

**Central Durham Crematorium  
Joint Committee**

**27 June 2018**

**Forward Plan 2018/19**



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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 2018/19**

2. A proposed schedule of meetings for the remainder of 2018/19, showing a forward plan of reports that will be presented, is attached at Appendix 2. This includes the reports for the next Annual General Meeting in June 2019 but not the date which will be fixed nearer the time.

**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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<b>Contact:</b>	<b>Paul Darby, Head of Finance and Transactional Services</b>	
<b>Tel:</b>	<b>03000 261 930</b>	<b>E-mail: paul.darby@durham.gov.uk</b>
<b>Contact:</b>	<b>Ed Thompson, Principal Accountant</b>	
<b>Tel:</b>	<b>03000 263 481</b>	<b>E-mail: ed.thompson@durham.gov.uk</b>

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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 : 2018 / 2019 Meetings

Meeting Date	Location	Reports to Consider	Report of
26/09/2018	Committee Room 1A, County Hall	External Audit Annual Review of the Return for the Year Ended 31 March 2018	Report of the Corporate Director of Resources / Treasurer to the Joint Committee
		Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Risk Register 2018/19 - 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 2018/19: Position at 31/08/18 with Projected Outturn to 31/03/19	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
30/01/2019	Committee Room 1A, County Hall	Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Financial Monitoring Report 2018/19: Position at 31/12/18 with Projected Outturn to 31/03/19	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 2019/20	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 2019/20	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>
		2019/20 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
24/04/2019	Committee Room 1A, County Hall	Quarterly Performance and Operational Report	Report of Bereavement Services Manager
		Financial Monitoring Report 2018/19: Provisional Outturn as at 31/03/2019	Joint Report of the Corporate Director of Resources / Treasurer to the Joint Committee and the Corporate Director of Regeneration and Local Services
		Risk Register 2018/19 - 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 2018/19	Report of the Corporate Director of Resources / Treasurer to the Joint Committee
June 2019 (AGM) Date TBC	Committee Room 1A, County 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 Review of the Constitution	Report of the Clerk to the Joint Committee
		Annual Governance Statement 2018/19	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 31/03/2019	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 2019/20	Report of the Corporate Director of Resources / Treasurer to the Joint Committee