

Record of officer decision

Decision title:	Approval of events to be hosted by the Bereavements Team at Hereford Crematorium to engage the community and encourage them to understand the services offered there
Date of decision:	23 rd July 2019
Decision maker:	Acting Assistant Director for Technical Services
Authority for delegated decision:	Herefordshire Council's constitution - Scheme of Delegation Part 3 Functions Scheme, Section 7 Officer Functions <ol style="list-style-type: none"> 1. 3.7.6 Delegation to Chief Executive 2. 3.7.13 Sub delegation from Chief Exec to officers Appendix 1 Chief Executive's Scheme of Delegation to Officers – Specific sub-delegation to Director for Economies Communities & Corporate (version 31 st March 2017)
Ward:	Greyfriars
Consultation:	None
Decision made:	Approval of events to be hosted by the Bereavements Team at Hereford Crematorium to engage the community and encourage them to understand the services offered there: <ol style="list-style-type: none"> 1. Educational Open Day Saturday 14th September 2019 - 10.00 to 2.00. Access by the public to the chapel, waiting room and toilets and tours of the crematory. Industry professionals e.g. funeral directors & solicitors are in attendance 2. Christmas Charity Concert Tuesday 10th December 2019 – 7.00 to 10.30. Access by the public to the chapel, waiting room and toilets. Concert by Hereford Male Voice Choir (choice of charity is decided by the choir).
Reasons for decision:	<ul style="list-style-type: none"> • to engage the community and encourage them to understand the services offered there • benefits local fundraising
Highlight any associated risks/finance/legal/equality considerations:	<ul style="list-style-type: none"> • Entertainments Licence (TENS) will be applied for • Bereavement Services staff donate their time • Public liability insurance in place
Details of any alternative options considered and rejected:	No suitable alternatives were proposed
Details of any declarations of interest made:	None

Signed..... Date: