

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 27/03/23
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: N/A
Record of Decision: RESOLVED – 1. That the report be noted.			
Reasons for Decision: 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	Y	
	CBC	Y	
	NEDDC	Y	
Date Record Issued: 27/03/23			
Contact Officer: Graham Ibberson, Democratic and Scrutiny Officer Telephone: 01246 345229 Email: graham.ibberson@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 27/03/23
Title Reference: Bereavement Services Risk Register Report			

Key Decision: No				
Report and Background papers			Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: N/A	
Record of Decision:				
RESOLVED –				
That the Risk Register for 2023/24, as attached at Appendix 1 of the officer's report, be approved.				
Reason for Decision:				
To ensure Members are properly informed of the high-level risks to the Crematorium and approve the management and control of those risks.				
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: 27/03/23				
Contact Officer: Graham Ibberson, Democratic and Scrutiny Officer				
Telephone: 01246 345229				
Email: graham.ibberson@chesterfield.gov.uk				

The Chesterfield and District Joint Crematorium Committee				Date of Decision 27/03/23
Title Reference: Review of Crematorium Regulations				
Key Decision: No				
Report and Background papers			Public/Exempt: Public	
Decision Status	General Urgency	N/A	Authorised By: N/A	
Record of Decision:				

RESOLVED –

1. That the draft Regulations for Management of the Chesterfield and District Crematorium be adopted for wider consultation, as detailed in Appendix 1 of the officer's report.
2. That a further report, incorporating regulations redrafted in light of consultation responses, be presented to a future meeting of the Joint Committee.

Reasons for Decisions:

1. To ensure that Regulations for Management of Chesterfield and District Crematorium are accurate, up to date and fit for the purpose of providing clear guidance to Funeral Directors, Stakeholders, Staff and the Bereaved.
2. To consult with our Stakeholders (Funeral Directors, Ministers and Celebrants) which may improve outcomes whilst building relationships, satisfaction and engagement.
3. To enable the Manager and Crematorium Staff to inform, advise and enforce using Regulations that are current and accurate.

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: 27/03/23

Contact Officer: Graham Ibberson, Democratic and Scrutiny Officer

Telephone: 01246 345229

Email: graham.ibberson@chesterfield.gov.uk

The Chesterfield and District Joint Crematorium Committee

Date of Decision
27/03/23

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: N/A
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	Y	
	CBC	Y	
	NEDDC	Y	
Date Record Issued: 27/03/23			
Contact Officer: Graham Ibberson, Democratic and Scrutiny Officer			
Telephone: 01246 345229			
Email: graham.ibberson@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.*