



Wednesday, 15 October 2025

Dear Sir/Madam,

A meeting of the Bramcote Bereavement Services Joint Committee will be held on Thursday, 23 October 2025 in the Bramcote Crematorium, Coventry Lane, Bramcote, commencing at 6.30 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully,

Zulfiqar Darr
Interim Chief Executive

To Councillors:	H G Khaled MBE	J Dawson (Chair)
	M Radulovic MBE (Vice-Chair)	B Everett
	E Winfield	J Hare

A G E N D A

1. Apologies

To receive apologies for absence and to be notified of the attendance of substitutes.

2. Declarations of Interest

(Pages 3 - 10)

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. Minutes

(Pages 11 - 14)

To approve the minutes of the previous meeting held on 19 June 2025.

4. Marketing and Performance Strategy (Pages 15 - 24)

To provide the Joint Committee with an update on performance and marketing.

5. Financial Performance Management Update (Pages 25 - 28)

To advise the Joint Committee on the last financial performance for Bramcote Crematorium for 2025/26.

6. Update on Replacement Cremators (Pages 29 - 30)

To provide the Joint Committee with an update on the progress of the replacement cremators project.

7. Work Programme (Pages 31 - 32)

To consider items for inclusion in the Work Programme for future meetings.

8. Exclusion of Public and Press

The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Schedule 12A of the Act.

9. Business Growth Report

A verbal update will be provided at the meeting.

Report of the Monitoring Officer

DECLARATIONS OF INTEREST

1. Purpose of Report

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda. The following information is extracted from the Code of Conduct, in addition to advice from the Monitoring Officer which will assist Members to consider any declarations of interest.

Part 2 – Member Code of Conduct

General Obligations:

10. Interest

10.1 You will register and disclose your interests in accordance with the provisions set out in Appendix A.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of Members of the Council. The register is publically available and protects you by demonstrating openness and willingness to be held accountable.

You are personally responsible for deciding whether or not you should disclose an interest in a meeting which allows the public, Council employees and fellow Councillors know which of your interests gives rise to a conflict of interest. If in doubt you should always seek advice from your Monitoring Officer.

You should note that failure to register or disclose a disclosable pecuniary interest as defined in Appendix A of the Code of Conduct, is a criminal offence under the Localism Act 2011.

Advice from the Monitoring Officer:

On reading the agenda it is advised that you:

1. Consider whether you have any form of interest to declare as set out in the Code of Conduct.
2. Consider whether you have a declaration of any bias or predetermination to make as set out at the end of this document
3. Update Democratic Services and the Monitoring Officer and or Deputy Monitoring Officers of any declarations you have to make ahead of the meeting and take advice as required.
4. Use the Member Interest flowchart to consider whether you have an interest to declare and what action to take.
5. Update the Chair at the meeting of any interest declarations as follows:

‘I have an interest in Item xx of the agenda’

'The nature of my interest is therefore the type of interest is
DPI/ORI/NRI/BIAS/PREDETERMINATION
'The action I will take is...'

This will help Officer record a more accurate record of the interest being declared and the actions taken. You will also be able to consider whether it is necessary to send a substitute Members in your place and to provide Democratic Services with notice of your substitute Members name.

Note: If at the meeting you recognise one of the speakers and only then become aware of an interest you should declare your interest and take any necessary action

6. Update your Member Interest Register of any registerable interests within 28days of becoming aware of the Interest.

Ask yourself do you have any of the following interest to declare?

1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)

A "Disclosable Pecuniary Interest" is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land, Licences, Tenancies and Securities.

2. OTHER REGISTERABLE INTERESTS (ORIs)

An "Other Registerable Interest" is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
 - (i) exercising functions of a public nature
 - (ii) anybody directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of general control or management.

3. NON-REGISTRABLE INTERESTS (NRIs)

"Non-Registrable Interests" are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

A matter "directly relates" to one of your interests where the matter is directly about that interest. For example, the matter being discussed is an application about a particular property in which you or somebody associated with you has a financial interest.

A matter “affects” your interest where the matter is not directly about that interest but would still have clear implications for the interest. For example, the matter concerns a neighbouring property.

Declarations and Participation in Meetings

1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)

- 1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:

Action to be taken

- **you must disclose the nature of the interest** at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council's register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not participate in any discussion** of that particular business at the meeting, or if you become aware of a disclosable pecuniary interest during the meeting you must not participate further in any discussion of the business, including by speaking as a member of the public
- **you must not participate in any vote** or further vote taken on the matter at the meeting and
- **you must withdraw from the room** at this point to make clear to the public that you are not influencing the meeting in anyway and to protect you from the criminal sanctions that apply should you take part, unless you have been granted a Dispensation.

2. OTHER REGISTERABLE INTERESTS (ORIs)

- 2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:

- **you must disclose** the interest at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council's register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not take part in any discussion or vote** on the matter, but may speak on the matter only if members of the public are also allowed to speak at the meeting
- **you must withdraw from the room** unless you have been granted a Dispensation.

