai ddigwydd. Ychwanegodd y byddai manylion pellach am hyn a'r gyllideb gyffredinol yn cael eu hesbonio yn adroddiad y Trysorydd.

Cymeradwyodd yr aelodau'r adroddiad, tra bod y Cadeirydd hefyd yn talu teyrnged i'r gerddi rhosod helaeth ar y tiroedd a oedd yr ail fwyaf yng Nghymru.

PENDERFYNWYD: Bod y Cyd-bwyllgor wedi nodi'r adroddiad gyda phleser.

6. **ARCHWILIAD MEWNOL O AMLOSGFA LLANGRALLO**

Cyflwynodd y Rheolwr Grŵp – Priffyrdd a Mannau Gwyrdd adroddiad, a oedd yn rhoi gwybod i'r Cyd-bwyllgor am Archwiliad Mewnol diweddar yn Amlogfa Llangrallo i ganiatáu ardystio datganiad blynyddol 2021/22.

Cynghorodd mai amcan yr Archwiliad oedd rhoi sicrwydd i'r Cyd-bwyllgor ar ddigonolrwydd ac effeithiolrwydd y trefniadau rheoli mewnol, llywodraethu a rheoli risg mewn perthynas ag Amlogfa Llangrallo.

Cynhaliwyd profion archwilio mewn perthynas â'r flwyddyn ariannol 2021/22 a chafodd y trefniadau rheoli mewnol, llywodraethu a rheoli risg eu gwerthuso yn erbyn yr amcanion archwilio a restrir ym mharagraff 3.2 o'r adroddiad, hy mewn perthynas â Llywodraethu, Rheoli Cyllidebol, Rheoli Incwm ac Anfoneb a Rheoli Gorchmynion.

Cadarnhaodd Rheolwr y Grŵp – Priffyrdd a Mannau Gwyrdd fod yr Archwiliad wedi canfod nifer o gryfderau a meysydd ymarfer da. Cafwyd un argymhelliad a wnaed o ganlyniad i'r Archwiliad ac roedd y camau mewn perthynas â hyn, wedi'u gweithredu.

Daeth yr Archwiliad i'r casgliad bod sicrwydd sylweddol bod system gadarn o lywodraethu, rheoli risg a rheoli yn bodoli, gyda rheolaethau mewnol yn gweithredu'n effeithiol ac yn cael eu cymhwyso'n gyson i gefnogi cyflawni amcanion yn y maes a oedd yn cael ei archwilio.

Gorffennodd ei gyflwyniad, drwy gynghori nad oedd angen camau pellach.

Roedd copi o'r Adroddiad Archwilio Mewnol ynghlwm ag Atodiad i'r adroddiad er budd yr aelodau.

Dywedodd Aelod ei fod yn falch o nodi bod yr adborth Archwilio a'r argymhelliad wedi cael ei weithredu mor gyflym gan yr Amlosgfa.

PENDERFYNWYD: Bod y Cyd-bwyllgor wedi nodi'r Adroddiad Archwilio Mewnol.

7. **CYFLEUSTERAU'R LLYS BLODAU**

Cyflwynodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd adroddiad, a'r pwrpas hwnnw, oedd cynghori'r Cyd-bwyllgor ar gynnydd adeiladu estyniad i'r cyfleuster Llys Blodau yn Amlosgfa Llangrallo a gofyn am gymeradwyaeth i ddyfarnu'r Contract sy'n deillio o'r broses dendro fel y manylir yn yr adroddiad.

Cafodd yr estyniad arfaethedig ei ddylunio i wella profiad y galarwyr a symud y gynulleidfa trwy ddarparu cyfleuster gorchudd mwy ar yr ardal laswellt nad yw'n cael ei defnyddio ar hyn o bryd. Mae'r dyluniad yn cyd-fynd â statws adeilad rhestredig Gradd 2* yr Amlosgfa ac ethos dylunio'r pensaer gwreiddiol hynod amlwg, Maxwell Fry.

Yn y cyfarfod ar 14 Mehefin 2019 cafodd y Cyd-bwyllgor eu cyflwyno i'r pensaer, Jonathan Adams (o Benseiri Percy Thomas, Capita Real Estate and Infrastructure), cyn-lywydd cymdeithas y Penseiri Brenhinol yng Nghymru, a oedd yn gyfrifol am wahanol brosiectau mawreddog gan gynnwys Canolfan y Mileniwm ym Mae Caerdydd. Darparwyd cyflwyniad manwl i'r aelodau o'i ddyluniad arfaethedig ar gyfer y gwaith ymestyn. Yna dangoswyd lluniau o'r gwaith i'r Cyd-bwyllgor, ac esboniodd y Rheolwr Gwasanaethau Profedigaeth a Chofrestrydd, fel a ganlyn:

- (i) Mae'r dyluniad yn drawiadol ac yn effeithiol ar gyfer gofynion y galarwyr a'r staff ond mae hefyd yn cyd-fynd ag ethos crefyddol yr adeiladau a'r tiroedd presennol.
- (ii) Mae'n gwneud y mwyaf o'r defnydd o le – gan ei fod yn strwythur mawr.
- (iii) Mae'n darparu drws newydd o gefn y capel sy'n arwain yn uniongyrchol i'r Llys Blodau estynedig, gan wella'n fawr y cyflymder y gall galarwyr adael y capel i weld y teyrngedau blodeuog gan wella diogelwch mewn achosion gwacáu brys.
- (iv) Mae'n darparu mynediad dan do rhwng y drws ar ben rhodfa'r cloestr i ddrysau ymadael y capel.

Mae'r dyluniad ar ei ffurf gromen yn efelychu adeiladau crefyddol hanesyddol o wahanol ffydd, gan arddangos claddgelloedd hances wedi'u hadeiladu o fframiau dur a phren caled ac yn cynnwys waliau cerrig, palmentydd carreg a gwyrdd lliw, y cyfan yn ddeunyddiau naturiol wedi'u crefftio'n hyfryd, sy'n ategu arddull bensaernïol bresennol yr adeilad.

Cymeradwyodd y Cyd-bwyllgor y cynllun ac yn awdurdodi bod swyddogion yn bwrw ymlaen i wneud cais am ganiatâd cynllunio a gwahodd tendrau ar gyfer y gwaith adeiladu, yn amodol ar gymeradwyaeth bellach. Yna cafodd ei amcangyfrif fod y cyllid ar gyfer y prosiect yn £540,000 a byddai'n cael ei ddarparu ar gyfer cronfeydd wrth gefn yr amlogfa.

