

Schedule 6 - Call-Off Contract

Framework Number: GLA 80868 ADUP2

Framework Lot: Lot 1 - Urban Strategies, Spatial Policy, and Research

Call-Off Contract Number: GLA 80868 / Task 1011 – Reviewing and updating the All London Green Grid Supplementary Planning Guidance to support the delivery of London as a National Park City

Outline Agreement: [REDACTED]

THIS CALL-OFF CONTRACT is made... 20 November 2018.....

BETWEEN:

- (1) The Greater London Authority ("**the Authority**"); and
- (2) AECOM Limited, a company registered in England and Wales (Company Registration Number 01846493) whose registered office is at St George's House, 5 St George's Road, London SW19 4DR ("**the Service Provider**").

RECITALS:

- A. The Authority and the Service Provider entered into an agreement dated 27 March 2018 which sets out the framework for the Service Provider to provide certain Services to the Authority ("**the Agreement**").
- B. The Authority wishes the Service Provider to provide the specific Services described in this Call-Off Contract pursuant to the terms of the Agreement and this Call-Off Contract and the Service Provider has agreed to provide such Services on those terms and conditions set out in the Call-Off Contract.

THE PARTIES AGREE THAT:

1. CALL-OFF CONTRACT

- 1.1 The terms and conditions of the Agreement shall be incorporated into this Call-Off Contract.
- 1.2 In this Call-Off Contract the words and expressions defined in the Agreement shall, except where the context requires otherwise, have the meanings given in the Agreement. In this Call-Off Contract references to Attachments are, unless otherwise provided, references to attachments of this Call-Off Contract.

2. SERVICES

- 2.1 The Services to be performed by the Service Provider pursuant to this Call-Off Contract are set out in Attachment 1.
- 2.2 The Service Provider acknowledges that it has been supplied with sufficient information about the Agreement and the Services to be provided and that it has made all appropriate and necessary enquiries to enable it to perform the Services under this Call-Off Contract. The Service Provider shall neither be entitled to any additional payment nor excused from any obligation or liability under this Call-Off Contract or the Agreement due to any misinterpretation or misunderstanding by the Service Provider of any fact relating to the Services to be provided. The Service Provider shall promptly bring to the attention of the Call-Off Co-ordinator any matter that is not adequately specified or defined in the Call-Off Contract or any other relevant document.
- 2.3 The timetable for any Services to be provided by the Service Provider and the corresponding Milestones (if any) and Project Plan (if any) are set out in Attachment 1. The Service Provider must provide the Services in respect of this Call-Off Contract in accordance with such timing and the Service Provider must pay liquidated damages in accordance with the Agreement of such an amount as may be specified in Attachment 1. The Service Provider shall be liable for the ongoing costs of providing Services in order to meet a Milestone.
- 2.4 The Service Provider acknowledges and agrees that as at the commencement date of this Call-Off Contract it does not have an interest in any matter where there is or is reasonably likely to be a conflict of interest with the Services provided to the Authority under this Call-Off Contract.

3. CALL-OFF TERM

This Call-Off Contract commences on the date of this Call-Off Contract or such other date as may be specified in Attachment 1 and subject to Clause 4.2 of the Agreement, shall continue in force for the Call-Off Term stated in Attachment 1 unless terminated earlier in whole or in part in accordance with the Agreement.

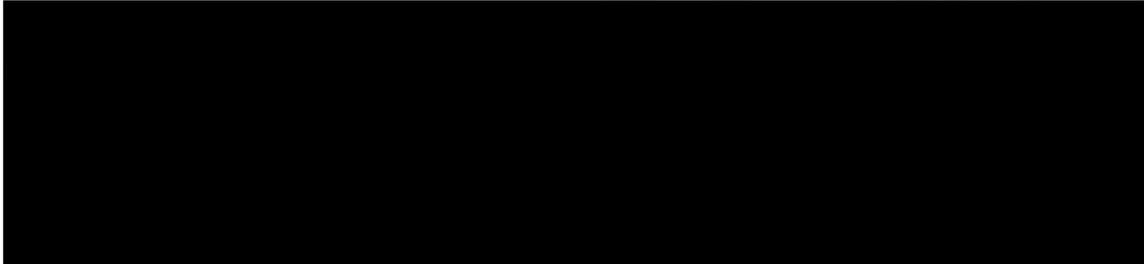
4. CHARGES

Attachment 2 specifies the Charges payable in respect of the Services provided under this Call-Off Contract. The Charges shall not increase during the duration of this Call-Off Contract unless varied in accordance with the Agreement. The Service Provider shall submit invoices in accordance with the Agreement and the Charges shall be paid in accordance with the Agreement.

