

## LONDON BOROUGH OF HAMMERSMITH & FULHAM

**Report to:** Strategy Director of Economy – Jonathon Pickstone

**Date:** 23/12/2021

**Subject:** Macbeth Annex and Broadway Nursery Decarbonisation

**Report author:** Grace Farnham, Property Transformation Project Manager

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### Summary

This strategy sets out the project and procurement approach for the delivery of property upgrades at two Hammersmith & Fulham (H&F)-owned sites, which will be part-funded by central government via the 'Public Sector Decarbonisation Scheme 2' (PSDS); the strategy is required to progress the procurement of a contractor to deliver the schemes on site (Macbeth Centre and Brook Green Children's Centre).

In line with the Council's target to become a net-zero carbon borough by 2030, H&F successfully applied for a PSDS grant from BEIS/Salix. The grant contributes two-thirds of the costs of upgrading heating systems (from gas to Air Source Heat Pumps (ASHPs)) at two of the Council's properties, as well as the installation of loft insulation and window replacements. The grant – worth approximately £465k – expires in March 2022.

The grant opportunity and award were both announced at short notice, resulting in a short lead-in for project delivery; the challenge of tight timelines was compounded by the need to prioritise continuity in service delivery (the sites deliver Adult Education and Children's Services), over the installation of the works. In addition, the impact of COVID-19 and Brexit on supply chains, the discovery of asbestos, resource constraints and other logistical issues, have resulted in significant delays to the delivery of the project. The Council must now progress the procurement of works at pace, in order to spend the grant money by March 2022, otherwise there is a risk that the funding may be lost entirely. In addition, the failure to deliver creates follow on risks for both our net-zero target and our reputation with Salix (the grant manager) who is unlikely to offer further funding if the PSDS 2 projects are unsuccessful.

In light of these risks and issues, a waiver has been secured\*, allowing the tender to be shared with five suitable contractors (rather than advertising to the whole market). The tender period will be 2 weeks and the contract will be a JCT Intermediate Contract with design element.

*\* The waiver approved originally set out a 4-week tender period; however, due to the discovery of asbestos and the limited time window in which removals can be carried out (e.g. only in the February half-term holiday to minimise risk and disruption to service users) this has had to be further reduced.*

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## Recommendation:

To approve the procurement strategy at the estimated total value of £700,000.

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## Wards Affected:

1. Avonmore & Brook Green
2. Hammersmith Broadway

<b>Our Values</b>	<b>Summary of how this report aligns to the H&amp;F Values</b>
Building shared prosperity	The project is valued at just over £700,000 and the tender will include five contractors. Local social and economic value will be considered as part of the procurement process for the refurbishment works. Most experts consider that climate change mitigation adds both social and economic value in the long term.
Creating a compassionate council	The project will improve buildings users' experience of two properties which are core to the Council's service delivery: 1. The Adult Education Service and 2. A children's centre run for the community by a VCSO. The project will improve thermal comfort and appearance of the two venues.
Doing things with local residents, not to them	The two buildings included in the decarbonisation are education centres – an adult learning centre and a nursery. These sites will benefit from an upgraded heating system including new heat emitters and controls. Currently, the heating systems within the buildings are past their lifespan and faulty making an uncomfortable learning environment. The two sites are important hubs within the Hammersmith and Fulham community and the buildings are used by many residents who rely on H&F services.
Being ruthlessly financially efficient	These projects bring over £460k of external grant finance into H&F council, while also improving two of our buildings to make them more efficient and reduce energy costs. The grant money accounts for two thirds of the total project cost. To lose the grant money would mean the Council would have to pay for the full cost of the upgrades, thereby undermining the Council's RFE value.
Taking pride in H&F	Installing low-carbon heating systems in two of the Council's sites demonstrates a commitment to a cleaner, and greener borough – thereby taking pride in H&F and its institutions. These projects will improve the condition of two significant buildings in the H&F corporate portfolio. They will also demonstrate climate leadership to the wider community.
Rising to the challenge of the climate and ecological emergency	This project relates to the decarbonisation of two H&F-owned properties. The high-carbon gas heating and hot water systems at these two sites will be removed and replaced by low carbon technologies – this work is essential to meeting the Council's target and rising to the challenge of the C&EE. The projects will provide a

	model and key lessons for the removal of gas fired heating from other corporate buildings, school and housing.
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## Financial Impact

