

**Name of meeting:** Cabinet  
**Date:** 6 March 2018  
**Title of report:** Bereavement Services - Fees and Charges Review

**Purpose of report** To seek approval for the development of an updated business model and charging structure for Bereavement Services

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	<b>Yes</b>  Significant effect on two or more electoral wards
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	<b>Yes - Key Decision - September 2017</b>
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	<b>Yes</b>
<b>Date signed off by Strategic <u>Director</u> &amp; name</b>  <b>Is it also signed off by the Service Director Finance, IT and Transactional Services?</b>  <b>Is it also signed off by the Service Director Legal Governance and Commissioning?</b>	Karl Battersby - 26.02.18  Debbie Hogg - 22.02.18  Julie Muscroft - 23.02.18
<b>Cabinet member <a href="#">portfolio</a></b>	<b>Give name of Portfolio Holder</b> <b>Cllr S Pandor</b> <b>Cllr D Sheard</b>

**Electoral wards affected:** All

**Ward councillors consulted:** None

**Public or private:** Public

## 1. Summary

- 1.1. This report seeks Cabinet approval to introduce an updated business model and charging structure for Bereavement Services which covers the next 5 year period.

## **2. Information required to take a decision**

### **2.1 The current position**

- 2.1.1 Bereavement Services provides a variety of burial and cremation services and memorial items across Kirklees. The service is provided in a caring and sensitive manner whilst ensuring that the needs of the communities and individuals it serves are met.
- 2.1.2 The Council has a statutory duty to ensure a funeral is provided for people who die with no-one to make funeral arrangements for them. Beyond this responsibility, Bereavement Services is a discretionary function for the Council and it can therefore set its own service-specific fees and charges.
- 2.1.3 Existing Bereavement Services fees and charges are reviewed annually, benchmarked with other local burial and cremation providers and are approved in line with the Council's Financial Procedure Rules. Current Bereavement Services fees and charges are published on the Council's website

<http://www.kirklees.gov.uk/beta/deaths-funerals-and-memorials/pdf/crematorium-fees-and-charges.pdf> and <http://www.kirklees.gov.uk/beta/deaths-funerals-and-memorials/pdf/cemetery-fees-and-charges.pdf>

- 2.1.4 Burials and interment of cremated remains are provided at 14 cemeteries across Kirklees. Cremations and interment of cremated remains are provided at 2 crematoria in Kirklees, located in Huddersfield (Fixby) and Dewsbury Moor. Memorial options are available at all cemeteries and crematoria.
- 2.1.5 Currently, the service provides approximately 500 burials, approximately 120 interments (burials) of cremated remains (ashes), and approximately 3,000 cremations each year.
- 2.1.6 Over recent years, private crematorium and cemetery operators have entered the market, modernising the delivery of what have been very traditional services, and changing customer perceptions and demands of a modern bereavement service. However, it is clear that private operators have targeted the more profitable cremations market, where competition is much more buoyant; leaving more costly burials either to niche operators (e.g. natural burial grounds), or the public sector.
- 2.1.7 The personalisation of funeral arrangements is also an emerging trend in the market, whereby customer demand for services at weekends and evenings is increasing. This is partly driven by more modern self-serve approaches to events such as weddings and funerals, where people are looking to take control and make more arrangements themselves and partly by cost.

### **2.2 The Engagement Process**

- 2.2.1 On 19 September 2017, Cabinet considered an initial report for the development of future business models and charging structures for Bereavement Services.

<https://democracy.kirklees.gov.uk/ieListDocuments.aspx?Cid=139&Mid=5268>

The decisions made by Cabinet at that meeting were:-

- That the report be accepted in principle and the contents noted.
- That charges for the interment (burial) or cremation of a child or young person aged under 18 are ceased.
- That arrangements were made for an engagement exercise on the proposed changes to fees and charges. This would be undertaken with affected community groups prior to the submission of a further report to a future meeting of Cabinet meeting.
- That any members of the public who wished to be informed of the engagement exercise be asked to register their interest with their local Ward Councillor/s.

2.2.2 The Council established a two-stage public engagement process, to raise awareness of the financial challenges facing Bereavement Services and to invite suggestions on how the services could be provided in an affordable and more efficient way in future. Details of the engagement process were shared online using the Council's 'Involve' facility. Essentially this involved on-line feedback and then some face to face engagement sessions.

<https://www.kirklees.gov.uk/involve/entry.aspx?id=908>

2.2.3 An online engagement process using a dedicated email address ([bereavement.engagement@kirklees.gov.uk](mailto:bereavement.engagement@kirklees.gov.uk)) was created for the period Monday 30 October 2017 to Friday 8 December 2017. Invitations to participate were specifically extended to:-

- Burial committees.
- Funeral directors.
- Faith schools.
- Place of worship.
- Kirklees elected Councillors.
- Cultural or faith-based organisations.
- Stonemasons.
- Community organisations.
- MPs.