Yn y cyfarfod ar 4 Medi 2020, cafodd y Cyd-bwyllgor ei ddiweddarau eto bod gwaith wedi mynd rhagddo mewn rhai meysydd, er gwaethaf y pandemig, yn bennaf bod:

- Yr holl gymeradwyaethau statudol wedi ei gyflawni, gan gynnwys caniatâd adeilad rhestredig gan Lywodraeth Cymru. Roedd yr Amlogfa wedi gweithio'n agos iawn gyda'n cynllunwyr cadwraeth a CADW ar y prosiect hwn, sydd wedi cymeradwyo'r dyluniad yn gadarnhaol iawn.

Yn y cyfarfod ar 5 Mis Mawrth y llynedd, cafodd aelodau eu cynghori bod y pandemig wedi effeithio ar yr amserlen a chafodd arian ei symud i gyllideb 2021/22, er mwyn galluogi'r pensaer i barhau i fynd ati i symud ymlaen â'r cam caffael a pharatoi tendrau.

Mae'r pandemig wedi cael effaith andwyol ar ba mor gyflym y gellid cyrraedd y cam tendro ac yng nghyfarfod 4 Mis Mawrth eleni, cynghorwyd y Cyd-bwyllgor y byddai tendrau yn cael eu gwahodd drwy E-Dendro Cymru ym mis Mawrth, yn unol â Rheolau Contract a Gweithdrefnau Ariannol Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr, gyda'r gwaith adeiladu ar fin dechrau yn ystod yr haf eleni. Cafodd ei amcangyfrif fod cost wreiddiol y gyllideb o £550,000 wedi ei gynnwys yng Nghynllun Busnes yr Amlogfa a chyllideb refeniw 2022/23, a'i gymeradwyo gan y Cyd-bwyllgor.

Dirprwyodd aelodau i'r Clerc a'r Swyddog Technegol y penderfyniad i gymeradwyo derbyn y tendr mwyaf manteisiol yn economaidd, oni bai bod y swm tendro yn fwy na'r gost gyllideb a ddyrannwyd, ac ar yr adeg honno byddai adroddiad pellach yn cael ei gyflwyno i'r Cyd-bwyllgor i gadarnhau cymeradwyaeth derfynol tendrau. Byddai cronfa wrth gefn yr Amlogfa yn gallu darparu ar gyfer cost adeiladu uwch pe bai angen.

Ar 18 Mawrth y llynedd, gwahoddodd Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr dendrau drwy broses dendro agored drwy E-Dendro Cymru a hysbyseb ar Gwerthwchi Gymru. Y dyddiad olaf ar gyfer dychwelyd tendrau oedd 17 Mehefin 2022 ac agorwyd un tendr gan reolwr caffael a chabinet/pwyllgor Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr. Roedd y gwahoddiad i dendro yn cynnwys sawl cwestiwn o ansawdd yn ogystal â chyflwyniad masnachol a chafodd Capita Real Estate and Infrastructure gyfarwyddyd i gynnal gwerthusiad tendr ansoddol a meintiol. Gellir gweld yr Ansawdd a Sgorio Masnachol cyfun yn y tabl ar dudalen 40 o'r adroddiad

Cafodd y tendr mwyaf economaidd fanteisiol, gan ystyried Ansawdd a Phris, ei gyflwyno gan South Wales Contractors Ltd gyda'r swm o £1,269,956.74. Sgoriwyd elfen ansawdd y cyflwyniad tendr yn hynod o uchel.

Mae'r Adroddiad Adolygu Tendr a gafodd ei gynhyrchu gan Capita ynghlwm â Thudalen 49 o'r adroddiad, a oedd yn cynnwys argymhelliad i ymgysylltu â South Wales Contractors Ltd fel y tendrwr llwyddiannus.

Dywedodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd, er ei fod yn cydnabod bod y swm masnachol ar gyfer y prosiect yn sylweddol uwch na'r swm amcangyfrifedig o gyllideb a ddarparwyd yn wreiddiol gan Capita yn ôl yn 2019 a gydag un cyflwyniad tendr, mae'r pensaer, Mr Jonathan Adams, wedi rhoi sawl rheswm a sicrwydd ar gyfer statws presennol y prosiect, y rheiny yw:

- Effaith y pandemig i raddau helaeth yn gohirio'r prosiect yn 2020, wedi'r cyfnod clo Covid-19 cyntaf. Roedd y dyluniad pwrpasol yn dibynnu'n fawr ar fewnbwn cyflenwyr a gweithgynhyrchwyr arbenigol, i gwblhau dyluniad strwythur y to pren, gan gynnwys adeiladu ffrâm prototeip, a'r cyfan wedi cau. Dechreuodd y tîm dylunio weithio gydag arbenigwyr eto yn 2021, roedd y materion adnoddau staff canlyniadol yn eu hatal rhag cyflwyno tendrau hefyd.
- Mae'r dyluniad pwrpasol anghonfensiynol yn creu heriau caffael. Mae wedi'i deilwra i gymeriad unigryw, hanes a statws adeiladu rhestredig yr Amlogsgfa felly, fel yr adeilad presennol, nid oes gan y dyluniad newydd lawer o gydrannau safonol, felly mae gweithredu'r manylion a gwaith o ansawdd da yn hanfodol, gan gyfyngu ar y rhai sy'n gallu tendro.

Mae lleoli'r safle adeiladu yn union gerllaw Capel Crallo a'r Llys Blodau presennol, yn mynnu gofal arbennig i sicrhau diogelwch y cyhoedd a hefyd oriau gwaith cyfyngedig i alluogi'r Amlogsgfa i barhau i fod yn weithredol. Mae'r cyfyngiadau hyn yn benodol i'r Amlogsgfa ac yn ychwanegu risg sylweddol i'r contractwr.

Mae maint yr adeilad, ansawdd uchel y sgiliau sydd eu hangen a'r cyfyngiadau heriol ar y safle, gyda'i gilydd, yn cael yr effaith o wneud y prosiect yn anneniadol i gynigwyr posibl o'r tu allan i ardal De Cymru, gan y byddent yn wynebu costau ychwanegol a fyddai'n cynrychioli canran sylweddol o werth y contract, yn enwedig gan fod eu cadwyni cyflenwi yn debygol o fod o bell yn ddaearyddol hefyd.

Ar ôl cynnal chwiliad, daeth Capita i'r casgliad y byddai cyflwyniadau tendro yn isel o ran nifer ac yn cael eu derbyn gan gwmnïau sydd â gwybodaeth flaenorol am safle'r Amlogsgfa. O ganlyniad, er yn anarferol i dderbyn un tendr, nid yw'n annisgwyl.

