



Portsmouth
CITY COUNCIL

NOTICE OF MEETING

**PORTCHESTER CREMATORIUM
JOINT COMMITTEE**

MONDAY 2 MARCH 2009 AT 2.00 PM

**THE COLLINGWOOD ROOM,
CIVIC OFFICES,
FAREHAM**

Telephone enquiries to John Haskell, Clerk to the Joint Committee
023 9283 4913

(NB This Agenda should be retained for future reference with the Minutes of this meeting.)

Membership of the Joint Committee - 2008/09:

Gosport Borough Council

Councillor Peter Edgar
Councillor Dennis Wright (Chairman)

Fareham Borough Council

Councillor Brian Bayford
Councillor Mrs Connie Hockley

Havant Borough Council

Councillor Anthony Briggs
Councillor Dave Collins

Portsmouth City Council

Councillor Jason Fazackarley
Councillor Hugh Mason (vice
Chairman)

A G E N D A

- 1 Declarations of Members' Interests**
- 2 Apologies for Absence**
- 3 Minutes of the Meeting held on 1 December 2008**
- ... Attached
- 4 Matters Arising from the Minutes not specifically referred to on the Agenda**

5 Clerk's Items

The Clerk to the Joint Committee will report on any matters requiring attention.

6. Finance Strategy and Budget for 2009/10

... At its meeting on 1st December 2008, the Joint Committee approved the revenue budget for 2009/10. The report explained the principles on which the budget had been compiled and set out some of the challenges that are faced in the future.

As part of the annual "Use of Resources" inspection process, local authorities are assessed against a series of criteria, and rated according to the level of compliance with each. This regime has been in place for a number of years, and each year the criteria become more stringent with a view to drive continuous improvement in Councils.

One of the criteria for 2009 recognises that partnerships (such as the Joint Committee) play a key role in delivering services that individual authorities have a responsibility for. Underpinning this relationship, it is felt necessary to be able to demonstrate that any financial or service policies of the Joint Committee work in harmony with equivalent policies of the individual authorities.

The initial draft Finance Strategy and Budget report for 2008/09 was approved by Members last March and set out the principles on which it has been compiled, and brought these principles and risks together with other aspects of the financial management framework that the Crematorium operates in.

The document provides a clear overview of the Joint Committee's financial framework and provides added assurance to the Committee and to the constituent authorities that sound and effective arrangements are in place to manage the Crematorium's finances.

The Finance Strategy has been prepared, attached as Appendix A to this report, for the Joint Committee's consideration. It is envisaged that the strategy will be reviewed annually and incorporated into the budget setting process for approval at the December cycle each year.

If approved, the Finance Strategy will be sent to the constituent authorities to note as evidence for their 2009 Use of Resources assessment. Any comments from the constituent authorities will be brought back to the Joint Committee and, if appropriate, incorporated into the Strategy when it is reviewed again, later this year.

RECOMMENDED (1) that the draft Finance Strategy 2009, attached as Appendix A to the report, be approved;

(2) that the Strategy be sent to the constituent authorities to note.

7 Whistleblowing Policy

- ... The purpose of the attached report from the Clerk to the Joint Committee is to explain the background to and recommend the adoption of a whistleblowing policy, in line with such policies adopted by other public authorities.

RECOMMENDED that the Whistleblowing policy, set out in Appendix A to the report, be approved.

8 Anti-Fraud and Corruption Policy and Response Plan

The purpose of the attached report from the Clerk to the Joint Committee is to explain the background to and recommend the adoption of an anti-fraud and corruption policy including response plan, in line with such policies adopted by other public authorities.

RECOMMENDED that the Anti-Fraud and Corruption policy and response plan, set out in Appendix A to the report, be approved.

9 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report

- ... The report of the Engineer and Surveyor, dealing with progress being made on the planned maintenance programme, is attached.

RECOMMENDED that the Joint Committee notes the contents of the report.

10 Manager and Registrar's Report

- ... **(a) General Report attached**

(b) Any other items of topical interest

11 Implementation of the 2008 Cremation Regulations

- ... The purpose of the attached report by the Manager and Registrar is to provide an update on the implementation of the new Cremation Regulations.

RECOMMENDED that the report be received and noted.

12 Horticultural Consultant's Report

- ... To receive the attached report of the Horticultural Consultant.

RECOMMENDED that the report be received and noted.

13 Provision of Internet Broadcasting of Services – ‘Web casting’

At the meeting on the 1 December 2008 the Joint Committee received and approved a report that authorised the officers to explore further with RSInnovations quality, technical, security and related issues for the provision of the Internet broadcasting of services. Members asked that a further report be submitted to the next meeting.

Since the previous meeting it is understood that RSInnovations has been progressing the matters highlighted, and the officers will update the Joint Committee on the current situation.

14 Crematorium Mercury Abatement Project – Project Review Board Report

... The purpose of the attached report is to provide a summary of the key points arising from the meeting of the Project Review Board held on the 3 February 2009

RECOMMENDED that the Joint Committee receives and notes the report.

15 Tender for the Provision of Professional Consultancy Building Services (Exempt Item)

Before considering this item the Joint Committee will be asked to pass the following resolution –

RECOMMENDED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of ‘exempt information’ within paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

The officers will report in respect of the tender for the provision of professional consultancy building services including new capital works.

16 Date of Next Meeting

To note that the next meeting will be held on Monday 22 June 2009 at 2pm in the Town Hall, Gosport.

JH/DMF
19 February 2009
1060302aa