5. CALL-OFF CO-ORDINATOR AND KEY PERSONNEL

The Authority's Call-Off Co-ordinator in respect of this Call-Off Contract is named in Attachment 1 and the Service Provider's Key Personnel in respect of this Call-Off Contract are named in Attachment 2.

6. LIABILITY



7. THE DOCUMENTS FORMING THE CALL OFF CONTRACT ARE

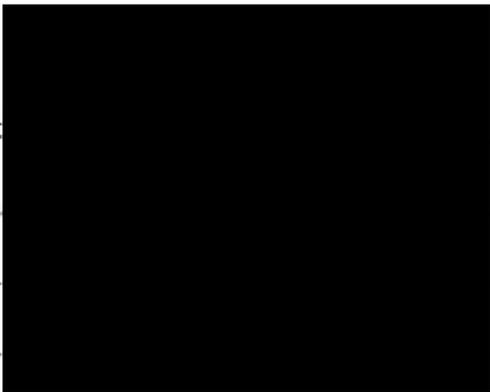
- this Call-Off Contract duly executed by the Parties;
- Call-Off Contract Attachment 1
- Call-Off Contract Attachment 2; and
- the following appendices:
 - the Authority's Specification - Appendix 1
 - the Service Provider's Proposal - Appendix 2

This Call-Off Contract has been signed by duly authorised representatives of each of the Parties.

SIGNED

For and on behalf of AECOM Limited

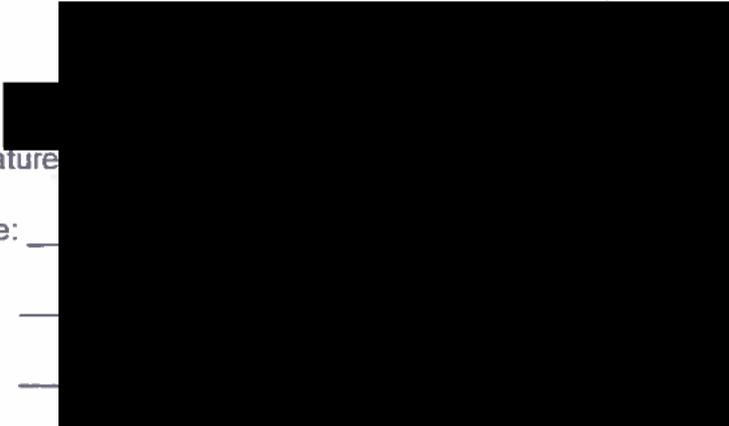
Signature: _____
Name: _____
Title: _____
Date: _____



SIGNED

For and on behalf of The Greater London Authority

Signature: _____
Name: _____
Title: _____
Date: _____



Attachment 1

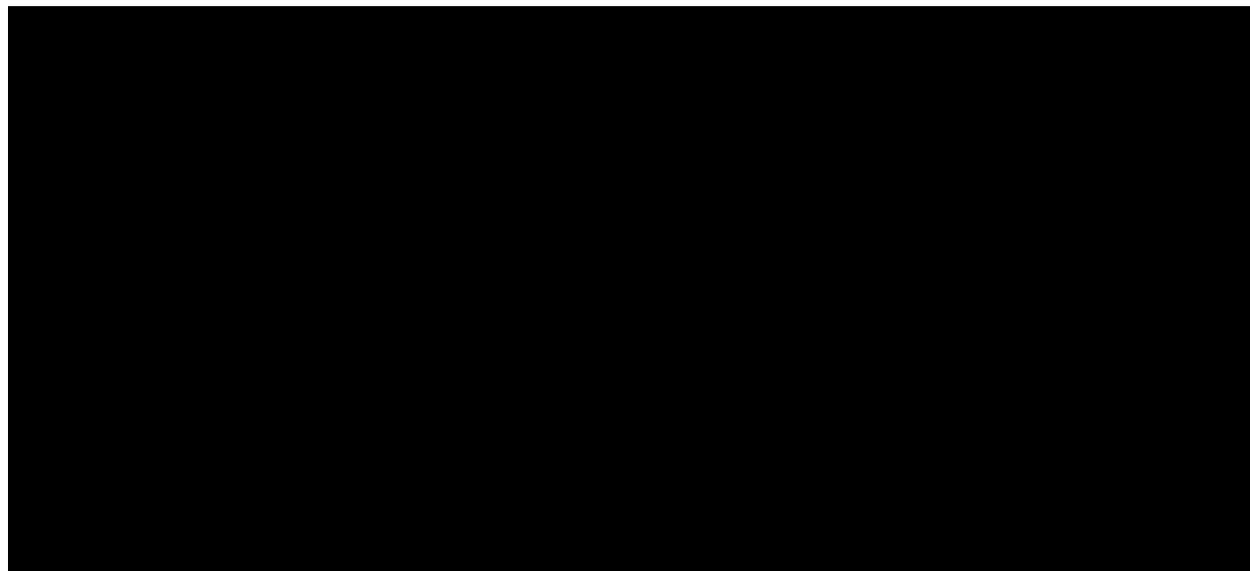
1. Services to be provided and associated information

