

Waverley Borough Council

Report to: EXECUTIVE CO PORTFOLIO HOLDER FOR HOUSING DECISIONS

Date: 2 May 2024

Ward(s) affected: All

Report of Director: Community Wellbeing

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Report Status: Open

Key Decision: Yes

PCM Contract Extension: Gas and Electrical Auditors for Waverly Borough Council

1. Executive Summary

The report outlines the request to enter into an extension period of the existing planned works contract for Gas and Electrical Auditing Services by PCM for Compliance Gas & Electrical services within Waverly Borough Council.

2. Recommendation to Executive

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

An extension to the current PCM contract by 36 Months (terms and conditions to remain the same) for Gas and Electrical Auditing 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 from Gas and Electrical non-compliance.

Waverly have developed a good working relationship with PCM - the current incumbent contractor for auditing of Gas and Electrical compliance.

PCM have delivered a good monthly audit service for the last 30 Months with their contract due to expire in October 2024

4. Exemption from publication - No

5. Purpose of Report

The current contract ends in October 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 PCM for 36 Months – from October 2024 to October 2027 (as per contract terms allow) to continue to carry out auditing services of Gas and Electrical compliance.

6. Strategic Priorities

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

WBC are required to carry out audits of LGSR's and new installation with an independent consultant as per WBC Gas & LPG, solid and Oil Fuel Safety Policy (V3, February 2022)

7. Background

The Compliance team have developed a good working relationship with PCM over the past 30 Months.

WBC has achieved each month, circa 97.3% compliance on their Gas LGSR certification and working towards 100% compliance within the new 5 year EICR (electrical certificates) Cycle from 10 years. Both services are audited by PCM. PCM assist the Compliance team to ensure LGSRs and new installations are carried out competently to required regulations by carrying out monthly audits (10% minimum) on the LGSR/EICRS via site visits, each month, . The contactors have access to the PCM's portal where they can correct any issues found which will be checked again and a monthly report submitted to WBC Compliance for use in the monthly contractor meetings

Continuing with PCM will maintain the monthly assurance works are being carried out in line with Regulations and assist with WBC compliancy.

With the new Gas and Electrical contacts due to commence this financial year, consistency in the audit process was deemed preferable and with agreement, continue with PCM.

The PCM contract will be managed by the M&E Manager with regular monthly review meetings to monitor and assess quality assurance of LGSR, EICR's and planned electrical and heating upgrades.

8. Consultations

Tenant Satisfaction Surveys and Landlord Services Advisory Board.

9. Key Risks

The current contract will end in October 2024 unless extended. If the contract ends, then Waverly Borough Council will have no independent auditing service for the Gas and Electrical Compliance.

10. Financial Implications

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

11. Legal Implications

Legal advice was sought in this matter and Andrew Ogalo, Contracts and Procurement Solicitor (Interim) provided legal advice, confirming that the original 36 Month agreement commenced on 1st October 2021, for a period of 36 Months (running until October 2024), with the option to extend for 36 Months (from October 2024 until October 2027).

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 from 2024 to 2027

16. Conclusion

It is recommended that the current PCM contract for Gas and Electrical Compliance is extended by 36 Months (from October 2024 until October 2027), to ensure that all identified works that do not comply or are substandard are notified to Waverly Borough Council Compliance department.

This extension will provided value for money and ensure consistent quality audits, 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	