**Request for Tender: Urban Greening Code**

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| **Contract Title** | Urban Greening Code |
| **Organisation** | National Trust |
| **Value** | Tenders up to £50,000 (inc VAT) |
| **Closing date** | 5pm, Friday 24th October |
| **Submissions or clarifications to** | anne.mackinnon@nationaltrust.org.uk |
| **Contract start date** | ASAP |

**Background**

Nature Towns and Cities is a coalition of organisations (National Trust, Natural England, and National Lottery Heritage Fund) working together to inspire, incentivise, and support UK towns and cities to take ambitious action for urban green space. Our aim is to help millions more people enjoy time in nature close to home, in greener, thriving towns and cities. We want more urban areas to use nature recovery and nature-based solutions to tackle health inequalities and climate change, and to put nature at the heart of communities to grow their prosperity, connection and resilience.

This commission sits within the Nature Finance workstream of Nature Towns and Cities. Nature Towns and Cities is looking to support Local Authorities and their partners in accessing private funding. Specifically, through developing a marketplace of tokenised urban greening interventions – starting with Urban Tree Tokens - supported by an urban greening code and registry.

**Scope of the work**

Nature Towns and Cities holds a draft code – an adaptation of BSI Flex 701 – for tokenising urban greening interventions, and a methodology specifically for urban tree tokens. This research is seeking to test and refine the code through stakeholder engagement, and to understand what the governance, structuring and operations of a code and associated marketplace and registry should look like, resulting in the production of a governance and operations report. Please note that we envisage the parts of this commission could be developed in tandem, rather than sequentially.

**Part 1:**

We are flexible with methodology and key questions to explore may emerge as work develops. At a minimum, this work should aim to answer and provide options and recommendations as to what code governance requirements are (needs mapping), responsibilities (including resource implications, ongoing costs, legal responsibilities and other relevant responsibilities), user journeys, who is best placed to own and operate a code and registry (stakeholder mapping), and an understanding of validation and verification options and methodologies. This should result in the production of a recommended strawman code governance and operations options and recommended registry governance and operations option, describing methodology to implement the recommended options.

**Part 2:**

The second part of this work will involve identification and engagement with relevant stakeholders to refine the existing draft code and test the strawman governance options, resulting in a new draft of the urban greening code. A summary report of the stakeholder engagement should be produced.

**Part 3:**

Within the governance and operations report, we wish to understand what governance and operations should look like for a token marketplace both with and without a code and/or registry.We wish to understand if a code should not be in place, what difference this may make to marketplace governance and understand the risks and limitations of a token marketplace operating without a code and/or registry. This should include mapping and providing recommendations on what governance and operations responsibilities should sit within the code, registry, and marketplace separately, and understanding how they work together to bring trust and credibility to a marketplace operated by Nature Towns and Cities, and the development of a wider market. This work should also aim to understand and recommend if a registry would need to be maintained for the lifetime of a funded token (30 years), or, if the registry is only necessary whilst the marketplace is functional to avoid double-funding, taking into consideration that tokens should not be used for off-setting. To be included in final report.

**Part 4:**

The fourth part of this work will look at developing governance for a codes associated marketplace in the eventuality a code should not be in place, expected to be operated by Nature Towns and Cities. A marketplace requires trust that trees representing tokens will be delivered if a token is purchased. We wish to develop the governance criteria and framework for a marketplace should a code not be in place. This should include at a minimum producing recommended marketplace eligibility criteria and an assessment framework providing the ability to select credible, deliverable tree planting pipelines for a marketplace pilot, as well as other governance the contractor sees as appropriate.

**Key Deliverables**

1. Production of a draft governance/operations report – including summary and recommended strawman code and registry governance and operations options (part 1) and mapping of code, registry and marketplace responsibilities/roles (part 3)
2. Summary report from stakeholder engagement (to refine draft Urban Greening Code and strawman governance option) (part 2)
3. Production of draft marketplace governance criteria and framework (eligibility criteria and assessment framework) (part 4)
4. Final marketplace governance criteria and framework (eligibility criteria and assessment framework)
5. Re-drafted Urban Greening Code.
6. Final report including strawman registry governance and operations options and recommendations and mapping of code, registry and marketplace responsibilities/roles

**Expertise of Contractor**

**Necessary:** The contractor should have stakeholder engagement expertise, ideally within the Nature Market space. The contractor should have Nature Market expertise.

**Preferred:** it is advantageous if the contractor has environmental (ideally tree or urban-specific) expertise.

**Timeline**

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| Inception meeting  | W/C 10th November 2025 |
| Draft marketplace governance and operations report  | January 28th 2026  |
| Summary report from stakeholder engagement  | No later than 18th March 2026 |
| Draft marketplace governance criteria and framework  | ~January 28th 2026 |
| Final marketplace governance criteria and framework  | No later than 18th March 2026 |
| Re-drafted Urban Greening Code  | No later than 18th March 2026 |
| Final marketplace governance and operations report | No later than 18th March 2026  |

**Project and Contract Management**

To ensure the project runs smoothly, we would expect a contractor to nominate a Project Manager or lead contact for the commission. We would expect to be in regular contact with the project lead, joining regular progress meetings. We would also expect to give feedback and be consulted on the outputs before final versions are accepted.

The contract will be managed by the National Trust on behalf of the Nature Towns and Cities partnership. The project will be appointed project lead within the Nature Towns and Cities partnership team to ensure direction and outputs are acceptable.

Should this be required, there will also be the opportunity to engage with a small steering group of stakeholders within the Nature Towns and Cities programme team for input and feedback.

Nature Towns and Cities will support the contractor with contacting relevant stakeholders where possible.

**Evaluation Criteria**

Submissions will be scored according to the following criteria:

* Understanding of the brief -15%
* Proposed methodology – 20%
* Experience and confidence in ability to deliver – 25%
* Resourcing and expected timeline to deliver – 20%
* Quotation price/Value for money – 20%

**Information to be returned**

Submissions should include the following information:

* Outline of your proposed approach to the project, including details of methodology, proposed outputs, timeline and high level risk log.
* Description of your relevant experience and abridged CVs of the proposed project team, including examples of at least two similar pieces of work you have carried out.
* Proposed budget breakdown.
* Details of any matters or concerns not covered by this brief.

Submissions should be no more than 8 pages in length. Abridged VCs can be included as appendices.

These should be returned to anne.mackinnon@nationaltrust.org.uk by the deadline of **5pm, Friday 24th October 2025.**

**Award**

Once evaluation of submissions is complete, all suppliers will be notified of the outcome by email.

**Payment**

The National Trust will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

All invoices should be sent electronically to the address provided on the Purchase Order, and quoting a valid Purchase Order number.

It is anticipated that this contract will end no later than 31/03/2026. Prices will remain fixed for the duration of the contract award period.

We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in writing in advance of any work commencing and may be subject to further competition.

**Insurance**

Please note the National Trust requires contractors to hold a minimum of £2million in Public Liability insurance and £1million in Professional Indemnity insurance. The latter should be maintained in force for the period of the contract plus an additional five years. We will seek evidence of this at an inception meeting or upon signing contracts.