The Greater London Authority are procuring consultancy support for the following pieces of work:

- a) Review the existing All London Green Grid SPG
- b) Identify suitable sub-regional initiatives and partnerships (existing and emerging) that could deliver these new objectives and identify strategic priorities and strategic projects for each sub-region.
- c) Prepare a working draft for a new ALGG SPG.
- d) Draft guidance on the preparation of Green Infrastructure strategies as identified in the Green Infrastructure policy of the draft new London Plan.

A full Specification of the Services required is included within Appendix 1.

2. Invoices



3. Call off Contract duration

Commencement Date: 08 November 2018

Call-Off Term: 5 months and shall terminate 25 March 2019

4. The Authority's Key Personnel

The Authority's Contract Manager is:

Name: Peter Massini, Lead – Green Infrastructure

Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

The Authority's Procurement Manager is:

Name: Tufail Ahmed, Assistant Commercial Manager

Address: [REDACTED]

Tel: [REDACTED]

Email: [REDACTED]

Attachment 2

Service Provider's Proposal

1. Proposed Solution

AECOM Limited to provide the services as per attached proposal included as Appendix 2

2. Charges

The tendered total of the price is fixed at [REDACTED], excluding VAT.

The Authority will not reimburse any additional costs for time, input, resource or other without prior written consent from the Authority.

See Appendix 2 for full breakdown of Charges.

3. Key Personnel

The Service Provider's key person is:

Name: Michael Henderson, Regional Director

Address: [REDACTED]

Tel: [REDACTED]

Email: [REDACTED]

A full breakdown of the project team is included within Appendix 2.

Appendix 1

Authority's Specification

1. Introduction

The Greater London Authority ('GLA') is the strategic citywide government for London created by the Greater London Authority Act 1999. It is made up of a directly elected Mayor – the Mayor of London, and a separately elected Assembly – the London Assembly. As a regional authority the GLA has many of the usual local government powers and constraints, and also has to comply with the Greater London Authority Acts.

The Mayor also works closely with London's borough councils, which are responsible for providing many local services, to ensure that local and London-wide policies work together for maximum effect.

The Mayor has recently published his London Environment Strategy¹. Amongst other things it commits the Mayor to helping make London a National Park City². The Mayor is also currently reviewing and updating the London Plan³. The Plan includes a draft policy on Green Infrastructure which includes a commitment to review and update the All London Green Grid Supplementary Planning Guidance (ALGG SPG) which was first published in 2012⁴. See Appendix 1 for the proposed Green Infrastructure policy in the new London Plan.

The review and update of the All London Green Grid is necessary for a number of reasons:

- changes to the roles and responsibilities of London boroughs and their partners, and their ability to manage and maintain the core green infrastructure network of parks and green spaces
- changes to London Plan policy which encourages greening of the urban environment and concepts such as Healthy Streets⁵
- the emergence of the London National Park City concept as a public facing expression of some of the policies and proposals encompassed by the original All London Green Grid SPG.

2. Scope

The Greater London Authority want to procure consultancy support for the following pieces of work:

- a) Review the existing All London Green Grid SPG and thereby:
 - develop a new framework for an updated guidance document based on the current policy context and existing and emerging governance arrangements
 - set out the objectives for an updated ALGG SPG that links to the concept of London as a National Park City.
- b) Identify suitable sub-regional initiatives and partnerships (existing and emerging) that could deliver these new objectives and identify strategic priorities and strategic projects

¹ https://www.london.gov.uk/sites/default/files/london_environment_strategy_0.pdf

² <https://www.london.gov.uk/what-we-do/environment/parks-green-spaces-and-biodiversity/london-national-park-city>

³ <https://www.london.gov.uk/what-we-do/planning/london-plan/new-london-plan>

⁴ <https://www.london.gov.uk/what-we-do/environment/parks-green-spaces-and-biodiversity/all-london-green-grid>

⁵ <https://www.london.gov.uk/what-we-do/health/transport-and-health/healthy-streets-london>

for each sub-region. These will include, for example, Wandle Valley Regional Park Trust⁶ and Colne Valley Community Interest Company⁷.

- c) Prepare a working draft for a new ALGG SPG.
- d) Draft guidance on the preparation of Green Infrastructure strategies as identified in the Green Infrastructure policy of the draft new London Plan.

N.b – part d) might be delivered as a separate strand of work depending on budgets and timescales. Bidders should quote for this work but as a discrete element. Further information in section 3 below.