2.2.4 The invitation to participate was also more generally promoted on the Kirklees Council website, using social media and in the local press.

2.2.5 A summary of the outcome of the online engagement process is available to view online through 'Involve'.

<https://www.kirklees.gov.uk/involve/entry.aspx?id=908>

2.2.6 Three face to face engagement sessions were held in January 2018 at Batley, Dewsbury and Huddersfield Town Halls. Invitations were extended to those who had engaged through the online process, to enable more in-depth discussions of ideas and to enable future options to be explored.

2.2.7 Those attending represented local funeral directors, burial committees, faith groups and establishments as well as individuals with views and ideas to contribute. A summary of the outcome of the online engagement process is available to view online through 'Involve'.

<https://www.kirklees.gov.uk/involve/entry.aspx?id=908>

2.2.8 There was a consensus across all the sessions that:-

- Funeral costs were high for most people already.
- Some people struggled to afford the funeral of their choice.
- Faith and belief meant that cheaper options were not feasible for some and choice was limited by faith or belief.
- More transparency of information, particularly regarding bookings and service times for burials would be helpful.

## 2.3 The Proposed Business Model

2.3.1 Having regard to the feedback given during the engagement process, the proposed business model in this report, seeks to provide a sustainable and financially viable Bereavement service as well as satisfying the following criteria:-

- The Council meets statutory and legal requirements.
- The scope of our service offer seeks to meet wherever possible, the varied requirements of the bereaved.
- Services are delivered fairly and efficiently.
- The price our customers pay is comparable with other local and regional service providers.
- We offer (and charge) both affordable and premium service options to extend choice to our customers and respond to emerging market trends.
- We procure a partner to provide a Kirklees affordable funeral package.
- Kirklees Bereavement Services remain competitive in the region, within both the public and private sectors.
- Our pricing structure achieves the financial targets set within the Council's Medium Term Financial Plan (MTFP).

2.3.2 The proposal is to introduce a charging model which covers a 5 year period. The model has been developed over this period to ensure the following is achieved:-

- Strategic long term adjustments in pricing allow us to stabilise the market and retain our market share.
- Gradual increases in charges mean we can benchmark against other operators and maintain our competitiveness.
- Introducing new charges gradually allows us to test and respond to emerging trends and changing market demands.
- Kirklees residents can make funeral choices based on a transparent charging schedule which offers scope for personal, cultural and price preferences.

2.3.3 Equality Impact Assessments (EIAs) provide evidence of how we have considered the implications of the proposed changes to the Bereavement Services business model and charging structure on protected characteristic groups. The EIAs are in line with our duty to comply with the Public Sector Equality Duty (Equality Act 2010)

<http://www.kirklees.gov.uk/you-kmc/deliveringServices/impactAssessments/impactassessments.asp>

## 2.4 Key Principles of Operation

2.4.1 The provision of Bereavement Services is a non-statutory operation for the Council. Whilst a commercial model would seek to recover the costs of services chosen by and delivered for customers, the operating model being recommended takes into account the issues and concerns raised through the recent engagement process.

- 2.4.2 In this respect, our proposed model will be structured so that we seek to recover some costs of burials, and cremations will continue to make a surplus. This surplus will support, amongst other things, free services for under 18 year olds, the development of a Kirklees affordable funeral, and the replacement of equipment to ensure our services remain in demand and competitive in comparison to our competitors.
- 2.4.3 We will continue to manage and prioritise the availability of cemetery capacity for Kirklees residents by charging an additional premium to accept an out-of-area burial.

The term resident means, with regard to right of burial and interment fees:-

- A person who lives in Kirklees.
- A person, who, although living outside the borough when they died, used to be a resident in the Kirklees at the time when they or their next of kin bought the exclusive right of burial.
- Residents of the borough who moved directly from Kirklees in to a nursing home or hospital outside Kirklees before they died.

The service will require proof of residency before the burial takes place.

- 2.4.4 There will be no premium charges for burials (Kirklees residents).
- 2.4.5 There will still be premium charges for Saturday cremations.
- 2.4.6 There will be no 'out of standard hours' surcharges for burials.
- 2.4.7 Service times for burials will be standardised and the length of burial services will be limited to ensure the management of an efficient and transparent burials booking system. Longer service times could be requested by booking and paying for additional service time, subject to operational availability. In line with cremations, late/early arrival fees will also be charged.
- 2.4.8 'Direct' cremations, where there is no chapel service or attendees present, will remain the lowest cost cremation service.
- 2.4.9 On receiving a booking for a cremation service, we intend to perform the cremation within 72 hours of the service taking place, in line with fluctuating daily operating requirements.
- 2.4.10 The current operating model will be revised for both burials and cremations by September 2018. Specifically:-

#### Burials

- There will be burial provision available 7 days a week.
- There will be no charge for services for under 18 year olds.
- There will be a specified number of burial service times available each day (3 available in North Kirklees and 3 in South Kirklees – Monday to Friday – and 2 each on Saturday/Sunday).
- No additional capacity will be available outside these service time slots.
- There will be seasonal variations for burial service times, maximising the use of natural daylight.
- A diary (service bookings) management system will be developed to facilitate on-line bookings for funeral directors and burial committees.