- Mae'r tendr a gafodd ei dderbyn yn gyflwyniad cryf. Mae'r contractwr wedi buddsoddi llawer o amser ac ymdrech i ddeall manylion manwl y wybodaeth ddylunio yn llawn er mwyn sicrhau bod eu prisio'n gynhwysfawr ac yn gywir. Mae wedi rhoi ystyriaeth ofalus i ddilyniant y gweithiau (a gallaf gadarnhau ei fod wedi darparu rhaglen adeiladu hynod gynhwysfawr a thrawiadol a oedd yn dangos dealltwriaeth ddofn o dechnegau'r adeilad) ac, oherwydd ei fod wedi cwblhau sawl prosiect yn yr Amlogsgfa yn barod, mae ganddo well dealltwriaeth o'r cyfyngiadau a risgiau'r safle nag y gallai unrhyw gynigydd arall ei gael.

Roedd ei brofiad blaenorol o weithio yn yr Amlogsgfa a darparu'r safonau uchaf o waith yn golygu ei fod wedi sgorio'n uchel ar y wybodaeth a ddarparwyd ganddo yn adran ansawdd y tendr. Barn Capita felly, oedd y byddai'r contractwr hwn yn fwyaf tebygol o fod wedi ennill y broses dendro waeth beth fo mwy o dendrau'n cael eu derbyn.

- Mae chwyddiant prisiau wedi cael effaith fawr: Cafodd y prosiect ei gymeradwyo dros dair blynedd yn ôl ond o haf 2020 ymlaen, roedd wedi'i atal oherwydd cyfnod clo'r pandemig.

Pan ail-agorodd y diwydiant adeiladu yn y DU tua diwedd y llynedd, cododd costau adeiladu'n gyflym ac yn sylweddol iawn ar draws y diwydiant oherwydd prinder difrifol o ddeunyddiau a llafur, gyda chostau deunyddiau ar gyfer pren yn codi 80% a dur o 60% er enghraifft. Mae chwyddiant yn parhau i fod yn llawer mwy na chwyddiant mynegai prisiau manwerthu (*RPI*). Rydym i gyd yn ymwybodol o Brexit, costau tanwydd cynyddol, ac ati, ac mae Capita yn teimlo bod y cyflwyniad tendr yn adlewyrchu prisiau presennol y farchnad a lwfans risg ac mae'n dendr da.

Ychwanegodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd, ar ôl gweithio'n agos ar y tendr hwn, a'i bod wedi craffu ar yr 80 a mwy o ddarluniau dylunio a gafodd eu darparu i contractwyr fel rhan o'r tendr. Roedd yn gwerthfawrogi graddfa a chymhlethdod y gwaith adeiladu pwrpasol iawn a'r deunyddiau o ansawdd uchel a gafodd eu defnyddio i ategu'r statws adeilad rhestredig, ac felly pam fod gwerth masnachol y tendr yn cael ei ystyried yn gystadleuol iawn. Pan ystyriwch, dros saith mlynedd yn ôl drwy dendr cystadleuol, ei fod wedi costio 1.2 miliwn i'r Amlogsgfa adeiladu estyniad bloc bach sylfaenol a gosod dau amlosgydd newydd a pheirianwaith cysylltiedig, rhoddodd hyn ychydig o bersbectif.

Cynghorir y Cyd-bwyllgor ymhellach fod Contractwyr De Cymru'n ennill prosiectau adeiladu tendrau cystadleuol yn rheolaidd a gwaith peirianeg sifil gyda Chyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr, sy'n dangos yn galonogol eu dibynadwyedd i ddarparu gwaith o ansawdd uchel a phrisio cystadleuol. Wrth baratoi eu tendr, bydden nhw wedi disgwyl bod mewn cystadleuaeth â chwmnïau eraill.

Maen nhw'n contractwr o ddewis gan dîm adeiladu Cyfleusterau a Landlordiaid Corfforaethol, ar ôl gweithio ar brosiectau diddiwedd ar draws pob rhan o'r cyngor, gan gynnwys y Swyddfeydd Dinesig, cartrefi nyrsio, ysgolion a'r Adran Briffyrdd. Felly maent hefyd yn profi i fod yn arbenigwyr wrth weithio ar adeiladau byw. Mewn perthynas ag Amlogsgfa Llangrallo, maent wedi cynnal nifer helaeth o brosiectau adeiladu a gafodd eu hennill ar dendr cystadleuol, gan gynnwys ymestyn cyfleuster yr Ystafell Aros a gosod toiledau newydd i bobl anabl, ail-ffurfweddu ac adnewyddu toiledau'r Llys Blodau a'r bloc toiledau sy'n ffinio â Chapel Coety. Maent wedi darparu isadeiledd ffyrdd newydd a maes parcio yn yr estyniad tir newydd. Yn fwyaf diweddar dyfarnwyd y tendr ar gyfer y prosiect goleuadau allanol iddynt, a gafodd ei gwblhau ym mis Gorffennaf 2021. Maent wedi dangos safonau uchel iawn o waith ar gostau cystadleuol a'r gallu i weithio'n ddi-dor o amgylch yr amlogsgfa wrth iddi barhau i fod yn weithredol, a gydag effeithlonrwydd amserol.

Ni fu ychwanegiad strwythurol i ardaloedd cyhoeddus prif adeilad yr Amlogsgfa ers iddo agor yn 1970. Bydd yr estyniad yn gwella'r profiad y galarwyr yn y cyfleuster yn helaeth, gan ddatrys y tagfeydd presennol wrth i alarwyr adael y safle a chynorthwyo gyda symudiad mwy diogel i alarwyr drwy'r adeilad yn ei gyfanrwydd. Bydd yn darparu man agored mawr, dymunol, dan do y gall galarwyr fynd iddo ar ôl angladd, i ffwrdd o goridor y tŷ bach a chyda drws ychwanegol yn agor i gefn capel Crallo i gynorthwyo gyda hyn. Mae'r problemau sy'n gysylltiedig â choridor y llys blodau presennol wedi cael eu hamlygu ymhellach yn ystod y pandemig diweddar, pan oedd y gofod cyfyng a'r gofynion ymbellhau cymdeithasol yn golygu na ellid ei ddefnyddio yn ystod y cyfnod o gyfyngiadau, gan ei gwneud yn ofynnol i alarwyr basio'n syth drwodd i'r ardal allanol, waeth beth fo'r tywydd.

Nid yw'r ochr blastig bresennol i'r coridor llys blodau presennol, a oedd yn ychwanegiad newydd ac wedi'i osod cyn statws adeilad rhestredig yr Amlogsgfa yn ategu safonau uchel ddyluniad pensaernïol Maxwell Fry ac yn ôl safonau heddiw, ni fyddai cynllunwyr wedi derbyn hynny. Bydd yn elwa o gael ei ddisodli gan gyfleuster a ddyluniwyd gan ddefnyddio'r gorau o ddeunyddiau naturiol, sydd wedi cael cymeradwyaeth gadarnhaol gan y Swyddog Cadwraeth cynllunio.

