



Department  
for Environment  
Food & Rural Affairs



## **Call-Off Procedure:**

**for Planning Related Advice Professional  
Services (PRAPS) Framework**

## **Tender Reference: PRAPS Lot 2**

**Project No: PRAPS026**

**Date: 08/12/2023**

## 1.0 Request for Proposal

The following document is to be used as a Call-Off Form template to be sent by the Project Manager of the Contracting Authority for completion and return in accordance with the Call-Off Procedure detailed in the Form of Agreement.

<b>Planning Related Advice Professional Services (PRAPS) Framework</b>			
<b>REQUEST FOR PROPOSAL</b>			
<b>Project Title:</b>		Furthering the purpose of National Parks and National Landscapes: Case Studies and Recommendations	
<b>Call-Off Reference:</b>		PRAPS026	
<b>Date:</b>		08/12/2023	
<b>Contracting Authority (Defra and its arms-length bodies etc)</b>	Natural England		
<b>Project Manager(s):</b>	<small>Redacted under FOIA Section 43 Personal Information</small>	<b>Phone number:</b>	<small>Redacted under FOIA Section 43 Personal Information</small>
<b>Authorised by:</b>	<small>Redacted under FOIA Section 43 Personal Information</small>	<b>Email:</b>	<small>Redacted under FOIA Section 43 Personal Information</small>
<b>Commercial Contact (if applicable):</b>			
<b>Project Start Date</b>		02/01/2024	
<b>Project Completion Date</b>		04/03/2024	
<b>For any projects over the direct award threshold, full competition is required (i.e. all Suppliers on the Lot are invited to quote).</b>	<b>Direct Award</b>	x	<b>Mini-comp</b>
<b>Proposal return date: (For mini-competitions, no less than 10 working days from issue date)</b>  <b>(For mini-competitions, also insert the clarification question deadline date which is five working days from the issue date)</b>		18/12/23	

<b>Evaluation criteria:</b>		
<b>Suppliers:</b> Failure to meet any minimum score threshold stated will result in the bid being removed from the process with no further evaluation regardless of other technical or price scores.		
<b>Technical</b>	<b>Weighting</b>	<b>60%</b>
<b>Price</b>	<b>Weighting</b>	<b>40%</b>
<b>Technical Weightings:</b>		
<b>1. Approach &amp; Methodology</b>	<ul style="list-style-type: none"> <li>• Confirmation that your quotation proposal meets our specification, and a viable methodology is suggested. Please highlight any differences or provide alternatives with reasons/benefits of using those alternatives. Please ensure your response is clear and well presented.</li> <li>• Demonstrate an understanding of what Natural England is trying to achieve through this contract.</li> <li>• Details of any data protection issues relevant to the proposal and how these will be addressed.</li> <li>• All content to be considered must be in the document itself - no links/references to other documents will be considered.</li> </ul>	<b>35%</b>
<b>2. Proposed Staff (inc. Pen Portraits) and Supplier's experience/accreditations.</b>	<ul style="list-style-type: none"> <li>• Experience and expertise of key staff in relation to evaluation:</li> <li>• Demonstrate a clear understanding of the requirements in the specification and the services we are seeking.</li> <li>• Demonstrate previous experience of advising on landscape planning work for Natural England.</li> <li>• Demonstrate that staff possess the skills and knowledge outlined in section 2.</li> <li>• Demonstrate good project planning and management skills.</li> <li>• Confirmation of adequate staff resources devoted to the project and with appropriate expertise.</li> <li>• Please show the structure of the project team; clearly identifying which key staff will be assigned to the project and the number of days each will provide.</li> </ul>	<b>30%</b>

	<b>The response to provide CVs of key staff who will work on the project – highlighting relevant projects</b>	
<b>3. Project Management, Ability to Deliver</b>	<ul style="list-style-type: none"> <li>• Details provided of how the project will be progressed according to the timeline set out in section 4.</li> <li>• Ensure that sufficient time is allowed for the Natural England project leads to review and provide feedback on draft versions.</li> </ul>	<b>20%</b>
<b>4. Risk</b>	<p>Natural England has tried to address any potential issues before the start of the contract, but both the successful contractor and Natural England will be required to work collaboratively and flexibly to overcome any issues that arise, ensuring the satisfactory completion of the contract.</p> <p>The contractor must also consider all issues relating to GDPR and ensure full compliance with this and any associated legislation or Governmental guidance.</p>	<b>15%</b>
<b>5. Health &amp; Safety (if no working at height or near water, mark as 'N/A' and re-distribute %)</b>	NA	<b>0%</b>
<b>6. Sustainability (if no travel etc. mark as 'N/A' and re-distribute %)</b>	NA	<b>0%</b>

**Specification Summary (please see accompanying full specification for further details)**

**1. Description of work required – overall purpose & scope (including reporting requirements)**

**Purpose:**

Provide material that can be shared with stakeholders to demonstrate how land use development and infrastructure projects have secured enhancements to nationally designated landscapes (National Parks and National Landscapes (AONBs) that contribute to furthering the statutory purposes of these protected landscapes.