3. NON-REGISTRABLE INTERESTS (NRIs)

3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:

- **you must** disclose the interest; if it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
 - **you must not take part in any discussion or vote**, but may speak on the matter only if members of the public are also allowed to speak at the meeting; and
 - **you must withdraw** from the room unless you have been granted a Dispensation.
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Dispensation and Sensitive Interests

A “Dispensation” is agreement that you may continue to participate in the decision-making process notwithstanding your interest as detailed at section 12 of the Code of the Conduct and the Appendix.

A “Sensitive Interest” is as an interest which, if disclosed, could lead to the Member, or a person connected with the Member, being subject to violence or intimidation. In any case where this Code of Conduct requires to you to disclose an interest (subject to the agreement of the Monitoring Officer in accordance with paragraph 2.4 of this Appendix regarding registration of interests), you do not have to disclose the nature of the interest, if it is a Sensitive Interest in such circumstances you just have to disclose that you have a Sensitive Interest under S32(2) of the Localism Act 2011. You must update the Monitoring Officer when the interest is no longer sensitive, so that the interest can be recorded, made available for inspection and published.

BIAS and PREDETERMINATION

The following are not explicitly covered in the code of conduct but are important legal concepts to ensure that decisions are taken solely in the public interest and not to further any private interests.

The risk in both cases is that the decision maker does not approach the decision with an objective, open mind.

This makes the local authority’s decision challengeable (and may also be a breach of the Code of Conduct by the Councillor).

Please seek advice from the Monitoring Officer or Deputy Monitoring Officers, if you need assistance ahead of the meeting.

BIAS

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

PREDETERMINATION

Where a decision maker has completely made up his/her mind before the decision is taken or that the public are likely to perceive you to be predetermined due to comments or statements you have made:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

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Registerable Interests

These are interests that you are required to register in accordance with the Code of Conduct. They are interests that you would know about in advance of an item coming up (e.g. land you own) and you should have included them when filling in your register of interests.

What type of Registerable Interest do you have in this matter?

Disclosable Pecuniary Interests

These are any interests that are described as DPIs under the Code of Conduct and include both the interests of yourself and of your partner.

Other Registerable Interests

These are personal interests that relate to certain types of bodies that you may be involved in as set out in the Code of Conduct.

Does the matter directly relate to one of your Disclosable Pecuniary Interests?

No

Does the matter directly relate to the financial interest or wellbeing of one of your Other Registerable Interests?

No

Does the matter affect a financial interest or the wellbeing of yourself or of a friend, relative or close associate?

No

Is the financial interest or wellbeing affected to a greater extent than the financial interests or wellbeing of the majority of inhabitants?

No

Would a reasonable member of the public knowing all the facts believe that it would affect your view of the wider public interest?

No

You must:

- Disclose the interest;
- Not speak on the matter;
- Not participate in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

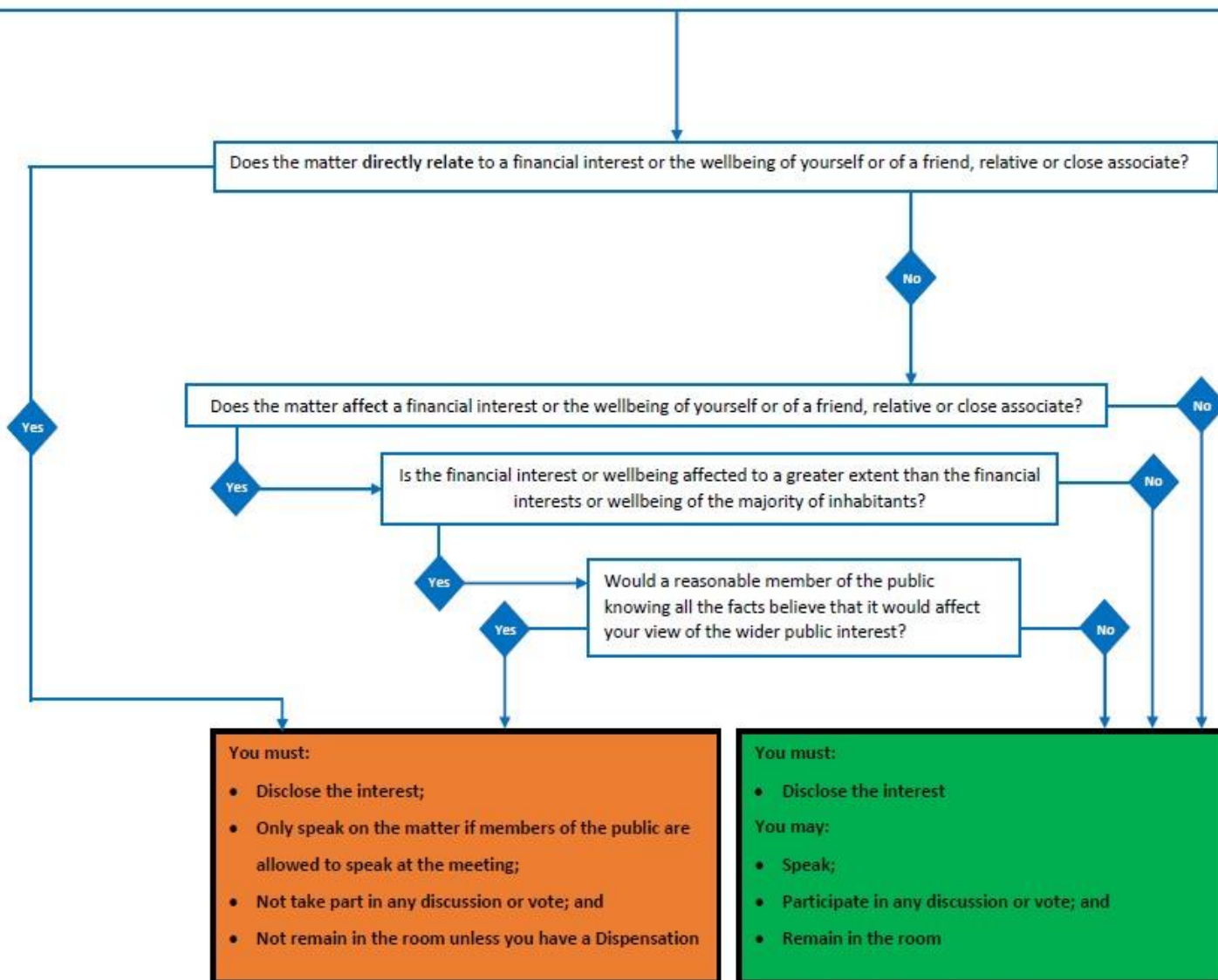
- Disclose the interest;
- Only speak on the matter if members of the public are allowed to speak at the meeting;
- Not take part in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

