

INVITATION TO QUOTE

Compulsory Purchase Resource for London Borough of Lambeth's Estate Regeneration Programme

1. Introduction

Lambeth Council has initiated a major estate regeneration programme comprising six estates and affecting over 1,500 homes. This will, in due course, involve moving up to 1,500 tenants and homeowners to new homes. As a means to deliver this programme, the Council is in the process of establishing Homes for Lambeth; a new group of 100% council-owned companies with a remit to deliver new homes across a variety of tenures.

In order to facilitate the delivery of the estate regeneration programme, the Council has adopted a set of Key Guarantees to tenants and homeowners as a means of minimising uncertainty for those affected by estate regeneration, enabling communities to stay together and ensuring that tenants and homeowners are appropriately compensated for having to move home. You will find more information on the Key Guarantees here:

<https://moderngov.lambeth.gov.uk/ieDecisionDetails.aspx?ID=3885>

In due course, it is likely that the Council will need to make compulsory purchase orders (CPOs) on most of the six estates in order to progress these regeneration projects.

The Council now needs additional resource to work with its Housing Regeneration Team to help co-ordinate all compulsory purchase order activity across the six estates and to ensure that all communication and negotiation with tenants and homeowners is monitored and recorded effectively. This will help to lay the groundwork for any future compulsory purchase or Ground 10/10a actions and reduce the risk of the Council's consultation work being found inadequate in such circumstances. This will also help the Council to ensure that it meets its commitments as set out in the Key Guarantees.

The resource required would:

- support delivery of land assembly on the various regeneration schemes;
- monitor progress on individual negotiations and overall scheme performance; and
- ensure compliance with policy in relation to application of the Key Guarantees to help to justify the council making a resolution for the use of their CPO powers

It is envisaged that the resource required would comprise:

- Senior input from a recognised CPO expert to review existing systems, provide guidance and oversee amendments to, or the establishment of, a performance management framework system – after the initial set up, it is anticipated that this will convert to a retained resource averaging no more than 2 days per month; and
- Junior retained resource averaging 2 days per week to be located in Lambeth's offices to work closely with the Housing Regeneration team and to carry out the monitoring work, maintain all necessary records and carry out any other directly relevant tasks.

- Regular performance review by senior resource against targets with advice and guidance to Lambeth buyback and decant teams on actions to maintain or enhance performance and to deal with individual circumstances (1/2 day per month).

This resource is currently being procured for an initial 2 year period.

The Council is open to tenders from consortia, but will only enter into contract with a single lead organization. The Council anticipates that this commission is worth in the region of £100,000.

If you would like to express an interest in this project, please contact Julian Hart (jhart@lambeth.gov.uk).

2. Context

The Council has an ambition to deliver significant volumes of new housing that meets the current and future need of Lambeth's residents (and which will add significantly to the availability of new homes at council rent levels as well as making more homes available for rent at other price points). However, these ambitions cannot be effectively realised through conventional approaches alone.

The Council is therefore undertaking more direct delivery routes for new housing within the Borough. As part of this strategy, Cabinet approved a process on 12 October 2015 to form and mobilise a new special purpose vehicle called 'Homes for Lambeth'. Homes for Lambeth will be the parent company to a number of specialised subsidiary companies, which will collectively take on the remit to deliver and own new homes across a range of tenures in Lambeth, on land that is primarily owned by the Council.

For each estate regeneration project, a development management team has been (or is being) procured to progress each project; included within the scope of services for these development management teams is the requirement to help the Council progress respective compulsory purchase orders, where the development management team will assist the Council with taking forward a Compulsory Purchase Order, where required, in particular providing project management support and technical support, including the provision of expert witnesses in property, planning and any necessary technical disciplines.

