

Report title: Warmer Homes Project – External Wall insulation to High-Rise and Low-Rise Flats in Bristol

Wards affected: Citywide

Strategic Director: Steve Barrett

Report Author: John Holburn

RECOMMENDATION for the Mayor’s approval:

1. To approve the remaining programme of external wall insulation and associated works to High Rise and Low Rise Council Flats in Bristol with a total estimated value of £70 million over the next 7-8 years.
2. To approve procurement of work packages to achieve the programme and delegate authority to the Strategic Director accept tenders for contract values of up to a total of £70 million.

Key background / detail:

a. Purpose of report:

This report seeks approval for progressing with the procurement and installation of external wall insulation and associated works to High Rise and Low Rise Council Flats (three stories and above) in Bristol. These works represent a continuation of phase one of this programme which was approved by Cabinet in July 2012 and will see the energy efficiency and visual appearance of these flats improved as well as extending of their useful life.

b. Key details:

1. Bristol City Council owns a wide range of multi-story and low-rise / walk up blocks. Many of these buildings were constructed between the late 1950’s and early 1970’s, and share some common design features. For example, many of their key building components are made from concrete or reinforced concrete(e.g. structural frames, floors, roofs and cantilevered walkways) and this has led to severe ‘cold-bridging’ and the associated problems of condensation, mould, and acute heat loss. Crucially, the in-fill panels (walls) between the concrete slabs that form the floors and ceilings of flats, are either brick and block cavity wall construction, or shuttered no-fines concrete, and neither form of panel contains any insulating material. Cabinet approval was granted in 2012 to commence Phase 1 of a three phase programme to over-clad and improve 64 blocks of flats over a nine year period. Paragraphs three - seven in the main report document the issues to be resolved through the remaining programme

2. The proposed programme aims to over-clad, thermally insulate and improve the external fabric of 45 multi-story and low-rise blocks of flats – which includes 1,715 flats. Where necessary, the programme will include structural repairs and the renewal

of other elements, such as the roofs and windows in order to complete the external refurbishment of the buildings. The benefits of the external wall insulation project will be to:

- a) Eradicate the inherent maintenance problems of these buildings (leaking roofs, leaking walls, internal damp and condensation, draughty windows, spalling concrete)
- b) Extend the useful life of the property by at least 30 years, through protecting the outer envelope from the effects of weather and seasonal changes
- c) Improve the visual amenity of whole neighbourhoods, by providing the buildings with new, smart, attractive colours and textures, e.g., a brick finish (brick slips, where possible).
- d) Improve the landscapes around the blocks, for instance security, and environmental improvements as works are finished to complete the overall effect
- e) Improve the comfort levels of individual flats, and the resident's home environment with associated reductions in heat and fuel poverty problems for residents.
- f) Encourage residents' involvement and co-operation, through assisting in the contractor selection process as an advisory panel, and in the planning process in choice of colour options.
- g) Ensure more buildings will meet the Bristol Homes Standard
- h) Help meet Council targets to improve energy efficiency and reduce carbon emissions and fuel poverty.
- i) Attract European or other applicable grant funding where practicable (see paragraph 11)
- j) The new contract(s) where appropriate will include the objectives of the Public Services (Social Value) Act 2012, for example:
 - Encouraging the widespread adoption of a living wage;
 - Creating skills and training opportunities (e.g. apprenticeships)
 - Creating employment opportunities for the long-term unemployed
 - Providing additional opportunities for individuals or groups facing greater social or economic barriers;
 - Creating supply chain opportunities for SMEs and social enterprises;
 - Creating opportunities to develop third sector organisations.

3. The report details the programme in appendix one, the approach to procurement and the potential for external funding to support the programme. The programme is however fully funded from the HRA, is included in the HRA Business plan and forms a key part of the investment plan targeting energy efficiency measures across the Councils homes.

BRISTOL CITY COUNCIL CABINET 4th August 2015

REPORT TITLE: Warmer Homes Project – External Wall insulation to High-Rise and Low-Rise Flats in Bristol

Ward(s) affected by this report: Citywide

Strategic Director: Alison Comley

Report author: John Holburn, Construction Project Manager

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Purpose of the report:

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The proposal:

1. The proposed programme aims to over-clad, thermally insulate and improve the external fabric of 45 multi-story and low-rise blocks of flats – which includes 1,715 flats. Where necessary, the programme will include structural repairs and the renewal of other elements, such as the roofs and windows in order to complete the external re-furbishment of the buildings. Each block will be subject to review before commencement of works assessing the costs of the project. The benefits of the external wall insulation project will be to:

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 - Encouraging the widespread adoption of a living wage;
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 - Creating employment opportunities for the long-term unemployed
 - Providing additional opportunities for individuals or groups facing greater social or economic barriers (such as equalities groups);
 - Creating supply chain opportunities for SMEs and social enterprises;
 - Creating opportunities to develop third sector organisations;

2. **Background Information**

Bristol City Council owns a wide range of multi-story and low-rise / walk up blocks. Many of these buildings were constructed between the late 1950's and early 1970's, and share some common design features. For example, many of their key building components are made from concrete or reinforced concrete(e.g. structural frames, floors, roofs and cantilevered walkways) and this has led to severe 'cold-bridging' and the associated problems of condensation, mould, and acute heat loss. Crucially, the in-fill panels (walls) between the concrete slabs that form the floors and ceilings of flats, are either brick and block cavity wall construction, or shuttered no-fines concrete, and neither form of panel contains any insulating material. Cabinet approval was granted in 2012 to commence Phase 1 of a three phase programme to

over-clad and improve 64 blocks of flats over a nine year period. Paragraphs three - seven document the issues to be resolved through the remaining programme.

3. **Heat Loss**

The higher a building's "U Values" are, the greater the heat loss through its structure. The loss of heat through the walls of all the selected buildings sees U Values currently in excess of 1.0 kW/m². This contrasts strongly with the requirements of Building Regulations, which expect new residential buildings to have a minimum U Values of between 0.18 kW/m² and 0.25 kW/m². The proposed over-cladding project will aim to reduce the heat loss through the walls to, on average, U Values of 0.25 kW/m², which will be a significant improvement. The project will aim to exceed standards required by current Building Regulations where it is practicable and possible to do so.

4. **Overall appearance**

The selected buildings currently benefit from a 10-year external decorating cycle, but although this freshens the appearance at regular intervals, it is not possible to disguise the structural stresses, spalling concrete, and general deterioration of the buildings for long particularly where thermal movement is a contributory factor.

5. **Structural condition, Structural Surveys & Repairs**

The majority of the City's high rise housing was constructed between 1950 and 1970, and although these buildings are generally sound, some localised weaknesses in the original construction methods have become apparent. For example in some blocks there is localised evidence of carbonation of the concrete covering the reinforcing steel, and, spalling of concrete on beams and columns (where there has been insufficient cover over the reinforcing steel). In some blocks there is evidence of thermal differential movement between in-fill panels, leading to rain and damp penetration into affected flats. In some buildings the omission of thermal movement joints at the time of construction has resulted in asymmetric cracking of walls and roof slabs, and there have also been cases where insufficient wall-ties have been used in the original construction. Some structural faults have been found on balconies and walkways. All works will therefore be preceded by structural surveys, to assess and determine the appropriate remedial works required before over-cladding may be applied.

Where structural faults are found that apply to similar blocks outside of the programme, works programmes will extend to investigate and repair these other blocks.

6. **Deterioration of windows -**

Although most of these buildings have PVCu double glazed windows, many were installed more than 15 years ago, and are either in poor condition or failing to perform (e.g. shrinking or perished gaskets, mis-alignment of casements, or missing furniture). In some cases it may be possible to overhaul, repair, and service the existing windows, subject to a detailed survey. In other cases complete replacement of failing windows with higher-specification more energy efficient windows is the preferred option. Both options require guarantees for workmanship and materials, and both options take advantage of the over-cladding scaffold in order for works to be carried out. (NB it is essential for all window works to be carried out in

advance of the over-cladding works, so that later disturbance of the over-cladding and/or loss of guarantees can be avoided.)

7. **Deterioration of roofs**

The original rolled asphalt installed as a covering on many roofs has now come to the end of its expected life, and where it has slumped or cracked a variety of methods have been used to prevent water ingress. These preventative measures are however only temporary stop-gap solutions. This is the same situation where roofs have been constructed and covered with mineral felts and torched-on membranes, which have similar physical limits and high response maintenance costs. Both types of coverings are also resting upon roofs that typically have wet or insufficient depths of insulating material within the structure. Where roof coverings are in poor condition these will be stripped off and replaced and improved with new insulated waterproof coverings with a minimum 20 years guarantee.

8. **Progress since previous cabinet approval**

It was intended that Phase 1 of the programme would be delivered under a Framework Agreement with specialist over-cladding contractors. Unfortunately, there were significant delays at the procurement stage and the framework had to be advertised twice after the first attempt was unsuccessful. The selection process for this agreement yielded three suitable contractors, who have been tendering consecutively for all works packages let over the last two years. Seven blocks located at Pountney Drive, Vining Walk and Easton Road were offered for tender as a stand-alone project ahead of the Framework to speed up delivery, with work being completed at these blocks during April 2014. Brandon House was also tendered on a stand-alone basis and work should complete here during 2016. Since the Framework was established, three work packages consisting of eight blocks have successfully been tendered through it, at an estimated value of £10.3m. Completion for these work packages is scheduled throughout 2015 and 2016. The remainder of Phase 1 consists of four work packages, containing nine blocks at an estimated cost of £12.85m. This will take the total amount of work completed or tendered to an estimated £23.15m.

