

56100 Statutory Notices - 16–18 Lochend Drive

I am seeking the following information relating to Statutory Notice projects and associated consultancy work at 16–18 Lochend Drive, Edinburgh EH7 6DJ:

Copies of all Statutory Notices issued between 2007 and 2011, including but not limited to notice numbers, 07/01669/24\_R and 08/01389/24\_R.

For each notice, please supply the full schedule of works and the list of affected properties.

[Please refer to attached Item 1.](#)

[A Schedule of Works and a list of affected properties is included as part of each Statutory Notice.](#)

For each of the notices in (1), please supply:

clerk-of-works or inspection notes

site photographs

variation orders

completion or practical-completion certificates

final accounts / cost breakdowns

any certificates of satisfaction issued to contractors.

[I enclose the following items:](#)

[07/01669/24\\_R](#)

[08/01389/24\\_R](#)

[Clerk-of-works or inspection notes:](#)

See Item 1

[Following the initial reporting of a defect to the former Property Conservation Service, and in line with standard procedure, an officer from the department would have carried out a site visit to assess what works were required. The officer may have taken some rough, handwritten notes at the time. These would then be translated into the wording of the Notice once they returned to the office. It was not City of Edinburgh Council procedure for either the Council or appointed consultants to produce reports prior to the Notice being issued, nor for copies of a Surveyor's hand-written notes to be retained.](#)

[Site photographs:](#)

[Item 2.1 – Site Photographs](#)

[Item 2.2 – Post-Completion Photographs](#)

[Variation orders:](#)

### Item 2.3 – Contract Variations

Completion or practical-completion certificates:

### Item 2.4 – Certificate of Practical Completion

Final accounts / cost breakdowns:

### Item 2.5 – Itemised Original Tender

### Item 2.6 – Final Account Statement

(Please note, these items should be read in conjunction with Item 2.3)

Any certificates of satisfaction issued to contractors:

Information not collected.

08/02651/31\_DE

(Please note that a number of the documents requested were not collected in relation to Emergency Drainage Works)

Clerk-of-works or inspection notes:

See Item 1

Site photographs

Variation orders

Completion or practical-completion certificates:

Information not collected for Emergency Drainage Works

Final accounts / cost breakdowns:

See Item 3.1 – Extract from Invoicing System

Please note, in order to make the recovery of small amounts viable and to cover the cost of providing a 24-hour emergency call-out service, the former Property Conservation Service had a minimum charge policy.

At the time of invoicing, the minimum charge for blocks of 20 or less properties was £30.00.

Any certificates of satisfaction issued to contractors:

Information not collected.

09/00603/31\_DE

(Please note that a number of the documents requested were not collected in relation to Emergency Drainage Works)

Clerk-of-works or inspection notes:

See Item 1

Site photographs

Variation orders

Completion or practical-completion certificates:

Information not collected for Emergency Drainage Works.

Final accounts / cost breakdowns:

See Item 4.1 – Extract from Invoicing System

Please note, in order to make the recovery of small amounts viable and to cover the cost of providing a 24-hour emergency call-out service, the former Property Conservation Service had a minimum charge policy.

At the time of invoicing, the minimum charge for blocks of 20 or less properties was £28.75.

Any certificates of satisfaction issued to contractors:

Information not collected.

Any internal audit, investigation or committee papers that refer to the notices in (1) in connection with the 2010 statutory-repairs investigation or “statutory-repairs scandal”.

There are no internal audit, investigation or committee papers which refer to the Notices in Item 1 in connection with historic allegations made against the former Property Conservation Service.

However, as part of closure activities for the Property Conservation Service following its discontinuation in 2013, the Council appointed Deloitte Real Estate to carry out an independent review of outstanding complaints in relation to Statutory Notice works. This included complaints in relation to Statutory Notices 07/01669/24\_R and 08/01389/24\_R and resulted in a number of adjustments to the sums billed along with additional repairs to make good defects with guttering for which no charges were issued. As such, I attach the following:

Item 5.1 – Deloitte Project Review

Item 5.2 – Deloitte Site Inspection

Item 5.3 – Certificate of Practical Completion (Defect Works)

Item 5.4 – Certificate of Making Good Defects (Defect Works)

Item 5.5 – Final Account (Defect Works)

All consultancy reports, cost plans or revised scopes of work prepared by Ryden LLP (or its sub-consultants) for render, drainage or external-fabric repairs at 16–18 Lochend Drive, dated 1 January 2009 or later.

If multiple versions exist, please supply the latest and any earlier drafts.

There are no consultancy reports or cost plans prepared by Ryden LLP on record.  
Amendments to the scope of works are noted in Item 2.3.

Personal information has been redacted from the documents provided in compliance with the Data Protection Act 2018.