



Portsmouth
CITY COUNCIL

NOTICE OF MEETING

**PORTCHESTER CREMATORIUM
JOINT COMMITTEE**

MONDAY 13 DECEMBER 2010 AT 2.00 PM

**CONFERENCE ROOM A
(THE DUISBURG ROOM),
FLOOR 2, CIVIC OFFICES,
PORTSMOUTH**

Telephone enquiries to John Haskell, Clerk to the Joint Committee
023 9283 4913

(NB This Agenda should be retained for future reference with the Minutes of this meeting.

The agenda, minutes and non-exempt reports are available to view on-line at www.portchestercrematorium.org)

Membership of the Joint Committee - 2010/11:

Gosport Borough Council

Councillor Peter Edgar
Councillor Dennis Wright

Havant Borough Council

Councillor Dave Collins
Councillor David Gillett

Fareham Borough Council

Councillor Mrs Connie Hockley
Councillor Keith Evans

Portsmouth City Council

Councillor Hugh Mason
Councillor Eleanor Scott

AGENDA

- 1 Declarations of Members' Interests**
- 2 Apologies for Absence**
- 3 Minutes of the Meeting held on 13 September 2010**
- ... Attached

4 Matters Arising from the Minutes not specifically referred to on the Agenda

5 Clerk's Items

The Clerk to the Joint Committee will report on any matters requiring attention.

6 Revenue Budget 2011/12

... The purpose of the attached report from the Treasurer is to set out the revenue budget and repairs and renewals programme for 2010/11 and 2011/12, together with a review of fees and charges. The revised capital works programme for 2010/11 and future years has also been included for consideration at Appendix E to the report.

RECOMMENDED (a) That expenditure of £99,600 in 2011/12 to be financed from the repairs and renewals fund as detailed in Appendix D be approved;

(b) That the proposed charges as set out in Appendices B and C be approved from 1 April 2011;

(c) That the estimates as set out in Appendix A be approved subject to the Committee's decisions in respect of the recommendations (a & b) above;

(d) That members give consideration to the revised capital works programme for 2010/11 and future years, as set out in Appendix E.

7 Portchester Crematorium Development Plan 2011-2016

... The purpose of the attached report is to submit for the Joint Committee's approval a Development Plan for the period 2011 - 2016.

This Plan reviews and revisits the previous Development Plan approved in September 2008. At that time it was agreed the Plan should be reviewed bi-annually.

RECOMMENDED (1) that the Portchester Crematorium Joint Committee Development Plan 2011 - 2016 be approved and adopted;

(2) that the Development Plan be next reviewed in 2 years time.

8 Engineer and Surveyor's Report - Planned Maintenance Programme - Progress Report

... The report of the Engineer and Surveyor, dealing with progress being made on the planned maintenance programme, is attached.

RECOMMENDED that the Joint Committee notes the contents of the report.

9 Manager and Registrar's Report

... **(a) General Report attached**

(b) Any other items of topical interest

10 Horticultural Consultant's Report

... A report from the Horticultural Consultant on grounds maintenance generally is attached.

RECOMMENDED that the report be received and noted.

11 Crematorium Mercury Abatement Project – Project Review Board Report

... The purpose of the attached report by the Engineer and Surveyor is to provide an update on the current progress of the mercury abatement project.

RECOMMENDED that the Joint Committee receives and notes the report.

12 Contract for the Crematorium Mercury Abatement Project (Exempt Item)

Before considering this item the Joint Committee will be asked to pass the following resolution –

RECOMMENDED that the public be excluded from the meeting during this item of business because it is likely that if members of the public were present there would be disclosure to them of 'exempt information' within paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

A report from the Engineer and Surveyor setting out details of the tenders received for the Mercury Abatement Project will be circulated. An analysis of the tenders received is due to be considered by the Project Board, and a paper setting out the Board's recommendations will be circulated as part of the Engineer and Surveyor's report.

The Joint Committee, on the 28 September 2008, approved the initiation of the project within an overall indicative cost estimate of £2m. The Treasurer, within his report on the Revenue Budget and revised capital programme (to be considered earlier in the meeting at item 6), advises that an analysis of requirements for this scheme has resulted in additional costs, the details of which are given within paragraph 19 of his report. The revised cost estimate of the scheme is set out in the Capital Works Programme at Appendix E to his report.

RECOMMENDED (1) that the recommendations from the Project Board and the Engineer and Surveyor in respect of the appointment of a contractor to carry out the Mercury Abatement Project be approved;

(2) that the Treasurer's report in respect of the additional costs for implementation of this project be approved.

13 Date of Next Meeting

To note that the next meeting will be held on Monday 7 March 2011 at 2pm in the Civic Offices, Fareham.

JH/me
2 December 2010
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