

WEST DUNBARTONSHIRE COUNCIL

Report by Executive Director of Housing, Environmental and Economic Development

Housing, Environment and Economic Development Committee: 6 August 2008

Subject: Lift Upgrade Works at West Bridgend - Arrangements for Tenants

1. Purpose

- 1.1** To advise the Committee of access arrangements and procedures to be implemented for the benefit of tenants as a result of the forthcoming lift upgrade works at the three multi-storey blocks of flats at West Bridgend, Dumbarton.

2. Background

- 2.1** At a meeting of the Tendering Committee held on Wednesday 28 May 2008, a report was submitted by the Executive Director of Housing, Environmental and Economic Development advising of tenders received for the Lift Refurbishment - Clyde Court, Leven Court and Lomond Court, West Bridgend. The Committee agreed:

- (a) to approve the awarding of the contract to Lift Maintenance Ltd. in the amount of £593,415.00 as the most economically advantageous tender; and
- (b) to note that a report would be submitted to the next meeting of the Housing, Environment and Economic Development Committee outlining the arrangements that would be put in place for residents during the planned refurbishment works.

3. Main Issues

- 3.1** Works are due to start on the replacement of lifts at Lomond, Leven and Clyde Courts, West Bridgend, Dumbarton in October 2008. The safety of tenants is of prime consideration in planning, coordinating and expediting the works relating to the replacement of the lifts.
- 3.2** Each block contains two lifts and during the works one lift in each block will remain in operation at all times. In the event of the working lift failing during the contractors working hours, the contractor will immediately deploy on-site engineers to carry out repairs to this lift. In the event of the working lift failing outwith the contractors working hours, the contractor will ensure that an engineer is on site within 60 minutes.

- 3.3 Tenants will receive four weeks notice of the commencement of the works, this in the form of posters placed in common areas by the contractor.
- 3.4 The Capital Programme Unit (CPU) will issue an advisory bulletin to each tenant which includes a general description of the works, emergency contact telephone numbers and other advice. The CPU will also notify the following outside agencies in advance of the commencement of the works: The Police; Strathclyde Fire and Rescue; Ambulance Services; Royal Mail and local doctors surgeries and health centre.
- 3.5 In addition to 3.4 above, the CPU will also notify the following internal agencies in advance of the commencement of the works: Social Work Department (Home Care); Finance Department (Arrears and Benefits); Tenancy Services; Repairs and Maintenance and all other sections with visiting officers.
- 3.6 It is intended that the CPU will also provide the West Bridgend Tenants and Residents Association with information on the lift upgrade programme and contact details of relevant Council staff to ensure ease of communication by WBTRA in the event of an incident.

4. Personnel Issues

- 4.1 Contract Administrator duties will be carried out in-house by the Architectural Services Section of Housing, Environmental and Economic Development.
- 4.2 The Principal Contractor is Lift Maintenance Ltd.
- 4.3 CDM Regulations compliance is being undertaken by CDM Scotland Ltd. who were appointed to act as CDM Coordinator for the Council.
- 4.4 Tenant liaison duties will be undertaken by the Capital Programmes Unit of Housing, Environmental and Economic Development.

5. Financial Implications

- 5.1 There are no financial implications in implementing these procedures.

6. Risk Analysis

- 6.1 Failure to implement the aforementioned arrangements and procedures may result in risks to the safety and well being of tenants.

7. Conclusions

- 7.1 The arrangements set out in this report are designed to best ensure the safety and well being of the tenants at the multi-storey blocks at West Bridgend whilst the lift replacement works are being carried out.

8. Recommendation

- 8.1 The Committee is invited to note and endorse the arrangements that have been planned for the safe access and egress of tenants during the forthcoming lift replacement contract.**

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Executive Director of Housing, Environmental and Economic Development

Date: 11 July 2008

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Appendices: None

Background Papers: None

Ward Affected: Ward 3