

## **Coordinator advice on managing the repair of the communal stair lights.**

I have been working on communal stair lighting since June 2016 when Edinburgh District Council stopped maintaining the lighting and associated equipment although they still pay for the electricity. There is a lot of confusion surrounding this topic so writing this guide I have tried to help and assist the residents of the affected properties. Below is AEW's advise on how best the work can be tackled.

### **Coordinator**

Does a stair need this? Basically, yes it would not be prudent for the contractor to manage the work and payment with say 6-16 residents. Hence why it's more cost effective to have a single point of contact within the property who will liaise with the contractor and residents.

### **Organised stairs**

This is where the residents have nominated a coordinator who manages any stair lighting repairs. Some have set up a fund that allows them to react quickly to any issues.

### **Standard stairs**

Pre-EDC changes if there was an issue then someone in the stair reported it to EDC to get it sorted. In the current climate some stair lighting are gradually falling into disrepair because either residents don't know where to start or some of the properties are rented so the landlord or letting agent are unaware there is a problem.

### **What do I need to do to manage this?**

1. Contacting the other residents is a good start and the majority appreciate you doing this task.
2. Get quotes from electrical contractors.

AEW supplies a free survey condition report with options and costs. AEW has also produced information sheets to assist you with this task. Click on the links below for free copies.

Coordinator contact information sheet for informing the residents Click link below. This helps to gather information and inform the residents. It would be good sense to complete the form then make copies and post them.

<https://www.aew-electrical.co.uk/wp-content/uploads/2018/01/AEW-notification.pdf>

Coordinator residents sign off sheet Click link below

<https://www.aew-electrical.co.uk/wp-content/uploads/2018/01/Residents-sign-off-form.pdf>

**What if one or more residents do not want to pay their share of communal repairs ?**

Check this link to Edinburgh District Council advise on this subject.

[http://www.edinburgh.gov.uk/info/20123/shared\\_repairs/798/shared\\_repairs\\_and\\_maintenance](http://www.edinburgh.gov.uk/info/20123/shared_repairs/798/shared_repairs_and_maintenance)

**OK I have my quotes contacted the other residents and we have agreed on the costs and who we wish to do the work.**

Great you have agreement but remember you as the coordinator will be responsible for paying the final bill so it makes sense to have a fund or collect each resident's share of the costs before you instruct any work.

**Do I have to pay the cost up front before any work commences?**

Some companies may require a deposit in advanced but AEW only requires a written instruction via email from you to commence the work. I would advise this only be done after you have collected the funds from all the other residents.

**Is it cheaper to get a light relamped as and when required?**

In a word no, it would not be cost effective as it is advisable to relamp the whole stair

**What if a light fitting needs repaired during the relamping?**

As of 1<sup>st</sup> of June 2018 light fitting repairs will be free of charge. This will also include shade replacement.

**What type of guarantee do I have when a stair is relamped.?**

AEW uses long life lamps and gives a 1-year parts and labour guarantee on any equipment supplied but remember the light fittings are 30-40 years old so if called back to a stair within the warranty period any faulty lamps will be replaced free of charge. If the light fitting is found to be faulty a quote will be sent to repair.

**If we decide to get the stair converted to led how will that aid the stair?**

Well you need to balance the cost of the led conversion to the frequency of relamping the stair. LED lasts approximately 10-12 years where relamping could be every 2-3 years. With 24 hour led lights lasting 5-6 years tubes lasting around 2 years.

Currently EDC pay for the electricity for stair lighting but this might change in the future as they try to reduce their costs. LED consumes about 50% of the electricity of a standard stair light so that is something to keep in mind if the cost is moved to the residents.

LED conversion comes with a new shade or diffuser and Astro clock so basically you are getting a new system opposed to maintaining a 30-70-year astro clock and 30-40-year-old light fittings. Plus, the light output is improved over the original stair light due to faded tubes and shades.

LED conversion is a lot brighter than the existing lights that have been operation for 30-40 years where the tubes and shaded are faded.

AEW complies with Edinburgh District Councils specification on stair lighting LED conversion. The council is informed by AEW when a stair is converted so they can update their data base to ensure they are saving council taxpayers money by pay reduced electricity costs.