



The Gateshead Housing Company Asset Management Committee

Monday 15 October 2012 at 4pm

Board Room 1, The Gateshead Housing Company, Keelman
House, Fifth Avenue Business Park, Fifth Avenue, Team Valley
Trading Estate, Gateshead NE11 0XA

Agenda

Item	Business
1.	Apologies for Absence
2.	Declarations of Interest
	<u>ITEMS FOR DECISION</u>
3.	Minutes (Pages 3-6) To approve as a correct record the minutes of the last meeting of the committee held on 19 June 2012
4.	Matters Arising
5.	Carbon Monoxide Detectors (Pages 7-10) Report of Acting Chief Executive
	<u>ITEMS FOR INFORMATION</u>
6.	Capital Update 2012/13 (Pages 11-16) Report of Acting Chief Executive
7.	Lift Refurbishment (Pages 17-19) Report of Acting Chief Executive

Contact: Stuart Gibson Tel: (0191) 433 5308 Date: 8 October 2012

Item	
8.	McErlane Square Communal Lighting (Pages 20-21) Report of Acting Chief Executive
9.	Asbestos Survey (Pages 22-24) Report of Acting Chief Executive
10.	Items for Future Agendas
11.	Date and Time of Next Meeting To be agreed
12.	Exclusion of the Press and Public The committee may wish to consider excluding the press and public from the meeting during the remaining business in accordance with Category 5 of the Company's Access to Information Rules



ASSET MANAGEMENT COMMITTEE

19 June 2012

PRESENT:

Directors

Sara Woolley (Chair)
 Robert Buckley
 Joanne Carr
 Pauline Dillon
 Peter Mole
 Gordon Spring

Advisers

Jon Mallen-Beadle	Acting Chief Executive
Neil Bouch	Director of Customers and Communities
Sarah Thompson	Head of Finance
Stuart Gibson	Governance and Risk Officer

Apologies

Stan Dawson

1 MINUTES

The minutes of the last meeting of the committee held on 23 February 2012 were approved as a correct record.

2 MATTERS ARISING

The committee will receive the Asset Management Strategy at a future meeting.

3 AIR SOURCE HEAT PUMP TRIALS

Air Source Heat Pumps (ASHP's) are relatively new heating technology in Britain although they have been used in Europe as a method of heating for decades. It is classed as renewable technology as it relies upon air rather than a fossil fuel in the form of gas. With gas supplies continuing to diminish and prices rising, the company has a responsibility to explore renewable technologies and alternative forms of heating.

The systems have a life-expectancy of 20 years. A condensing boiler has a life expectancy of 10-15 years. Recent figures produced by Gateshead Council, suggest that ASHP are cheaper to run than a condensing boiler and produce less carbon emissions. The company has previously installed 17

ASHP's as part of its new build programme to bungalows in Cranesville, Norfolk Place and Hallgarth.

To promote the use of ASHP, particularly in social housing, DECC (Department of Energy and Climate Change) have funded a project at Chopwell Gardens and Charlton Walk called Customer Led Network Revolution (CLNR). The project is aimed at promoting the installations of ASHP's and to conduct extensive monitoring on the usage and impact of the systems on the National Grid.

The funding for the scheme comes in the way of a grant for the cost of the ASHP and related equipment. This means the company is only paying for the installation of the equipment. Further CESP (Community Energy Saving Programme) funding is available to reduce the cost by around 10%. The total grant received for the project is £61,366, against an overall scheme cost of £114, 695.97 (overall scheme is 53% grant funded).

The Government is also actively supporting the installation of ASHP's and have announced they will be included as part of the new RHI (Renewable Heat Incentive) to be implemented this Autumn. This will mean the company (or Council) will receive an ongoing payment from these installations. This is unlikely to be at similar levels as previous feed-in-tariffs, but it is still likely to be a substantial contribution to the cost of installation.

Sixteen ASHP will be installed to properties that currently have inefficient warm air systems fitted. These particular properties were selected due to the location, type of heating and eligibility for funding.

The design and installation will be carried out by British Gas. It is a condition of the funding that British Gas must carry out the work. LES have been offered training opportunities to build their skills for potential future installations.

As part of the works, a monitoring device will be installed to the ASHP so that data can be fed back to Durham University. Customers will be rewarded with £100 shopping vouchers for taking part in the monitoring aspect of the scheme.