The financial cost of the decision amounts to the sum of money provided by the grant funder (£465,330) – if procurement does not progress at pace (enabling the grant to be drawn down by March 2022), this funding will be withdrawn from the Council.

The main source of the funding is the grant awarded to the Council by Salix, a sum which amounts to two thirds of the project cost. The remaining third of the project cost (£244,535) will be delivered from the Corporate Planned Maintenance Programme's budget (2022/23). The table below breaks down the value of the grant versus the overall project cost.

No annual uplifts are expected given that this is a one-off cost for installation of decarbonisation measures, however, there may be uplift in the overall cost of the project give Covid-19 and Brexit related impacts on the cost of materials and pressure on supply chains.

Furthermore, there are additional financial benefits of the project – it is expected that, after retrofit, both buildings will benefit from lower annual running/utility costs due to the installation of both efficient heating systems and energy efficiency measures (e.g. roof insulation).

Macbeth Annex		
Measure	Total Value	Phase 2 Grant Value
ASHP	£201,560.84	£168,440.00
Loft insulation	£30,071.25	£15,151.17
Heating – distribution pipework improvements	£76,511.71	£38,549.83
<b>Total:</b>	<b>£308,143.80</b>	<b>£222,141.00</b>

Broadway Nursery		
Measure	Total Value	Phase 2 Grant Value
ASHP	£258,431.84	£141,148.48
Double glazing with metal or plastic frames	£62,261.76	£44,338.29
Heating distribution pipework improvements	£81,027.99	£57,702.23
<b>Total:</b>	<b>£401,721.59</b>	<b>£243,189.00</b>

Successful discussions with the grant funder have resulted in minimising the risk of losing the funding, by securing permission to:

1. Alter the spend profile of the grant agreement – Salix will allow H&F to claim 100% of the expenses accrued before April 2022 from the grant fund (as opposed to the 2:1 Salix to H&F match funding mechanism), with H&F picking up the remaining costs of the scheme accrued after March 2022.

2. Draw down on the grant through the use of vesting certificates to prove ownership of materials and equipment which may arrived on site after March 2022 but will be purchased beforehand.

It is expected that, despite the delays and provided a contractor can be procured swiftly, these above agreements will allow H&F to spend the majority – if not all – of the funding prior to the grant expiration (as per the tables below):

Project	Estimated total cost of scheme (minimum*)	Grant amount	Salix contribution	Remaining H&F costs (minimum*)
Macbeth	£308,144	£224,141	73%	£84,003
Broadway	£401,722	£243,189	61%	£158,533
Total	£709,865	£467,330		£242,535

*\*Due to high demand for low-carbon heating systems and supply chain issues, a rise in the project costs (and thereby H&F's contribution) is expected*

	Total grant draw down to date		Expected draw down prior to March 2022		Total	
	£	%	£	%	£	%
Macbeth	£10,049	4%	£196,000	87%	£206,049	92%
Broadway	£5,943	2%	£237,246	98%	£243,189	100%
Total	£15,991		£433,246		£449,238	

## Legal Implications

At circa £700,000, the proposed works contract is a high value contract which, under the Council's Contract Standing Orders, would normally require a full procurement (including advertising in Find a Tender etc) or a call-off from a framework agreement. However, it is a condition of two grants (one for £222,141 and one for £243,189) from Salix Finance Limited (subsidiary of BEIS) that the works must be completed before 31st March 2022, failing which the Council will not receive the grants. As the works will take 6 months, they must commence as soon as possible. There is no time to advertise the opportunity in Find a Tender. There is time, however, for a short procurement over a 4-week\* period when 5 suppliers are invited to tender. The circumstances therefore fit the exception under the Contract Standing Order (22.3.2 genuine urgency provisions which could not have been foreseen) and, on this basis, a waiver to the requirement for a full procurement has already been approved.

