



Ref: OL-18-06411

## Tender Brief

### Woodland Wellbeing Sessions

<b>Type of work</b>	Woodland Wellbeing sessions
<b>Location</b>	Within Sherbourne Valley Project area
<b>Work period</b>	Jan - Dec 2024
<b>Maximum fee</b>	£10,000 (excluding VAT)

You are invited to submit an outline method statement including cost breakdown through a formal tendering process for the Sherbourne Valley Project.

The following brief has been devised to inform interested parties about the purpose of the works, the location, the timings, and other requirements.

### Background

The Sherbourne Valley Project involves a wide range of partners working to bring the city’s river back into people’s hearts and minds, improving it for both people and wildlife. The scheme’s Action Plan is available upon request and we expect anyone tendering to have read this document, to understand how this work complements the wider scheme.

### The Brief

To appointed contractor will deliver regular woodland wellbeing half day sessions during 2024 at a site of your choice (subject to landowner permission) within the Sherbourne Valley Project Area. Please find more details of the project on our webpage here: [The Sherbourne Valley Project | Warwickshire Wildlife Trust](#)

The purpose of the sessions is:

- To engage community members with the site through creative and cultural activities
- To support the wellbeing of community members
- To reduce isolation within the local and wider community
- To inspire and motivate community members to spend more time at the site and wider Sherbourne Valley Project sites and events.

### Considerations

The contractor should consider the following key requirement (in addition to those listed above); permissions from the landowner of the chosen site will be required for any works on site.



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## Expectations

We will expect the following from the appointed contractor:

- Attendance at an inception meeting with Sherbourne Valley Project staff.
- Work with the Sherbourne Valley project Comms Officer to jointly promote the sessions.
- Gather evaluation data for each session.
- Regular updates on the progress of the contract.
- An end of year evaluation report.
- Adequate insurance in place for all works undertaken.

## Schedule

WWT will pay the appointed contractor 20% of the contract cost at the start to cover up front fees, the remaining 80% will be paid on completion, receipt and sign off of the report.

## Timescale

Tenders to be submitted by 1<sup>st</sup> December 2023  
Contract awarded and issued by 1<sup>st</sup> January 2024.  
The work will be completed by end of Dec 2024.

## Other information

The Sherbourne Valley Project will be looking to run Woodland Well-being sessions over the duration of the current delivery phase – Now until Dec 2026. The appointed contractor will be invited to re-tender for this work on an annual basis.

## Contact

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