- Disclose the interest
- You may:
- Speak;
 - Participate in any discussion or vote; and
 - Remain in the room

Non-Registerable Interests

These are interests that you are not required to register but may become relevant when a particular item arises. These are usually interests that relate to other people you are connected with (e.g. friends, relatives or close associates) but can include your own interests where you would not have been expected to register them.



BRAMCOTE BEREAVEMENT SERVICES JOINT COMMITTEE

THURSDAY, 19 JUNE 2025

Present: Councillor J Dawson, Chair

Councillors: E Winfield
J Dawson
B Everett
J Hare
M Radulovic MBE

An apology for absence was received from Councillor H G Khaled MBE.

1. **APPOINTMENT OF CHAIR**

RESOLVED that Councillor J Dawson be appointed Chair of the Bramcote Bereavement Service Joint Committee.

2. **APPOINTMENT OF VICE-CHAIR**

RESOLVED that Councillor M Radulovic MBE be appointed Vice Chair of the Bramcote Bereavement Service Joint Committee.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. **MINUTES**

The minutes of the meeting held on 20 March 2025 were confirmed and signed as a correct record.

5. **ANNUAL REPORT AND STATEMENT OF ACCOUNTS 2024/25**

The Joint Committee were presented with the Annual Report and Management Statement of Accounts for 2024/25 in accordance with the vision of working to provide the most professional, compassionate and sensitive services to meet the needs and expectations of people using Bramcote Crematorium.

The accounts for Bramcote Bereavement Services show a revenue account surplus of £3,555 for the financial year ended 31 March 2025. The surplus on operations for the year was £596,856, which was significantly higher than the original budget approved in January 2024 due to the timing of spends on the major capital development works.

The net surplus for the year was added to the accumulated Revenue Account surplus which on 31 March 2025 amounted to £329,823.

RESOLVED that:

1. The Annual Report and Management Statement of Accounts for the financial year 2024/25 be approved as the basis for generating accounting entries to the two constituent authorities.

2. The accumulated revenue surplus and other investments be retained by the Joint Committee for future use, with the position being reviewed when the 2025/26 revised estimates are considered.

3. Development budgets carry forward requests totalling £1,366,150, as outlined in the report, be approved and included in the 2025/26 budget.

6. MARKETING AND PERFORMANCE STRATEGY

The Joint Committee received an update on performance and marketing.

Invoices for cremation fees raised in 2024/25 equates to £1.917m compared to £1.853m in 2023/24. This is an additional £63k in revenue for the Crematorium.

7. UPDATE ON REPLACEMENT CREMATORS

The Joint Committee received an update on the progress of the replacement cremators project.

The Joint Committee noted that the project was in its final stage of commissioning the Flue Gas Treatment (FGT). This refers to the system that processes and cleans the gases produced during cremation, before they are released into the atmosphere. This system is crucial for preventing pollution and ensuring compliance with environmental regulations.

8. WORK PROGRAMME AND DATES OF NEXT MEETINGS

The Joint Committee note the Work Programme and requested that a cremator update to be included in the Marketing Report.

RESOLVED that the Work Programme, with the addition of a cremator update to be included in the Marketing Report, be approved.

9. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Act.

10. BUSINESS GROWTH REPORT

RESOLVED authority be delegated to the Executive Director, in consultation with the Chair and Vice Chair, to enter into an agreement with Nottingham City Council.

11. OPPORTUNITY TO SELL PAMELA COTTAGE TO BROXTOWE BOROUGH COUNCIL (HOUSING REVENUE ACCOUNT)

RESOLVED to delegate authority to the Treasurer, in consultation with the Chair and Vice Chair, to progress the sale of Pamela Cottage following agreement from the appropriate Committee at Erewash Borough Council.

