

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 20/11/23
Title Reference: Estimates of Expenditure & Income for Years Ending 31/03/2024 Onwards			
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 revenue forecast position for 2023/24 financial year be approved. 2. That the revenue estimates for 2024/25 through to 2026/27 be approved. 3. That the Capital schemes as detailed in Appendix 4b be approved. 4. In line with the recommendation agreed at the Joint Board meeting on the 12th December 2016 that a re-distribution of £600,000 to the Constituent Authorities be approved for 2023/24. 5. That the planned use of reserves be approved (para 7.0) 			
Reason for Decisions:			
<ol style="list-style-type: none"> 1. To enable the Crematorium to set a balanced budget and maintain adequate reserves for 2023/24 and in future years 			
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: 21/11/23			
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 20/11/23
Title Reference: Bereavement Services Manager's Report			
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 –			
<ol style="list-style-type: none"> 1. That the Seasonal Cremator Technician Gardener Post being made Full Time Permanent be approved in principle following the Lead Authorities Vacancy Control Process. 2. That it be approved in principle to freeze the vacant Crematorium Gardener Post and not recruit. It was recommended that this vacancy be reviewed at the end of Apprenticeship Contracts. 3. That the recruitment of a second apprenticeship in Horticulture at Bereavement Services be approved in principle following the Lead Authorities Vacancy Control Process. 			
Reason for Decisions:			
To ensure that the staffing structure was fit for purpose and to a capacity and resilience to deliver high quality bereavement 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: 21/11/23			
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 20/11/23
Title Reference: Crematorium Fees and Charges 2024			
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 –			
<ol style="list-style-type: none"> 1. That the Fees and Charges for 2024 be approved according to Appendix 1. 2. That Members give delegated authority for the Manager to introduce and ‘Energy Cost Surcharge’ during 2024 with suitable notice being given to Funeral Director’s before any surcharge was made. Any decision would be taken in consultation with the Treasurer, Chair of the Committee and Lead Authority Service Director. 3. That the National Recommendation of £59.00 Environmental Surcharge per cremation be adopted. 4. That the Medical Referee Fee be increased from £20.85 to £22.00. 			
Reason for Decisions:			
To ensure sufficient funds to maintain high levels of standards for the bereaved, reach a balanced budget and to maintain sufficient reserves levels to meet any future pressures.			
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: 21/11/23			
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 20/11/23
Title Reference: Recycling of Metals – Donation to Charity Report			
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 nomination of SANDS, McMillan Cancer Support, Ashgate Hospice, Samaritans, Cruse Bereavement Care and Alzheimer’s Society be approved to receive an equal share of the surplus. 2. That ACT Addenbrooks Hospital Charitable Trust, Teenage Cancer Trust and St Johns Ambulance not be nominated at this time. 			
Reasons for Decisions:			
<ol style="list-style-type: none"> 1. The nominated Charities demonstrate bereavement support. 2. The nominated Charities demonstrate support to constituents of Bolsover, North East Derbyshire and Chesterfield areas. 3. An equally split donation to support as many eligible Charities as possible. 			
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: 21/11/23			
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.*