As this is a new type of heating for many customers, full instructions will be provided on how to use the system correctly and efficiently. Through the Customer Led network Revolution, the systems will be monitored and support offered to customers for the duration of the project.

RESOLVED – That the information be noted and a further update be received on completion of the scheme and Durham University's evaluation exercise.

4 2012/13 MAINTAINING DECENCY CONTRACT – PROCUREMENT OF SUPPLY CHAIN

In 2008, the company undertook a procurement exercise to establish a direct supply chain that would provide the required materials and products to deliver the Decent Homes refurbishment contract. The procurement exercise resulted in TGHC obtaining preferential material and product rates endorsed through supply chain agreements for the fixed period 2008 to 2012.

On completion of each financial year, company officers met with the supply chain to review and agree any material and product price increases being proposed. The Asset & Procurement Team have procured a supply chain for the current financial year 2012/13.

The company has established successful relationships with its supply chain companies over a number of years. Each of these suppliers were offered an opportunity to price new supply schedules for the forthcoming year based on estimated commodity volumes. As a result, a number of suppliers have been procured and an analysis of the overall percentage increases and decreases offered against 2011/12 rates were reported.

RESOLVED – That the information be noted.

5 WARMZONE INSULATION WORK

Progress of insulation works through the partnership with WarmZone was reported.

Through partnership with WarmZone it has been identified that there are still 2,788 households that are yet to benefit from free cavity wall and/or loft insulation.

To raise awareness of the scheme amongst those customers who are yet to benefit, a postcard has been issued by the company to encourage take-up.

The company will assess the impact of the postcards and officer intervention with WarmZone. Further action will then be taken to try and reach those customers who are still to receive these works.

RESOLVED – That the information be noted.

6 CAPITAL UPDATE 2012/13

The committee received a monitoring statement of the capital expenditure budget for 2012/13 and the progress update on housing investment work.

The capital budget for 2012/13 is £22,985,000. There is also a carry forward of £5,467,000 relating to a number of 2011/12 schemes which have been carried forward into 2012/13.

Details of the schemes which the company will be managing, in partnership with its delivery partner, were reported.

The first tranche of the delivery programme is due to start in early June 2012, commencing in the West Neighbourhood followed by Inner West, Central, East then finally Neighbourhood South.

Tranche one includes works to 788 properties, covering individual elements such as rewires, kitchen replacements, bathroom replacements and central heating and boiler replacements.

Tranche 2 works affecting 830 properties and will be predominantly central heating boiler replacements to 609 properties across the 5 Neighbourhood

areas. It is expected that the address lists and full scopes will be released in June.

An analysis of the budget spend around health and safety obligations, other priorities and 2011/12 carry forward schemes was also reported.

RESOLVED – That the information be noted.

7 FORWARD PLAN

A forward plan of reports that will be presented to meetings of this committee during the remainder of this year was submitted.

RESOLVED – That the information be noted, subject to tender for domestic sprinkler system at Regent Court being added to the Forward Plan for the October 2012 committee meeting.

8 DATE AND TIME OF NEXT MEETING

To be agreed.



Report to Resources and Audit Committee

30 October 2012

Title: Carbon Monoxide Detectors

Report of: Acting Chief Executive

Purpose of Report

1. To inform the committee of the company's legal obligations to fit carbon monoxide detectors and the resource implications as a consequence.

Background

2. The committee, at its meeting held on 10 May 2012, discussed the Customers and Communities Operational Risk Register. During that discussion, the committee requested a report at a future meeting on the fitting of carbon monoxide detectors, the resource implications and the company's legal obligations.

Legal Obligation

3. As a landlord in England we are not legally obliged to install carbon monoxide (CO) detectors, except to solid fuel appliances which is a legal requirement.
4. Gateshead Council was the first council in England to install detectors to all of its properties with gas appliances. It has set the benchmark in England for all councils, of which numerous Councils and ALMOs have now followed.
5. The company has received positive feedback from CORGI and Gas Safe for installing detectors. We were the only organisation in England to have a quality control inspection of CO detectors by the HSE and Gas Safe in 2011, in which we were congratulated for our foresight in safety for Gateshead Council tenants.