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Joint report of the Interim Deputy Chief Executive and the Strategic and Business Development Manager**Marketing and Performance Strategy****1. Purpose of Report**

To provide the Joint Committee with an update on performance and marketing.

2. Recommendation

The Joint Committee is asked to NOTE the report.

3. Detail

Analysis is carried out each month to establish the market share for the services held at Bramcote Crematorium. In addition, data is collated to provide the Joint Committee with the most recent details regarding service performance. Further details are provided in the **Appendix**.

4. Financial Implications

The comments from the Interim Deputy Chief Executive and Section 151 Officer were as follows:

The Bramcote Crematorium Medium-Term Financial Strategy identifies cremation fee income as one of the highest rated risks in terms of the Crematorium achieving its objectives. Any variation in the number and type of cremations completed will have a direct impact on the Crematorium's income budget and overall financial performance. For example, a potential decrease of 100 cremations at the full-service fee could reduce revenues by almost £100k.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

There are no direct legal implications arising from this report.

6. Human Resources Implications

Not applicable.

7. Union Comments

Not applicable.

8. Climate Change Implications

The climate change implications are contained within the report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

There is no requirement for an Equality Impact Assessment.

11. Background Papers

Nil.

Appendix

Marketing

The success of the marketing strategy will be determined by the positive impact that is achieved on measurable goals. These measurable goals form the Key Performance Indicators (KPIs).

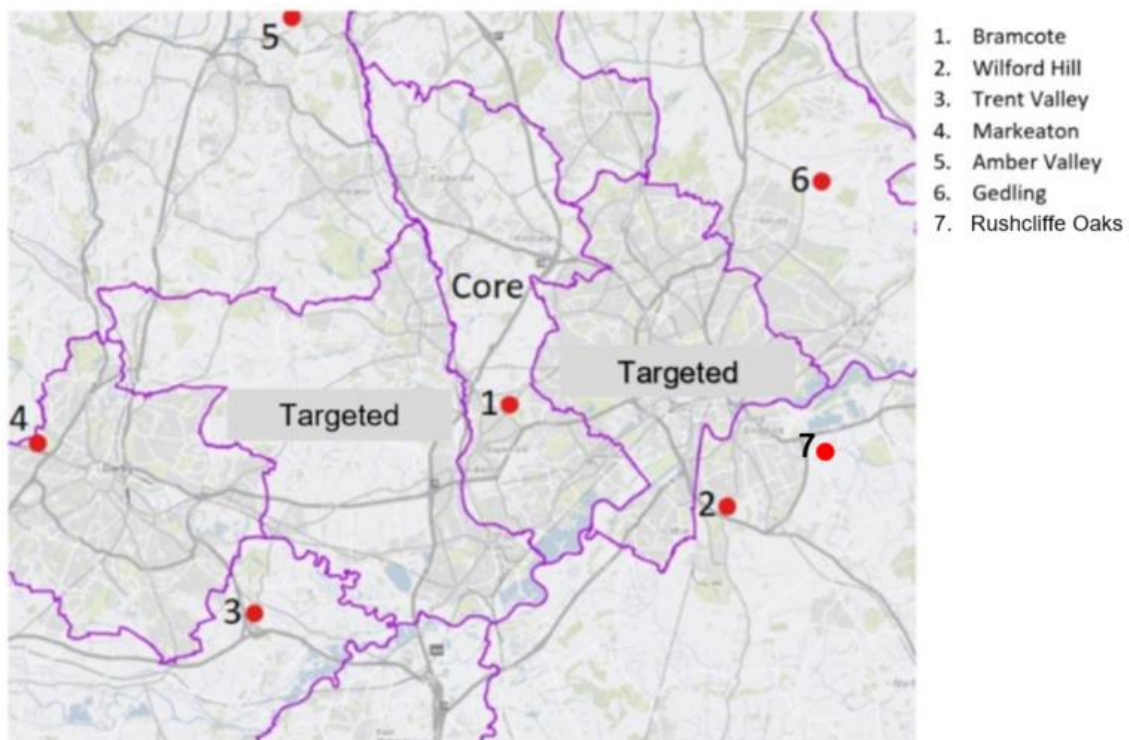
Analysis will be carried out monthly to establish the market share for the services held at the Crematorium. For every cremation held at the crematorium this will involve recording the district where each of the deceased lived set against the overall death rate for the corresponding district. The market share can then be calculated.

The target markets for the Crematorium are grouped into:

- Core area (Broxtowe area)
- Targeted area (Erewash and Nottingham City, due to close proximity of competitors)
- Out of area (surrounding areas).

The term 'core area' refers to the region where the crematorium is expected to attract the vast majority of custom based on being the primary service provider within that area. The term 'targeted area' is the marketing term for an area that companies compete with each other to develop, sell, or control. The term 'out of area' refers to the area where attracting custom from that region will be a challenge based on factors such as the proximity and competitors.

The map below shows the designation of the areas together with the competitor's locations.



