

## Record of officer decision

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| <b>Decision title:</b>   | Decision to enter into a Consultancy Agreement to carry out a Condition Survey and Recommendation for Improvement Works at the Old House Museum.  |
| <b>Date of decision:</b>   | 12 February 2021.   |
| <b>Decision maker:</b>   | Assistant Director for Technical Services.  |
| <b>Authority for delegated decision:</b>                                     | This decision is to apply for the spend of the budget as agreed by the key decision made on 15th June 2018<br>(Report Ref: Property Services planned, reactive and capital maintenance Programme 2018/19, 15th June 2018)<br><a href="http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50025963">http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50025963</a>  |
| <b>Ward:</b>   | Central   |
| <b>Consultation:</b>   | None.   |
| <b>Decision made:</b>  | That authorisation be given to implement the above recommendation in respect of the key decision dated 15 <sup>th</sup> June 2018 and enter in to a Consultancy Agreement with Donald Insall Associates to carry out a Condition Survey and Recommendation for Improvement Works at the Old House Museum up to a value of £10k inclusive of contingency.  |
| <b>Reasons for decision:</b>   | <p>The building was restored in 1973-4 and further works were carried out in the 1990's during which periods repairs were carried out to the rendered infill panels. These now incorporate a mix of original lath and render panels, some original infill panels re-skimmed, some rendered wood wool slab infill panels and some panels with expended metal mesh and render.</p> <p>Recent falls of the render prompted an inspection from a cherry picker which revealed many panels with delaminating render. There are also small areas of timber decay. There is a need to engage a Conservation Architect to identify the health and safety work required to make the building safe and to provide documentation for subsequent Listed Building Consent and tender of the improvement works.</p> <p>Donald Insall Associates have been identified as the bidder representing best value for money following a competitive tender and assessment process in accordance with Council procurement procedures. Quotations were invited from three prospective consultants, all of whom returned a valid quotation for consideration.</p> |
| <b>Highlight any associated risks/finance/legal/equality considerations:</b> | <p>The consultancy work is programmed to commence on 15<sup>th</sup> February and complete by 22<sup>nd</sup> March 2021.</p> <p>The work to be awarded to Donald Insall Associates at a cost of £8,860 out of the £50,000 capital budget.</p>  |
| <b>Details of any alternative options</b>                                    | <p>Do nothing –</p> <p>The council could decide not to proceed with these works but this will</p>   |

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| <b>considered and rejected:</b>                      | leave the potential health and safety risk to the public.<br><br>A lack of investment on building improvement works on council property estate assets could render them to deteriorate further which will ultimately make them no longer fit for their intended purpose. |
| <b>Details of any declarations of interest made:</b> | None.  |

Signed:  
Chris Jenner, Assistant Director Technical Services

Date: 12 February 2021