## Cremations

- Existing cremation service times will be adjusted to provide more cremation service times each working day, and the option of a premium Saturday service.

2.4.11 Bereavement Services will not charge for the burial (interment) or cremation of under 18 year olds.

Specifically this means:-

- No cremation fee to be levied for under 18 year olds.
- No interment fee to be levied for under 18 year olds – applicable to burials.
- Pre-term and still-born babies to be buried within a public grave – free of charge.
- All other under 18 year olds to be buried within a single private grave – free of charge.

All other services will be chargeable as per charges recommended in **Appendix 1**.

2.4.12 In order to ensure continued engagement going forward, the Council will commit to running a forum for continued dialogue. This forum will include stakeholders such as burial committees, faith representatives and funeral directors; it will meet 4 times per year, alternating venues between North and South Kirklees.

## **2.5 Impact of revised Service Delivery Model**

The comprehensive list of proposed fees and charges are attached in **Appendix 1**.

2.5.1 Impacts include:-

- Fees and charges remain both comparative and competitive within the region, providing choice to local people and competitive options for local businesses including funeral directors.
- Fees and charges will be reviewed and adjusted on an annual basis.
- Non-residents will be charged more for a burial than residents of Kirklees
- Charges will be introduced for accompanied visits to select a grave.
- Burials will be available for all faiths and non-faiths 7 days a week.
- There will be specified capacity for the maximum number of burials that can be provided each day.
- Working patterns for existing employees may be affected to enable an alternative operating model to be commenced.

2.5.2 Potential risks associated with implementing the above charging proposal include:-

- Public satisfaction with burial services deteriorates as a result of introducing fee increases.
- A reduction in demand for burial services.
- The increase in fees and introduction of new charges will impact differently on different communities.
- There will be an impact on resources required to enable 7 day burial services to be provided.

2.5.3 The charges for burial will be increased in 18/19 taking into consideration the average charge across our West Yorkshire comparators. Our comparators have been chosen as they are statistically similar to ourselves.

The average below is based on a 4'6" earthen grave.

	<i>Month Fees Amended</i>	<i>Burial for 1 (at February 2018)</i>
Bradford	April	£1,753
Calderdale	Jan/Feb	£1,962
Wakefield	April	£2,084
WY Average (WY = West Yorkshire)		£1,933
Kirklees Current		£1,815

As at February 2018, the current WY average burial charge is £1,933. The table below uses the current WY average to set the Kirklees burial charge for 18/19. This increases the charge for a standard burial by £118. In subsequent years an inflation rate of 2% will be applied.

		<b>18/19</b>
Kirklees burial charges match the current WY average in 18/19 and then burial charges are assumed to increase <b>2%</b> per annum from then onwards.	Burial Fee for 1	£1,933
	% Increase Per Year	6.5%
	Price Increase In Yr	+£118

## 2.6 Timescale

2.6.1 The revised charges would come into effect on 1 April 2018. An annual review of all Bereavement fees and charges would be completed by officers including benchmarking of regional process and market influences.

## 3 Implications for the Council

### 3.1 Early Intervention and Prevention (EIP)

By extending the availability and choice of services available to families at one of the most distressing times, at various price points, including affordable options, families are better able to cope, and less likely to need the support of additional Council services.

### 3.2 Economic Resilience (ER)

Working with a local company to procure a Council-approved affordable funeral option helps families to improve their own personal resilience.

Adopting a modern business model which is reflective of emerging trends as well as regional pricing, underpins a more transparent commercial operation for the Council, and will enable us to reinvest in the full scope of bereavement services provided.

### 3.3 Improving Outcomes for Children

None

### 3.4 Reducing demand of services

Demand for burials and cremation services is changing, with an increasing demand for affordable services as well as weekend options. Ensuring that our customers pay a charge which is regionally comparable, enables customers to choose regionally where to hold their funeral service.

Introducing a transparent and fair service, including burials at weekends, helps us to manage demands more visibly. And in instances where we are receiving requests for out-of-area burials, the levy of an additional premium in these circumstances helps us to retain land allocated for cemeteries in Kirklees, primarily for the use of Kirklees residents.

As funeral 'tourism' is not uncommon (where the only factor in determining where a cremation or burial takes place is the price), our new business model ensures that our prices remain competitive, but not at a rate which suddenly generates additional excess demand on services from non-Kirklees residents.

### 3.5 Other (e.g. Legal/Financial or Human Resources)

The Equality Act 2010 creates the Public Sector Equality Duty (PSED).