Ers i'r Amlogsgfa agor yn 1970 mae'r nifer sydd wedi dewis defnyddio'r gwasanaeth wedi cynyddu i dros 80%. Mae maint y gynulleidfa wedi cynyddu'n aruthrol hefyd, gyda gwasanaethau angladd cyflawn yn cael eu cynnal yn yr amlogsgfa yn hytrach nag mewn eglwysi yn gyntaf. Pwysleisiwyd hyn ymhellach gan yr angen i osod sgriniau a seinyddion yn y cloestr i gynnwys y nifer fawr o alarwyr sy'n mynychu'r amlogsgfa, er bod y capel yn un o'r mwyaf yn y DU. Gyda 50 mlynedd ers agor yr Amlogsgfa wedi bod yn ystod anterth y pandemig yn 2020 byddai gwelliant o'r fath i'r adeilad yn darparu ffordd

briodol o nodi'r achlysur a mynd i'r afael ag anghenion y cyfnod modern, drwy fuddsoddi yn ehangiad yr Amlogsgfa yn y dyfodol mewn ffordd sy'n nodi ei statws fel adeilad rhestredig.

O ganlyniad i'r gyfradd marwolaethau uwch yn ystod 2020 a 2021 y pandemig, cynhaliwyd cyfanswm o 570 o amlosgiadau ychwanegol a greodd £400 mil o bunnoedd o incwm ychwanegol mewn ffioedd amlosgi ac nid yw hyn yn cynnwys swm sylweddol mwy o refeniw a gafodd ei greu o werthu cofebion.

BLWYDDYN	AMLOSGIADAU	YCHWANEGOL AMLOSGIADAU	COST FESUL AMLOSGIAD	INCWM YCHWANEGOL
2019	1625			
2020	1933	308	£696.40	£214,491.20
2021	1887	262	£707.50	£185,365.00
Cyfanswm		570		£399,856.20

Mae'r prosiect yn darparu ffordd deilwng o fuddsoddi'r incwm ychwanegol hwnnw mewn modd sy'n gwella'r profiad o brofedigaeth ar gyfer cenedlaethau'r dyfodol, i gydhabod y tristwch sydd wedi hwyluso hynny.

Bydd y £720k ychwanegol sydd ei angen ar gyfer y prosiect yn cael ei drosglwyddo o gronfa warged/wrth gefn yr Amlogsgfa sydd â chydbwysedd o £3.2 miliwn ar hyn o bryd. Byddai hyn yn gostwng i £2.5 miliwn ac fe'i hystyrir yn lefel ddigonol i ariannu gwaith amlosgi a gwelliannau yn y dyfodol a chynnal a diogelu'r gwasanaeth yn wyneb galwadau neu argyfyngau anhysbys.

Gofynnodd Aelod a oedd gan yr Amlogsgfa ddigon o gronfeydd wrth gefn i ddarparu ar gyfer y gwariant ychwanegol hwn wrth symud ymlaen, a chadarnhaodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd eu bod wedi ac yn dal i fod, mewn sefyllfa iach.

Gofynnodd y Cadeirydd pryd y byddai'r prosiect yn dechrau ac a fyddai'r gwaith yn cael ei wneud gyda'r nos, pan nad oedd claddedigaethau'n digwydd.

Dywedodd y Rheolwr Gwasanaethau Profedigaeth a'r Cofrestrydd y byddai'r Contract yn cael ei ddyfarnu yr wythnos nesaf gyda'r adeilad yn dechrau ym mis Medi 2022 mae'n debyg.

PENDERFYNWYD:

- (1) Bod y Cyd-bwyllgor yn cymeradwyo'r Tendr gan South Wales Contractors Cyf o swm o £1,269,956.74 a rhoi'r Contract i'r contractwr hwn.
- (2) Dirprwyodd y Cyd-bwyllgor i Glerc a Swyddog Technegol y penderfyniad i gymeradwyo telerau terfynol y Contract mewn ymgynghoriad â Phrif Swyddog, Gwasanaethau Cyfreithiol a Rheoleiddio, Adnoddau Dynol a Pholisi Corfforaethol Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr ac wedi hynny trefnu i weithredu'r Contract ar ran y Cyd-bwyllgor.

8. DATGANIAD CYFRIFON BLYNYDDOL 2021-22

Cyflwynodd y Rheolwr Cyllid, Rheolaeth Ariannol a Chau adroddiad, er mwyn cyflwyno Datganiad Cyfrifon Blynnyddol digytundeb ar gyfer blwyddyn ariannol 2021-22 i'r Cyd-bwyllgor, ac i gael cymeradwyaeth i gyflwyno'r Datganiad Cyfrifon Blynnyddol ar gyfer Amlogsgfa Llangrallo i Archwilio Cymru.

Yn dilyn yr adroddiad yn amlinellu gwybodaeth gefndirol benodol, cadarnhaodd fod Adran 1 y Datganiad Cyfrifon Blynyddol (Atodiad 1 i'r adroddiad) yn dangos bod Amlogfa Llangrallo wedi gwneud gwarged net o £280,724 yn 2021-22. Roedd yr arian dros ben wedi'i ychwanegu at y warchodfa gronedig ar gyfer yr Amlogfa a gyflwynwyd ar 31 Mawrth 2021, gan ddod â chyfanswm y warchodfa honno i £3,179,607 ar 31 Mawrth 2022, o'i gymharu â £2,898,883 yn y flwyddyn flaenorol.

Dangosodd Tabl 1 ym mharagraff 4.1 o'r adroddiad, grynodedb o'r sefyllfa ariannol derfynol ar gyfer yr Amlogfa ar gyfer 2021-22 o'i gymharu â'r gyllideb a osodwyd ar ddechrau'r flwyddyn ariannol.

Dywedodd y Rheolwr Cyllid, Rheoli Ariannol a Chau fod esboniadau ar gyfer yr amrywiannau mwy sylweddol o'r gyllideb yn cael eu dangos mewn fformat pwynt bwled ym mharagraff 4.2 o'r adroddiad.

Roedd Tabl 2 yn yr adroddiad yn adlewyrchu dadansoddiad o'r Gyllideb Cynnal a Chadw Cyfalaf Arfaethedig ynghyd â'r Rhagdybiaeth ac Amrywiannau ar gyfer 2021-22, yn ymwneud ag estyniad y Llys Blodau, Goleuadau Safle ac offer Sain y Capel.

Yn ychwanegol i'r Datganiad Cyfrifon Blynyddol, darparwyd Taflen Gydbwysedd atodol yn Nhabl 3 yr adroddiad ac roedd yr wybodaeth atodol hon yn darparu dadansoddiad pellach o'r ffigurau a gofnodwyd yn y Datganiad Cyfrifon Blynyddol.

