

Meeting of:	Cabinet
Date of Meeting:	Thursday, 22 February 2024
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	Housing Windows and Doors Replacement Scheme 2024-2027
Purpose of Report:	To advise Cabinet of the tender process for the Housing Windows and Doors Replacement Scheme 2024-2027
Report Owner:	Cabinet Member for Public Sector Housing and Tenant Engagement
Responsible Officer:	Miles Punter – Director of Environment and Housing Services
Elected Member and Officer Consultation:	<p>Elected Members consulted – No individual ward Member consultation as the report outcomes affects various wards.</p> <p>Officers consulted - Rachel Williams - Housing Accountant</p> <p>Mike Ingram - Head of Housing and Building Services</p> <p>Andrew Treweek - Operational Manager</p>
Policy Framework:	This is a matter for Executive decision by Cabinet
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The Council has obligations under Welsh Housing Quality Standard 2023 (WHQS'23) to maintain and improve its housing stock to ensure compliance with new standards. Whilst all the requirements of the previous standard remain, there are several new requirements which focus on the environment and carbon reduction. • This report details the windows and doors replacement programme 2024-2027 for domestic properties, including any outbuildings requiring windows and doors to be replaced, in pursuance of the new standards. • A report detailing the outcome of the tender process for the windows and doors replacement programme 2024-2027, is contained on this agenda at Part II. 	

Recommendation

1. That Cabinet notes the contents of the report, with a view to taking decisions on the award of the contract detailed within the Part II report later on this agenda.

Reason for Recommendation

1. To advise of the current position with this particular programme.

1. Background

- 1.1 Between 2012 and 2018, the Council delivered a Major Improvement Programme to bring the condition of its housing stock up to the requirements of the WHQS'23.
- 1.2 With the introduction of WHQS'23 the Council has new obligations to maintain and improve our Housing stock to ensure compliance with the new standards. Whilst all the requirements of the previous standard remain, there are several new requirements which focus on the environment and carbon reduction.
- 1.3 There has been a large number of windows and doors identified for replacement during the next four years within the Housing stock, all of which make a significant contribution towards the Council's journey to deliver carbon reduction and improved living conditions within our tenants' homes.
- 1.4 This report provides information about the windows and doors replacement programme which contains properties, including their outbuildings requiring windows and doors to be replaced, which are found in various locations within in the Vale of Glamorgan.

2. Key Issues for Consideration

- 2.1 The Housing Development and Investment Team has identified a package of works which consists of one main contractor to deliver the Housing Windows and Doors Replacement Scheme 2024-2027.
- 2.2 The scheme has identified the following number of properties as requiring replacement of windows and doors each year.

2024-25 - 216 properties identified for replacement.

2025-26 - 180 properties identified for replacement.

2026-27 - 65 properties identified for replacement.

- 2.3 There are no leaseholders associated with the works and therefore the Section 20 Leasehold tender process is not required in this case.
- 2.4 The Housing Development & Investment Team has identified the current Welsh Procurement Alliance (WPA) framework for PVC-U and Timber Windows and Doors 1st August, 2022 – 31st July, 2026 which could be used to deliver the scheme. Please see appendix 1.
- 2.5 Details of the WPA framework outcomes are set out in the Part II report and Cabinet will be asked to take a decision on the preferred contractor based on the tender process outcome that will be detailed.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 **Looking to the long term** - As a result of the Housing Windows and Doors Replacement Scheme 2024-2027, compliance with the Welsh Housing Quality Standard will be maintained, along with ensuring the properties receiving the installations are more energy efficient, therefore reducing the carbon footprint of the properties and potentially reducing heating energy costs for our tenants / contract holders for future years.
- 3.2 **Taking an integrated approach** – The development and procurement of the Housing Windows and Doors Replacement Scheme 2024-2027 was undertaken via consultation with the Tenants Quality Design Forum.
- 3.3 **Involving the population in decisions** – The Tenants Quality Design Forum (QDF) members and tenants involved have been kept abreast of the developments of the contract along with decision making for elements of these improvement works.
- 3.4 **Working in a collaborative way** – Our officers will work closely with the contractor to ensure that all the tenants needs and requirements are properly considered both prior to and whilst the work is being undertaken.
- 3.5 **Understanding the root causes of issues and preventing them** - As a result of contracting a competent principal contractor to undertake the delivery of the Housing Windows and Doors Replacement Scheme 2024-2027, we will ensure our residents reside in safe, accessible, energy efficient and compliant homes.

3.6 This proposal will meet:

Objective 1: TO WORK WITH AND FOR OUR COMMUNITIES

Corporate Plan Commitment: 2. Work innovatively, using technology, resources and our assets to transform our services so they are sustainable for the future.