9. **Review of the overall programme**

As indicated during the 2012 Cabinet Report, the overall programme was to be reviewed as it progressed to ensure that the works represented the requirements of the developing Asset Management Strategy for Housing Delivery, and also achieved value for money. A review has taken place and a number of changes implemented as a result in order to maximise the benefits of the programme and tackle the blocks in worst condition first. Further periodic reviews are planned to take place as the programme progresses to tackle any developing priorities relating to the condition of the buildings, and to ensure that value for money is still being achieved.

10. **Changes to the programme**

The following changes have been made:

- a) The order of delivery has been revised to prioritise those blocks with expensive electric heating, no current insulation, restricted for elderly occupation and those which have leaking roofs

- b) Three blocks have been removed from the programme. One block was found to have existing cavity insulation, while the other two, to improve delivery and minimise disruption for residents, have been aligned to the Warmer Homes scheme that is undertaking over-cladding to two storey No Fines & Easiform type properties. These blocks will be completed as part of that programme.
- c) Three blocks which have previously been over-clad have been added to the works programme due to roof leaks, water ingress and the condition of the existing cladding system which require them to be remeshed (recoated).
- d) Three blocks previously omitted were found to require over-cladding and have been added to the programme

11. External Funding for Phase One

In phase 1, opportunities to maximise external funding have been sought wherever practicable. For example on the Pountney, Vining and Easton external cladding project, it is hoped that the £271,200.45 of Energy Company Obligation (ECO) funding and £231,329.01 of “Ready for Retrofit” grant funding will return to the council. The exact amount of external funding that will be secured for phase 1 is yet to be confirmed and will be dependent on variables such as the availability of external funding, the ECO rate £ /per tonne carbon and the carbon savings delivered by each project.

Subject to the Council being able to procure these contracts in accordance with the anticipated procurement timetable, it is anticipated that in the region of £22.5 million of ELENA qualifying leverage will be delivered by phase 1 of the cladding programme. This will contribute significantly towards achieving Bristol City Council’s ELENA Leverage Factor targets and will therefore contribute towards increasing the amount of ELENA grant returning to the Council from the European Investment Bank.

The remaining programme is attached as appendix 1 with approximate estimated costs and phasing. This programme is subject to review and change.

12. Leaseholders

There are leaseholders within blocks that are statutorily consulted prior to any major works (such as external wall cladding and associated works), as per the Landlord and Tenant Act 1985. We ensure that as much notice and information is given about works as is feasibly possible. There are various advantages for leaseholders of flats within the blocks which benefit from external wall cladding, such as:

- - Potential increase of property value
- - Reduction in heating bills
- - Improved thermal performance
- - Elimination of draughts or water ingress

- - Improved external appearance and environment

We offer financial assistance to support leaseholders with the additional service charge costs that result from major works, which include:

- - The offer to pay in instalments over a longer period
- - Helping to arrange a fixed low interest loan
- - Potentially reducing bills with discount

13. Future Procurement approach

The revised programme will be packaged into coherent projects based on identifiable communities of blocks: - blocks within the same estate, blocks that are sister blocks (neighbouring and of same construction). This assists with local engagement and involvement; and the scope of works for contracts is clearer, location of compounds can be arranged with less disruption.

Some packages of work will be large (e.g. St Judes estate), and some will be a single block (e.g. Roegate House).

This offers a range of scope and scale for the external market and can attract smaller companies for the smaller packages, while the larger / longer duration packages giving greater opportunity for social value (apprenticeship schemes, work placements to be included in the contract arrangements).

Procurement regulations changed in February 2015 bringing changes to procedures and rules. These will be applied to each work package as it is tendered to ensure full compliance and to bring best value to the projects.

Tender processes and contract type will be developed with the Partnerships, Procurement and Commissioning team and our Legal Services team, along with early market engagement with the construction industry and supply chain. The procurement approach is likely to change and adapt over time as new procurement case law develops and the market changes. Lessons learned reviews form a key part of each project.

14. Value for money will be achieved by:

- a. Selecting appropriate procurement route to ensure a fair and transparent competition resulting in awarding contracts to competent contractors that have provided competitive prices, demonstrated an ability to provide high quality work, and customer care services for the residents and a commitment to assisting the Council in meeting its social value ambitions.
- b. Use modern standard construction industry contract documentation prepared by legal services.
- c. Ensuring extensive building and structural surveys are undertaken prior to tendering for works to reduce the potential for contract variations being necessary to resolve unforeseen issues.
- d. Involving tenants in setting standards of customer care, performance KPI's used to manage the contract, and in contractor selection process as an advisory panel
- e. Nominated project managers accountable for managing the quality and delivery of the contract once let, and engaging tenants in contract management meetings.

