



RHONDDA CYNON TAF

**RECORD OF DELEGATED OFFICER DECISION**

**SUBJECT: HARMONISATION OF FEES AND CHARGES FOR GLYNTAFF AND LLWYDCEOED CREMATORIUM**

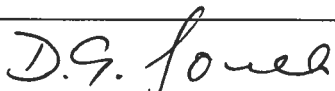

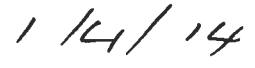
**PURPOSE OF ATTACHED REPORT:**

- To harmonise all fees and charges across both Crematorium to establish a consistent and realistic schedule of fees and charges to be applied to both facilities.

**DELEGATED DECISION (Date):**

It is recommended that with effect from 1<sup>st</sup> April 2014:

- All fees & charges for supplementary services offered by Glyntaff and Llwydcoed Crematorium are harmonised to establish a consistent and realistic schedule of fees and charges to be applied across both facilities as detailed at Schedule II of this report,

 <b>Chief Officer Signature</b>	 <b>Print Name</b>	 <b>Date</b>
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The decision is taken in accordance with Section 15 of the Local Government Act, 2000 (Executive Functions) and in the terms set out in Section 5 of Part 3 of the Council's Constitution

*B. M. Mee*

CONSULTEE CABINET MEMBER SIGNATURE

1-4-14

DATE

*P. Mee*

OFFICER CONSULTEE SIGNATURE

1-4-14

DATE

Directorate:	Public Health & Protection
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# RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

## MUNICIPAL YEAR 2013/2014: REPORT TO ACCOMPANY DECISION OF THE GROUP DIRECTOR, ENVIRONMENTAL SERVICES

**Part 1  
(Non – Confidential)**

### **HARMONISATION OF FEES AND CHARGES FOR GLYNTAFF AND LLWYDCOED CREMATORIUM**

#### **1. PURPOSE OF REPORT**

- 1.1 To harmonise all fees and charges across both Crematorium to establish a consistent and realistic schedule of fees and charges to be applied to both facilities.
- 1.2 In accordance with the Council's Scheme of Delegation, this report has been prepared to accompany the intended Officer decision of the Group Director Environmental Services as described below.

#### **2. RECOMMENDATION**

It is recommended that:

- 2.1 With affect from 1<sup>st</sup> April 2014 all fees & charges for supplementary services offered by Glyntaff and Llwydcoed Crematorium are harmonised to establish a consistent and realistic schedule of fees and charges to be applied across both facilities as detailed at Schedule II of this report.

#### **3. BACKGROUND**

- 3.1 Rhondda Cynon Taf County Borough Council agreed the Council's budget strategy for 2014/15 at its Council meeting on the 26<sup>th</sup> February 2014. Part of this strategy is to increase fees and charges. The Cabinet on the 19<sup>th</sup> March agreed to increase fees and charges for bereavement and cremation services by 7.3% from 1<sup>st</sup> April 2014.
- 3.2 Llwydcoed Crematorium is operated under the oversight of the Llwydcoed Crematorium Joint Management Committee; receiving technical, finance and human resource support from this Council. This has meant that fees and charges have previously been set separately to the Council and the usual annual uplift has not necessarily been applied.
- 3.3 On 22<sup>nd</sup> March 2012, the Llwydcoed Crematorium Joint Committee authorised the Service Director for Public Health & Protection to harmonise operational management arrangements between the two services to provide a consistent standard of service across the County Borough. Members also agreed to harmonise the cremation fees of both Llwydcoed and Glyntaff Crematoria for 2012/13.

- 3.4 Both crematoria provide for a variety of others services ranging from the dedication of rosebushes through to the exhumation of human remains. These supplementary fees and charges vary significantly despite the fact that clients are now effectively receiving the same level of service provided by the same management arrangements and Council.
- 3.5 On 21<sup>st</sup> March 2013, the Joint Management Committee for Llwydcoed Crematorium considered a report concerning fees and charges for services delivered from 1<sup>st</sup> April 2013. Following deliberation, Members decided to approve the following recommendations:
- Approve an increase in the cremation fee and cremation plot fee by 5% above the retail price index (RPI) of 3.3%, making a total increase of 8.3%.
  - Authorise the Service Director, Public Health & Protection to review other fees and charges; harmonising all fees and charges applied by Llwydcoed and Glyntaff Crematoria and applying the 8.3% increase where it is appropriate to do so.
- 3.6 The effect of this decision is that the principal fees and charges are the same for both Llwydcoed and Glyntaff Crematorium. For example, the cremation fee at both facilities in 2013/14 is £550. However, other fees for essentially the same services are inconsistent.
- 3.7 The Council has over a number of years applied an annual increase to its bereavement fees that has been above the standard uplift (10% for the past three years and 12% prior to that). A consequence of this is that some fees have increased disproportionately to the cost of providing the service.
- 3.8 At Llwydcoed, this increase has not been applied; consequently some fees have remained relatively low. Therefore the supplementary service fees at Glyntaff are generally higher than those at Llwydcoed. There is a need to agree a consistent set of reasonable fees and charges that can be applied to both facilities.

#### **4. PROPOSED FEES & CHARGES FOR 2014/15**

- 4.1 It is proposed that to maintain consistency across both facilities the proposed increase of 7.3% be applied to all fees and charges applied by the Council's Bereavement Services and Llwydcoed Crematorium with the exception of those fees and charges that require harmonisation across both facilities as detailed at paragraph 4.3 below.
- 4.2 Although other Crematoria and Bereavement Services in Wales are still in the process of setting their fees and charges for 2014/15, early indications are that the cremation fee proposed by this Council will be consistent with those proposed by several other crematoria in South Wales.
- 4.3 A review of the supplementary fees and charges has been undertaken and Schedule II details those that are currently different between the two facilities and proposes a new single fee that is considered reasonable.

## Schedule II

Item	Exiting Fee		Proposed Fee
	Glyntaff	Llwydcoed	
Dedication of rosebush and plaque for 10 year period	249.00	72.00	150.00
Exhumation of cremated remains	322.00	70.00	198.00
Additional Chapel slot	213.00	30.00	95.00
Book of Rem. 2 line	67.00	50.00	60.00
Book of Rem. 5 line	138.00	75.00	90.00
Book of Rem. 8 line	194.00	100.00	120.00
Floral emblem and crest	273.00	35.00	95.00
Rededication of rosebush for further 10 year period	198.00	52.00	126.00

- 4.4 Harmonisation will require an increase in some fees at Llwydcoed and a decrease in some fees at Glyntaff. It is considered that the fees proposed are more realistic in terms of the cost of providing the services described. This has potential consequences for income; however, it is felt that the overall effect is unlikely to be significant. The majority of income comes from cremation fees and purchase of plots for interment. These fees are already consistent and will remain so if the proposed annual uplift is applied.
- 4.5 Some of the supplementary service fees at Glyntaff are now relatively so high that the services are infrequently used so a reduction may result in an increase in demand. Therefore a rebalancing of the fees and charges may result in a corresponding rebalancing of service demand.

## 5 CONCLUSIONS

- 5.1 The increasing harmonisation of operational and management practices across the Council's Bereavement Services and Llwydcoed Crematorium has highlighted the need to establish a consistent schedule of fees and charges across both services. This can be done by applying the proposed annual uplift consistently to both services and by harmonising the supplementary fees where there is currently a differential between the two services.