This report will be crucial to determine where to concentrate our marketing strategy and efforts. The crematorium should have a greater percentage of the market share in its core area, with the percentage decreasing in the targeted area and out of area where other crematoriums operate.

The following activities have been undertaken as part of raising the profile of the crematorium in both the core and targeted area:

- Continuation of increased exposure and messages through social media channels.
- Regular website updates actioned to enhance the customers experience including mobile device enabled. Regular updates of news and events. Google reviews now included on the website home page.
- Continuation of regular meetings with local community groups and charities to work closely promoting services and organising joint events further promoting services and facilities on offer.
- Weekly discussions with funeral directors to look at potential improvements with the services offered.
- Discussions ongoing to create exclusive service contracts with Funeral Directors.
- Investigations continuing on an innovative project which will see Bramcote Bereavement Services becoming the crematorium of choice in both core and targeted areas.
- Attendance at Nationwide seminars to Network and investigate new opportunities within the industry.

Performance

The table below details the number of fee charging cremations on a year-by-year basis. The number of fee charging cremations facilitated at Bramcote Crematorium between 1 April 2025 and 30 September 2025 in the core, targeted and out of area has decreased by 65 compared to the same period 2024/25, resulting in 1,054 fee charging cremations.

Despite the decrease in cremation numbers, the value of cremation invoices raised between 1 April 2025 to 30 September 2025 equates to £976,425. This compares to £950,728 in the same period 2024/25, an increase of £25,697.

The decrease in numbers can be attributed to the popularity of Pure Cremation, further details are included later in this report.

Month	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
April	300	226	180	166	221	186
May	280	184	212	195	197	192
June	183	239	227	181	192	176
July	176	179	180	197	202	187
August	178	177	215	162	158	154
September	181	192	176	165	149	159
October	199	193	194	196	169	
November	217	224	217	178	170	
December	259	195	193	190	178	
January	222	217	252	246	199	
February	303	224	214	196	183	
March	267	228	219	230	173	
Total	2,765	2,478	2,479	2,302	2,191	1,054

Types of Services breakdown

The table below shows the different types of cremations which have taken place. The key for the data in the table is as follows:

Full Service: A regular 60-minute service and cremation.

Committal Service: The service was held at a church/chapel first, then a short service and cremation.

Direct Service: A regular cremation but where there is no service.

Attended Direct Service: A regular cremation involving a 15-minute service at our direct times with limited mourners and eulogy delivered by the Bramcote Bereavement Services team.

AW Lymn Direct Contract: A normal cremation but where there is no service.

Hospital Body: The Cremation of a body received direct from the hospital.

Hospital Body Part: The Cremation of a body part received direct from the hospital.

Morning Sunrise Service: A regular cremation involving a 60-minute service only at 9:00am in the Serenity Chapel.

	2024/25	01/04/25 to 31/08/2025
Full Service	1,849	900
Committal Service	88	43
Direct Service	82	53
Attended Direct Service	35	29
AW Lymn Direct Contract	75	0
Hospital Body	19	21
Hospital Body Part	1	1
Morning Sunrise Service	11	1
Children Funeral Fund	31	6
Cremations Total	2,191	1,054

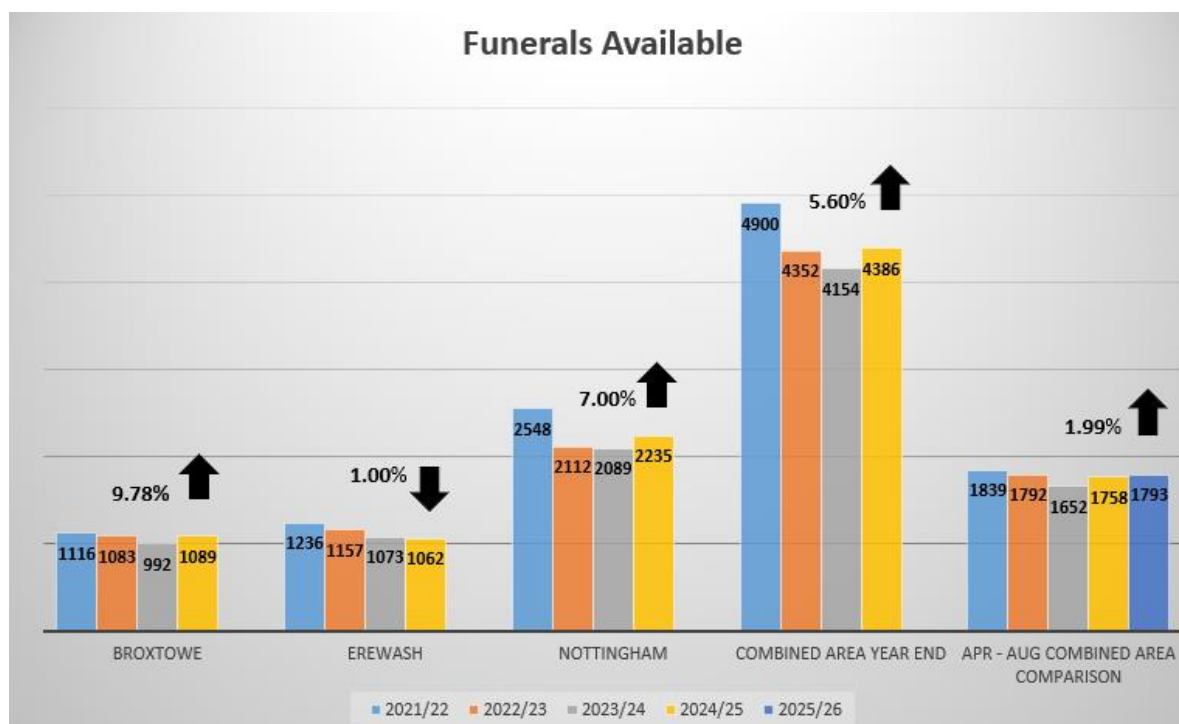
Note: AW Lymn direct contract started 1 January 2024. AW Lymn in June 2024 purchased their own crematorium resulting in all direct cremations now being conducted at their own facility.

