



Title of meeting: Cabinet

Date of meeting: 6 February 2024

Subject: Portsmouth Cemeteries Delivery Plan

Report by: Director of Culture, Leisure and Regulatory Services

Wards affected: All

Key decision: No

Full Council decision: No

1. Purpose of report

- 1.1. To present a framework for the future provision and management of cemeteries in Portsmouth.

2. Recommendations

- 2.1. That approval is given for distribution of the cemeteries delivery plan to key user groups for consultation.
- 2.2. If approval is given, the delivery plan will be reviewed following receipt of any responses and brought back to Cabinet at a future date for adoption.

3. Background

- 3.1. Operational plans are in place to deliver the cemeteries service however there is not currently an overarching plan setting out the forward vision for the municipal cemeteries. The delivery plan considers key issues and opportunities presenting to the service.
- 3.2. In preparing the delivery plan, other local authorities' codes and practices with regard to cemeteries and burial space have been examined, together with up to date policy. The delivery plan is summarised via an action plan under the following objectives:
 - 3.2.1. Increase capacity of existing burial space & identify new provision
 - 3.2.2. Enhance cemetery green space
 - 3.2.3. Review management of assets (buildings)
 - 3.2.4. Memorials policy and process
 - 3.2.5. Engaging with the community
 - 3.2.6. Customer interface and marketing



- 3.3. The cemeteries plan aligns with the City Vision 2040 'Green City' and Council Plan 'Delivering for Portsmouth' which commits the Council to 'Stand Up For Portsmouth' by supporting its residents, including through the delivery of infrastructure, parks and open space. The cemeteries plan also aligns with the City Vision 2040 values of community, collaboration, equality and respect.
- 3.4. The Council is under no statutory duty to provide a cemetery, but it is required to maintain its existing cemeteries.

4. Reasons for recommendations

- 4.1. The Local Government Act 1999 sets out a general duty to secure continuous improvement in the way in which its functions are exercised having regard to a combination of economy, efficiency and effectiveness. The discharge of that duty is based upon the initiation of focussed, relevant and meaningful consultation. This duty must involve representatives of persons who use or are likely to use the services provided by the authority.

5. Integrated impact assessment

- 5.1. An integrated impact assessment is attached at Appendix 2.

6. Legal implications

- 6.1. The delivery plan illustrates how the local authority will undertake to comply with the Public Health (Control of Disease) Act 1984, the Local Authorities Cemeteries Order 1977 (as amended 1986), the Health and Safety at Work Act 1974 and the Occupiers Liability Act 1957 as applicable to the range of duties and objectives as related to cemeteries.

7. Director of Finance's comments

- 7.1. Proposals taken forward resulting from the action plan will be assessed and where there are financial requirements, funding will need to be identified prior to their commencement.

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Signed by:
Stephen Baily
Director of Culture, Leisure and Regulatory Services

Appendices:



Appendix 1 - Portsmouth Cemeteries: Delivery Plan for the future provision of burial services in the city, 2023-2033.
Appendix 2 - Integrated Impact Assessment

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

| Title of document | Location |
|-------------------|----------|
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The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

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Signed by:

Cabinet Member for Culture, Leisure and Economic Development