

# SPECIFICATION FOR

# Green Infrastructure, Energy and Water in the Community

Name of Contract Manager: Shadia Snelling

Service Area: Green Spaces, Carbon Reduction and Sustainability Team

Value of Contract: £45k including extensions

Proposed Start Date of Contract: 01/04/2018

Proposed End Date of Contract: 31/08/2019

Proposed Extension Period: 18 months

1. Scope of Requirements

|  |
| --- |
| 1. 1 Following the London Plan 2016 call to set up the carbon offsetting fund in Kingston, we are looking to work with an enabling and partnership working organisation to build community capacity and initial baseline work around private and public sites with the potential for green infrastructure, energy conservation and energy generation from renewables.  1.2 Keeping in line with the Draft London Environment Strategy, we are looking to build community capacity in order to embed the Mayor’s environmental ambitions in Kingston’s residents’ aspirations.  1.3 We would like to strengthen neighbourhood planning informed by knowledge and practical pilots making a positive difference about our local biodiversity, surface water run-off, energy conservation, community energy generation, food waste composting and edible plants growing.  1.4 We would like you to reach out of the traditionally environmentally aware groups to enable the wider community to gain skills and a sense of ownership around nature resources we all use.  1.5 Additional background policies and campaigns relevant to applicants are London Draft Solar Action Plan 2017, London Sustainable Drainage Action Plan 2015, All London Green Grid SPG 2012 (the Arcadian Thames area framework and its partners programmes/policies), Sustainable Design and Construction SPG 2015, Kingston’s Green Spaces Strategy 2015-2021, RBK’s Local Flood Risk Management Strategy 2015 and London National Park City Initiative.  1.6 The programme is expected to cover the Royal Borough of Kingston and to be delivered over eighteen months between April 2018 and August 2019 with possible extension subject to performance and funding.  1.7 By the end of August 2019, we would like you to have achieved community support i) for the multiple benefits the following measures can bring to people and, ii) for one or more locations where these features could be implemented in the future   * water friendly solutions in private and public open spaces such as green roofs, storm ponds, sustainable urban drainages, rain harvesting systems and permeable cycle lanes * people using less water from the main for uses other than drinking, personal hygiene and cooking * connected and rich in biodiversity green infrastructure such as green corridors, tree lined pedestrianised roads,riparian river vegetation, wildlife overpasses over large road links like the A3 and many more. * opportunities reducing people’s exposure to poor air quality such as vegetated cycle lanes, strategically placed and maintained species-rich hedgerows and stone walls * decentralised energy networks and smart energy systems reducing people’s vulnerability to energy security fluctuations     1.8 Key elements to be supplied are:   * Integration of the built and natural environment * Integrated measures reducing water wastage and river pollution * Biodiversity and natural environment protection and enhancement * Integrated solutions for home energy conservation   1.9 Key delivery approach   * Vibrant, engaged groups that make things happen * Innovative integration of wide sectors of the community * Partnership working between community, local government and businesses   1.10 Excluded elements are:   * Cold calling * Private, organisational or company’s profit making |

2. Requirements: Outputs and Outcomes to be Achieved

|  |
| --- |
| 2.1 Outcomes:   * Integration of the built and natural environment * Integrated measures reducing water wastage and river pollution * Biodiversity and natural environment protection and enhancement * Integration around social isolation and poor health in the context of energy conservation * Building community capacity in identifying and developing potential projects contributing to one or all the above   2.2. Outputs:   * New Friends of Groups and community groups formed as a result of capacity building carried out, a number to be specified by you in your submission. * Community support for the multiple benefits brought to people by the measures outlined in paragraph 1.7. * Vibrant and engaged community having identified one or more locations where those measures outlined in paragraph 1.7 could be implemented in the future.   2.3. Please note the provider has a responsibility to ensure: i) the health and safety risks of activities are assessed and mitigation measures are put in place, ii) engagement and communication reach out to vulnerable, disadvantages groups, and minority groups, such as those with disability, BME communities, travellers, those on low incomes or benefits, mental health problems, learning disabilities, and iii) activities are accessible, for example, taking consideration of transport options and access routes. |

3. Performance Requirements and how Key Performance Indicators will be Monitored

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3.1. Performance Requirements.  The provider has a requirement to contribute to:  3.1.1. Making Things Happen  3.1.2. Biodiversity & Health  3.1.3. Integration & Partnership Work  Taking into consideration the questions outlined below (responses are to be provided as part of the tender submission and will be assessed in accordance with the marking scale set in the Invitation to Submit Proposals)   |  |  | | --- | --- | | 3.1.1. Making Things Happen | Questions | | Project plan | * Is there a clear project plan in place supported by a timetable of milestones? Are the risks manageable? | | Match funding | * How secured is the match funding? | | Project budget | * Is the proposed budget and the associated costs reasonable? | | 3.1.2. Biodiversity & Health | Questions | | Environmental improvements | * Will the project contribute to no further net loss of biodiversity and achieving positive gain? | |  | * Will the project address a specific area of green infrastructure and assess deficiency? | |  | * Does the project demonstrate an ability to support wellbeing, outreach for disadvantage groups, or address social isolation? | | 3.1.3. Integration & Partnership Work | Questions | | Enabling wide integration | * Will the project reach out to environmental/biodiversity groups/circles? | |  | * Will the wider audience gain skills needed to make the project continue locally? | |  | * Will local data be shared and used strategically through partnership work? |   3.2. Key Performance Indicators  The provider is requested to set targets for the:   * Number of new Friends of Groups * Number of sites that are identified for potential projects, including those which address the measures set out in point 1.7. and   The provider can also set additional performance criteria and targets.  Please provider responses in the tender submission - method statement 4.  3.3. The successful bidder must submit the first performance monitoring report after month six of the contract, and quarterly thereafter (in line with the pricing schedule detailed in section 4 below of this specification). |

4. Other details such as caveats, constraints or details about the procurement process

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| The financial disbursement will follow the project management cycle and will be as in the box below:   |  |  |  | | --- | --- | --- | | **Money** | **Date** | **Project Stage** | | £5000 | 1st April, 2018 | Upfront cost, design, planning, surveying baseline, researching delivery methods | | £3750 | 1st September, 2018 | In arrears of first months of capacity building, testing delivery methods - First monitoring | | £3750 | 1st December, 2018 | In arrears - Second monitoring | | £3750 | 1st March, 2019 | In arrears - Third monitoring | | £3750 | 1st June, 2019 | In arrears - Fourth monitoring and project evaluation evidence collection until end August | | £2500 | After end of project delivery, Sept 2019 | After outcome delivery evaluation |   The contract is designed to enable an extension of the service for a further 18 months from 1st October 2019, at the Council’s discretion. |