- f. Using a specification and expanded scope of works to deliver increased preventative maintenance works, reduce future maintenance costs and extend the useful economical life of these flats.
15. Opportunities will be proactively explored for each contract and to include for the provision of apprentices working in partnership with OnSite Bristol, where possible. The Council will encourage the successful contractors to use local labour within the limits of the EU/UK procurement regulations. This will be supported through early engagement with the construction industry and supply chain .
16. The City's Council Housing is held in the Housing Revenue Account (HRA). Money raised within the HRA (rents and service charges) is spent on services for tenants and investment in council housing. The Business Plan for the HRA is primarily based on maintaining our properties to such a standard that they will continue to be occupied over the 30 year period Business Plan. For this assumption to be realistic investment in our properties must continue so they remain fit for purpose. The current Council HRA Business Plan includes the full estimated costs of the remaining programme and contracts, however before contracts are advertised and again before they are let, HRA business plan resources will be reviewed to take account of any changes before sign off by Service Director for Housing Delivery

Opportunities to maximise external funding will be sought wherever practicable for the remainder of this programme. The exact amount will be dependent on variables such as the availability of external funding, the ECO rate £/tonne carbon and the carbon savings delivered by each project.

Subject to the Council being able to procure these contracts in accordance with the anticipated procurement timetable, it is anticipated that approximately £8 million of ELENA qualifying leverage will be delivered by the remainder of this programme. This will contribute significantly towards achieving Bristol City Council's ELENA Leverage Factor targets and will therefore contribute towards increasing the amount of ELENA grant returning to the Council from the European Investment Bank.

17. The chosen method of procurement allows Housing Delivery to ensure that we achieve maximum value for money. Work ordered under each contract will be in accordance with annual budget provision.
18. Contractors' bids will be assessed against Health and Safety criteria as required under Public Contracts Regulations 2015, and works on site by contractors will be managed in accordance with method statements and risk assessments, under the Construction, Design and Management Regulations. Housing Delivery will allocate a Construction Health and Safety Co-ordinator for each of the projects to ensure compliance with our duties under CDM regulations.
19. Quality of Life Improvements for tenants
Using full SAP modelling it is estimated that the Pountney, Vining and Easton cladding project has reduced annual heating bills for tenants by over £200 per property, and annual carbon emissions by over one tonne per property. This equates to over a 40% reduction in the carbon emissions associated with heating, lighting and ventilating these homes. The average SAP rating of each property has been

improved from approximately 70 to 80 as a result of this cladding project.

Even greater reductions to carbon emissions, financial savings for tenants and improvements to SAP ratings will be achieved when cladding is undertaken on electrically heated blocks of flats.

Consultation and scrutiny input:

a. Internal consultation:

Key stakeholders which include the following: Estate Management, Caretaking Services, Planned & Cyclical Programme, Mechanical & Electrical, Response Maintenance, Procurement Services, Asset Management & Review and Finance

b. External consultation:

Residents of the blocks and members of local Housing Forums will be consulted about the works, along with time scales and arrangements during contract works. Furthermore, the Cladding Programme has been developed through consultation with tenants who were involved in establishing the Bristol Homes Standard, together with the Planned Programme Service User's Group who support the programme and this report. In addition, trained Tenant Representatives will be involved in the procurement and contractor selection process as an advisory panel.

Each project will require planning permission. Ward councillors, local residents and the tenants of the homes will be consulted prior to a scheme being submitted.

Other options considered:

An option would be not to carry out any over-cladding or insulation, therefore making significant savings in capital expenditure.

However, this option would not slow down the physical deterioration of the fabric of these buildings, which if unchecked could eventually make them uninhabitable and have a negative impact on rental income. The rate of deterioration would be matched by the rise in the costs of reactive repairs, and would do nothing to improve the energy efficiency of these homes and living conditions of residents.

In the long term, opting to over-clad and insulate the selected buildings will increase their long-term value as capital assets, increase and prolong their utility value as social housing units, and ensure that neighbourhoods are more attractive places to live in.

Furthermore, with fuel prices forecast to rise those tenants who are already affected by fuel poverty will only become poorer, and a greater number of tenants will suffer from fuel poverty. With fewer tenants having the financial means to heat and control the comfort levels of their homes, condensation and damp related issues will invariably increase and further aggravate the deterioration of the housing stock. Additionally, the opportunity to take

advantage of external funding schemes may also be lost.

Risk management / assessment:

FIGURE 1							
The risks associated with the implementation of the (subject) decision:							
No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	
1	Health & Safety	High	Medium	All work to comply with Construction Design and Management Regulations, (CDM) along with risk assessments and method statements	High	Low	Appointed principle designer and Construction Health and Safety Co-ordinator
2	Financial	Medium	Medium	Financial checks will be carried out by the Council Financial Officer, to assess whether the selected Contractor(s) are financially viable and able to sustain contracts of this value. In addition procurement will undertake regular commercial credit checks for long term contracts.	Medium	Low	Project Manager
3	Defects	Medium	Medium	A performance bond of up to 10% of the total tendered contract sum may be required and will be in effect during the contract period and defects liability period.	Medium	Low	Project Manager
4	Performance	Medium	Medium	There is a risk to the council if the contractor fails to perform, this risk can be reduced by including Key Performance Indicators (KPI's) and penalties within the tender document, which includes a clause to allow the Council to terminate the contract if the contractor fails to perform.	Medium	Low	Project Manager
5	Planning Permission	High	Medium	The form of contract to be used will be Design & Build, which places the responsibility of meeting Planning and Building Control requirements with the contractor and therefore reduces the risk to the Council..	High	Low	Principle Contractor

