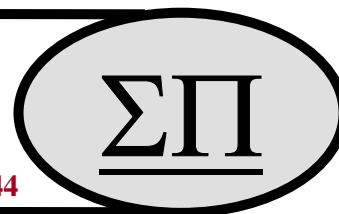


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CAPABILITY STATEMENT – CEMETERIES

Listed below (and accompanied by a short description of responsibilities) are a selection of representative projects demonstrating Smithson Planning's capability in the area of Cemeteries.

Project : Footscray Cemetery Trust Business Plan 1997
Client : Maribyrnong City Council, Melbourne, VIC
Date : September 1997

The Footscray Cemetery Trust, a subsidiary organisation of the amalgamated Maribyrnong City Council is responsible for the Footscray General Cemetery.

As a function of the need to review financial, operations and management practices, the Council commissioned Smithson Planning to document the existing asset, produce a master plan design for the facility, and provide a business plan incorporating five year capital works and recurrent expenditure programs.

As a component of the preparation of the Business Plan, Smithson Planning conducted an industry workshop to identify strengths, weaknesses, opportunities and threats, and received community comments (written & oral) on proposals that might be included in the Business Plan.

Smithson Planning undertook the role of principal project management and initiated documentation, supervision, principal / consultant liaison, and quality assurance in the review and development of the business plan, the management and operational circumstances of the cemetery with recommendations for urgent, short-term and long-term remedial works.

Project : Mildura Cemeteries Management & Design Project
Client : Mildura Rural City Council, VIC
Date : October 1996

The Mildura Cemetery Trust is a subsidiary organisation of the Mildura Rural City Council, and is responsible for two cemeteries located at Nichols Point (95% occupancy) and Murray Pines (future new location - near airport).

In preparation for (and direction during) the project, Smithson Planning was contracted by the Council to form a Project Steering Committee comprising representative interest groups from funeral directors, stonemasons, religious groups, and state government departments, and subsequently act as project managers / community liaison for the duration of the project.

As a function of the overall transition between the two sites and a need to review financial, operations and management practices, the Trust commissioned consultants Landscape & Irrigation Services to document the existing asset, produce a master plan design for the new facility, and provide a business plan incorporating five year capital works and recurrent expenditure programs.

Smithson Planning undertook the role of principal project management and initiated contract documentation, supervision, principal / consultant liaison, and quality assurance for specialist consultants to review and document the management and operational circumstances of the cemeteries with recommendations for urgent, short-term and long-term remedial works.

NOTES :