

**Bracknell Forest Council
Record of Decision**

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| Work Programme Reference | I01064182 |
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1. **TITLE:** Easthampstead Park Cemetery & Crematorium - Additional Chapel

2. **SERVICE AREA:** Environment, Culture & Communities

3. **PURPOSE OF DECISION**

To approve the award of the works contract.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Director of Environment, Culture & Communities, Executive Member for Culture, Corporate Services and Public Protection

6. **DECISION:**

That the Executive Member for Culture, Corporate Services & Public Protection approved the recommendation in the attached Confidential Annexe A and Atkins Confidential Tender Evaluation Report (Annexe B), to award the works contract for Easthampstead Park Cemetery and Crematorium – additional chapel.

7. **REASON FOR DECISION**

In accordance with the Council's Contract Standing Orders, the value of this contract requires the approval of the Director of Environment, Culture & Communities and the Executive Member for Culture, Corporate Services & Public Protection.

The existing facility only has one chapel. The demand is high and there can be periods of three weeks or more before a suitable service time is available. This is not always acceptable and we run the risk that future business will be lost.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Borough Solicitor
Borough Treasurer

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture & Communities

11. **DECLARED CONFLICTS OF INTEREST:** None.

| Date Decision Made | Final Day of Call-in Period |
|---------------------------|------------------------------------|
| 10 March 2017 | 17 March 2017 |