

**REPORT TO: THE PORTCHESTER CREMATORIUM JOINT COMMITTEE –  
28 SEPTEMBER 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 remind the Joint Committee of the indicative programme for the project.

**RECOMMENDATION**

**Members are asked to receive and note the report.**

**Tender for the Provision of Professional Building Services –  
Appointment of ‘Consultant A’**

2. The Joint Committee at the meeting on the 22 June 2009 received a report regarding the action that was continuing to be taken to seek to appoint a consultant (referred to as Consultant A) to prepare tender documentation for the appointment of two further consultants who would provide –
  - professional project management for the mercury abatement project (Consultant B1), and
  - the provision of professional consultancy building services and project management for maintenance and other capital works (Consultant B2).

The Joint Committee authorised the officers to seek expressions of interest and to finalise the terms of engagement of ‘Consultant A’ after consultation with the Project Board.

3. Following the Joint Committee meeting tenders were invited (and received) from a short list of 3 companies experienced in the type of work required. After evaluating the tenders the Project Board endorsed the appointment of Gardiner and Theobald, as Consultant A. This company has a regional office in Southampton.
4. Since the Joint Committee meeting on 22 June the Project Board has met on 3 occasions to review progress and agree action.

## Timetable for the project

5. The timeline prepared by Gardiner & Theobald in respect of their work on the project envisages completion of the appointment of Consultants B1 & B2 early in 2010. This is in line with the indicative timetable for the entire project prepared by the Engineer and Surveyor and reported to the Joint Committee on the 22 June 2009, and is reproduced below for ease of reference -

<b>Milestone</b>	<b>Period Required (months)</b>	<b>End date</b>
Appointment of a consultant to assist in the appointment of the project management consultancy (Consultant A)	1	25 August 2009
Appointment of a consultant to complete the building design process and to project manage the overall works (Consultant B1)	5	March 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

## Risk Register

6. The Project Board has not identified any new risks beyond those already within the risk register previously reported to the Joint Committee.

## Current Consultancy for Professional Building Services

7. The Joint Committee at the meeting on 2 March 2009 agreed to the extension, for a limited period, of the present contract arrangements with Parker Torrington. In the light of the current indicative programme the Joint Committee will be asked to agree a modest extension of this arrangement. This is the subject of a separate exempt report.

## Background List of Documents –

**Section 100D of the Local Government Act 1972:** *None*

JH/me

10 September 2009