

## POLICY AND RESOURCES COMMITTEE – 6 JULY 2015

### PART I – PART DELEGATED

#### 7. CEMETERY PARKING (DCES)

##### 1. Summary

- 1.1 To present Members with a range of options for Cemetery parking within Woodcock Hill Cemetery.

##### 2. Details

- 2.1 At a meeting of Public Services and Health Policy and Scrutiny Committee (PSHPSC), held on 12 September 2013, Members recommended that, as all other avenues had been fully investigated and exhausted, that the traditional section of the cemetery should be extended into the woodland section (subject to planning permission). This decision was ratified by Executive at its meeting on 14 October 2013, but with the request that a further report be brought forward on landscaping.

- 2.2 A map of the existing cemetery is attached as Appendix A. Those areas marked A to P are part of the existing cemetery, with areas H, N, J & P all being allocated specifically for Muslim burials. The area which has now been agreed as a traditional cemetery is shown as 'suggested traditional cemetery site.' This would give space for approximately another 1,300 interments, equivalent to 19 years' extra space. Members will note that there is a track running between the new traditional section and the woodland section. This clearly delineates the two areas. A hedge could be planted to further separate the two areas, but the cost of doing so along the whole length would be approximately £4,000. The placing of a hedge would also decrease the number of graves by over 100 and the Council is seeking to maximize grave space. For this reason it is recommended that the existing track be used to demark the two separate areas. If needed, a small picket fence could be erected along the edge of the traditional section, but this too will have cost implications

##### 2.3 Cemetery Parking

- 2.3.1 Parking within the existing cemetery is limited. There are four parking bays adjacent to Section L, with two disabled bays at the top of the hill (section P), which were built, following a request from a regular visitor to the woodland section. Visitors to the cemetery tend to drive and park near their loved one's grave, or at the bottom, by the waiting room, and then walk up to the relevant section. At most times this provision is sufficient, but when there are funerals, the only option for mourners is to park in the roadways throughout the cemetery. This has in the past resulted in visitors becoming blocked in, sometimes for over an hour. A recent funeral caused traffic problems within Harefield Road, as mourners parked in the road, which at this point is rural in nature. To try and alleviate this problem, the Council opens the gate into the designated woodland area and marshals mourners to park on the left hand side i.e. away from the tree-planted area. This location has now been designated as a traditional section and therefore, in order to avoid future congestion, officers believe that car parking facilities should be incorporated in to any planning application for the traditional extension. It is also very likely that a car park would be required as part of any planning application, particularly as the cemetery has no public transport infrastructure serving it and is difficult to walk, or cycle to.

- 2.3.2 Four potential parking options were drawn up and these are presented as Appendices B to E. However, following a site visit to the Cemetery in January of

this year, by the then Leisure Health & Wellbeing Committee, to discuss these options, the Members of that Committee proposed a further two options, which are shown as Options in Appendices F & G. These latter two options utilise the existing Rose Garden / Garden of Remembrance and the unallocated part of the new Muslim section.

- 2.3.3 Option 6 (Appendix G) offers the largest parking opportunity, with potentially 48 parking spaces. Officers have concerns that, although this option would suit the existing parts of the cemetery, it would still require additional parking towards the woodland section, as some visitors, many of whom will be older in age, will not find it easy to walk to the woodland area, or new traditional area, as the access road is on a steep gradient. For this reason, officers' preferred parking option is Option 5 (Appendix F) for the existing part of the cemetery; with Option 3 (Appendix D) providing parking for the newer area.
- 2.3.4 It should also be noted that Battlers Wells Foundation (BWF), who currently administer the Muslim burials on behalf of TRDC, have put in a formal request to have further allocated grave spaces within the area next to Section J. There is room for approximately 250 gravespaces within this area, which would generate an approximate capital receipt to the Council of £213,000 (based on existing grave space costs), in addition to similar guaranteed future revenue costs.
- 2.3.5 There is an approved capital budget of £50,000 for these works in 2015/16. Unfortunately, quotes received indicate that this sum of money is only sufficient to provide the 16 car parking spaces within the existing rose garden site. Officers do not believe however that this is sufficient parking to meet the needs of the future cemetery site, particularly as it will still involve visitors having to walk up a steep hill to gain access to the new areas.
- 2.3.6 To provide any other option will require a growth bid, and therefore Officers recommend that officers enter into discussions with Battlers Wells Foundation to lease the land designated as unallocated graves to them for a period of 100 years, thereby generating a capital receipt of approximately £213,000. Members would then have 3 options;
- (a) To only build a car park for 16 spaces within the Rose Garden area.
  - (b) As in option (a) and to build an additional car park at the top of the hill (Option 3), costing a further £95,000
  - (c) Not build in the Rose Garden and just build a car park at the top of the hill (Option 3), at an additional cost of £45,000
- 2.3.7 Of the three options above, officers' preference is (b), as it meets the needs both of existing cemetery users and future users of both the woodland and the new traditional area. In either option (b) or (c), the additional costs would be met from the capital receipt of leasing the land to Battlers Wells Foundation. For options (b) and (c), Members are free to choose any of the car parking options within Appendix A, however it should be noted that, if option 3 is chosen, any car parking would be congruent with its proximity to a woodland cemetery i.e. similar to the Council's woodland car parks.