Installation of Carbon Monoxide Detectors

6. As at 27 September 2012, there were 18,878 Council properties with gas appliances installed. Of these, 18,185 had CO detectors installed – the majority of these were installed during our decent homes programme.
7. 693 properties still require a CO detector. The fixed price to supply, install and complete certificate for a detector is £26.49. The cost to install the remaining 693 CO detectors would be £18,357

8. Detectors generally last approximately 5 years, after which point a new detector has to be fitted.
9. The cost of replacing carbon monoxide detectors is included in the Appendix, broken down by year. As part of our ongoing discussions with the Council around how the capital budget is spent, we will be ensuring provision is made to install the remaining detectors and provide sufficient resources to adequately maintain them in the future.

Link to Values

10. This report links to the following company values: -
 - Being customer focused, innovative and professional
 - Being a listening and learning organisation.

Risk Management Implications

15. The highest risk appliances in a tenant's property are a mixture of open flued boilers/fires and the largest risk is the tenant's own cookers which are a tenant's responsibility to have serviced.
16. The risk of a fatality due to gas related incidents or carbon monoxide has been identified as an operational risk and the installation of detectors to the remaining high risk gas appliances has been agreed. The operational risk register is monitored quarterly by this committee.
17. Risk assessing a possible CO poisoning/prosecution is a much lower risk to the Council than prosecution for a CO fatality.

Financial Implications

11. The fixed price charge to supply, install and complete a carbon monoxide detector is £26.49.

Equality and Diversity Implications

16. There are no equality and diversity implications directly arising from this report.

Health Implications

17. Fitting carbon monoxide detectors will help to ensure that our tenants' health is not put at risk by carbon monoxide poisoning from faulty gas appliances.

Environmental Implications

18. There are no environmental implications arising from this report.

Value for Money Implications

19. Given the potentially fatal consequences from not having a carbon monoxide detector installed, the relatively low cost of installing a detector offers value for money.

Consultation carried out

20. No consultation has been carried out when compiling this report.

Impact on Customers

21. Customers will receive a working carbon monoxide detector if the recommendations of this report are approved.

Recommendation

22. The views of the committee are sought on the company's progress to date installing carbon monoxide detectors to every property in Gateshead.
23. The committee is asked to support the decision to complete the programme and ensure sufficient resources are allocated to the future maintenance of the detectors.

Cost to replace Carbon Monoxide Detectors in all properties over the next 5/6 years:

Year end	Number of detectors	Cost	Percentage of high risk properties
2012/13	5,303	£140,476	96%
2013/14	5,937	£157,271	87%
2014/15	2,789	£73,881	78%
2015/16	2,327	£61,642	46%
2016/17	979	£25,934	53%
2017/18	1,543	£40,874	68%

All properties without a carbon monoxide detector would receive one in 2012/13.

This would be recurring costs over a 6-year cycle due to the battery life of carbon monoxide detectors.



Report to Asset Management Committee

15 October 2012

Title: Capital Update 2012/13

Report of: Acting Chief Executive

Purpose of summary

1. To note the monitoring statement of the capital expenditure budget for 2012/13 and the progress update on housing investment work up to 28 September 2012.

Background

2. The capital budget was approved by Gateshead Council's Cabinet on 7 February 2012. It was reported to Asset Committee on 23 February 2012.
3. The Investment Team manage the delivery of the capital programme for 2012/13. This involves closely monitoring the performance of our delivery partners to ensure that schemes are delivered on time, on budget and to the satisfaction of customers, with emphasis on achieving value for money. Our main delivery partner is Local Environmental Services (LES).
4. The overall capital budget for 2012/13 is £22,985,000. The budget we are managing is £15,881,000 as highlighted in the Appendix. Of the £15,881,000 this includes carry forward of £2,196,000 relating to a number of 2011/12 schemes which have been carried forward into 2012/13 as shown below.

Monitoring

5. The following details the schemes which we will be managing, in partnership with our delivery partner:-

Scheme	Cost	Delivery Partner
Health and Statutory Obligations		
Concealed Flues	600,000	LES
Equality works to communal lounges	100,000	LES
Equality works to multi-storey flats	250,000	LES
Fire safety works to sheltered schemes	500,000	LES
Lift replacement/refurbishment	250,000	Stannah
Replacement of communal electrics	125,000	LES

	£1,825,000	
Maintaining Decency		
Maintaining Decency	6,710,000	LES
Other Priorities		
High Fell Solid Wall Insulation	900,000	LES
One-off heating replacements	1,000,000	Mears
Warden Call	250,000	Tunstall
Window Replacement	500,000	LES
	£2,650,000	
2011/12 carry forward schemes		
Fire safety works to multi-storey flats	1,711,000	LES
Delivery of Older Person Strategy	385,000	LES/Morrison
Remote door entry/CCTV	100,000	To be confirmed
	£2,196,000	
Revenue support	£1,500,000	N/A
Officer costs	£1,000,000	N/A
Total Capital Budget	£15,881,000	

6. The overall capital budget includes contractual obligations and estate regeneration budgets, some of which will be spent initially on homeless for a number of schemes which have been approved for demolition and/or decommissioning. The Neighbourhood Management Teams approve the homeless payments once tenants have been relocated from their properties. However, these budgets are monitored directly by Housing Services at Gateshead Council.

