

| Report of | Meeting | Date |
|--|-------------------|-----------------|
| Director of People and Places (Introduced by the Executive Member for People) | Executive Cabinet | 18 October 2012 |

CONSULTATION - PARKS AND OPEN SPACES MEMORIAL POLICY

PURPOSE OF REPORT

1. To highlight the variety of requests for memorials that are received by the Council and to agree a consultation draft policy to guide future acceptance of memorial items across the Council's parks and open spaces.

RECOMMENDATION(S)

2. To agree that the draft policy attached in Appendix 1 is circulated to key stakeholders for consultation.

EXECUTIVE SUMMARY OF REPORT

3. The Council has for many years received a number of requests for memorial items in the parks and open spaces.
4. Many of the appropriate locations within the various sites are now taken and as a result very few spaces remain. Requests for memorials, which are often emotionally sensitive, can be difficult for staff to manage, especially when they are not in keeping with the site and there is no policy in place to provide guidance.
5. A policy is needed to clarify the Council's position regarding memorials and to provide officers with an approved mechanism for accepting / refusing requests, and to manage ongoing memorial maintenance. It also needs to have sufficient flexibility to deal with exceptional circumstances.

| | | |
|--|-----|-----------|
| Confidential report Please bold as appropriate | Yes | No |
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| Key Decision? Please bold as appropriate | Yes | No |
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REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

6. To clarify the Council's position regarding memorials and to provide officers with an approved mechanism for accepting / refusing requests, and to manage ongoing memorial maintenance.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

7. Continue to consider requests for memorial items on an ad-hoc basis. A shortage of

remaining space and the suitability of some requests would make this option unsustainable.

8. No longer accepting any form of memorial requests for any of our sites - an unnecessary measure.

CORPORATE PRIORITIES

9. This report relates to the following Strategic Objectives:

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|---|---|--|---|
| Strong Family Support | | Education and Jobs | |
| Being Healthy | | Pride in Quality Homes and Clean Neighbourhoods | |
| Safe Respectful Communities | X | Quality Community Services and Spaces | X |
| Vibrant Local Economy | | Thriving Town Centre, Local Attractions and Villages | |
| A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money | | | X |

BACKGROUND

10. Across the borough the Council manage a variety of public open spaces that receive frequent requests for memorials. The most popular sites have very few spaces remaining and while on-going development work will create new locations it will not be possible to accept every request.
11. In order to offer the most appropriate memorial opportunities across the Council sites and retain the true character of these areas of public open space, a policy is needed to determine the forms of memorial that are appropriate.
12. On specific sites existing agreements are in place regarding memorial maintenance. This policy would replace those agreements going forward.

PROPOSALS FOR COUNCIL-OWNED SITES

13. A draft policy for consultation is attached in Appendix 1 that outlines the proposed policy for memorials on Council owned sites.
14. An integrated impact assessment has also been completed and is attached in Appendix 2.

IMPLICATIONS OF REPORT

15. This report has implications in the following areas and the relevant Directors' comments are included:

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|--|---|--|---|
| Finance | X | Customer Services | |
| Human Resources | | Equality and Diversity | X |
| Legal | X | Integrated Impact Assessment required? | |
| No significant implications in this area | | Policy and Communications | X |

COMMENTS OF THE STATUTORY FINANCE OFFICER

16. There are no financial implications associated with this report.

COMMENTS OF THE MONITORING OFFICER

17. The policy will provide consistency and clarity for officers and residents and will assist the Council in discharging their functions.

COMMENTS OF THE HEAD OF POLICY AND COMMUNICATIONS

18. The policy for consultation should not pose any issues for the council in meeting the objectives of its equality scheme and statutory responsibilities.

JAMIE CARSON
DIRECTOR OF PEOPLE & PLACES

| Report Author | Ext | Date | Doc ID |
|--------------------------|------------|---------------------------------|------------------------|
| Jamie Dixon | 5250 | 23 August 2012 | EC POS Memorial Policy |
| Background Papers | | | |
| Draft Policy | 26/01/2012 | Draft POS Memorial Policy APP 1 | Appendix 1 attached |
| Document | 26/01/2012 | POS Memorial Policy IIA APP 2 | Appendix 2 attached |