

# EXECUTIVE DECISION

made by a Council Officer



## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER


Executive Decision Reference Number – COD04 21/22

Decision	
<b>1</b>	<b>Title of decision:</b> Bereavement Infrastructure Project – Enabling Phase 2
<b>2</b>	<b>Decision maker (Council Officer name and job title):</b> Ruth Harrell, Director of Public Health
<b>3</b>	<b>Report author and contact details:</b> John London, 307781 or john.london@plymouth.gov.uk
<b>4a</b>	<b>Decision to be taken:</b> To appoint Kier Construction Ltd via the Pre-Construction Services Agreement to provide a second phase of Enabling Works to the new Plymouth Crematorium and also for the procurement of long lead in items ahead of a formal Main Contractor Award later in Summer 2021. These works have a value of £2,600,905.10 bringing the total cost of enabling works to £2,869,450.52.
<b>4b</b>	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Executive Decision Ref L10 18/19 dated 23 July 2018
<b>5</b>	<b>Reasons for decision:</b> The new crematorium is currently undergoing re-design as part of a value engineering process with the main contract due to be let later in 2021. An initial enabling package (£268,545.42) was awarded under the Pre-Construction Services Agreement. This second larger approval is for the second phase of enabling works enables key lead in items such as the new road into the site, the new entrance and groundworks to commence. Maintaining Kiers presence on site and moves the project forward. Also there are a number of very long lead in items which fall on the critical path for delivery of the scheme, these lead in times have dramatically increased as a direct result of Covid-19. This approval awards Kiers funding to enable early order of these items. A Pre-Construction Services Agreement is already in place following a competitive procurement process where Kier Construction were successful and awarded the PCSA.
<b>6</b>	<b>Alternative options considered and rejected:</b> The alternative option to this is to do nothing while the value engineering redesign takes place. Kiers would therefore decant from site and potentially have to move key personnel onto other jobs. It will take time for Kiers to return to site, depending on what work people are moved onto, the enabling works would not be commenced so would need to start once the main contract is let. This would shift the programme considerably plus we would miss the long lead in times for critical items which potentially could mean that they are sat waiting for delivery and PCC would be paying them. The end

	result would be a new crematorium being delivered much later and increased costs.		
<b>7</b>	<b>Financial implications:</b> This approval is for £2,600,905.10. Costs related to this are to be met from the approved budget for the new Crematorium facility as detailed on the Capital Programme, this work has been budgeted for and is included in that budget. A detailed breakdown of the cost is provided in the briefing report.		
<b>8</b>	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	<b>Yes</b>	<b>No</b>
			X
		X	
		X	
<b>8b</b>	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>		
<b>9</b>	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	<p>The Council is committed to delivering quality public services and as part of that commitment the Bereavement Service seeks to ensure it provides high quality remembrance and cremation service fit for the future.</p> <p>The Bereavement Service delivers on the Corporate Plan values and priorities in the following ways:</p> <ul style="list-style-type: none"> <li>• It is <b>Democratic</b> by engaging with the funeral industry and increasing community engagement opportunities through open days and events as well as strengthening work with local schools and charities.</li> <li>• It is <b>Responsible</b> by caring about its impact on the customers and the funeral industry retaining the choice of funeral service locations.</li> <li>• It is <b>Fair</b> by creating a variety of opportunities for remembrance across a range of locations and costs</li> <li>• It demonstrates Plymouth City Council's is committed to being <b>Co-operative</b> by working with our partners in the funeral industry and developing stronger ties with local bereavement charities</li> <li>• It is a <b>Caring Council</b> that reduces health inequality by providing a modern facility that is fit for purpose meeting the needs of the whole city with sensitivity to differing faith requirements</li> <li>• The project supports economic growth as part of a <b>Growing City</b> that benefits as many people as possible</li> <li>• It will also support a <b>Growing City</b> by investing in facilities that we can be proud to offer and become a destination of choice for remembrance</li> </ul>	

		<ul style="list-style-type: none"> <li>• <b>A Growing City</b> that is green and sustainable by providing modern cremators with the latest abatement technology that meets emissions requirements and also provides alternative memorialisation offers such as green burial</li> </ul> <p>The Plymouth Plan sets out a single vision for the city to 2034 with a clearly stated ambition to grow Plymouth's population to 300,000 as well as new developments on our urban fringes such as Sherford Community, crematoria and burial capacity are recognised as a key infrastructure requirement for a growing city.</p>		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	<p>The current and future cemetery and crematoria provision can contribute to Policy 25 Reducing Carbon Emissions by replacing old cremators with modern technology. Furthermore the cemeteries maintained by the Bereavement Service total 40 hectares of green space and are integral to the achievement of Policy 24 Delivering Plymouth's Natural Network providing for the needs of people, wildlife and businesses from funeral directors, florists and masons and their associated supply chains.</p>		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>	x	(If yes, please contact <a href="#">Democratic Support</a> for advice)
		<b>No</b>		(If no, go to section 13a)
<b>12a</b>	<b>Reason for urgency:</b> <p>The contractor is currently working on site completing an initial phase of enabling works. If this decision is not taken urgently the contractor will decant from site and potentially have to move key personnel onto other jobs. This would shift the programme considerably plus we would miss the long lead in times for critical items. The new crematorium would then be delivered much later and at higher costs.</p>			
<b>12b</b>	<b>Scrutiny Chair signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	x	
		<b>No</b>		(If no go to section 14)
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	<p>Cllr Nick Kelly, Leader of the Council</p> <p>Cllr Mark Deacon, Cabinet member for Customer Services, Culture, Leisure and Sport</p>		

<b>13c</b>	<b>Date Cabinet member consulted</b>	28 June 2021						
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer				
		<b>No</b>	x					
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Ruth Harrell					
		<b>Job title</b>	Director of Public Health					
		<b>Date consulted</b>	21 July 2021					
<b>Sign-off</b>								
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS26 21/22					
		<b>Finance (mandatory)</b>	Djn.21.22.71					
		<b>Legal (mandatory)</b>	MS/2/27.07.21					
		<b>Human Resources (if applicable)</b>	N/A					
		<b>Corporate property (if applicable)</b>	N/A					
		<b>Procurement (if applicable)</b>	SN/PS/577/ED0321					
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.				
		<b>No</b>	x					
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below.							

	Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.						
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
<b>Council Officer Signature</b>							
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.						
<b>Signature</b>			<b>Date of decision</b>	29/07/2021			
<b>Print Name</b>	Ruth Harrell						