



Invitation to Tender

For Heritage Specialist to deliver the Fenland Natural Heroes sub-project for the New Life on the Old West Project

Proposed start date: 1-Nov-2021

Proposal end date: 30-Aug-2023



Procurement is being undertaken by Cambridgeshire ACRE
ITT preparation date: 20-Aug-2021

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Introduction

Cambridgeshire ACRE is managing the delivery of the 'New Life on the Old West' project (NLOW), which is being funded through the National Lottery Heritage Fund. This is a 3-year project running until late 2023.

This project seeks to establish connectivity and ecological resilience in the Cambridgeshire Fens between core wetland nature reserves: National Trust's Wicken Fen and RSPB's Ouse Fen and Ouse Washes. It will do so by creating stepping-stones of new and enhanced small-scale habitats along a corridor centred on the Old West River, benefiting a range of habitats and species. Re-connecting dispersed species and restoring ecological processes will be achieved through habitat improvements on the network of fenland ditches and other waterbodies, farmland and community green spaces.

There will be new opportunities for local people to discover, experience, and appreciate their fenland natural heritage and green spaces. This should increase their sense of connection to fenland wildlife and to others within their community, engender a desire to become enthusiastic stewards of their local environment, and an inspiration to other communities within the fens, and beyond.

Cambridgeshire ACRE is seeking the services of an experienced heritage consultant to lead the delivery of the New Life on the Old West's 'Fenland Natural Heroes' sub-project, which aims to promote and advertise important messages about the complex interaction and links between the man-made, managed Cambridgeshire Fens landscape and the area's significant natural history and distinct wildlife.

To be successful in this role you will be experienced in delivering events that make history and heritage accessible, fun, engaging and inclusive for people of all ages and cultures.

Approach

Working alongside the NLOW Delivery Team, the successful consultant will lead the delivery of the Fenland Natural Heroes sub-project.

Through focusing on several individuals, past and present, well-known and not-so-well known, this activity will help local people increase their understanding of the importance of Cambridgeshire's fenland natural heritage, and understand why people such as Charles Darwin and Charles Rothschild were so interested in and inspired by this area's biodiversity and natural history.

Developing new interpretation and inspiring events, your work will help bridge the perceived gaps between past land changes, the modern environment and future challenges to the area's natural heritage.

Through re-enactment, school engagement and other activities and outputs, the complexities of recent and modern-day management of water and land in the area will be better explained – also using examples from modern day 'heroes' – made more accessible, and inspiring new naturalists and the next generation of Fenland heroes in the process.

Specific aims of the 'Fenland Natural Heroes' sub-project include:

- Educating a wide audience about the significant number of people, past and present, who have been inspired by the uniqueness of the Cambridgeshire Fens, and who have shaped the natural history of the area.
- Explaining the complexities of modern-day management of the landscape by showcasing the work of current heroes managing the land, water and nature of the area - including farmers, internal drainage boards and conservation groups.
- Explaining the story of fen drainage and its strong links to the area's important natural heritage and its changing communities over time, bringing this to life through heritage, arts, archive materials, engaging re-enactment and storytelling.
- Engaging schools and their pupils in the history of the fens, including by providing curriculum-linked educational packages, in the process inspiring young people to consider science, engineering or conservation related careers.
- Engaging local communities by using archive materials to provide an understanding of Fenland history and providing better access to archives through modern technology and audience engagement.
- Working with local communities to further develop their understanding of the value and importance of care and management of the fenland habitats.

Specification of tasks to be completed

The 'Fenland Natural Heroes' sub-project comprises three distinct delivery activities. Working with Cambridgeshire ACRE staff and our partners, the successful consultant will lead the delivery of all three sub-project activities, taking responsibility for developing the materials needed, identifying and securing venues for delivery, advertising and promoting the events, organising events alongside key delivery partners and school groups, and collecting feedback and monitoring information from participants through a range of means (e.g. paper, online and app-based surveys, film, photos etc.).

Activity 1: Living Natural History: Our Past Heroes

Working with the NLOW Delivery Team, the heritage consultant will deliver engagement events that tell the stories of local natural heroes of the past including the Fourth Earl of Bedford, Charles Rothschild, and Charles Darwin. The stories will be told through researching the heroes, re-enactment through costume drama, displays, and talks. The idea is for people to understand past strategies and ideas regarding nature conservation and how these people contributed to Fenland nature recording, nature reserves and the preservation of biodiversity. Events will be held to introduce our heroes through researching, stories and family activities.