FIGURE 2							
The risks associated with <u>not</u> implementing the (subject) decision:							
No.	RISK Threat to achievement of the key objectives of the report	INHERENT RISK (Before controls)		RISK CONTROL MEASURES Mitigation (ie controls) and Evaluation (ie effectiveness of mitigation).	CURRENT RISK (After controls)		RISK OWNER
		Impact	Probability		Impact	Probability	

		Impact	Probability		Impact	Probability	
1	Further deterioration of building's external fabric.	High	High	Reactive "patch repairs"	High	Medium	Response Maintenance
2	The potential risk to members of the public being injured as a result of the deterioration of building's external fabric.	High	Low	Carry out structural repairs	Low	Low	Housing Delivery
3	Property unfit for purpose.	High	High	Carry out refurbishment project	Low	Low	Housing Delivery
4	Risk of fuel poverty for tenants.	High	High	Install energy efficiency measures.	Low	Low	Housing Delivery
5	Loss of revenue through uninhabited property.	Medium	High	Decant Tenant	Medium	High	Housing Delivery
6	Failure to meet The Bristol Home Standard.	High	High	Carry out refurbishment project	Low	Low	Housing Delivery
7	Failure to meet The Affordable Warmth Strategy.	High	High	Install energy efficiency measures	Low	Low	Housing Delivery

Public sector equality duties:

Equalities Impact Assessment Screening document is included at appendix 2

We will ensure that equalities is embedded in the commissioning process, in line with the council's Step by Step Guide on How to Include Equality Duty Requirements in the Commissioning Cycle (on The Source at <http://intranet.bcc.lan/ccm/content/file-storage/css/finance/procurement/a-step-by-step-guide-on-how-to-include-equality-duty-requirements-in-the-commissioning-cycle.en>). The tenders equalities duties will be assessed in line with Public Contracts Regulations 2015.

Eco impact assessment

See appendix 3 attached

Resource and legal implications:

Financial (revenue and capital) implications:

The cost of the remaining programme is estimated to be £64m as per appendix 1.

The funding requirement for this estimate can be met by the financial resources available within the existing HRA Business Plan. The detail of the capital investment plan will need to be updated with revised cost estimates as part of ongoing business planning, recognising that the programme is subject to review and change.

The total contract value for which approval is sought (£70m) includes some headroom of approximately 10%. Whilst this is pragmatic from a procurement perspective, Housing Delivery will need to identify how this would be funded if required and perform the appropriate sensitivities on the Business Plan.

If additional grant funding is secured, this will enable financial resources to be allocated elsewhere within the HRA.

Advice given by Robin Poole Finance Business Partner

Date 23 June 2015

Comments from the Corporate Capital Programme Board:

Board meeting 26th May 2015. The Board did not sit, however the Chair of the Board (Barra Mac Ruairi) and relevant officers confirm they are content with the report (including Steve Barrett and Alison Comley).

c. Legal implications:

The procurement procedures will need to comply with the Public Contracts Regulations 2015. In addition and where appropriate, procedures will also need to comply with the Council's own Procurement Rules.

Advice given by Eric Andrews / **Solicitor**

Date 11th May 2015

d. Land / property implications:

The report seeks approval to continue the procurement of the external wall insulation programme at an estimated cost of £70m and before works commence for each block a review will be undertaken to assess costs, ensure value for money and checks made on the structural integrity of the building and suitability for insulation works.

Whilst the procurement in itself has no direct land or property implications, the commissioning of works including structural repairs and renewal of other elements should enhance the value of the council's high and low rise housing stock, extend the life of the property and reduce tenants bills as well as add to their health and well being.

Advice given by Peter Quantick / **Principal Portfolio Management Officer**

Date 5th June 2015

e. Human resources implications:

The recommended approach is for the council to procure for the various packages of work outlined in the programme. Existing Bristol City Council Housing Delivery Service Project Managers will be accountable for managing the quality and delivery of the contract once let, as well as engaging tenants in contract management meetings. Staff resources are subject to review. As projects develop there may be a requirement to increase resources subject to a business case being agreed.

This proposal is considered to provide the best value for money, as well as ensuring that the service can promptly obtain appropriate skills without risk to planned programmes of work.

Direct relationships between the council and the contractor could be defined as direct employer/employee by HRMC if extensions of contract are continuous. Due to the period of the programme being a minimum of 4 years, a contractor could in effect gain employment rights as a result, if they do work exclusively for the council over extended periods. The council is therefore best protected in this regard through the use of procured contract arrangements as set out. There is no risk of redundancy for the council's permanent staff, as a result of these proposals.

