

**REPORT TO: THE PORTCHESTER CREMATORIUM JOINT COMMITTEE -
22 JUNE 2009**

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

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

Purpose

1. The purpose of this report is to provide an update on the current progress of the project and to provide an indicative programme for the project.

RECOMMENDATION

Members are asked to receive and note the report.

Background

2. The Joint Committee considered a comprehensive report at the meeting in September 2008 and gave approval for the installation of mercury abatement equipment on all cremators at an indicative cost of up to £2million. The Joint Committee also approved a number of related recommendations to enable the project to proceed, including the establishment of a project review board.
3. In order to deliver this project the Joint Committee, in summary, needs to secure the services of:
 - (i) A specialist mercury abatement contractor
 - (ii) A building contractor to build the necessary extension to house the abatement equipment (planning permission for this extension has already been obtained)
 - (iii) A consultant to complete the building design process and to project manage the overall works
 - (iv) A consultant to assist in appointment of the project management consultancy.
4. The Project Review Board has reported to each meeting of the Joint Committee on action being taken to progress the project. The most recent meeting of the Board took place on 9 June. At that meeting the Engineer and Surveyor reported on the action that had been and was continuing to be taken in respect of the decisions taken by the Joint Committee on 2 March 2009 (Exempt minute 293) regarding the provision of professional consultancy building services and project management.

5. The Engineer and Surveyor will report orally on the progress on item (iv) above under the separate exempt item that has been included in the agenda for the meeting on 22 June.

Timetable for the project

6. One of the tasks for the building design process and for the project management consultants will be to determine a detailed programme for the project delivery. At the current time the Engineer and Surveyor envisages that the programme for the project could be as indicated below but there are a number of factors outside of the Joint Committee's control that could affect this and so the programme is intended to provide a general indication of timescales only.

Milestone	Period Required (months)	End date
Appointment of a consultant to assist in the appointment of the project management consultancy	1	July 2009
Appointment of a consultant to complete the building design process and to project manage the overall works	5	February 2010
Completion of design works, tendering and award of contracts.	7	September 2010
Building works	8	May 2011
Abatement works	5	October 2011
Commissioning	2	December 2011

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

TG/JH/me
 11 June 2009