

## Invitation To Tender – National Trust

<b>Contract Title</b>	Urban Green Space: Baselining and Diagnostics Tool
<b>Nature of Contract</b>	Best practice review and options analysis
<b>Organisation</b>	National Trust
<b>Main point of contact</b>	Richard Vink & Emily Boig please contact <a href="mailto:Anne.MacKinnon@nationaltrust.org.uk">Anne.MacKinnon@nationaltrust.org.uk</a>
<b>Budget</b>	Up to £25,000 Inc VAT
<b>Deadline for submission:</b>	12pm 16 February 2024
<b>Inception Meeting</b>	W/C 19 <sup>th</sup> February (Online)
<b>Key Dates</b>	
<b>Draft Report</b>	28th March 2024
<b>Final Report</b>	22nd April 2024
<b>Draft Prototype Model</b>	28th March 2024
<b>Final Prototype Model</b>	3rd May 2024

### Background

Natural England, National Trust and National Lottery Heritage Fund are collaborating on a new initiative to inspire, incentivise and support UK towns and cities to take ambitious action to improve urban green space.

We believe access to high quality, nature-rich, connected green and natural infrastructure will drive significant benefits for people, place and climate. 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. **Please see Annex for our Desired Outcomes and Design Principles.**

It is likely to be a 10-year initiative, delivered in three-year phases. The primary audience for the first three-year phase is Local Authorities and their partners. It comprises five inter-related core elements:

1. An inclusive network to help local authorities and communities design, develop and implement change by providing access to knowledge; demonstrating the art of the possible and facilitating great collaboration.
2. A grant to provide much needed capacity.
3. Wrap around support and learning resources to help partnerships and organisations make progress quickly.
4. An accreditation scheme to benchmark progress and provide assurance to funders and investors.
5. An incentives package to enable ambitious delivery on the ground.

### The purpose of this commission

In order to help Local Authorities and their partners understand their relative strengths and weaknesses; or identify where to start when it comes to making improvements; and what support and advice might be most useful we will want to commission a diagnostic or baseline assessment tool.

Our local authority co-design group have broadly validated the need for some form of baseline assessment as an entry point into the scheme to enable local authorities to understand their starting point. However further research is needed to fully scope out the need and design for this, looking at best practice in different sectors.

The tool will be the main entry point for many local authorities and be used by participants at the start of their journey to identify where they are doing well in relation to the quality, connectivity and accessibility of urban natural infrastructure, and where they should focus their efforts for improvement. The Diagnostic or baseline assessment tool should complement the proposed accreditation as well as other core elements such as learning resources, peer network and specialist support. The baseline assessment tool must add value to the participant and avoid being unnecessarily bureaucratic.

### **Requirements:**

The purpose of this commission is to understand more about the different options for such a tool (design, user experience, integration) and what might be the best fit for our initiative. Specifically, we would like to commission a concise research and best practice report which provides case studies, insight and recommendations in answer to the following questions:

1. How are baseline or diagnostic tools used in comparable initiatives and sectors, what works well and what is more challenging?
2. How can the tool be a helpful resource in its own right but also act as a catalyst for engagement with the initiative, and inspire local authorities to join the network?
3. How could the diagnostic or assessment tool link to and reinforce other elements of the initiative.
4. How can a baseline or diagnostic tool generate both a baseline on technical capabilities, skills or knowledge and other factors such as leadership, ambition and partnership?
5. What are the different ways in which a baseline or diagnostic tool could capture information from users and present the diagnosis back to the user?
6. What platforms or products might we utilise to deliver this tool?
7. What are the main design and delivery options for such a tool, considering user experience, process for data input, simplicity of analysis, robustness of the outputs and also how it presents back the results so that participants gain the most from using the tool?
8. Should all users have the same experience, or could / should it be tailored at all, how do other manage this?

A draft of this report should be submitted no later than 28<sup>th</sup> March 2024.

We also wish to commission a simple prototype/model for a diagnostic or baseline assessment tool informed by industry best practice, discussions with the partnership and insights from workshops with our local authority co-design group. A draft version of this should be submitted no later than 28<sup>th</sup> March 2024. This element of the work needs to be completed by 3<sup>rd</sup> May 2024.