4. Climate Change and Nature Implications

- 4.1** This scheme will have a positive impact by improving the energy efficiency of the properties identified for installation, therefore assisting in reducing carbon emissions and continuing our fabric first approach on properties before further retrofit renewable technology heating and hot water systems can be introduced.
- 4.2** Contractor identified to deliver the scheme are members of CERTASS which means they are certified to PAS2030 and members of Trustmark. Thus, demonstrating their competence to install windows and doors to approved energy efficiency standards.
- 4.3** The windows specified are 'A' rated with a U-value of 1.3. The current Building Regulations necessitate an energy rating of B and a U-value of 1.4.
- 4.4** This scheme will have neither a positive or negative impact on nature as a result of the windows and doors replacement scheme 2024-27

5. Resources and Legal Considerations

Financial

- 5.1** Full financial details will be addressed in the Part II Report included on the agenda.

Employment

- 5.2** There are no other resource issues to report.

Legal (Including Equalities)

- 5.3** There are no legal issues to consider. The contract will ensure the council complies with its legal obligations under Section 3(1) Health and Safety at Work Act etc. and Building Regulations.
- 5.4** In terms of equalities, there will be limited training opportunities offered as part of the Housing Windows and Doors Replacement Scheme 2024-2027.

6. Background Papers

None.



CYNGHRAIR
CAFFAEL
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PROCUREMENT
ALLIANCE

PVC-U and Timber Windows and Doors

1ST AUGUST 2022 - 31ST JULY 2026

WD2 Framework Guide

Working together to deliver better
buildings, homes and communities

welshprocurement.cymru



WPA provides compliant frameworks which can be used by local authorities, social landlords and other public sector bodies to procure works, products and services for the construction, refurbishment and maintenance of social housing, schools and public buildings. Our vision is to be recognised throughout Wales as a centre of excellence for public sector procurement.

We operate in Wales connecting construction companies, manufacturers and service providers with the needs of our clients. We bring buyers and suppliers together, to build and maintain public property more efficiently and cost effectively, and to benefit local communities.

Our activity is guided by our Executive Committee which is made up of Local Authorities and Housing Associations from across Wales.

WPA is backed by LHC, a not-for-profit organisation, governed by public law and a central purchasing body providing procurement services in the UK, since 1966. All Contract Notices are issued on behalf of the WPA by LHC, who have an in-house team of technical procurement experts that produce and manage the frameworks.

WPA aims to deliver solutions for compliance, quality and best value and provides procurement and technical support and advice throughout the duration of our clients' projects. Any organisation that is publicly or partially publicly funded is eligible to utilise our frameworks.

If you would like any of the content of this brochure translated into Welsh please ask. Os hoffech i unrhyw ran o'r gynnwys y pamffld hwn gyfieithu i'r Gymraeg gofynnwch os gwelwch yn dda.

Welsh Procurement Alliance (WPA)

Tredomen Innovation & Technology Centre | Tredomen Park | Ystrad Mynach | CF82 7FQ

02922 802 476

info@welshprocurement.cymru

@WelshProcure

WPA (Welsh Procurement Alliance)

ABOUT THIS FRAMEWORK

CN 2021/S 000-028369, CAN 2022/S 000-020421

This WPA framework has been developed to provide an efficient, value for money procurement route for local authorities, social landlords and other public sector bodies for the manufacture, supply and installation of PVC-U windows and doors, timber windows and doors and aluminium clad timber windows.

This framework agreement can be used for work in all types of public buildings and buildings managed using public funding including but not limited to:

Domestic

- Single occupier and multiple occupier dwellings – houses, flats, and residential including those requiring mobility solutions
- Care homes and sheltered accommodation
- Managed residential blocks
- Common areas of residential blocks
- Low, medium and high-rise residential homes

The tender was carried out in strict accordance with the UK public sector procurement rules.

Places on the framework were awarded to five different suppliers in three workstreams across the whole of Wales.

The term of the framework is from **1st August 2022 to 31st July 2026**. However, individual call-off projects can be completed beyond the four-year duration of the framework as long as a contract is in place prior to the framework expiry date.

Well-being of Future Generations

The Well-being of Future Generations Act gives us the ambition, permission and legal obligation to improve our social, cultural, environmental and economic well-being.

