

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 21/03/22
Title Reference: Budget Monitoring Report – Period 10			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: Chair of Overview and Performance Scrutiny Forum
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: 22/03/22			
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 21/03/22
Title Reference: Bereavement Services Manager's Report			
Key Decision: No			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: Authorised By: Chair of Overview and Performance Scrutiny Forum
Record of Decision:			
RESOLVED –			
1. That the report be noted.			
Reasons for Decision:			
1. To keep Members updated on the day-to-day operation of the Service.			
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: 22/03/22			
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 21/03/22
Title Reference: COVID-19 Update Report			
Key Decision: No			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: Authorised By: Chair of Overview and Performance Scrutiny Forum
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. That the report be noted. 2. That Members give delegated authority for the Manager to re-activate any one of a range of measures at their discretion in response to immediate pressures from the Covid-19 Pandemic. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To inform members on the current situation at the Crematorium and for reassurance that services continue to be delivered in a Covid Secure manner. 			
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: 13/12/21			
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 21/03/22
Title Reference: Bereavement Services Risk Register Report			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: Chair of Overview and Performance Scrutiny Forum
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. That the Register Amendments be noted and that the Risk Register for 2022/23 is approved. 2. That the update on proposals for a new Crematorium at Shirebrook be noted. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure Members are properly informed of the high-level risks to the Crematorium and the Management of those Risks. 			
Alternative options considered and rejected (if any)			
N/A			
Declarations of interests: Councillor Dooley declared an interest in this item as she had prior involvement in discussions regarding the development of a new crematorium by Bolsover District Council.			
Decision subject to call-in:	BDC	N	
	CBC	N	
	NEDDC	N	
Date Record Issued: 22/03/22			
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 21/03/22
Title Reference: Management Plan Update and Review			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Exempt	
Decision Status	General Urgency	N/A	Authorised By: Chair of Overview and Performance Scrutiny Forum
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. That the update on ongoing improvement projects is noted along with the identification of the potential to develop the public car park areas. 2. That Delegated Authority be given to the Manager to approve spend of up to £25,000 for the replacement of Music and Media System for Chapel. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To ensure that the Bereaved continue to receive the highest standard of service with suitable facilities including music and media during cremation funeral services. 			
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: 22/03/22			
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.*