

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 23/05/2019
Title Reference: Remembering Srebrenica			
Key Decision: No			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision: RESOLVED- 1. That the letter from Lord Bourne of Aberystwyth be referred back to each individual authority for consideration.			
Reasons for Decision: 1. To allow each individual authority to consider an appropriate commemoration for Srebrenica Memorial Week.			
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: 24/05/2019			
Contact Officer: Rachel Appleyard, Senior Democratic and Scrutiny Officer Telephone: 01246 345277 Email: rachel.appleyard@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/05/2019
Title Reference: Accounts for the year ended 31 March, 2019			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
RESOLVED-			
<ol style="list-style-type: none"> 1. That the report be noted. 2. That the Statement of Accounts be approved. 3. That the carry forward requests, as set out in paragraph 3.3 of the officer's report, be approved. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure that the Joint Committee approves the Statement of Accounts for 2018/19 and that a balanced revenues budget is maintained for 2019/20. 			
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: 24/05/2019			
Contact Officer: Rachel Appleyard, Senior Democratic and Scrutiny Officer Telephone: 01246 345277 Email: rachel.appleyard@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/05/2019
Title Reference: Bereavement Services Manager's Report			
Key Decision: No			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. That the report be noted. 2. That the alterations to the fixed term contract of the Clerical Assistant post be approved. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure Members are informed of matters relating to the management of the Crematorium. 2. To ensure the back entry of cremation records is completed within the financial year. 			
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: 24/05/2019			
Contact Officer: Rachel Appleyard, Senior Democratic and Scrutiny Officer Telephone: 01246 345277 Email: rachel.appleyard@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/05/2019
Title Reference: Review of Bereavement Services Reserves and Assets			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
<p>RESOLVED –</p> <ol style="list-style-type: none"> 1. That contributions to the Mercury Abatement Reserve continue at the rate per cremation set by CAMEO. 2. That the current balance of the Cremator Repairs Reserve be maintained and reviewed regularly. 3. That the Organ Reserve be maintained at the current level. 4. That the minimum balance of £250k be maintained in the Revenue Reserve and that the risks to revenue, including fluctuations in death rates, local competition and the investigation into the sector, be noted. 5. That the Management Plan projects, as detailed in Appendix 1 of the officer's report, be approved and that the current balance of the Capital Improvement Reserve be noted. 6. That the current value of land and assets, as detailed in Appendix 2 of the officer's report, be noted. 7. That an assessment of the environmental impact of the Crematorium be carried out and presented to the Committee in September, 2019. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure that the Crematorium has sufficient funds to replace cremation equipment at the earliest foreseen time so as not to place financial burden on the three Constituent Authorities. 2. To ensure, in the unlikely event of plant failure, sufficient funds are available to maintain, service and if necessary, replace individual pieces of crematory equipment until the full plant replacement. 3. To ensure sufficient funds are available to maintain the Crematorium's Church Organ in suitable condition. 4. To ensure that the Crematorium is protected against a loss of revenue due to a fall in cremation numbers. 5. To maintain and manage the Crematorium to acceptable standards over the coming years and to provide a caring, dignified service for the people of North Derbyshire over the coming years. 6. To keep Members informed of the Crematoriums Assets and their value. 			

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: 24/05/2019

Contact Officer: Rachel Appleyard, Senior Democratic and Scrutiny Officer

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The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/05/2019
Title Reference: National Review of Crematoria Provision			
Key Decision: No			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
RESOLVED –			
1. That the report be noted.			
Reasons for Decision:			
1. To ensure that Members are prepared to respond to the results of the market investigation and are reassured that management understand the concerns raised within the review and have acted accordingly.			
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: 24/05/2019			
Contact Officer: Rachel Appleyard, Senior Democratic and Scrutiny Officer Telephone: 01246 345277 Email: rachel.appleyard@chesterfield.gov.uk			

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.*