Analysis of the Budget Spend

Health and Statutory Obligations

7. The concealed flue works are being delivered within the first tranche of maintaining decency through our delivery partner LES, these works started 10 September 2012 and are expected to complete December 2012.
8. The other works identified within the health and statutory obligation commitments are currently being developed and priorities are being identified.

Maintaining Decency

9. The first tranche of the delivery programme started 17 July 2012, commencing in the West Neighbourhood followed by Inner West, Central, East and Neighbourhood South.
10. Tranche one includes works to 581 properties, covering individual elements such as Rewires, Kitchen Replacements, Bathroom Replacements and Central Heating and Boiler Replacements.

11. Tranche 2 works affecting 505 properties and will be predominantly Central Heating Boiler replacements to 322 properties across the 5 Neighbourhood areas. The address lists and full scopes were released September 2012.
12. Also included within the maintaining decency pot are small budgets for a Neighbourhood Pride schemes within each area, as well as sustainability funding for those projects which have been pre-approved.

Other Priorities

13. High Fell Insulation works will be carried out to the “wimpey no-fine” bungalows. The scheme started on 17 September and is being managed by LES with specialist insulation works being delivered by Sykes.
14. An enveloping scheme to the Dorran type non traditional properties in High Fell has also been approved with external insulation works to be carried out by Dyson. These works will be funded through CESP. Works are currently being developed and will commence in the next month.
15. Window replacement priorities have been identified. The defined programme is currently being finalised with councillors and the Council.
16. Warden Call priorities are currently being identified alongside meetings with the sheltered housing team and Care Call at the Council. Upgrades to the equipment will be delivered by Tunstall.
17. One-off heating replacements refer to any heating replacements identified and carried out through the gas servicing contract with Mears.

2011/12 carry forward schemes

18. These schemes relate to the works which were ongoing at the end of 2011/12 and which have crossed over two financial years. These works include:-
 - Phase 1 Older Persons Strategy - completed in September 2012.
 - Fire Safety to multi storey flats due to be completed in November 2012.
 - Remote door entry and CCTV a block is to be identified for renewal and works shortly and the work will complete by March 2013.

Links to Values

19. This report relates to the following company values: -
 - Being honest, accountable and transparent
 - Being a listening and learning organisation

Impact on tenants

20. Having spent £330million bringing all properties up to the Decent Homes standard we continue to invest in maintaining decency of the housing stock for the benefit of the customers. With over 1,086 properties receiving an element of refurbishment during the year.

21. The insulation works identified will improve the SAP ratings for the harder to heat homes and reduce fuel poverty.
22. Satisfaction surveys are carried out with all tenants and leaseholders who receive investment works. These satisfaction surveys have now been split to ensure that we can gather improved data on satisfaction across all of the different elements of investment work. This will help to improve the service to customers when they receive works.

Health Implications

23. The improvement works to be delivered will reduce the risk of customers living in cold damp homes, reducing the risk of heart, stroke, respiratory and cold related illness.

Environmental Implications

24. The works will deliver new high efficiency combination boilers to properties that have the oldest most inefficient systems currently. These measures along with external envelope works will reduce substantial carbon emissions through reductions of heating usage.

Risk Management Implications

25. The failure to maintain decency has been identified as a strategic risk and controls and future actions have been agreed to mitigate the risk. The Strategic Risk Register is scrutinised quarterly by the senior management and monitored by the Board.

Financial Implications

26. The financial implications are detailed in the report.

Equality and Diversity Implications

27. There are no equality and diversity implications associated with this report.

Value for Money Implications

28. Value for money is key in delivering an efficient and effective investment programme. Discussions have been held with suppliers around their costs to ensure that we are continuing to receive the best quality products at a reasonable price. We will continue to manage the investment works to ensure that the contractors provide value for money in their approach to the works.