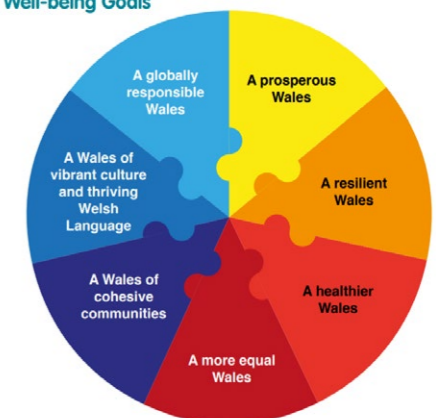
The Well-being of Future Generations Act requires public bodies in Wales to think about the long-term impact of their decisions, to work better with people, communities and each other, and to prevent persistent problems such as poverty, health inequalities and climate change. Welsh Procurement Alliance is mindful to ensure that the Future Generations Act obligations are embedded into all our activity.

With the Well-being Goals in mind, WPA is committed to providing our clients with competitively tendered Framework Agreements for building works, goods and services and to delivering tangible social value and community benefits that meet local and regional needs. WPA work with our clients and appointed companies to ensure that wherever possible projects delivered using our frameworks leave a social legacy.

Commercial

- Commercial office buildings, central or local housing team offices, halls and day care centres
- Municipal buildings such as libraries, sports halls, museums etc
- Other public buildings such as conference centres and other commercial buildings
- Educational buildings such as universities, schools, colleges and nurseries
- Research establishments
- Hospitals / hospital-related properties, health centres and GP surgeries
- Emergency services buildings

Well-being Goals



ABOUT THIS FRAMEWORK

WORKSTREAM OPTIONS

Workstream 1 (U11) – PVC-U Windows and Doors

Covers the design, supply, installation of new PVC-U windows and doors and removal and replacement of old windows and doors for all types of public sector projects.

Workstream 2 (T5 WS1) – Timber Windows and Doors

Covers the design, supply, installation of new timber windows and doors and removal and replacement of old windows and doors for all types of public sector projects.

Workstream 3 (T5 WS2) – Aluminium Clad Timber Windows

Covers the design, supply, installation of new aluminium clad timber windows and removal and replacement of old windows for all types of public sector projects.

Note: This framework is based on supply and install workstreams with a supply only option built into the specification should a client wish.

SPECIFICATION









All services and works are provided in compliance with the current relevant Building Regulations for Wales, British/European Standards and are certified to PAS 24 Enhanced Security and accredited to Secured by Design where required.

All products are UKCA marked (CE mark accepted to 31st December 2022) in accordance with the Construction Products Regulations where relevant. Appointed Companies are members of various certification bodies and Trade Associations such as FENSA, GGF, CERTASS as approved by the DLUHC and UKAS accredited.



ABOUT THIS FRAMEWORK

CONTINUED

WINDOW/DOOR STYLES	PVC-U*	TIMBER**	ALUMINIUM CLAD
 Fixed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Side / top hung	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Tilt & Turn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Top hung / fully reversible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Vertical sliding sash		<input type="radio"/>	<input type="radio"/>
 Single leaf residential doorsets (front/rear doors)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 French / Patio doorsets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Various options available Low rise curtain walling	<input type="radio"/>		

*All using wholly or partially recycled materials, sustainably sourced.

**All manufactured from certified sustainably sourced materials in compliance with EU timber regulations

SERVICES

- Develop client brief
- Survey / design
- Technical design advice (product/planning/regulation)
- Production of design drawings for planning / approvals
- Provision of samples /resident choice exercises
- Full installation service to BS 8213-4 guidelines
- Provision of guarantees / warranties
- After sales service / KPI development



PRODUCT WARRANTIES

ITEM	MINIMUM WARRANTY
Door leaf, frame, glazing	10 years - PVC-U
	10 years - Timber
	25 years - Aluminium-clad Timber
Locks, gaskets, weatherproofing	5 years
Vandal resistant products	5 years
Paints and stain finishes	3 years
General hardware items	2 years
Spare parts availability (from date of discontinuation)	5 years

EVALUATION

CRITERIA

A single stage open tender process was used.

The following qualification criteria were used to assess the suitability of Appointed Companies:

Financial Due Diligence

Appointed Companies were assessed on their turnover and checked via Credit Safe. The results of this check were assessed on a pass/fail basis.

In addition to the financial stability assessment, the minimum average annual turnover requirement for each value workstream, over 4 years, is £350,000.

Accreditations and Certifications

Appointed Companies provided evidence they have in place the relevant **health and safety, environmental, equality and quality systems** listed below to be considered eligible for the Framework.

Environmental Management

UKAS (or equivalent) accredited independent third-party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate.

Health and Safety

The Appointed Companies must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

Quality Management

UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent).