Ehangwyd rhagor o wybodaeth i esbonio'r balansau ym mharagraff 4.4 o adroddiad y Trysorydd.

PENDERFYNWYD: Bod y Cyd-bwyllgor wedi cymeradwyo'r Datganiad Cyfrifon Blynyddol ar gyfer Amlogfa Llangrallo ar gyfer 2021-22 (Atodiad 1 i'r adroddiad y cyfeiriwyd ato), a chytuno bod Cadeirydd y Cyd-bwyllgor yn llofnodi'r Datganiad Cyfrifon Blynyddol cyn ei gyflwyno i Archwilio Cymru.

9. **EITEMAU BRYD**

Dim.

Daeth y cyfarfod i ben am 15:15

This page is intentionally left blank

REPORT TO COYCHURCH CREMATORIUM JOINT COMMITTEE

28 OCTOBER 2022

REPORT OF THE CLERK & TECHNICAL OFFICER

GREEN FLAG AWARD

1. Purpose of report

- 1.1 The purpose of this report is to advise the Joint Committee on Coychurch Crematorium's successful application for a Green Flag Award in 2022.

2. Connection to corporate well-being objectives/other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county borough.
 2. **Helping people and communities to be more healthy and resilient** –taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
 3. **Smarter use of resources** – ensuring that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

3. Background

- 3.1 The Green Flag Award is the benchmark national standard for parks and green spaces in England and Wales. It was launched in 1996 to recognise and reward the best green spaces in the country. The first national award was introduced in 1997 and it continues to identify the high standards against which our parks and green spaces are measured. It is also seen as a way of encouraging organisations to achieve high environmental standards, setting a benchmark of excellence in recreational green areas. All green spaces are different and diversity is encouraged with each site being judged on its merits.
- 3.2 Coychurch Crematorium received its first award in 2010 and annually thereafter. A re-submission for the Green Flag Award was made in January 2022 and awards were announced on 11th July 2022.

4. Current situation/proposal

- 4.1 The Crematorium has once again been successful in securing this nationally recognised award for the standards of care and maintenance of the site and grounds. The award confirms the commitment to maintaining high standards, which can be appreciated by all visitors.
- 4.2 Coychurch is flying its Green Flag for the thirteenth year in succession.
- 4.3 The Chairperson of the Coychurch Crematorium Joint Committee and the Bereavement Services Manager and Registrar normally collect the Green Flag Award at a ceremony but the Green Flag Award organisers will not hold an award ceremony this year. Instead the Green Flag and certificate will be delivered directly to Coychurch Crematorium.
- 4.4 On 27th July 2022 Bridgend County Borough Council issued a press release to advise the public of the Green Flag Award successes, a copy of which is attached as Appendix A.
- 4.5 The award requires an annual application and a further submission will be made in January 2023.

5. Effect upon policy framework and procedure rules

- 5.1 None.

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

7. Well-being of Future Generations (Wales) Act 2015 implications

- 7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there is no significant or unacceptable impact upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

- 8.1 The submission for the award costs £350 and is met from the revenue budget.

9. Recommendation:

- 9.1 The Joint Committee is recommended to note the report.

**ZAK SHELL
HEAD OF OPERATIONS, COMMUNITY SERVICES
BRIDGEND COUNTY BOROUGH COUNCIL
CLERK AND TECHNICAL OFFICER
COYCHURCH CREMATORIUM JOINT COMMITTEE
28 OCTOBER 2022**

Contact Officer: Joanna Hamilton
Bereavement Services Manager & Registrar

Telephone: (01656) 656605

Email: Joanna.Hamilton@bridgend.gov.uk

Postal address: Bereavement Services
Coychurch Crematorium
Coychurch
Bridgend
CF35 6AB

Background Papers: None

This page is intentionally left blank



News (/news/)

➤ Seven green spaces awarded a prestigious Green Flag in Bridgend County Borough

Seven green spaces awarded a prestigious Green Flag in Bridgend County Borough

Wednesday 27 July 2022

Bridgend County Borough Council is delighted that seven green spaces across the county borough have been awarded the highly respected Keep Wales Tidy Green Flag Award, in recognition of their excellent visitor facilities, high environmental standards, and commitment to delivering great quality green space.

Impressively, Coychurch Crematorium will fly high its Green Flag for the 13th consecutive year, whilst Tremains Wood has been awarded the accolade for a second year running and received praise from the judges for their high quality of work in a short space of time, after only beginning the project in 2019.

As well as Coychurch Crematorium, the 'Full Award' was also awarded to Bryngarw Country Park, Parc Slip and Maesteg Welfare Park, with, Caerau Market Garden and Spirit of Llynfi Woodland joining Tremains Wood as winners of the 'Community Award'.

The Green Flag is a nationally recognised award which is presented to green spaces that meet the objectives below:

- A welcoming place
- Healthy, safe and secure
- Well maintained and clean
- Environmental management
- Biodiversity, landscape and heritage
- Community involvement
- Marketing and communication
- Management

“I would like to congratulate all winners of the Green Flag award and recognise the efforts of everyone who has played a part in maintaining green spaces across the county borough.”


“As a member of the Tremains Wood rangers’ group myself, I realise the importance of green spaces to local communities as they can be enjoyed by absolutely anyone.”

“It’s clear that they can provide many benefits such as improving both your mental and physical wellbeing as well as helping the environment. I would strongly encourage residents to make the most of these special spaces.”

Councillor John Spanswick, Cabinet Member for Communities

“With more visitors than ever enjoying our green spaces, I’d like to ^ congratulate the hard work of staff and volunteers who have maintained excellent standards at these sites.”

Lucy Prisk, Green Flag Coordinator at Keep Wales Tidy

A full list of award winners can be found on the Keep Wales Tidy website www.keepwalestidy.cymru .

