

# EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD15 22/23

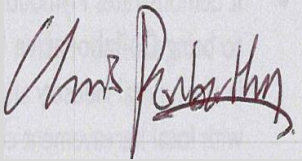
Decision	
1	<p><b>Title of decision:</b></p> <p>Bereavement Infrastructure Project – Main Contract Award</p>
2	<p><b>Decision maker (Council Officer name and job title):</b></p> <p>Ruth Harrell, Director of Public Health</p>
3	<p><b>Report author and contact details:</b></p> <p>Sandra Pentney, 305939 or Sandra.Pentney@plymouth.gov.uk</p>
4a	<p><b>Decision to be taken:</b></p> <p>To appoint Kier Construction Ltd the main contract award for the new Plymouth Crematorium at the Park), Kier Construction Ltd are to be awarded under a NEC4 contract which was procured through the Southern Construction Framework demonstrating competition and value for money.</p>
4b	<p><b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b></p> <p>Executive Decision Ref L10 18/19 dated 23 July 2018</p>
5	<p><b>Reasons for decision:</b></p> <p>The existing cremators at Weston Mill and Efford are at the end of their life, do not meet current abatement requirements and do not have space for the new cremators. In addition the ceremony spaces are poor and dated but have served the city well over the last 100 years. In addition the burial space is filling up and the public demand is changing to more memorialisation. A new facility provides solutions to all those problems but also provides a site that could serve the City for the next 100 years.</p>
6	<p><b>Alternative options considered and rejected:</b></p> <p>The option to do nothing was rejected on the basis that a city the size of Plymouth needs to be able to have its own bereavement facilities and that offer should be available to all the people of the City.</p> <p>The option of expanding the existing facilities to make space for the new cremators and improve ceremony spaces was rejected on the basis that no space is available, burial is very close to the existing buildings which means expansion isn't possible and the existing cremator halls are insufficient to take new cremators and the latest abatement technology.</p>
7	<p><b>Financial implications and risks:</b></p> <p>This contract is for £21,463,474 which includes the already agreed total of £7,917,673 which is covered by approvals for enabling works packages and PCSA design fees. Costs related to this are to</p>

be met from the approved capital virement agreed at Cabinet on the 7 July 2022 for the new Crematorium facility. A detailed breakdown of the cost is provided below.

Categories	£
<b>1) Contractors Costs</b>	<b>21,463,474</b>
<b>2) Client Direct Costs</b>	
Project Design Team Fees	1,846,424
Utilities	709,033
Internal staffing	336,180
Surveys	82,272
External Consultants	329,263
FF&E	671,038
Land	1,886,000
Cremators	1,187,880
Reimbursement and Misc	76,602
WWA	353,143
Contingency ( adjusted)	439,838
<b>Sub-total</b>	<b>7,917,673</b>
<b>Total</b>	<b>29,381,147</b>

8	Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	<b>Per the Constitution, a key decision is one which:</b>
		X		in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			X	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1million</b>
		X		is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
8b	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>	29 June 2020 and subsequently updated in May 2021.		
9	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</li> </ul>		

		<p>work with local schools and charities.</p> <ul style="list-style-type: none"> <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>Collaborative</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>Unlocking the City's Potential</b> that benefits as many people as possible</li> <li>• It will also supports <b>Unlocking the City's Potential</b> by investing in facilities that we can be proud to offer and become a destination of choice for remembrance</li> <li>• A <b>crematorium</b> that is green and sustainable by providing modern cremators with the latest abatement technology that meets the current emissions requirements is key contribution to <b>Unlocking the City's Potential</b>. The service will also provide alternative memorialisation offers such as green burial all of which will support a green, sustainable city that cares about the environment</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>
10	<p><b>Please specify any direct environmental implications of the decision (carbon impact)</b></p>	<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>

Urgent decisions				
I 1	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact <a href="#">Democratic Support</a> for advice)
		No		(If no, go to section I 3a)
I 2a	<b>Reason for urgency:</b> The contract price provided by Kiers is only valid until the 17 <sup>th</sup> June 2022. By which point prices quoted with the contract package will have changed and will be required to be re-priced. This small time scale for valid prices is the current conditions faced by all contractors and is as a result of Covid, Brexit, the ongoing war in the Ukraine and other current market conditions such as the cost of living, fuel prices etc.			
I 2b	<b>Scrutiny Chair signature:</b>		<b>Date</b>	21 July 2022
	<b>Scrutiny Committee name:</b>	Performance, Finance and Customer Focus Overview and Scrutiny Committee		
	<b>Print Name:</b>	Councillor Chris Penberthy		
Consultation				
I 3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x	
		No		(If no go to section I 4)
I 3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Pat Patel, Cabinet member for Customer Services, Culture, Leisure and Sport		
I 3c	Date Cabinet member consulted	09/06/2022		
I 4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	x	
I 5	Which Corporate Management Team member has been consulted?	<b>Name</b>	Ruth Harrell	
		<b>Job title</b>	Director of Public Health	
		<b>Date consulted</b>	19/05/22	
Sign-off				
I 6	Sign off codes from the relevant departments consulted:	<b>Democratic Support (mandatory)</b>	DS25 22/23	
		<b>Finance (mandatory)</b>	ba.22.23.74	
		<b>Legal (mandatory)</b>	EJ/38551/13.7.22	

		<b>Human Resources (if applicable)</b>	N/A
		<b>Corporate property (if applicable)</b>	N/A
		<b>Procurement (if applicable)</b>	SN/PS/643/ED/07 22

### Appendices

<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>
	A	Bereavement Briefing Paper – Main Contract Award (Part I)

### Confidential/exempt information

<b>I8a</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>I8b</b> below.
		<b>No</b>	x	

### Exemption Paragraph Number

		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>I8b</b>	<b>Confidential/exempt briefing report title:</b>							
	Plymouth Bereavement Centre Contract Award Report (Part II)			x				
	Bereavement Capital Investment BC Update (Part II)			x				
	Bereavement Cost Movement Report and Breakdown (Part II)			x				

### Background Papers


<b>I9</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 I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.
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### Title of background paper(s)

### Exemption Paragraph Number

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>

### Council Officer Signature

<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>	14/07/2022
<b>Print Name</b>	Ruth Harrell		