Consultation carried out

29. Consultation has been carried out for:-
 - Maintaining Decency – drop in events have been held for residents whose homes are due heating or kitchen replacement
 - Fire Safety Works – drop in events have been held for residents living in multi-storey blocks so they could find out more about the works

- Regent Court Sprinkler System – information events have been held for all residents living in the block and visits to a pilot flat have been carried out
- Air Source Heat Pumps – individual visits carried out to all affected properties
- High Fell A External Insulation works – drop in event held for residents to come along and find out more about the proposals.

Recommendation

30. The views of the committee are sought on progress with the capital programme to September 2012.

APPENDIX

Housing Investments Capital Programme 2012/13 up to 28 September 2012

Category	Project	2011/12 c/f (£'000)	2012/13 (£'000)	TOTAL (£'000)	Spend to date (£'000)
Health and Safety or Statutory Obligations	Concealed flue appliances	0	600	600	0
	Equality Act works: Communal lounges	0	100	100	0
	Equality Act works: Multi-storey flats	0	250	250	0
	Fire Safety to Multi-storey flats	1,711	0	1,711	0
	Fire Safety to Sheltered Schemes	0	500	500	0
	Lift replacement / refurbishment	0	250	250	0
	Replacement of Communal Electrics	0	125	125	0
	Total Health & Safety/ Statutory Obligations	1,711	1,825	3,536	0
Contractual Obligations	Programme Management	0	1,000	1,000	500
	Strategic Maintenance	0	1,500	1,500	0
	Total Contractual Obligations	0	2,500	2,500	500
Maintaining Decency	Maintaining Decency	0	6,710	6,710	1,648
	Total Maintaining Decency	0	6,710	6,710	1,648
Estate Regeneration	Older Persons Strategy - Phase 1	385	0	385	7
	Total Estate Regeneration Schemes	385	0	385	7
Other Priorities	High Fell Solid Wall Insulation	0	900	900	1
	One off Heating Replacements	0	1,000	1,000	179
	Warden Call	0	250	250	5
	Window Replacement	0	500	500	0
	Remote door entry and CCTV	100	0	100	0
	Total Other Priorities	100	2,650	2,750	185
Total		2,196	13,685	15,881	2,340



Report to the Asset Management Committee

15 October 2012

Title: Lift Refurbishment

Report of: Acting Chief Executive

Purpose of Report

1. To inform the committee of the proposed lift refurbishment programme for 2012/13.

Background

2. The Housing Investment Capital Programme for 2012/13 – 2016/17 was approved by Gateshead Council's Cabinet on 7 February 2012. The report confirms a capital funding budget in 2012/13 of £22,985,000.
3. Within the capital allowance for 'Health and Safety or Statutory Obligations' there is a budget provision for lift replacement and refurbishment work. For 2012/13 the budget has been set at £250,000, but is projected to increase to £500,000 for the remaining years 2013/14 to 2017.
4. To assist in the preparation of a lift works programme, a number of investigations have been undertaken.
5. Asset information has been collated relating to lift age, type and condition. Information relating to the number of breakdowns, feedback from servicing and reports on critical repairs and major repairs have also been sought from Stannah Lifts Ltd. Stannah are currently the appointed maintenance contractor for communal lift work.
6. These investigations have been carried out with the full assistance of the Health and Safety Team.
7. In addition to the asset information the "Report of Thorough Examination of Lift's", carried out by Zurich Insurance, has also been taken into consideration.
8. The insurance report makes the following observations about three lifts at Adelaide, Brisbane and Melbourne Courts.

"Due to its age and design this lift doesn't meet the current state of the art for safety. We recommend an assessment be carried out

against the requirements of 81-80:2003 to identify the measures needed to meet the current state of the art for safety “.

9. Stannah have been requested to commence the design process for these three lifts. Initial design information has been shared with Zurich Insurance who have indicated that they are satisfied with the proposed improvements.
10. The Fire Service has been heavily involved in many recent investment schemes and has contributed positively to the development of the specifications. They will also be invited to comment on the proposed lift specification.
11. Prior to the commencement of any lift improvement work, the fire service will be provided with a proposed timescale and programme of work. This will enable them to update their Modas appliance information and adjust any building specific fire fighting plans.