Development management team responsibility includes:

1. Project management of compulsory purchase process;
2. Preparation of key documentation required for compulsory purchase process;
3. Undertaking referencing required for compulsory purchase process;
4. Provision of expert witnesses for compulsory purchase order covering planning, property and any technical disciplines;

The Council (and Homes for Lambeth), however, is retaining the direct relationship with residents and homeowners. The Council is directly:

- maintaining day-to-day relationship with residents;

- maintaining a customer relationship management database of all contact with residents and wider stakeholders, to which the Council’s development manager will be required to input as appropriate;
- formulating and recording an understanding of the detailed housing needs of the residents on an estate;
- decanting residents and administering the legal processes around tenant decanting; and;
- responsibility for the legal elements of land assembly, including a CPO and any other consents (such as build over agreements) including where required Secretary of State consents for disposal of land.

In relation to CPOs, the Council will manage the leasehold buyback negotiations and tenant relationships and will retain the necessary records of all such activity. Negotiations with commercial land owners will also remain Council responsibility, but will likely require valuation and where applicable CPO expertise input from the development management team. The development management team will be expected to carry out land referencing, project management of the CPO process, preparation (before legal input) of key documents, negotiations with utilities (prior to legal input on matters such as build over agreements) and securing withdrawal of objections from any utilities operators, and provision of planning, CPO and property expert witnesses.

3. Evaluation Criteria

Responses to this invitation to quote will be assessed on the basis of the information within quotes according to the following criteria: 40% price and 60% quality and technical.

Price

Quantitative bids will be scored on the basis that the cheapest fixed price will be awarded the full 40 percentage points and the other bid prices awarded a score that reflected their proportional difference to the cheapest score, as follows:

- the lowest price (A) will be awarded 40 points; and
- other bids (B, C, D etc.) will be scored on the basis of the following formula $(A/B) \times 100$ with this score (X) converted to a score out of 40 $(40 \times X/100)$.

Quality and technical

Qualitative responses should not exceed 5 pages of A4 and should provide answers to the following questions:

No.	Requirements	Score
1	A methodology statement outlining; - your company approach and ethos; - your understanding of the brief and how you would deliver the services requested	15%
2	Set out your track record on providing advice on CPO related work	20%
3	Set out your experience in implementing monitoring systems for CPO related work	20%
4	Identify how you intend to secure the junior resource and ensure (as far as is practicable) continuity for the 2 year period	5%

Total		60%
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Based on initial scoring of submitted documentation, up to three tenderers will be invited to interview.

4. References

Please provide two references detailing:

- Project undertaken
- Client contact number and e-mail address

5. Form of Contract

It is proposed to use Lambeth Standard Contract Terms.

6. Timetable

Publicise Request for Quotation	11.04.17
Deadline for Returns	02.05.17
Interviews	Early May
Start of Contract	June
Contract Completion	June 2019

7. Where to send quote

Please send quote by email to Julian Hart (jhart@lambeth.gov.uk) by noon on Tuesday 2nd May 2017.

Supplier Declaration

After you have completed this form, please read the statements below and agree to the following statements:

- I have read and understood Lambeth's procurement guidance for suppliers, "Selling to the Council"
- I accept the Terms and Conditions indicated on this form
- If I am selected to provide the above services and/or supplies this form and the information on it will form part of my contract with the London Borough of Lambeth
- If I am selected to provide the above services and/or supplies I will complete the Council's Supplier Self Certification form. Failure to complete this form will result in my quotation not being accepted
- Lambeth is under no obligation to accept the final results of the quotation competition or the lowest price for any particular item submitted by a supplier
- Non-delivery of services or products will result in non-payment by the Council
- False representation could result in de-selection from any competition or termination of contract
- It is a criminal offence to give or offer any gift or consideration whatsoever as an inducement or reward to any servant of a public body. I understand that any such action

will empower the Council to cancel any contract or commission currently in force and may result in my exclusion from future work.

- Lambeth has the right to use this information for the prevention and detection of fraud
- If you understand and agree to these statements please check the box below. By checking the box you also certify that the information you have supplied is accurate to the best of your knowledge, has been prepared by your firm with the absence of collusion and that you accept the conditions and undertakings in this form. If you do not check the box you will not be able to work with the London Borough of Lambeth:

Yes