

TONBRIDGE & MALLING BOROUGH COUNCIL

AUDIT COMMITTEE

21 June 2010

Report of the Director of Finance

Part 1- Public

Matters for Recommendation to Cabinet

1 RISK MANAGEMENT CONSULTANCY ALLOWANCE

This report advises Members of two further proposals for the allocation of funding from the allowance granted by the Council's insurers.

1.1 Introduction

1.1.1 The Council's insurers, Zurich Municipal, granted the Council a Risk Management Consultancy Allowance of £31,500 which could be used to fund various risk management initiatives. As reported to the Finance & Property Advisory Board meeting on 23 May 2007, proposals for the use of this allowance will be reported to members of the Audit Committee for consideration

1.1.2 To date the Council has allocated £17,442 of the allowance. The two proposals noted in this report will require a further £7,000, leaving a balance to be allocated by June 2011 of £7,058.

1.1.3 Due to timing and availability constraints, it was necessary to obtain the approval of the Chairman and Vice-Chairman of this Committee and to notify the Cabinet Member for Finance together with the Leader of the Council of the two proposals prior to this meeting.

1.1.4 The two proposals from the Director of Planning, Transportation & Leisure are as follows –

- Leisure Risk Management Training for managers and supervisors employed at the Council's Larkfield Leisure Centre, Angel Centre and Tonbridge Swimming Pool. Training will be carried out on two days (because of staff cover and shift/rota arrangements) at a cost of £1,500 per day.
- An Open Spaces Report on Leybourne Lakes and Haysden Country Parks, Tonbridge Race Course Ground and Tonbridge Farm. These reports will include details of defects noted during the inspections, specific risk management recommendations for each site, an inspection checklist for

our future use, general information regarding inspection frequencies and expected management standards. This exercise will cost £4,000.

1.2 Legal Implications

- 1.2.1 The Council has a duty of care to visitors and employees visiting land or facilities owned or managed by the Council. An independent review will provide confirmation as to whether or not the Council's procedures for the management of the sites in question comply with Health & Safety legislation and are considered acceptable by the Council's liability insurers.

1.3 Financial and Value for Money Considerations

- 1.3.1 The total cost of both proposals is £7,000 and, as previously mentioned, will be funded from the grant money provided by the insurers.

1.4 Risk Assessment

- 1.4.1 A failure to comply with the requirements of the Health & safety at Work etc Act could jeopardise the safety and welfare of employees and third parties. In addition, should a personal injury incident occur the reputation of the Council could be placed at risk.

1.5 Policy Considerations

- 1.5.1 Asset Management and Health and Safety

1.6 Recommendations

- 1.6.1 Members are requested to **RECOMMEND** to Cabinet that
- 1) the action taken in consultation with the Chairman and Vice-Chairman of this Committee to progress the two initiatives noted above be approved; and
 - 2) both initiatives are funded from the risk management consultancy allowance.

Background papers:

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Nil

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Director of Finance