

MARGAM CREMATORIUM JOINT COMMITTEE

19 January 2018

REPORT OF THE TECHNICAL OFFICER – G.NUTT

MATTER FOR INFORMATION

WARDS AFFECTED: ALL

BUILDING PROJECTS & FORWARD MAINTENANCE

Purpose of Report

- 1 To provide Members with an update on the expenditure to date, and outline future expenditure for both general maintenance and development works.

Works identified for the current year.

- 2 Following instruction give at previous meetings the below works are either completed or have been ordered for the current financial year.
 - Sewerage treatment works, completed
 - Passive ventilation for the cremation area, completed
 - Automatic charging machine, order placed and awaiting delivery.

In addition to the above planned works the IT section have carried out an upgrade of the infrastructure providing additional servers, improved Wi-Fi provision and enhanced data transfer speed.

Works identified for the 2018 / 2019 year

- 3 The below works have been identified as a priority for the coming financial year.
 - Upgrade of the current CCTV system and provision of an additional camera to cover the drive.

- Refurbishment of small chapel area to include more flexible seating.
- Replaced of the current generator with that of an externally positioned one that will provide enough backup to power the site in totality.
- Replacement of the existing book of remembrance cabinet for one that will be able to house three books, along with providing access for wheelchair users to view.

Further maintenance and development works.

4 Below are items that have been identified on both a planned maintenance basis and an improvement / development basis.

- Maintenance items:-

○ Road / Car park patch repairs	£13k
○ Paths, repairs / replacement	£15 – 45k
○ Drainage to remembrance garden	£6.5k
○ Toilet Block refurbishment	£35k
○ Side roof	£20k
○ Main roof	£65k
○ External Decoration	£65k
○ Window & sealants	£22.5k
○ Decoration internal	£24k
○ Floor coverings	£16k
○ Staff Toilet refurbishment	£30k
○ Small boiler	£4k
○ Main boiler	£26.5
Total	£342.5 – 372.5k
- Improvement / Development items:-

○ AC to Chapel	Ongoing works to ascertain the feasibility
○ Extension	£150k
○ New burial area	£75 – 100k
○ New road	£350 – 500k
○ Extra car parking spaces (per space)	£4k per space
○ New Organ	£12 – 15k

Whilst the above maintenance items range in necessity from two years to five years on the maintenance plan, no time scales have deliberately been set against them. This is due to the development

items having a direct impact on any programming; in addition there will be possible savings to be made by grouping numerous items together eg. undertaking all roofing works, external decoration and window replacement works whilst the scaffolding is in place.

Further to grouping elements of works together in appropriate packages, the continued operation of the service will be paramount. Therefore this will also impact on any programme of works and will need to be fully developed with the input from the superintendent.

Financial Impact

- 5 All proposed works will be funded from available resources.

Equality Impact Assessment

- 6 A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equalities Impact Assessment.

Workforce Impact

- 7 There are no workforce impacts associated with this report.

Legal Impact

- 8 The Council has to ensure that the premises meet all relevant legislative requirements.

Risk Management

- 9 There are no immediate risk management issues associated with this report.

Consultation

- 10 There is no requirement under the Constitution for external consultation on this item.

Recommendation(s)

- 10 That the Committee note the report and agree what development works are to be undertaken.

List of Background Papers

- 13 None.

Officer Contact

- 14 Mr Simon Brennan, Head of Property & Regeneration Tel: 01639 686371 or e-mail: s.brennan@npt.gov.uk