



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

Date: Monday 18th May 2026

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	Crematorium Development Report
Purpose of Report	This report provides an update to members on the refurbishment project of the crematorium
Recommendations	1. That members note the report

1.0 Background

1.1 During the JCC meeting in February 2025 members were provided an update on the Crematorium development project. This report provides members with an update on progress against the project timeline.

2.0 Proposal/Options Considered and Reasons for Recommendation

2.1 External Project Management

2.2 A site visit took place in March to identify a possible external crematory location, temporary crematorium and crematory location, Contractor compound location and circulation routes to the site

2.2.1 Discussion around the separation of space and minimising impact for visitors due to the areas that will need to be cordons off for example, what memorial areas may fall behind the 'screening'. PM is working on the final site map to understand that impact on these areas

- 2.2.2 Concerns over contractor access given that there is only one entrance into the site, however the small car park identified as the contractor compound to keep the contractors at a distance from the temporary chapel.
- 2.2.3 Confirmation that the temporary chapel will be erected in the overflow car park in order to provide sufficient separation from the main building and the contractor compound

2.3 Cremator placement

- 2.4 During the mobilisation meeting the idea was discussed to house the crematory externally to the main building. This was to consider future proofing the site and providing a more flexible use of the building space without having to consider the placement of the cremators.
- 2.5 This identified that there would be five homes that would be impacted because of the Cremation Act as they are sited within 200 yds of the proposed crematory site.
- 2.6 External legal advice has been sought and subsequently the impacted properties are being communicated with to identify whether housing the crematory externally on either a temporary or permanent basis is going to be agreeable.
- 2.7 Where agreement can't be sought to house the crematory externally, this will reduce the ability to install electric cremators due to service down time for the installation and the required construction work required to house electric cremators. Consideration will need to be made to the replacement of the existing cremators with new gas cremators; reducing the service downtime, the required substation upgrades and the need for temporary cremators.

2.8 Project Team

- 2.9 Specifications and associated tender documentation has been prepared for the procurement of the design team and structural survey.
- 2.10 Progression of this will commence once the option for the external crematory and the placement of the cremators has been confirmed as this will impact on the scope for the contractors for both the design team and the structural engineers.

2.11 Communication Strategy

- 2.12 Due to the delay in commencing the procurement activity, the communication strategy has been delayed while the final project plan is being completed by the PM.
- 2.13 Communication colleagues from the three authorities met in March to discuss the draft project plan in detail and confirm the strategy for communication for all stakeholders. An outline plan will be confirmed in line with the final project plan.

2.14 Next Steps

- 2.15 Feedback from MDC legal team regarding the communication with effected properties within 200 yds of the proposed crematory site.

2.16 Procurement of the design team and structural survey to commence.

2.17 Implications

2.17 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