

Record of Delegated Executive Decision(s)

1. Subject of decision

Contract Award – Refurbishment of Whitley Bay Crematorium Project

2. Name and Title of Decision Maker

Phil Scott - Head of Environment, Housing and Leisure

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

4. Executive summary

On the 9th December 2013, Cabinet approved the investment for the refurbishment of Tynemouth Crematorium, (Including the provision of fully mercury abated cremators) and at the same time committed to an improvement plan for Whitley Bay Crematorium, at a later date.

The Cremators at Whitley Bay Crematorium were installed in 2000 and are coming to the end of their usual life expectancy.

At its meeting of 25th November 2019 Cabinet resolved that the upgrade and refurbishment and the provision of a new cremator at Whitley Bay Cemetery and Crematorium be agreed subject to approval of the budget by Full Council and that the Head of Environment, Housing and Leisure, in consultation with the Cabinet Member for Environment and Transport, Head of Resources and Head of Law and Governance, be authorised to commence a procurement and, subject to budget approval, award a contract to the bidder who represents the most economically advantageous tender.

In accordance with the decision of Cabinet in November 2019 a procurement exercise has been undertaken by the Head of Environment, Housing and Leisure managed by Housing Property and Construction and this report seeks authority to award the contract to support the refurbishment of the Whitley Bay Crematorium.

Tenders have been evaluated and scored for the provision and installation of the new cremator with the proposed award being recorded on the individual Evaluation Summary schedule.

5. Alternative Options considered

Not to authorise the appointment of future highest scoring bidders in accordance with the process and methodology detailed within the report.

This would make it necessary for the Authority to begin a new procurement process and explain to the successful tenderer the reasons why the contract was not awarded following a compliant process.

6. Decision(s)

To award this contract to the highest scoring bid, based on the specification and the response provided.

7. Reasons for the Decision(s)

By adopting the process detailed within this report, we have ensured that the highest scoring bidder represents the most economically advantageous to the Authority based on the specification and the response provided.

8. Date Decision Made

29 June 2020

9. Is this decision subject to call-in and if so expiry date of call-in period

Yes, the call-in period expires at 5.00pm on Tuesday 7 July 2020

10. Date of Publication

30 June 2020

11. Implementation Date (if decision not called in)

After 5.00pm on 7 July 2020