

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT OF THE CLERK & TECHNICAL OFFICER**  
**COYCHURCH CREMATORIUM JOINT COMMITTEE**  
**FRIDAY 19<sup>TH</sup> SEPTEMBER 2014**

**APPOINTMENT OF CLERK AND TECHNICAL OFFICER**

**1. Purpose of the Report**

- 1.1 The purpose of this report is for the Joint Committee to appoint a Clerk and Technical Officer in line with Clause 7 of the Memorandum of Agreement. This document specifies how the Joint Committee operates and appointment of supportive officers. .

**2. Background**

- 2.1 The Memorandum of Agreement was revised in 2009 and specifies:-

*For the purpose of carrying out their duties under this Agreement the Joint Committee shall appoint a Clerk and Treasurer and such other officers as they deem necessary provided that no person who is or within twelve months previously was a member of the Joint Committee or of any of the Councils may be appointed an officer of the Joint Committee. Every such officer shall be appointed by Bridgend County Borough Council, presently the Host Authority and officers shall operate within the Council's policies and procedures.*

- 2.2 The role of Clerk & Technical officer has historically been carried out by the Head of Street Scene

**3. Current Situation/Proposal**

- 3.1 Following the resignation of the Head of Street Scene the role of Clerk & Technical Officer was temporarily undertaken by the Group Manager - Street Works. A replacement Head of Service has now been appointed into the re-designated post of Head of Neighbourhood Services.
- 3.2 It is proposed that the new Head of Neighbourhood Services is appointed as Clerk & Technical Officer for Coychurch Crematorium Joint Committee.

**4. Effect upon Policy Framework and Procedure Rules**

4.1 There is none.

**5. Equalities Impact Assessment**

5.1 There is no impact on specific equality groups and disability duties.

**6. Financial Implications**

6.1 There is none

**7. Recommendation:**

7.1 The Joint Committee is asked to appoint the Head of Neighbourhood Services as the Clerk & Technical Officer to Coychurch Crematorium Joint Committee.

**ANDREW HOBBS  
ACTING CLERK AND TECHNICAL OFFICER  
29<sup>th</sup> August 2014**

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**Background Papers:** None