

Southwark Land Commission

Request for Quotations

September 2022

REV1 – 22/09/2022

1. Introduction

- 1.1. Southwark Council is seeking to appoint a partner organisation to support the delivery of a Land Commission. The overall goal of the Commission will be to identify how more land in the borough can deliver community benefit and how more of it can be in community and democratic control
- 1.2. The appointed partner will support the council to establish the commission and deliver a set of actionable recommendations, working with other major landowners as well as engaging the wider community. The work of the Commission could include consideration of delivering quality green space for all, genuinely affordable housing, active travel, community uses, food growing, the local economy, community control of land and a range of other key priorities.
- 1.3. The target timescale is to launch the Land Commission in the autumn of 2022 and deliver a Commission report by the end of March 2023. Implementation of the Commission's recommendations is intended to start from 2023/24 and continue into future years.

2. Background

- 2.1. Southwark is a place of huge excitement and opportunity. Our diverse community of over 320,000 residents live in neighbourhoods ranging from Bermondsey and Rotherhithe on the south bank of the River Thames to Peckham, Camberwell and Dulwich. We are home to world-leading institutions such as Guy's Hospital. The council itself is one of the largest local authority social landlords in the UK and directly manages over 55,000 homes, which are home to nearly 40% of Southwark's residents.
- 2.2. In local elections in May 2022, residents re-elected a Labour administration and work is now underway to develop a council delivery plan that will set out how the council will deliver the administration's key commitments over the four years to 2026. The council delivery plan is due for agreement by Cabinet in September 2022.
- 2.3. A key commitment within the council delivery plan is to establish and deliver a Land Commission whose purpose will be to identify how more land in the borough can deliver community benefit and how more of it can be in community and democratic control.
- 2.4. In July 2022, the Cabinet agreed to initiate the development of a new borough plan, which will be co-produced with residents and partners from the public, private and voluntary sectors. The purpose of this plan is to go beyond what the Council will specifically deliver and set out a longer term vision for Southwark to 2030, including a clear statement of the priorities and commitments the council and its partners will collectively achieve. Further information about the development of our borough plan can be found in [this report](#).

- 2.5. The development and delivery of a Land Commission is critical to and aligns with the borough plan as it will act as the land component of a local community wealth building strategy, centred around directing wealth back into the local economy and ensuring local benefit. This is closely linked to achieving an inclusive economy and a place that works for all in our borough.

3. Brief

3.1. Overview

- 3.3.1 The council is seeking to appoint an organisation to support the delivery of this work. This will include working with the council to form a Land Commission, undertaking research and analysis to form an evidence base, delivering a process of community engagement and producing a final report with clear recommendations for action.
- 3.3.2 A key early step in the process will be scoping work to develop a governance structure for the Land Commission which we would envisage could comprise of a main steering group and an associated wider partnership which would participate in the work of the Commission. The appointed organisation would undertake scoping work to identify potential members, formally establish the Commission and develop comprehensive terms of reference.
- 3.3.3 A community engagement process is a central requirement for this work and the partner organisation will need to put in place appropriate mechanisms to support community representatives to participate as equally as those from the larger institutions who will have their own organisational support.
- 3.3.4 The Commission should consider council owned land, other public land such as Transport for London and government land, land owned by key institutions such as churches and universities and private land. The council is interested in exploring a range of ways to make the best use of land for community benefit including any potential new models of working.
- 3.3.5 The appointed organisation will work with the council to consider existing strategies and policy frameworks and undertake necessary research and analysis to develop a strong evidence base.
- 3.3.6 The final output of this work will be a report with clear and specific recommendations that are implementable and deliverable over the immediate, short and medium term and that have regional as well local significance and take up, where appropriate. We anticipate that these could include recommendations around how the council uses its own land and broader recommendations for land over which the council has less influence.
- 3.3.7 We anticipate that the final report will be presented to Cabinet in the summer of 2023, alongside an action plan for taking forward the findings and recommendations of the Commission. This will include appropriate measures and milestones embedded into the Council Delivery Plan and local departmental business plans where relevant.

