

## **EAST AYRSHIRE COUNCIL**

**COMMUNITY SERVICES COMMITTEE – 25<sup>TH</sup> MAY 2005**

### **MEMORIAL SAFETY REPORT**

#### **Report by Executive Director of Neighbourhood Services**

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

- 1.1 To update the Committee on the progress of memorial inspections and remedial work within cemeteries and churchyards.

#### **2. BACKGROUND**

- 2.1 The Community Services Committee agreed at their meeting on the 14<sup>th</sup> November 2001 to put in place an approved inspection programme for memorials and headstones within cemeteries and churchyards, and to categorise all memorials in line with the Management of Memorials Guidelines set out by the Institute of Cemetery and Cremation Managers (ICCM) i.e.:-

Cat 1: Dangerous make safe immediately  
Cat 2: Dangerous re-inspect in 6 months to 1 year  
Cat 3: Re-inspect in 5 years

- 2.2 The Council also introduced a Registration Scheme for Memorial Masons, which contain detailed specifications and conditions for all Memorial Masons who work within Council cemeteries and churchyards.
- 2.3 Memorial Masons are required to register with the Council's Scheme and to meet the Scheme's requirements they must have appropriate public liability cover and show that they are able to work to the Code of Practice laid down by the National Association of Memorial Masons (NAMM). A list of registered Memorial Masons is posted on the Council's website and is given to the public on request.

#### **3. CONSIDERATIONS**

- 3.1 The Safety Inspection Team, which consists of 3 employees, continues to carry out inspections and safety work within cemeteries and churchyards. These inspections take the form of a visual inspection and a push test either by hand or by Topple Tester equipment. The team carry out safety work on dangerous stones by staking and tying them or by sheughing them into the ground at the head of the lair.
- 3.2 A list of cemeteries already inspected and the results of the inspections are shown in Appendix 1.

- 3.3 The Committee should note that present inspections only cover memorials to a maximum height of 2 metres. A structural engineer will be required to inspect memorials and other structures over 2 metres in height. It is estimated that there are in excess of 500 large memorials in our cemeteries and churchyards. The resource implications attached to inspecting these memorials are currently being investigated.
- 3.4 It is estimated that there are approximately 6,500 memorials still to be inspected. A list of cemeteries and an approximate timescale for completing initial inspections and remedial work is shown below.

<b><u>Cemetery</u></b>	<b><u>Checked-by</u></b>	<b><u>Made safe by</u></b>
Dunlop	20/05/2005	03/06/2005
Fenwick Skernieland	27/05/2005	10/06/2005
Fenwick Kirkton	10/06/2005	17/06/2005
Dalrymple	30/06/2005	01/07/2005
Ochiltree, Mauchline Road	08/07/2005	08/07/2005
Sorn	22/07/2005	15/07/2005
Drongan	29/07/2005	22/07/2005
Stair	05/08/2005	29/07/2005
Kilmarnock Old St	12/08/2005	12/08/2005
Galston Loudon Kirk	19/08/2005	19/08/2005
Newmilns, Loudon Rd	26/08/2005	26/08/2005
Saint Andrews	02/09/2005	09/09/2005
Galston Old Kirk	09/09/2005	16/09/2005

Awareness days will be held in each cemetery prior to the undertaking of any work. Notices will also be posted in cemeteries and in Local Offices and press releases will be sent to local newspapers.

- 3.5 Once the initial programme of inspection and remedial work has been completed the Safety Squad will return to each cemetery and where no remedial work has been carried out by owners, they will sheugh these memorials into the ground. Owners would be able to reinstate these memorials in the future as the memorials would not be damaged in this process.
- 3.6 The Safety Squad will also re-inspect all Category 2 memorials and take the appropriate action to make these memorials safe. If a memorial was given a Category 1 rating on re-inspection, the owners would be advised and appropriate remedial action taken.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Current costs in relation to the Cemetery Safety Team are met from the Department's revenue budgets. A more detailed report regarding larger memorials and associated costs will be submitted to Committee in the future.