Links to Values

12. This report links to the value of being honest, accountable and transparent.

Impact on tenants

13. Lift improvement work will result in one lift being taken out of service while improvement work is undertaken. This will lead to increased disruption for customers for the duration of the work. Customers will be given reasonable notice of works commencing along with estimated completion dates.
14. Timely replacement of lift machinery will, while causing short term disruption, ultimately lead to the provision of a better service. Reducing break downs and essential maintenance call outs and maintaining the sustainability of the blocks.

Risk Management Implications

15. Failure to undertake replacement work in a timely manner may result in the withdrawal of insurance cover and the isolation of lifts. Leading to disruption and complaints from residents.

Health Implications

16. Lift improvement work will ensure that vulnerable residents can safely live independently in their home.

Financial Implications

17. Provision for lift improvement work has been made within the 2012/17 Housing Capital Investment Programme.

Equality and Diversity Implications

18. Lift improvement work will include upgrading of lift access and control ensuring compliance with the equality act.

Value for Money Implications

19. Appropriately specified and timely improvement work will help reduce the on going maintenance costs associated with older lift equipment that is nearing the end of its operational life.

Environmental Implications

20. Where suitable voltage optimisers will be included in lift specifications to ensure that energy consumption is maximised. Generating savings on the communal electricity charges.

Consultation

21. Consultation has been carried out with both the lift insurer and maintenance contractor. The works have also been discussed with the local Ward Members. No customer consultation was carried out in relation to this report.

Recommendation

22. The views of the committee are sought on progress to date with the proposed lift replacement programme.



Report to the Asset Management Committee

15 October 2012

Title: McErlane Square Communal Lighting

Report of Acting Chief Executive

Purpose of Report

1. To inform the committee about the proposed renewal of the communal electrics within McErlane Square, Pelaw.

Background

2. McErlane Square is a sheltered housing scheme in the East Neighbourhood of Gateshead. It was constructed in 1978 and originally provided a mix of older person's bedsit and flat accommodation.
3. As part of the Older Persons Strategy, McErlance Square received investment to convert the unpopular bedsit properties into one bed flats that better match the aspirations of customer.
4. The block now comprises of sixteen 1 bedroom flats spread over two floors, as well as a warden's bungalow.
5. Following a cyclical maintenance inspection Gateshead Council's Local Environment Services (LES) advised in May 2012 that the communal lighting circuit within the block was past its serviceable life and now beyond repair.
6. The implications of this meant that where lights failed or repairs were required the fittings could not be repaired or replaced and could only be isolated. Isolation of any fittings would significantly reduce the amount of light in the communal areas and pose a potential risk to residents and visitors.
7. LES have commissioned Gateshead Council's Design Services to produce drawings and a specification for the renewal of the communal electrics. As part of the work, the suspended ceiling on the ground floor will also need to be replaced at a cost of around £6,000.
8. The work to McErlane Square will be delivered by LES.

Links to Values

9. This report links to the value of being honest, accountable and transparent.

Impact on tenants

10. Improved lighting and illumination levels will contribute to resident comfort and the wider sustainability of the block.
11. During the work there will be some disruption and noise in the communal areas. Customers will be informed in advance of works commencing and will receive Tenant Liaison support from TGHC Investment Delivery Team and LES.

Risk Management

12. If the communal electrics are not renewed there is a risk that lighting may fail completely, leaving the corridors extremely dark and posing a significant risk to resident and visitor safety. With a vulnerable set of customers this would significantly increase the risk of accidents and potential litigation.

Health Implications

13. There are no health implications associated with this report.

Financial Implications

14. The communal electric upgrade has been budgeted for as part of the 2012/13 Housing Capital Investment Programme.

Equality and Diversity Implications

15. The improved lighting levels will ensure that vulnerable customers and those with visual impairments have adequate levels of light to aid their transition around the block.

Value for Money Implications

16. The company has demonstrated value for money through undertaking an appraisal of the scheme costs and specification to ensure they are cost effective and offer value for money.

Environmental Implications

17. The introduction of LED lights, timers and motion sensors will ensure that full lighting is only used when needed and does not run permanently. Reducing electricity running costs and extending the life of the individual fittings by reducing the length of time that they are lit.

Consultation

18. Local ward councillors have been consulted on proposed work.

Recommendation

19. The views of the committee are sought on the proposed work at McErlane Square.



Report to the Asset Management Committee

15 October 2012

Title: Asbestos Register

Report of: Acting Chief Executive

Purpose of Report

1. To update the committee on the implementation of the company 'Asbestos Register' within the Keystone asset management system and receive a demonstration of the system.

