

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**COYCHURCH CREMATORIUM JOINT COMMITTEE**

**FRIDAY 14<sup>TH</sup> SEPTEMBER 2018**

**REPORT OF THE CLERK & TECHNICAL OFFICER**

**VISIT BY THE FEDERATION OF BURIAL AND CREMATION AUTHORITIES**

**1. Purpose of the Report**

1.1 The purpose of this report is to advise the Joint Committee on the outcome of an inspection visit by the Federation of Burial and Cremation Authorities (FBCA) which took place on 3<sup>rd</sup> July 2018.

**2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

2.1 This report assists in the achievement of the following corporate priorities:-

1. **Supporting a successful economy** – taking steps to make the county a good 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.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

**3. Background**

3.1 The FBCA was formed in 1924 and its Code of Practice sets standards of performance for Crematoria. Government Departments consult the FBCA on matters affecting the law and practice of cremation and the FBCA is a primary link between Government Departments in England, Scotland and Wales and Burial and Cremation Authorities throughout the UK. The FBCA carries out a selection of inspection visits of crematoria each year. During the visit an audit is made of the statutory and operational requirements with a report being sent to the cremation authority following the visit.

3.2 Coychurch Crematorium has been a member of the FBCA since opening in 1971 and operates in accordance with its Code of Practice, as is the requirement for all member authorities.

#### 4. **Current Situation / Proposal**

4.1 On 3<sup>rd</sup> July 2018 Coychurch Crematorium received a visit from two technical officers of the FBCA, who were received by the Bereavement Services Manager and Registrar. An assessment was made of adherence to the requirements of various pieces of legislation relating to cremation as well as compliance with the Code of Cremation Practice and the general standards provided to the bereaved.

4.2 During the course of the visit an inspection was made of:

- The Crematorium's buildings.
- The Crematorium's grounds.
- The Crematorium's equipment.
- The Crematorium's operational processes and procedures.
- The Crematorium's administrative and registrative processes and procedures.
- The Crematorium's adherence to statutory legislation.
- The Crematorium's adherence to the Environmental Protection Act.
- The Crematorium's compliance with the FBCA's Code of Practice.
- The use of Best Practice at the Crematorium.
- The Health and Safety policies and procedures on site.
- The Crematorium staffing.
- The general overall standards provided to the bereaved.

4.3 The attached Appendix A details the Federation's findings in the form of a letter and report.

4.4 Members will note that the findings are extremely positive, detailing no negative comments or recommendations and recognising an exemplary facility provided by a dedicated and compassionate team.

Some notably positive issues referred to in the report are detailed as follows:

- The reference to the appearance of the staff being excellent, and their enthusiasm and commitment being a credit to them and the authority.
- The reference to the buildings being found in excellent condition and repair with good standards of maintenance.
- The reference to the grounds being maintained to an excellent standard and a credit to the staff involved.

- The reference to the excellent standard of housekeeping in the crematory being a credit to the team.
- The summary that the crematorium operates exceptionally well, adheres to statutory requirements and the Code of Practice and that the technical officers were impressed with the presentation of the service at the Crematorium and felt staff should be congratulated for providing a high quality service to the bereaved.

**5. Effect upon Policy Framework and Procedure Rules**

5.1 None.

**6. Equality Impact Assessment**

6.1 There are no equality implications arising from the report.

**7 Well-being of Future Generations (Wales) Act 2015 Assessment**

7.1 The report advises the Committee on an inspection visit by the Federation of Burial and Cremation Authorities. There is no requirement for a well-being statement.

**8. Financial Implications**

8.1 None.

**9. Recommendation:**

9.1 The Joint Committee is recommended to note the report.

**ZAK SHELL  
CLERK AND TECHNICAL OFFICER  
20<sup>th</sup> August 2018**

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**Background Papers:** None

## APPENDIX A