



## **Invitation to tender: Seascapes Character Assessment for the Dover Strait**

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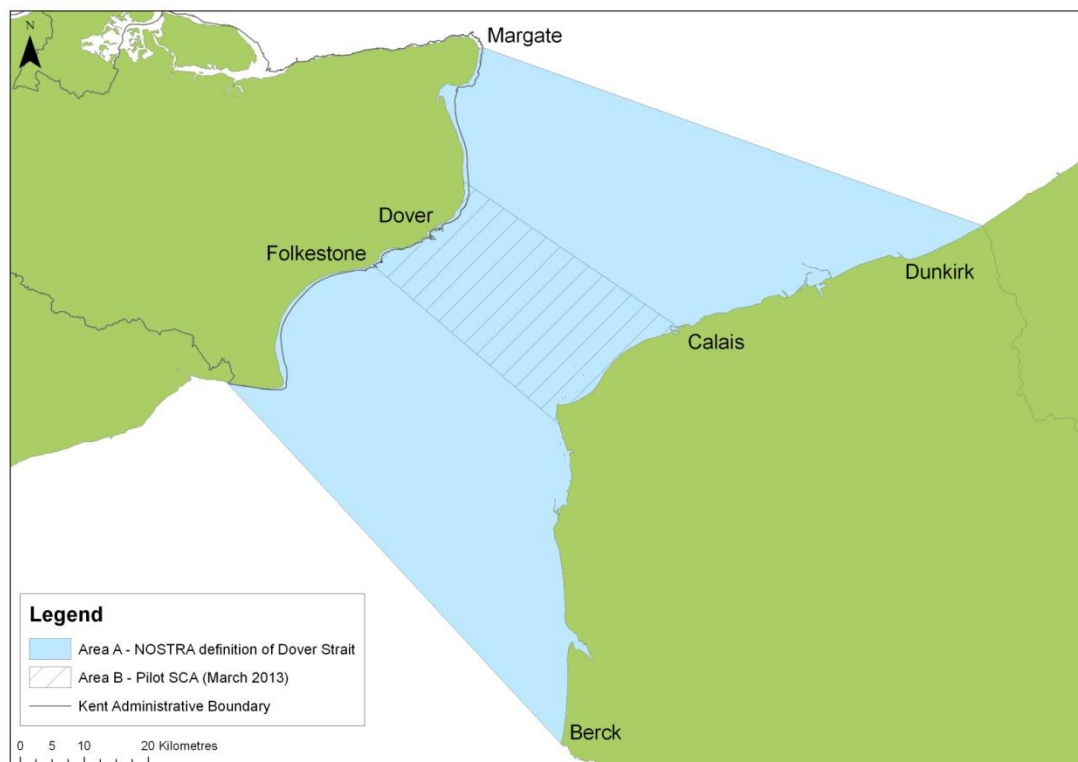
## 1. Introduction

The NOSTRA project (Network Of STRAits, Interreg IVC 2012 – 14) is made up of 14 authorities bordering 8 straits around Europe; Pas de Calais Council are the lead partner in the project. The project consists of study and analysis across the first two years and is now focusing on policy recommendation, utilising good practice from across Europe, in order that implementation plans for each strait can be drawn up. Dover Strait is the study area for Kent County Council (KCC) and Pas-de-Calais Council. Environmental management is the key theme for NOSTRA.

In January 2013, a pilot Seascape Character Assessment (SCA) for Dover Strait was presented at the NOSTRA workshop on “Seascape and Maritime Spatial Planning”. This study was commissioned to inform thinking on the benefits of adopting the seascapes approach in the management of European Straits.

The purpose of this invitation to tender is to seek submissions from suitably qualified consultants to complete the SCA for the pilot area, extend it where possible to define and conform with seascape character area boundaries within the wider NOSTRA definition of Dover Strait and to provide a narrative and action plan for the future. The study will be partly funded by ERDF in the framework of INTERREG IVC.

NOSTRA website: [www.nostraproject.eu](http://www.nostraproject.eu)



For the purposes of the NOSTRA project, the broader definition of the strait (Area A) runs from the border between East Sussex and Kent (Dungeness) across to Berck and the northern line goes from North Foreland (near Margate) to the French /Belgian border. The pilot study area (Area B) encompasses all of the Heritage Coasts on the English side of the Strait (Folkestone-Kingsdown) – stretching across to France using arbitrary lines to take in the coastline broadly from Calais to Pointe du Nid de Corbet.