As the contract is a works contract and has a value which is below the threshold for works (£4,733,252) a full procurement is not required under the Public Contracts Regulations 2015.

The grant funding provided by Salix Finance, a non-departmental public body, wholly owned by the government, is conditional on it being received by Salix from the government. There are two grant agreements one in respect of the Broadway Children's Centre, the other in respect of the Macbeth Centre Annex. They are in the same terms. They contain provisions for:

- The appointment of an accountable officer with responsibility for overseeing the use of the grant

- The grant to be used for its intended purpose
- Restrictions on the use of the grant to ensure it is used for its intended purpose
- Obligations in relation to drawdown and reporting
- Requirements to comply with requests for information and documents

The Council is lawfully able to comply with all the conditions in the grant agreement and they contain nothing which is unusual or exceptional in an agreement of this type.

The Council will comply with its Social Value Policy in the procurement of the works so that 10% weighting is given to social value and to ensure that the winning contractor is obliged to provide a minimum of 10% social value in terms of contract value.

The decision to approve the recommendation is a Key Decision.

The relevant decision maker is the SLT member in consultation with the relevant Cabinet Member.

*\* The waiver approved originally set out a 4-week tender period; however, due to the discovery of asbestos and the limited time window in which removals can be carried out (e.g. in the February term holiday to minimise risk and disruption to service users) this has had to be further reduced.*

### **Social value**

The Council is under an obligation in the Public Services (Social Value) Act 2012 to consider how the letting of services contracts can benefit the social, economic and environmental well-being of their area. These are factors which will be considered and built into the contract and procurement documents. The Council has recently adopted a Social Value Policy which applies to all its contracts above £100,000 and this requires that 10% of the total scoring is for social value which will be subject to assessment by an external assessor, a company called Social Value Portal. The requirements of the assessor and the Council's policy will need to be built into the tender competition.

B. Section 1(1) the Localism Act 2011 (***The General Power of Competence***) allows the Council to do anything which individuals generally do even if:

- *It is unlike anything else the authority may do*
- *It is unlike anything that other public bodies may do*
- *It is carried out in any whatever, including:*
  - o *anywhere in the UK or elsewhere;*
  - o *for a commercial purpose or otherwise for a charge, or without charge; and*
  - o *for, or otherwise that for, the benefit of the Authority, its area or persons resident or present in its area*

*This is a wide-ranging power and designed to encourage innovation and imagination in use of it and this means that everything is within the Council's power unless it is specifically excluded.*

Section 111 Local Government Act 1972 - gives powers to local authorities to do anything (whether or not involving expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions.

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Verified by Emily Hill, Director of Finance

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### **Background Papers Used in Preparing This Report**

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report:

- Approved waiver for Macbeth & Broadway:  
<https://officesharedservice.sharepoint.com/:b:/s/AssetGrowthProgram-parttwo/EWNVIEo8kHFAhomE08W2QDgBh9hix8KrUm7EEgxMQmMrSw?e=2Dg0qP>
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## **DETAILED ANALYSIS**