Advice given by Sandra Farquharson **HR People Business Partner, Neighbourhoods**
Date 28/05/15

Appendices:

Appendix 1 – programme of blocks due to be clad (subject to review and change)

Appendix 2 – Equalities Screening

Appendix 3 – ECO impact assessment

EWI BLOCK CLADDING PROGRAMME

APRIL 2015

NB - subject to change

Phase 1

Years 2014 - 2016				
Work Package	Address	Start On Site	Area	Estimated Project Costs
1	Twinel House	2014	Easton	£3,000,000
	Ashman Close (2-24)	2014	Easton	
	Wills Dr (1-18)	2014	Easton	
	Wills Dr (19-40)	2014	Easton	
2	Brandon House	2014	Hotwells	£4,100,000
3	Yeamans House	2015	Redcliffe	£3,750,000
	Broughton House	2015	Redcliffe	
4	Sedgewick House	2015	Shirehampton	£3,550,000
	Barwick House	2015	Shirehampton	
5	Whitemead House	2016	Ashton	£4,100,000
	Southbow House	2016	Ashton	
	Winterstoke House	2016	Ashton	
6	Polden House	2016 estimated	Bedminster	£2,000,000
7	Corbett House	2016 estimated	Barton Hill	£4,500,000
	Ecclestone House	2016 estimated	Barton Hill	inc
	Longlands House	2016 estimated	Barton Hill	inc
8	Spencer & Norton	2016 estimated	Redcliffe	£2,250,000
			Total	£27,250,000

Phase 2				
Years 2017 - 2019				
Work Package	Address	estimated start On Site	Area	Estimated Cost
9	John Cozens House (1-44)	2017	St Judes	£9,270,000
	Haviland House (1-44)	2017	St Judes	inc
	Tyndall House (41-48)	2017	St Judes	inc
	Tyndall House (1-40)	2017	St Judes	inc
	St Matthias House (1-28)	2017	St Judes	inc
	Langton (1-25)	2017	St Judes	inc
	Charleton House	2017	St Judes	inc
	Elbridge House (1-31)	2017	St Judes	inc
Whitson House (1-16)	2017	St Judes	inc	
10	Carolina House (1-50)	2017	Dove St	£12,360,000
	Fremantle House (1-49)	2017	Dove St	inc
	Armada House (1-86)	2017	Dove St	inc
	Francis House	2017	Dove St	inc
			Total	£21,630,000

Years 2018 - 2020				
Work Package	Address	estimated start On Site	Area	Estimated Cost
11	Littlecross House	2018	Ashton	£8,375,000
	Chalcroft House	2018	Ashton	inc
12	Gaywood House	2019	Bedminster	£2,244,500
13	Plimsoll House	2019	Redcliffe	£11,825,500
	Carynge House	2019	Redcliffe	inc
	Patterson House	2019	Redcliffe	inc
	Proctor House	2019	Redcliffe	inc
	Francombe House	2020	Redcliffe	inc
	Waring House	2020	Redcliffe	inc
	Underdown House	2020	Redcliffe	inc
			Total	£22,445,000

Years 2020-2022				
Work Package	Address	Start On Site	Area	Estimated Cost
14	Kingsmarsh House	2020	Easton	£5,360,000
	Baynton House	2020	Easton	inc
15	96 & 98 Cotham Brow	2020	Cotham	£201,000
16	Roegate House	2020	Whitehall	£2,780,500
17	St Peters House	2020	Hotwells	£2,077,000
18	Ledbury Road (2-24)	2021	Fishponds	£2,713,500
	Ledbury Road (26-72)	2021	Fishponds	inc
	Ledbury Road (74-122)	2021	Fishponds	inc
	Ledbury Road (124-142)	2021	Fishponds	inc
	Ledbury Road (144-162)	2021	Fishponds	inc
19	Ludlow Close (1-18)	2022	Ashley	£7,001,500
	Ludlow Close (19-30)	2022	Ashley	inc
	Beggarswell Cl (1-13)	2022	Ashley	inc
	Beggarswell Cl (14-27)	2022	Ashley	inc
	Burnell Drive (1-27)	2022	Ashley	inc
	Burnell Drive (28-45)	2022	Ashley	inc
20	Corey Close (1-18)	2022	Ashley	inc
	Halston Drive (1-14)	2022	Ashley	inc
	Halston Drive (15-28)	2022	Ashley	inc
	Halston Drive (29-44)	2022	Ashley	inc
	Halston Drive (45-61)	2022	Ashley	inc
	Halston Drive (62-74)	2022	Ashley	inc
			Total	£20,133,500