## **2. Purpose of the Dover Strait Seascape Character Assessment**

The completed SCA for Dover Strait should be compatible with and complementary to the work already completed on the pilot area; the two pieces of work should seamlessly fit together and present a coherent picture of the strait.

The overall purpose is that the completed SCA for Dover Strait will assist with cooperative working, improved governance and decision making for the area; it should represent the identity of this shared marine area and present it as a cohesive unit.

## **3. Specific applications for the Dover Seascape Character Assessment**

### **3.1 Implementation Plan for the Strait of Dover**

The completed SCA will help to inform the “Implementation Plan for Dover Strait”. This plan is being developed through NOSTRA by stakeholders on both sides of the strait who have been meeting since the start of the project. It is hoped that the completed SCA and accompanying action plan will also form the basis of future projects outlined in the Implementation Plan.

### **3.2 Reference for the South Marine Plan**

The study will be utilised by the Marine Management Organisation (MMO) to underpin the strategic seascapes assessment completed for the South Marine Plan and the future South East Marine Plan. It may be used by the MMO to help inform thinking on the cross border element of Marine Planning in England and to inform certain discussions with French authorities.

### **3.3 Management and local plans**

The study will be a resource which can be considered by authorities on the French and English side of the strait, when drawing up management plans, local plans and making decisions. The consultants will describe in their report how this SCA can be used in conjunction with other plans.

### **3.4 An Evidence Base**

The IUCN study recently completed for Pas-de-Calais Council examined potential international designations for Dover Strait; this was inconclusive on World Heritage Status. It is hoped that this seascape study will increase the evidence base and inform the debate about World Heritage Status or other international designation (such as Geopark). Achieving international recognition for the importance of the Strait has been a shared objective of Kent County Council and Pas-de-Calais Council for several years.

### **3.5 Informing NOSTRA partners**

NOSTRA partners from across Europe were able to consider the benefits of the seascapes approach as “good practice” following the completion of the pilot study. Some of these authorities are currently exploring whether to utilise the seascapes approach for their strait and may be writing this into their Implementation Plans. The completion of the Dover Strait SCA should continue to inform this audience and updates will be provided by KCC at all partner NOSTRA events during 2014.

#### **4. Areas to be addressed in the tender document**

4.1 A work programme, budget breakdown and timeline for delivery of all the areas outlined in this Invitation to Tender document should be presented in the tender.

In addition, the following work will have to be carried out and the consultants thinking on this outlined with clear proposals in the tender document: -

4.2 Definition of the study area for completion

The pilot study area (see map area “B”) represents a small but significant part of Dover Strait. Definitions of the strait are discussed in the pilot report, but they all represent a larger area.

For the purposes of the NOSTRA project, the broader definition of the strait runs from the border between East Sussex and Kent (Dungeness) across to Berck and the northern line goes from North Foreland (near Margate) to the French /Belgian border. This area is shown on the map as area “A”.

The consultants will be required to complete the SCA for the pilot area (B) as part of their work and demonstrate in the tender document how this could be extended into area A, within the budget and six month study period. The consultant’s expertise, the pilot study report and “purposes” section outlined above should all be utilised to propose an area based upon seascape character.

This should be presented as a key proposal in the tender document. It should also be integrated with the work programme, budget breakdown and timeline for delivery.

4.3 Final report

A final report will need to be made available as both a hard copy and digital format, to a high quality standard to be circulated to elected members. The digital format should be amendable by the client and all base data should be provided in support of the report. The consultants should put forward a suitable specification for both the hard and digital formats, to include a list of the materials that will be utilised; quality of paper, binding, cover and format. Up to 25 hard copies will be required. The document will not need to be translated into French, but the summary will at least need to be clear and concise in order that this can be translated; this task will be completed outside of the consultants work and the cost will be covered separately.

## **5. Areas to be addressed and delivered in the six month study period**

5.1 All of the areas outlined below will need to be delivered during the study period and this information should be utilised when drawing up the tender document which will require a work programme, budget breakdown and timeline for delivery. The methodology applied should be informed by: “An approach to Seascape Character Assessment (NECR105) Natural England”.