### **Background**

1. The procurement strategy has been developed to progress the award of the ASHP installation and retrofit contracts required to deliver the PSDS schemes at two of the Council's sites. Decarbonisation works at these sites – and other Council-owned properties - must be completed by 2030, for the Council to meet its pledge to achieve net-zero carbon by 2030. The two key elements to this are: (1) improvements to the building fabric to reduce heat loss, and (2) replacement of fossil fuel heating with electric systems. This project represents an RFE opportunity to fund most of the associated retrofit costs for two corporate buildings using external grant funding, and to carry out pilot projects to learn lessons about how we carry out similar works to the rest of our corporate buildings. This procurement is therefore a key part of delivering our net-zero target in line with our climate emergency declaration, and directly contributes to the Council's goal of rising to the challenge of the Climate and Ecological Emergency.
2. Applications were submitted to Salix's PSDS for the Broadway Children's Centre and Macbeth Centre Annex after consultation with the Corporate Landlord Board. The proposed retrofit projects have been assessed and recommended by expert technical consultants as the most appropriate for these two buildings.
3. The benefits will include new heating systems for two sites within the borough, improving residents' experiences and comfortability in two core service-delivery sites which are key to H&F's policy objectives (Adult Education and the Industrial Strategy; supporting families and VCSOs) and are of community importance.
4. These two projects will be delivered in isolation from other decarbonisation projects, because of the conditions of the grant, as set out by BEIS and Salix.
5. This procurement activity is similar to other ASHP procurements underway (e.g. the ASHP pilot for the Public Mortuary etc.) but is being progressed separately and distinctly because of the time-limited funding opportunity available for these two specific sites. A comprehensive retrofit strategy and delivery plan is in development through 2022 which will see works procured together on a larger scale, which will deliver/facilitate:
  - Joined-up procurement across departments and service areas
  - Financial efficiency from the economies of scale achieved from high-volume procurements
  - Local market development to be integrated into plans to ensure social value objectives are realised from retrofit activities

### **Reasons for Decision**

6. This proposal is essential to H&F's ambition to tackle the climate emergency, plus it enables the Council to take advantage of external funding to achieve this.
7. The recommendation is that the procurement strategy is agreed to undertake the works.

## **Contract Specifications Summary**

8. The works being completed include the strip out of old gas heating systems in both the Macbeth Annex and Broadway Nursery. Both gas systems are aged beyond their lifespan and are due to be updated. The work will also include the replacement of heat emitters such as radiators to fan coil units. The grant money provides the opportunity for these gas systems to be updated to electric ASHPs which have a significantly lower carbon impact.
9. The contract is expected to run until September 2022, with a significant proportion of the grant drawn down prior to the end of March 2022 (incl. for materials and resources). The contract will not extend beyond completion of the installation works.

## **Procurement Route Analysis of Options**

10. As outlined previously, several procurement routes/approaches have already been discounted due to the urgent nature of the project.
11. The proposed contract is a high value contract which, under the Council's Contract Standing Orders, would normally require a full procurement or call-off from a framework agreement. However, due to conditions of the funding, there is no time to carry out a full tender although there is time for a short procurement over a 2-week period when 5 suppliers are invited to tender. The circumstances therefore fit the exception under the Contract Standing Orders and a direct award may be approved under CSO '22.3.2 provided there is a genuine urgency which could not have been foreseen'.
12. As the contract is a works contract and has a value which is below the threshold for works (which is £4,733,252) a full EU procurement is not required and the proposed direct award is permissible under the PCR provided the Council acts transparently, proportionately and in a non-discriminatory manner.

## **Market Analysis, Local Economy and Social Value**

13. AAP (the consultants and project managers) will go out to tender with approved suppliers of the electric air source heat pump units which allows an extended warranty. Due to the grant money being awarded to public sector organisations across the country, ASHP units are in high demand, as are qualified contractors; there are longer lead-in times associated with the procurement of both, therefore, it is important to complete the tender period as soon as possible.
14. It may be difficult to include local suppliers, given that accredited suppliers are limited, and that Samsung is an accredited supplier which will offer the extended warranty required. AAP will use local contractors where possible, but the predominant benefits for the local community is the delivery of two low-carbon buildings using renewable energy for heating.

