

Report to: **Mansfield and District Joint Crematorium Committee**

Date: 3 October 2022

Director Lead: Mansfield District Council, Sarah Troman, Head of Neighbourhood Services, 01623 463036

Lead Officer: Mansfield District Council, Nada Colclough, Crematorium and Cemeteries Manager and Registrar, 01623 463882

<b>Report Summary</b>	
<b>Type of report</b>	Open Report
<b>Report Title</b>	Operations Report
<b>Purpose of Report</b>	This report seeks to provide an update on staff and the current operation of the crematorium
<b>Recommendations</b>	That members note the report

## **1.0 Background**

Previous decisions taken at the last committee meeting:

Approval of works to crematory in the form of four contracts in order to minimise disruption to service provision while awaiting the new build crematorium

## **2.0 Proposal/Options Considered and Reasons for Recommendation**

### **2.1 Staffing**

2.1.1 Remaining administration vacancy has now been filled and the team is now at the required capacity

2.1.2 Services have been stretched due to sickness absence, one member of staff being on long terms sick and this is being managed in line with policy

### **2.2 Cremator and Ancillary Equipment**

2.2.1 Quotes have been sought for the reline of cremator 4 with prices varying quite considerably. The price for the reline is £41k which is cheaper than the quotation from our usual contractor. The chosen team were the original installation team for the

exiting creators, so therefore have a robust understanding of the structures and computer system of the cremators.

### **2.3 Project Update**

- 2.3.1 BACAS self-booking system project has been halted due to the delays in completion. A project has been started to evaluate and procure a new system. The current system is outdated and doesn't keep up with the demands of the service. Demo of alternative solutions are taking place during September
- 2.3.2 Previously agreed contract work:
  - 2.3.2.1 Contract 1 – Water supply application being made to Severn Trent for a new water connection.
  - 2.3.2.2 Contract 2 – Fire doors, ducting removal, making good from old abatement system, partition wall to be erected, Thoresby chapel works and general works – works anticipated to be completed by November. Works to be completed over an extended weekend to minimise disruption to services
  - 2.3.2.3 Contract 3 – Mezzanine Flooring – Work anticipated to be completed by end of October with contract awarded.
  - 2.3.2.4 Contract 4 – Flue works – will be investigated at the same time as the re-brick on cremator 4

### **2.4 Recycled Metals Scheme**

- 2.4.1 In line with the metal recycling scheme a donation of £12,000 has been made to Beaumont House Hospice Care in September, Newark and Sherwood's nominated charity. The next payment will be made to Mansfield Nominated charity, John Eastwood Hospice.

### **2.5 Cremation Data**

- 2.5.1 Usual summer dip in cremation numbers has not been observed over the summer months, with cremation numbers seeing a 16.9% increase in cremations during May – August 2019 (pre pandemic numbers) compared with the same months during 2022.
- 2.5.2 Despite the increase in cremations, and running on limited capacity, due to the health of the cremators, a funeral service could be booked in within 7 days.

Year	2019/2020	2020/2021	2021/2022	2022/2023
Q1	565	745	533	576
Q2	505	511	558	
Q3	579	640	607	
Q4	660	838	601	
Total	2309	2734	2299	

### **3.0 Implications**

In writing this report and in putting forward recommendations officers have considered the following implications; Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

NIL