

Operational Decision Record

Publication Date 15/03/2022	Decision Reference Number 4557
Decision Title	
Cremators – Maintenance Contract Extension	
Decision Value	
£50,000 (captured as part of the ongoing budget for the service)	
Revenue or Capital Spend?	
<p>Revenue</p> <p>The maintenance contract is an extension of an existing contract that has already proven to deliver to a timely and cost effective spec. Therefore, it makes sense to continue with this relationship, given the intricacy and nature of the cremator project.</p> <p>The cost will continue to be expensed against an existing revenue budget for this purpose and will therefore not create an additional pressure on the service area.</p> <p>Meagan Milic Finance Business Partner – Resident Services 10th March 2022</p> <p>The service contract is allowed within Public Contract Regulations 2015 under regulations 72. Therefore the extension of one year would be allowed under article 18.99 of the constitution and doesn't need an exemption from Contract Procedure Rules.'</p> <p>Steve Oakley (Head of Contracting & Procurement) on 28th February 2022</p>	
Department	
Resident Services – Public Realm	
Contact Officer (Name, job title, and contact details)	
Dave Stretton – Cemeteries & Crematorium & Horticulture Service Manager Dave.stretton@nottinghamcity.gov.uk 07961481125	
Decision Taken	
Approve the extension of the ongoing maintenance / repair contact of 3 x Cremators at Wilford Hill (Southern) Cemetery & Crematorium for 1 year with Facultative Technologies (F-T).	

The cremators were previously supplied and fitted by Facultative Technologies (F-T) and are currently maintained as part of 10 year maintenance contract due to end on 8th March 2022 with F-T.

Approve the allocation of existing revenue resources that are included in the existing Budget to fund the works to be delivered by F-T.

Approve the delegation of authority to the Director of Neighbourhood Services to carry out the procurement and enter into contracts relating to the delivery of this service.

Reasons for Decision and Background Information

This proposal ensures the continued fully operational use of the three cremators used for cremations, ensuring business continuity, by extending the current maintenance contract with F-T.

A separate project is currently reviewing full replacement of the gas cremators, however the current 10 year maintenance contract is due to expire on the 8th March 2022. In order for the Crematorium to continue operation of the current cremators during the replacement project, a maintenance agreement needs to be in place to ensure any required servicing / maintenance takes place to ensure business continuity for the services provided.

Other Options Considered and why these were rejected

No other options are available at this time in order to ensure a fully operational service for cremations at Wilford Hill.

Reasons why this decision is classified as operational

This is an operational decision in respect of the provision of Cremation services to bereaved families and the citizens of Nottingham without interruption and to ensure business continuity at all times.

Additional Information


You should consider:

- obtaining and recording advice if necessary from legal, finance or other colleagues
- informing relevant ward councillors if a decision particularly affects their ward
- whether an EIA, DPIA, Carbon Impact assessment or consultation exercise is required for this decision
- for capital spend, confirmation that the decision has been through the appropriate capital approval processes
- referring to any related previous decisions
- risks of the decision and any mitigation of those risks

- if the decision is approving capital spend, please include confirmation that the Chief Finance Officer has agreed to it.

Decision Maker (Name and Job Title)

Mary Lester, Acting Director of Neighbourhood Services

**Scheme of Delegation Reference Number**

1

Date Decision Taken

14th March 2022