

Waverley Borough Council

Report to: EXECUTIVE CO PORTFOLIO HOLDER FOR HOUSING DECISIONS

Date: 2nd May 2024

Ward(s) affected: All

Report of Director: Community Wellbeing

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Report Status: Open

Key Decision: Yes

HSL Contract Extension: Water Hygiene Contractors (Risk Assessment, monitoring, sampling, testing and remedial works) for Waverly Borough Council

1. Executive Summary

The report outlines the request to enter into an extension period of the existing Water Hygiene Compliance: risk assessment, monitoring, sampling, testing and remedial works contract for services by HSL within Waverley Borough Council.

2. Recommendation to Executive

That the Executive Co-Portfolio Holder for Housing (Operations) and approves:

An extension to the current HSL contract by 12 Months (terms and conditions to remain the same) for Water Hygiene Compliance: risk assessment, monitoring, sampling, testing and remedial works Services.

3. Reason(s) for Recommendation:

Waverly Borough Council have a moral and legal duty of care to keep our properties safe and compliant for our tenants to live in without fear of any accidents that could arise due to Water hygiene non-compliance.

Waverley are in the process of reviewing and upgrading the services provided, An extension to the contract will facilitate implementation of an improvement plan to reflect the upgraded services required.

4. Exemption from publication - No

5. Purpose of Report

The current contract ends in May 2024 unless the contract is formally extended. The contract was designed with an extension clause, in accordance with the contract terms and the initial procurement process.

Therefore, agreement is sought to extend the current contract with HSL for 12 Months – from May 2024 to May 2025 (as per contract terms allow) to continue to carry out: risk assessment, monitoring, sampling, testing and remedial works Services.

6. Strategic Priorities

The report supports the Council's Corporate Commitment to promote Safe Compliant Homes for our tenants and aim to be the best council landlord in the Southeast and to be acknowledged as such.

7. Background

Due to lack of resources within the Compliance and Procurement Team it was deemed appropriate to request to extend the current Water Hygiene contract for a further one year period. This will allow WBC to dedicate the time needed to re-procure a longer term contract over the coming financial year in accordance with the WBC's CPR's.

It has been recognised that there has been a lack of contact management from both WBC and from the contractor themselves which has led to concerns with their performance and priority in managing the relatively small number of properties. However, the Compliance team are working with HSL to implement a service improvement plan, which will include monthly contract progress meetings, review of risk assessment control measures and programme. We are also in the process of recruiting a Compliance Officer to contract manage all water hygiene compliance, upgrade, replacement and project works to enable us to work with HSL to significantly improve water hygiene moving forward.

Continuing with HSL will improve the monthly compliancy and the overall management of water hygiene.

8. Consultations

Tenant Satisfaction Surveys and Landlord Services Advisory Board.

9. Key Risks

The current contract will end in May 2024 unless extended. If the contract ends, then Waverley Borough Council will have no Water hygiene Compliance contractor.

10. Financial Implications

Budgets have been approved for 2024/2025 on February 20th 2024.

11. Legal Implications

Louisa Cotton, Procurement officer, has consulted with the framework providers NHF to confirm the request falls within scope, i.e. the contract can be extended by one year from May 2024 until May 2025.

12. Human Resource Implications - None

13. Equality and Diversity Implications - None

14. Climate Change/Sustainability Implications - None

15. Summary of Options

No other reasonable options are currently available or viable, to ensure this workstream continues for 2024 to 2025.

16. Conclusion

It is recommended that the current HSL water hygiene contract for Compliance is extended by 12 Months (from May 2024 until May 2025), to ensure that all water hygiene works: risk assessment, monitoring, sampling, testing and remedial works Services are completed to facilitate Water Hygiene Compliance.

This extension will provide value for money and facilitate ongoing improvement, whilst allowing a longer-term contract to be procured.

Please ensure the following service areas have signed off your report. Please complete this box, and do not delete. Service	Sign off date
Finance / S.151 Officer	22/01/2024
Legal / Governance	26/09/2023
HR	-
Equalities	-
Lead Councillor	10/04/2024
CMB	19/03/2024
Executive Briefing/Liaison	26/03/2024
Committee Services	