

**Invitation to Tender: To develop and deliver with local landowners, six farm resilience plans within the Giant's Causeway and Causeway Coast UNESCO World Heritage Site Distinctive Landscape Setting**



## 1. Introduction

Causeway Coast and Glens Heritage Trust invites proposals to project manage, research, develop and deliver six farm resilience plans in the Distinctive Landscape Setting (DLS) of the Giant's Causeway and Causeway Coast UNESCO World Heritage Site (WHS) (**see appendix one**). The aim of this project is to develop a holistic approach to farm management and decision making within the WHS vicinity, focusing on the strategic use of green infrastructure and planning to maximise benefits for farmers/farm businesses and to help sustain viable and resilient habitats, landscapes and local communities. Farm resilience plans should support local farmers in:

- Conservation of biodiversity and cultural diversity
- Economic development that is socio-culturally and environmentally sustainable
- Logistic support, research, monitoring, education, and training

Further details on each element of the required farm resilience plans are included within this invitation to tender. The closing date for return proposals is **3pm on Thursday 5<sup>th</sup> January 2023**.

## 2. Causeway Coast and Glens Heritage Trust

CCGHT is a public/private/voluntary sector partnership set up in 2002. The area covered by CCGHT includes a wide variety of scenic landscapes, important wildlife resources and cultural heritage sites, including three Areas of Outstanding Natural Beauty (AONBs) - Causeway Coast, Binevenagh and Antrim Coast and Glens - and the Giant's Causeway and Causeway Coast World Heritage Site (WHS).

*CCGHT aims to 'raise awareness of the special qualities of the natural, built and cultural heritage of the Causeway Coast & Glens area including the Antrim Coast & Glens, Causeway Coast & Binevenagh Areas of Outstanding Natural Beauty; promoting environmental management and sustainable development that aims to conserve and enhance the unique heritage of the area for the benefit of all'.*

For further information on CCGHT and our work, please visit [www.ccght.org](http://www.ccght.org)

## 3. The Giant's Causeway and Causeway Coast UNESCO World Heritage Site

The WHS is located on the north coast of County Antrim and hosts spectacular geology of global importance. The WHS extends 3km along the exposed and rugged coastline, taking in terrestrial and marine areas. The Giant's Causeway has become a symbol for Northern Ireland and has long been the premier visitor attraction.

It was inscribed in 1986 under Criteria vii and viii, in recognition of the Site's geological and geomorphological values, its history of scientific study and its exceptional landscape value. The WHS demonstrates Outstanding Universal Value, meaning its significance is so exceptional as to transcend national boundaries and is of common importance for present and future generations of all humanity.

The terrestrial part of the WHS is mostly operated and managed by the National Trust. A Steering Group contributes to WHS management, bringing together key stakeholders including the National Trust, government departments, local authorities and community representatives. CCGHT provide the secretariat service to the WHS Steering Group and issue this tender on their behalf.

A Distinctive Landscape Setting (DLS) was identified within local planning policy, including the Northern Area Plan 2016: "The landscape closely associated with the World Heritage Site extends several kilometres south from the Site and is visually intrinsically linked, providing both a backdrop for visitors within the Site and a foreground for visitors approaching the Site."

The DLS provides a protective setting for the WHS. It is wholly terrestrial, extending approximately 2km along the coastline either side of the Site and extending approximately 4km inland. This rural area houses approximately 437 people, with 195 homes. Much of the land it encompasses is farmland and there are a number of farm businesses, although details of numbers and farmers are mostly unknown.

#### **4. Project background and context**

The *WHS Resilient Farm Plans Project* aims to assist farmers and farm businesses, to maintain or enhance farm productivity whilst generating greater benefits for the local environment and community within the vicinity of the WHS. At the most basic level this project in farm resilience planning aims to connect with farmers, one-to-one, to undertake an assessment of the natural, built and cultural resources of the farm business, and implement actions which make better use of natural and built resources to improve farm productivity, where possible reduce costs for the landowner, and provide environmental, landscape and community benefits.

Examples of outputs this project will help to deliver include halting the spread of invasive species, improving hedgerow cover, reducing application of chemicals or fertilisers, reducing nutrient runoff into local watercourses, improving shelter for stock etc. Funding for this project was provided by the Northern Ireland Environment Agency.