Under section 149 of the Act

- 1) A public authority must, in the exercise of its functions, have due regard to the need to -
  - a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are –

Age;  
Disability;  
Gender reassignment;  
Pregnancy and maternity;  
Race;  
Religion or belief;  
Sex;  
Sexual orientation.

In order to fulfil the PSED the Council is required to assess the impact of any proposed changes to policies and/or creation of any new policies on the equality objectives set out above. The way in which the Council approaches this task is to conduct Equality Impact Assessments (EIA).

As indicated earlier in paragraph 2.3.3 the Council has carried out Equality Impact Assessments (EIAs) to help it take due regard of its public sector equality duties in relation to these proposals.

<http://www.kirklees.gov.uk/you-kmc/deliveringServices/impactAssessments/impactassessments.asp>

Based on assumed activity levels and the revised charging arrangements outlined in Appendix 1 of this report, it is anticipated that this will generate income, in line with the budget for 2018-19.

#### **4 Consultees and their opinions**

Public engagement, online and in face to face sessions, has enabled local people to have their say on both how Bereavement Services currently provides services as well as ideas for future service delivery.

A summary of the engagement process is available to view online through 'Involve'.

<https://www.kirklees.gov.uk/involve/entry.aspx?id=908>

<http://www.kirklees.gov.uk/you-kmc/deliveringServices/impactAssessments/impactassessments.asp>

#### **5 Next steps**

If approved by Cabinet, the revised fees and charges would be implemented from 1 April 2018. Funeral Directors and Burial Committees will then be notified in advance of the change in fees and charges. Revised fees and charges will be published on the Council's website.

#### **6 Officer recommendations and reasons**

Having considered the content of the report and Appendices and having regard to the outcomes of the engagement exercise as described as well as the Council's public sector equality duty

- 6.1 Cabinet are asked to approve the fees and charges as set out in **Appendix 1** of this report.
- 6.2 Cabinet are asked to endorse the key principles of operation as set out in section 2.4 of this report.
- 6.3 Cabinet are asked to note the operational changes as set out in paragraph 2.4.10 of this report.
- 6.4 Cabinet are asked to delegate to the relevant Service Director - Commercial, Regulatory & Operational Services, the authority to benchmark regionally and revise burial charges annually, as per paragraph 2.5.3.
- 6.5 Cabinet are asked to endorse the setting up of the forum for continued engagement with stakeholders as set out in paragraph 2.4.12.

## **7 Cabinet portfolio holder's recommendations**

The portfolio holders note engagement with the community and welcome the feedback received which has helped shape this report to Cabinet.

## **8 Contact officer**

Sarah Durdin, Operational Manager, Commercial, Regulatory and Operational Services  
[sarah.durdin@kirklees.gov.uk](mailto:sarah.durdin@kirklees.gov.uk)  
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## **9 Background Papers and History of Decisions**

Cabinet Report - September 2017

<https://democracy.kirklees.gov.uk/ieListDocuments.aspx?Cid=139&Mid=5268>

Previous Equality Impact Assessment 2017-18

<http://www.kirklees.gov.uk/you-kmc/deliveringServices/impactAssessments/impactassessments.asp>

## **10 Service Director responsible**

Joanne Bartholomew, Service Director - Commercial, Regulatory & Operational Services  
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**Proposed schedule of Bereavement Services Fees and Charges**

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
<b>CEMETERY CHARGES</b>			
<b><u>PRIVATE GRAVES</u></b>			
<b>Purchase of Burial Rights Earthen Grave &amp; Burial Chamber (<i>notification of death required</i>)</b>			
Grave for 1 interment (50 year lease)	N	£989	£989
Grave for 2 interments (50 year lease)	N	£989	£989
Grave for 3 interments (50 year lease)	N	£1,285	£1,285
Grave for 4 interments (50 year lease)	N	£1,540	£1,540
Non-Kirklees resident – purchase of burial rights (price quoted grave for 1) <i>Contact Bereavement Services for prices for 2+ interments</i>	N	£989	£989
<b>Pre-Purchase of Burial Rights Earthen Grave &amp; Burial Chamber – Limited Availability</b>			
Grave for 1 interment (50 year lease)	N	£1,632	£1,665
Grave for 2 interments (50 year lease)	N	£1,632	£1,665
Grave for 3 interments (50 year lease)	N	£2,111	£2,153
Grave for 4 interments (50 year lease)	N	£2,601	£2,653
Non-Kirklees resident – purchase of burial rights (price quoted grave for 1) <i>Contact Bereavement Services for prices for 2+ interments</i>	N	£1,632	£1,665
<b>Burial interment of a Body in a Private Grave (for grave which exclusive right of burial has been granted) (max. 45 minute service)</b>			
Adult interment – excavating to 4'6" depth (grave for 1)	N	£826	£944

