

## Domestic Energy Efficiency Framework Procurement

To: Environment & Green Investment

Meeting Date: 7 July 2022

From: Steve Cox - Executive Director, Place and Economy

Electoral division(s): All

Key decision: No

Forward Plan ref: n/a

Outcome: The Council can participate in the Cambridgeshire Energy Retrofit Partnership's Domestic Energy Efficiency Framework.

Recommendation: To delegate authority to the Assistant Director of Climate Change & Energy Service, in consultation with the Chair and Vice-Chair of Environment and Green Investment Committee, to sign contracts to enable the Council to access the framework following a successful tender.

### Officer contact:

Name: Emily Bolton  
Post: Climate Change Officer  
Email: [Emily.Bolton@cambridgeshire.gov.uk](mailto:Emily.Bolton@cambridgeshire.gov.uk)  
Tel: 01223 714 732

### Member contacts:

Names: Councillors Lorna Dupre & Nick Gay  
Post: Chair/Vice-Chair  
Email: [lorna.dupre@cambridgeshire.gov.uk](mailto:lorna.dupre@cambridgeshire.gov.uk) ; [nick.gay@cambridgeshire.gov.uk](mailto:nick.gay@cambridgeshire.gov.uk)  
Tel: 01223 706398

# 1. Background

- 1.1 Cambridgeshire County Council approved its refreshed Climate Change and Environment Strategy in February 2022. This Strategy includes identification of key source of greenhouse gas (GHG) emissions and a target for “Net Zero Cambridgeshire by 2045”.
- 1.2 The Cambridgeshire Energy Retrofit Partnership is a collaboration between the County Council and all five District Councils. It has been running in various guises for several years, delivering a range of energy efficiency and generation projects across the county – for example the highly successful Solar Together scheme.
- 1.3 Operating under the brand “Action on Energy Cambridgeshire”, the partnership has a track record of securing significant levels of government funding for energy efficiency as well as engaging its communities to participate in energy efficiency schemes.
- 1.4 In the last 18-months CERP has secured over £9 million of government grant under the Green Homes Grant and Sustainable Warmth Competition funds. These schemes are currently in delivery, targeting over 500 households with the poorest energy efficiency and lowest incomes.
- 1.5 The outcome of this report is to access the Domestic Energy Efficiency Framework currently being procured by the Cambridgeshire Energy Retrofit Partnership (CERP) to enable delivery of grant funded works and a route to market for those able to privately fund home retrofit work.

# 2 Main Issues

- 2.1 GHG emissions from domestic energy consumption is estimated at around 13% of the County’s carbon footprint. Support is required to enable all Cambridgeshire residents to reduce these emissions.
- 2.2 Residents are also experiencing high energy bills, and for some, directly experiencing fuel poverty now even before this winter. More than 13% (c.47,000) of households in the area are estimated to be in fuel poverty. Delivery of a just transition, means efforts are required to help the vulnerable keep warm during the winter. Improving energy efficiency of homes, whilst also reducing carbon emissions and improving wellbeing is important.
- 2.3 BEIS and HM Treasury have indicated their intention to continue releasing funding for energy efficiency improvements in low-income households under the Sustainable Warmth competition until 2025. Application and implementation windows thus far have been tight, which is not anticipated to change. In preparedness for these and any other forthcoming funds, CERP is looking to establish and procure a long-term delivery route to give it a competitive advantage both in funding bids and delivery within tight timescales.
- 2.4 A framework contract procurement is being led by Cambridge City Council, on behalf of the CERP partners and for contracting purposes will be the “Lead authority”. County will look to sign up to use the framework. The framework specification has

been co-drafted by all the local authorities within CERP and supported by a cross-authority officer procurement group.

- 2.5 The intention is to procure up to 5 energy efficiency contractors to deliver the suite of energy efficiency and generation measures (e.g. insulation, solar PV, heat pumps, double/triple glazing etc). Contractors will be expected to operate across Cambridgeshire and will be monitored to ensure certain areas are not favoured over others.
- 2.6 All works arising via the framework will be delivered under the previously established Cambridgeshire “Action on Energy” brand. Framework contractors will secure the ability to advertise using this branding. The intention is that this brand becomes the identifiable “face” of local authority supported domestic energy efficiency works across the county. A website and communications/marketing materials will be developed, to which all the CERP members will direct their residents for advice and registering interest in grant funded schemes. For now, each authority has information on their own website- e.g <https://tinyurl.com/45jz6twr>.
- 2.7 The framework has been designed to ensure there is no liability for the works on the councils – this will remain with the contractors. Similarly, all works are contracts directly with the homeowner/landlord. The council’s role will primarily be:
  - Inputting to mini-competitions to award works to be delivered through grant funded projects; and
  - Supporting/delivering communications/advertising – a communications package including materials for sharing via social media will be procured separately.
- 2.8 Administration of the framework will primarily be delivered by dedicated resource hosted by Cambridge City Council. County will support as required; where there is grant funding available this will be apportioned to cover staffing costs and agreed via separate agreements between the authorities.
- 2.9 The framework will also be available to use by the council for any domestic (or smaller scale business) energy efficiency projects through the duration of the framework life.
- 2.10 There are a number of market challenges for domestic retrofits. For homeowners, it is finding trusted suppliers and for suppliers, it is having some certainty over a future pipeline. The aim of this procurement is to build trust between residents and local suppliers, support privately funded households to find a “trusted contractor” and to provide a 4 year framework contract to give a level of certainty over future pipeline, that will enable contractors to invest in and expand their workforce.

