

**REPORT TO: HOUSING COMMITTEE – 16 JUNE 2003  
PLANNING & TRANSPORTATION COMMITTEE – 30 JUNE 2003**

**REPORT ON: QUALITY OF LIFE – HOUSING FOOTPATHS UPGRADING**

**REPORT BY: DIRECTOR OF HOUSING AND DIRECTOR OF PLANNING &  
TRANSPORTATION**

**REPORT NO: 246-2003**

## **1 PURPOSE OF REPORT**

1.1 To agree proposals for surveying and carrying out works to footpaths currently on the Housing Department's account to be funded from the Quality of Life Fund in 2003/04.

## **2 RECOMMENDATIONS**

2.1 The Committee is asked to:-

- a) Agree to the prioritisation criteria for deciding on work packages, developed for a previous project, being used on the citywide programme.
- b) Note the proposal to transfer responsibility for the management of the future maintenance of footpaths included within the programme from the Housing Department to the Planning and Transportation Department, including the adoption of footpaths which meet the necessary criteria.
- c) Remit the City Engineer to survey areas, assess remedial works, develop work packages and cost estimates with a view to obtaining prices from Contractors using the Unit Rate Contract for minor roadworks.
- d) Agree to the appointment of three Contractors from list of tenderers for the Unit Rate Contract minor roadworks to act in a consultancy capacity to assist the City Engineer in this pre-tender work, with a view to reducing the pre-tender timescale as required by the programme.
- e) Approve the pre-tender expenditure of £30,000 for preparation of tender packages, noting these will be met from the Quality of Life Fund in 2003/2004.

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The pre-tender expenditure of £30,000 will be met from £400,000 allocated from the Quality of Life funding for this programme in 2003/04.
- 3.2 Costs obtained from Unit Rate Contract for each area programme together with City Engineer's fees for contract management will be reported to future Housing and Planning and Transportation Committee meetings.
- 3.3 The Director of Finance will adjust the future Revenue Budgets of the Planning and Transportation and the Housing Departments in order to fully allow for the future associated inspection and maintenance costs.

#### **4 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 Sustainable working practices will be used in the works.

#### **5 EQUAL OPPORTUNITIES IMPLICATIONS**

- 5.1 The improved condition of paths will benefit the elderly, the less ambulant and parents with prams.

#### **6 BACKGROUND**

- 6.1 An allocation of £400,000 from the Quality of Life Fund in 2003/04 has been made for carrying out repairs to footpaths currently held on the Housing Department's account. An outline programme envisages all survey and pre-tender work to be completed by the end of June 2003 with a view to commencing work on site in September 2003.
- 6.2 Experience of this type of work indicates a large amount of technical staff time is required over a short period to survey the areas concerned. It is proposed to divide the City into three parts, western, central and eastern and to form teams of officers from within Planning and Transportation Department for each part. To augment Council resources it is proposed to utilise staff from three local Contractors selected from the list of tenderers for the Unit Rate contract for Minor Roadworks. They will be involved in the pre-tender processes of survey, deciding on fit for purpose remedial works, preparing work packages and estimating costs, under the direction of the City Engineer. A technical audit system will be applied to ensure remedial works are fit for purpose and provide value for money. The Contractors will be remunerated for this work at appropriate hourly rates.
- 6.3 The previous work undertaken, also developed a series of criteria for prioritising work based on a technical assessment together with the need to implement the work in sensible work packages to ensure best value is achieved. The criteria used for prioritising are footpath condition, severity of complaints, number of complaints, proximity to sensitive facilities (eg medical facilities) and client priority through input from the Housing Department. A blank copy of the form used is given in Appendix A and it is recommended that this methodology be used on the citywide programme. Where appropriate, street lighting works will be incorporated to avoid additional work at a later date.
- 6.4 Footpaths which are upgraded and those which because of their condition do not require any upgrading work, will be transferred for future maintenance from Housing to the Planning and Transportation Department. In addition, such footpaths which meet existing criteria will be adopted and entered into list register of public roads. Those footpaths which require to be upgraded, but due to limitations in available funding cannot be upgraded, will remain on the Housing account for maintenance purposes.
- 6.5 Adjustments will require to be made in the future revenue budgets of Planning and Transportation and the Housing Departments to fully deal with future inspection and maintenance costs associated with these footpaths.
- 6.6 A programme of work packages will be prepared for each of the three parts of the City and offers will be invited from six contractors on the basis of the Unit Rate Contract for minor roadworks for each of these three programmes. It is envisaged

that three different contractors will be employed, one in each area to ensure that the work can be completed within the financial year.

- 6.7 All such offers will be reported to future meetings of the Housing and Planning and Transportation Committees.

## **7 CONSULTATIONS**

- 7.1 The Chief Executive, Director of Finance, Director of Support Services and Director of Corporate Planning, have been consulted and are in agreement with the contents of this report.

## **8 BACKGROUND PAPERS**

- 8.1 None.

Elaine Zwirlein  
Director of Housing

Mike Galloway  
Director of Planning & Transportation

Ken Laing  
City Engineer

KL/GG/EH

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Dundee City Council  
Tayside House  
Dundee

