



# ESTABLISHING & MANAGING GARDENS OF REMEMBRANCE

## Course overview

Understanding what constitutes a Garden of Remembrance

Who can establish a Garden of Remembrance?

General powers of management

Options for the dispersal of cremated remains

Compliance

Registers and records

Exploring memorialization options

Considerations for design and maintenance

Managing memorial lease periods

Engaging with the community to provide a bespoke service

Rules and regulations

Long term management of Gardens of Remembrance

Avoiding disputes

Suitable for: cemetery and crematorium staff at all levels, and those looking to improve the choices available to bereaved persons within their community.

Equipment required: a computer, phone or tablet with internet connection, video and microphone function, able to run Microsoft Teams, either as an app or online

## Learning Outcomes

- Understand and explore the options available when establishing or adding to an existing Garden of Remembrance.
- Help create a lasting space for bereaved persons to commemorate their loved one.
- Gain knowledge and understanding of how rules and regulations may differ for a Garden of Remembrance and be useful for staff and visitors alike.
- Discover potential new income streams

## Attendance:

£80.00 plus VAT for ICCM members

£95.00 plus VAT for non-members

During the online training, attendees can submit questions and comments using the Chat function. The trainer will answer these at the end of Sessions 1 and 2.



# ICCM

Institute of Cemetery and  
Crematorium Management

An ICCM quality  
online training event

Intensive Short  
Course over  
2.5 Hours

Learn about the legal  
and practical aspects  
of establishing and  
managing gardens of  
remembrance

Learn new skills

Have your questions  
answered

## Programme

### Session 1

9.15 Sign in and introduction

9.30 What is a Garden of  
Remembrance?

10:00 What can be provided in a  
Garden of Remembrance?

10.45 Short break

### Session 2

11.00 Considerations for design and  
layout.

11.20 Rules, regulations and  
maintenance

11.40 Questions and answers

12.00 Finish

# Booking Form

I wish to attend/have the following attend the ICCM Establishing & Managing Gardens of Remembrance online training course on:

Available course date:

Thursday, 12<sup>th</sup> May 2022 – 09.15-12.00

ICCM Member?

Name 1: \_\_\_\_\_

Y/N

Name 2: \_\_\_\_\_

Y/N

Representing: \_\_\_\_\_

Email: \_\_\_\_\_

Confirmation and link to the training course will be sent by email

Phone No: \_\_\_\_\_

Address for invoice: \_\_\_\_\_

Order No: \_\_\_\_\_

The fee for the online training covers attendance and documentation. The fee is £80.00 + VAT for ICCM members and £95.00 + VAT for non-members.

Please do not send cash or a cheque with the booking form – an invoice will be sent to you at the address you give above.

Cancellations and refunds – receipt of the completed booking form is a contract. Cancellations must be made in writing at least 10 working days before the workshop, and will incur a 20% administration fee. Cancellations made after 10 working days before the workshop will not be refunded. No refund will be given for non-attendance. Substitution of delegates at no extra charge may be made by emailing [julie.callender@iccm-uk.com](mailto:julie.callender@iccm-uk.com). In the unlikely event of cancellation by the organisers, any fees paid will be refunded but no further liability will be accepted. The organisers reserve the right to make changes to the programme, speakers and venue should this be necessary.

Please return completed forms to Julie Callender at [julie.callender@iccm-uk.com](mailto:julie.callender@iccm-uk.com), or to

ICCM National Office, City of London Cemetery, Aldersbrook Road, Manor Park, London, E12 5DQ