A to Z Search

[A \(/a-to-z/a-to-z/\)](#) [B \(/a-to-z/b-to-z/\)](#) [C \(/a-to-z/c-to-z/\)](#) [D \(/a-to-z/d-to-z/\)](#) [E \(/a-to-z/e-to-z/\)](#) [F \(/a-to-z/f-to-z/\)](#) [G \(/a-to-z/g-to-z/\)](#) [H \(/a-to-z/h-to-z/\)](#) [I \(/a-to-z/i-to-z/\)](#) [J \(/a-to-z/j-to-z/\)](#) [K \(/a-to-z/k-to-z/\)](#) [L \(/a-to-z/l-to-z/\)](#) [M \(/a-to-z/m-to-z/\)](#) [N \(/a-to-z/n-to-z/\)](#) [O \(/a-to-z/o-to-z/\)](#) [P \(/a-to-z/p-to-z/\)](#) [Q \(/a-to-z/q-to-z/\)](#) [R \(/a-to-z/r-to-z/\)](#) [S \(/a-to-z/s-to-z/\)](#) [T \(/a-to-z/t-to-z/\)](#) [U \(/a-to-z/u-to-z/\)](#) [V \(/a-to-z/v-to-z/\)](#) [W \(/a-to-z/w-to-z/\)](#) [X \(/a-to-z/x-to-z/\)](#) [Y \(/a-to-z/y-to-z/\)](#) [Z \(/a-to-z/z-to-z/\)](#) [All \(/a-to-z/all/\)](#) [Home \(/home/\)](#) [Site map \(/sitemap/\)](#) [Privacy statement \(/utility/privacy-statement/\)](#) [Cookie policy \(/utility/cookie-policy/\)](#) [Terms and conditions \(/utility/terms-and-conditions/\)](#) [Contact us \(/my-council/customer-services/contact-us/\)](#) [Accessibility \(/utility/accessibility/\)](#) [Search \(/a-to-z/search/?l=z\)](#)

[Accessibility \(/utility/accessibility/\)](#) [Cookie policy \(/utility/cookie-policy/\)](#)

[Privacy statement \(/utility/privacy-statement/\)](#) [Site map \(/sitemap/\)](#)

[Contact us \(/my-council/customer-services/contact-us/\)](#)

[Terms and conditions \(/utility/terms-and-conditions/\)](#)



Give your feedback on using this website



© 2022 Copyright Bridgend CBC



This page is intentionally left blank

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COYCHURCH CREMATORIUM JOINT COMMITTEE

28 OCTOBER 2022

REPORT OF THE CLERK & TECHNICAL OFFICER

RECYCLING OF METALS SCHEME DONATIONS

1. Purpose of report

- 1.1 The purpose of the report is to obtain the Joint Committee's nominations and approval of organisations to receive charitable funding from the Institute of Cemetery and Crematorium Management (ICCM) scheme for the recovery of metals arising from cremations and to update the Joint Committee on charity donations made by Coychurch Crematorium.

2. Connection to corporate well-being objectives/other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county borough.
 2. **Helping people and communities to be more healthy and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
 3. **Smarter use of resources** – ensuring that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

3. Background

- 3.1 Coychurch Crematorium participates in a national scheme for the Recycling of Metals, which are derived from the cremation process. Any surplus monies after deduction of costs from the sale of metals are distributed to charities associated with bereavement services, via the ICCM.
- 3.2 The charities that receive support from the ICCM are nominated by member authorities of the Institute. The Joint Committee has previously supported charitable donations to:

- Cruse Bereavement Care (Morgannwg) in August 2012 in the sum of £4,000

- Bridgend Samaritans in May 2014 in the sum of £4,412
- Eye to Eye (RCT) in May 2015 in the sum of £4,487
- Macmillan Cancer Support (Wales) in October 2015 in the sum of £4,321
- Make a Wish UK (South West and South Wales) in April 2016 in the sum of £4,444
- 2 Wish Upon A Star in October 2016 in the sum of £4,336
- Ty-Hafan in May 2017 in the sum of £5,000
- Tenovus in October 2017 in the sum of £5,000
- Marie Curie in April 2018 in the sum of £5,000
- Stroke Association in June 2018 in the sum of £5,000
- Giving To Pink in October 2018 in the sum of £5,000
- SANDS in February 2019 in the sum of £7,000
- Welsh Hearts in June 2019 in the sum of £8,000
- Alzheimers Research UK in November 2019 in the sum of £8,000
- Clic Sargent (South & Mid Wales) in November 2020 in the sum of £10,000
- Cruse Bereavement Care Cymru in July 2021 in the sum of £10,000
- Bridgend Samaritans in December 2021 in the sum of £15,000
- Bridgend Carers Centre in August 2022 in the sum of £12,000
- Alzheimer's Society (South West Wales) nominated August 2022

4. Current situation/proposal

- 4.1 The nomination of charities to benefit from funding accrued from the sale of metals is presented periodically to the Joint Committee for consideration to ensure even distribution of the funding. The Crematorium receives a request from the ICCM to nominate a charity approximately every six months
- 4.2 At its meeting on 22nd June 2018 the Joint Committee agreed to consider a list of organisations that it wished to support in order to achieve a proactive and efficient approach to nominating funding for local charities and to rotate these on a cyclical basis. In order to ensure that a wide range of local charities receive funding an updated list of organisations is listed below for the Joint Committee's consideration. These charities have approached the Crematorium for funding. Only one charity can be nominated each time.

ST JOHN AMBULANCE CYMRU – Wales' leading first aid charity, with a proud history of helping the communities of Wales since 1877, supported by over 4,000 volunteers. They provide first aid to those suffering or in need and training to others to do the same. Their aim is to ensure that a first aider is close by when people need one. They save lives and equip people with the skills they need to help save lives. Over more recent years they have developed their services in more professional ways, offering a Patient Transport Service contracted with local health boards and the Welsh Ambulance Service NHS Trust, as well as providing professional First aid Training services and Mental Health first aid training to organisations throughout Wales.

TY-HAFAN – one of the UK's leading paediatric palliative care charities and offers care to children and support for their families, throughout Wales. Ty Hafan offers comfort, care and support to life-limited children, young people and their families in the hospice, in the community and in their home so they can make the most of the time they have left together. They allow parents and carers to relax and recharge their

batteries and they make sure the needs of brothers and sisters are never forgotten. Tŷ Hafan uses the term life-limited to describe a child not expected to live beyond 18 years of age. They report to have supported nearly **850** children since they opened in 1999. Importantly, they are also a family's safe haven when their child is close to the end of life, providing expert comfort and support in their darkest hours and beyond. Every year Tŷ Hafan reports to raise £3.7 million to provide its free services to families in Wales.

TENOVUS – Tenovus Cancer Care is a Welsh cancer charity that supports cancer patients and their families, funds cancer research and works to raise awareness of how to prevent cancer. It has supported people affected by cancer in Wales for over 70 years bringing treatment, support and care closer to home for cancer patients in Wales and funding life-saving and life-changing research. Tenovus offers a range of services, such as a support line open every day, mobile support units bringing chemotherapy or lymphoedema treatment closer to home, a counselling team, choirs to lift spirits and unite people suffering with cancer, cancer support advisors and research.

SANDS (Stillbirth And Neonatal Death Charity) Welsh Network – helping support parents and hospitals by running support groups, providing memory boxes to hospitals, funding special bereavement suites in hospitals, funding special equipment, funding training for midwives and hospital staff to improve the quality of care and services offered to bereaved families and contributing funding to research and prevention to reduce the number of babies who die.