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Adult interment – excavating to 6' depth (grave for 2)	N	£826	£1,219
Adult interment – excavating to 7'6" depth (grave for 3)	N	£826	£1,495
Adult interment – excavating to 9' depth (grave for 4)	N	£826	£1,770
Interment for under 18 year olds (single private grave)	N <i>no charge</i>		
Non-Kirklees resident - burial/interment (price quoted grave for 1) <i>Contact Bereavement Services for prices for 2+ interments</i>	N	£826	£944
Accompanied appointment to choose a grave	N	new charge	£67
Marking of a grave in a cemetery	N	new charge	£34
Grave test dig to confirm depth	N	new charge	£198
<u>Timber for Muslim Burials</u>			
Adult full set	N	£367	£374
Child full set	N	£129	£132
Adult half set	N	£184	£188
Child half set	N	£69	£70
Vaulting Traditional Earthen Graves - Limited Availability			
Single grave to 4'6" depth (where available)	N	£683	£697
Set of flags for vaulted grave where required	N	£61	£62
Pre-cast grave liner (where operationally practical)	N	New charge	£700
<u>Casket Burials</u>			
To be charged in addition to purchase of burial rights and interment fee for graves excavated wider than 28"	N	new charge	£158
<u>Non-Kirklees Resident Burial Surcharge</u>	N	new charge	£605

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1</b>
			<b>18/19</b>
To be charged in addition to purchase of burial rights and interment fee if the deceased has not been a resident of the Kirklees district.			
Pre-booked additional service time (for burials / interments longer than 45 mins duration - max. 90 minutes)	N	new charge	£91
Burial / interment service beyond pre-booked service time (early arrival or service overrun)	N	new charge	£183
<b><u>PUBLIC GRAVES</u></b>			
Burial of a Body in a Public Grave			
Adult interment	N	£826	£944
Interments for under 18 years	N <i>no charge</i>		
<b>Interment of Cremated Remains in Private Earthen Grave</b>			
Interment 2' deep ( <i>soil permitting</i> )	N	£194	£198
Interment in grave full depth (up to 6') ( <i>if full burial/s to take place after cremated remains interment</i> )	N	£449	£458
<b>Scattering of Cremated Remains in Cemetery</b>			
Scattering ( <i>by appointment only</i> )	N	£66	£67
<b><u>EXHUMATION</u></b>			
Cremated remains from grave 2' depth or Cremation Plot	N	£326	£333
Cremated remains from grave over 2' depth	N	£638	£651
Full Burial from grave plot	N	£1,632	£1,665
Full Burial (infant)	N	£821	£837
<b><u>GARDEN OF REST FOR CREMATED REMAINS</u></b>			
Purchase of earthen cremation plot ( <i>notice of death required</i> ) ( <i>50 year lease</i> )	N	£342	£349

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1 18/19</b>
Pre-purchase of earthen cremation plot ( <i>50 year lease</i> )	N	£561	£572
Interment of cremated remains	N	£194	£198
Single memorial stone	Y	£140	£143
Single memorial stone with vase	Y	£199	£203
New or replacement plaque for above	Y	£56	£57
Desktop permit ( <i>Garden of Rest</i> )	N	£54	£55
<b><u>CEMETERY MEMORIALS</u></b>			
Headstone permit on private graves prior to April 2000	N	£138	£141
Headstone permit between 01/04/2000 & 31/03/2005	no charge	£0	£0
Headstone permit from April 2005	N	£138	£141
Kerbstone Permit	N	£138	£141
Headstone and Kerbstone Permit combined	N	£240	£245
Additional inscription	N	£47	£48
Replacement / Re-fix	N	£47	£48
Infant memorial plaque	Y	£56	£57
Desktop permit ( <i>Private Grave</i> )	N	£138	£141
<b><u>BURIAL CHAMBER MEMORIALS</u></b>			
Classic 900 ( <i>Inc. 4 lines of inscription</i> )	Y	£1,300	£1,326
Heritage Classic Royale ( <i>Inc. 4 lines of inscription</i> )	Y	£908	£926
<b><u>MEMORIAL BENCH</u></b>			
Bench with inscribed memorial plaque ( <i>10 year lease</i> )	Y	£689	£703
Renewal of a memorial bench ( <i>10 year lease</i> )	Y	£689	£703
Additional bench plaque	Y	£78	£80
<b><u>SANCTUM</u></b> ( <i>above ground interment of cremated remains</i> )			
Sanctum 2000 ( <i>20 year lease</i> )		£1,071	£1,092
Extension of further 10 years ( <i>at lease expiry</i> )	Y	£403	£411
Extension of further 20 years ( <i>at lease expiry</i> )	Y	£760	£775