### 3. **Options / Reasons for Recommendation**

- 3.1 Officers believe that any planning application for a traditional cemetery will require a car park to be incorporated. A range of options has been put forward and, although at the time of visiting the Cemetery Members preferred Option 6, officers do not believe that this will service the needs of those wishing to visit either the woodland, or new traditional area in the cemetery. Moreover, if the area of land shown as unallocated within Option 6 is leased to Battlers Wells Foundation for 99 years, a capital receipt will be generated, a proportion of

which could be used to fund the car parking required elsewhere in the Cemetery.

3.2 As an alternative, Members can choose any of the other options given, however all will require a capital growth bid (unless only 16 spaces are provided within the existing Rose Garden). Options 1, 2 & 3 can all be met within the original budget request of £95,000, although Options 4 & 6 will cost more at £140,000

3.3 As detailed above, building a car park within the existing Rose Garden and then one adjacent to the new traditional area will meet both the need of existing and future cemetery visitors.

#### 4. **Policy/Budget Reference and Implications**

4.1 The recommendations in this report are within the Council's agreed policy to provide adequate car parking throughout the District, but are not within agreed budgets.

#### 5. **Financial Implications**

5.1 The tables below show the budget implications of each of the options outlined in paragraph 2.3.6

##### **Option a – providing a car park within Rose Garden only**

<b><u>CAPITAL IMPLICATIONS</u></b>	
<b><u>2015/16</u></b>	<b><u>£</u></b>
Cemetery Car Park Budget	50,000
Cost - 16 Car Park Space Rose Garden	50,000
<b>Balance</b>	<b>£0</b>

##### **Option b – providing 2 car parks**

<b><u>CAPITAL IMPLICATIONS</u></b>	
<b><u>2015/16</u></b>	<b><u>£</u></b>
Cemetery Car Park Budget	50,000
Cost - 16 Car Park Space Rose Garden	50,000
<b>Balance</b>	<b>£0</b>
Cost of providing extra parking spaces	95,000
Capital Receipt from long term Lease of Land	(213,000)
<b>Balance</b>	<b>£(118,000)</b>

##### **Option c – providing a car park at top of hill only**

<b><u>CAPITAL IMPLICATIONS</u></b>	
<b><u>2015/16</u></b>	<b><u>£</u></b>
Cemetery Car Park Budget	50,000
Cost of providing extra parking spaces	45,000
Capital Receipt from long term Lease of Land	(213,000)
<b>Balance</b>	<b>£(168,000)</b>

5.2 The revenue implications of managing the above car parks can be met from within existing grounds maintenance budgets.

6. **Staffing Implications / Environmental Implications / Legal / Community Safety/ Customer Service Centre/ Communication and Website /Equal Opportunity Implications**

6.1 None specific.

7. **Risk Management and Health & Safety Implications**

7.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

7.2 The subject of this report is covered by the Environmental Protection Service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this plan.

7.3 The following table gives the risks if the recommendation(s) are agreed, together with a scored assessment of their impact and likelihood:

Description of Risk		Impact	Likelihood
1	Cemetery runs out of space too quickly	II	E
2	Inadequate Parking provision	II	E

7.4 The following table gives the risks that would exist if the recommendation is rejected, together with a scored assessment of their impact and likelihood:

Description of Risk		Impact	Likelihood
3	Inadequate Parking Provision	II	A
3	High complaints	II	B

7.5 Of the risks detailed above none is already managed within a service plan.

7.6 The above risks are plotted on the matrix below depending on the scored assessments of impact and likelihood, detailed definitions of which are included in the risk management strategy. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood are plotted in the shaded area of the matrix. The remaining risks require a treatment plan.