CRUSE Bereavement Care (Cymru) - offering counselling for the bereaved. Cruse promotes the well-being of bereaved people and enables anyone bereaved to understand their grief and cope with their loss. As well as providing free care to all bereaved people, the charity also offers information, support and training services. Cruse is a leading bereavement charity in the UK. Cruse Morgannwg provides local support through targeted information and advice, one to one sessions with trained counsellors, a support group and via a friendship group which meets twice monthly to provide ongoing social support to those left isolated following the loss of a loved one.

BRIDGEND SAMARITANS - set up in 1972, Bridgend Samaritans have been supporting our local community for over 45 years. There are 88 volunteers who provide a telephone, email and face to face listening service every day of the week, including weekends and overnights. In 2019 they spent over 4,500 hours on the phone answering over 24,000 calls and replied to 1,000 email messages. Bridgend Samaritans helps children and adults through difficult times, in person at the Bridgend branch and at the Princess of Wales Hospital, answering callers by telephone, email, text and also participating in the pastoral care scheme in Bridgend Centre on Saturday nights. The branch trains listeners in Parc Prison so they can provide support to fellow prisoners. The organisation's emotional support programme allows general discussion in schools, colleges, training centres and doctors surgeries. The branch attends events and shows throughout the region and has been part of the multi-disciplinary team tackling the level of teenage suicides in the past few years.

4.3 The charities will be nominated by the Crematorium upon request from the ICCM and in the order in which they are listed in the report.

5. Effect upon policy framework and procedure rules

5.1 None.

6. Equality Act 2010 implications

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

7. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there is no significant or unacceptable impact upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

8.1 The cost of any donation is funded from the ICCM and therefore has no impact on the revenue budget of Coychurch Crematorium.

9. Recommendations:

9.1 The Joint Committee is recommended to note the charitable donations made by Coychurch Crematorium.

9.2 The Joint Committee is recommended to nominate and support the list of suitable charities, for submission for funding from the National Recycling of Metals Scheme.

**ZAK SHELL
HEAD OF OPERATIONS, COMMUNITY SERVICES
BRIDGEND COUNTY BOROUGH COUNCIL
CLERK AND TECHNICAL OFFICER
COYCHURCH CREMATORIUM JOINT COMMITTEE
28 OCTOBER 2022**

Contact Officer: Joanna Hamilton
Bereavement Services Manager & Registrar

Telephone: (01656) 656605

Email: Joanna.Hamilton@bridgend.gov.uk

Postal address: Bereavement Services
Coychurch Crematorium
Coychurch
Bridgend
CF35 6AB

Background Papers: Recycling of Metals Scheme Donations Report to the Joint Committee 15th June 2018,

This page is intentionally left blank

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COYCHURCH CREMATORIUM JOINT COMMITTEE

28 OCTOBER 2022

REPORT OF THE TREASURER

REVENUE MONITORING STATEMENT 1 APRIL TO 30 SEPTEMBER 2022 AND ANNUAL ACCOUNTING STATEMENT 2021-22 UPDATE

1. Purpose of report

- 1.1 The purpose of this report is to inform the Joint Committee of the details of the income and expenditure for the first six months of the 2022-23 financial year and give a projection of the final outturn, and to provide an update to the Joint Committee in relation to the Annual Accounting Statement 2021-22.

2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:-
1. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human, and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

3. Background

- 3.1 The 2022-23 Revenue Budget was approved by the Joint Committee at its meeting on 4 March 2022. The current budget position and projected outturn for 2022-23 is shown in paragraph 4.1.
- 3.2 The unaudited Annual Accounting Statement for the 2021-22 financial year was presented and approved by the Joint Committee at the meeting on the 15 July 2022 and submitted to Audit Wales for review.

4. Current situation/proposal

- 4.1 Table 1 below shows detail of income and expenditure for the period April to September 2022, together with the projected outturn for the financial year.

Table 1 – Crematorium Financial Position 2022-23

Actual Spend 2021-22 £'000		Budget 2022-23 £'000	*Adjusted Actual 01/04/2022 to 30/09/2022 £'000	Projected Outturn 2022-23 £'000	Projected Over/ (Under) Spend £'000
	<u>Expenditure</u>				
359	Employees	378	187	379	1
281	Premises	428	191	435	7
201	Supplies, Services & Transport	206	81	210	4
100	Agency / Contractors	112	56	112	0
42	Administration	39	19	39	0
246	Capital Financing	1,385	5	1,385	0
1,229	Gross Expenditure	2,548	539	2,560	12
	<u>Income</u>				
(1,409)	Fees and Charges	(1,555)	(578)	(1,575)	(20)
(71)	Welsh Government Grant	(15)	(7)	(15)	0
(30)	BCBC Contribution	(26)	(13)	(29)	(3)
(1,510)	Gross Income	(1,596)	(598)	(1,619)	(23)
(281)	(Surplus)/Deficit	952	(59)	941	(11)
(281)	Transfer (to)/from Reserve	952		941	

*Adjusted to include pro-rata commitments during the year.

Table 1 shows a projected deficit of £941,000 for the 2022-23 financial year, which is in line with the deficit approved by the Joint Committee on 4 March 2022 and is as a result of additional budget being approved for capital works for the Flower Court extension. An explanation of the variances between the budget and projected outturn is detailed below:

- The projected overspend of £1,000 on Employees relates to additional hours worked by Crematorium staff.
- The projected overspend of £7,000 on Premises is due to increased costs relating to increased water usage (£4,000) and an increase in Ground Maintenance costs (£5,000), offset by a reduction in Business rates (£2,000).
- The projected overspend of £4,000 on Supplies, Services and Transport relates to an increase in Security costs.
- The projected increase of £20,000 in Fees and Charges income is due to additional memorial sales.

- The projected increase in Bridgend County Borough Council Contribution of £3,000 relates to increased staffing costs recharged to the Council's Cemeteries service.

4.2 Table 2 below shows a breakdown of the Capital Financing budget for 2022-23, along with the expenditure for the period April to September 2022 and projected outturn for the financial year. An additional budget of £719,957 was agreed to fund the increased costs for the Flower Court extension at the Joint Committee meeting on 15 July 2022, increasing this budget to £1.270 million.

Table 2 – Capital Financing Budget 2022-23

	Budget 2022-23	Spend to 30/09/22	Projected Outturn 2022-23
	£'000	£'000	£'000
Flower Court Extension	1,270	0	1,270
Site Lighting	5	5	5
Groundworks - Paths	100	0	100
Chapel of Remembrance	10	0	10
Total	1,385	5	1,385

4.3 The Annual Return for 2021-22 (**Appendix 1**) was submitted to Audit Wales at the end of July 2022, showing a surplus of £280,724 for the year, and an accumulated balance of £3,179,607 at 31 March 2022.

Audit Wales has now confirmed that the Return has been audited with no amendments required (**Appendix 2**).