**Outputs:**

A set of twelve **case studies** that demonstrate where land use planning has achieved environmental and public gains for nationally protected landscapes. The case studies are to be used to support guidance and intended to be publicly accessible.

The case studies should be:

- researched and evidenced;
- consistently presented;
- professionally presented in a standard format (to be agreed with NE most likely MSWord and pdf format); and
- illustrated with photographs, maps etc. where available (these should be free of copyright restrictions so the case studies can be shared publicly).

Summary report identifying key findings from the case studies This should include:

- type and estimated costs of measures that are currently being used for enhancement;
- how they are identified and secured; and
- lessons learnt.

**Recommendations** for high level general principles and/or criteria for the enhancement of protected landscapes in relation to development (drawn from the case studies and additional work) This should include how to assess:

- whether enhancement proposals are appropriate (including the extent to which they take forward the aims and objectives of statutory National Park/AONB management plans);
- whether enhancement proposals are sufficient (e.g. cost, scope, type); and
- whether enhancement proposals are legally secured, deliverable and effective.

**Background:**

The Levelling Up and Regeneration Act 2023 (clause 245) places a duty on relevant authorities to ‘*seek to further the purposes*’ of National Parks and National Landscapes (Areas of Outstanding Natural Beauty (AONBs)). This replaces a previous duty to ‘*have regard*’ to those purposes. The duty applies to any decision or action a relevant authority takes which affects one of these protected landscapes.

The statutory purposes of National Parks are:

- conserving and enhancing the natural beauty, wildlife and cultural heritage; and
- promoting opportunities for the public understanding and enjoyment of the special qualities of the Parks

The statutory purpose of National Landscapes is:

- conserving and enhancing the natural beauty of the area.

All relevant authorities will be subject to the revised duty in making decisions within and in the setting of National Parks and National Landscapes. This includes:

- statutory undertakers in the design and delivery of development and infrastructure proposals, including Nationally Significant Infrastructure Projects.
- Local Planning Authorities and Planning Inspectors in determining planning applications and making other planning related decisions.
- The Secretary of State in determining development and infrastructure proposals.

We anticipate that the new duty will have a particularly high profile and important application in relation to land use planning matters, both strategic planning and individual development proposals.

The government is expected to provide guidance on what the duty means and how it should be applied within different sectors. We anticipate that Natural England will be asked to contribute to that guidance.

To contribute to the guidance, we require a set of examples of developments which have delivered or are seeking to deliver benefits for a nationally designated landscape. These should be instances where the development has gone beyond mitigating its adverse effects on a nationally designated landscape and has sought to provide additional ‘enhancement’ benefits. We also wish to develop some general principles and criteria to guide future enhancement proposals.

This contract specification is seeking to identify such examples and to present them as case studies with a succinct analysis and explanation of how they would deliver benefits for the National Park or National Landscape which, in full or in part, could satisfy the new duty.

**Scope:**

- Identify and assess twelve case study examples of developments which have (or appear to have) delivered the type of benefits we would anticipate from the new duty (e.g. enhancement to landscape character, biodiversity or access and enjoyment).

- Examples from both National Parks and National Landscapes. Proposed benefits should go beyond the mitigation measures necessary to address and minimise the effect of the development on its immediate and wider landscape setting and relate to the designated landscape's delivery of its statutory purpose(s).
- A range of project types including those falling under town and country planning as well as Nationally Significant Infrastructure Projects, a range of development types (including housing, infrastructure and economic) and a geographic range.
- Benefits could include those presented as 'enhancements' e.g. on the ground projects implemented by the developer. As well as measures branded as 'compensation' but which might equally be viewed as enhancements. These would normally be a one-off payment or long-term funding that the affected National Park or National Landscapes would manage and direct the use of.
- The project should be desk-based and we will expect the contractor to use a variety of sources to identify case studies, including local authority planning portals, personal experience and the examples shown below.
- We expect the contractor to seek feedback (in writing/by phone) from relevant bodies (e.g. consenting authority, National Landscape teams etc.) to understand the benefits proposed, how on the ground enhancements have been secured and what has been delivered (for example through financial contributions).
- Case studies should be consistent and comparable including details (with illustrations as appropriate) of:
  - The proposed development – scale, location etc.
  - Anticipated impact on the designated landscape
  - The enhancement or compensation measure proposed and consideration of how the project has 'furthered the statutory purpose'.
  - How the measures were secured as part of the development consent/planning application
  - The outcome and what has been delivered.
- Summary report drawing together the findings of the case studies. To include discussion of the main types of enhancements/compensation used, how they are secured and how effective they are.
- A set of recommended principles and /or criteria for identifying and securing enhancement measures in relation to development

