

**REPORT TO: HOUSING COMMITTEE – 21 AUGUST 2000**

**REPORT ON: LOCAL HOUSE CONDITION SURVEY – CONTRACT NO. HSG/00/1**

**REPORT BY: DIRECTOR OF HOUSING**

**REPORT NO: 474-2000**

1. **PURPOSE OF REPORT**

1.1. The report details tenders received and requests a decision on acceptance thereof.

2. **RECOMMENDATIONS**

Approval is recommended of:

1. The acceptance of the tender submitted by the undernoted contractor.

2. Allowances amounting to £13,340 giving a total cost of £50,000.

| <b>Project Description</b>   | <b>Contractor</b>          | <b>Tender Amount</b> | <b>Total Amount</b> | <b>Finance Available</b> |
|------------------------------|----------------------------|----------------------|---------------------|--------------------------|
| Local House Condition Survey | Lickley Proctor & Partners | £36,660              | £50,000             | £50,000                  |

3. **FINANCIAL IMPLICATIONS**

3.1. The Director of Finance has stated that there is an allowance of £50,000 in the 2000/2001 Housing Department's Capital Estimates for this project.

4. **LOCAL AGENDA IMPLICATIONS**

4.1. None.

5. **EQUAL OPPORTUNITIES IMPLICATIONS**

5.1. None.

6. **TENDER REPORT**

6.1. Three firms were invited to submit tenders and the following 2 offers received.

**Several Works**

|                               | <b>Tender Amount</b> | <b>Corrected Amount</b> |
|-------------------------------|----------------------|-------------------------|
| 1. Lickley Proctor & Partners | £36,660              | £36,660                 |
| 2. David Adamson & Partners   | £48,850              | £48,850                 |

6.2. The lowest offer is recommended for acceptance and if agreed it brings out the following -

|               |                             |   |               |
|---------------|-----------------------------|---|---------------|
| Several Works | _____                       | £ | <u>36,660</u> |
| Allowances    | I.T. Requirements           | £ | 5,000         |
|               | Briefing/Presentation Costs | £ | 1,000         |
|               | Stationery                  | £ | 340           |
|               | Contingencies               | £ | 7,000         |
|               |                             | £ | <b>50,000</b> |

7. **BACKGROUND**

A local House Condition Survey is designed to provide information on the physical condition of Dundee's housing in both the public and private sector, to assess the need for improvement and repair and to quantify the cost of this need. The information provided is a useful tool to identify areas of policy development and investment. The results will be forwarded to the Scottish Executive as part of the bid for resources.

Previous Local House Condition Surveys were undertaken in 1989 and 1994 and the City Council needs to identify to what extent conditions have changed over the past six years.

A Local House Condition Survey involves the random sample of the total housing stock, surveying the properties in a standardised manner and then analysing the information to give results which are statistically valid for the housing stock as a whole. Household data is then linked into the physical survey to provide a comprehensive view of the housing conditions, including the relationship between income, house type, household characteristics, tenure, disrepair and repair costs.

The survey will follow the formal guidance and good practice recommendations contained in the Scottish Housing Handbooks and will also be designed and managed in consultation with the Scottish Homes, Housing Condition Survey Unit.

**ELAINE ZWIRLEIN**  
**DIRECTOR OF HOUSING**

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_