

**REPORT TO:** Leisure Services Committee of 21 May 2001  
**REPORT ON:** Restoration of Cemetery Headstones and Monuments  
**REPORT BY:** Director of Leisure and Parks  
**REPORT NO:** 43-2001

**1.0 Purpose of Report**

1.1 To report on the offers received for the restoration of headstones and monuments in the Eastern Cemetery and Western Cemeteries, Dundee and to seek approval to spend £45,000 on headstone and foundation repairs.

**2.0 Recommendations**

2.1 It is recommended that the Committee agree to the second lowest offer being:-

R B S Muir Jeanfield Cottage Strathmartine Dundee	£22,080.00
Contingencies	<u>£ 7,920.00</u>
TOTAL	<u>£30,000.00</u>

The reason for recommending the second lowest tender is shown under Item 6.4

2.2 It is further recommended that the Committee agree to negotiations being undertaken with R B S Muir for an additional £15,000 worth of work, minus contingencies, to be undertaken as part of this contract.

**3.0 Financial Implications**

The expenditure of £45,000 in the financial year 2001/2002 is included within the current approved financial plan for the financial year 2001/02

**4.0 Local Agenda 21 Implications**

None

**5.0 Equal Opportunities Implications**

None

**6.0 Main Text**

- 6.1 The proposed work is the fourth phase in making the old headstones and monuments safe throughout the cemeteries in Dundee. While the headstones are the responsibility of the owners, the Council has a statutory duty to ensure that its properties are safe for the public and its workforce. The age of the headstone are such that charging and changing the owners will not be cost effective. As the headstones identified are in a dangerous condition, urgent action is required.
- 6.2 The works are concerned largely with creating stable foundations and resetting unsound stones on plinths in a safe and secure manner. The works will be carried out at the Eastern and Western Cemetery, Dundee.
- 6.3 Tenders were invited for the above works by the undernoted 5 contractors.

	Tender Return Sums	Checked Sums
Andy Middleton East Coast Memorials	£38,350.00	£38,350.00
Mark Hammond A & J Robertson (Granite) Ltd	£28,672.00	£28,672.00
Mossman Memorials 148 Lochee Road	£23,033.25	£23,033.25
R B S Muir Strathmartine by Dundee	£22,280.00	£22,080.00
C H Property Maintenance	£16,502.00	£16,502.00

Tayside Memorials were requested to tender but did not return tender as they are owned by A & J Robertson, who did return a tender.

C H Property Maintenance returned the lowest tender. However, they did not conform to the conditions of tender as no method statements were returned, which is a Health and Safety requirement of the Tender and inadequate information on their qualifications and experience for this type of work was also not returned as requested.

## 7.0 Consultations

The Chief Executive, Director of Support Services, Director of Finance and Director of Corporate Planning have been consulted on the report.

8.0

**Background Papers**

Agenda Item II of the Leisure Services Committee of 18 January 1999.  
Agenda Item IX of the Leisure Services Committee of 20 September 1999  
Agenda Item II of the Leisure Services Committee of 15 November 1999.  
Agenda Item III of the Leisure Services Committee of 21 February 2000

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**Signed**

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Director of Leisure and Parks

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Date