

Report of the Deputy Chief Executive

ADDITIONAL FACILITIES CO-ORDINATOR, HOUSING COMPLIANCE1. Purpose of report

To recommend that an additional Facilities Co-ordinator post be created in the Compliance team within Housing Repairs.

2. Background

There is currently one Facilities Co-ordinator within the Compliance Team. Their role is defined as per the attached job description but only relates to the 36 independent living schemes that have fire panels (essentially the corridor schemes). The current post plays a vital role in ensuring the safety of the Council's most vulnerable tenants - including such key issues as fire safety, legionella checks and kitchen hygiene. The current post is dedicated full-time to the 36 fire panel schemes.

However, it has been identified that more checking is required for the Council's less vulnerable tenants located in the 180 general needs communal areas and the 28 non-fire panel schemes. Whilst these locations do not have communal kitchens and the like, there is still a need to undertake, for example, more frequent fire safety and emergency lighting checks. It is also important post-Grenfell to have clear accountability and record-keeping in relation to such checks.

3. Proposal

It is therefore proposed to recruit an additional Facilities Co-ordinator on the same Job Description and Grade as the current post. In practice the intention is then that the two posts would work together across the 36 mostly corridor schemes, the 28 non-fire panel schemes and the 180 general needs communal areas.

This will then bring the latter two up to the same high standard of documented checking and record-keeping as the 36 fire panel schemes.

5. Financial implications

Assuming recruitment at Grade 4 (as per the current post) the cost to the HRA would be around £26,000 per annum including on-costs.

Recommendation

The Committee is asked to RESOLVE that the creation of an additional Facilities Co-ordinator post be approved.

Background papers - nil