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1 18/19</b>
<i>(Includes Sanctum, 2 Interments, Faceplate and Inscription - 80 characters)</i>			
Additional Photo / Motif	Y	from £89	from £91
Pre purchase cemetery sanctum 2000 (20 year lease)	Y	£1,071	£1,092
2 <sup>nd</sup> Interment of Cremated Remains (if sanctum purchased prior to Oct 2012)	N	£66	£67
Added inscription for 2 <sup>nd</sup> Interment	Y	from £90	from £92
Octagonal Sanctum (20 year lease)	Y	£765	£780
Extension of further 10 years (at lease expiry)	Y	£398	£406
Extension of further 20 years (at lease expiry)	Y	£536	£547
<i>(Includes Sanctum, 1<sup>st</sup> Interment, Faceplate and Inscription - 80 characters)</i>	Y		
Subsequent interment of cremated remains (octagonal sanctum)	N	£66	£67
Pre-Purchase Octagonal Sanctum (20 year lease)	Y	£765	£780
<i>(Includes Sanctum, Faceplate and Inscription - 80 characters)</i>			
Extra characters (80+) (per character)	Y	£2	£2
<b>Sanctum 2 Garden of Rest</b>			
Sanctum 2 Garden of Rest (50 year lease)	Y	£312	£318
Sanctum 2 photos/motif	Y	£89	£91
<b><u>OTHER CHARGES</u></b>			
Genealogical (manual) search of Burial registers (max.3 names)	N	£36	£37
Late cancellation of Service / Funeral appointment (applicable to burials and cremations) (less than 48 working hours prior to service time)	N	£138	£141
Charges for late paperwork (applicable for burial and	N	£27	£28

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
cremation services) (i.e. less than 48 working hours prior to Service time)			
Batley Cemetery Chapel Hire	Y	£71	£72
Cremated remains wooden casket incl. Name plaque (price from)	Y	£61	£62
Grave Planting - planting of bedding plants twice a year			
1 year (per grave)	Y	£97	£99
10 years (per grave)	Y	£709	£723
<b><u>CREMATORIA CHARGES</u></b>			
<b><u>CREMATION SERVICES – Monday to Friday</u></b>			
<i>(Includes Cremated remains container,, Cremation Certificate, Use of Organ &amp;/or Music System, Medical Referee fees, environmental levy &amp; Scattering of Cremated Remains Appointment-where applicable)</i>			
Direct Cremation (no service/no attendees/prior to 9am/limited availability)	N	£551	£562
Adult – (age 18 years and above) – 30 mins Service (9am –9.30am - 10am only)	N	£617	£629
Adult – (age 18 years and above) – all other Services (45 min service only)	N	£699	£713
Young person - (age under 18 years)	N no charge		
Body Part (non-Kirklees Cremation)	N	£66	£67
Body Part (Kirklees Cremation)	no charge		
Out of Hours & Weekend Cremation Services (subject to availability)	N	£1,347	£1,374
<b><u>OTHER CHARGES – exceptions apply</u></b>			

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Pre-booking of Chapel for Double Service time ( <i>add to 9am and 9.30am</i> )	N	£76	£78
Pre-booking of Chapel for Double Service time ( <i>add to Services from 10am</i> )	N	£153	£156
Web streaming of live funeral	Y	New charge	£35
Web Streaming of live funeral service & 28 days to 'watch again'	Y	£61	£62
DVD / Blue Ray / USB stick - copy of Funeral Service	Y	£40	£50
Additional DVD copy of a Funeral Service	Y	£36	£37
DVD / Blue Ray / USB stick copy of Funeral Service & Tribute	Y	£45	£50
DVD copy of Visual Tribute	Y	£25	£26
CD copy of Funeral Service	Y	£43	£44
Use of Chapel Presentation Screen – Single photograph display	Y	£12	£12
Use of Chapel Presentation Screen- Simple Slideshow	Y	£40	£41
Use of Chapel Presentation Screen- Professional photo tribute	Y	£70	£71
Use of Chapel Presentation Screen- Family supplied video checking	Y	£15	£15
Additional 25 photos on a visual tribute	Y	New charge	£20
Pre-booking of coffin bearer (48 hours prior to service)	N	£15	£15
Same Day Booking / use of coffin bearer (day of funeral)	N	£20	£20
Hire of Chapel for Private Memorial Service (max 45 mins)	Y	£275	£281
Hire of Chapel of Rest per hour (Huddersfield Crematorium only)	Y	£25	£26
Unauthorised use of Chapel time ( <i>Services exceeding allocated time</i> )	N	£179	£183
Late cancellation of Service/Funeral appointment ( <i>i.e. less than 48 working hours prior to Service</i> )	N	£138	£281

