

**Central Durham Crematorium  
Joint Committee**

**28 June 2017**

**Forward Plan 2017/18**



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**Report of John Hewitt – Corporate Director of Resources / Treasurer  
to the Joint Committee.**

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**Purpose of the Report**

1. This report sets out a suggested forward plan of meetings of the Joint Committee for the forthcoming year.

**Forward Plan 2017/18**

2. A proposed schedule of meetings for the remainder of 2017/18, showing a forward plan of reports that will be presented, is attached at Appendix 2.

**Recommendations and Reasons**

3. That Members approve the proposed schedule of meetings as set out at Appendix 2.

**Background Papers**

- None

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## **Appendix 1: Implications**

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### **Finance**

There are no financial implications associated with this report. Routine monitoring of budgetary control information and annual budget and fees and charges setting processes are factored into the Forward Plan.

### **Staffing**

There are no staffing implications associated with this report.

### **Risk**

There are no risk implications associated with this report.

### **Equality and Diversity / Public Sector Equality Duty**

There are no equality and diversity implications associated with this report. Equality Impact Assessments, where appropriate, are undertaken as a matter of routine part of the development of any new policy or policy change.

### **Accommodation**

There are no Accommodation implications associated with this report.

### **Crime and Disorder**

There are no Crime and Disorder implications associated with this report.

### **Human Rights**

There are no implications associated with this report.

### **Consultation**

None. However, Officers of Spennymoor Town Council were provided with a copy of the report and given opportunity to comment / raise any detailed questions on the content of the report in advance of circulation to Members of the Central Durham Crematorium Joint Committee.

### **Procurement**

There are no implications associated with this report.

### **Disability Issues**

There are no implications associated with this report.

### **Legal Implications**

There are no implications associated with this report.

## Appendix 2: Forward Plan : 2017 / 2018 Meetings

Meeting Date	Location	Reports to Consider	Report of
27/09/2017	Committee Room 1A, County Hall	External Audit Annual Review of the Return for the Year Ended 31 <sup>st</sup> March 2017	Report of the Corporate Director of Resources / Treasurer to the Joint Committee
		Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Risk Register 2017/18 - Update	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Service Asset Management Plan	Report of the Corporate Director of Regeneration and Local Services
		Financial Monitoring Report 2017/18: Position at 31/08/17 with Projected Outturn to 31/03/18	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Annual Review of the System of Internal Audit	Report of the Corporate Director of Resources / Treasurer to the Joint Committee
31/01/2018	Committee Room 1A, County Hall	Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Financial Monitoring Report 2017/18: Position at 31/12/17 with Projected Outturn to 31/03/18	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Provision of Support Services 2018/19	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Fees and Charges 2018/19	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services

<b>Meeting Date</b>	<b>Location</b>	<b>Reports to Consider</b>	<b>Report of</b>
		2018/19 Revenue and Capital Budgets	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
26/04/2018	Committee Room 1A, County Hall	Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Financial Monitoring Report 2017/18: Provisional Outturn as at 31/03/2018	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Risk Register 2017/18 - Update	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Annual Internal Audit Report 2017/18	Report of the Corporate Director of Resources / Treasurer to the Joint Committee
June 2018 (AGM) Date TBC	Council Chamber, Spennymoor Town Hall	Appointment of Chair	Report of the Clerk to the Joint Committee
		Appointment of Vice-Chair	Report of the Clerk to the Joint Committee
		Annual Constitutional Review	Report of the Clerk to the Joint Committee
		Annual Governance Statement 2017/18	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Revenue Outturn and Joint Committees Return for the Year Ended 31/03/2018	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Forward Plan 2018/19	Report of the Corporate Director of Resources / Treasurer to the Joint Committee