3.2. Scope of services

3.2.1 The appointed organisation will be required to work closely with the council to:

- Establish a governance structure for a formal Land Commission
- Identify and approach members of a Land Commission and wider stakeholders. The Commission should appropriately reflect the diverse population of the borough.
- Formally establish the Commission and develop the comprehensive terms of reference for a Land Commission
- Deliver a call for evidence and a programme of work including events such as workshops and related activity
- Design and deliver a process of community engagement to ensure local voices are properly built into and shape the commission's findings and recommendations including supporting direct participation of community members in the process
- Undertake policy research and data analysis to form an evidence base and shape the commission's recommendations
- Produce a final report with clear, specific and deliverable recommendations
- Produce an initial action plan based on the recommendations, for further development by the council
- Act as secretariat to the Commission working with a dedicated officer within the council whose role is to support the delivery of Commission's work and act as a key conduit between the appointed partner, the lead member and key officers across the council.

4. Project timescales

- 4.1. We want this work to be delivered at pace, whilst being mindful of the need to ensure the widest possible input from the community and allowing sufficient time to consider evidence to be able to make fair, specific and tangible recommendations for action.
- 4.2. Our ambition is for the production of a final commission report by the end of March 2023. Indicative timescales are set out below and we will work with the appointed organisation to develop a more detailed programme.

Activity	Indicative date	Lead
Partner appointed	w/c 17 October 2022	Council

Launch Commission with confirmed members and terms of reference	Mid November 2022	Council & Partner
Call for evidence & workshops	November 2022 – February 2023	Partner
Evidence gathering and research	November 2022 – February 2023	Partner & Council
Develop, work up and ‘test’ commission findings	February - March 2023	Partner
Publish Commission report and findings and recommendations	From end March 2023	Partner

5. Procurement Process

5.1. Submissions

- 5.1.1 The council is seeking submissions from organisations with experience of undertaking research and analysis, developing and delivering community engagement processes, facilitating events and workshops and bringing a range of work streams together to produce actionable recommendations in high quality reports.
- 5.1.2 Submissions should respond to the following topics:
1. Your understanding of the brief including the wider context and any anticipated challenges.
 2. Relevant experience of delivering similar projects or areas of work including developing governance structures, research and analysis, stakeholder management, community engagement and producing clear, concise and actionable reports.
 3. How you would approach delivering this project including establishing, managing and delivering a Commission.
- 5.1.3 Submissions should also include a fee breakdown and CVs for key personnel.
- 5.1.4 Submissions should be no longer than **six A4 pages**, excluding fee breakdown, CVs and any relevant supporting appendices. You may wish to include supporting appendices but please keep these to a minimum.

5.1.5 In line with the council's procurement guidelines, submissions must be uploaded to the ProContract procurement portal. Organisations not already registered on the portal can do so at <https://procontract.due-north.com/Register>.

5.1.6 The deadline for submissions is **9am on Monday 3 October**

5.1.7 Please contact Stephen Gaskell at stephen.gaskell@southwark.gov.uk for any queries.

5.2. Evaluation

5.2.1 Submissions will be scored against the below criteria and weightings:

Quality – 60% weighting

20% will be allocated to each of the three topics set out in 5.1.2

Cost – 40% weighting

Fees will be evaluated using the standard differential model as below.

$$\frac{\text{Lowest price}}{\text{Bidder's price}} \times \text{available marks}$$

5.2.2 The council may conduct clarification interviews if required.

5.2.3 If the scores for the top two submissions are the same, interviews will be held to select a partner.

5.3. Indicative timescales

Activity	Date
Request for quotations issued	9 September 2022
Closing dates for submissions	Extended to 10 October 2022, 9am
Partner appointed	W/c 17 October 2022