15. A 2-week tender process will be conducted, involving 5 contractors, to ensure value for money. The contractors have been identified by the technical design consultant AA Projects based on their credentials and accreditation by a major heat pump manufacture (Samsung). The accredited suppliers have gone through financial checks and offer an extended warranty.
16. The main equipment supplier (Samsung) operates a training scheme for installers and accredited installers offer an extended guarantee from the supplier. The tender list has therefore been restricted to Samsung approved installers provided by Samsung that install equipment within the borough.
17. The project delivers intrinsic community value by bringing money into the borough, and by retrofitting two buildings to be net zero carbon, reducing climate change impacts and air pollution. It will also improve thermal comfort in the buildings, which are used by community groups and currently suffer from regular heating breakdowns.

### **Risk Assessment and Proposed Mitigations**

18. The main risk remains the possible loss of grant monies should the procurement process be protracted, resulting in installations being carried out beyond the end of March 2022. A waiver has been approved to mitigate this risk.
19. There is an additional and significant risk that suppliers may be unable able to meet the 10% social value requirement because the contract is short-term, the local market is limited, and the social value framework puts limited financial value on TOMs which do not relate to local supply chains. As such, the procurement exercise may fail if bidders find it challenging to make social value commitments that amount to the 10% of the contract value (approx. £70k); this could, in turn, mean losing the majority of the grant.
20. Works must be carried out in full consideration of COVID and guidance set out by the Industry, Health and Safety Executive and HM Government.
21. The project is being managed by a consultant – AAP – who will be responsible for risk management and mitigation.

### **Timetable**

Below is the estimated timetable of the competition process through to contact commencing:

Key Decision Entry (Strategy)	15 <sup>th</sup> December 2021
Contracts Assurance Board (Strategy)	22 <sup>nd</sup> December 2021
SLT Member Sign off (Strategy)	23 <sup>rd</sup> December 2021
Invitation to Tender	7 <sup>th</sup> January 2022 (after 3pm)
Closing date for clarifications	14 <sup>th</sup> January 2022
Closing date for submissions	21 <sup>st</sup> January 2022

Evaluation of Tenders	24 <sup>th</sup> – 28 <sup>th</sup> January 2022
Key Decision Entry (Award)	21 <sup>st</sup> December 2022
CAB (Award)	2 <sup>nd</sup> February 2022
SLT Member (Award)	4 <sup>th</sup> February 2022
ITT Contract Award Notice	9 <sup>th</sup> February 2022
Contract engrossment	10 <sup>th</sup> February 2022

## Selection and Award Criteria

22. Headline ratio: a 30:70 Quality/Price primary evaluation framework will be applied (in which social value accounts for one third of quality). In evaluating the tenders, H&F and APP will seek the most economically advantageous offers, using the following criteria to enable a combined cost and quality assessment of the submissions, weighted as follows:

- 70% for Compliant Cost (weighted assessment of compliant tender sum, including adjustment for exclusions, qualifications, etc.)
- 30% for Quality Question Responses

Given that the suppliers selected are already accredited by Samsung, price is more important as reflected by the 'Cost: Quality' ratio. Social value is set at 10% as per the council's Social Value Policy.

23. Pricing mechanism and price setting: the pricing will be reviewed and scored, with the lowest compliant bid scoring 100 and the others score 100, minus the percentage figure above the lowest price.

24. Minimum standard questions will be asked as part of the qualification envelope (see appendix 1.)

25. Criteria to score Quality: A set of quality questions will be asked with the following weightings:

### QUALITY QUESTIONNAIRE IN THE TECHNICAL ENVELOPE (GRADED 1-5):

Questions	Weighting (%)
<p><b>1. Time management</b> Please supply a narrative outlining a programme of works, including:</p> <ul style="list-style-type: none"> <li>• The products and materials you propose to use and how these meet the requirements of the specification.</li> <li>• How your organisation will ensure all essential material is available from the contract start date, including all pre-works, site inspections and procurement of materials.</li> <li>• How your organisation will ensure the programme of works is timetabled and delivered after the contract commencement date.</li> </ul>	16.9
<p><b>2. Method and Risk Assessment</b> Please provide your method statement as detailed in the specification and your programme of works demonstrating how your organisation will deliver the service</p>	16.9

