



**REPORT TO: PORTCHESTER CREMATORIUM JOINT COMMITTEE –  
11 December 2023**

**REPORT BY: PROPERTY MANAGER, IAN COUSINS**

**REPLACEMENT OF CREMATORS – UPDATE REPORT**

### **1. Purpose**

1.1 To inform members on progress with the project to replace the existing cremators at Portchester Crematorium.

### **2. Progress**

2.1 The details below cover the period September to November 2023.

2.2 We have now received a revised proposal for the supply and installation of the cremator equipment.

2.3 Development works have progressed with the building works to allow the installation of this new cremator equipment.

### **3. Scope of works**

3.1 The technical requirement is to install four in number cremators, with new abatement equipment alongside the addition of NOx equipment.

3.2 To improve our energy efficiency we will add a hold over facility.

3.3 Public facilities will be enhanced with the addition of a viewing room.

### **4. Programme**

4.1 The provision of detailed technical information on the cremator equipment with the provision of further survey information has allowed further development of our design.

4.2 This has identified several structural issues relating to changes to the Crematorium associated with previous upgrades.

4.3 Our technical team has worked through a number of options to deliver the agreed scope of works and to allow the Crematorium to continue to operate whilst these works are carried out.

4.4 This scheme will still require some short shutdown periods to allow the more complex sections of work to be completed.

4.5 The programme of works will now be split over two periods to allow near normal operation during the busy winter period.

4.6 A revised provisional programme of dates for the key activities is set out below.

<b>Activities</b>	<b>Period</b>
Procurement of cremators	December 2023 to January 2024
Procurement of building works	December 2023 to February 2024
Works to commence	April 2024
Target completion date – Phase 1	December 2024
Target completion date – Phase 2	October 2025

## **5. Financial Update**

5.1 At present our only financial commitment for this project is the agreed costs for our appointed consultants CDS, including the larger professional team and the additional building surveys required to complete the design work.

5.2 We are still targeting delivery of this project within the budget of £3 - £4.5m agreed at the Joint Committee meeting on the 20th March 2023. However, alongside market conditions the additional work and complexity of the works are likely to increase the cost of the building works.

## **6. Conclusions**

6.1 Whilst the design phase has taken longer than originally planned, we now have a design that we hope meets all our requirements and we can move forward into the procurement stage next month.

**7. Recommendation – that the Joint Committee notes the progress report for the period September to November 2023.**

Ian Cousins  
**Property Manager**  
November 2023

Background List of Documents –  
Section 100D of the Local Government Act 1972: Nil