

WIRRAL COUNCIL

AUDIT & RISK MANAGEMENT COMMITTEE – 1 DECEMBER 2008

REPORT OF THE DEPUTY CHIEF EXECUTIVE/DIRECTOR OF CORPORATE SERVICES

OFFICE SECURITY – PROGRESS REPORT

1. EXECUTIVE SUMMARY

- 1.1 This report seeks to assure members that the issues raised in the previous report on office security, presented on 7th April 2008, and in subsequent correspondence from the chair have been successfully addressed (minute 68 refers).

2. BACKGROUND

- 2.1 Members may recall that I provided a report on office security to this Committee in April 2008 based on the findings of an Internal Audit report. There were still a number of outstanding issues and it was requested that the Health, Safety & Resilience Manager provide a further report on progress to a future meeting.
- 2.2 There was initially some confusion about the accuracy of the information contained within the Internal Audit report and some doubt over the current position for the premises listed. Members were made aware that Facility Security is one of the areas now included as part of the facilities management Legislative Compliance audit and therefore it would be more appropriate for this officer to report back on progress.
- 2.3 There was also a request for the Conditions of Hire agreement for municipal buildings to be circulated to all committee members.

3. PROGRESS

I am pleased to inform Members that the several issues raised by internal audit and “left over”, pending further action have now been successfully addressed. All Facility Managers have now confirmed to the Legislative Compliance Officer, each issue has been completed satisfactory.

The request for a copy of the Conditions of Hire for Municipal Buildings be sent to each committee member was actioned by the Committee Clerk on the 23 May 2008.

3. FINANCIAL IMPLICATIONS

- 3.1 Some of the recommendations arising from the audit process will have financial implications. This information is being shared with both Asset Management and also with the relevant staff within Technical Services.

4. STAFFING IMPLICATIONS

- 4.1 There are no direct staffing implications as a result of this report.

5. EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 There are no direct Equal Opportunities implications

6. COMMUNITY SAFETY IMPLICATIONS

- 6.1 Community safety will be improved by the security improvements on Council premises as a result of the audit process.

7. LOCAL AGENDA 21 IMPLICATIONS

- 7.1 There are no Local Agenda 21 implications

8. PLANNING IMPLICATIONS

- 8.1 There are no planning implications

9. ANTI-POVERTY IMPLICATIONS

- 9.1 There are no anti-poverty implications

10. HUMAN RIGHTS IMPLICATIONS

- 10.1 There are no Human Rights implications

11. SOCIAL INCLUSION IMPLICATIONS

- 11.1 There are no social inclusion implications

12. LOCAL MEMBER SUPPORT IMPLICATIONS

- 12.1 There are no local support implications

13. BACKGROUND PAPERS

- 13.1 None

14. RECOMMENDATIONS

- 14.1 That the report be noted.
- 14.2 That an annual report will be provided for the April committee on the work of the Legislative Compliance Officer.

J. WILKIE

DEPUTY CHIEF EXECUTIVE/DIRECTOR OF CORPORATE SERVICES

This report was prepared by Mark Camborne, Health, Safety & Resilience Operations Manager who can be contacted on 606 2071.