Death rate and funerals available

The death rate is collated from the website below:

<https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/deaths/datasets/monthlyfiguresondeathsregisteredbyareaofusualresidence>

Funerals available for cremation in the core and targeted area between 1 April 2025 and 31 August 2025 has increased by 1.99% compared to the same period 2024/25. The graph provided below illustrates the data gathered from registered deaths in Bramcote Bereavement Services core and targeted areas.



Market Share

Despite the increase in cremations available, the overall market share in the core and targeted areas has decreased by 1.58% in the period 1 April 2025 to 31 August 2025 compared to the same period 2024/25 from 46.70% to 45.12%.

Investigation suggests that the increase in popularity of Direct Cremation through Nationwide providers has a direct impact on Market Share and cremation numbers. Discussions with local Funeral Directors also suggests a decrease in funerals staying in the local area is attributable to this factor.



Cremations by Crematoria

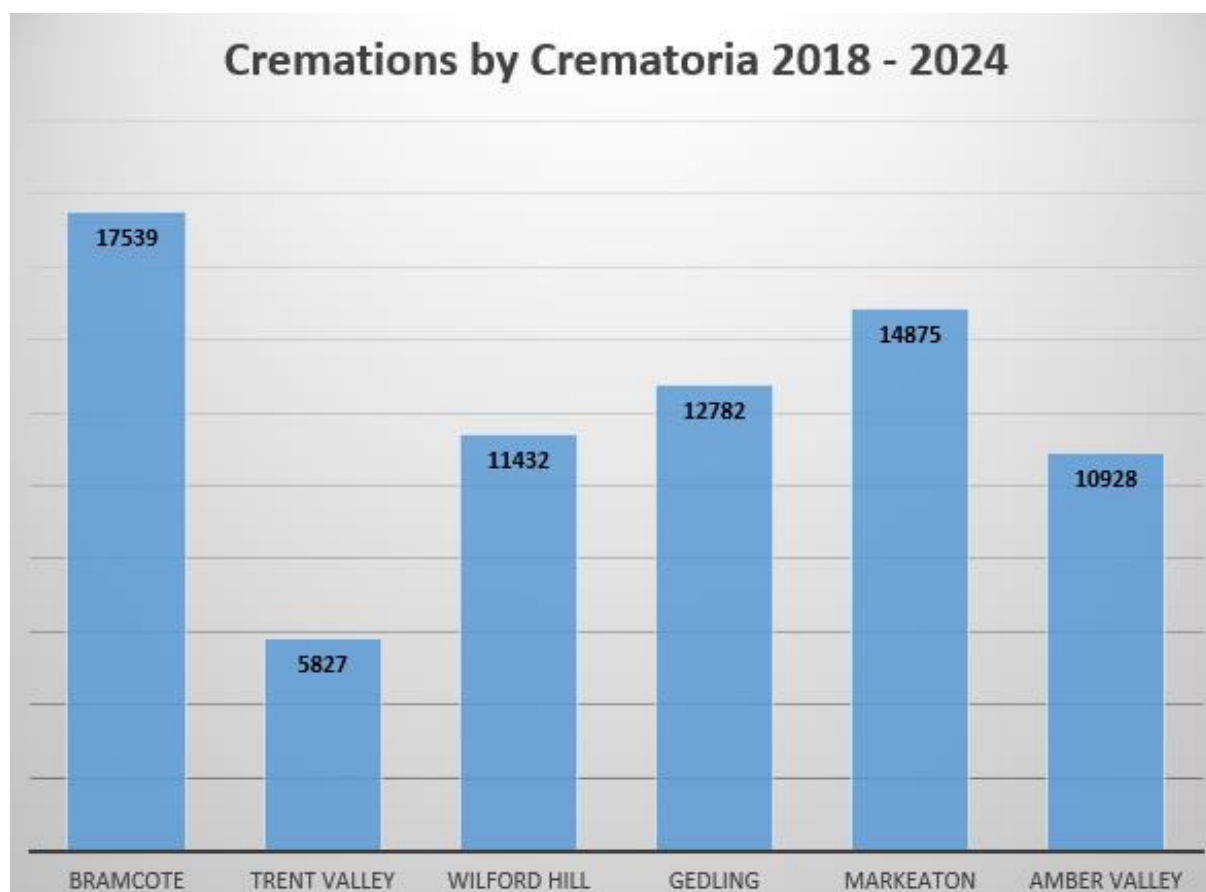
The table below details the number of cremations on a year-by-year basis since 2018 by local crematoria, the graph details the total numbers in the same period.

