

**Health and Community Services Department  
Ministerial Briefing Note**

**Appointment of Superintendent of Crematorium**

**To:** Minister for Health and Social Services  
Director General, Customer & Local Services

**From:** Superintendent Registrar

**Date:** 17.02.2022

**Subject:** **Appointment of persons under Art 13 of Cremations (Jersey) Regulations 1961 for the purposes of registering cremations**

**Article 2 Cremation (Jersey) Regulations 1961**

**Control of crematorium to vest in Minister**

The control and administration of the crematorium shall be vested in the Minister.

**Article 3 Cremation (Jersey) Regulations 1961**

**Maintenance of crematorium**

The Minister shall take such steps as may be necessary to ensure that the crematorium is at all times –

- (a) maintained in good working order;
- (b) provided with a sufficient number of attendants; and
- (c) kept in a clean and orderly condition.

**Article 13 Cremation (Jersey Regulations) 1961**

**Registration of Cremations**

- (1) A register of all cremations carried out at the crematorium, in the form set out in Schedule 7, shall be kept at the crematorium, and, as soon as may be after a cremation has taken place, the cremation shall be registered by a person appointed by the Minister for that purpose and a copy of the entry in the register shall be delivered to the Superintendent Registrar

The above articles vest control and administration of the crematorium with the Minister, the duty to ensure that the crematorium is sufficiently staffed, as well as the power to appoint a person for the purpose of registering cremations.

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**1. Reason for report**

The crematorium (having previously been part of the Health and Community Services department) is now part of the Customer and Local Services department.

The Superintendent Registrar is the line manager for the crematorium.

Ministerial responsibility for the crematorium remains with the Minister for Health and Social Services.

The Minister is responsible under Article 3(b) of the Cremations (Jersey) Regulations 1961 to ensure that at all times there are sufficient numbers of attendants at the crematorium.

Under Article 13 of the Cremations (Jersey) Law 1961, registration of cremations must take place as soon as may be after a cremation has taken place.

Irene Whitewood has been appointed to the role of Superintendent of the Crematorium.

**2. Proposal**

The Minister is asked to appoint Irene Whitewood as a person under Article 13 of the Cremations (Jersey) Regulations 1961 for the purpose of registration of cremations.

Irene Whitewood will register cremations under the provisions of the Cremations (Jersey) Regulations 1961 and associated legislation. For the purposes of registration, she will use the title 'Superintendent' as is common practice for those appointed under Article 13 of the Cremations (Jersey) Regulations 1961.

Superintendent Registrar  
17.02.2022