



Committee CP&R

Date 10th January 2019

Subject: Compliance Policy

Report by:

Executive Director of Resources

Contact Officer:

Gary Reeve
Team Manager Property and Assets
01427 676561
Gary.reeve@west-lindsey.gov.uk

Purpose / Summary:

To keep customers, clients, employees and the general public safe, and to ensure that buildings and premises are compliant with current laws and regulations.

RECOMMENDATION(S):

That members note the requirements of the “Duty Holder” and approve the Compliance Policy.

IMPLICATIONS

Legal:

Legislative & Statutory

Financial :

To date a majority of the work on the policy and guidance has been performed in-house. Although it is anticipated that this will continue to be the case, it is envisaged that external resources may be required to further develop the strategy framework. Any additional resources required will be funded using the vacant post within Property services, this has been built into budget monitoring.

FIN REF: FIN/170/19

Staffing :

Development of the policy, strategy and plans is to be performed by existing officers

HR REF: HR078-11-18 - Having read the report and attached policy I can see no HR implications at this stage

Equality and Diversity including Human Rights :

Risk Assessment :

Risk - The Authority having piecemeal systems and governance/guidance on this matter risks non-compliance.

Mitigation – Procedures and systems are further developed

Climate Related Risks and Opportunities :

Title and Location of any Background Papers used in the preparation of this report:

None.

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

☐

No

x

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

☐

No

x

1. Introduction

- 1.1 West Lindsey District Council hold, manage or are otherwise responsible for a wide portfolio of buildings, premises and supporting infrastructure. In this position they become statutory duty holders responsible for Health & Safety (Compliance) across the estate, with responsibility for compliance existing both corporately and via responsible persons.
- 1.2 Experts commissioned in the Grenfell inquiry advised that the building was plagued by a 'culture of non-compliance' and listed an astonishing series of shortcomings in the systems intended to mitigate fire risks.
- 1.3 Although such duties are currently well managed by West Lindsey District Council, the events at Grenfell and subsequent findings prompted the Property & Assets team to review West Lindsey's current compliance procedures and process. It was found that compliance levels are good but there are opportunities for improvement. These can be summarised as changes that would produce better systems, management, responsibility and accountability to provide greater assurances on compliance.
- 1.4 This new policy is the first step and has been developed having reference to relevant statutory directives, legislation, codes of practice, guidance notes and industry best practice.

2. Purpose

- 2.1 To keep customers, clients, employees and the general public safe.
- 2.2 To ensure that buildings and premises are compliant with current laws and regulations.
- 2.3 To inform any and all interested and affected parties the scope, nature and intent of this Authority "as Duty Holders" to ensure that it complies with the legislative and statutory obligations.
- 2.4 To identify the structure, strategic and operational procedures which will be applied in fulfilling the Councils obligations and intent.

3. Scope

- 3.1 This policy will apply to all property assets (fixed and mobile) held and/or controlled by West Lindsey District Council.

4. Engagement

- 4.1 This policy has been reviewed by the Property & Assets team and Corporate Health & safety. It has been developed in conjunction an external sourced RICS Chartered Surveyor (Asset Management Specialist)

5. Training and Awareness

- 5.1 Clear communications will be sent to all managers and identified responsible persons to make them aware of the new policy and to update them on their responsibilities.
- 5.2 Training and support will be identified in relation to this policy and in conjunction with the further development of associated strategies and sub policies.