

**REPORT TO: THE PORTCHESTER CREMATORIUM JOINT COMMITTEE –
2 MARCH 2009**

**REPORT BY: THE ENGINEER AND SURVEYOR,
IN CONSULTATION WITH THE CLERK AND THE
TREASURER**

**PORTCHESTER CREMATORIUM MERCURY ABATEMENT PROJECT –
PROJECT UPDATE**

Purpose

The purpose of this report is to update members of the Joint Committee on the key points arising from a meeting of the Project Review Board on 3 February.

RECOMMENDATION

Members are asked to receive and note the report.

1. Appointment of Consultants and Project Management

In his previous report to Joint Committee on 1 December 2008 the Engineer and Surveyor reported on progress to seek the engagement of retained consultants who will oversee the implementation of the project.

Tender documents were sent to those who expressed interest and had been evaluated through the pre qualifying questionnaire (PQQ). Completed tenders were returned by the closing date of 21 January 2009. These tenders are currently being evaluated. At the time of preparing this report it has not been possible to finalise a recommendation to the Joint Committee regarding which company should be recommended for appointment.

A separate exempt item has been included in the agenda for the meeting on the 2 March to enable the officers to provide an update report.

2. Project Timetable

The key dates identified in the report to the Joint Committee on the 29 September 2008 will require some re-adjustment because no consultant has yet been appointed to take up post from 1 April. Completion of the project was previously forecast for the end of September 2010; this could now slip to February 2011, but still well within the timescale set by the government for the completion of abatement work. The key dates will be firmed up as part of a detailed project timetable, after appointment of the consultant who will be overseeing the project.

3. Mercury Abatement Equipment Installation

Discussion has taken place with the existing cremator manufacturer regarding arrangements to ensure a satisfactory interface between existing computer controlled equipment and the new abatement equipment. Orally agreement has been reached.

4. Risk Register

At this stage an additional risk has been 'firmed up' having been previously identified as a risk. This relates to a requirement for the upgrading of an electricity sub- station, a slight increase in the cost involved and a need for confirmation of the timing of the work.

Background List of Documents –
Section 100D of the Local Government Act 1972 : *None*

JH/me
5 February 2009
020309