

MANSFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE

COMMITTEE WORK PROGRAMME

Report Title	Brief Summary of the Agenda Item	Lead Officer	Report Author
21 February 2022			
Operations Update Report	An update on staffing restructure and current operational issues	Sarah Troman, Head of Neighbourhoods Mansfield DC	Dave Clay, Crematorium and Cemeteries Manager and Registrar Mansfield DC
Financial Management Review Report		Dawn Edwards, Head of Finance, Mansfield DC	Wendy Gregson, Senior Finance Advisor, Mansfield DC
Dates for Next Meetings after May 2022	Dates for September 2022, December 2022, February 2023 and May 2023	Sue Bearman, Clerk to the Committee	Karen Langford, Democratic Services Officer NSDC
Review of Agreement relating to the Joint Management Arrangements for the Crematorium	To review the remit of the Committee including decision-making in relation to procurement matters, and to reflect constitutional changes at Newark & Sherwood DC	Sue Bearman, Clerk to the Committee	Sue Bearman, Clerk to the Committee
Work Programme	Review of Work Programme going forward	Sue Bearman, Clerk to the Committee	Karen Langford, Democratic Services Officer NSDC
23 May 2022			
Appointment of the Chairman In accordance with the Constitution the offices of Chairman and Vice Chairman shall, in successive years, rotate between the three constituent authorities.	The Chairman for 2022/23 will be a Member from Newark & Sherwood District Council.	Sue Bearman, Clerk to the Committee	Karen Langford, Democratic Services Officer NSDC
Appointment of the Vice Chairman	The Vice Chairman for 2022/23 will be	Sue Bearman, Clerk to the Committee	Karen Langford, Democratic Services

	a Member from Mansfield District Council.		Officer NSDC
Operations Update Report	An update on current operational issues	Sarah Troman, Head of Neighbourhoods Mansfield DC	Dave Clay, Crematorium and Cemeteries Manager and Registrar Mansfield DC
Annual Statement of Accounts 2021/22		Dawn Edwards, Head of Finance, Mansfield DC	Wendy Gregson, Senior Finance Advisor, Mansfield DC
Work Programme	Review of Work Programme going forward	Sue Bearman, Clerk to the Committee	Karen Langford, Democratic Services Officer NSDC