

EXECUTIVE BOARD MEMBER

22ND JUNE, 2017

Executive Board Member:	Portfolio:
Cllr. Peter Hughes-Griffiths	CULTURE, SPORT & TOURISM

GUIDELINES FOR THE PROVISION OF MEMORIAL INSTALLATIONS IN PUBLIC OPEN SPACES

Recommendations / key decisions required:

- To approve the attached guidelines for application within Outdoor Recreation sites and facilities.

Reasons:

- To enable the service to manage requests for memorials for loved ones from members of the public.
- To ensure that applicants are aware of the arrangements and terms and conditions where memorials are agreed.

Directorate Communities Name of Head of Service: Ian Jones	Designation: Head of Leisure	Tel No. 01267 228309 01267 228393
Report Author: Richard Stradling	Business & Projects Manager	E Mail Address: IJones@carmarthenshire.gov.uk RStradling@carmarthenshire.gov.uk

Declaration of Personal Interest (if any):

Dispensation Granted to Make Decision (if any):

DECISION MADE:

Signed:

DATE: _____

EXECUTIVE BOARD MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER CULTURE, SPORT & TOURISM
22ND JUNE, 2017

Guidelines for The Provision of Memorial Installations in Public Open Spaces

Carmarthenshire County Council receives requests from members of the public who wish to commemorate loved ones and or events by placing plaques on bench seating or other structures or planting a tree or something similar within the country parks or public open spaces. The guidelines set out how requests will be considered and the terms and conditions where requests are approved for areas managed by Outdoor Recreation Services or for the Council.

There is no legislative requirement for the provision of public or memorial benches although it is accepted that they provide a useful and valued public amenity and also valued by the individuals and families who make the requests.

The guidelines recognises the need for a consistent approach to the provision of memorial requests to be placed in public open spaces. It also acknowledges that applications will be refused when the demands for memorials may be far greater than some geographical areas can accommodate and requests for memorials are not in keeping with the surrounding areas.

The guidelines allow for the provision of new/additional items as well as the refurbishment of existing items to ensure areas are not over populated with memorials. The guidelines therefore continue to welcome requests, and although acknowledges requests are for standard items it will also allow us to consider unique requests where it is appropriate to do so.

DETAILED REPORT ATTACHED?	YES –Guidelines for The Provision of Memorial Installations in Public Open Spaces
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :
Signed: Ian Jones **Head of Leisure**

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	YES

3. Finance

The cost of the memorial, whether it be a procurement of a new one or refurbishment of an existing one will be borne in full by the applicant. There is no liability on the Council to maintain the memorial other than to maintain them in the same way as similar items in the same area.

7. Physical Assets

Requests for additional benches/structures or trees etc. will only be considered at sites where these additional items can be accommodated reasonably and or where the Council would seek to increase the existing numbers in any event. This decision will be aided by any site specific management plans.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Ian Jones

Head of Leisure

1. Scrutiny Committee - N/A

2. Local Member(s) - N/A

3. Community / Town Council - N/A

4. Relevant Partners - N/A

5. Staff Side Representatives and other Organisations - N/A

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THERE ARE NONE