

## NOTTINGHAM CITY HOMES

PROPERTY SERVICES  
COMMITTEE

REPORT OF DIRECTOR OF PROPERTY SERVICES

18 JANUARY 2010

### IDENTIFICATION OF ASSET RELATED RISKS

#### 1 SUMMARY

- 1.1 This report identifies the main areas of risk associated with the management of the Councils housing stock. A further action will be prioritisation of risk agenda items within the forward plan.

#### 2 RECOMMENDATIONS

It is recommended that the Property Services Committee:

- 2.1 note the contents of the report; and
- 2.2 agree the contents of the report as a way to inform the committee on the management of specific risks.

#### 3 REPORT

- 3.1 NCH and in particular Property Services directorate manages a number of high level risks on behalf of Nottingham City Council. It has been identified that a potential way forward for the understanding and mitigation of risk within NCH is to add challenge to the current procedures by the engagement of the Property Services Committee members in the review of high risk activities.
- 3.2 This review will add rigour to the processes of the management of risk and to ensure the best use of the skills of non-executive board members. It will also enable non executive board members to understand the levels of risk within the company and to inform their views on the acceptability or otherwise of the processes that are being undertaken to manage and minimise this risk.
- 3.3 It is proposed that the Appendix 1 matrix is used as a basis for determining the priorities which the Property Services Committee wish to debate and challenge the risk processes. From this prioritisation is also proposed that at least one area of risk is added as an agenda item for each subsequent Property Services Committee meeting to discuss in more detail. This will be added into the forward plan.

#### 4 OTHER OPTIONS

- 4.1 NCH and Property Services have risk registers that outline the company

risks as a whole. The Property Services risk register was reviewed at the previous Property Services Committee and it was requested by the committee that a more focussed document be produced for the next meeting.

## **5 FINANCIAL AND RISK IMPLICATIONS**

5.1 Risks are outlined for each section of the asset management activity. These will be examined in more detail for each individual item

## **6 IMPLICATIONS FOR NOTTINGHAM CITY HOMES OBJECTIVES**

6.1 Ensuring the safety of our residents and staff is integral to deliver excellent services

## **7 VALUE FOR MONEY AND EFFICIENCY ISSUES**

7.1 Not implicit within the report

## **8 EQUALITY AND DIVERSITY IMPLICATIONS**

8.1 Not implicit within the report

## **9 BACKGROUND MATERIAL AND PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

9.1 Property Services Risk Register Sept 09

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**Date: 11 January 2010**

## Appendix 1

Asset Risks	Description	Mitigation	Future	Current Issues
<b>High Rise</b>	Ensuring integrity of high rise buildings - high profile due to recent incidents	Fire works being undertaken on a planned basis to ensure fire integrity with fire brigade. Meeting on weekly basis headed by H&S team. Quarterly meeting with CX. Caretakers now trained to do assessments	Possible change in legislation in future after Camberwell fires. DLO workforce will need to complete future repair works to correct standard	Highcross -all works complete except for utilities, Enforcement Notice extended. 2 further high-rise, Clifford and Highurst, surveyed and work commenced. F+G doing survey works to develop schedule of works on remaining 18 high-rise
<b>Fire Risk Assessments</b>	Legal requirement	All completed by Savills	Rolling programme to be established	Fire brigade are satisfied with assessments. High profile in media as some authorities ALMOs have not complied.
<b>Fire Alarm Systems</b>	Upgrade of alarm systems to Communal/Individual flats ( i.e. Victoria centre)	Programme of replacement started 2 years ago - new installations based upon age and condition	Full programme in place - Rolling programme	None
<b>Legionella</b>	Responsibility for testing water systems/communal	Annual monitoring by responsible person - Checks undertaken by contractors Mitie under L8 legislation	Programme of works on sheltered properties to lag pipes where there is danger of heating cold water pipe	Several current incidents - risk needs negating - sheltered/district schemes at risk
<b>Asbestos</b>	Ensuring safety of residents and staff through preventing exposure to asbestos	Asbestos database - shared with contractors and DLO - asbestos training for DLO - all properties being surveyed for asbestos - all residents receive information on location of asbestos when surveyed - asbestos removed where dangerous –	Further development of database - hand held devices will give real time information for operatives - integration of databases	Highly emotional issue for workforce as some members have died from asbestos related diseases
<b>Radon</b>	Gas issues under some parts of city.	Programme in place from 2010/11	Contractors to be procured for Radon removal	Possibly not enough money allocated in Capital Programme to do works in period of compliance

<b>CO - Carbon Monoxide</b>	Potentially lethal risk from escaping CO	CO detectors fitted to solid fuel last year/ procedure in call centre to assess when someone may have CO poisoning	Main risk is cookers - need to make tenants aware of responsibility	Gas safe in at moment for audit of gas systems- call centre incident last month activated process
<b>Gas Safety</b>	NCH acts as landlord client for gas safety	Service all properties 10 month cycle - gas safe registration - corgi certification - process - internal audit inspections - client QA function	Ensure mutual exchanges are in system	Legal referrals caused increase to number
<b>Electrical Works</b>	Residents alterations	Void periodics /Permit system	Promotion/Information Client M&E manager will be in place within 3 months to ensure there is a client specification (as gas)	Current permit system not being utilised?
<b>Periodic Inspections</b>	Inspection of domestic properties electrical systems which are supposed to be undertaken on a periodic basis	Completing through partners	Funding in place to bring all periodics to date (£7m) - M&E function in DLO – Client M&E manager will be in place within 3 months to ensure there is a client specification (as gas)	Over specification in some instances - beyond good practice
<b>Digital TV</b>	Digital switchover	12,500 units to be installed for 2011	5,000 programme - on programme to complete well in time for digital switchover - letter to resident saying that they may be switched off at end of 2011	Problems on access to property - could lead to influx at end of contract. Residents not on communal systems may expect that things will just 'happen'
<b>Working at Height</b>	Legislative requirement	Risk assessments – ladder checks	Review of working practices needs instigating	Uncertainty in legislation and working practice for ladder working
<b>Right to Repair</b>	Legal requirement fro tenants	R&M contracts and KPI's	System needs to be analysed	Compensation claims have not always been robustly contested