



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **MARGAM CREMATORIUM JOINT COMMITTEE**

### **JOINT REPORT OF THE CLERK AND THE SUPERINTENDENT REGISTRAR TO MARGAM CREMATORIUM JOINT COMMITTEE – C.GRIFFITHS and C.PHILLIPS**

**16<sup>th</sup> February 2024**

#### **Matter for Information**

#### **Update on works identified in Margam Crematorium Service Level Business Plan 2023/2024**

#### **Purpose of the Report:**

To detail the outcome of the recent inspection by the Federation of Burial and Cremation Authorities

#### **Background:**

On the 4<sup>th</sup> October 2023, Margam Crematorium was subject to a three yearly inspection by the Federation of Burial and Cremation Authorities.

The purpose of the inspection was to scrutinise 6 separate key areas of service delivery, through discussion and review of more than 80 points of interest.

In summary, the inspection found Margam Crematorium to be operating in accordance with the three key areas of compliance:

- The Cremation Regulations 2009 – relating to statutory documentation
- The DEFA Process Guidance – relating to cremation practices
- The Code of Cremation Practice – relating to all aspects of service delivery

In addition, the Crematorium Inspector found an excellent level of service provision and did not feel it necessary to make any recommendations.

A number of areas were highlighted for consideration by Margam Crematorium as a way to improve service delivery which would have further increased scores achieved in respect of the operation.

<b>Section</b>	<b>Indicator</b>	<b>Result</b>	<b>FBCA Comments</b>	<b>Margam Crematorium Comment</b>
Cremation Administration	Public have access to partial digital records online to be able to locate final resting place and limited details	No access is available online		Information is available by hard copy or request from Margam Crematorium. As part of the development of the website steps will be taken to provide limited information to the public. This will require changes in forms providing consent for such information to be included on the website and the Superintendent will consider amendments necessary to implement this.
Ceremony Facilities	A wheelchair user can be accommodated within the chapel to take part in the event	Wheelchair cannot be accommodated	Wheelchair users can only sit at the side of a pew. Listed building maybe an issue	It is correct that wheelchair users can only sit at the side of a pew as due to the listed building status of Margam Crematorium it might not be feasible to change the seating arrangements. Nevertheless, officers will look to see what methods can be incorporated to further facilitate wheelchair users
Cremation Facilities	A contingency plan is in place for	No contingency plans exists	An informal process is in	Most crematoria in the area have informal

	cremator breakdowns		place but would benefit for a formalised agreement	arrangements with other crematoria. To date these have not required to be implemented but nevertheless steps will now be put in place to document a relationship with neighbouring crematoria and will be brought back to the Joint Committee for future approval
Premises and Facilities	Baby changing facilities are provided	Baby changing facilities are not provided		The provision of such facilities will be accommodated in the proposed toilet block refurbishment.
Grounds and Memorialisation	Applications for cremation are provided with information on the range of memorials	No information on the range of memorials available/permitted is made available	Currently developing process	Information is available by hard copy or request from Margam Crematorium. As part of the development of the website this information will then be incorporated.
Service and Staff	Refreshment facilities are available for visitors	No hot and/or cold drinks were available		To date there has been no determination to operate refreshment facilities. However, officers will explore what avenues might be feasible and will bring a report back to the Joint Committee for consideration.

As part of the Federations response to the Climate Emergency that society is now facing, the Federation has introduced an Environmental Awareness Report which was undertaken at the time of the inspection. The purpose of this report is to highlight a range of environmental measures which crematoria which are currently adopting across the UK. It is an advisory report and does not constitute part of the compliance inspection.

Following reports commissioned on the Civic Centres within Neath Port Talbot, Faithful & Gould have been asked to produce a road map to Net Zero report for Margam Crematorium and once in receipt of this it will be reported to the Joint Committee with options for consideration.

A number of measures were identified as being amber or red in the report produced by the Federation:

<b>Section</b>	<b>Indicator</b>	<b>Result</b>	<b>Margam Crematorium Comment</b>
Ground related environment initiatives	Electric vehicle recharging points are provided	Charging points are not available	As a result of the capacity at Margam Crematorium, charging points have not been feasible in the past. However, consideration of this is being given as part of the work undertaken by Faithful and Gould.
Ground related environment initiatives	Does the facility harvest rainwater in sufficient quantities to use in its ground maintenance activities	The facility cannot collect and distribute commercial quantities of harvested rainwater	This will be considered as part of the work undertaken by Faithful and Gould.
Organisation and Culture	Does the facility have an Environmental Policy	No formal policy available	Margam Crematorium has been covered by the Neath Port Talbot Environmental Policy and accordingly there has been no separate Policy for the Crematorium. Nevertheless, to comply with Federation suggestions, Margam Crematorium will look to develop its own Environmental Policy, following the work concluded by Faithful and Gould that is identified above.
Energy Usage	Energy Performance Certificate of the facility	The facility does not have current certificate or exemption	
Energy Usage	Has the facility switched to a renewable energy supplier	The facility has not switched to a renewable energy supplier	This will be considered as part of the work undertaken by Faithful and Gould. Contractual arrangements are already in place with a provider which will have to be considered as part of any transfer.

A further inspection will take place in three years' time.

**Financial Impacts:**

There are no impacts associated with this report.

**Integrated Impact Assessment:**

There is no requirement for an integrated impact assessment as this report is for information purposes only

**Valleys Communities Impacts:**

There are no impacts associated with this report.

**Workforce Impacts:**

There are no impacts associated with this report.

**Legal Impacts:**

There are no impacts associated with this report.

**Consultation:**

There are no impacts associated with this report.

**Recommendations:**

That members note the outcome of the inspection undertaken by the Federation of Burial and Cremation Authorities

**Appendices:**

Appendix 1 – Inspection Report by Federation of Burial and Cremation Authorities

**List of Background Papers:**

None

**Officer Contact:**

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Clerk to the Joint Committee of Margam Crematorium

Mr Clive Phillips  
Superintendent Registrar