

TITLE: Bereavement Centre Project progress update

Committee: Finance & Assets Committee

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Issue

1. To update on the Bereavement Centre Project progress.

Recommendations

2. Members are requested to note the progress towards completion of the Bereavement Centre.

Background/Options

3. As requested by Members, a report providing an update on the current capital build project of Lake View Bereavement Centre and Crematorium.
4. This report details activity from March to 2 June 2026 and programmed works until practical completion of the build. The overall programme remains on track

Arguments/Conclusions

Project Progress

5. The following milestones have been achieved since March:
 - a) Main Structure: The main chapel, offices and crematory structures have achieved first fix stage, with progress in the side and main chapel towards second fix. Externally, the cladding mounting brackets and backing boards are complete, and the 'Pretty Plastics' and timber fins are due to be completed by the end of May.
 - b) Tribute Terrace/Flower Court & Snowdrop Lodge/wake facility decking: The framework is progressing, with the finished decking area due to be completed by 5 June 2026.
 - c) Landscaping and Habitats: Bare roots mixed species hedge has been planted and is being monitored through the establishing stage. The drainage swale by the memorial garden has been lined and capped, and the approved mix of water purifying flora is to be planted as part of the landscaping programme. The Council and Kier have partnered with Phoenix Trust to provide bird and bat boxes for the site.

- d) Groundworks: Main visitor carpark has been completely laid out, and the final stages of finishing works are to be completed by the end of June. Paving has been completed on the roadway to the wake facility.
- e) Utilities: The site has successfully been electrified in the first week of April 2026. The fibre trenches have been surveyed and signed off, with the next stage of the process discussed in 4.3a). The main water connection is programmed for w/c 8 June, with the fire hydrant commissioning to follow.
- f) Snowdrop Lodge: The modular function room has been installed, although not yet handed over from manufacturers as still in the snagging stage. The timber decking has been discussed above with the Tribute Terrace decking.
- g) Procurement: The cremator and ancillary equipment are planned for delivery mid-June 2026 following manufacturing and shipment from the Netherlands. Completion of the client-provided refrigeration has been completed, and Kier are in discussions to programme installation. Chapel furniture has been ordered and is in production, and ongoing discussion and coordination for the audio-visual systems installation are continuing. All other line of business procurement is underway and on schedule.
- h) Highways: Section 278 works application has been inspected by the County Council, with the final legal steps of the process left to enable Kier to undertake the approved entrance works for the site. Works are expected to commence in mid-June following the successful delivery of the cremator and the completion of legal processes.
- i) Topsoil Management: All topsoil from both donor sites has now been successfully transported to site and distribution across the planned areas has commenced. During the process, a non-notifiable contaminant was identified; however, this has been managed in accordance with the approved Remediation Strategy.

Risk Management

- 6. All risks are being managed through the project team and recorded in line with project governance requirements.
- 7. The main risks to the programme remain involving the delivery and installation of the cremator and the proposed S278 works, as previously identified in the Finance and Asset Committee Report on 25 March 2026, with the addition of the following areas:
 - a) Following the fibre being installed to the boundary of the building from the site boundary, a potential risk has been highlighted in the delay in installing and activating the internal building network for broadband connectivity. Without the internal network being installed, the operation of the cremator and the onsite cloud-based software programmes that allow booking and the ceremony audiovisuals will not be operational. As this element of the work is reliant on a third party, the project team are in discussions and working collaboratively with the ICT department to find an acceptable alternative if the internal work is not completed within the given time allowance.

- b) Permit B Licencing - The Environmental Permit (Permit B) application for the crematorium has now been formally submitted and published for public consultation on the [East Cambridgeshire District Council website](#). The permit is a statutory requirement under environmental legislation and is necessary to authorise the operation of the cremators. Submission of the application marks a significant milestone in the operational readiness programme for the Lake View Bereavement Centre.

Whilst submission represents positive progress, an associated risk remains due to the length and complexity of the Permit B approval process. Final determination and approval timescales are outside the Council’s direct control and are dependent on the regulatory review process, consultation responses and any further information requests that may arise during assessment. Based on current anticipated timescales, the earliest likely approval date is during the first week of August 2026. However, in a worst-case scenario, there remains a risk that determination could be delayed, potentially resulting in the operational opening of the facility being approximately one week later than currently programmed. As such, the Permit B approval process continues to be closely monitored as part of the overall operational readiness programme.

Financial

8. The project remains within the agreed budget. As of the cost plan dated 8 May 2026 provided by the Project Cost consultants, there is circa £73,000 remaining unallocated and unspent in the contingency. The project team continue to review anticipated variations and risks to achieve the best outcome for the project.

Additional Implications Assessment

1. In the table below, please put Yes or No in each box:

Financial Implications NO	Legal Implications NO	Human Resources (HR) Implications NO
Equality Impact Assessment (EIA) NO	Carbon Impact Assessment (CIA) NO	Data Protection Impact Assessment (DPIA) NO

Appendices

None

Background documents

Finance and Assets Committee - Asset update reports 25 September 2025 and 7 November 2025

Finance and Assets Committee – 29 January 2026

Finance and Assets Committee – 25 March 2026

