



## BELFAST CITY COUNCIL

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| <b>Report to:</b>         | Strategic Policy & Resources Committee           |
| <b>Subject:</b>           | <b>Invitation to Tender for Asbestos Removal</b> |
| <b>Date:</b>              | 14 <sup>th</sup> March 2008                      |
| <b>Reporting Officer:</b> | George Wright, Head of Facilities Management     |
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### Relevant background information

A report has recently been received presenting the findings of a Type 3 asbestos survey at Wilmont House carried out in January 2008 in response to the requirements of The Health and Safety at Work Act 1978 (NI) and The Control of Asbestos at Work regulations 2002. These regulations require all employers to provide and maintain a safe place of work, preventing workplace exposure to asbestos. This report highlighted areas where asbestos was present and recommended removal of same.

In addition to the above, a schedule of works has now been approved for Wilmont House with immediate effect which includes repairs to the roof, flashings, basement damp course, and boiler house works. Under current guidance this will require the removal of all asbestos-containing materials likely to be affected by such works prior to any commencement of works on site.

Consequently in order to provide the required asbestos removal services at Wilmont House, the Property Maintenance Unit seeks approval for the procurement process to commence. The approximate value of the works is **£35,000**. Detailed technical drawings and specifications are to be prepared in order to permit the contract to be let, and subject to Committee approval advertisements will be placed in the local press inviting applications for inclusion on a Standing Select Lists of Asbestos Removal Contractors which will stand for a period of 12 months. This standing list will be used to deliver the above works and will also be used in respect of any other asbestos removals required by the Property Maintenance Unit during the contract period, subject to an overall maximum value of £140,000.

### Key Issues

One of the main recommendations of the survey was that all items recommended for removal be actioned as soon as possible to minimise the potential health risks. It is a mandatory requirement that all employers comply with the relevant legislation with respect to provision of a safe work environment.

It is also essential that this important procurement exercise commences as soon as possible, in order to ensure value of money for the service and maximise the operational effectiveness of the unit, and to ensure no delay to the proposed scheduled work package.

### Resources Implications

Financial

Regularly testing the market via competitive tendering ensures that we obtain the best possible value for money and standards of service from our external suppliers, which in turn assists us in driving down costs and minimising the rate burden.

It is confirmed that the costs associated with the above works shall be met out of the budgets of individual Sections/Departments as necessary.

Human Resources

It is important that the Council provide a safe working environment for both Council staff and contractors. This contract will ensure that the relevant legislation is adhered to, and that Council obligations are met.

Asset & other implications

Having a range of experienced and efficient sub-contractors available is an important factor in delivering effective property maintenance to the Council. Managing asbestos effectively ensures Council properties are maintained fit for purpose.

**Recommendations & Decisions**

The Committee is recommended to approve the following:

- (a) Invitation of applications for specialist contractors are required for inclusion on a Standing Select List and/or the submission of Tenders in respect of the above; *and*
- (b) The Standing Select List is to be for 12 months and can be used to deliver any asbestos removal from Council Properties which are approved by the Property Maintenance Unit.

**Key to Abbreviations**

None.

**Documents attached**

None.