

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I071746
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1. **TITLE:** Cremator Maintenance Award of Contract
2. **SERVICE AREA:** Environment, Culture & Communities
3. **PURPOSE OF DECISION**

To award the contract for the maintenance of existing cremators at Easthampstead Park Cemetery and Crematorium.
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, Resources and Public Protection approves the award of the cremator maintenance contract to tenderer A and that the new contract starts from the 1st November 2017.
7. **REASON FOR DECISION**

To award a contract for cremator maintenance following the completion of a competitive procurement process.
8. **ALTERNATIVE OPTIONS CONSIDERED**

There is no alternative as the Cemetery and Crematorium is an essential part of the Councils portfolio and is due to expand further in 2018 with the addition of a new chapel. The Council also has a statutory duty to cremate a body within 24-48 hours of receiving it; if it can't fulfil that duty the Crematorium would have to stop receiving bodies, with subsequent disruption and distress.
9. **PRINCIPAL GROUPS CONSULTED:** Service Efficiency Group and Director approval.
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
25 October 2017	1 November 2017