

MEETING OF ; MANSFIELD & DISTRICT CREMATORIUM JOINT COMMITTEE
AGENDA ITEM NO

TITLE : WEBCASTING/DIGITAL IMAGERY

1.0 Summary

- 1.1. This report is to address the fees and charges for applying for the provision of providing webcasting and the ability to have digital imagery within the Thoresby Chapel.

2.0 Recommendations

- 2.1 That approval be given to the fees as discussed.
- 2.2 That the usage will be monitored.
- 2.3 That the fees become applicable following a one month period of testing.

3.0 Background Information

- 3.1 Money has been carried forward from the previous financial year to fund webcasting of funerals. This will give families the opportunity of personalising their loved ones service with digital imagery as well as being able to view the service on line, over a secure network, for those who cannot get to the funeral service.
- 3.2 There has been a growing number of requests for services to be able to be viewed by family and friends living abroad and also to personalise funerals with video tributes, something which currently is not available at Mansfield but is available elsewhere.
- 3.3 Families would have the ability of forwarding images to the service provider that they would then set to music if required so that they can be played at the funeral.
- 3.4 Additional benefits of the service would be that the production would be professionally produced and families would be able to have a physical copy of the photo tribute provided to them following the service on either DVD/Blu-Ray or USB.
- 3.5 Proposed fees**

Description	Proposed fee
Webcast service – live A live webcast viewed via a secure easy to use website plus access to a recording of the webcast to watch again for a further 28 days	£60
Physical copy of Webcast (DVD/Blu-Ray/USB) A recording presented in a customised case	£50
Visual Tribute – single photo Shown throughout the service	£5

Visual Tribute – simple slide show (up to 25 photos) Played on a loop or as a one off during the service	£40
Visual Tribute – Professional Photo Tribute A professional photo tribute of up to 25 photos set to music played as a one off during the service	£70
Visual Tribute – family supplied video checking Checking and preparation of a video supplied by the family or a third party played once during the service	£20
Visual Tribute – physical copy of Pro Photo Tribute A recording presented in a customised case	£25
Additional physical copies	£25
Additional photos – for each extra set of 25 photos	£25
For adding a video to the Pro Photo Tribute, any revisions, or any major departure away from the standard	£25

4. Risk assessment of recommendations

Risk type	Risk assessment	Risk Level	Risk detail
Operational Risk	That the system might not work at some point	Low	Mitigated by new internet provision and equipment.
Financial Risk	The amendment will increase options available to families and revenue	Low	Service costs would be met however the impact on the number of people who would take advantage of the service is not known
Legislative Risk	Breach in access on line	Low	All access on-line for streaming is hosted by a third party and is on a secure network, password protected.

5. **ALIGNMENT TO COMMITTEES PRIORITIES**

This report is directly aligned to ensuring effective management of the Crematorium.

6. **IMPLICATIONS RELATING TO RELEVANT LEGISLATION**

- (a) Human Rights: No impact
- (b) Equality and Diversity: No impact.
- (c) Climate change and environmental sustainability: No impact.
- (d) Crime and Disorder: No impact.

- (e) Budget / Resources: This report is to note additional income streams to the Joint Committee and budgets have already been allocated in the current financial year to fund the installation.

6. Consultation

The proposals have been provided by the Director and Registrar of the Mansfield & District Crematorium. Discussions have taken place with the Treasurer to the Joint Committee.

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