A total of 2 events will be run, each reaching a target audience of 50 people.

Activity 2: Living Natural Heritage: Our Heroes Today

Using the living history characters (see below), the heritage consultant will work with two schools and two young people's groups (e.g. Scouts and Guides) to look at the management of our natural heritage today and into the future. Children and young people will be encouraged to interview and film those working to protect our natural heritage including landowners, Parish Councillors, members of the region's Internal Drainage Boards, and nature organisation volunteers and staff. The stories of these natural heroes will be recorded through film, writing and poetry.

A total of 4 events will be run, each reaching a target audience of 25 children and young people.

Activity 3: Living Natural History Displays

Our heroes (past and present) will appear and tell their own stories at the NLOW Open for Nature and Open Farm Nature Days and other NLOW events using film, photo displays and storytelling. These stories will support wider debate on the future management of the Fenland natural environment. Community members will be asked to pledge their support for the future of Fenland nature, the creation of new habitats, and the protection of endangered/key species going forward.

A total of 16 events will be run, reaching a target audience of 3,000 people. It is anticipated that most, if not all, of these events will be delivered jointly alongside other NLOW activities (e.g. community Bioblitzes, NLOW Open for Nature and Open Farm Nature days, and Primary School visits to local farms) or community events (e.g. Summer Fetes).

To achieve these tasks, the consultant is expected to comply with all current legislation concerning health & safety, Covid-19, environmental sustainability, equality, disability discrimination and data protection.

Timetable

All work and any final outputs must be completed and handed over to Cambridgeshire ACRE by 30 August 2023.

Please provide a summary of key milestones and completion dates covering the duration of the work.

Contract Manager

The contract for this work will be managed by Howard Jones, NLOW Project Manager at Cambridgeshire ACRE.

The consultant will be expected to work closely with Cambridgeshire ACRE staff, key partners, and other consultants, providing quarterly update reports and attending meetings to provide an overview of the work as it progresses.

A half-day inception meeting will be held at the start of the project to discuss the work and provide for the development of an agreed workplan to guide the work, timing and expectations. Please allow time for this meeting and development of a workplan in your costings.

Cambridgeshire ACRE is fully compliant with the General Data Protection Regulation (GDPR). Our Data Protection Policy (copy provided) sets out the measures with which all parties working on its behalf should comply. Any personal data shared by Cambridgeshire ACRE with the successful consultant must be handled in accordance with these measures.

The GDPR states that we should only contract with a processor who can provide sufficient guarantees that the requirements of the GDPR will be met and the rights of data subjects protected. The successful consultant will therefore be asked to complete Cambridgeshire ACRE's 'Data Protection Third Party Processor Checklist' as a way of providing the necessary assurances.

Budget

The maximum value of this contract is £18,000, which must include all VAT and expenses you incur. Cambridgeshire ACRE cannot exceed this amount.

Please provide information on your daily rate, VAT and the number of days of time allocated to each of the specified tasks to be undertaken as part of the work.

Preparation of tenders

Tenders are expected to cover the following:

- Relevant experience and competency possessed to complete the work.
- Biographies of any staff that will complete the work.
- Examples of similar work completed successfully elsewhere.
- The methods to be used for the development of each of the key tasks.
- Proposals for approaches to working with all relevant partners involved.
- A simple risk analysis of any issues or barriers foreseen in undertaking the work successfully.
- Full costs and expenses including information on daily rates, VAT and the amount of days of time allocated to each of the key specific tasks to be undertaken as part of the work.
- A breakdown of key milestones and their expected completion dates.
- Contact details of two people who are willing to provide references regarding similar work undertaken over the last 3 years.

Selection of tenders

Cambridgeshire ACRE has a formal 'Policy on Choosing Consultants, Contractors and Suppliers' a copy of which is provided alongside this Invitation to Tender.

Cambridgeshire ACRE will set a scoring system to allow it to determine and select the best value for money tender, with a panel of both staff and trustees involved in this process, and staff from selected partners where relevant or needed. Shortlisted consultants will be invited to an interview where a short presentation will be required detailing how the work will be undertaken.

Submission of tenders

If you wish to discuss the requirements of the tender further, then please contact Howard Jones on tel: 01353 865020 or via email at howard.jones@camsacre.org.uk.

Please submit your tender (in MS Word or PDF format) by email to Alison Brown, Head of Business Services at Cambridgeshire ACRE, by 12noon on 24 September 2021 via alison.brown@camsacre.org.uk. Late submissions will not be accepted.