

# Appendix F - Specification

This document sets out the Council's requirements, quality standards and key performance indicators with respect to the proposed contract. Please ensure that you read this carefully and ensure these requirements are incorporated into your pricing submission and the quality of services provided.

## A. Council's Requirements

A technical report, data tables and a user-friendly interface for visualising and navigating data (e.g. GIS maps). The scope should include:

### 1. Profile Lambeth's heat demand

#### Essential

- a. Provide a brief review of existing analysis/tools
- b. Review heat demand in domestic and non-domestic sectors (incl. half-hourly heat consumption)
- c. Review heat demand by neighbourhood and Lower Super Output Area
- d. Project business as usual growth out to 2030

#### Desirable

- e. Model heat demand of every building in Lambeth at address level or at the highest possible resolution
- f. Include heat demand of committed development where planning permission has been granted in the modelling

### 2. Profile options to limit/flatten heat demand in each sector

#### Essential

- a. Provide a brief review of existing analysis/tools
- b. Produce bottom-up analysis of existing building stock (including navigable Lambeth map)
- c. Review available interventions to limit heat demand appropriate to the physical characteristics of building stock typologies in Lambeth.
- d. Include four case studies to limit energy demand in (i) a solid wall Victorian terrace house (ii) flats in a low rise (3-4 stories) 60s-70s built residential estate (iii) flats in a high rise 60s-70s built residential estate (iv) a late 19<sup>th</sup>/early 20<sup>th</sup> century public building like a school or library
- e. Produce 3 pathways for heat demand reduction to 2030 based on varying policy, economic and technological factors, including net zero housing by 2030, setting out energy and CO<sub>2</sub>e emissions reductions available in each pathway

#### Desirable

- f. Review planning policy limitations on retrofit of conservation area/listed buildings, and produce recommendations to align conservation and energy efficiency objectives

### 3. Profile options to meet heat demand through renewable and low carbon options

#### Essential

- a. Provide a brief review of existing analysis/tools
- b. Review available interventions appropriate to building stock and heat sources, including analysis by neighbourhood and LSOA (including Lambeth map showing viability by area/building type). Analysis should prioritise:
  - i. Networked renewable and low carbon heat, including spatial analysis of major heat loads, anchor heat loads, and renewable/low carbon/sustainable waste heat sources. CHP gas and biomass is out of scope.

## Appendix F - Specification

- ii. Non-networked renewable and low carbon heat, including air, ground and water source heat pumps and solar thermal. Biomass is out of scope.
- iii. For networked and non-networked solutions, authors should review other emerging renewable & low carbon heat sources/carriers that, in their view, will be viable for large scale rollout in Lambeth before 2030
- iv. Include four case studies to supply renewable/low carbon heat to (i) a solid wall Victorian terrace house (ii) flats in a low rise (3-4 stories) 60s-70s built residential estate (iii) flats in a high rise 60s-70s built residential estate (iv) a late 19th/early 20th century public building like a school or library
- v. Produce 3 pathways for low carbon heat to 2030, including net zero housing by 2030, setting out CO<sub>2</sub>e emissions reductions available in each pathway

### **Desirable**

- vi. Review planning policy limitations on retrofit of conservation area/listed buildings, and produce recommendations to align conservation and energy efficiency objectives
- vii. Review other potential environmental barriers to large scale rollout (e.g. heat pump noise)

### **4. Economic and systems analysis**

- a. Profile the capital costs of pathways set out in (2) and (3)
- b. Profile the impact on the electricity distribution network of pathways set out in (2) and (3)
- c. Provide a brief review of impact of transport electrification on pathways

### **5. Conclusions**

- a. Identify both “high confidence” and “quick wins” interventions, by building typology and area, that Lambeth should prioritise
- b. Identify “medium confidence” interventions, where more information is needed
- c. Provide a brief review of national policy – enabling factors and barriers to delivering interventions at scale

Both ‘essential’ requirements and ‘desirable’ requirements, where met, should be included in the total price quoted.

Consultants will be expected to:

- Provide monthly updates to Lambeth Council on the progress of the research, and maintain open channels of communication with Lambeth Council throughout the process
- Visit Lambeth to review building stock typologies and attend sites for case studies
- Present preliminary findings to Lambeth Council and an external advisory group
- Where feasible, integrate recommendations of Lambeth Council and external advisory group into research

### **B. Insurance Requirements**

Employer’s liability insurance with a minimum limit of indemnity of £10 million.

Public liability insurance with a minimum limit of indemnity of £5 million

Professional indemnity insurance with a minimum limit of indemnity of £2 million

# Appendix F - Specification

## C. Experience

The provider and lead authors should have experience producing energy studies with a decarbonisation focus at the local authority/city-wide level, and be able to point to these studies.

The team should be able to demonstrate experience with energy systems modelling, heat mapping, low carbon and energy systems transformation and energy network analysis at a local area level; energy efficiency in buildings; and user-friendly interface design. Lead authors should have a relevant qualification to at least Master's level. The project lead should have at least 10 years' experience working on energy systems analysis.

The Authority requires the Potential Provider to provide a sufficient level of resource throughout the duration of the contract in order to consistently deliver a quality service to all Parties.

The Potential Provider shall ensure that staff understand the Authority's vision and its objectives and will provide excellent customer service to the Authority throughout the duration of the Contract.

## D. Key Performance Indicators

The supplier should deliver the following outputs as part of this contract:

- Initial meeting with Lambeth Council and with external advisory group
- Monthly updates to Lambeth Council on progress
- Responsive to Lambeth Council emails within five working days
- Presentation of preliminary findings within 8 weeks of the contract start date
- Collaborative approach with Lambeth Council and external advisory group, integrating comments and recommendations where reasonable
- Undertake site visits in Lambeth for case studies, and cooperate with Lambeth staff to arrange site visits
- At least two rounds of comment/response on draft versions of the report before final version
- Final version of the report
- Data, in navigable spreadsheet form, behind the report analysis, which may be made publicly available upon request, subject to data protection and IP rules
- A user-friendly interface for visualising and navigating data

## E. Frequency of Contract Meetings

The provider will be expected to attend the following web-based meetings:

- One initial meeting with Lambeth Council, and one initial meeting with external advisory group
- Monthly progress meetings with Lambeth Council
- Review of findings with Lambeth Council

## F. Contract Management Arrangements

## **Appendix F - Specification**

Lambeth's Climate Change and Sustainability team will manage the contract. The provider will communicate primarily with Technical Lead on Climate Change and Sustainability, who will lead the project for Lambeth Council, and Lambeth's Climate Change and Sustainability Officer