

Commissioning Specification

LAA 65-08 Local Environmental Quality Survey and Action Plan - Corridors, Gateways and Main Routes

Expressions of Interest are invited from potential Delivery Agents to undertake:

LAA 65-08 Local Environmental Quality Survey and Action Plan- Corridors, Gateways and Main Routes

1. Introduction

On behalf of the Safe and Strong Communities Board, the Clean and Green Delivery Group has assessed a number of challenges, in terms of a strategic approach to improving the local environment and demonstrating leadership on environmental issues, in support of the wider strategic aims of the Board. It is felt that with strong partnership working there is an opportunity to address these challenges and achieve lasting benefits.

One of the key challenges within the Borough of Oldham is the current state of vacant land, particularly the impact of badly maintained areas along the main corridors, gateways and routes. The investment in terms of improving the environmental quality of open space and taking a holistic approach to the management of these areas supports not only the key priorities in terms of the Safer and Stronger Communities agenda but also the wider aims of the Oldham Partnership. For example, clean, attractive and well designed corridors, gateways and main routes to the Borough can help to achieve the following:

- attract businesses
- aid regeneration projects
- encourage people to walk and cycle thereby helping to reduce CO2 emissions
- improve health and well being
- address worklessness
- create safer and more vibrant neighbourhoods

Accordingly, the Safe and Strong Communities Board, at its meeting held on January 29th 2009, agreed to commission the undertaking of a Local Environmental Quality Survey of designated corridors, gateways and main routes and the production of a fully costed and prioritised Action Plan, which will take full account of all regeneration proposals, education, partnership and enforcement opportunities in order to provide a blueprint for the prioritising and commissioning of future activity.

The findings of this Survey will identify the environmental works required to bring about a sustainable improvement to the Borough's corridors, gateways and main routes. In addition, the Action Plan that will be produced will inform the future usage of all associated vacant land.

The commissioned activity, LAA 65-08 Local Environmental Quality Survey and Action Plan – Corridors, Gateways and Main Routes, will contribute to the achievement of targets under the following Local Area Agreement National Indicators:

- NI 2 Percentage of people, who feel that they belong to their neighbourhood
- NI 5 Overall / general satisfaction with the local area
- NI 195 Improved street and environmental cleanliness, (levels of graffiti, litter, detritus and fly posting)
- NI 196 Improved street and environmental cleanliness – fly tipping

In addition, the commissioned activity will:

- Assist Oldham Partnership in identifying elements of good practice
- Inform the effective deployment of Area Based Grant resources in future years

It is expected that LAA 65-08 Local Environmental Quality Survey and Action Plan – Corridors, Gateways and Main Routes will deliver the following Outputs:

Output Description	Total
Number of Local Environmental Quality Survey Reports produced	1
Number of fully costed and prioritised Action Plans produced	1

Expressions of Interest are therefore invited from potential Delivery Agents for:

Local Environmental Quality Survey and Action Plan – Corridors, Gateways and Main Routes

N.B.

- **A maximum of £20,000** has been allocated to this Commissioned Activity
- The Commissioned Activity must be completed by **May 31st 2009**
- The intellectual property rights of material, associated information and all reports specifically produced for, and resulting from, this Commissioned Activity will belong to the Oldham Partnership

2. Programme Specification

Elements of the Activity to be Commissioned	LAA 65-08 Local Environmental Quality Survey and Action Plan – Corridors, Gateways and Main Routes
Local Environmental Quality Survey Action Plan	<p><i>The Safe and Strong Communities Board has no wish to be prescriptive about the approach to delivering this commissioned activity and its content and scope. However, it is envisaged that potential Delivery Agents will address the following issues as a matter of course in formulating their Expressions of Interest:</i></p> <ul style="list-style-type: none"> • Proposals for collaborative working with Oldham Council's Regeneration Directorate and other relevant bodies to identify the main corridors, gateways and routes to be surveyed • Ways in which the Borough's key regeneration strategy documents, (such as 'Oldham Beyond'), will be taken into account when identifying the main corridors, gateways and routes to be surveyed • Approach to be adopted in undertaking the Local Environmental Quality Survey of the main corridors, gateways and routes • Background information to be reviewed and baseline data to be collected, including the scope and nature of a business/residents' perceptions survey to be undertaken prior to the commencement of the Local Environmental Quality Survey • Survey techniques to be employed – how data will be collected, collated and analysed etc • Issues to be considered • Overall scope, depth and nature of the survey methods to be used • How value for money will be assessed • Proposals for interim reporting on progress to the Clean and Green Delivery Group • Proposed content, structure and timing of the Local Environmental Quality Survey Report • Proposed content, structure and timing of the fully costed and prioritised Action Plan • Proposals for customer/stakeholder input to the Action Plan • Timetable / schedule for completing the work within the stated deadline • Details of staff to be deployed and their individual skills and expertise
Partnership Working	The successful Delivery Agent will be expected to cooperate and collaborate, where appropriate, with other Delivery Agents undertaking activity commissioned on behalf of the Oldham Partnership
Duration of programme	The Commissioned Activity must be completed by 31st May 2009.

Deadline for receipt of Expressions of Interest	Potential Delivery Agents are invited to submit Expressions of Interest for undertaking the Commissioned Activity by 1.00 pm, Thursday, February 26th 2009.
Area Based Grant Funds available	A maximum of £20,000 of Area Based Grant has been allocated to this Commissioned Activity.
Intellectual Property Rights	The intellectual property rights of material, associated information and all reports <u>specifically produced for, and resulting from</u> , this Commissioned Activity will belong to the Oldham Partnership.

3. Further Information

In formulating Expressions of Interest, potential Delivery Agents should bear in mind that the Clean and Green Delivery Group's Assessment Panel, which will consider their submissions, will also expect to see the following detail:

- Measurable, quantifiable Outputs, which demonstrate the effectiveness, scope and scale of the work undertaken
- A fully costed Expenditure Profile, which demonstrates value for money and effective use of financial resources.
- A work schedule, which shows clearly how the Commissioned Activity will be completed within the designated time scale
- Evidence of a proven track record in this field of work and experience of working within the national context of such activity – i.e. demonstrable knowledge of ENCAMS initiatives
- Contingency plans / risk assessments to cover eventualities such as the departure or sickness of key staff during delivery of the Commissioned Activity
- Evidence that equality and diversity issues have been taken into account in planning the delivery of the Commissioned Activity

4. Deadline for Submission of Expressions of Interest

Electronic versions of the Expressions of Interest should be submitted on the template provided and e-mailed to:

dave.catherall@oldham.gov.uk

In addition, a **hand-signed**, hard copy of the Expression of Interest, (on the template provided), must be sent to the address listed below.

All Expressions of Interest, (electronic and hard copy versions) **must be received by 1.00 pm, Thursday, 26th February 2009. Submissions received after the stated deadline will not be considered.**

It is the responsibility of the potential Delivery Agent to ensure that a signed, hard copy of their Expression of Interest has been received at the following address within the stated deadline.

Private and Confidential
(LAA 65-08 LEQActPlan)
Dave Catherall
LAA Commissioning Unit
Level 2
Oldham Business Centre
Cromwell Street
Oldham
OL1 1BB

All Expressions of Interest received from potential Delivery Agents within the stated deadline will be considered by the 'Clean and Green' Delivery Group's Assessment Panel, which will meet during the week commencing **Monday 2nd March 2009.**

Applicants will be informed of the Assessment Panel's decisions by post within 21 days of the Assessment Panel meeting.