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Charges for late paperwork from Funeral Director ( <i>i.e. less than 48 working hours prior to Service</i> )	N	£27	£28
Genealogical Search of Cremation Registers ( <i>max 10 names - data protection applies</i> )	N	£36	£37
<b><u>CREMATED REMAINS</u></b>			
Replacement/Additional cremated remains certificate	N	£20	£20
Postage of cremated remains in Great Britain	N	£102	£104
Temporary Storage of cremated remains after 1 month ( <i>per month</i> )	N	£46	£47
Scattering of cremated remains - Kirklees cremation ( <i>appointments within standard office hours Mon-Fri</i> )	<i>no charge</i>		
Scattering of cremated remains - None Kirklees cremation ( <i>appointments Mon-Fri</i> )	N	£66	£67
Scattering of cremated remains— <i>Weekends (subject to availability)</i>	N	£128	£131
Decorative scattering tubes/ cremation urns (price from)	Y	£30	£31
<b><u>CREMATORIA MEMORIALS</u></b>			
<i>(within the Crematoria Gardens of Remembrance)</i>			
Memorial Stones			
Memorial Plaque (on a shared block of 5 Stones) ( <i>10 year lease - Huddersfield only</i> )	Y	£235	£240
Yorkshire Stone Inc. Flower Vase & Inscribed Plaque ( <i>10 year lease - Huddersfield only</i> )	Y	£388	£396
Yorkshire Stone Inc. Flower Vase & Inscribed Plaque ( <i>12 month lease - Huddersfield only</i> )	Y	£50	£51
Standard kerb stone with memorial plaque ( <i>5 year lease</i> )	Y	£199	£203

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Standard kerb stone with memorial plaque (10 year lease)	Y	£281	£287
Standard kerb stone with memorial plaque (12 month lease)	Y	£45	£46
Changed or Replacement plaque for all memorial stones (for remainder of lease term)	Y	£51	£52
Memorial Stones – renewals (includes new plaque if required)			
Memorial Plaque (on a shared section of 5 Stones) (10 year lease -Huddersfield only)	Y	£153	£156
Yorkshire Stone Inc. Flower Vase & Inscribed Plaque (10 year lease) –Huddersfield only)	Y	£204	£208
Standard kerb plaque (renewal -5 year lease)	Y	£122	£124
Standard kerb plaque (renewal -10 year lease)	Y	£168	£171
Granite Vase Block			
Granite Vase Block - personalised with memorial inscription (5 year lease)	Y	£316	£322
Granite Vase Block - personalised with memorial inscription (10 year lease)	Y	£423	£431
Changes/replacement inscription tablet (for remainder of lease term)	Y	£179	£183
Granite Vase Block Emblems/Photographs (price from)	Y	£80	£82
Granite Vase Block Renewal			
Granite Vase Block - no changes (5 year lease)	Y	£163	£166
Granite Vase Block - no changes (10 year lease)	Y	£235	£240
Garden block with granite tablet – 10 year lease	Y	New charge	£425
Garden block with granite tablet – 5 year lease	Y	New charge	£320
Garden block – changes / replacement inscription (for remainder of lease term)	Y	New charge	£180

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Garden block – no changes to inscription (10 year renewal of lease)	Y	New charge	£235
Garden block – no changes to inscription (5 year renewal of lease)	Y	New charge	£165
Ornamental Bird Bath ( <i>set in woodland area with dedicated plaques around the pedestal</i> ) ( <i>Huddersfield crematorium only</i> )			
Small plaque (7 ¼") <i>personalised with your own memorial inscription – (5 year lease)</i>	Y	£184	£188
Medium plaque (8 ¾") <i>personalised with your own memorial inscription – (5 year lease)</i>	Y	£194	£198
Large plaque (10 ½") <i>personalised with your own memorial inscription – (5 year lease)</i>	Y	£204	£208
Outdoor Memorial Book ( <i>Granite Ornamental Book – with individual inscribed plaques</i> ) ( <i>Huddersfield Crematorium only</i> )			
Memorial Inscribed plaque ( <i>10 year lease</i> )	Y	£158	£161
Renewal of plaque (no changes) ( <i>10 year lease</i> )	Y	£117	£119
Replacement plaque for the remainder of lease years	Y	£71	£72
Memorial Bench			
Bench with Inscribed Memorial Plaque ( <i>10 year lease</i> )	Y	£689	£703
Additional bench plaque	Y	£78	£80
Memorial Bench Renewal			
Renewal of memorial seat - 10 year (within Crematoria Gardens)	Y	£689	£703
Memorial Plaque –Timber Post - ( <i>5 year lease</i> ) ( <i>Dewsbury Moor Crematoria only</i> )	Y	£79	£81

