

PORTCHESTER CREMATORIUM JOINT COMMITTEE

MINUTES OF THE MEETING of the Joint Committee held in the Civic Offices, Fareham on Monday 24 January 2011 at 2.00 pm.

Present

Fareham Borough Council

Councillor Connie Hockley (Chairman)
Councillor Keith Evans

Gosport Borough Council

Councillor Dennis Wright

Havant Borough Council

Councillor Dave Collins
Councillor David Gillett

Portsmouth City Council

Councillor Hugh Mason

Apologies for Absence (AI 2)

Councillor Eleanor Scott (Portsmouth City Council) engaged on other council business and Councillor Peter Edgar (Gosport Borough Council).

394 Declarations of Members' Interests (AI 1) – None.

395 Minutes of the Meeting held on 13 December 2010 (AI 3)

RESOLVED that the minutes of the meeting held on 13 December 2010 be signed as a correct record.

396 Matters Arising from the Minutes not specifically referred to on the Agenda (AI 4) –

Minute 390 – Tree Sculpture

The Joint Committee was advised that the sculpture work authorised under minute 390 had now been completed on the three tree trunks. Following the enquiries requested under minute 390, the Horticultural Consultant appointed Mr Paul Sivell, a locally based tree sculptor, to carry out the work. Photographs illustrating the completed work were circulated to members for their information, who commended the sculptures.

397 Clerk's Items (AI 5)

Reference was made to a recent letter that had appeared in The News from a resident complaining about the unsightly appearance of items that had been left in the grounds in contravention of the Crematorium rules. Such items were removed periodically by Crematorium staff, in accordance with the Joint Committee's long standing policy.

398 Contract for the Crematorium Mercury Abatement Project (Exempt Item) (AI 6)

At the commencement of this item it was –

RESOLVED 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

Members were reminded that at the Meeting on 13 December 2010, under minute 392, the Joint Committee received a report from the Engineer and Surveyor setting out details of the tenders received for the Mercury Abatement Project.

The Joint Committee decided it required some aspects of the submitted tenders to be clarified and that a further meeting be arranged (in January 2011) to receive a report on the outcome of the tender evaluation process to enable a decision to be made on the selection of a contractor.

A report from the Project Board and the Engineer and Surveyor was circulated to members in advance of the meeting. This explained the aspects that had been clarified, the responses received and the outcome of the evaluation process.

The Joint Committee gave consideration to what the effect would be on its business if it were to modify its policy of not undertaking major works during normal operational hours. This was in the light of the small theoretical financial saving that could be achieved, as set out in paragraph 6.2 of the report.

In respect of financial issues, the report reminded the Joint Committee that it had first approved a comprehensive report on all aspects of the project with an indicative cost of up to £2m in September 2008. This estimate was revised in the 2010/11 capital programme to £2.4m, and was further increased in the 2011/12 capital programme (approved on the 13 December 2010) to £3m given that an analysis of requirements for the scheme had resulted in additional costs. Within this overall cost was £462,000 for non-recoverable VAT.

The Treasurer reported that sufficient funding for the scheme could be met from a combination of capital reserves already identified for the scheme together with further anticipated revenue that will be received in the period until completion of the project.

In respect of the building works required as part of the mercury abatement project, referred to in section 10 of the report, the Joint Committee was advised that expressions of interest had been invited by way of advertisement in the local press and via the Portsmouth City Council's InTend system. Those expressing an interest would be required to complete a Pre-Qualification Questionnaire for assessment leading to the preparation of a select list of contractors.

Part of the building work would involve alterations to the Crematorium's messing facilities. The Engineer and Surveyor, in the report, explained that a preliminary consideration of the scope of this work had identified that this small part of the proposed contract was best suited to a separate contract. It was recommended that this work be carried out by the retained building works contractor who normally carried out the smaller works at the Crematorium, in accordance with a schedule of rates.

After consideration of the report from the Project Board and the Engineer and Surveyor the Joint Committee –

RESOLVED (1) That the agreed policy to carry out major works outside of the Crematorium's normal working hours (as stipulated in the tender documentation for the mercury abatement works and for the building works) be confirmed.

(2) That the tender of Facultatieve Technologies (FT) in the sums of £1,513,974.00 (for the supply and installation works) and for £212,438.00 (for the 5 year maintenance of the equipment and disposal contract) excluding non re-coverable VAT be accepted.

(3) That the Engineer and Surveyor in consultation with the Crematorium's consultant and the PCC Procurement Unit be authorised to finalise a select list of contractors to be invited to tender for the building works.

(4) That the Engineer and Surveyor, after consultation with the Project Review Board, be authorised to accept tenders for the building works described in section 10 of the report.

(5) That the Treasurer's report in respect of the costs for implementation of this project be approved.

399 Date of Next Meeting (AI 13)

RESOLVED that it be noted that the next meeting will be held on Monday 7 March 2011 at 2.00 pm in the Civic Offices, Fareham.

The meeting concluded at 2.17pm.

Chairman

JH/DMF
24 January 2011
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