

## BOROUGH OF KETTERING

<b>Committee</b>	RESEARCH AND DEVELOPMENT	Item A3	Page 1 of 4
<b>Report Originator</b>	Shirley Plenderleith Head of Environmental Services	<i>Fwd Plan Ref No:</i> 12.RD.17	
<b>Wards Affected</b>		26 March 2013	
<b>Title</b>	CREMATORIUM WORKS UPDATE		

### 1. PURPOSE OF REPORT

To update Members on the progress of the Crematorium refurbishments and improvements

### 2. BACKGROUND

- 2.1 In September 2010 the Executive agreed a programme of investment to replace and modernise the existing crematory equipment at the Crematorium. The reasons for this included the need to comply with environmental legislation relating to mercury abatement, and also due to its age and condition, the equipment (installed in 1994) was showing increasing signs of wear and tear. In addition members agreed that there was an opportunity to make a substantial investment in the fabric of the building and ensure that the facilities met the needs of existing services users, and into the future.
- 2.2 Budget provision totalling £1.551m has been made available within the capital programme to undertake this work. The work requires a full tender process to be undertaken, however until this is completed the final costs will not be known. The work will be delivered in two parcels
- supply and fitting of new cremators and mercury abatement equipment
  - improvements to the chapels, facilities and customer service area

### 3. INFORMATION

- 3.1 Following a full OJEU procurement process, the contract for the supply and fitting of the new cremators and associated mercury abatement equipment has been awarded to ATI at a cost of £867,203. The preliminary works to prepare the existing building for the new equipment will start in April 2013, with the date for the commissioning of the new crematory planned for the end of September 2013.
- 3.2 The remaining budget provision will be used for deliver improved facilities for customers, as well as any preliminary works (for example electricity supply upgrade) necessary to the project.
- 3.3 The improvement to the chapels and provision of better customer service areas is currently being designed with submission of a planning application imminent. The proposed changes include:

## BOROUGH OF KETTERING

<b>Committee</b>	RESEARCH AND DEVELOPMENT	Item A3	Page 2 of 4
------------------	--------------------------	------------	----------------

- Extension to the Edgar Newman chapel
- Improved & separate waiting areas for mourners for each chapel
- Provision of car parking areas for each chapel
- Updated audio visuals
- Improved toilet facilities
- Better sound proofing
- Customer service centre within main Crematorium building
- Business opportunity at East Lodge (former offices)

3.4 Once planning permission is gained a tender process will be undertaken to identify a suitable building contractor to deliver the project. A target price will be set to help ensure that the project is delivered within the budget agreed.

3.5 Completion of the building improvements will be in line with the works to the crematory; that is completion by the end of March 2014. Both projects will run side by side in order to manage and minimise potential impact on customers.

3.6 Noisy work will be scheduled to minimise “down” time, and activities that take place during normal hours of Crematorium business will be managed in order to ensure that the impact on customers is negligible.

3.7 Some of the work will involve the use of specialist equipment and every effort will be made to execute these works over long weekends (Friday to Tuesday inclusive).

#### **4. CONSULTATION AND CUSTOMER IMPACT**

4.1 Funeral Directors have been consulted during the development phase of this project, and are fully on board with the improvements to all aspects of the services – both the new crematory equipment and better more modern customer facilities.

4.2 The improvements to the crematorium building and additional services will provide a better, more modern environment for users. It is likely that there will be some disruption to service users during key stages of the project. This will be managed and minimised where possible.

#### **5. POLICY IMPLICATIONS**

5.1 The Council will be fulfilling its obligations under the IPPC Regulations, investing in a valuable asset, show leadership in tackling environmental issues, and make a positive contribution to the Councils revenue budget position (in line with the Councils medium term financial strategy).

## BOROUGH OF KETTERING

<b>Committee</b>	RESEARCH AND DEVELOPMENT	Item A3	Page 3 of 4
------------------	--------------------------	------------	----------------

### **6. FINANCIAL RESOURCE IMPLICATIONS**

- 6.1 As a complete package, the scheme will allow the Council to comply with regulations, improve its service offering, enhance an existing asset, and also make a positive contribute to the Councils budget.
- 6.2 Budget provision for the scheme has been made within the Council's 2013/14 capital programme. It is intended that the project will be completed by the end of March 2014.

### **7. HUMAN RESOURCE IMPLICATIONS**

- 7.1 There are currently no human resource implications.

### **8. LEGAL IMPLICATIONS**

- 8.1 Fitting mercury abatement equipment meets the Councils legal requirements under the IPPC Regulations. All procurement will be carried out in accordance with the Council's contract procurement rules.

### **9. RISK MANAGEMENT**

- 9.1 Fitting the new equipment will ensure that the Council is not penalised for failing to meet environmental requirements. The new equipment will reduce the risk of equipment failure and the associated impact on customers. In addition the improved facilities will ensure that the offer to customers in the future matches any other facilities in terms of quality and flexibility.

### **10. CORPORATE OUTCOME**

- 10.1 The improved facilities will enable the Council to meet its legal requirements and to meet the needs and expectations of its customers with a more modern offer in place.
- 10.2 These improvements will also strengthen the market position of the crematorium in relation to any new competition emerging in the medium to long term.

### **11. RECOMMENDATION**

That Councillors note the contents of this report which provides an update on the progress of the planned improvements to the Crematorium.

## BOROUGH OF KETTERING

<b>Committee</b>	RESEARCH AND DEVELOPMENT	<b>Item</b> A3	<b>Page 4</b> of 4
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Background Papers:

Previous Reports/Minutes:

Previous minutes/reports  
Ref  
Date

Report to Executive  
A11/031  
4<sup>th</sup> April 2012

Previous minutes/reports  
Ref  
Date

Report to Executive  
A10/016  
15<sup>th</sup> September 2010

Previous Minutes/Reports:  
Ref:  
Date:

Report to Research & Development  
A5  
14<sup>th</sup> July 2010

Previous Minutes/Reports:  
Ref:  
Date:

Report to Executive  
AO6/084  
10<sup>th</sup> September 2008

Previous Minutes/Reports:  
Date:

Report to Policy & Improvement  
4<sup>th</sup> December 2007

Previous Minutes/Reports:  
Date:

Report to Policy & Improvement  
2<sup>nd</sup> October 2007