



Hastings District Council

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OPEN MINUTES

HAWKE'S BAY CREMATORIUM COMMITTEE

Meeting Date: Friday, 18 September 2015

**Minutes of a Meeting of the Hawke's Bay Crematorium Committee held on
18 September 2015 at 10.00am**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE HAWKE'S BAY CREMATORIUM COMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON FRIDAY, 18 SEPTEMBER 2015 AT 10.00AM

PRESENT: Chair: Councillor Manning (CHBDC)
Councillor Watkins (HDC)
Councillor Dixon (HDC),
Councillors Sye and Taylor (NCC)

IN ATTENDANCE: Group Manager: Community Facilities & Programmes (Ms
A Heather)
Cemetery Manager (Mr G Bowles)
Property Assets and Project Manager (Mr J Jiang)
Committee Secretary (Mrs C Hunt)

1. APOLOGIES

Councillor Dixon/Councillor Watkins

That an apology for lateness from Councillor Sye be accepted.

CARRIED

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Dixon/Councillor Watkins

**That the minutes of the HB Crematorium Committee Meeting held Monday 13
April 2015 be confirmed as a true and correct record and be adopted.**

CARRIED

4. CREMATORIUM UPDATE

(Document 15/1024)

The Group Manager: Community Facilities and Programmes, Ms Heather advised that the purpose of the report was to seek a decision from the Hawke's Bay Crematorium Committee on options to reduce the estimated project cost for the new Hawke's Bay Crematorium. Reducing the project cost was a risk averse way to ensure any cremation fee increases were kept as low as possible.

Ms Heather advised that given the increased construction cost of \$3,500m², officers had explored options to reduce the overall project cost and loan funding.

Suggested changes to the concept scope included reducing the size of the Chapel

to 239.5m², which would be larger than the current Chapel and would accommodate 100 people. The side doors to the Chapel would be able to be opened providing a further covered area to accommodate additional people, if necessary.

It was considered that the Chapel at the Hawke's Bay Crematorium provided a Regional facility that offered people the opportunity to conduct commemorative services for their deceased at a reasonably low cost.

As the Chapel was for the benefit of the wider community a collective contribution of between \$200,000 and \$300,000 for the replacement of the chapel could reasonably be expected from the contributing Councils on the basis of the following split:

- Central Hawke's Bay \$10,000
- Napier City Council \$40,000
- Hastings District Council \$150,000 to \$250,000.

Councillor Sye joined the meeting at 10.09am

The Committee agreed that the idea of the three Council's contributing to the cost of replacing the Chapel to ensure cremation fees were not increased was an excellent option. The public viewed Crematorium Services as part of what they expected Councils to do as private Funeral Directors operated for financial gain.

It was noted that reports on the matter would be presented to the Napier City Council meeting on Wednesday, 23 September 2015 and to the Hastings District Council on 24 September 2015. Central Hawke's Bay District Council were comfortable with making a \$10,000 contribution to the Chapel rebuild project.

Ms Heather clarified that there was no urgency for Councils to pay the contribution but commitment was required. It was anticipated that construction would commence in February 2016.

The colour of the Crematorium was discussed and it was noted that the charring process of the wood formed a seal on the surface and was a way of controlling the constancy of the colour and reducing maintenance costs. The majority of the Committee thought the black/charred colour of the Crematorium was in keeping with the green trees and natural environment.

Councillor Dixon/Councillor Sye

- A) That the report of the Group Manager: Community Facilities and Programmes titled "Crematorium Update" dated 18/09/2015 be received.**
- B) That the Committee endorses the following changes in scope to the Hawke's Bay Crematorium concept plan**
 - (i) Reducing the overall height of the buildings by 1 metre.**
 - (ii) Reducing the floor plan of the building to 239.5 metres². This is achieved by:**
 - **Reducing the size of the crematory.**
 - **Relocating storage of small consumables to a roof storage space.**
 - **Reducing the size of the chapel.**

- **Reducing the size of the ablutions block.**
 - (iii) **Changing the roofing material from a membrane to corrugated colour steel.**
 - (iv) **Changing the cladding material from cedar to charred European larch.**
 - (v) **Potentially using timber framing, rather than precast concrete panels, to construct the chapel.**
- C) That, the Committee recommend to its member Councils that a contribution of between \$200,000 and \$300,000 for the replacement of the chapel be provided on the basis of the following split:**
- (1) Central Hawke's Bay \$10,000**
 - (2) Napier City Council \$40,000**
 - (3) Hastings District Council \$150,000 to \$250,000.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality, cost effective local infrastructure.

CARRIED

5. UPDATE ON NEW CREMATOR

(Document 15/1045)

The Cemetery Manager, Mr Bowles advised that the roof would be removed from the Crematorium building on Monday, 21 September 2015 and the new cremator lowered in. The roof would then be replaced.

A request had been made to all funeral directors to price for providing the service to transport the deceased to Palmerston North during the closure of the facility. Most funeral directors had responded and all were advised of the successful company. These transfers will be made from the Crematorium facility and the costs would be covered by Council.

On Friday, 25 September 2015 an American engineer would commission the new cremator. The new cremator had the capacity to cremate over 1000 per annum. The new cremator is a "thinking" model", which is more environmental friendly and has energy saving features.

Mr Bowles advised that the transfer of cremators was not weather dependant. He had also had discussion with two other Councils who may want some parts of the decommissioned cremator.

Ms Heather would contact the Council's Strategic Advisor: Culture and Heritage to organise a blessing of the new cremator for Friday morning, 25 September 2015 at 9.00am. The blessing would be attended by the members of the Hawke's Bay Crematorium Committee and Crematorium staff.

Councillor Watkins/Councillor Dixon

That the report of the Group Manager: Community Facilities and Programmes

titled “Update on New Cremator” be received.

CARRIED

6. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

7. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

The meeting closed at 10.30am

Confirmed:

Chairman:

Date: