

Building Safety Assurance Board: Compliance

Terms of Reference

Purpose:

To establish effective oversight of all aspects of compliance in relation to property and building safety. Particularly ensuring adequate arrangements and accountability for the key areas of compliance risk

Current (2021) Areas of Compliance:

- Fire Safety
- Asbestos Management
- Gas Safety
- Electrical Safety
- Water Hygiene
- Lift Operations & Lifting Equipment Regulations (LOLER)
- HHSRS/Homes fit for Habitation/Decent Homes (plus)

The Assurance Board will monitor progress against programmes, overall performance, scrutinise strategic direction and offer constructive challenge to ensure Council homes are safe and comply to regulatory compliance standards as set out in the Regulators Home Standard, Building Safety Bill and White Paper on Social Housing

Proposed Scope

The Building Safety Assurance Board will oversee compliance and building safety across the Council's social housing stock ("HRA") only

Terms of Reference:

1. Governance

The BSAB will:

- Establishes organisational accountability for compliance and building safety
- Ensure that the council creates and monitors an accountability framework for with clear recognition of and escalation of risk.
- Oversees arrangements within the operational areas to discharge duties and responsibilities.
- Be sighted and reassured the council is making arrangements to ensure that statutory information is being shared with internal departments and external agencies in accordance to the agreed Building Safety Gateways for new build and major refurbishment of high risk residential buildings or buildings in scope
- Ensure that the organisation creates, maintains accurate records that demonstrate statutory compliance is being achieved and maintained.
- Ensure that the council has adequate financial provision and resource to deliver the required function and -as far as practicable within any corporate constraints- works.
- Ensures the council has adequate resources with the required competency to discharge its duties in line with the recommendations from the Hackett review.

- Collaborate effectively with the Housing Advisory Board to deliver tenant focused services in a place-based context
- Communicate compliance risk and mitigation to the H&S Oversight Board consistently in accordance the proposed governance structure
- Have representations from all Homes and Neighbourhoods colleagues affected by Compliance and related regulation
- Have the right to demand the presence of any officer of the council as they see fit to discuss progress or the status of compliance related matters.

2. Strategic Planning/Risk management

The BSAB will:

- Ensure compliance remains an organisational and strategic priority
- Ensure that the council sets and maintain performance standards for compliance across all council housing, but with emphasis on Higher Risk Buildings through compliant policies and accurate/regular risk profiling.
- Ensure that the council regularly undertake a review of the overall performance of compliance systems and procedures, including the use of independent and or third-party auditors as appropriate.
- Receive and consider the detailed review and audit reports
- Ensures appropriate implementation of the Building Safety Case approach across the council housing.
- Establishes a strategic forward plan to mitigate against emerging risk

3. Compliance

The BSAB will:

- Ensure that the council takes ownership and ensures effective implementation, compliance, occupancy requirements (etc) in accordance with all relevant legislation and regulation (e.g. the anticipated Building Safety Reform Act (2021) and the White Paper on Social Housing
- Sets performance standards and targets for compliance and receive regular reports on progress
- Receives regular building safety performance reports and updates in relation to remediation programmes

4. Communications

The BSAB will ensures that the council:

- Proactively seeks tenants and stakeholder views and shapes priority accordingly
- Has effective and ongoing communications with all stakeholders
- Provides tenants, leaseholders, residents, service user and visitors with timely and accurate information on how risks are managed within their building and are given clear and effective routes for raising and escalating safety concerns.
- Is kept fully informed of changes in compliance related legislation and regulation impacting portfolios

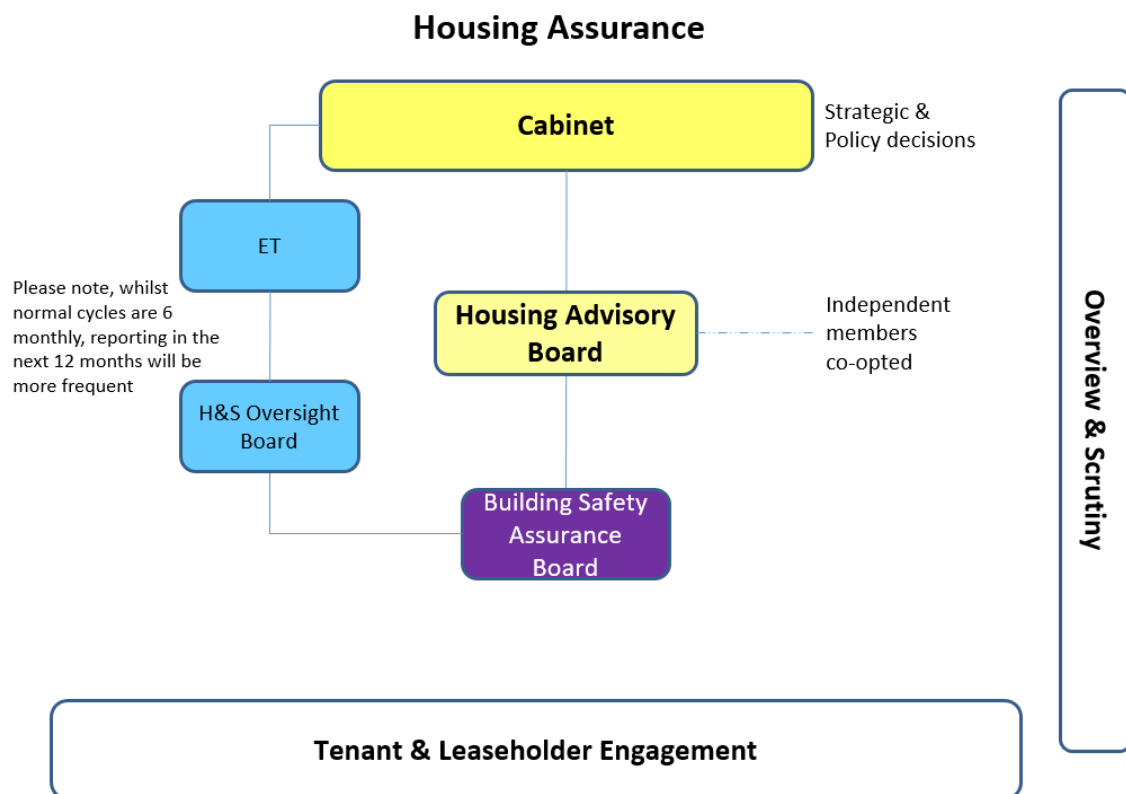
Membership of the Board:

All roles should have a named substitute

Chair: Strategic Director; Environment and Climate Change (accountable person)	Colin Parr
HN Property Services	David Brook
KC PRP Assets	David Martin
Building Control	Paolo Colagiovanni
Council Housing: Neighbourhoods/Partnerships/Property	Sarah Clayton Michelle Anderson-Dore
KC SHE Team	Jane O Donnell
In attendance	
In attendance: Naz Parkar	Director: Homes and Neighbourhoods
In attendance: Asad Bhatti	Head of Building Safety
In attendance: Mark Beynon	Fire Safety: Service Manager
In attendance: Alison Clark-Williams	Compliance Manager (HRA)
In attendance: Chris Watson	Compliance Manager (GF)

All substantive members of the Board will undertake appropriate learning/training to ensure that an adequate understanding of building safety assurance is achieved and maintained

The Board will have access to professional specialist expertise, (sourced externally if necessary).

Structure:

V9

Frequency of Meetings:

Frequency; Monthly
 1st meeting: 15th April 2021

Standard Agenda

- Minutes of previous meeting/arising actions
- Review of performance: Building Safety Review (Quarterly only)
- Review of Monthly Key Performance Indicators – highlight report
- Building Safety Improvement plan
- Audit recommendations
- Forward Plan Actions and Emerging Key Decisions
- AOB