

**Committee:** Scrutiny Committee

**Date:**

11<sup>th</sup> January 2024

**Title:** Update on the development of Health and Safety Compliance Policies

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## Summary

1. On the 11<sup>th</sup> October 2023, the chair of Scrutiny Committee requested that an update be circulated to the Committee once the housing compliance policies and procedures had been reviewed and formally adopted. This report sets out a timetable for the approval by Cabinet and the adoption of the following policies relating to Health and Safety Compliance.

- Fire Safety Policy
- Gas Safety Policy
- Electrical Service Safety Policy
- Damp and Mould Safety Policy
- Water Hygiene Safety Policy
- Wood Burning Stove and Open Fire Safety Policy
- Asbestos Safety Policy
- Lift Safety Policy

## Recommendations

2. Scrutiny Committee is asked to note this report and the attached timetable relating to the approval and adoption of the compliance policies.

## Financial Implications

3. There are no direct financial implications arising from this report.

## Background Papers

4. None.

## Impact

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Communication/Consultation	The new regulatory Tenant Satisfaction Measures survey which UDC will deliver this year focuses on gaining the perspective of tenants on how landlord services are provided, with a specific focus on repairs, maintenance and safety in the home.
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	Communication on UDC's commitment to delivering safe and good quality homes is vital to ensuring a good tenant and landlord relationship.
Community Safety	No direct impact arising from this report.
Equalities	No direct impact arising from this report.
Health and Safety	The health and safety of our tenants and leaseholders, their visitors, and also of staff and members of the public who access our buildings is the central driving factor behind robust policies and procedures relating to Health and Safety compliance.
Human Rights/Legal Implications	No direct impact arising from this report
Sustainability	No direct impact arising from this report
Ward-specific impacts	No direct impact arising from this report
Workforce/Workplace	This report specifically addresses not only those staff (not only housing, but others such as benefit advisors) whose work takes them into tenants' and leaseholders' homes in the course of their duties, but also a much wider group of staff, as the policies in this report include, for example, the fire and legionella checks of council buildings such as the London Road headquarters.

## Situation

6. Following a self-referral to the Regulator of Social Housing in August 2022, and the Regulator's subsequent decision to take no further action, all operational procedures and assurance systems have been reviewed, to ensure that health and safety compliance is being properly delivered across all council owned, managed or leased buildings and properties, whether domestic or non-domestic.
7. This includes a review of all related policies to ensure that the council is compliant with current legislation, Codes of Practice and Health and Safety Regulations, relating to each area of compliance.
8. The updated policies will provide an assurance framework that identifies clear roles and responsibilities throughout UDC for the implementation of the policies and will also set-out how each area of compliance will be measured, monitored and reported to ensure sufficient compliance.
9. The timetable as set-out in appendix A details the process and timescale for approval and adoption of the relevant policies.

## Risk Analysis

10.

Risk	Likelihood	Impact	Mitigating actions
Poor management of Health and Safety Compliance issues with no strategies for monitoring measuring and reporting on compliance against legislative requirements and Codes of Practice.	2	3	<p>Robust policies and procedures with clear roles and responsibilities identified and reported via Corporate Health and Safety Team (CHAST).</p> <p>KPI's and management information that is reported monthly and quarterly.</p> <p>Trained staff that are equipped to deal with compliance issues.</p> <p>Reporting mechanisms where compliance matters are reported or remedy is needed.</p>

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project