## **5. LEGAL/POLICY IMPLICATIONS**

The Council have a duty under the Health and Safety at Work Act 1974 and the Public Liability Act 1960 to ensure that the cemeteries are safe facilities.

## **6. CONCLUSION**

6.1 The Safety Squad will continue to operate within cemeteries and churchyards and take the necessary action to ensure that cemeteries are safe places to work and visit.

## **7. RECOMMENDATIONS**

7.1 It is recommended that the Committee:-

- i) note the progress made in memorial testing and safety works detailed in this report;
- ii) remit to the Executive Director to agree a programme of safety inspection and remedial work in relation to larger memorials and to report back to this Committee; and
- iii) otherwise note this report.

William Stafford

**Executive Director of Neighbourhood Services**

WS/JAG/KH

4<sup>th</sup> May 2005

### **LIST OF BACKGROUND PAPERS**

1. Registration Scheme for Memorial Masons

Any person wishing to inspect the background papers listed above should contact John Griffiths, Head of Leisure Services, on 01653 578179.

Implementation Officer – [john.griffiths@east-ayrshire.gov.uk](mailto:john.griffiths@east-ayrshire.gov.uk)

## APPENDIX 1

<u>Cemetery</u>	<u>Total Checked</u>	<u>Sheughed (Ditched In)</u>	<u>Staked</u>	<u>Top Removed</u>	<u>Total Cat 1</u>	<u>Total Cat 2</u>	<u>Total Cat 3</u>	<u>% +Cat 2</u>
Auchinleck Church Hill	594	205	0	0	205	0	389	35%
Auchinleck Main Street	1402	1	343	0	344	156	902	36%
Catrine Chapel Brae	191	109	0	0	109	0	82	57%
Catrine Newton St	945	32	193	3	228	46	671	29%
Cumnock Barrhill Road	500	260	0	0	260	7	233	53%
Cumnock Glaisnock Road	2427	423	148	0	571	93	1763	27%
Dalmellington High Main St.	1637	122	180	0	302	81	1254	23%
Dalmellington Old Cemetery	213	53	0	0	53	3	157	26%
Darvel Causeway Rd.	529	158	0	0	158	14	357	33%
Darvel Manse Brae	783	0	70	0	70	44	669	15%
Galston Cemetery Rd.	2035	137	368	0	505	70	1460	28%
Kilmarnock Grassyards Rd	10211	2583	736	0	3319	125	6767	34%
Riccarton Cemetery	3197	144	466	0	610	100	2487	22%
Kilmaurs Cemetery	931	1	171	2	174	34	723	22%
Mauchline Barskimming Rd.	1278	115	130	4	249	23	1006	21%
Mauchline Loudon Street	324	153	0	0	153	0	171	47%
Muirkirk Church Road	250	161	0	0	161	0	89	64%
Muirkirk Glasgow Road	1744	74	397	0	471	36	1237	29%
New Cumnock Afton Road	1985	10	228	1	239	88	1658	16%
Newmilns Dalwhatswood Rd.	1230	35	221	5	261	34	935	24%
Ochiltree Mill Street	232	200	0	0	200	0	32	86%
Sorn Cemetery	291	57	15 *(Con)	0	72	0	219	25%
Stewarton Cemetery	1267	38	373	4	415	33	819	35%
Stewarton Churchyard	521	407	0	0	407	0	114	78%
<b><u>TOTAL CEMETERIES</u></b>	<b><u>35259</u></b>	<b><u>5877</u></b>	<b><u>4039</u></b>	<b><u>19</u></b>	<b><u>9950</u></b>	<b><u>990</u></b>	<b><u>24319</u></b>	<b><u>31%</u></b>

\*There have also been 15 memorial bases concreted in Sorn Cemetery.