Compliance with Equality Act 2010

Appointed Companies were required to evidence through several confirmatory statements that they are compliant with the Equality Act 2010 and have robust measures in place to promote equality and diversity within their organisation.

Minimum Insurance Cover

Throughout the duration of the framework Appointed Companies are required to have the minimum levels of insurance as set out in the table below.

Applicable to all Workstreams	
Employers Liability Insurance	£5,000,000
Public Liability Insurance	£5,000,000
Professional Indemnity Insurance	£1,000,000
Product Liability Insurance	£2,000,000

EVALUATION

CRITERIA

Quality Weighting 70%

General Technical Capability Questions 40%

Technical Quality - surveys and installation, project and framework management, performance monitoring

Quality control and defects resolution, business continuity planning, handover management and customer care and occupied premises

Scenarios - safety recall, non-compliant specification, time over-run, thermal bridging and installation fault 1 - water ingress

CDM - principal contractor responsibilities and principal designer responsibilities

Sustainability - enhanced u-values, embedded carbon and recycling, lifecycle / life costing and sustainability actions

Regional Capability Questions - 20%

Addressing the specific challenges and opportunities identified within the LHC Lifetime Values

Capability to deliver installation services in this regional area - to demonstrate sufficient resources to deliver the installation works

Capability to deliver installation services across Wales - to demonstrate sufficient resources to deliver the installation works across Wales

Factory Inspections - 10%

LHC's evaluation of windows and doors companies looks at three key areas, highlighted on the next page:

Price Weighting 30%

Profit and Overhead and Preliminaries 10%

Scenario Pricing and Regional Uplift 15%

Whole Life Costing 5%



70%
Quality

30%
Price



EVALUATION

CRITERIA

LHC's evaluation of windows and doors companies looks at three key areas:

1. The profile system used to fabricate the products.

By ensuring that the companies we have appointed use 'premier league' profile system providers, we can be confident that the specification and technical backup is of the highest quality.

2. The manufacturing process.

Using the right profile is only half of the story. The fabrication processes and components need to be right to make sure that the products provided are of the quality required by our public sector clients. Our evaluation is not just a desk-top exercise. Each of the appointed companies' factories were inspected and evaluated by LHC technical managers to ensure that we were happy with the systems in place.

3. The installation methodology.

Our companies are all experienced in working in occupied homes and managing programmes for replacement windows and doors. Our evaluation ensures that systems are in place to ensure programmes are delivered efficiently with minimum disruption for residents and building users.



APPOINTED COMPANIES

Workstream 1 (U11) - PVC-U Windows and Doors



*Mid Wales only

Full coverage across the whole of Wales

Workstream 2 (T5 WS1) - Timber Windows and Doors



Full coverage across the whole of Wales

Workstream 3 (T5 WS2) - Aluminium Clad Windows and Doors



Full coverage across the whole of Wales

CALL-OFF AWARD OPTIONS

THE FRAMEWORK ALLOWS PARTNERS THE OPTION OF:



When calling off projects, clients can use any one of a range of standard forms of building contract including JCT/SBCC, NEC/NEC4, ACE, PPC, TPC, FAC1, or their own in-house agreement.

ELIGIBILITY

WPA is part of LHC, a not-for-profit organisation, governed by public law, and a central purchasing body providing procurement services.

Over 300 publicly funded organisations throughout the UK currently use LHC frameworks to procure works, goods and services to construct, refurbish and maintain social housing, schools and public buildings. The specific classes of public sector organisation authorised to use the framework include:

- Housing Associations and other Registered Social Landlords (RSLs)
- Health Authorities, Councils, Boards and Trusts
- Publicly funded schools
- Universities, colleges and other further education establishments
- Police authorities
- Fire and Rescue services
- Registered charities
- Government departments

NB: The framework can also be used by other organisations that are either publicly funded or have been given public funds and require a compliant procurement route.

