

BLACKBURN WITH DARWEN BOROUGH COUNCIL

CALL-IN COMMITTEE – Increase in charges for burials and cremations

(Executive Member Decision published on 1 December 2023)

MEETING PROCEDURE

Chair – Cllr Kevin Connor

Members of the Committee: (Cllrs Dave Smith, Martin McCaughran, Elaine Whittingham, Brian Taylor, Matthew Jackson, Anthony Shaw, Neil Slater and Suleman Khonat).

Executive Member: Cllr Jim Smith, Environment & Operations.

Members who requested the Call-in: Councillors Mark Russell (representative), Paul Marrow, Derek Hardman, Jon Baldwin, Julie Slater and Jacquie Slater.

Supporting Chief Officer: Martin Eden, Strategic Director of Environment & Operations.

Legal Advisor to the Committee: Asad Laher

Governance Services: Phil Llewellyn

1. Welcome & Apologies

- Chair welcomes the Committee
- Chair checks that the Committee have received a copy of the reasons for the Call-in, and the procedure
- Chair asks for any apologies.

2. Declarations of Interests

- Chair asks for any declaration of interests and whether any of the Committee Members have had any involvement in the decision which has been called in.

3. Guidance on procedure

- Chair asks the Legal Advisor to explain the process to be followed
- Legal Advisor will explain that the meeting will be held in Part 1.
- Legal Advisor will provide confirmation from himself as the Monitoring Officer and the Chief Financial Officer that the decision is within the budget and policy framework. Therefore, the options for the Committee and hearing the representations would be to accept the decision or refer the decision back to the Executive Member for Environment & Operations.

The Chair asks the representative of those Members who requested the Call- in (Mark Russell, supported by Councillor Paul Marrow) and the Executive Member (Jim Smith, supported by Martin Eden) to take their places at table.

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- a) Chair asks Cllr Mark Russell to explain the reasons for the Call-in.
- b) Executive Member for Environment & Operations seeks clarification from Cllr Mark Russell.
- c) Members of the Committee to ask Cllr Mark Russell questions.
- d) Chair asks the Executive Member to explain the reasons for the decision made (with other supporting officers).
- e) Cllr Mark Russell to ask the Executive Member questions.
- f) Members of the Committee to ask the Executive Member and Supporting Officers questions.
- g) Sum up – Cllr Mark Russell
- h) Sum up – Executive Member for Environment & Operations.

Chair asks Cllr Mark Russell, Cllr Paul Marrow, Councillor Jim Smith and Martin Eden to leave the table.

- i) Chair requests any final contributions from Members of the Committee.
- j) Chair asks the committee to consider the representations made and decide how to proceed.
- k) Chair asks Legal advisor to go through the options:

To Accept the decision; or
To refer the decision back to the Executive Member for Environment & Operations.
- l) Named vote and recording of reasons.