Likelihood ↑	A		3				Impact →	Likelihood V = Catastrophic IV = Critical III = Significant II = Marginal I = Negligible	A = >98% B = 75% - 97% C = 50% - 74% D = 25% - 49% E = 3% - 24% F = <2%
	B		4						
	C								
	D								
	E		1, 2						
	F								
		I	II	III	IV	V			

7.7 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of treatment plans are reviewed by the Audit Committee annually.

8. **Recommendations**

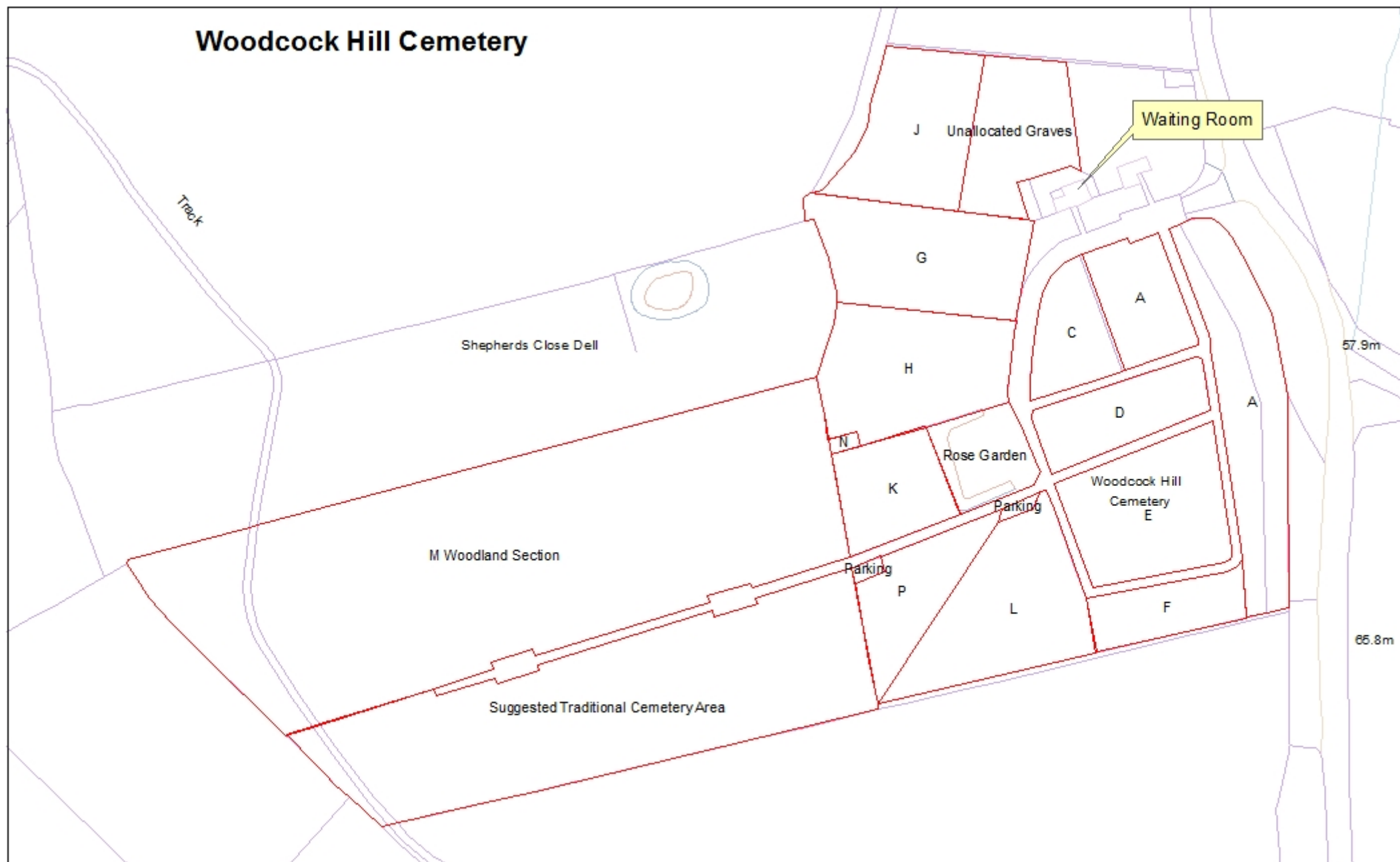
- 8.1. that a planning application be submitted for a traditional cemetery within the Area shown in Appendix A.
- 8.2. that the planning application include the provision of car parking and Members resolve which car parking option is taken forward.
- 8.3. Officers enter into negotiations with Battlers Wells Foundation to lease the unallocated land adjacent to Section J for 99 years and that a proportion of the receipt from this lease be used to provide the car parking required within Woodcock Hill Cemetery.