The successful applicant will work with landowners from within the WHS DLS to develop six farm resilience plans.

#### **5. Detailed Objectives of Farm Resilience Plans**

To achieve the stated aim the following objectives must be met:

1. The development and delivery of six farm resilience plans within the specified timescale which are tailored specifically to each farm and farmer. These plans will identify 'green' infrastructure and/or techniques to improve farm sustainability and profitability, whilst providing wider environmental and community benefits. The plans will signpost farmers to the most appropriate source of further information and support.
2. Where relevant provide initial ideas on diversification (e.g, tourism, recreation etc.) to help sustain the farm business, signposting the landowner to other bodies who can support this.
3. Undertake soil analysis to identify more appropriate approaches to the maintenance and/or management of soil nutrient content, including a focus on reducing nutrient runoff and/or pollution incidents in local watercourses.
4. Ensure that where identified, any other environmental, ecological, archaeological and landscape features of significance are catered for in the plan.
5. Where a farmer or farmers express an interest in working together on group activities, these should be explored and included in the plans.
6. Identify any other opportunities and issues that may impact on the farm.
7. Deliver a map(s) which summarises proposed plan activities and identifies corresponding benefits to the landowner, wider environment, and community. Where possible these should be complemented with appropriate graphics/descriptions.
8. Provide a summary report to the WHS Steering Group which records the key research findings and notes the environmental and community benefits which farm resilience plans could deliver.

#### **6. Project Methodology**

An outline / suggested methodology follows. This is not a prescriptive methodology and applicants are encouraged to submit their own methodologies and proposals which meet the requirements of the project.

1. Initial consultation, conversations, and recruitment of landowners, prior to farm surveys.
2. Promotion of the *WHS Resilient Farm Plans Project* via social media, local media and other appropriate avenues.
3. Desktop research and data collection to support farm surveys e.g. environment and climate data.
4. Undertake the farm surveys/site visits along with the farmer including all necessary on-site data collection (e.g. soil samples or any data/records which the farmer wishes to share). The survey should take account of the farmers personal ideas and experiences regarding their farm.
5. Development and presentation of draft farm resilience plan, associated map(s) and activity plan to

landowner for comment.

6. Undertake any further necessary site visits and follow-up work.
7. Delivery of final farm resilience plan, map(s) and activity plan.
8. Delivery and development of a summary report.

### 7. Project Outputs

The key project outputs will include:

- High-quality **written reports (farm plans) and maps** covering all the objectives outlined in Section 5, supported with:
  - illustrative materials
  - photographs
  - maps (must be presented in **paper and GIS formats**)
- A **summary report** based on research conducted for the development of the farm resilience plans which outlines the environmental and community benefits which delivery of the plans can provide.

The written reports, maps and activity plans must be provided in digital format (e.g. Microsoft Word, PDF).

### 8. Copyright, Data Protection and Confidentiality

All materials provided to the successful applicant will remain the property of the contributing organisation(s) and individuals. Copyright for the farm resilience plans and associated materials will become the property of the Causeway Coast and Glens Heritage Trust, for distribution to participating landowners. Relevant information, mainly conclusions, will be shared with funders, partners and the public.

### 9. Key Dates

The following dates are provided to give guidance on when key milestones must be met for this project.

Date	Phase	Action / Activities
16 <sup>th</sup> December 2022	Invitation to tender circulated	
5 <sup>th</sup> January 2023	Deadline for submission of proposals	Applicants must submit proposals by 3pm Thursday 5 <sup>th</sup> January.
9 <sup>th</sup> January 2023	Assessment of submissions	Submissions will be scored. Applicants may be required to attend an online interview if requested by the assessment panel.
12 <sup>th</sup> January 2023	Project Initiation Meeting	The successful applicant will meet with CCGHT staff to agree a work program at 3pm 12 <sup>th</sup> January.
16 <sup>th</sup> March 2023	Completion and submission of farm resilience plans	The successful applicant will complete and submit farm resilience plans.
21 <sup>st</sup> March 2023	Completion and submission of summary report to CCGHT	The successful applicant will complete and submit a summary report on conclusion of farm plans. An invoice can be submitted. *Note WHS Steering Group meeting Scheduled for 16 <sup>th</sup> May. Contractor is invited to speak to the group at this meeting.

