

PROCESS SHEET FOR EXECUTIVE DECISION REPORTS

REPORT SUBJECT	Authorisation to award a contract for the extension of Upminster Cemetery Phases 2&3		
DECISION DATE:	5 th June 2020		
DEPARTMENT:	Technical Services		
CHECKED FOR ACCURACY:	Ian Saxby - Head of Technical Services		
CHECKED FOR LEGAL IMPLICATIONS:	Tara Philip - Contracts and Procurement Solicitor		
CHECKED FOR FINANCIAL IMPLICATIONS:	Alfred Ansong - Business Partner Finance & Procurement		
CHECKED FOR HUMAN RESOURCES IMPLICATIONS:	Geraldine Minchin - Strategic HR Business Partner		
CHECKED FOR IT IMPLICATIONS (if necessary)	N/A		
Is an Equality Impact Assessment required for the proposals contained in this report (if so, it has it been undertaken, is reflected in the report and is listed as an appendix)	No – N/A		

SIGNED

Ian Saxby - Head of Technical Services.

Date: 5th June 2020

READ AND APPROVED BY

Mark Butler - Technical Director

Date: 5th June 2020

Date and time received by Democratic Services