

Committee(s): Enforcement, Environment and Housing	Date: 17 th March 2020
Subject: Housing Water Hygiene Policy	Wards Affected: All
Report of: Tracey Lilley	Public
Report Author/s: Name: Nicola Marsh Telephone: 01277 312 500 E-mail: Nicola.marsh@brentwood.gov.uk	For Decision

Summary

In January 2019, Brentwood Borough Council were subject to a Health and Safety Executive (HSE) review into all compliance areas

As part of this review, we were found to be effectively managing the risk across all areas of compliance but had areas requiring improvement in relation to Water Hygiene Management.

The Housing Department began working alongside the HSE to improve our compliance, taking advice and guidance from them on what was required to improve our compliance management.

One main area of focus was the request to implement a written procedure for managing Water Hygiene which is available to the whole housing department.

In June 2019, the Council implemented a Water Hygiene Management standard which was approved for use by the Senior Leadership Team.

It was agreed that this standard would become the baseline for our management with a full policy being taken to a future appropriate committee following completion of the HSE review.

Recommendation

Members are asked to:

R1. To approve the Housing Water Hygiene Policy

Main Report

Introduction and Background

1. In January 2019 the Housing department began working with the HSE to review all areas of compliance.

2. Having proven that we were effectively managing many of our compliance areas, the HSE focussed their review on the one area of Water Hygiene.
3. Housing and Repairs Officers met with the HSE on several occasions and provided a wealth of documentation for review which resulted in several recommendations to implement new procedures.
4. One of these recommendations was to implement a working document which stated how the Council was and intended to manage Water Hygiene within its stock.
5. In June 2019 a Water Hygiene Standard was approved for use by the Corporate Leadership Board with the intention of amending and reviewing the standard into a full policy which would be taken to a future appropriate committee following completion of the HSE review.
6. In September 2019 in order to continue improving the service area, Housing through our repairs and maintenance contractor Axis Europe, began working with HSL, approved Water Hygiene specialists.
7. Alongside HSL, the Housing department employed an in-house Water Hygiene consultant which Axis soon reciprocated.
8. HSL assisted Housing and the consultants in reviewing and refining the existing Water Hygiene Standard, to ensure it was fully compliant with HSG 274 which is developed and supported by the HSE as the recognised legionella control guidance.
9. Working with our partners and in-house specialist staff, Housing developed the Water Hygiene Policy which is fully compliant with HSG 274.

Issue, Options and Analysis of Options

10. In order to continue our improvement and effectively manage Water Hygiene. a full policy is more encompassing than the existing standard and meets the requirements of the HSG 274.
11. It can be underpinned with procedures which can be changed and is a published approved document which can be made available to the public.

Reasons for Recommendation

12. To ensure that the Housing Department has documentation to support the delivery of their Water Hygiene Management processes and procedures and to comply with HSG 274.

Consultation

13. Consultations have taken place with the HSE and our approved Water Hygiene Contractors, HSL.

References to Corporate Plan

14. Drive continuous improvement of our housing services
15. Continue a service improvement programme to ensure our services are delivered efficiently.

Implications

Financial Implications

Name/Title: Jacqueline Van Mellaerts, Director of Corporate Resources

Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk

16. In developing the Housing Water Hygiene Policy, costs associated with consultants and HSL, the approved water Hygiene specialists have been met within existing budgets in the Housing Revenue Account.
17. Cost of inspections can be met from within existing budgets and any works identified from risk assessments will be captured through the Council's Budget Monitoring and Budget Setting process. It is envisaged there is sufficient budget to complete any works identified in a timely manner.

Legal Implications

Name & Title: Amanda Julian, Director of Law and Governance and Monitoring Officer

Tel & Email: 01277 312500 / amanda.julian@brentwood.gov.uk

18. The Council must comply with its statutory duties under the Health and Safety at Work etc Act 1974, the Management of Health and Safety at Work Regulations 1999, the Control of Hazardous to Health Regulations 2002. By developing a policy the Council will be able to provide evidence that it is complying the guidance from the Health and Safety Executive and the legal framework; going some way to mitigate risk of challenge.

Economic Implications

Name/Title: Phil Drane, Director of Planning & Economy
Tel/Email: 01277 312500/philip.drane@brentwood.gov.uk

19. There are no economic implications

Other Implications: Health and Safety

Name/Title: David Wellings, Corporate Health and Safety Advisor. Tel/Email:
01277 312500/David.Wellings@brentwood.gov.uk

20. The Water Hygiene Policy sets out arrangements to enable legal compliance with statutory responsibilities in the management of water hygiene and service delivery in Housing. It will enable the appropriate controls as set out in the policy to be implemented, to minimise the Council's and public risk exposure.

Background Papers

None

Appendices to this report

Appendix A: Draft Housing Water Hygiene Policy 2020