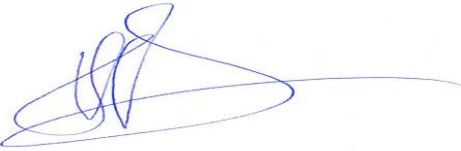


RECORD OF DECISION BY CHIEF OFFICER USING EMERGENCY POWERS

Chief Officer: Hayley Barsby CEO	Date of Decision: 17 April 2020
Title/Reference: Mansfield Crematorium Ref: 20/16/CEO	
Consultee Member (if applicable): Executive Mayor A Abrahams – 17 April 2020 Agreed Councillor A Burgin – 16 April 2020 Agreed Councillor S Richardson – 16 April 2020 Agreed	
Record of Decision: During the period of the COVID-19 crisis, and subject to review 6 months from today's date, for Mansfield and Ashfield Crematorium to offer direct cremations at £490 after 4pm, to remove the surcharge for Saturday funerals, and to extend the operating times on Saturdays to 3.15pm.	
Reasons for decision: Mansfield Crematorium is seeking to fulfil its responsibilities in response to the COVID-19 crisis, and increase capacity. A decision on revised opening hours and charging arrangements is required urgently and it would cause unacceptable delay to convene a remote meeting of the Joint Crematorium Committee. The Crematorium currently offers direct cremation at £490 prior to 10am in the morning – during the pandemic period the Crematorium proposes to offer that facility after 4pm. This would mean that the Crematorium has a concentration of coffins coming in at a time it can cope with storage and also still allow families to have a normal service during the day. The Crematorium is currently booking direct cremations in at 15 minute slots to increase its capacity. The Crematorium currently has a surcharge of £108 in place for Saturday funerals – it is not currently receiving any requests for Saturday funerals and this may be partially due to the surcharge. The Crematorium proposes to remove the surcharge and offer the same price as during the week (£778), and extend the number of service times available on Saturdays from 8 to 14. This would help with downtime of machinery as the cremators do not like to become really cold as it affects the brickwork, would aid start up times on a Monday and would help meet requests coming through the Local Resilience Forum.	
Legal Powers / Authority: Paragraph 3.01.3 of the Council's Constitution (last approved January 2018) provides that Chief Officers may take emergency decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. Given the current emergency in respect of the Covid-19 pandemic and the decision taken to suspend committee meetings while social distancing measures continue, the emergency decision provision under Paragraph 3.01.3 of the Council's Constitution is deemed to apply.	

Ashfield District Council, Mansfield District Council, and Newark & Sherwood District Council have constituted the Joint Crematorium Committee to exercise their respective powers for the provision, running, maintenance and management of Mansfield Crematorium. The Council's Constitution stipulates at 3.08.2.2(c) "Even if executive functions have been delegated, this does not prevent the discharge of those delegated functions by the person or body who originally delegated those functions."

Given the urgency of this matter and in consultation with the Executive Mayor and the other two Joint Committee Members, it is proposed that the Chief Executive in exercise of her emergency powers will take this decision. It is acknowledged that the three Authorities will need to make a unanimous decision in order for it to be implemented.

Implications: You should also consult any other relevant officers if you think the decision will have an impact on their areas of responsibility.	Finance: None
	HR: None
In consultation with: (Where applicable)	Head of Paid Service: N/A
	Monitoring Officer: 17 April 2020
	Section 151 Officer: 17 April 2020
Signature of Decision Taker: (Please do not 'pp')	

Please send all decision for publication to: Democratic Services, at democraticservices@mansfield.gov.uk.

All decisions with exempt information should be sent to Mark Pemberton, Democratic Services Manager at mpemberton@mansfield.gov.uk.