Report prepared by: Alison Page, Chief Environmental Services Manager

**Background Papers**

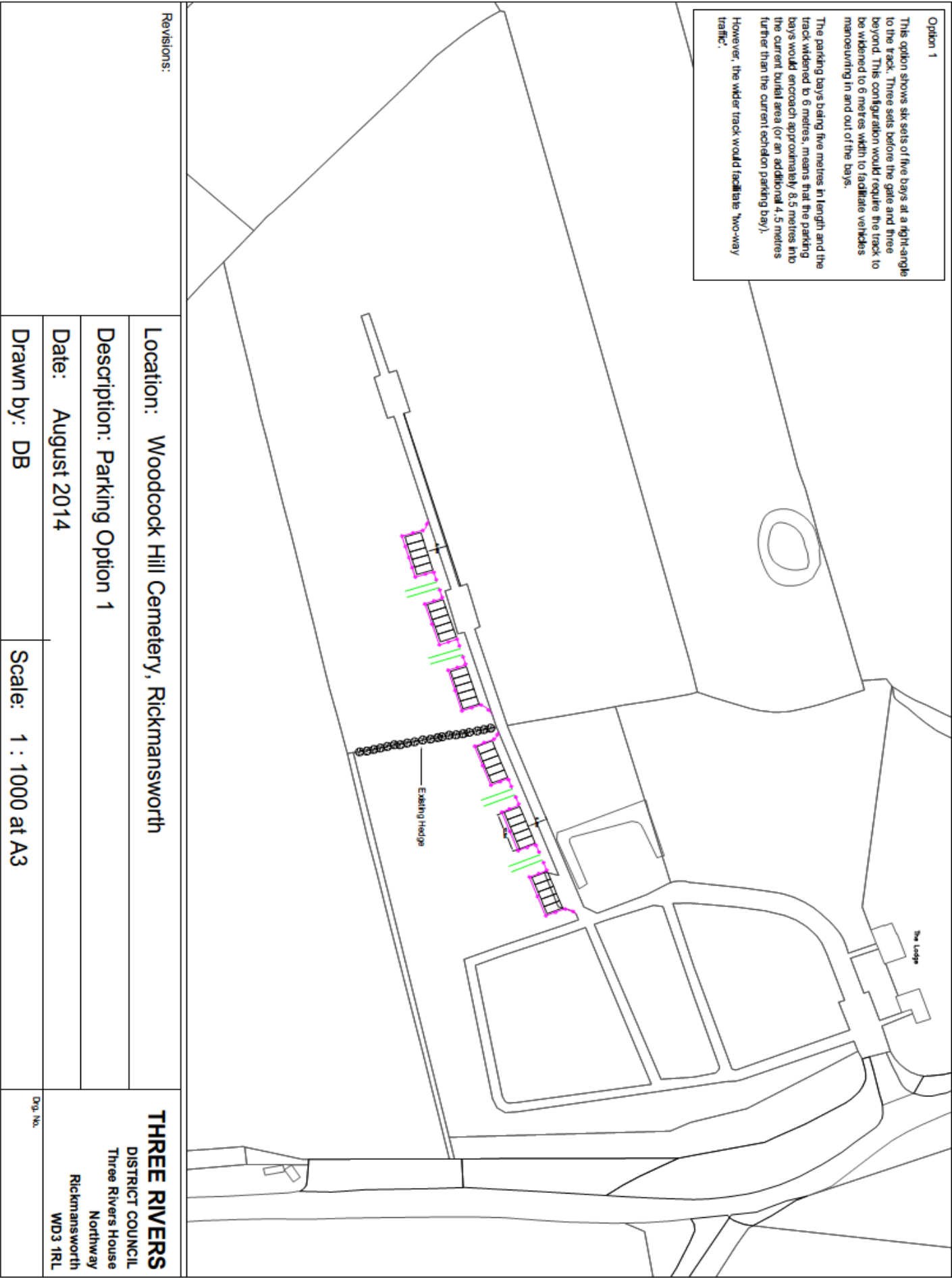
Report to Executive Committee on 14 October 2014

