

## **DUNDEE CITY COUNCIL**

**REPORT TO: Leisure, Arts and Communities Committee - 8 November 2010**

**REPORT ON: Tender for the Restoration of Headstones and Memorials**

**REPORT BY: Director of Leisure and Communities**

**REPORT NO: 651-2010**

### **1.0 PURPOSE OF REPORT**

1.1 To seek Committee approval for the purchase of services for the restoration and stabilisation of headstones and memorials for Leisure and Communities Department.

### **2.0 RECOMMENDATIONS**

2.1 The tender submitted by Vermicon Environmental, Fife based on schedule of rates, be accepted.

### **3.0 FINANCIAL IMPLICATIONS**

3.1 The cost of £30,000 can be met from the 2010/2011 Capital budget allocated to Leisure and Communities

### **4.0 MAIN TEXT**

4.1 In the past few years the City Council has taken a number of measures to address the Health & Safety issues related to unstable headstones. This is particularly relevant to headstones where owners cannot be traced. These measures have included a long term programme of restoring the integrity of unstable and dangerous headstones, introduction of a Small Grant Scheme to encourage owners to make arrangements to repair their own stones and ensuring that foundations are to the appropriate specification.

Dundee City Council have also introduced a Monumental Mason Scheme whereby monumental masons must be registered with the City Council and adopt its procedures which are comparable to the standards set by the National Association of Monumental Masons (NAMM).

4.2 Tenders were therefore issued to a number of registered companies and only one was returned.

4.3 It is recommended that the offer, based on a number of schedule of rates, from Vermicon Environmental, Fife be accepted as being the most advantageous. This company was awarded the contract in 2009/10 financial year and the repairs that were carried out were deemed to be to the appropriate standard and there is no increase in their schedule of rates from the previous financial year.

4.4 There is an allowance of £30,000 in Leisure & Communities Capital Budget for the works and this work will be prioritised on the basis of the most dangerous headstones and those which are generally causing more concern.

### **5.0 POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

## **7.0 CONSULTATIONS**

The Chief Executive, Depute Chief Executive (Support Services) and Director of Finance have been consulted on this report and are in agreement with its contents.

## **8.0 BACKGROUND PAPERS**

None

**STEWART MURDOCH  
DIRECTOR OF LEISURE AND COMMUNITIES  
13 OCTOBER 2010**