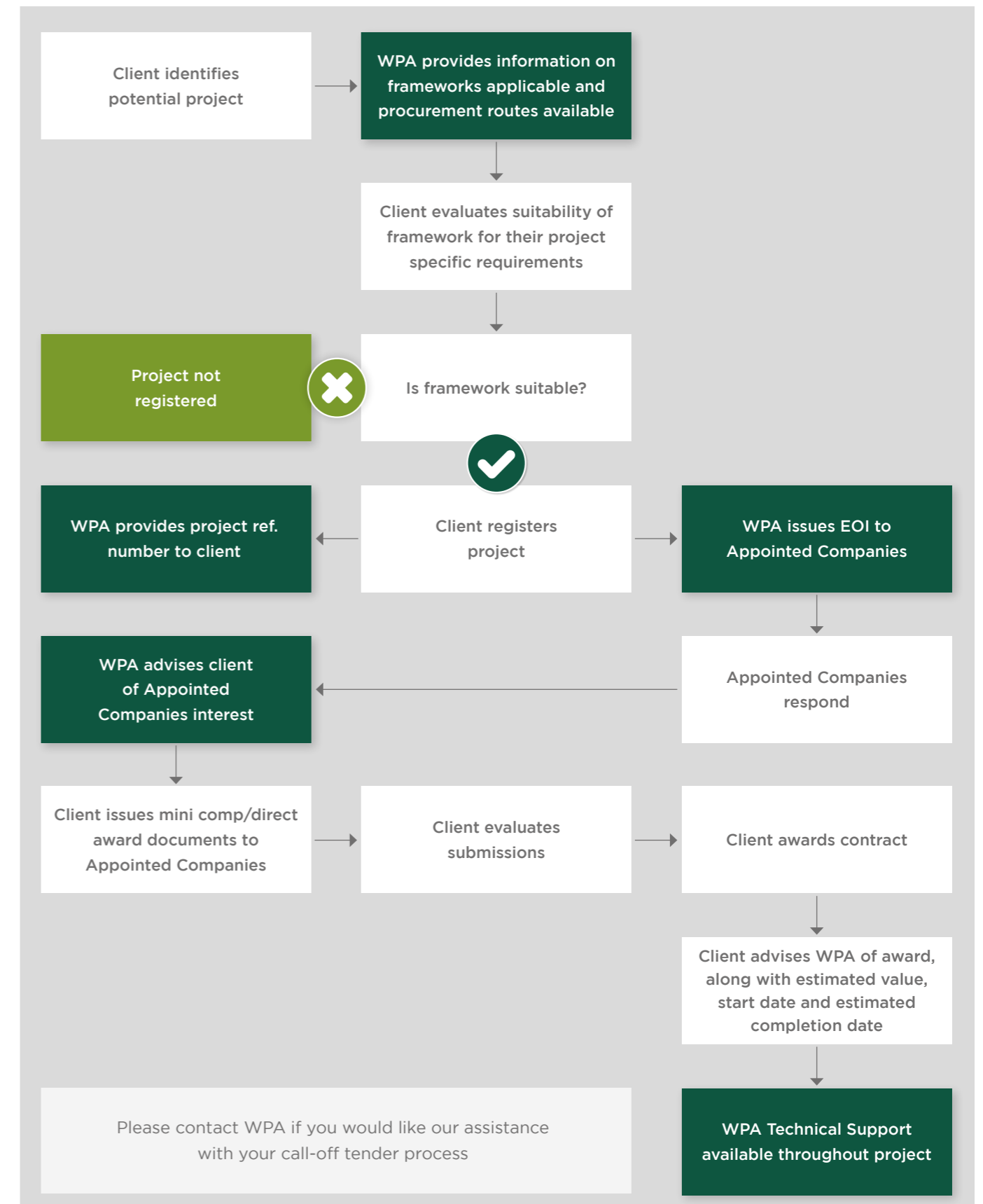
Details of those contracting authorities identified are listed at:
www.welshprocurement.cymru/who-we-work-with/

GENERAL TERMS AND CONDITIONS

LHC uses the FAC-1 standard form of contract to manage our frameworks. The LHC pro forma, which should be read in conjunction with the FAC-1 in published form, details the terms and conditions that govern the operation of the framework, including the procedures to call off projects under

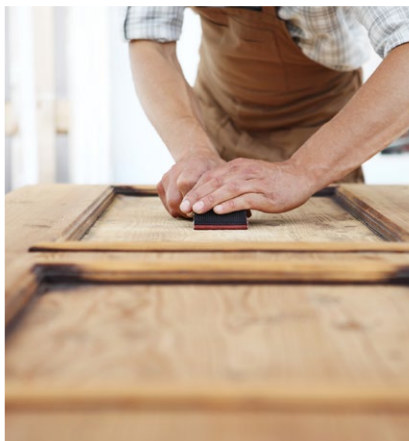
the framework. A free copy of the LHC proforma is available upon request. The FAC-1 in standard published form can be purchased at a negotiated rate from ACA, by emailing office@acarchitects.co.uk and quoting discount code reference: LHCFAC2516102017.

THE PROCESS OF USING OUR FRAMEWORK





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WPA

Tredomen Innovation & Technology Centre |
Tredomen Park | Ystrad Mynach | Hengoed | CF82 7FQ

In association with:



Trusted procurement for
better buildings and homes

02922 802 476



info@welshprocurement.cymru



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