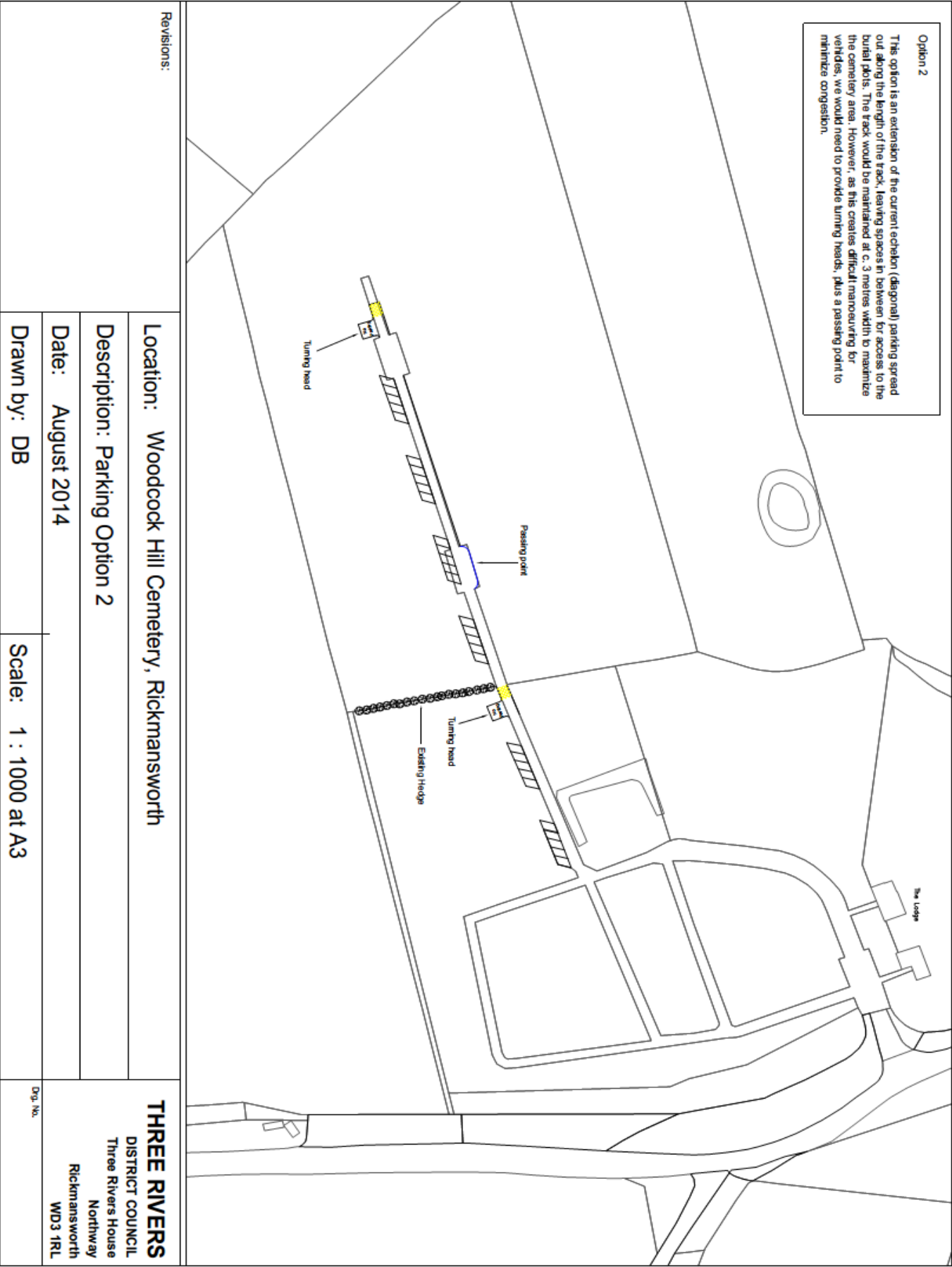
# Woodcock Hill Cemetery



