



## **Mountsett Crematorium Joint Committee**

**Date**      **Wednesday 27 September 2023**  
**Time**      **9.30 am**  
**Venue**     **Chapel - Mountsett Crematorium, Dipton**

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### **Business**

#### **Part A**

**[Items during which the Press and Public are welcome to attend.  
Members of the Public can ask questions with the Chairman's  
agreement]**

1. Apologies for Absence
2. Substitute Members
3. Minutes of the Meeting held on 28th June 2023 (Pages 3 - 8)
4. Declarations of Interest, if any.
5. External Audit Annual Review of the Return for the year ended 31 March 2023 - Joint Report of the Corporate Director of Neighbourhoods and Climate Change and Corporate Director of Resources and Treasurer to the Joint Committee (Pages 9 - 20)
6. Performance and Operational Report of the Bereavement Services Manager & Registrar (Pages 21 - 72)
7. Financial Monitoring Report - Position at 31/08/23, with Projected Outturn at 31/03/24 - Joint Report of the Corporate Director of Neighbourhoods and Climate Change and Corporate Director of Resources and Treasurer to the Joint Committee (Pages 73 - 82)
8. Risk Register Update 2023/24 Review 1 - Joint Report of the Corporate Director, Neighbourhoods and Climate Change; and Corporate Director of Resources and Treasurer to the Joint Committee (Pages 83 - 92)
9. Internal Audit Charter - Report of the Chief Internal Auditor and Corporate Fraud Manager (Pages 93 - 116)

10. Annual Review of the System of Internal Audit - Report of the Corporate Director of Neighbourhoods and Climate Change and Corporate Director of Resources and Treasurer to the Joint Committee (Pages 117 - 122)
11. Budget Strategy Report - Joint Report of the Corporate Director of Neighbourhoods and Climate Change and Corporate Director of Resources and Treasurer to the Joint Committee (Pages 123 - 132)
12. Such other business as in the opinion of the Chairman of the meeting is of sufficient urgency to warrant consideration.

**Helen Bradley**  
Head of Legal and Democratic Services

County Hall  
Durham  
19 September 2023

To: **The Members of the Mountsett Crematorium Joint Committee**

**Durham County Council:-**

Councillors: J Charlton (Chair), V Andrews, G Binney, C Hampson, A Hanson, P Heaviside, D Oliver, K Rooney and M Walton

**Gateshead Council:**

Councillors L Green (Vice-Chair), D Bradford, AGeddes, FGeddes, K Dodds, S Green and M Ord

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**Contact: Lucy Gladders**

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