The data highlights the reduction in cremations at four of the six crematoriums. Amber Valley and Trent Valley both operate their own funeral director business which enhances the number of cremations at their facilities.

Pure Cremation began operating December 2018 and from January 2019 to January 2025 had seen an increase of business of 512%. This has resulted in 14,530 cremations being facilitated at their crematorium in Andover. This figure does not consider Pure Cremations facilitated at other crematoria.

The data confirms the erosion of cremation numbers and the impact Pure Cremation has on funerals staying in the local area. It also highlights the current market trend moving more towards the direct cremation market.

Year	Bramcote	Trent Valley	Wilford Hill	Gedling	Markeaton	Amber Valley
2018	2,639	182	1,816	1,371	2,593	1,489
2019	2,530	592	1,753	1,444	2,101	1,434
2020	2,703	857	1,913	1,648	2,305	1,644
2021	2,580	955	1,705	1,631	2,042	1,544
2022	2,462	950	1,636	1,949	2,045	1,763
2023	2,318	1,127	1,440	2,431	1,932	1,453
2024	2,307	1,164	1,169	2,308	1,857	1,601



Community Events

During 2025/26 Bramcote Bereavement Services will deliver several events to help the bereaved remember their loved ones in a dignified and respectful manner.

Father's Day June 2025: Bramcote Bereavement Service Officers opened the intimate Reflection Chapel for the bereaved to sit, light a candle and reflect. Attendees were invited to choose a special piece of music to play whilst remembering their loved one. Approximately 180 members of the public attended this event. A small selection of feedback received is below.



Compliments

Bramcote Bereavement Services receive compliments and thanks for their services, professionalism and attention to detail. Below is just a small selection from over 22 compliments captured 1 April 2025 to 31 August 2026.

- *My dad wanted to pass on his thanks for everything you did to try and help him have a safe place to visit.*
- *Thank you so much for such a beautiful tribute it was exactly what we wanted.*
- *Thank you so much for all of the support you have given me, it's meant the world!*
- *Had my daughter's funeral and the staff had me crying the level of respect they had. I got presented with a teddy bear at the end of the service. Couldn't thank them enough. I do visit a lot and the grounds are so lovely.*

- *The personal service from Paul and Clare was amazing. We cannot thank them enough.*
- *Compliments to the chapel attendant (A. Hay for showing me around the chapel and letting me know of the wreaths you offer. The funeral director hadn't done so, and the family are so pleased the deceased can be honoured this way.*

Strategic Operational Improvement

In order to improve energy efficiency and reduce gas usage, changes were made to the operations of the cremators. Between April and June 2025 energy costs amounted to £14,700 compared to £29,100 during the same period in 2024/25. A reduction of £14,400 has been achieved.

Current efficiency data available has already seen a reduction in emissions of 16 tons of Carbon which equates to a 24% reduction. This is over the three months of April to June 2025 and compared to the same period 2024. Since this data was captured the new abatement system has now been installed and commissioned and with the installation of the plate heat exchange and heat recovery process, will only further improve these efficiency figures. As further data becomes available the Joint Committee will be updated in relation to emissions and efficiency of the new cremators.

Report of the Treasurer

Financial Performance Management Update
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1. Purpose of Report

To advise the Joint Committee on the latest financial performance for Bramcote Crematorium for 2025/26.

2. **Recommendation**

The Joint Committee is asked to NOTE the report.

3. Detail

The financial performance for Bramcote Bereavement Services for period to April to August 2025 is set out in the **Appendix**. This includes the latest outturn projections as compared with the annual budget and the revised budget for the corresponding period.

4. Financial Implications

The comments from the Assistant Director Finance Services were as follows:

The financial implications are included in the report narrative and appendix.

5. Legal Implications

The comments from the Head of Legal Services were as follows:

There are no direct legal implications that arise from this report.

6. Human Resources Implications

There were no comments from the Human Resources Manager.

7. Union Comments

Not applicable.

8. Climate Change Implications

There are no further climate change issues in this report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

11. Background Papers

Nil.