**Example schemes:**

Examples of compensation payment schemes that can be reviewed for possible inclusion as case studies are shown below. These schemes were or are funding a broad range of individual projects and initiatives at various scales across the wider designated area. IN addition to these examples we are also seeking case studies which present a more direct delivery of benefits by the developer, not only examples of where they solely made a financial contribution.

Compensation schemes for possible inclusion:

- Suffolk Coast and Heaths AONB: Galloper Wind Farm Fund – Coast & Heaths Area of Outstanding Natural Beauty ([coastandheaths.org](http://coastandheaths.org)) A fund provided to compensate for a substation being located in the AONB.

- Suffolk Coast and Heaths AONB: Ongoing payments agreed to manage the effects of the Sizewell C Nuclear Power Station across its construction and operational phases. This may however be too recent to be very helpful because how these funds will be used and how the AONB secures its share (the payments cover other social and economic impacts as well) has yet to be settled.
- North Wessex Downs AONB: The Mend the Gap scheme in North Wessex Downs using monies provided by Network Rail to address impacts of electrifying the Great Western line through the AONB. <https://mendthegap.uk/>
- The Chilterns AONB: The Mend the Gap scheme was also relevant here. <https://www.chilternsaonb.org/flagship-projects/mend-the-gap/>
- Dorset AONB: Wytch Farm Landscape and Access Enhancement Fund provided by the local oil field <https://dorset-nl.org.uk/resource/wytch-farm-fund/>
- North York Moors NP: The Woodsmith Foundation, a fund set up by a owners of a new giant potash mine. This applies to social and economic issues as well as to projects for the NP so some analysis will be needed to understand its delivery for NP purposes. <https://woodsmithfoundation.org.uk/>

We have requested that twelve case studies are prepared. However, should this not be possible we request that your cost breakdown includes a cost per case study, if it is not possible to identify this number. Twelve is the maximum number covered by this project.

**2. Required skills / experience from the Supplier and staff.** Include any essential qualifications or accreditations required to undertake the work.

- Evidence and examples that demonstrate an understanding of the statutory purpose of National Parks and National Landscapes
- Evidence of an understanding of landscape mitigation and enhancement measures relating to protected landscapes
- Examples of similar research projects looking at the proposed outcomes of planning applications.
- A track record of research of relevant development schemes
- Demonstrable knowledge of the Town and Country Planning and Development Consent Order system, including the use of mitigation measures applied to development proposals.

This evidence and understanding should be demonstrated through examples and CVs.

**3. Proposed program of work and payment table (Detailing specific tasks, key milestones, deliverables & completion date where appropriate)**

Task no.	Task and deliverable	Completion date	Payment Schedule (%)
1	Inception meeting	9/1/2024	
2	Issue of full draft case studies to Natural England	9/2/2024	80%
3	Full Draft meeting	20/2/2024	
4	Final case studies issued to Natural England	4/3/2024	20%

**4. Risk**

**Note:** *This section is to be used to detail any risks or key elements relevant to the project i.e. Programme deliverable dates, workshops or external requirements, data, consultees, stakeholders etc that could impact the success of the project if they are not managed.*

**Number of case studies:** Consultants will need to make realistic endeavour to identify 12 case studies. **The contract will pay per case study completed (or otherwise agreed with Natural England), according to the cost proposal in Section 2.7. We request that twelve case studies are provided – and this is also the maximum number covered by this project.**

**Project completion:** The project must be completed in the 2023/2024 financial year.

**5. Health and Safety Requirements**

**Note:** *Only include if high risk activities being undertaken e.g., working at height, near or over water). Do not request RAMS or similar risk assessments are returned with submissions. These should only be requested at contract award.*

As in the Framework contract – nothing specific for this project.

**6. Further Sustainability Considerations**

The project should be desk based and therefore not include travel.

**2.0 Proposal**

- 2.1 The following document is to be used as a Call-Off template to be sent to all Suppliers on a Lot for completion and return in accordance with the Call-Off Procedure detailed in the Form of Agreement.

