

Asset Compliance Committee

Minutes of the meeting held on Monday 26 February 2024 at Shire Hall, Warwick at 6.04pm.

Present: Councillor Phillips (Chairman); Councillors Boad, K Dickson, Dray, Falp and Gorman.

Also Present: Councillor Wightman – Portfolio Holder for Housing & Assets.

9. Apologies for Absence

Apologies for absence were received from Councillors Barton, Hales and Hunt.

10. Declarations of Interest

There were no declarations of interest made.

11. Minutes

The minutes of the Asset Compliance Committee meeting held on 22 January 2024 were taken as read and signed by the Chair as a correct record, subject to an amendment to minute number 8. The bullet point which stated:

“The Building & Safety Lead joined the Council shortly before Christmas and had focused heavily on the six main compliance areas of fire safety, heating safety, electrical safety, water hygiene and lift safety...”

was corrected to state:

“The Building & Safety Lead joined the Council shortly before Christmas and had focused heavily on the six main compliance areas of *building safety*, fire safety, heating safety, electrical safety, water hygiene and lift safety...”.

12. Asset Compliance Plan Progress

The Committee considered a report from Neighbourhood and Assets which gave an update on the current position and progress made following on from an independent asset review.

Several appendices were attached to the report:

Appendix 1 – an updated highlight report covering the period 18 January 2024 to 14 February 2024 with the Action Plan;

Appendix 2 – a copy of the data compliance dashboard; and

Appendix 3 – the updated risk assessment.

The Head of Neighbourhood and Assets advised that the Fire Safety Lead had left the Council for personal reasons and had now been replaced with a new Fire Safety Lead officer called Peter Colley who would commence

working for the Council the following week. He would be attending future meetings of the Committee.

The Head of Neighbourhood and Assets referred to paragraph 1.7 of the report. There was a meeting of the Compliance Board on 14 February 2024. At that meeting, the representative from Pennington stated that they were of the opinion that Recommendation 12 - that a facilitated session was to be held on policy needs which took place on 16 January 2024, was not completed because they had not been present when the action had taken place. The meeting had been facilitated by the Fire and Building Safety Leads, but the Pennington representative was of the view that the meeting did not happen because they were not present, even though the action did not specify that they needed to facilitate the session. Subsequently, officers met with Pennington and a way forward had been agreed and officers were taking forward actions agreed at that meeting. It remained to be seen if Pennington would continue to view the recommendation as incomplete and this would be tested by The Head of Neighbourhood and Assets at the next Compliance Board meeting.

At paragraph 2.2 in the report, a number of the recommendations (eight) had to be completed by the end of March 2024. These dates were set in the Action Plan last September, but matters had now moved on. Pennington was satisfied that these dates could be re-visited on the basis of an argued case. Officers would re-evaluate delivery dates and if any would benefit by a change, the case would be presented to the next Compliance Board meeting and the Committee would be updated.

In response to questions, The Head of Neighbourhood and Assets, the Building Safety Lead and the Deputy Chief Executive explained that:

- It was not felt that the replacement of the Fire Safety Lead would delay work but any deadlines due at the end of March 2024 would be re-evaluated as stated previously and where it was felt that an extension would be of benefit, the case would be made for an extension.
- It was hoped that the change to dates would only need to be done once but it could not be guaranteed that dates would not need to be changed again. What would not be changed was the October end date of the project.
- Recommendation 19 – The Head of Neighbourhood and Assets did not have any details about results from the survey. The deadline for the survey was June 2024. Alongside this was a Resident Engagement Policy for each of the high-rise blocks which the Housing Team were working on at the moment. The Head of Neighbourhood and Assets would provide an update about the survey at the next meeting.
- At the start of the project a letter had been sent to all tenants and a hotline had been set up for residents to contact. The response had been limited; none of the questions raised had been about anything of which officers were not aware. The number had been discontinued because it was being used by tenants for non-related issues.
- There would be individual resident engagement strategies for blocks of flats and how those were managed, and this would require tenant involvement. Linked to this would be the new consumer

standards for Social Housing and how this would be shaped into policy would involve tenant engagement.

- A tenant was on the Compliance Board but where the shaping of policy was required, it was hoped that there would be more tenant engagement because it would impact tenants more. (The Chairman advised the Committee that improving the level of tenant engagement was a subject that he and the Chairs of Overview & Scrutiny Committee and Audit & Standards Committee would be discussing in the coming days.)
- Referring to the emailing of information to tenants following on from the annual gas checks, where tenants did not have an email address, the information would be posted to them. The process of displaying documents in communal areas following gas checks was in progress.
- The process for smoke and carbon detectors was under review and was now showing in the Dashboard. The action listed on the Dashboard would be amended to read carbon monoxide rather than carbon dioxide.

The Head of Neighbourhood and Assets reported that he had met with the Audit & Risk Team. An additional column would be added to the Risk Register to show the risk at the current time because the report only showed the risk at the start and then after mitigation measures, so it was important to show the point reached at the current time. This would be done following comments which were yet to be received from the Audit & Risk Team. This was not the normal standards for Risk Registers, so the Audit & Risk Team needed time to examine the requirement. There was also a need to track each risk to the recommendation. It was hoped that this could be provided at the next meeting.

Members indicated that they were now content with the way the information on the Compliance Dashboard was presented.

The Chairman informed the Committee that the requested demonstration of the ActiveH system would now be done remotely because of technical issues in Shire Hall. The session would be scheduled from late March 2024 and would not form part of a meeting of the Committee.

(The meeting ended at 6.34pm)

CHAIRMAN
25 March 2024