

# REPORT TO ASSETS AND OPERATIONS COMMITTEE

## WORKING GROUP TERMS OF REFERENCE



**Report Reference** A-20-01  
**Meeting Date** 14<sup>th</sup> December 2020  
**Agenda Item** 7  
**Prepared by** Town Clerk

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### 1.0 BACKGROUND

The Cemetery Working Group was formalised in 2013 to lead liaison with Cheshire East Council as the cemetery operator. It was amended in 2015 to reference the council's cemetery vision. The terms of reference have not been updated since responsibility for the management of the cemetery returned to the town council.

### 2.0 REVISIONS TO TERMS OF REFERENCE

The working group's current (2015) purpose and remit are to:

- a) Liaise with Cheshire East Council/Orbitas regarding the management of Knutsford Cemetery
- b) Assist the Council meeting the adopted Vision for Knutsford Cemetery

. It is suggested that the remit be revised to:

- a) Work with officers on proposals for improvements to the cemetery
- b) Work with officers to review the effectiveness of cemetery policy and produce recommendations to the Assets and Operations Committee on any changes required
- c) Provide member input in the delivery of significant projects
- d) Work with officers to agree annual recommendations to the Assets and Operations Committee on the cemetery service fees

Cemetery policy would cover any adopted cemetery policies e.g. the Cemetery Regulations, Memorial Safety Inspections, Cemetery Vision and (forthcoming) Cemetery Management Plan and Strategy.

### 3.0 DECISION REQUIRED

The committee should consider the updated purpose/remit for the cemetery working group.