

**REPORT TO: PORTCHESTER CREMATORIUM JOINT COMMITTEE –
15 DECEMBER 2014**

REPORT OF: THE ENGINEER AND SURVEYOR

SOUTH CHAPEL REFURBISHMENT

1.0 Purpose of this Report

1.1 To advise on the progress of the South Chapel Refurbishment project

2.0 Introduction

2.1 At the meeting of the Joint Committee on 15 September 2014 details were given of the proposals to refurbish the South Chapel. At that stage a formal contract was still to be entered into with our consultant architects RBA Architects Ltd. Following detailed discussions a formal contract has now been signed and the project continues to progress.

3.0 Design Issues

3.1 At the last meeting discussion took place regarding the orientation of the proposed wooden cladding. This has been discussed with RBA who are considering the design implications of this change. If there are design concerns about this change these will be, as agreed at the last meeting, discussed with the Chairman.

4.0 Scope of the works

4.1 Discussions have been held with the Manager and Registrar who indicated that he would like to install air conditioning into the South Chapel in 2015/6. Given that a delay has occurred in progressing the scheme it would now be appropriate to incorporate this work into the refurbishment thereby minimising further future disruption in the Chapel. I have therefore requested RBA to incorporate this additional work into their project. The cost of this additional work is preliminarily estimated at £10,000 (excluding VAT and fees) and an appropriate provision has been made in the budgets.

5.0 Project Programme

5.1 The project programme has now been revised and works are now scheduled to commence on site in March and last for a period of three months.

6.0 Other Matters

- 6.1 Separate quotations have been sought for the role of Coordinator in respect of the requirements of the Construction (Design and Management) Regulations 2007. I anticipate updating the Committee orally on this and other issues as appropriate.

7.0 Recommendation

- 7.1 That the report be noted

Terry Garvey
Engineer and Surveyor

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