Depending on the outcome of this work we may wish the successful contractor to be involved in specifying or delivering the next phase of work. We recognise that this will need to be resourced and we will discuss this with the successful contractor at the appropriate time.

### **Methods:**

We are flexible on the methods used by the successful contracts though expect it to be mix of desk-based research and online interviews. You may also wish to consult our small co-design group of

local authorities. If this is the case, we can arrange for this to take place with the timescales. Please describe your approach to undertaking this work in your tender submission.

**Deliverables:**

1. A report outlining potential options for a self-assessment tool, pros/cons analysis and recommendations. A draft of this report should be submitted no later than 28<sup>th</sup> March 2024.
2. A prototype/model for a diagnostic or baseline assessment tool informed by industry best practice, discussions with the partnership and insights from workshops with our local authority co-design group. A draft version of this should be submitted no later than 28<sup>th</sup> March 2024. This element of the work needs to be completed by 3<sup>rd</sup> May 2024.

**Insurance:**

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.

**Selection criteria:**

All submissions will be judged on both the quality of the submission and the overall cost. Quality will consider the skills and experience of individuals and team who will be undertaking the work and the proposed approach to undertaking the work.

Quality will make up 70% of the assessment and Cost 30%.

We may wish to interview prospective contractors, depending on their submission. If this is the case, we will arrange for a mutually convenient time, and it will take place online.

**Submission Process:**

Please email your tender response (max 8 pages) to the address below. It should outline the following:

- Your understanding of the brief
- Approach to the commission including any method statement or similar.
- Budget and timeline
- Suitability to deliver the contract, including experience and skills.
- Abridged CVs of the main members of the team

If you have any questions on this brief, please contact: [Anne.MacKinnon@nationaltrust.org.uk](mailto:Anne.MacKinnon@nationaltrust.org.uk) and she will direct your enquiry to the most suitable person.

All other details for submission are as follows:

Submit responses to:	Anne.MacKinnon@nationaltrust.org.uk
Deadline for submission:	12pm 16 February 2024
Inception meeting:	W/C 19 <sup>th</sup> February
<b>Other Key Dates</b>	
Draft Phase 1 Report	28 <sup>th</sup> March 2024
Final Phase 1 Report	22 <sup>nd</sup> April 2024
Prototype Model Draft	28 <sup>th</sup> March 2024
Prototype Model Final	3 <sup>rd</sup> May 2024

## Long Term Outcomes

### Wellbeing for all

- Everyone has access to quality green & blue space within 15 minutes' walk or wheel from home (ambition 5 minutes)
- Everyone spends 15 minutes outdoors in nature everyday (ambition 30)

### Community focused

- Everyone feels welcome, safe and able to use green space
- Everyone, especially children and young people, feels able to act for nature and climate
- Communities are involved in making decisions about natural infrastructure where they live

### Pride in place

- People have pride in their local green and blue spaces, at a neighbourhood and city level.
- People feel greater connection to the nature and heritage of green spaces

### Thriving places

- Urban natural infrastructure is central to local governance, planning and investment.
- Nature, culture and heritage of green spaces create a thriving urban landscape

### Nature's recovery

- At least 30% of green and blue space network contributes to nature's recovery.
- Increased proportion protected for people and nature

### Climate Resilience

- Urban residential neighbourhoods have at least 40% blue or green cover
- An uplift in tree canopy cover, informed by tree equity

### Connected places

- Communities are served by a network of connected green spaces and green routes.
- Over half of short journeys are by foot and bike on green routes

## Annex 2: Design Principles

The partnership programme has adopted the following design principles:

- We will be **inclusive**. There is an entry level pathway we will construct minimal barriers and hurdles to joining.
- We should focus on **replicating, adapting and scaling** successful solutions that already exist.
- We will inspire **ambition and creativity, demonstrate the art of the possible** and **build capacity** around these critical building blocks required to unlock ambitious action and make it as easy as possible for local partnerships to adopt, replicate and integrate these solutions.
- We will simplify and accelerate the journey to **securing blended investment** for green infrastructure and **implementing ambitious project and plans that positively impact people's lives**.
- The participation in the initiative should be simple, accessible and motivate participants to lead for change on the ground. It should signify an **ongoing commitment to improving nature** and natural heritage in urban communities.
- We will focus on **whole towns and cities** to ensure equity and impact for people, natural heritage and place.