<p>and working protocols, including all sub-contracted works which should also include.</p> <ul style="list-style-type: none"> <li>• How hazards are to be identified, eliminated or controlled.</li> <li>• Risks to be identified, analysed, mitigated and assessed</li> </ul>	
<p><b>3. Management of works and customer liaison:</b> Please provide details about how you will manage the works, including how you will liaise with existing site users and share the space</p>	16.9
<p><b>4. Management of materials:</b> Please demonstrate how your organisation proposes to ensure the safe and timely delivery and safe storage of all materials. Please include how your organisation will dispose of all materials in an environmentally friendly way. Your response should include the Identification of delivery risks and the Identification of delivery restrictions and interfaces</p>	16.9
<p><b>5. Social Value Questionnaire/Quantitative:</b> Please complete the Social Value Matrix available at the link...<b>(INSERT LINK)</b></p>	16.7
<p><b>6. Social Value Method Statement</b> Please provide evidence of how the social value proposals set out in your Social Value Questionnaire will be delivered, including a proposed methodology. Your answer should include the following as a minimum:</p> <p>a) Thematic Approach: Bidders must accompany input target figures for specific Social Value measures with a rationale for each Social Value proposal in the method statement, to demonstrate that they have credible processes in place to deliver what is being offered. The method statement for each target should also specify whether this value will be delivered directly by the bidder or through its supply chain. Additional supporting evidence may be provided where necessary to justify the bidder's approach. Responses should be in the context of the community needs and opportunities in the Borough.</p> <p>b) Delivery Capability: Your proposed resource in order to deliver the proposals, including:</p> <ul style="list-style-type: none"> <li>• An identified single point of responsibility, (Account will be taken of the seniority of the person nominated).; A quantified resource plan. This can include internal, external and delivery partners' resources. Delivery partners, such as 3rd sector providers or social enterprises should be named where appropriate.</li> <li>• Examples of delivery on similar projects.</li> <li>• Method for defining Social value outcomes</li> <li>• Processes for monitoring, measurement and reporting.</li> </ul>	16.7

26. Social Value: Social Value will be included in line with the Council's Social Value policy and the winning supplier will be required to make a social value proposal, join the Social Value Portal and fill in the matrix to be managed accordingly during the lifetime of the contract

Assessment	Weighting (%)
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a. Quantitative Assessment	50
b. Qualitative Assessment	50

### **Contract Management**

27. The standard of services must be provided as detailed on the contract. The specification within the contract will be used to measure successful delivery as well as the timeframe listed within the contract.
28. Post-award, AAP (the design consultant project managing the schemes) will manage the relationship with the contractor for H&F.
29. Contract performance will be assessed and monitored bi-monthly (by AAP with H&F), or more frequently if required.
30. Social Value proposals made as part of the tender will form a contractual commitment and will be monitored as a KPI during the contract term. The tenderer will be expected to deliver the commitments stated in their returned Social Value Questionnaire by the date of project completion.

### **Equality Implications**

31. An EI Assessment has been completed; there are no anticipated negative implications for groups with protected characteristics, under the Equality Act 2010, associated with these proposals.

*Implications completed by: Grace Farnham, Property Transformation Project Manager 07403983400*

### **Risk Management Implications**

32. As per previous section (18-20); in addition, the project is being managed by a consultant – AAP – who will be responsible for risk management and mitigation, and providing regular risk reports to H&F.
33. The report recommends adopting a procurement strategy which will enable the Council to secure grant funding to cover the majority of the cost of this scheme, which is in line with the objective of being ruthlessly financially efficient. The upgrading of the two heating systems (from gas to ASHPs) is in line with the Council's target to become a net-zero carbon borough by 2030 and the results of this pilot will inform future investment in this type of technology to support this policy commitment.