### 5.2 Completion of local SCA's including field survey

Descriptions for the remaining 7 local Seascape Character Areas already identified for the pilot study (areas 1, 4, 5, 6, 7, 9, 11 & 12) using the same format as those presented in the March 2013 NOSTRA report.

To identify and write up approximately 8 local Seascape Character Areas for the French side of the pilot area, using the same format.

Undertaking boat surveys for the French side of the strait; this has already been completed for the English side. The Kent and Essex IFCA are able to provide up to two free days at sea as their contribution to the project and if permissions with UK and French authorities can be agreed, they will be able to cover the French coast. Any additional boat hire will need to be budgeted for in the tender document. Land based surveys on the French side will need to be undertaken to compliment this work.

Additional local SCA's within area A, as proposed in the consultant's tender document, will also have to be completed and to the same specification and standard as those presented in the pilot study report. Additional field study will be expected to be carried out for these areas.

### 5.3 Running stakeholder workshops

To organise stakeholder workshops for both French and UK representatives to share and gather information for the entire strait; this was not undertaken within the scope of the initial study but is a vital element of SCA which should be included in this completed work. This includes presentation of the 4 local SCA's already completed.

The consultants will need to describe their approach to stakeholder consultation in their tender document. Pas-de-Calais Council will be providing up to two days of interpretation for meetings; any additional requirements on this will need to be identified and budgeted for in the tender document.

A joint regional meeting for the NOSTRA Dover Strait group will take place between July and September, if timely, this may also provide an opportunity to run a stakeholder workshop or seascapes update for French and UK stakeholders.

#### 5.4 Completion of “Seascape guidelines and action plan for Dover Strait”

To draw up an additional “Seascape guidelines and action plan for Dover Strait” document. This should consider the approach used in the LDA design Dorset Land/seascape assessment (2010) by undertaking an assessment of broad regional Seascape Character Types (SCT) already outlined in the pilot study. These SCT categories should be extended to any additional areas completed by the consultants in areas A and B.

Each Dover Strait regional SCT will need a “Seascape change and management” narrative which picks on a key influence e.g. Infrastructure or tourism, in order that “forces for change” can be analysed for each influence and a “shaping future seascape” section be completed outlining planning and management recommendations for the Dover Strait seascape. This exercise should also make reference to the sensitivity and condition sections in the local SCA descriptions in the main report.

The purpose of the action plan is to present recommendations for the strait as one unit and to tie in to the Implementation Plan. This approach reflects the Natural England document which recommends a companion “Seascape Strategy and Guideline document” to go with the main SCA.

The “guidelines” element should include recommendations on how decision makers should use the Dover Strait SCA in conjunction with other assessments and considering how the study should nest within more strategic work such as the seascape work carried out for the South Marine Plan. Particular attention will need to be made to this. This action plan should be presented as an annex of the main SCA report.

### **6. Key reference points**

6.1 Piloting an approach to Seascape Character Assessment in the Dover Strait (LUC study for NOSTRA, published March 2013)

<http://www.nostraproject.eu/News/NOSTRA-Workshop-n-1-Seascapes-Report-Available>

6.2 An approach to Seascape Character Assessment (NECR105) Natural England

<http://publications.naturalengland.org.uk/publication/2729852>

6.3 MMO South Marine Plan seascapes study by LUC  
(available during spring 2014)

6.4 Dorset Coast Land and Seascape Character Assessment (2010) LDA design  
<http://www.dorsetforyou.com/media.jsp?mediaid=155128&filetype=pdf>

6.5 NOSTRA baseline study of Dover Strait – available from contract officer

6.6 IUCN study of Dover Strait – available from contract officer

## **7. Management information and conditions of contract**

7.1 The Coastal Officer at KCC will be the Contract Officer for the consultants, additional advice and assistance will be provided by the manager of the Kent Downs AONB Unit. Representatives from the lead partner for NOSTRA, Pas-de-Calais Council will also be available to the consultants for advice and assistance.

7.2 On appointment of the consultants, an appropriate SeaZone licence will be arranged by KCC in order that the consultants will have access to the appropriate GIS data for the completion of the study. Up to 4 tiles of SeaZone HydroSpatial One will be obtained, providing information across six themes, ranging from Bathymetry to Oceanography. Additional data, such as French basemapping will also be obtained by KCC.

