

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT OF THE CLERK & TECHNICAL OFFICER**  
**COYCHURCH CREMATORIUM JOINT COMMITTEE**  
**FRIDAY 2 DECEMBER 2016**

**NEW LAND EXTENSION INFRASTRUCTURE**

**1. Purpose of the Report**

- 1.1 The purpose of this report is to advise the Joint Committee on the progress of the expansion of the infrastructure in the new land extension.

**2. Background**

- 2.1 On 6<sup>th</sup> February 2009 the Joint Committee approved the construction of an access road and additional car parking into the new land. Phase 1 of these works was completed in June 2009, which provided an access road to a new memorialisation area and a car park.
- 2.2 At the meeting on 4<sup>th</sup> March 2016 the Joint Committee approved the Service Level Business Plan for 2016/17 which included design costs of £30,000.00 for the planning of Phase 2 infrastructure, to facilitate the continuation of the access road and an additional car park. Construction work was planned for 2017/18.

**3. Current Situation/Proposal**

- 3.1 The design work is complete and a plan is included in **Appendix A**.
- 3.2 The construction costs have been estimated at £340,000.00 and can be accommodated in the expenditure budget for 2017/18, which will be presented for approval by the Joint Committee at the meeting on 3<sup>rd</sup> March 2017.
- 3.3 Tender documents have been prepared and will be issued to contractors in accordance with Bridgend County Borough Council's Contract and Financial Procedures Rules.
- 3.4 The returned tenders will be presented to the Joint Committee meeting on 3<sup>rd</sup> March 2017 for consideration.
- 3.5 The new infrastructure will provide for the further expansion of the memorial gardens as need dictates.

**4. Effect upon Policy Framework and Procedure Rules**

- 4.1 There are no effects.

**5. Equalities Impact Assessment**

5.1 There are no effects.

**6. Financial Implications**

6.1 The design works are included in the expenditure budget and Service Level Business Plan for 2016/17. The construction works will be accommodated within the 2017/18 annual expenditure budget, to be presented for approval by the Joint Committee on 3<sup>rd</sup> March 2017.

**7. Recommendation**

7.1 The Joint Committee is recommended to approve the issue of tenders to potential contractors in accordance with Bridgend County Borough Council's Contract and Financial Procedures Rules.

**Zak Shell**  
**CLERK AND TECHNICAL OFFICER**  
**December 2016**

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**Background Papers:**

- Equalities Impact Assessment Toolkit.
- Joint Committee Report 6<sup>th</sup> February 2009, Access Road to Grounds Extension Contract.
- Joint Committee Report 11<sup>th</sup> September 2009, Access Road Contract.