## 10. What is required in the submission

Please note your submission must contain evidence of the 7 criteria outlined below. Failure to include this will invalidate your submission:

A detailed, clear and costed methodology (with timescale) that ensures that the Farm Resilience Plans will meet all the objectives outlined in Section 5. Note that costs must be presented on an overall 'cost per plan' basis, accompanied by with a detailed breakdown of activities and associated costs (e.g. expenses, VAT etc).
Key dates, project milestones, including how and when partner and public consultation will take place.
Evidence of the skills of the applicant(s) including a portfolio of relevant work.
Evidence of community consultation and explanation of role in previous relevant projects.
A breakdown of project personnel, activities they will be responsible for and contact details for the project lead.
A clear breakdown of project costs, including all expenses and including VAT.
Contact details for two referees who have knowledge of your work.

## 11. Scoring Criteria and Weight

Submissions will be scored according to the following criteria under *Evidence of the skills of applicant/s*, *Proposed Methodology* and *Total costs*.

		Score	Weighting	Max points
Evidence of the skills of the applicant/s	Evidence of skills required to design, produce and supply the required spatial masterplan	0-5	6	30
	Evidence of community consultation and involvement in the process of spatial master planning	0-5	4	20
Proposed methodology	Present a clear and realistic project methodology demonstrating approach to achieving project targets and delivering outputs	0-5	5	25
Total costs	Cost - including a clear breakdown of costs including daily rates, number of days, VAT and other proposed expenses (please note mileage will only be paid up to a maximum of 45p/mile)	Under this criterion, the lowest acceptable tender price is awarded the maximum of 25 points. The second lowest will be awarded 20 points, third lowest will be awarded 15 points and so on.		25
		<b>Max score</b>		100

The following table details how assessors will evaluate and score each criterion except costings:

Score	Description
0	The response does not address the criterion
1	The evaluator is <b>not confident</b> that the Bidder: <ul style="list-style-type: none"> <li>• Understands the requirements covered by this criterion; and / or</li> <li>• Will be able to satisfactorily meet the criterion requirement(s)</li> </ul>
2	The evaluator has <b>reservations</b> about whether the Bidder: <ul style="list-style-type: none"> <li>• Understands the requirements covered by this criterion; and / or</li> <li>• Will be able to satisfactorily complete the contract requirements covered by this criterion.</li> </ul>
3	The evaluator is <b>reasonably confident</b> that the Bidder: <ul style="list-style-type: none"> <li>• Understands the requirements covered by this criterion; and</li> <li>• Will be able to satisfactorily complete the contract requirements covered by this criterion to a <b>reasonable</b> standard</li> </ul>

Your submission should be no longer than twelve A4 pages using font size 12. Evidence of previous work is not included in this maximum page allowance.

## 12. Budget

The maximum budget for this project is £30,000 (inc. VAT). Proposals must include all fees, travel, direct and indirect costs, expenses, and VAT. Applicants should present their proposal(s) on a cost-per-plan basis. CCGHT may provide a 25% contract initiation payment, with further payments paid upon agreed milestones. This can be discussed at the Project Initiation Meeting. Payments will not be made until CCGHT is satisfied the necessary activities have taken place and to a quality standard.

CCGHT does not bind itself to accept the lowest priced or indeed any proposals submitted. The contract will be awarded to the most advantageous submission based on an assessment of the criteria outlined above.

Proposers will not be compensated for costs associated with the production of the tender document.

## 13. Amendments

Should this request to tender need to be amended all recipients of the documents will be notified simultaneously. If deemed appropriate the deadline for receipt of tenders will be extended.

## 14. Contact Information

If you have any queries, please contact Nikki Maguire ([nikki@ccght.org](mailto:nikki@ccght.org)). Nikki Maguire will act as the CCGHT contact point for this project.

## 15. Submission

The closing date for return of proposals is **3pm Thursday 5<sup>th</sup> January 2023**.

Submission by email only: Title your email WHS Farm Resilience Plans and send to [nikki@ccght.org](mailto:nikki@ccght.org). Please send all documents as attachments. These will not be opened until the deadline has passed. Applicants are responsible for ensuring emails have been received before the deadline.

**Appendix One: Map of the Giant's Causeway and Causeway Coast UNESCO World Heritage Site and Distinctive Landscape Setting**