7.3 Various data sets will be provided by NOSTRA partners; the Contract Officer will aim to raise the profile of the work with French and UK stakeholders before and after appointment of consultants. Once points of contact have been secured however, it will be the consultant's responsibility to follow up and obtain the input required to complete the work.

7.4 The Contract Officer will make the payments promptly (20 days from date of invoice) and to supply such information to the consultant that KCC deems necessary to enable the consultant to provide the required service

7.5 The consultants will be expected to provide regular updates on progress with the work, this should consist of emails or phone calls exchanged with the Contract Officer every two weeks; key meetings will also need to take place between Contract Officer and consultants around each project milestone.

7.6 The details contained within this "Invitation to tender" will also form the basis of the contract between KCC and the appointed consultants, alongside a letter completed after the inception meeting confirming timescales etc.

7.7 The consultants will be required to complete the work within a six month period of the contract commencement date.

## **8. Budget**

8.1 Maximum spend of £27,090 to include all deliverables in section 4 & 5; this funding is partly covered by ERDF in the framework of INTERREG IVC.

8.2 The SeaZone tiles will be obtained by KCC and the cost for up to 4 tiles can be deducted from the above amount. The consultant will need to budget for this and consider which tiles are essential, any savings which can be made here or the case for more than 4 tiles being purchased using the budget. Each tile will cost around £500.

8.3 Apart from mention of free data or services in this document, the consultants will have to consider all the potential costs and list these in their budget breakdown.

8.4 Payment will be made to the consultants in instalments, relating to the successful completion each of the key work packages.

8.5 Invoices should be submitted in accordance with the instructions received from the KCC's Contract Officer.

## **9 Submission of tender**

9.1 The Invitation to Tender consists solely of this document. In submitting a tender, tenderers shall be deemed to have read and understood this entire document. If any points in the tender documents are unclear, tenderers may seek clarification by contacting the Contract Officer.

9.2 The tender should present a work programme, with budget breakdown and timeline for delivery and should also include the following information: -

- A) An outline of how the work will be undertaken recognising all of the points outlined in this document, particularly sections 4 and 5.
- B) The cost of carrying out the work will need to be broken down for each element, including all expenses and VAT if applicable.
- C) Details of the staff who will be involved in the work and their relevant experience.
- D) A breakdown of the proportion of work to be assigned to each person.
- E) Examples of similar work recently undertaken and testimonial if relevant and available.
- F) Suggested milestones for the work and associated payments.

9.3 Submissions will be assessed on the basis of most economically advantageous offer and a qualitative evaluation process drawn up from the areas outlined in this document. KCC does not however bind itself to accept the lowest or any tender for all or any part of the requirement and will not accept responsibility for any expense or loss which may be incurred by any tenderer in the preparation of the tender.

9.4 Service Level Agreement; the consultants will achieve 100% adherence to all project milestones/timescales. The timetable laid out in the successful tender will be finalised at the inception meeting and laid out in a KCC letter, which with this "Invitation to tender" document will form the contract between KCC and the consultant.

9.5 The anti-collusion certificate (appendix A) should be signed and returned with the tender document or the tender will not be considered by KCC.

9.6 Copyright of all tender documents, including any amendments or further instructions, shall remain with KCC.



9.10 Project Timetable:

Tender submission date: Tuesday 6th May 2014 at noon

Consultant appointed: Monday 12th May

Contract Commencement Date: Inception meeting Friday 16th May

Project completion: no later than Friday 31 October 2014

These dates are provided for information purposes only. KCC does not guarantee to complete each phase by the date stated above.

9.11 Tenders need to be received by noon on Tuesday 6th May and sent to the Contract Officer. Tenderers should submit one hard UNBOUND copy and one electronic version (on disk and not to be emailed) to:-

Chris Drake  
Coastal Officer  
Planning and Environment  
Kent County Council  
Invicta House, County Hall  
Maidstone  
Kent ME14 1XX  
Tel. no: 01622 221266  
Email: [chris.drake@kent.gov.uk](mailto:chris.drake@kent.gov.uk)

Project Sponsor: Elizabeth Milne, Manager, Flood Risk and Natural Environment

Commissioning Officer (Contract Officer): Chris Drake, Coastal Officer, Flood Risk and Natural Environment.

**Document completed: 24.03.14**