A copy of the certified Return will be made available at the Crematorium and electronically on Bridgend County Borough Council's website.

5. Effect upon policy framework and procedure rules

5.1 There is no effect upon the policy framework and procedure rules.

6. Equality Act 2010 Implications

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

7. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- **Long-term:** the consideration of this report will assist in the short-term planning for the long-term operation of the crematorium.
- **Prevention:** the consideration and approval of this report will assist in the planning of expenditure and funding to support future service delivery for the benefit of communities.
- **Integration:** the report supports all the well-being objectives.
- **Collaboration:** savings are achieved as a result of collaboration and integrated working of the Joint Committee.
- **Involvement:** publication of the report ensures that members and stakeholders can review the projected spend and schedule of planned capital maintenance.

8. Financial implications

8.1 These are reflected within the report.

9. Recommendations

9.1 The Joint Committee is recommended to note the Revenue Monitoring Statement April to September for 2022-23 and the position in relation to the Annual Accounting Statement 2021-22.

**CARYS LORD
CHIEF OFFICER - FINANCE, PERFORMANCE AND CHANGE
BRIDGEND COUNTY BOROUGH COUNCIL
TREASURER TO THE COYCHURCH CREMATORIUM JOINT COMMITTEE
OCTOBER 2022**

Contact officer: Dean Jones
Accountant, Financial Control and Closing
Bridgend County Borough Council

Telephone: (01656) 643358

Email: Dean.Jones@bridgend.gov.uk

Postal address: Bridgend County Borough Council
Wing 4
Ravenscourt
CF31 4AP

Background documents: None

This page is intentionally left blank

Minor Joint Committees in Wales

Annual Return for the Year Ended 31 March 2022

Accounting statements 2021-22 for:

Name of body: COYCHURCH CREMATORIUM

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	2,053,652	2,898,883	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	0	0	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	1,807,575	1,510,211	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	(347,910)	(358,585)	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg termination costs.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	(614,434)	(870,902)	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	2,898,883	3,179,607	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	193,774	172,118	Income and expenditure accounts only: Enter the value of debts owed to the body.
9. (+) Total cash and investments	2,717,196	3,018,016	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	(12,087)	(10,527)	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	2,898,883	3,179,607	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	4,586,928	4,860,080	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
<p>1. We have put in place arrangements for:</p> <ul style="list-style-type: none"> effective financial management during the year; and the preparation and approval of the accounting statements. 	<input checked="" type="radio"/>	<input type="radio"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
<p>2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
<p>3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Committee to conduct its business or on its finances.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
<p>4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
<p>5. We have carried out an assessment of the risks facing the Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
<p>6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
<p>7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Committee and, where appropriate, have included them on the accounting statements.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
<p>8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.</p>	<input checked="" type="radio"/>	<input type="radio"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statements and/or the Annual Governance Statement

1.

2.

3.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

Committee approval and certification

The Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.

RFO signature: 


Name: Carys Lord

Date: 06/07/2022

Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Committee under minute reference:

Minute ref: 9

Chair of meeting signature: 

Name: JOHN C. SPANSWICK

Date: 18/07/22

Annual internal audit report to:

Name of body: COYCHURCH CREMATORIUM

The Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2022.

The internal audit has been carried out in accordance with the Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	All payments are made through the Council's bank account and ledger system.
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	All payments made through the Council's financial system. The sample testing confirmed that the vast majority of payments were supported by invoices and correctly authorised. A recommendation has been made in one instance but this is not material. VAT has been accounted for correctly.
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Corporate Risk Management Policy and a Corporate risk assessment is in place. Risk Assessment procedure guidance for risks available to all Council departments.
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No precept. Budget and reserves are monitored centrally and reported to the Crematorium Joint Committee.
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Charges for the Crematorium were agreed by the Joint Committee on 5th March 2021 and income is recorded on Council's central system.
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	No petty cash.
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Staff paid on NJC payscales via central payroll system. Testing verified that all staff paid on the crematorium cost code

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
					during this year were employed in roles that are related to the Crematorium.
8. Asset and investment registers were complete, accurate, and properly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Confirmed for 2020-21 return that the Crematorium was included on the central asset register. This will next be included when auditing 2022-23 financial year.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Crematorium use main Council bank account. Previous audits have confirmed the controls are robust.
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Centralised main accounting audit performed regularly, and no recent relevant issues identified.

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
11. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
12. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text
13. Insert risk area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Insert text

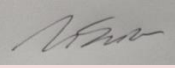
* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Committee are included in my detailed report to the Committee dated _____.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Committee's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: Nathan Smith – Assistant Audit Manager
Signature of person who carried out the internal audit: 
Date: 20th June 2022

Auditor General for Wales' Audit Certificate and report

I report in respect of my audit of the accounts under section 13 of the Act, whether any matters that come to my attention give cause for concern that relevant legislation and regulatory requirements have not been met. My audit has been conducted in accordance with guidance issued by the Auditor General for Wales.

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2022 of:

COYCHURCH CREMATORIUM

Auditor General's report

Audit opinion

~~[Except for the matters reported below]~~* On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislation and regulatory requirements have not been met;
- is not consistent with the Committee's governance arrangements; and
- that the Committee does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Other matters arising and recommendations

~~I draw the Committee's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the body.~~ / There are no further matters or recommendations that I wish to draw to the Committee's attention.

External auditor's name: **Adrian Crompton**

External auditor's signature:



Date: 26 September 2022

Auditor General for Wales

* Delete as appropriate.

This page is intentionally left blank

24 Cathedral Road / 24 Heol y Gadeirlan
Cardiff / Caerdydd
CF11 9LJ

Tel / Ffôn: 029 2032 0500

Fax / Ffacs: 029 2032 0600

Textphone / Ffôn testun: 029 2032 0660

info@audit.wales / post@archwilio.cymru

www.audit.wales / www.archwilio.cymru

Reference: 3151A2022

Date issued: September 2022

Dear Members

Coychurch Crematorium Annual Return for the Year Ended 31 March 2022

The auditor is responsible for providing an opinion:

- on whether the information contained in the Annual Return is in accordance with proper practices; and
- if any matters have come to the auditor's attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

We received the draft Annual Return for the financial year ended 31 March 2022 in line with the agreed deadline. We have completed our audit work and we are reporting to you the issues arising from our work.

Audit certificate and opinion

It is our intention to issue an unqualified certificate and report for the year ended 31 March 2022 and there are no matters in respect of the opinion which we wish to draw to your attention.

Qualification issues

There are no qualification issues to report.

Misstatements in the Annual Return

There were no misstatements found in the Annual Return.

Other matters not affecting our opinion

There are no other matters affecting our audit opinion.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Derwyn Owen', is enclosed in a light blue rectangular box.

Derwyn Owen

Engagement Director