



# Rutland County Council

Catmose Oakham Rutland LE15 6HP  
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## RECORD OF OFFICER DECISIONS

In accordance with The Openness of Local Government Bodies Regulations 2014, this document records decisions that would otherwise have been taken by the relevant local government body, or a committee, sub-committee of that body or joint committee in which that body participates but have been delegated to an officer of that body.

**17<sup>th</sup> March 2020**

<b>DECISION TAKER (name and title)</b>
Name: Helen Briggs Title: Chief Executive Officer
<b>DELEGATION GIVEN UNDER</b>
<input checked="" type="checkbox"/> A specific express authorisation (at a meeting, include date and name of meeting): Cabinet – 17 <sup>th</sup> March 2020. Consultation with Cabinet Members to enable a delegated decision to be taken under the urgent delegation below
<input checked="" type="checkbox"/> Under general authorisation (in the constitution or other document stating what section applies) Part 3 – Scheme of Delegation (section 11.10.5) <i>‘To take any urgent action necessary in the event of a civil emergency and deal with matters relating to civil protection/emergency planning arising from the Council’s powers and duties under the appropriate legislation’.</i>
<b>THE EFFECT OF THE DECISION</b>
<input type="checkbox"/> Grant a permission or Licence <input type="checkbox"/> Affect the rights of an individual <input checked="" type="checkbox"/> Award a contract or incur expenditure which materially affects the council’s financial position <input type="checkbox"/> Update purposes
<b>ARE YOU FOLLOWING A PROCESS TO COME TO THE RESULTED ACTION OR ARE YOU MAKING A CHOICE BETWEEN TWO OR MORE ALTERNATIVES?</b>
<input type="checkbox"/> Following a process – No further action required <input checked="" type="checkbox"/> Choosing between alternatives

**IS THE RECORD OF THE DECISION, INCLUDING THE DATE, DECISION AND REASONS ALREADY PUBLISHED IN ACCORDANCE WITH ANY OTHER STATUTORY REQUIREMENT?**

Yes (on the forward plan) – No further action required

No

**TITLE OF DECISION:**

Policy for the adoption and management of closed Churchyards & Cemeteries.

**PURPOSE OF THE DECISION**

The Council is required to adopt and safely manage closed cemeteries and churchyards that have been subject to statutory closure orders and transfer requests in accordance with Section 215 of the Local Government Act 1972. This Report presents a policy of control, attached as appendix A, that affirms the future process by which this obligation will be executed.

**DECISION DETAIL**

To approve the adoption of the Closed Churchyards & Cemeteries Adoption & Management Policy.

**REASON FOR THE DECISION**

The council is required to appropriately address the management and adoption of closed cemeteries and churchyards in accordance with statutory and regulatory requirements. Prudently that is done in the context of a formal and adopted policy which is now presented for approval.

**OTHER OPTIONS CONSIDERED AND REJECTED**

Once the Council is served a Notice under Section 215 acceptance is required. This is not something that the Council is able to refuse

**LOCAL GOVERNMENT BODY DECLARATION OF CONFLICT OF INTEREST OF MEMBERS GIVEN IF AUTHORISATION WAS GIVEN AT A MEETING**

None

**SUMMARY OF EXEMPT OR CONFIDENTIAL INFORMATION NOT DISCLOSED**

N/A

Signed:



**Date: 17/03/2020**