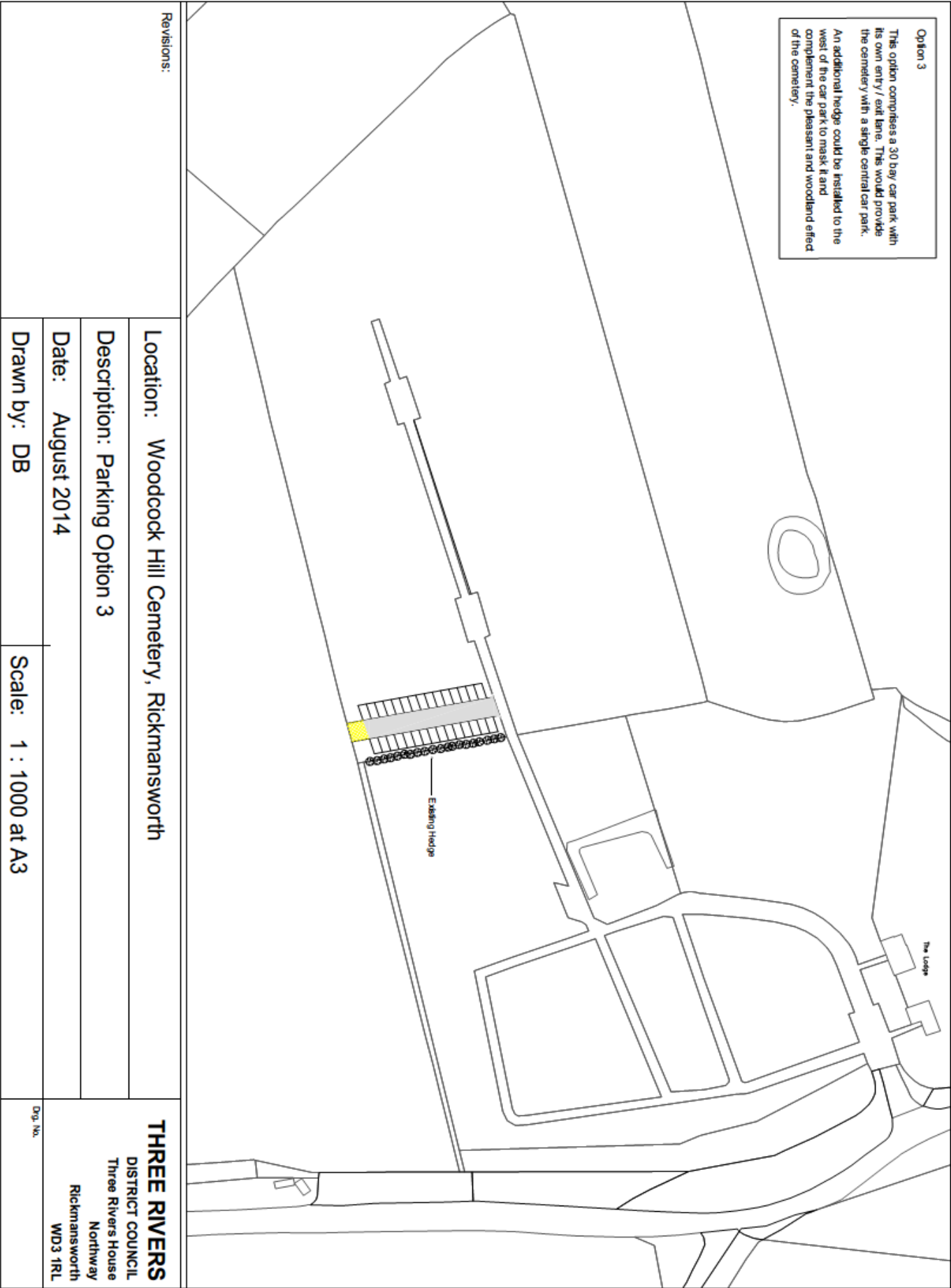
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