



**NOTIFICATION OF KEY DECISION TO BE TAKEN
(General Exception)**

| DETAILS OF DECISION | |
|---|---|
| Title of Report | Gateway 2 - Contract Award Approval - Honor Oak Crematorium – Installation of new cremators, ancillary equipment and associated building works |
| Description/Nature of matter requiring Key Decision | That the Strategic Director of Finance and Corporate Services approve the award of the contract for the supply and installation of two cremators for Honor Oak Crematorium to Facultative Technologies Ltd. |
| Decision taker | Strategic Director of Finance and Corporate Services |
| Date by which Key Decision must be taken | September 2015 |
| Reason why it was impracticable for decision to be on the Forward Plan | The decision being requested is on the Forward Plan for September 2015 for approval by the Strategic Director of Environment and Leisure. However, it has come to light that the approval is for a services and supply contract where the proposed award is to a contractor whose bid is more than 15% above the lowest bid received. As such, the decision for this award will require approval from the Strategic Director of Finance and Corporate Services. |
| Reason why the decision cannot wait for inclusion in the next Forward Plan | The decision being requested has been identified as a key decision and needs urgent approval to ensure contract award in September 2015. This will enable the contractor's sufficient time to submit a planning application, with a view to starting on site in January 2016. The current cremators are 20 years old and in very poor condition with a high risk of service downtime. They urgently need replacing as their current life expectancy is to approximately April 2016. Delay in awarding this contract could lead to reputational risk and loss of income. |
| ORIGINATING AUTHOR'S DETAILS | |
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Victoria Foreman
For Proper Constitutional Officer
Dated: 21 August 2015