

# **MARGAM CREMATORIUM JOINT COMMITTEE**

**22 March 2019**

## **REPORT OF THE TECHNICAL OFFICER – G.NUTT**

### **MATTER FOR INFORMATION**

### **WARDS AFFECTED: ALL**

### **BUILDING IMPROVEMENTS & MAINTENANCE**

#### **Purpose of Report**

- 1 To provide Members with an update on the progress and programming of the extension, Chapel air conditioning, and ventilation to the chapel and cremation area.

#### **Extension.**

- 2 The approved plans have been developed in to a tender package and sent out to tender. The tender return date is the 12<sup>th</sup> of April 2019 with an anticipated construction start date of the 13<sup>th</sup> of May 2019. Twenty weeks have been allocated for the works that would mean that the project would be completed by the 27<sup>th</sup> of September 2019.

The above programme was developed taking the recommendation from the last committee meeting that the working hours would be 2pm to 10pm, leaving the Crematorium to operate daily prior to this time.

The project team have been discussing with the Superintendent the logistics of occupying the existing office and reception space during the construction period, and it was decided that it would be better to work from a portable building during this time to allow full access to the existing areas. The successful contractor however will be required to phase the programme to ensure there is adequate toilet facilities at all times.

## **Chapel air conditioning**

- 3** From approval at the last committee meeting a scheme was developed based on the four wall mounted cooling units. The order has been placed for these to be installed, and it is anticipated that with approval from the Superintendent works to install these can start towards the end of April, obviously working around the 50<sup>th</sup> Anniversary events. As this option is relatively straight forward we do not see any reason for a long shutdown period, although a few days either side of weekend will most probably be required.

## **Ventilation of the Chapel and Cremation area**

- 4** Whilst undertaking analysis of the issues experienced in the Chapel and the Cremation area, it was evident that the provision of fresh air in to these areas was an issue. This was corroborated by readings taken by data loggers recording the environmental conditions.

The main issue is that the current fresh air delivery supply ductwork passes through the Cremation area further warming the air prior to delivery, thus compounding the temperature issues. Therefore a scheme has been designed to bring in fresh air direct from the outside and delivered to both the Chapel and Cremation area.

Due to the detail ductwork design and manufacture that is associated with this solution we are hopeful of a July 2019 start with the process taking some eight to ten weeks to complete.

## **Planning and Listed Building Consent.**

- 5** Could the Committee please note that all of the above dates and works are subject to both Planning approval and Listed building consent. CADW have however been involved from the outset and consulted during detailed design so we are hopeful for full approval.

## **Financial Impact**

- 6** All proposed works will be funded from available resources.

## **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**

8 There are no immediate risk management issues associated with this report. Health and Safety of Staff and visitors will be managed during proposed works.

## **Consultation**

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

## **Recommendation(s)**

10 That the report be noted.

## **List of Background Papers**

11 None.

## **Officer Contact**

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