Cost Summary

Phase	Estimated Cost
1	£27,250,000
2	£64,208,500

Bristol City Council Equality Impact Relevance Check



This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

What is the proposal?	
Name of proposal	Procurement of contractors to deliver repairs, improvements and External Wall Insulation to Bristol City Council owned blocks of flats citywide.
Please outline the proposal.	<p>We are looking to procure services from contractors to work on the remainder of the city's high-rise and low-rise blocks of flats. The work package will include structural repairs, new windows and roofs where necessary, external wall insulation and improvements to security, parking and the external environment. The works will seek to eradicate the chronic maintenance problems of the buildings, extend the life of the homes, and increase the thermal comfort levels of the homes with associated reductions in health problems and fuel poverty for the tenants. The works will also help meet Citywide and National targets to improve energy efficiency and reduce carbon emissions.</p> <p>Housing Delivery have been investing heavily in the energy efficiency of our homes for 15+ years. Our initial priority was to get the basics right – ensure lofts and cavities (where they exist) were insulated, windows were replaced with double-glazing, and all homes had central heating. Investment programmes are now looking to tackle the more complex and expensive measures – including cladding homes with no, or insufficient, cavities. This proposal forms part of this overall strategy to insulate and improve the thermal efficiency of all of our homes.</p> <p>The proposals form part of Housing Delivery Citywide Capital and Revenue Investment Plan. Housing Delivery will be investing £22m in energy efficiency work across all homes in the city in 2015/16, representing 40% of the overall capital budget.</p> <p>3,124 flats across 65 blocks will be affected by the proposed works, and the total cost is anticipated to be £69m.</p> <p>As part of the tendering process, the interested contractors will be asked to submit details against a Pre-Qualification Questionnaire. With regards to equalities, contractors are advised that</p> <p><i>The Council is committed to ensuring that our service users and employees are not discriminated against because of age, disability, sex, sexuality, race, ethnicity or religion.</i></p> <p><i>This commitment extends to providers working on our behalf and we expect them</i></p>

to promote equality and remove discrimination, providing goods and services for all. If you work with the Council you will be expected not to discriminate and to comply with all statutory obligations such as under The Equality Act 2010, or equivalent legislation if you employ staff in another country.

In addition, as part of the tender application, contractors will be asked to submit Method Statements covering Health and Safety issues including

- *Health and Safety – Occupied Properties Risk Assessment*, this includes communication with and the safety of our tenants
- *Health and Safety – Dealing with Violence and Aggression Risk Assessment*
- *Customer Care Method Statement* – continuous communication, dealing with vulnerable tenants, etc.

What savings will this proposal achieve?	None for the council, savings to the tenants in terms of lower fuel bills.
Name of Lead Officer	Gillian Durden

Could your proposal impact citizens with protected characteristics?

(This includes service users and the wider community)

Please outline where there may be significant opportunities or positive impacts, and for whom.

Bristol City Council owns over 27,000 homes and houses over 60,000 people in Bristol. Figures on council tenants from 2014 indicate that the percentages of tenants who are female, aged 65 and over, disabled, of a non-Christian faith and from BME communities are higher when compared against the overall population of Bristol (data from the Bristol residents Census in 2011.)

Consultation will be undertaken prior to works starting on a block by block basis, to understand the particular requirements of the tenants of each block.

The proposal represents a significant opportunity to improve the thermal efficiency of the homes, thereby reducing fuel bills and alleviating fuel poverty.

Please outline where there may be significant negative impacts, and for whom.

Disability

Disabled/ visually impaired tenants may be impacted by changed or reduced access to blocks/ homes, or increased hazards. This will be communicated to tenants at the time, and alternatives agreed with individual tenants where necessary. Visually impaired may require information in different formats – this will be provided where required.

BME

Specific tenants may require information in different languages. This will be provided

where required.

Age

Older tenants may be impacted by noise disturbance, reduced access, and concerns about security. Arrangements will be made with the contractors regarding working hours, and changes made to working practices where possible.

The full scope of works will at times be confirmed by survey, and until this is known, it is difficult to predict the likely duration/extent of the work

Could your proposal impact staff with protected characteristics?

(i.e. reduction in posts, changes to working hours or locations, changes in pay)

Please outline where there may be significant opportunities or positive impacts, and for whom.

No

Please outline where there may be negative impacts, and for whom.

Caretakers and Housing Officers may have increased queries or complaints whilst works are underway.

Is a full Equality Impact Assessment required?

Does the proposal have the potential to impact on people with protected characteristics in the following ways:

- access to or participation in a service
 - potential impact on disabled, BME and older tenants
- levels of representation in our workforce,
 - Potential impact on Housing Officers and Caretakers.
- reducing quality of life (i.e. health, education, standard of living) ?
 - The service proposed will improve quality of life. There may be quality of life issues whilst the works are ongoing, in terms of dust, dirt and noise from the works as well as changed access. These will be mitigated by undertaking a full needs analysis of the tenants on a block by block basis, and by ensuring that the selected contractors have an appropriate approach to equalities issues and changes are made to working practices where possible.

Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.

A full impact assessment should be undertaken with consultation taking place with tenants on a block by block basis.