Appendix

Budget Forecast Update – 31 August 2025

Key Budgets	Revised Estimate 2025/26 £	Profiled Budget 31/08/25 £	Actual/ Committed 31/08/25 £	Variance to Estimate £	Latest Projection 2025/26 £	Comments
Employee Related Expenses	549,850	229,231	217,135	(12,096)	551,000	Spend includes 2025/26 pay award. Savings to date are from two vacant part-time posts.
Repairs and Maintenance - General and Cremators	152,000	63,363	36,250	(27,113)	152,000	Cremators installed. Maintenance will cover the routine checks with costs expected to be in line with the budget.
Development – Resurfacing	27,100	11,298	0	(11,298)	27,100	Brought forward development budget for the resurfacing of some pathways on site.
Development – Cremator Replacement including Project Management	1,339,050	1,339,050	1,389,527	50,477	1,334,000	Development for the installation of new replacement cremators and associated works. The budget includes £1.34m brought forward from 2024/25. Final costs will be in line with the latest projection. The commitments figure will be £55k lower once outstanding purchase order has been closed and final invoice received.
Fuel, Light and Water	209,300	87,252	29,551	(57,701)	164,000	Actual spend can be impacted by the timing of bills. Savings have been made from gas cost due to the installation of the new cremators and more efficient way of operation.
Business Rates	153,150	153,150	152,625	(525)	153,150	Business rates paid for 2025/26.

Key Budgets	Revised Estimate 2025/26 £	Profiled Budget 31/08/25 £	Actual/ Committed 31/08/25 £	Variance to Estimate £	Latest Projection 2025/26 £	Comments
Other Premises Related Expenses	18,350	7,654	1,850	(5,804)	18,350	Forecast spending in line with the budget.
Materials and Equipment	5,000	2,085	3,443	1,358	5,000	Forecast spending in line with the budget.
Book of Remembrance and Other Memorialisation Costs	32,500	13,544	7,060	(6,484)	30,000	Forecast spending less than budgeted.
Medical Referee Fees	20,000	8,338	18,522	10,184	45,000	Government has postponed the start date on medical referee fee rules, so costs expected to be similar to the previous year.
Other Supplies and Services	144,550	60,275	57,562	(2,713)	144,550	Spending is in line with the budget.
Grounds Maintenance	40,850	0	0	0	40,850	Year-end internal recharge.
Income:						
Cremation Fees Income	(2,263,800)	(943,777)	(796,513)	147,264	(2,115,000)	Outturn anticipated to be less due to competitive market with less bookings being received – see separate Performance and Marketing report.
Memorialisation Income (visual tributes, book of remembrance and others)	(133,600)	(55,694)	(51,979)	3,715	(113,000)	Outturn anticipated to be less due to competitive market with less bookings being received.
Other Income (rent income, miscellaneous receipts and vending sales)	(20,550)	(8,568)	(11,065)	(2,497)	(22,500)	Outturn anticipated to be slightly higher than the estimates

Joint report of the Interim Deputy Chief Executive and the Strategic and Business Development Manager

Update on Replacement Cremators
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1. Purpose of Report

To provide the Joint Committee with an update on the progress of the replacement cremators project.

2. Recommendation

The Joint Committee is asked to NOTE the report.

3. Detail

At the time of this Joint Committee meeting, the replacement cremators project will have completed its final stage of snagging and handover of equipment. The cremators are fully operational, and cremating abated with the Flue Gas Treatment (FGT) commissioned. This refers to the system that processes and cleans the gases produced during cremation, before they are released into the atmosphere. This system is crucial for preventing pollution and ensuring compliance with environmental regulations.

Current data available has already seen a reduction in emissions of 16 tons of Carbon which equates to a 24% reduction. This is over the three months of April May and June 2025 and compared to the same period 2024. Since this data was captured the new abatement system has now been installed and commissioned and with the installation of the plate heat exchange and heat recovery process, will only further improve these efficiency figures. As further data becomes available the Joint Committee will be updated in relation to emissions and efficiency of the new cremators.

A full verbal update will be given on the evening of the Joint Committee in order to confirm the current position.

4. Financial Implications

The comments from the Interim Deputy Chief Executive and Section 151 Officer were as follows:

The approved capital budget includes £1.8m for the installation of new replacement cremators and associated works. The cost of this capital investment is being jointly and equally funded by Broxtowe and Erewash Borough Councils who have arranged the financing within their respective capital programmes. There is also the balance of £117k brought forward from an earlier development budget approved in 2023/24 towards initial consultancy costs.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

There are no direct legal implications arising from this report.

6. Human Resources Implications

Not applicable.

7. Union Comments

Not applicable.

8. Climate Change Implications

The climate change implications are contained within the report.

9. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

Not applicable.

11. Background Papers

Nil.

Joint report of the Interim Deputy Chief Executive and the Strategic and Business Development Manager

Work Programme/Schedule of Meetings
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1. Purpose of Report

To consider items for inclusion in the Work Programme for future meetings.

2. Recommendation

The Joint Committee is asked to CONSIDER the Work Programme and the Schedule of Meetings and RESOLVE accordingly.

3. Detail

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

15 January 2026	• Financial Estimates 2025/26 and 2026/27 • Medium Term Financial Strategy 2025/26 to 2029/30 • Marketing and Performance Strategy • Memorialisation • Update on Replacement Cremators • Charitable Donations • Open Day and Christmas Service of Remembrance • Pamela Cottage Update • Business Growth Developments
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4. Financial Implications

Comments from the Head of Finance Services were as follows:

There are no financial implications.

5. Legal Implications

Comments from the Head of Legal Services were as follows:

The terms of reference are set out in the Council's constitution. It is good practice to include a work programme to help the Council manage the portfolios.

6. Background Papers

Nil.

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