<p><b>Planning Related Advice Professional Services (PRAPS) Framework</b></p> <p><b>PROPOSAL</b></p>
<p><b>To be completed by the Supplier</b> [see separate proposal submission: LUC Submission: PRAPS Framework Lot 2– Natural England: Furthering the purpose of National Parks and National Landscapes: Case Studies and Recommendations: Date: 18 December 2023 (signed 19 December)]</p>
<p><b>Supplier’s Name:</b></p> <p><b>Call-Off Reference:</b></p> <p><b>Lot Number:</b></p> <p><b>Date:</b></p>

**Note: Your proposal must not exceed 6 sides of A4 plus the Costs Proposal in Section 4 (unless otherwise indicated in project client's specification above). Attachments must not be included unless requested except for a programme diagram and full cost schedule if you consider these would support your proposal.**

**Do not make or append Caveats and Assumptions in your proposal – any points of uncertainty must be raised as a clarification point prior to submitting the proposal. Where assumptions are to be made, these will be stated by the Authority's Project Manager.**

**1. Approach & Methodology**

**2. Proposed Staff who will do the work and briefly state previous relevant qualification/experience. Supplier's experience of undertaking similar projects and accreditations (if requested).**

**3. Project Management and ability to deliver (inc Project plan). A project plan may be provided as an attachment with your reply (delete if not required)**

**4. Risk**

*Note: This section is to be used to detail any risks relevant to the project i.e. Programme deliverable dates, data, consultees etc.*

**5. Health & Safety (only complete if requested in defined evaluation criteria)**

NA

**6. Sustainability (only complete if requested in defined evaluation criteria)**

<b>7. Cost Proposal</b> <i>Please use day rates, including any applicable discounts, as agreed under the framework contract. A full cost schedule may be attached to support the costs summarised below. Please include below the total cost for 12 Case Studies in the 'Total Staff Costs' and 'Overall Costs' boxes below. In addition please include the cost per case study.</i>					
Task No.	Name	Framework Grade	Day Rate	No. of Days or part thereof	Cost
<b>Total Staff Costs</b>					
<b>Cost Per Case Study</b>					
<b>Expenses (please detail type i.e. travel, accommodation etc.)</b>					
<b>Overall Costs (excluding VAT)</b>					
By signing this form <i>Land Use Consultants</i> agree to provide the services stated above for the cost set out in your Cost Proposal and in accordance with the Planning Related Advice Professional Services (PRAPS) Framework – Call-Off Contract.					
<b>Supplier Project Manager:</b>			Redacted under FOIA Section 43 Personal Information		
<b>Signature:</b>					
<b>Date:</b>					

### 3.0 Order Agreement

3.1 The following document is to be completed by the Contracting Authority and sent to the Supplier for counter signature to form a Call-Off Contract.

<b>Planning Related Advice Professional Services (PRAPS) Framework</b>
<b>ORDER AGREEMENT</b>
<b>To be completed by Authority Contract Manager and sent to Supplier for countersignature</b>
<b>Project Title:</b> Furthering the purpose of National Parks and National Landscapes: Case Studies and Recommendations
<b>Call-Off Reference:</b> PRAPS026
<b>Atemis project ref (if applicable):</b> NA
<b>Date:</b> 2 January 2024

THE Contracting Authority: Natural England

THE Supplier: Land Use Consultants

#### APPLICABLE FRAMEWORK CONTRACT

This Order Agreement is for the provision of the Call-Off Deliverables and dated 8/12/23. It's issued under the Planning Related Advice Professional Services (PRAPS) Framework Agreement reference **PRAPS026** for the provision of **Furthering the purpose of National Parks and National Landscapes: Case Studies and Recommendations**.

CALL-OFF LOT: 2 – Landscape

CALL-OFF INCORPORATED TERMS The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. Framework Call-Off Contract;
2. Request for Proposal;
3. Proposal.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Agreement, or presented at the time of delivery.

CALL-OFF START DATE: **3/1/2024**

CALL-OFF EXPIRY DATE: **4/3/2024**

CALL-OFF PERIOD: **approx. 2 months**

The Authority Contract Manager will issue a Purchase Order (PO) Number.

It is our preference that all invoices are sent electronically, quoting a valid Purchase Order number to:

[APinvoices-NEG-U@gov.sscl.com](mailto:APinvoices-NEG-U@gov.sscl.com)

For and on behalf of the Supplier:

For and on behalf of the Authority:

**Redacted under FOIA Section 43 Personal Information**