Implications completed by: David Hughes, Director of Audit, Fraud, Risk and Insurance (07817 507 695) – 15<sup>th</sup> December 2021

## **Climate and Ecological Emergency Implications**

34. The proposed retrofit projects have been assessed and recommended by expert technical consultants as the most appropriate for these two buildings.
35. The main purpose of the project is to deliver low-carbon heating systems at two sites, thus delivering carbon savings for H&F. As such, the project will contribute to the Council's action in tackling the Climate and Ecological Emergency.

*Implications verified by: Hinesh Mehta (Strategic Lead- Climate Emergency, 07960 470125) - 15<sup>th</sup> December 2021*

## **Local Economy and Social Value Implications**

36. The social value assessment in this procurement strategy is in line with the Council's requirement, 10% overall is included in the quality questions. Bidders will be required to register on Social Value Portal to enter social value their quantitative responses. The Successful Bidder is responsible for paying the Social Value Portal Management Fee for the term of the Contract.
37. It is recommended the project lead work closely with H&F Social Value Officer and the contractor to agree on a delivery plan, soon after the award. It is also recommended that the Commissioner will work closely with Legal Services to ensure appropriate social value clauses are included in the contract, so that the Council can enforce its right to compensation if social value commitments are not delivered.

*Implications verified by: Ilaria Agueci, Social Value Officer 0777 667 2878- 16<sup>th</sup> December 2021*

## **Consultation**

38. The design and delivery of the project has been developed in consultation with AAP who will be project managing the installations.
39. The Director of the VCSO (the tenant) at Brook Green, has also been consulted and has communicated interest in the scheme, and agreed for enabling works (e.g. surveys) to be carried out on site.

## **Digital Services and Information Management Implications**

40. IT Implications: There are no IT implications resulting from the proposal in this report.
41. IM implications: All contractors will be expected to have a Data Protection policy in place and staff will be expected to have received Data Protection training.

42. The service will need to complete a Data Privacy Impact Assessment to ensure all potential data protection risks in relation to this proposal are properly assessed with mitigating actions agreed and implemented.
43. Contracts will need to include H&F's data protection and processing schedule. This is compliant with the UK Data Protection law.

*Implications completed by: Karen Barry (Strategic Relationship Manager, 020 8753 3481) – 15<sup>th</sup> December 2021*

### **Property Implications**

44. These two projects are the start of a significant programme of capital works required across the non-domestic portfolio to achieve the Council's commitment to net zero. By improving the energy efficiency of the properties, the project also supports the Council to meet its compliance commitments (e.g. Minimum Energy Efficiency Standards / MEES).
45. The project will deliver improvements to two properties within the council's portfolio, by upgrading heating systems and energy efficiency measures (e.g. insulation).
46. The cost of the works to the Council is significantly reduced due to Salix funding.

*Implications verified by: Jonathan Skaife (Acting Head of Asset Management, 07780228467) on 16<sup>th</sup> December 2021*

### **LIST OF APPENDICES:**

Appendix 1 - Selection Questionnaire In The Qualification Envelope (Pass/Fail)

## Appendix 1.

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### SELECTION QUESTIONNAIRE IN THE QUALIFICATION ENVELOPE (PASS/FAIL):

1	Please confirm you have acted previously as Principal Contractor (Health and Safety) and provide three examples
2	Please confirm if you have any HSE prosecutions or prohibition notices in the last 2 years
3	Please confirm you have enhanced DBS checks
4	Please confirm you are an accredited Samsung and NIEIC Accredited Contractor and provide examples of similar schemes using Samsung heat pumps. Supporting documentation should be referenced in the response box below
5	Please confirm you have experience of design and build projects for similar schemes in live buildings
6	Please confirm you have a minimum turnover of £1,400,000
7	Please confirm you have the following insurance levels: <i>contact Russel Davies for confirmation on what insurance and levels are needed</i>