3. Project Requirements

The contract would be to provide specialist advice and related services to address the following work packages:

Work Package 1: The All London Green Grid SPG and the current policy context

Task 1.1 – consult with the Greater London Authority and stakeholders on the usefulness and applicability of the existing ALGG SPG.

Note to bidders: we expect this to entail participation in a stakeholder meeting at City Hall plus up to 10 telephone calls or face-to-face meetings with key partners. [N.b. GLA officers will assist with arranging suitable meetings].

Task 1.2 – review and summarise current policy context for the updated guidance. This should include:

- National policy context, including: the 25 Year Environment Plan and new National Planning Policy Guidance
- London policy context, including: draft London Plan policies; London Environment Strategy (and other relevant Mayoral strategies, such as the Transport Strategy⁸ and Health Inequalities Strategy⁹); plus initiatives such the Healthy Streets approach and tools such as the Green Infrastructure Focus Map and natural capital accounting; etc.
- Local authority policy context and delivery mechanisms, including: Health and Well-being Boards; Surface-water Management Plans. [N.b. this should focus on the generic policy context relevant to London boroughs not individual borough policies]

Task 1.3 – prepare the framework for a new guidance document based on the information and views collected in Tasks 1.1 and 1.2.

Work Package 2: Strategic governance, priorities and projects

⁶ <https://wandlevalleypark.co.uk/about-us/wandle-valley-regional-park-trust/>

⁷ <http://www.colnevalleypark.org.uk/about/colne-valley-park-community-interest-company>

⁸ <https://www.london.gov.uk/sites/default/files/mayors-transport-strategy-2018.pdf>

⁹ https://www.london.gov.uk/sites/default/files/health_strategy_2018_low_res_fa1.pdf

Task 2.1 – review the current All London Green Grid Area Frameworks and establish which governance arrangements, strategic priorities and strategic projects are still relevant and appropriate to bring forward into the updated guidance. This task should be informed by the outputs of recent green infrastructure mapping projects, including the Green Infrastructure Focus Map and analysis of London’s green cover and tree canopy cover. This information can be supplied by the GLA.

Task 2.2 – identify any new partnerships, priorities and strategic projects that should be highlighted in updated guidance.

Task 2.3 – based on the analysis and evaluation undertaken in Tasks 2.1 and 2.2, set out proposed new or updated governance arrangements, strategic priorities and strategic projects for existing or emerging sub-regions.

Work Package 3: A working draft of updated guidance

Task 3.1 – prepare a working draft for a new guidance document based on the framework agreed at completion of Task 1.3. This should include the narrative text, plus initial designs for relevant diagrams, maps and images.

N.b. the document will be a working draft produced in advance of the London Plan Examination in Public (EiP). It will not be used as part of the EiP evidence base. It does not, therefore, need to be in a publishable format as the working draft will be only for internal review and sharing with key stakeholders. The final version of the updated guidance document will be prepared and published following the publication of the final version of the London Plan. The new London Plan is expected to be published towards the end of 2019.

Work Package 4: Green Infrastructure strategy guidance

Task 4.1 – review and summarise existing guidance on Open Space Strategies, Public Realm Strategies, and associated guidance that informs London borough strategies for green space and natural environment.

Task 4.2 - review a selection of existing green infrastructure strategies produced by London boroughs (or similar local authorities) and assess whether they are consistent with the framework provided by the proposed updated ALGG SPG and capture sufficiently the information and guidance required by Opens Space Strategies, Tree and Woodland strategies, Public Realm strategies, etc.

Task 4.3 - prepare the framework for a new guidance document based on the information and views collected in Tasks 4.1 and 4.2.

Task 4.4 – prepare a working draft of a Green Infrastructure strategy guidance document based on the framework agreed at completion of Task 4.4. This should include the narrative text, a template for boroughs, plus initial designs for diagrams and images.

N.b. the document will be a working draft produced in advance of the London Plan Examination in Public (EiP). It will not be used as part of the EiP evidence base. It does not, therefore, need to be in a publishable format as the working draft will be only for internal review and sharing with key stakeholders. The final version of the Green Infrastructure strategy

guidance document will be prepared and published following the publication of the final version of the London Plan. The new London Plan is expected to be published towards the end of 2019.

4. Deliverables

- Notes and clarifications from inception meeting
- WP1: a framework for a new ALGG/National Park City guidance document
- WP2: a report setting out new or updated governance arrangements, strategic priorities and strategic projects for existing or emerging sub-regions
- WP3: working draft of a new ALGG/National Park City guidance document
- WP4: working draft of a Green Infrastructure Strategy guidance document

Appendix 2
Service Provider's Proposal

