

<b>Report on</b>	Covid 19 Heating installation – Chamber and Chair's Office, Magherafelt Office
<b>Date of Meeting</b>	13 <sup>th</sup> October 2020
<b>Reporting Officer</b>	Terry Scullion, Head of Property Services
<b>Contact Officer</b>	Eamon McDonnell Technical/Compliance Officer

<b>Is this report restricted for confidential business?</b>	Yes	X
If 'Yes', confirm below the exempt information category relied upon	No	

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members about the installation of new radiators and pipework in the Magherafelt Office Chamber and the Chair's Office in lieu of air-conditioned heating amid COVID 19 advise.
<b>2.0</b>	<b>Background</b>
2.1	Both Magherafelt Chamber and the Chair's Office have air conditioning systems that are used for heating and cooling. The air conditioning systems in these areas are the only source of heating in these rooms.
2.2	The Health and Safety Executive (HSE) recently published guidance relating to the use of air conditioning and ventilation during the coronavirus pandemic. The guidance states that there is a low risk of spreading the infection through air conditioning systems that recirculate air, as opposed to in-taking 100% fresh air. Although it's considered a low risk, the advice is to switch off air conditioning systems that are not considered essential and the use of natural ventilation is promoted. It isn't feasible to adapt the existing air conditioning systems to provide full fresh air intake. Natural ventilation in the Chair's Office is provided through openable windows. To enhance natural ventilation in the Chamber two additional openable windows are scheduled for installation.
2.3	There is a requirement to heat both Magherafelt Council Chamber and the Chair's Office throughout the year as required, but particularly in the autumn and winter seasons as the room is used to host Committee meetings for the effective operation of the council. This has led property services to seek framework estimates for the installation of convection radiators.

<b>3.0</b>	<b>Main Report</b>
3.1	The primary heating source throughout Magherafelt council offices is oil fired central heating (O.F.C.H). The most practical method of heating both Magherafelt Council Chamber and the Chair's Office is to connect these rooms to the current heating system with pipe work. Installing suitably specified radiators in both areas will ensure there is an adequate heat source over the winter months. Due to the nature of these rooms, and the wall to glazing ratio temperatures without heating will make the room uncomfortable in low external temperatures.
3.2	Quotations have been obtained from Council's approved framework mechanical contractor, John Lynn Plumbing and Heating Ltd to spec, supply and install radiators in both areas. As detailed in appendix 1 to supply and install 6 nr 2400mm high radiators in the Chamber at a cost of £14,293.24, and 2 nr 1800mm high radiators in the Chamber at a cost of £4,997.34. A similar installation was carried out in recent years in Committee Room 3, and the Conference/Training room within the Magherafelt office to good effect.
3.3	The specified radiators have been detailed and sized to integrate into the current wall space available, while taking into account the style and decor of the room at present this is also reflected in the cost of the installation. Capacity of the existing boiler and Building Management System integration have also been considered.
3.4	In the short-term electric heaters are being used to pre-heat these room prior to meetings. These portable electric heaters are difficult to control from a thermal comfort aspect, they pose an increased fire risk and are an inefficient energy consuming alternative.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	<p><b>Financial:</b> The total heating related expenditure is £19,290.68, and is required as a result the Health and Safety Executive (HSE) guidance published relating to the use of air conditioning and ventilation during the coronavirus pandemic. Therefore, the costs incurred are from Council's Covid-19 budget provision.</p>
	<p><b>Human:</b> Officer time to manage the commissioned works and minimise inconvenience with daily Council business operations.</p>
	<p><b>Risk Management:</b> The main risk of not installing radiators within the current controlled system in this area of the building is the chance temperatures drop to a level that thermal comfort is not met and the rooms become unusable. A heating method is required that is controllable and managed with the rest of the building heating requirements while ensure compliance with HSE guidance in relation to air conditioning heating and ventilation during Covid-19.</p>

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications:
	None.
	Rural Needs Implications:
	None.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1; Quotations from Council's framework heating contractor.