

## **RECORD OF EXECUTIVE DECISIONS – JOINT WORKING**

### **THE CHESTERFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE**

Chesterfield Borough Council (CBC), Bolsover District Council (BDC), North East Derbyshire District Council (NEDDC)

The Chesterfield and District Joint Crematorium Committee			Date of Decision 26/06/2017	
Title Reference: Accounts for the year ended 31 March 2017				
Key Decision: Yes				
Report and Background papers			Public/Exempt: Public	
Decision Status		N/A	Authorised By:	
Record of Decision:  1. That the report be noted and the Statement of Accounts be approved.  2. That the carry forward requests be approved.				
Reasons for Decision:  To ensure that Chesterfield and District Joint Crematorium Committee approves the Statement of Accounts for 2016/17 and that a balanced revenue budget is maintained for 2017/18.				
Alternative options considered and rejected (if any) N/A				
Declarations of interests: None				
Decision subject to call-in:	BDC	Y		
	CBC	Y		
	NEDDC	Y		
Date Record Issued: 26/06/2017				
Contact Officer: Rachel Lenthall Telephone: 01246 345277				

The Chesterfield and District Joint Crematorium Committee				Date of Decision 26/06/2017	
Title Reference: Bereavement Services Manager Report					
Key Decision: No					
Report and Background papers			Public/Exempt: Exempt		
Decision Status		N/A	Authorised By:		
Record of Decision: <ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the Risk Register be approved.</li> <li>3. That approval be given for expenditure of £6,000 to upgrade screens in the chapel.</li> <li>4. That the Chesterfield and District Joint Crematorium Committee recommend to the Commercial Services Manager that the recruitment to the vacant post of Bereavement Services Manager be commenced urgently and that the post be advertised with a competitive salary.</li> </ol>					
Reasons for Decision: <ol style="list-style-type: none"> <li>1. To ensure statutory compliance and the ongoing quality, cost effectiveness and safe operation of the service.</li> </ol>					
Alternative options considered and rejected (if any) N/A					
Declarations of interests: None					
Decision subject to call-in:		BDC	N		
		CBC	N		
		NEDDC	N		
Date Record Issued: 26/06/2017  Contact Officer: Rachel Lenthall Telephone: 01246 345277					

The Chesterfield and District Joint Crematorium Committee			Date of Decision 26/06/2017	
Title Reference: Future Management Options for Chesterfield and District Crematorium				
Key Decision: Yes				
Report and Background papers			Public/Exempt: Exempt	
Decision Status		N/A	Authorised By:	
<p>Record of Decision:</p> <ol style="list-style-type: none"> <li>1. That further advice be sought from the Local Government Association and the local authority peer group before a decision be made on the future management of the Chesterfield and District Joint Crematorium.</li> <li>2. That work to explore the future management options for the Chesterfield and District Crematorium, including the option of setting up a wholly owned company, be continued.</li> <li>3. That, following the consideration of further advice, the Chesterfield and District Joint Crematorium Committee's recommendations be referred to the respective Councils to clarify the preferred option and to outline the necessary legal and governance arrangements.</li> </ol>				
<p>Reasons for Decision:</p> <ol style="list-style-type: none"> <li>1. To continue the development of the wholly owned Company to meet the needs of the bereaved.</li> </ol>				
<p>Alternative options considered and rejected (if any)</p> <p>N/A</p>				
Declarations of interests: None				
Decision subject to call-in:	BDC	Y		
	CBC	Y		
	NEDDC	Y		
<p>Date Record Issued: 26/06/2017</p> <p>Contact Officer: Rachel Lenthall</p> <p>Telephone: 01246 345277</p>				

## **Notes to Record of Decision (Joint Working):**

### **CBC - CALL-IN REQUESTS**

*The implementation of certain decisions is suspended until the call-in period has expired without a call-in being validly invoked. Any Member of the Council shall be entitled to call for a decision to be suspended by giving notice to the Monitoring Officer either by telephone, fax, email or in writing **not later than 5.00 pm on the day following the date of the Chesterfield and District Joint Crematorium Committee meeting.** Any decisions so suspended shall not be capable of implementation for a period of **five calendar days** from the date of the Joint Board meeting. During the call-in period a request may be made in respect of any decision so suspended by not less than one quarter of the total membership of the Overview and Performance Scrutiny Committee. To do this you will need to notify the Monitoring Officer in writing, by fax or by email by 5.00 pm on the date being five days following the day of the Chesterfield and District Joint Crematorium Committee meeting.*

### **BDC - CALL-IN REQUESTS**

*All Key Decisions come into effect **five working days** after the meeting unless three members give notice in writing to the Governance Manager requesting to call in the decision. The call-in request should be on a **completed 'call-in' request form and include the names and signatures of the three signatories**, the decision making principles it is believed have been breached and also the reasons for this. Non Key Decisions may not be called in.*

### **NEDDC - CALL-IN REQUESTS**

*The implementation of key decisions is suspended until the call-in period has expired without a call-in being validly invoked. The call-in period is **five working days** after the publication of this decision. During the call-in period the Chair or Vice Chair together with three other members of any Overview and Scrutiny committee may object to a key decision and call it in. The call-in request should be on a **completed 'call-in' request form** Non-Key decisions cannot be called in at North East Derbyshire District Council.*