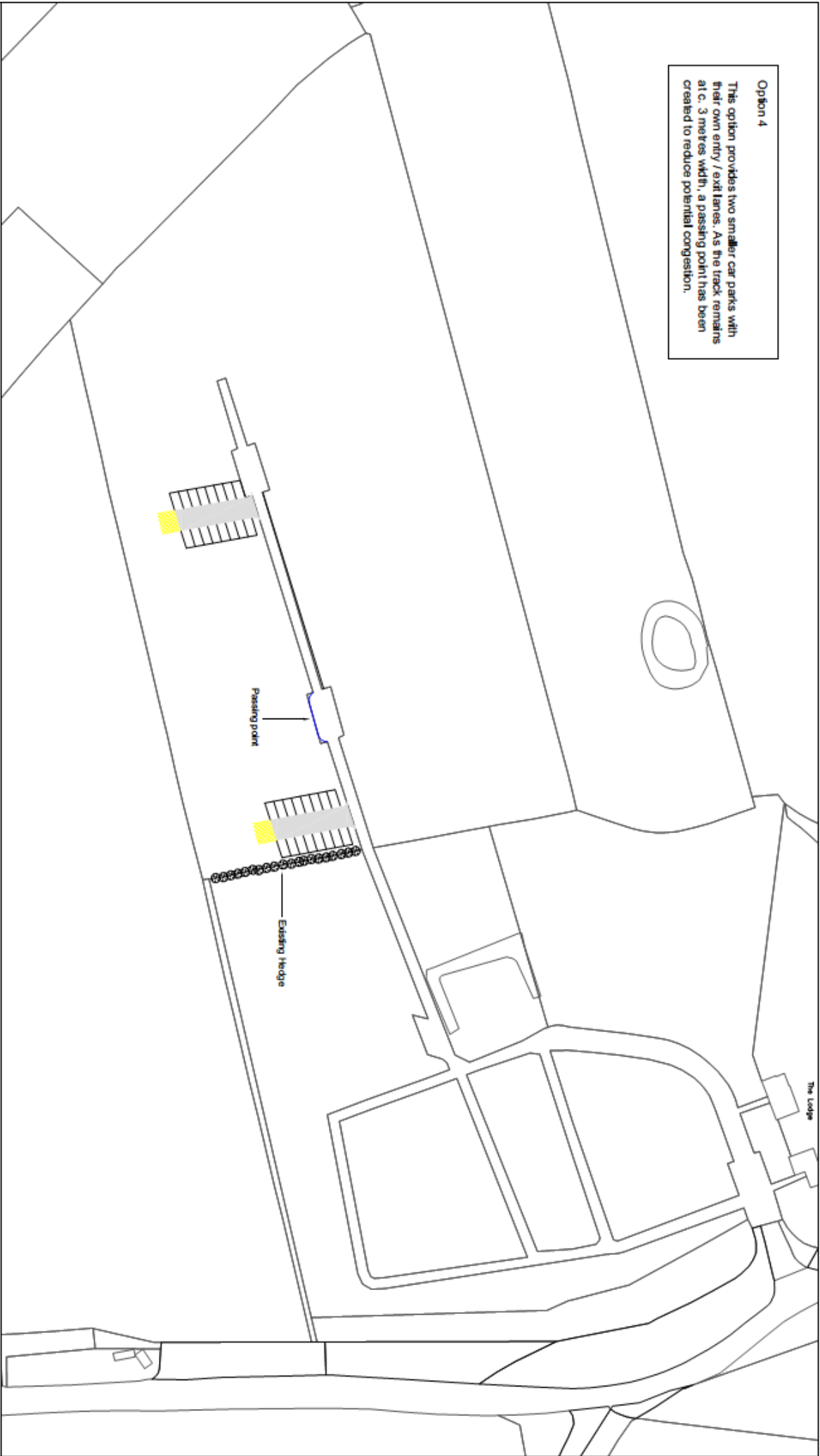








