

Tender Specification

Action C2.2 - Hold workshops in each region to increase awareness of 'alert' species and how to report them.

1. Background

RAPID (Reducing And Preventing IAS Dispersal) LIFE is a three year project led by the Animal and Plant Health Agency (APHA), with Natural England and Bristol Zoo as key partners, that will pilot an innovative approach to Invasive Alien Species (IAS) management in freshwater aquatic, riparian and coastal environments across England.

Globally Invasive IAS are considered to be one of the most significant causes of biodiversity loss, second only to habitat destruction. RAPID LIFE will deliver a package of measures to reduce the impact and spread of IAS in freshwater aquatic, riparian and coastal environments across England. It will help to conserve species protected under the Birds and Habitats Directives, whilst assisting in compliance with the EU Regulation on IAS, Marine Strategy Framework Directive and the Water Framework Directive. The status of Natura 2000 sites will also be enhanced and protected.

RAPID LIFE will work in freshwater aquatic, riparian and coastal environments across England. To facilitate this approach England will be divided into five study regions (see Appendix):

- North
- Midland
- East of England
- South East
- South West

The subject of this contract is to support delivery of Action C2.2 of the RAPID LIFE project - Hold workshops in each region to increase awareness of 'alert' species and how to report them.

The purpose of the RAPID LIFE Project is to improve IAS management across England and make it more strategic and coordinated. In an earlier action (A5), Regional IAS Management Plans were produced to provide opportunities for stakeholders to work with a locally-based expert to identify key actions to reduce the impact and spread of IAS in their region. This bridges the gap between high-level strategies (such as the GB IAS Strategy in the Appendix) and action on the ground at a local level. These management plans contain a list of 'alert species' for each region that have the potential to cause significant harm, but are not yet present in the region or sub-region.

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This contract is to carry out actions that will be in line with the RIMPs. For this contract, the main focus of preventing novel IAS introduction or eradicating a species quickly if encountered in a new area will centre on awareness raising amongst a broad range of stakeholder groups. Presentation materials for specific high priority species have been developed and are available on the RAPID website. The contractor should be prepared to work in collaboration with APHA to develop further workshops activities and materials to deliver effective training packages to diverse stakeholders.

Although the work of this contract will focus on RAPID LIFE's target environments, the workshop structure and materials developed should be adaptable for use in other environments and geographical areas.

The specific requirement of this invitation to tender is for an expert(s) in the one or more of the five RAPID regions of England to carry out:

- Workshops on alert species identified in the RIMP and targeted at a broad range of stakeholders
- Dissemination of other related materials such as how to report a species if encountered and information on good biosecurity practice, e.g. Check, Clean, Dry

Please note: More than one region can be bid for by the same contractor, but they must be bid for in separate documents. (So if you wanted to bid for three regions you would be required to submit three bids).

APHA will manage this contract and co-ordinate it with the contracts for the other four study regions to ensure that a consistent approach is adopted by the different contractors across all five regions. As part of the contract, each expert will:

- **Deliver a minimum of two workshops in the region.** Workshops will be run using the materials produced as part of Action A6.3 and targeted at a broad range of relevant stakeholders. At least 40 participants are expected to attend each workshop and the workshop contractors will be expected to gather data on number and type of attendees. Workshops may be held in conjunction with other events, e.g. conferences, festivals. Workshops should be held in different venues covering the geographical region. By the end of the alert species workshop, the participants should have an awareness of potential impact of alert species if they were to be found in their region, basic identification skills, and knowledge of how to report any sighting.

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- **Disseminate alert species reporting and biosecurity materials produced through Action A4.** Workshops should include information on how to report an alert species if encountered and on basic good practice in biosecurity. Advice and materials for these topics will be provided by APHA.
- **Report back on numbers and type of stakeholder participants.** In addition to this, a survey will be completed at each workshop to collect data on number of participants, their member organisation or reason for attending if not associated with an organisation, and interest in the area. The data will be returned by the contractor to APHA.

The stakeholder workshops will follow the format presented in the IAS Management Toolkit, although the regional expert will be given scope to tailor the event so it is of interest to the maximum number of stakeholders in their region.

3. Outputs and contract management

The contract will extend for the period 01 May 2019 to 01 February 2020.

The contractors will provide APHA with any materials developed which will be made freely available. The contractors will submit progress reports to APHA over the contract period to allow APHA to monitor progress and identify any issues.

4. Contractor experience

The contractor will have:

- In-depth knowledge of invasive non-native species issues, particularly locally/regionally
- Knowledge of current invasive non-native species issues, management, relevant stakeholders and networks specific to their region
- Experience of collaborating with a wide spectrum of locally/regionally relevant stakeholders
- Experience delivering training or workshops at a local/regional scale
- Ability to deliver workshops across the regional area
- Excellent interpersonal and presentation skills

5. Bid document

The bid document should include:



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1. Professional qualifications of the key persons who will provide the service for this tender (CVs).
2. Summary of examples of relevant services provided in the past with dates and clients/recipients, public or private.
3. Evidence of working with a variety of relevant stakeholders, e.g. training delivery, contracts of work, organisation of events.
4. Proposed timeline and venues for workshops.
5. Detailed costings including travel, personnel, and production of materials.
6. If deemed appropriate, the contractor is permitted to sub-contract elements of the work. Any such undertaking should be indicated in the contractor's bid.

Please note: any contractor can bid for more than one region, but each region must be applied for as a separate bid and include tailored, regionally specific information (where required) in each bid.

Appendix

GB Non-Native Species Strategy

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/455526/gb-non-native-species-strategy-pb14324.pdf

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