



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

Grimsby Crematorium (the "Site") – roof replacement to all existing flat roof areas

As part of the Council's programme of backlog maintenance to support maintaining condition to Corporate premises, works to include the removal or overlay of existing roof coverings with a new BMI Icopal insulated felt roofing system, including removal of redundant fixtures on the existing roof, brickwork repairs and associated M&E works to facilitate the installation and internal works to ceilings are proposed at the subject Site.

Following an open tender, approval is sought to award a contract for the re-roofing of all the existing flat roof areas of Grimsby Crematorium to NRA Roofing and Flooring Contractors Limited.

2. Decision being taken

1. That the Executive Director Place and Resources, in consultation with the Portfolio Holder for Finance, Resources and Assets, awards and thereafter implements the contract for backlog maintenance as described in this report to the preferred tenderer as set out.

3. Anticipated outcome(s)/benefits

The procurement for works was conducted in line with procedure. An open tender was published on YORtender on 1st February 2023, with a tender return date of 20th March 2023. Seven (7) tender bids were received and evaluated by most economically advantageous tender evaluation.

The successful tenderer: NRA Roofing and Flooring Contractors Limited, scored the maximum points both on Quality and Price.

The decision will result in the award of the works contract to the successful contractor to proceed to construction phase at a cost of £221,551.00.

The cost of EQUANS fees to oversee the project are in addition to this amount at a cost of £28,801.63 and there will be close monitoring of a 10% contingency allowance.

The total cost, including the above and Building Regulations and Asbestos Survey and Sampling fees will be £274,557.73 excluding VAT.

The existing flat roof that is failing in numerous areas and has been subject to repeated repairs in recent years will be replaced. This includes a complete re-roof of the existing flat roof areas which will preserve the interior of the premise which suffers with damage when serious leaks occur.

Outcomes:

Proceed with award of the works contract to mitigate any potential increases in cost
Issue award letter
Work begins

Benefits:

The procurement of this scheme followed an open tender to the wider market for pricing.

This work has been viewed by multiple contractors, with seven (7) contractors returning a tender. We are satisfied with the price and demonstrates how competitive this price is.

The commencement of the project will ensure the premise continues to be maintained to a suitable standard, will mitigate repeat visits (and costs) associated with the repair of the existing roof and will prevent future leaks and any associated service disruption. Ultimately the investment will enable the premise to continue to be operational and deliver services to the borough.

4. Details of any alternative options considered and rejected by the officer when making the decision

There are no alternative options for consideration.

To do nothing would result in the roof continuing to deteriorate and repair costs escalating, increasing the Council's liability. This would not only affect the stability of the physical premise, but the Council's ability to continue to provide services to the borough. This is therefore not considered a viable option.

5. Background documents considered (web link to be included or copies of documents for publishing)

None

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

None

8. Monitoring Officer Comments (Monitoring Officer or nominee)

This is an operational decision touching upon one asset as part of the backlog maintenance program covering all appropriate assets.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The cost of the works are to be met from within the Backlog Maintenance capital budget incorporated within the Council's approved Capital Investment Programme.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications arising from the contents of this report.

11. Risk Assessment (in accordance with the Report Writing Guide)

The consequences of reducing investment or removing it in its entirety would eventually lead to the condition of the premise deteriorating to the extent where it is likely to result in organisational failure in the delivery of Council services and the Council being in a position of reputational and financial risk in respect to building closures and at worst resulting in dangerous structures.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

N/A

13. Decision Maker:

Name: Sharon Wroot

Title: Executive Director, Place & Resources

Signed: REDACTED

Dated: 15.06.23

14. Consultation carried out with Portfolio Holder:

Name: Cllr Stephen Harness

Title: Portfolio Holder for Finance,
Resources and Assets

Signed: REDACTED

Date: 16th June 2023