### 3 Alignment with corporate priorities

#### 3.1 Environment and Sustainability

This procurement is targeting improving energy efficiency – and therefore carbon reduction and fuel poverty alleviation – for all residents in Cambridgeshire. It will

provide a council supported route for residents to across the financial spectrum to improve their homes.

### 3.2 Health and Care

- See response to section 3.1

### 3.3 Places and Communities

- There are no implications in this category.

### 3.4 Children and Young People

- There are no implications in this category.

### 3.5 Transport

- There are no implications in this category

## 4 Significant Implications

### 4.1 Resource Implications

There are no significant implications within this category.

### 4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

The Council's procurement team have supported development of this framework via a cross-authority procurement group with procurement team representatives from all CERP members. This has ensured the process is fully compliant with all the authorities' processes. Compliance with our Contract Procedure Rules is assured through the City Council's compliance with their own rules.

### 4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

The nature of works being procured involves handing of householders' personal information, such as annual income for grant funded projects. Specific clauses regarding GDPR compliance and data handling have been incorporated into the specification and contracts to ensure data is handled securely, thereby minimising the legal risk the council is being open to.

The contracts have been designed to ensure liability for the works remains with the contractors and cannot be passed on to the council.

### 4.4 Equality and Diversity Implications

There are no significant implications within this category. The nature of works being procured involve entering residents' homes, many of whom may be more vulnerable

– it is known those residents who are considered “fuel poor” are some of our most vulnerable. Strict measures have been included in the specification and contracts to manage these interactions to ensure residents are protected. E.g for marketing approaches, door-knocking activities must be undertaken by DBS checked individuals. Provision of marketing materials and contracts etc is required to be available in a range of formats.

#### 4.5 Engagement and Communications Implications

Some communications support will be required. Marketing/communications materials and toolkit for Action on Energy is being procured separately. This will produce the materials and messaging for the council to use. This should not be a significant recourse.

#### 4.6 Localism and Local Member Involvement

There are no significant implications within this category.  
Members are welcome to share the Action on Energy information with their residents as required.

#### 4.7 Public Health Implications

There are no significant implications in the category. Improving energy efficiency and condition of homes will support the health and wellbeing of Cambridgeshire residents.

#### 4.8 Environment and Climate Change Implications on Priority Areas:

##### 4.9 Implication 1: Energy efficient, low carbon buildings.

Positive Status

Explanation: The framework will provide a route to market for all Cambridgeshire residents, thereby removing barriers to energy efficiency improvements in a domestic setting.

##### 4.10 Implication 2: Low carbon transport.

Positive/neutral/negative Status: n/a

Explanation:

##### 4.11 Implication 3: Green spaces, peatland, afforestation, habitats and land management.

Positive/neutral/negative Status: n/a

Explanation:

##### 4.12 Implication 4: Waste Management and Tackling Plastic Pollution.

Positive/neutral/negative Status: n/a

Explanation:

##### 4.13 Implication 5: Water use, availability and management:

Positive/neutral/negative Status: n/a  
Explanation:

4.14 Implication 6: Air Pollution.

Neutral Status:

Explanation: Energy efficiency measures can reduce energy use and therefore reduce emissions from gas and oil boilers; however this will be highly localised.

4.15 Implication 7: Resilience of our services and infrastructure and supporting vulnerable people to cope with climate change.

Positive Status:

Explanation:

4.16 Have the resource implications been cleared by Finance?

Yes

Name of Financial Officer: Sarah Heywood

4.17 Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement?

Yes

Name of Officer: Clare Ellis

4.18 Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?

Yes

Name of Legal Officer: Fiona McMillan

4.19 Have the equality and diversity implications been cleared by your Service Contact?

Yes

Name of Officer: Elsa Evans

4.20 Have any engagement and communication implications been cleared by Communications?

Yes

Name of Officer: Amanda Rose

4.21 Have any localism and Local Member involvement issues been cleared by your Service Contact?

Yes

Name of Officer: Sheryl French

4.22 Have any Public Health implications been cleared by Public Health?

Yes

Name of Officer: Kate Parker

- 4.23 If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer?

Not applicable as not a key decision

## 5 Source documents

### 5.1 Source documents

CCC Carbon Footprint 20-21: <https://www.cambridgeshire.gov.uk/asset-library/ccc-carbon-footprint-report-2020-21.pdf>

Climate Change & Environment Strategy, 2022:  
<https://www.cambridgeshire.gov.uk/asset-library/part-1-climate-change-and-environment-strategy-2022.pdf>