



# NOTICE OF MEETING

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**PORTCHESTER CREMATORIUM JOINT COMMITTEE**

**MONDAY, 15 SEPTEMBER 2014 AT 2.00 PM**

**THE COUNCIL CHAMBER PUBLIC SERVICES PLAZA CIVIC CENTRE ROAD  
HAVANT PO9 2AX**

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

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(NB This Agenda should be retained for future reference with the Minutes of this meeting.  
The agenda, minutes and non-exempt reports are available to view on-line at  
[www.portchestercrematorium.org](http://www.portchestercrematorium.org))

## **Membership of the Joint Committee - 2014/15:**

### **Fareham Borough Council**

Councillor Leslie Keeble  
Councillor Keith Evans

### **Gosport Borough Council**

Councillor Alan Scard  
Councillor Dennis Wright

### **Havant Borough Council**

Councillor Tony Briggs  
Councillor David Guest

### **Portsmouth City Council**

Councillor Ken Ellcome  
Councillor Robert New

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## **AGENDA**

- 1 Apologies for Absence**
- 2 Declarations of Members' Interests**
- 3 Minutes of the Meeting held on 16 June 2014 (Pages 1 - 8)**

Attached

**4 Matters Arising from the Minutes not specifically referred to on the Agenda**

**5 Clerk's Items**

**6 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report (Pages 9 - 12)**

The Engineer and Surveyor will report on the planned maintenance programme, and in this respect attached is a report by the Head of Building Services, Fareham Borough Council.

The Engineer and Surveyor will also update members regarding the sound insulation mitigation works reported under Minute 590.

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

**7 Crematorium South Chapel Refurbishment**

Under minute 585 at the meeting held on 16 June 2014, the Joint Committee received a presentation and briefing on a scheme for the refurbishment of the interior of the South Chapel.

The Engineer and Surveyor will update members.

**RECOMMENDED that the Engineer and Surveyor's verbal report be received.**

**8 Manager and Registrar's Report (Pages 13 - 14)**

*(a) General Report attached*

*(b) Any other items of topical interest –*

*(i) Publication of Cremation Records On-Line – update on progress following the decision taken under minute 587.*

*(ii) Video Streaming of Services Through the Internet - update on progress following the decision taken under minute 588.*

**9 Horticultural Consultant's Report (Pages 15 - 16)**

A report from the Horticultural Consultant on grounds maintenance generally is attached.

**RECOMMENDED that the report be received and noted.**

**10 Scheme of Delegations to Officers (Pages 17 - 18)**

The purpose of the attached report by the Clerk is to recommend a small change to the current scheme of delegations to officers in respect of a staffing matter.

**RECOMMENDED that Part A 4 (in respect of staffing) of the Scheme of Officer Delegations be revised (effective from 1 August 2014) to read as follows –**

**The Manager and Registrar is authorised to appoint staff and to agree an appropriate salary level within the scale applicable to the post, and in the case of a post above spinal point 28 the appointment shall be made in consultation with the Clerk to the Joint Committee.**

**11 Policy Statements Relating to the Local Government Pension Scheme 2014 Regulations (Pages 19 - 24)**

The purpose of the attached report by the Treasurer is to inform the Joint Committee of the changes to the Local Government Pension Scheme (LGPS) from 1 April 2014 and to seek approval of the proposed policy statements in relation to the employer discretions stipulate within the LGPS 2014 regulations.

**RECOMMENDED (a) that the changes to the Local Government Pension Scheme (LGPS) from 1 April 2014 be noted;**

- b) That the proposed policy statements for those who stopped contributing to the LGPS between 1 April 2008 and 31 March 2014 be approved; and**
- c) that the proposed policy statements for those members who continue in the scheme or join it from 1 April 2014 be approved.**

**12 Dates of Next Meeting**

**RECOMMENDED that it be noted that the next meeting of the Joint Committee will be at 2pm on Monday 15 December 2014 in the Civic Offices, Portsmouth.**

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Date Not Specified