

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 23/09/2019
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:			
<p>RESOLVED –</p> <ol style="list-style-type: none"> 1. That the report be noted. 2. That the committee grant delegated authority to the Bereavement Services Manager discount fees and charges when necessary in the form of compensation up to the value of Band C Cremation Fee. 3. That the Bereavement Services Manager be given delegated authority to go ahead and claim costs from the government's Child Funeral Fund for England (CFF) for child burials or cremations. 			
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 that the Crematorium satisfied the internal audit recommendations following its assessment in June 2019. 3. To continue to provide an affordable option for cremation for all. 			
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: 24/09/2019			

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The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/09/2019
Title Reference: Chesterfield Crematorium Fees and Charges 2020/21			
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:			
RESOLVED –			
<ol style="list-style-type: none"> 1. To approve an increase of 2.7% on the Current Band B Charge, to be renamed BAND C for 2020, to be reviewed from 1st January 2021. 2. To increase the Current Band A Charge by 2.5% to £574.00 and rename BAND B. 3. To not implement an increase in the charges for memorialisation and miscellaneous items. 4. To introduce a 20-minute Direct Cremation slot, named BAND A at 08.10am and 08.30am at £415.00. 5. To approve all fees and charges at Appendix 1 for 2020, including a 2.5% increase on the Saturday Service Charge, increasing the fee from £810 to £830. 6. To approve delegated authority for the Bereavement Service Manager to discount fees and charges where necessary in form of compensation where the expected service has not been provided up to the value of the Cremation Fee 			
Reasons for Decision:			
<ol style="list-style-type: none"> 4. To secure sufficient funds to; maintain a high level of standards for the bereaved, reach a balanced budget, maintain sufficient reserve levels and meet budget pressures in 2020. 5. To continue to provide affordable options to commemorate within the grounds of the crematorium at a time when national trends show a decline in remains leaving the Crematorium (80% nationally). 6. To provide an affordable option for cremation for all. 7. To enable the Bereavement Services Manager to deal with any issues promptly and expediently. 			
Alternative options considered and rejected (if any) N/A			
Declarations of interests: None			
Decision subject to call-in:	BDC	Y	
	CBC	Y	

	NEDDC	Y	
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Date Record Issued: 24/09/2019

Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer

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The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/09/19
Title Reference: Budget Monitoring Report – Period 11			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency	N/A	Authorised By:
Record of Decision:			
RESOLVED-			
1. That the report be noted.			
Reasons for Decision:			
1. To keep the Joint Committee informed about the financial performance of the Crematorium.			
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: 24/09/19			
Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer Telephone: 01246 345273 Email: amanda.clayton@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 23/09/19
Title Reference: Chesterfield and District Crematorium Environmental Impact Report			
Key Decision: Yes			
Report and Background papers			Public/Exempt: Public
Decision Status	General Urgency Special Urgency	N/A	Authorised By:
Record of Decision:			
<p>RESOLVED-</p> <ol style="list-style-type: none"> 1. That the report be noted. 2. That the Committee approve actions suggested in point 3.0 of the report with a further report presented to the Committee in 2020 following investigations 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure that members are aware of the environmental impact of the Crematorium, current considerations and good practice and to endorse the Crematorium continuing to seek options that reduce the risk of harm to the environment over the next 12 months. 			
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: 24/09/19			
Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer Telephone: 01246 345273 Email: amanda.clayton@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.*