

## MEMORIAL SAFETY SURVEY IN ALL BOROUGH CEMETERIES

Pursuant to Article 3 of the Local Authority Cemetery Order 1977, Health and Safety Act 1974, and Occupiers Liability Act 1957; the Borough Council has a statutory duty to ensure that cemetery visitors and staff are safe and not subject to risk of injury.

A safety survey of all the memorials in the Borough Cemeteries is carried out as part of the Council's approved Cemeteries Memorial Safety Programme, which is an ongoing Health & Safety Review.

As part of the inspection process a visual and physical assessment is used to check the memorials stability and any memorials found to be unstable will be temporarily secured with a memorial support, laid down or cordoned off; a structural engineer will assess older and larger memorials. If a memorial is found to be unstable families may either pay for repairs by an approved memorial mason or, at no cost to the grave owner, have it lowered by one-third upright into the ground. Larger type memorials and kerb sets will be dealt with on an individual basis.

The Cemeteries will be tested in a number of phases. Following each phase, affected grave owners will have a period of two weeks within which to contact the Keele Cemetery Office to confirm arrangements for repairs; either by an approved memorial mason or that they wish the memorial to be made safe by the Council.

We recognise that this is a sensitive issue and urge grave owners to contact us at the Keele Cemetery Office so that any possible distress can be minimised.

We are compiling up-to-date records of grave owners and when memorials that need repairs are identified, letters will be sent to their last known address.