**Option 4**  
This option provides two smaller car parks with their own entry / exit lanes. As the track remains at c. 3 metres width, a passing point has been created to reduce potential congestion.



Revisions:

**Location:** Woodcock Hill Cemetery, Rickmansworth

**Description:** Parking Option 4

**Date:** August 2014

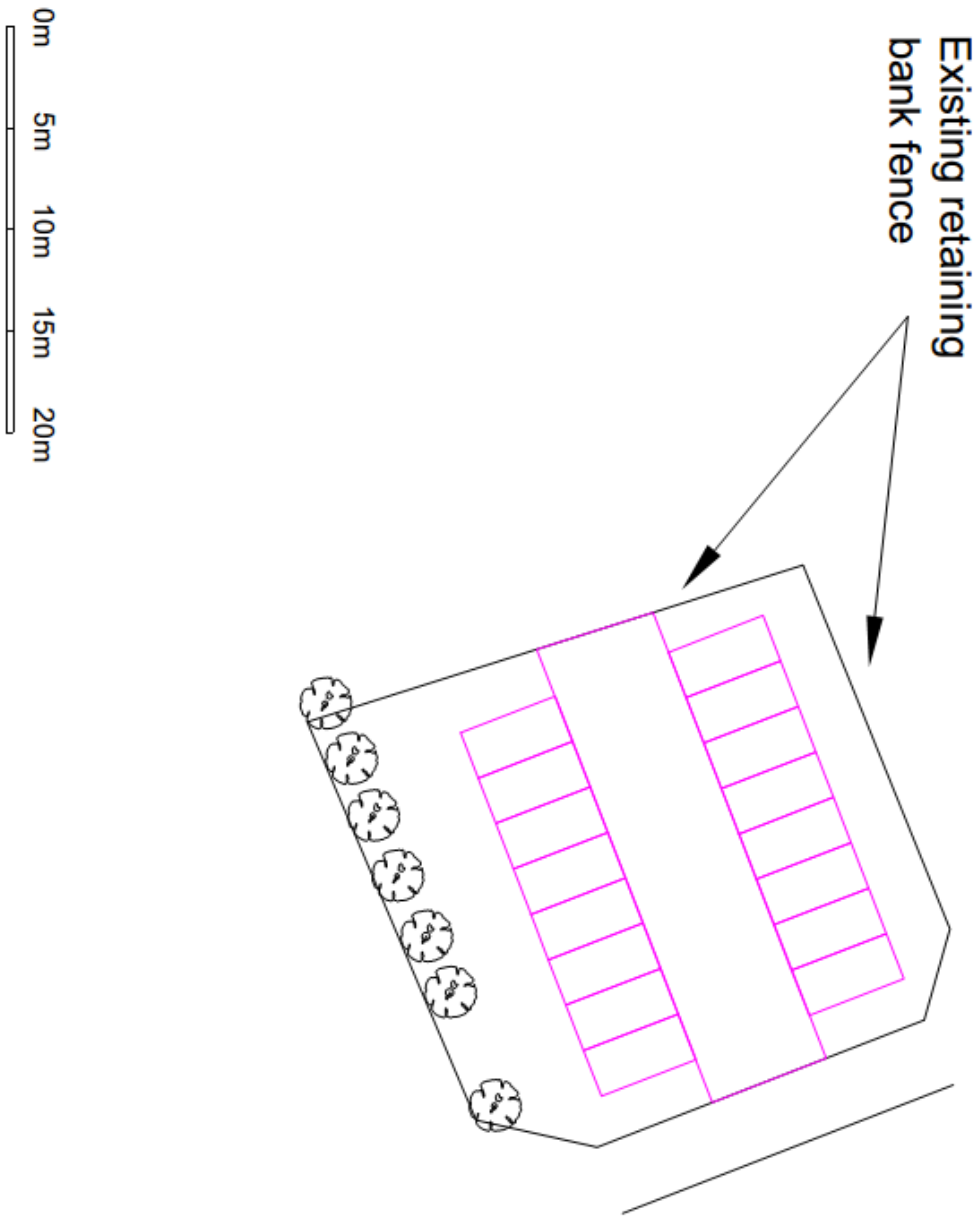
**Drawn by:** DB

**Scale:** 1 : 1000 at A3

**THREE RIVERS**  
DISTRICT COUNCIL  
Three Rivers House  
Northway  
Rickmansworth  
WD3 1RL

Dwg. No.

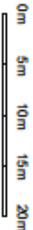
This proposed layout shows the provision of 16 car parking spaces in what is currently The Rose Garden. This layout shows the maximum number of spaces available whilst protecting the trees to the south side. The parking provision could be reduced to enable continued enjoyment of some of The Rose Garden.



This proposed layout shows the provision of 48 car parking spaces. This layout shows the entry road widened to enable two-way traffic and a swept path for the hearse to manoeuvre into a designated space.

The area currently used for the storage of topsoil and a skip would be removed, so consideration would need to be given to re-positioning these.

Consideration should also be given to the entrance from the main driveway. Widening this would require the removal of a tree. However, this is not a necessity if single file traffic is acceptable.



Scale: 1 : 500 at A3