

## DECISION RECORD <sup>1</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part 4e - Overview and Scrutiny Procedure Rules \(stevenage.gov.uk\)](https://www.stevenage.gov.uk/part-4-overview-and-scrutiny-procedure-rules))

<b>Subject: Compliance Consultancy Audits</b> <i>(Please use the same title as provided in the Forward Plan)</i>	
Staff Contact: Alexandra Pelling	Executive Member: Cllr Jeannette Thomas
Tel:	Portfolio: Housing

### 1. Decision

2.

To approve the procurement of Phoenix Compliance Management to supply the council with third party checks on various compliance works streams including gas safety, electrical safety and lift safety.

### 3. Reasons for the decision

This contract is required to ensure SBC continuously monitor the contractors who are carrying out compliance work on behalf of the Council.

We are expected to carry out a 10% audit check of our contractors to make sure they are adhering to the relevant industry standards and legal obligations.

This contract protects SBC and our residents from poor-quality work and poor-quality contract management. If a contractor is not performing these will form a solid evidence based foundation for contract review/dismissal if necessary.

This contract underpins our approach to keeping our tenants safe and compliance within the Safety and Quality Standard, which forms part of the new Consumer Standards launched on 1 April 2024 in accordance with the Social Housing Regulation Act 2023.

### 3. Alternative options considered and rejected <sup>2</sup>

Not applicable

### 4. Consultation

(a) Comments of Executive Member <sup>3 4</sup>

Cllr Lin Martin-Haugh has waived the need for this contract to go through the forward plan/scrutiny process. Email dated 20/05/2024

(b) Comments of other consultees <sup>5</sup>

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5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: RICHARD PROTHEROE [Signature redacted]

Title: Strategic Director

Date: 22<sup>nd</sup> May 2024

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

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<sup>1</sup> for guidance see Borough Solicitor's note "Taking Decisions"

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest **DO NOT PROCEED** without seeking advice from the Borough Solicitor

<sup>4</sup> If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

<sup>5</sup> If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.