



**Record of Officer
Executive Decision**

Date of Decision: 01 October 2024

**ADUR & WORTHING
COUNCILS**

If you have any questions about this decision please contact Democratic Services on 01903 221006 or email democratic.services@adur-worthing.gov.uk

Record of Decision: ADforO&S/026/24-25 Award of construction contract for Crematorium Memorial Garden

Decision taken by: Assistant Director Operations & Sustainability (CLT)

Declaration of Disclosable Pecuniary Interests: I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority:

Under 2.6.8 of the Scheme of Delegations, an Assistant Director has delegated authority to do all matters in relation to procurement and the letting of contracts after consulting with the Assistant Director for Finance and the Assistant Director for Legal & Democratic Services and in accordance with Contract Standing Orders.

The Worthing Joint Strategic Sub-Committee delegated authority to the Director for Communities to procure and enter into all necessary contracts (in consultation with the Cabinet Member) for the delivery of the memorial garden and repairs to the Munthan Estate Walls as incorporated in the design providing the spend is within the approved budget.

Decision:

The Director for Sustainability & Resources approved a contract being awarded to Ground Control for the construction of a Memorial Garden at Worthing Crematorium.

Key Decision: Yes

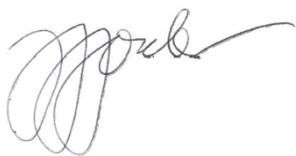
Reason For Decision:

The basis of the award was made following an evaluation of 6 tender submissions on quality 60% and price 40%.

Alternative Options Considered:

None.

Other Matters Considered:			
Legal Advice and Issues	x	Financial Advice and Issues	x
Sustainability Issues	x	Equality Issues	x
Community Safety Issues	x	Human Rights Issues	x
Reputation	x	Risk Assessment	x
Health & Safety Issues	x		
Consultation:			
The Leader of Worthing Borough Council has been consulted regarding the tender process and preferred contractor.			
Background Papers:			
Memorial Gardens report to Worthing Joint Strategic Sub-Committee on 12th January 2023			
Contact Officer:			
James Thomas Bereavement Operations and Business Manager 01903 872678			
Call-in: The call-in deadline for this decision will be 5:00pm on 8 October 2024			



Signed:

Dated: 1st October 2024

Name: Jan Jonker, Assistant Director for Operations & Sustainability

Decision Ref No: ADforO&S/026/24-25