

## Record of officer decision

<b>Decision title:</b>	<b>To spend from the Property Services Estates Capital Works Programme on Humidity Control Works at the MRLC</b>
<b>Date of decision:</b>	30 September 2021
<b>Decision maker:</b>	Head of Project Management
<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 31 March 2021 (Report Ref: Property Services Estates Capital Works Programme). <a href="http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7736">http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7736</a>
<b>Ward:</b>	Greyfriars
<b>Consultation:</b>	None
<b>Decision made:</b>	That authorisation be given to implement the above recommendation in respect of the key decision dated 31 March 2021 and spend within the approved budget for Improvements to humidity control, Property Services Estates Capital Works Programme CAP1151, of not more than £30k (inclusive of professional fees, contingencies, etc).
<b>Reasons for decision:</b>	<p>The existing Hanwell humidifier/dehumidifier units are located in areas too close to ceilings and are causing building fabric damage and having a negative impact on the buildings environmental stability which is vital for historic artefacts.</p> <p>The works involve the relocation of the existing Hanwell units along with Further additional units all positioned in more suitable locations.</p> <p>Hoople will be utilised to relocate the existing units, reroute mains water supplies and drainage to the new locations including new pumps at a cost of £3,488.00.</p> <p>Trend will supply and connect space temperature and humidity sensors and further humidifier/dehumidifier units, devise a control strategy and modify the 963 supervisor at Plough Lane at a cost of £11,547.34.</p> <p>Melcon Ltd at a cost of £7,616.00 have been identified as the bidder representing best value for money for the design, supply, delivery, installation and commissioning of the electrical services associated with these works following a competitive tender and assessment process in accordance with Council procurement procedures. Quotations were invited from three prospective companies and two returned valid quotations for consideration.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The works will be carried out within an occupied building and will require careful planning to keep disruption to a minimum.</p> <p>Further works are planned from the £45k budget.</p>
<b>Details of any alternative options</b>	<p>Do nothing</p> <p>This was rejected because a lack of investment on building improvement</p>

<b>considered and rejected:</b>	works on council property estate assets could render them to deteriorate further with likely risk to staff working conditions and business continuity.  The historic artefacts need to be maintained in the correct environment.
<b>Details of any declarations of interest made:</b>	None.

Signed:

Sarah Jowett  
Head of Project Management

Date 30 September 2021