Background

2. Asbestos is the name given to a group of naturally occurring minerals that are contained within rock. These minerals appear as masses of strong flexible fibres that can be woven. Due to the fibres strength and resistance to heat and chemicals they were quickly utilised in the building industry, being made or incorporated into a range of building materials. Their use was common in social housing particularly from the 1950's to the mid 1980's.
3. As the toxicity of asbestos became better understood its use reduced and legislation was ultimately brought in to prohibit its installation and govern how it is treated, worked on and disposed of.
4. Due to the age of Gateshead's housing stock we know asbestos is present in many of the homes we manage. Asbestos materials in good condition are safe if they are not damaged. A risk is only posed if asbestos containing materials deteriorate or become damaged allowing fibres to become airborne.
5. As part of our management of the Gateshead housing stock, there is a duty to manage asbestos. We have to ensure that adequate records are held about the presence of asbestos and its condition.
6. This information needs to be held in an 'Asbestos Register'. The register is a key component in the management of asbestos. It contains detailed information on where asbestos can be found, where it is presumed to be and which areas have been confirmed as asbestos free.
7. It is essential that the register is kept up to date so that the most current information is always available to officers and contractors.

Asbestos Register

8. The company has for a number of years worked in partnership with MIS Environmental Limited (MIS). MIS have provided asbestos surveying services to the company across both repair and decent home work.
9. MIS have held copies of all the surveys undertaken and provided electronic access to these documents via an internet portal. The portal has been used by both the company and our partners to access asbestos information for the purpose of delivering repairs, improvement work or demolition.
10. While the portal provides access to the surveys it could not easily be interrogated or produce reports.
11. To ensure that the company has a robust asbestos register and meets its statutory obligations work has been ongoing to transform our existing survey records and import them in the company's Keystone asset management database.
12. As well as providing asset management functions, Keystone is able to provide a robust asbestos register. Over 1million records of information have been checked and validated prior to being imported into Keystone. As well as electronically holding the properties asbestos information the system also provides a direct link to the original survey documentation.
13. Updated weekly, the system will hold accurate and auditable records relating to asbestos. Weekly reports will be sent directly to both Mears and LES to be integrated into their respective ICT systems, ensuring that they have up to date information that they require to deliver their services.
14. Officers from the company, Mears and LES will also receive training to access Keystone directly. This will enable them to perform specific queries and searches. Non company users will only have access to use the asbestos elements of the system; wider asset management functionality will not be available.

Links to Values

15. This report links to the values;
 - Being honest, accountable and transparent
 - Caring and respecting
 - A commitment to all our employees

Impact on tenants

16. A robust, accurate and maintained asbestos register will ensure that work in residents homes can be delivered in a timely manner, efficiently and safely.

Risk Management

17. The Keystone asbestos register will help ensure that the company meets both its statutory and audit requirements relating to asbestos management. Minimising the health and litigation risks associated with asbestos.

Health Implications

18. Asbestos is the single greatest cause of work related deaths in the UK. Inhaled fibres can cause serious diseases which are responsible for around 4,500 deaths a year.
19. There are four main diseases caused by asbestos: mesothelioma, lung cancer, asbestosis and diffuse pleural thickening. Accurate information will help reduce the risks associated with accidental exposure to asbestos fibres.

Financial Implications

20. The cost of undertaking asbestos surveying will be built into the schemes costs for all investment schemes and planned investment work. The asbestos register has no additional cost as it forms part of the wider Keystone Asset Management system that the company has already purchased.

Equality and Diversity Implications

21. There are no equality and diversity implications associated with this report.

Value for Money Implications

22. The register will reduce the risk of duplicate surveys being undertaken. The register clearly states the areas already tested and holds a link to the asbestos report. This will allow officers to interrogate all existing information quickly and efficiently, before deciding if an area needs tested.
23. Where additional surveys are required the register will clearly highlight other untested areas. Allowing the commissioning officer to decide whether it is practical to collect other outstanding asbestos data.

Environmental Implications

24. The implementation of the asbestos register reduces the risk of an accidental release of asbestos fibres. Increased awareness will also enable better planning for waste management and the safe disposal asbestos containing materials.

Consultation

25. Consultation on the asbestos register has been undertaken with relevant internal and external stakeholders. No customer consultation is required in relation to this report.

Recommendation

26. The views of the committee are sought on progress to date with the Asbestos Register with the Keystone asset management system.