Service Director sign-off and date:

Equalities Officer sign-off and date:

Appendix 3

Environment Impact Checklist

Title of report: Over-Cladding and Thermal Insulation of High-Rise and Low-Rise Flats in Bristol.				
Report author: John Holburn				
Anticipated date of key decision: 4 th August 2015				
Summary of proposals: Procurement & installation of external wall insulation and associated works for high and low rise council flats. These works represent a continuation of phase one of this programme which was approved by Cabinet in July 2012.				
Will the proposal impact on...	Y/ N	+ive or -ive	If yes... Briefly describe impact	Briefly describe mitigation measures
Emission of Climate Changing Gases?	Y	-	In the short-term, there is a potential for secondary emissions of climate changing gases arising through the use of energy, transport fuel and materials during works.	See overall mitigation measures in summary below.
		+	Works will result in energy efficiency improvements to homes that are currently inefficient, estimated at c. 1700 tonnes CO _{2e} for the whole scheme	
Bristol's resilience to the effects of climate change?	Y	+	Energy efficiency improvements will increase the resilience of the city to fuel security issues	
		-	Improving insulation levels creates the potential for an increase in overheating during heat wave conditions	Overheating will be considered during the design and specification of individual schemes.

Consumption of non-renewable resources?	Y	-	In the short-term, fossil fuels and other non-renewable materials are likely to be used through the use of energy, vehicle fuel and materials during works.	See overall mitigation measures in summary below.
		+	Once works have been completed the flats will be more energy efficient and have a longer lifespan.	
Production, recycling or disposal of waste	Y	-	Waste will arise from works.	See overall mitigation measures in summary below.
		+	Extending the lifespan of flats reduces the need for new housing	
The appearance of the city?	Y	+	Works will alter the appearance of the city. Likely to be positive in the long term	This will be considered as part of the planning process.
Pollution to land, water, or air?	Y	-	Works are likely to involve the use and storage of materials that would contaminate land, watercourses and surface water drains, if accidentally released. Volatile chemicals, for example solvents may be released during works. Works are likely to create dust and noise.	See overall mitigation measures in summary below. The sites will be registered to the Considerate Constructors Scheme and must be classified as "A very good site" based on the scheme's scoring system at the time of construction. Contractors must work in accordance with all relevant legislation and Environment Agency Pollution Prevention Guidelines (PPGs).
Wildlife and habitats?	Y		It is possible for works associated with this contract to: <ul style="list-style-type: none"> • Impact upon legally protected species or habitats • Impact on priority species or habitats • Remove or damage trees. 	<ul style="list-style-type: none"> • Guidance on protecting species & habitats will be sought from BCC Parks before works commence. They will also be consulted with as part of the Planning process. • Dependent on BCC Parks advice, an ecological assessment of sites may be undertaken and if necessary any protected species licences will be obtained from

		<p>Materials such as timber can have an extremely detrimental effect on wildlife and habitats if not carefully sourced.</p>	<p>Natural England.</p> <ul style="list-style-type: none"> ● Wherever possible existing trees will be retained and works affecting these trees will be undertaken in accordance with “BS 5837: Trees in relation to design, demolition and construction – Recommendations” ● Any timber used in the works will be certified sustainable according to CPET guidance.
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Consulted with:

Matthew Sands (BCC Housing)

Summary of impacts and mitigation - to go into the Cabinet/ Council Report

The significant impacts of this proposal are....

The short term impacts of this contract are:

- Use of raw materials
- Production of waste
- Consumption of fossil fuels for travel and construction/

Longer term, these works will result in substantially improved levels of energy efficiency in the flats. Associated carbon savings – based on an assessment of flats insulated during phase one of this programme – are estimated to be around one tonne CO_{2e} per flat, giving a total of 1715 tonnes.

The proposals include the following measures to mitigate the impacts....

The specification, tendering process, contractual requirements and ongoing contract management will ensure that:

- All construction elements which are covered by the BRE Green Guide to Specification (or equivalent) must be rated B or above unless there are significant technical or financial reasons why this cannot be achieved.
- All timber and wood-derived products for supply or use in this contract are certified sustainable in accordance with UK Government policy (CPET).
- Where practicable over-cladding projects will incorporate measures to assist future heating improvements at these blocks of flats e.g. by considering potential district heating pipe routes.
- The chosen contractors demonstrate compliance with the waste hierarchy by:
 - Preparing Site Waste Management Plans in an approved format and adhering to this plan.
 - Reducing waste e.g. through effective material storage
 - Reusing waste e.g. reuse of off-cuts.
 - Using products which are readily recyclable.
 - Recycling as much waste as possible
 - Avoiding landfill wherever possible.

- The chosen contractors have robust systems in place to reduce their own environmental impacts e.g. consumption of non-renewable resources and the transport impacts associated with the project.
- The additional mitigation measures described in the main body of this Eco Impact Assessment are delivered.

The net effects of the proposals are....

The long-term improvements to the energy efficiency of these buildings will far outweigh the short-term negative environmental impacts associated with these works. The project will result in a net reduction in carbon emissions. The extent to which this will be achieved depends on how successfully the mitigation measures are implemented.

Checklist completed by:

Name:	Steve Ransom
Dept.:	Bristol Energy Service
Extension:	24478
Date:	
Verified by	