RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE – 29 AUGUST 2012

A meeting of the Rugby and Daventry Crematorium Joint Committee will be held at 10.30am on Wednesday 29 August 2012 in Committee Room 1 at the Town Hall, Rugby.

Andrew Gabbitas
Executive Director

AGENDA

PART 1 – PUBLIC BUSINESS

1. Appointment of Chairman – to appoint a Chairman of the Joint Committee for the 2012/13 municipal year.

2. Minutes – to approve the minutes of the meeting held on 27 February 2012.

3. Apologies – to receive apologies for absence from the meeting.

4. Declarations of Interest.

To receive declarations of –

(a) non-pecuniary interests as defined by the Council’s Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council’s Code of Conduct for Councillors; and

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

Note: Members are reminded that they should declare the existence and nature of their non-pecuniary interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest, the Member must withdraw from the room unless one of the exceptions applies.

Membership of a County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.
5. Rugby and Daventry Crematorium and Cemetery – Project Update.
7. Date of next meeting – 22 October 2012 at 10am.

PART 2 – EXEMPT INFORMATION

There is no business involving exempt information to be transacted.

*Any additional papers for this meeting can be accessed via the website.*

The Reports of Officers (Ref. JCC 2012/13 – 4) are attached.

**Membership of the Committee** -

Councillors Cranham and Prof. M Williams (Rugby Borough Council)
Councillors Atterbury and Mrs Lomax (Daventry District Council)

**Officers:**

Sean Lawson, Christine Fraser, Chris Worman (Rugby Borough Council)
Simon Bowers, Rob Saunders, Gary Underhill (Daventry District Council)

*If you have any general queries with regard to this agenda please contact Claire Waleczek, Democratic and Scrutiny Services Officer (Team Leader) (01788 533524 or e-mail claire.waleczek@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.*

*If you wish to attend the meeting and have any special requirements for access please contact the Democratic and Scrutiny Services Officer named above.*
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Rugby & Daventry Crematorium Joint Committee
29 August 2012
Rugby and Daventry Crematorium and Cemetery - Project Update

Report of the Project Board

Recommendation
The Joint Committee to note the progress update and approve the project programme and timeframe.

1. Introduction

This report is intended to give an update of the progress to deliver proposed Crematorium and Cemetery facilities at Ashlawn Road site in Rugby. The report we will give a progress update and indicate likely project programme timeframe.

2. Planning Application Update

The council’s planning application for the proposed Rugby and Daventry Crematorium was registered as valid on 5 September 2011 (ref number R11/0330).

During June 2012, a further set submissions were made to the planning authority by the applicant to address and conclude further work items that were either identified as required in the original application, were requested or necessary to address planning objections that had been received.

Additional submissions:

- **Planning Design and Access Statement** (PDAS) – Addendum Report has summarised the resubmission documents in full.

- **Architectural Revisions** – design drawings have been resubmitted to reflect the changes that have occurred thought the emergent design, and subsequent discussions with the Local Planning Authority. The project architect will deliver a short presentation to explain those changes.

- **Transport Survey Addendum** – further to the additional work requested by the Highway Authority, the Highway Authority has now removed its objection, subject to some planning conditions.

- **Ecological Survey Reports** – required surveys were concluded during the optimal ecological survey periods of the year. Warwickshire Wildlife Trust, Warwickshire County Council Ecology and Natural England have all removed objections.

- **Air Quality Assessment (AQA)** – Air Quality concerns appear to be a consistent theme of the local community. The Project Team therefore took the decision to
complete a full AQA for the proposals, and this work takes account of construction, and operation of the facility, including the increase of traffic resulting in the local road network, and the Cremator emissions. The AQA concludes that there are no Air Quality impacts as a result of this development.

- **Archeology** – an archaeological desk based assessment was submitted with the application and a field walk report has subsequently been submitted (October 2011). This resulted in the request to undertake two trenches in the Cemetery part of the site. The results of this have now been reported back to the county archeologist, and it is thought that if further investigations may be required, these are likely to be managed by way of conditioning of the planning application.

- **Ground Water Monitoring** – a period of 12 months monitoring of the groundwater has been undertaken, and the project consultant has reported on the risk based assessment of pollution to controlled waters. The Environment Agency has subsequently withdrawn their objection to the proposals, subject to some planning conditions relating to the implementation of the surface water drainage strategy. The project team considers these conditions to be reasonable.

At this time the planning application is still being considered by the local planning authority (LPA). The comments made above are those of the project team and do NOT necessarily reflect the views of the LPA. The Project Team understands that the application is likely to be considered by the Planning Committee on 26 September 2012. The planning officer has also confirmed that the application has received a high volume of objections from local residents.

Any decision on the planning application will entirely be a matter for the relevant planning committee.

### 3. Project Programme and Timeframe

- **Construction Contract** – work with the main contractor has progressed, and the construction design has been substantially progressed. The final bill of quantities is now being prepared, once this has been concluded, the council will be able to agree the target cost for the scheme. At this stage the Project Team is also reviewing other alternatives in regard to cost. Moving to a fixed cost contract once the construction design is complete would offer the advantage of minimising build cost risk to the council’s.

- **Vacant possession of land** – Rugby Borough Council has agreed terms with the tenant farmer and vacant possession of the land is likely to be concluded on 31 September 2012.

- **Contractor appointment** – subject to an agreed cost and subject to the approval of the application by the planning committee the Project Team envisage appointment of the contractor at the end of December 2012.

- **Commencement on site and length of build** – the current programme sees commencement on site in February 2013 and the programme of build being nine months, having a 38 week, with practical completion in November 2012.

- **Opening** – the project team are hopeful, subject to the above, that the facility could be open by end of 2013.
Name of Meeting: Rugby & Daventry Crematorium Joint Committee

Date of Meeting: 29 August 2012

Subject Matter: Rugby and Daventry Crematorium and Cemetery – Project Update

Originating Department: Environment Services, Rugby Borough Council Business Team, Daventry District Council

LIST OF BACKGROUND PAPERS

There are no background papers relating to this item.
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<td>Diamond Jubilee Wood Update</td>
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<tr>
<td>Ward Relevance</td>
<td>The site is located in Rugby Borough, Paddox ward.</td>
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<tr>
<td>Prior Consultation</td>
<td>Extensive public consultation</td>
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<td>Contact Officers</td>
<td>Sean Lawson, Head of Environmental Services, Rugby Borough Council. Tel. 01788 533850</td>
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<td>Summary</td>
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Diamond Jubilee Wood Update

Report of the Project Board

**Recommendation**

The Joint Committee to note the project update.

At the previous meeting of this committee members were advised that Rugby Borough Council were considering the creation of a Diamond Jubilee Wood on land adjacent to the proposed Cemetery and Crematorium site.

On 25 July 2012, Rugby Borough Council approved this project.

The Diamond Jubilee Wood is not linked in any way to the proposed Cemetery and Crematorium application but in the view of the project board it is complimentary to the proposal.

The grant application for this has been submitted to the Forestry Commission, who is now processing the application.
Name of Meeting: Rugby & Daventry Crematorium Joint Committee
Date of Meeting: 29 August 2012
Subject Matter: Diamond Jubilee Wood Update
Originating Department: Environment Services, Rugby Borough Council
Business Team, Daventry District Council

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There are no background papers relating to this item.