

Report to: **Mansfield and District Joint Crematorium Committee**
 Date: Monday 18th May 2026 (10.00 am)
 Director Lead: Mansfield District Council, Ady Selby, Assistant Director Neighbourhood Services, 01623 463036
 Lead Officer: Mansfield District Council, Nada Colclough, Crematorium and Cemeteries Manager and Registrar, 01623 463882

Report Summary	
Type of report	Open Report
Report Title	Operations Report
Purpose of Report	This report seeks to provide an update the current operation of the crematorium
Recommendations	<ol style="list-style-type: none"> 1. That the committee note the report. 2. That the committee approves a charitable donation of £9000 to the Children’s Bereavement Centre, to be funded from the Children’s Funeral Fund..

1.0 Background

The previous report was presented to the committee in February 2026. This report provides the committee with an update on the crematorium operation since then.

2.0 Proposal/Options Considered and Reasons for Recommendation

2.1 Cremator and Ancillary Equipment

2.2 Cremator number 2 – Replacement of charge door rope and rake door rope and the fitting of a new handle. This is in addition to the welding of a new side panel and associated insulation.

2.3 Cremator number 3 – No works required on number 3 and operating as expected

- 2.4 Cremator number 4 – Hearth replacement carried out in March, completed a period of much needed work to ensure the longevity of the bariatric cremator prior to its decommissioning for the refurbishment.
- 2.5 The main fan has been replaced and work completed on a weekend reduced the need for service downtime.
- 2.6 Periodic servicing, emissions testing and gas testing is being carried out in May in line with planned preventative maintenance schedule
- 2.7 **Staffing**
- 2.8 Current staff absences are putting pressure on the service. Consideration is being made to utilise agency staff in the interim, however given the specialist nature of the roles this can be challenging.
- 2.9 A specialist crematorium staffing agency is currently reviewing their capacity to be able to contract for a chapel attendant for an initial four-week period.

2.10 **Building Maintenance and Repair**

- 2.11 The identified crack in the chimney stack is scheduled to be completed in September and a price for the work is being sought currently. A suitable contractor to complete the work could not be identified in time of the deadline placed on the works under the current ecology licence, in line with bat roosting season.
- 2.12 Building control have confirmed that they support the work being completed during this period and have confirmed an extension to their previous request to have the work completed within six months of their notice being issued.
- 2.13 Fire door works are required, and these are in addition to fire door replacement and repairs approved by the committee in 2025. Despite the pending refurbishment these works will be completed in order to ensure health and safety compliance. These works are being completed from under spend from the previous capital fire door works.

2.14 **Grounds Maintenance Projects**

- 2.15 The grounds maintenance team are carrying out a rose planting project that will see soil being treated and test planting areas being created to understand the effectiveness of any treatment of the effected soil within the grounds, as detailed in the Committee meeting in February.
- 2.16 A planned new rose garden in front of crematorium offices will provide additional memorial options for families who want to provide a fitting memorial for a loved one. Including living memorials, benches and the existing ash vaults.
- 2.17 It is planned that there will be the introduction of a pathway, placement of existing vase blocks and the addition of space for memorial benches. The placement is ideal due to the unaffected soil and ability to create a peaceful and reflective space with appropriate hedging to separate from the main driveway. This work is being completed by the existing

crematorium grounds team and is a project initiated by the team as a resolve to the challenges with growing shrubs and roses elsewhere within the grounds.

2.18 Children's Bereavement Centre

2.19 A donation to support the counselling for bereaved children was made by the committee at this point in the year in 2025. The £3000 donation provided for 15 children, 5 within each district of Mansfield, Ashfield and Newark and Sherwood.

2.20 The original donation was utilised immediately by the charity given the number of children awaiting support.

2.21 More recently the charity has seen an increase in demand for the need for counselling services for bereaved children from a school locally, following the death of a child. The charity, through engagement with the school have provided initial immediate support and this intervention has seen an increase in the number of referrals. Something that the charity requires support to be able to accommodate

2.22 Following the initial donation the committee committed to continuing to support the charity annually with the donation level to be set on the basis of funds received back through the Children's Funeral Fund.

2.23 It is proposed that a further donation be made to the charity for £9000 to provide counselling support for 45 children to receive 121 counselling, 15 children within each of the authority areas of Mansfield, Ashfield and Newark and Sherwood, providing a much needed resource for locally bereaved children.

2.24 The below table shows the funds claimed from the Children's Funeral Fund and does not include £1,544.00 awaiting payment for services carried out in 2026.

2022	15	£3,427.50
2023	21	£4,888.50
2024	23	£5,503.50
2025	13	£3,252.00
Total		£17,071.50
Spend to Date		£4,500.00
Balance		£12,571.50

2.25 The annual charity engagement update will be presented at the JCC meeting in September detailing the impact of the approved donation.

2.26 Digital Platforms – BACAS replacement

2.27 Following approval at the committee meeting in February 26, contract award to the chosen crematorium software provider is expected in late May. An adjustment to the contract length is being made to align with anticipated changes through LGR, with a minimum contract length of two years with an option to extend by one year.

2.28 Cremation Data

2.29 A total of 1940 cremations completed in 25/26 financial year equating to 97% of the annual target. Alterations to the way in which the throughput of cremations are managed has seen a 4% increase in cremations in March and a 5% increase in cremations in April in comparison to the same point in year in 24/25 financial year.

Year	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Q1	565	745	533	576	561	469	490	286
Q2	505	511	558	595	476	469	408	
Q3	579	640	607	512	521	506	501	
Q4	660	838	601	691	586	546	541	
Total	2309	2734	2299	2374	2144	1990	1940	286

Implications

In writing this report and in putting forward recommendation's 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 referred 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