Fees and Charges for Bereavement Services	VAT Y/N	Current charge	Year 1
			18/19
Circular Tree Seat (shared) including plaque (5 year lease)	Y	£79	£81
Bird Box Memorial (set within a woodland setting – guaranteed 2 years) without personalised memorial inscription plaque	Y	£61	£62
Bird Box Memorial (set within a woodland setting – guaranteed 2 years) with a personalised memorial inscription plaque	Y	£76	£78
Plastic memorial vases (with ground spike to be used by your memorial)			
(Please note we do not allow glass/pottery vases in the grounds for health & safety reasons)	Y	£5	£5
Memorial Trees			
Memorial tree with plaque (Inc. 1 plaque) (5 year lease)	Y	£372	£379
Memorial tree with plaque (Inc. 1 plaque) (10 year lease)	Y	£653	£666
Memorial tree with plaque (Inc. 2 plaques) (5 year lease)	Y	£495	£505
Memorial tree with plaque (Inc. 2 plaques) (10 year lease)	Y	£780	£796
Replacement plaque (per plaque) for above	Y	£117	£119
Memorial Trees - Renewals			
Memorial tree with plaque (5 year lease)	Y	£184	£188
Memorial tree with plaque (10 year lease)	Y	£306	£312
Memorial tree with plaque (Inc. 2 plaques) (5 year lease)	Y	£301	£307
Memorial tree with plaque (Inc. 2 plaques) (10 year lease)	Y	£423	£431
Memorial Standard Rose Trees			
Standard rose tree – Inc. plaque (5 year lease) subject to availability	Y	£270	£275
Standard rose tree – Inc. plaque (10 year lease) subject to availability	Y	£347	£354
Replacement plaque for Standard Rose Tree	Y	£66	£67

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1 18/19</b>
Memorial Standard Rose Trees - renewals			
Standard rose tree – Inc. plaque ( <i>5 year lease</i> )	Y	£184	£188
Standard rose tree – Inc. plaque ( <i>10 year lease</i> )	Y	£224	£228
Memorial Rose Bush			
Rose bush with plaque ( <i>5 year lease</i> )	Y	£163	£166
Rose bush with plaque ( <i>10 year lease</i> )	Y	£219	£223
Rose bush with plaque ( <i>12 month lease</i> )	Y	£40	£41
Replacement plaque for above	Y	£66	£67
Memorial Rose Bush - renewals			
Rose bush with plaque ( <i>5 year lease</i> )	Y	£92	£94
Rose bush with plaque ( <i>10 year lease</i> )	Y	£122	£124
Sanctum (Includes 2 interments) ( <i>above ground interment of cremated remains</i> )			
Sanctum 2000 ( <i>20 year lease/lease</i> )	Y	£1,071	£1,092
Extension of further 10 years ( <i>at lease expiry</i> )	Y	£403	£411
Extension of further 20 years ( <i>at lease expiry</i> )	Y	£760	£775
2 <sup>nd</sup> interment (Sanctum purchased prior to Oct 2012)	N	£66	£67
Extra characters for inscription ( <i>per letter</i> )	Y	£2	£2
Additional Photograph / Motif (price from)	Y	£89	£91
<b><u>CREMATORIA MEMORIALS</u></b>			
<b><i>(Within the Chapel of Remembrance)</i></b>			
Book of Remembrance memorial inscription			
2 lines of inscription	Y	£87	£89
5 lines of inscription	Y	£184	£188
8 lines of inscription	Y	£245	£250
Additional Crest, badge, floral emblem, shield or coat of arms (price from)	Y	£41	£42

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1 18/19</b>
<i>(Only available with 5 and 8 line entries)</i>			
Miniature Book of Remembrance			
Exact copy of a 2 line entry	Y	£87	£89
Exact copy of a 5 line entry	Y	£102	£104
Exact copy of an 8 line entry	Y	£112	£114
Additional Crest, badge, floral emblem, shield or coat of arms (price from)	Y	£41	£42
<i>(Only available with 5 and 8 line entries)</i>			
Folded Remembrance Card			
Exact copy of a 2 line entry	Y	£56	£57
Exact copy of a 5 line entry	Y	£71	£72
Exact copy of an 8 line entry	Y	£87	£89
Additional Crest, badge, floral emblem, shield or coat of arms (price from)	Y	£41	£42
<i>(Only available with 5 and 8 line entries)</i>			
Memorial Wall - An inscribed solid Arboria wood plaque			
<i>(Personalised with a memorial inscription)</i>			
Plaque with text only (10 year lease)	Y	£265	£270
Plaque with text with engraved motif (10 year lease)	Y	£296	£302
Plaque with text with engraved and hand painted motif (colour) (10 year lease)	Y	£367	£374
Plaque with text with ceramic portrait (10 year lease)	Y	£398	£406
Memorial Wall - Arboria Plaque (renewals)			
Plaque (no changes) (5yr lease)	Y	£117	£119
Plaque (no changes) (10 year lease)	Y	£209	£213
Plaque with changes or additional items (price from)	Y	£200	£204
Ornate Wall Mounted Memorial Tree			

<b>Fees and Charges for Bereavement Services</b>	<b>VAT Y/N</b>	<b>Current charge</b>	<b>Year 1 18/19</b>
Cost per Inscribed leaf <i>(personalised with a memorial inscription) (5 year lease)</i>	Y	£92	£94