

Report of the Monitoring Officer

SCOPING DOCUMENT OF THE CEMETERY MEMORIALS TASK AND FINISH GROUP

1. Purpose of Report

This report is intended to accompany the completed draft scoping document that sets the terms of reference, remit and intended reporting timescale of the scrutiny task and finish group considering the subject of unauthorised cemetery memorials in borough cemeteries.

2. Recommendation

The Committee is asked to CONSIDER the draft task and finish group scoping document and RESOLVE to agree its contents.

3. Detail

At its 29 July 2025 meeting, Cabinet suggested that the Overview and Scrutiny Committee form a task and finish group to consider the subject of unauthorised cemetery memorials in the borough's cemeteries. This came after the deferral of a decision from the 3 June 2025 meeting of Cabinet, where a report was tabled on the matter. The decision was referred to this committee for review. It was decided at the previous meeting of this committee that the matter will be reviewed via a task and finish exercise.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

Members will need to be mindful of strategic and operational risks in these matters and allow consideration for any necessary mitigations required. Whilst there are no additional financial implications to consider at this stage, any recommendations by Members that would result in additional costs being incurred would have to be funded directly from General Fund Reserve balances in 2025/26.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The legal implications have and will arise during the task and finish group meetings. Where relevant, a legal advisor will also be present at the meetings as and when legal considerations arise.

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

There were no HR comments arising from this report.

7. Union Comments

The Union comments were as follows:

There were no Union comments arising from this report.

8. Climate Change Implications

The climate change implications are contained within the report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

As this is not a change to policy / a new policy an equality impact assessment is not required.

11. Background Papers

Nil.