



**Westcountry Rivers Trust**

Slowing the flow in the Budleigh Brook Catchment

**CROC - CLIMATE RESILIENT OTTER CATCHMENT**

**Invitation to Tender for the Provision of:**

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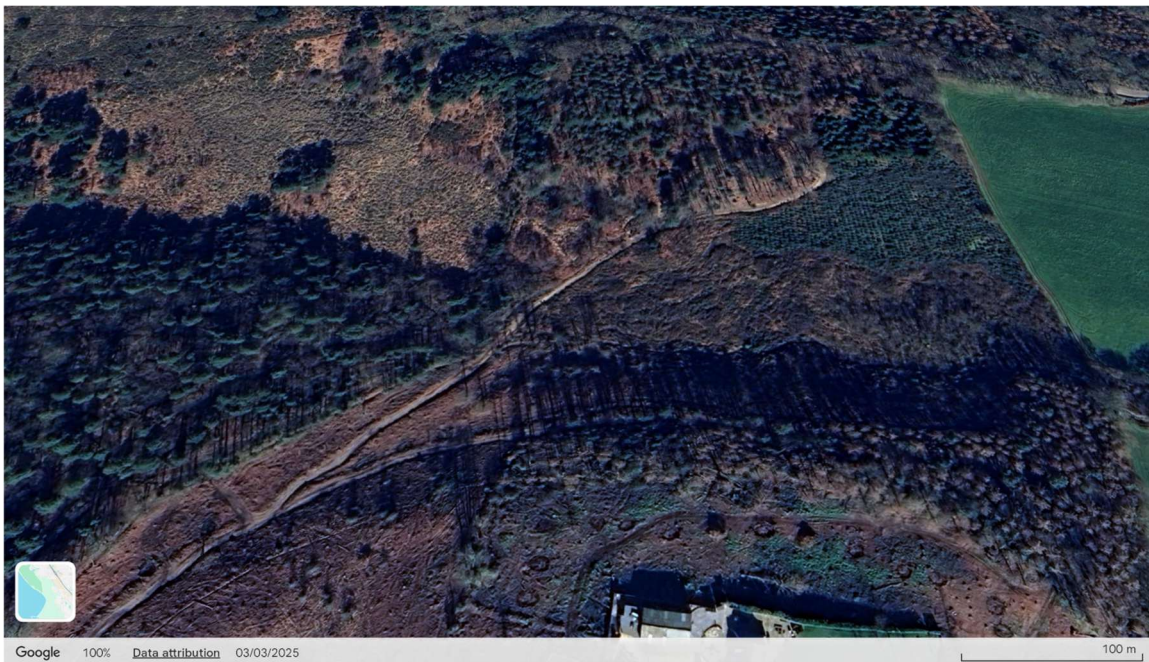
Islands Slowing the Flow

Yettington

**Sept 2026**

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To be supplied to Westcountry Rivers Trust



Date of Document: 12<sup>th</sup> June 2026

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## 1. Project Officer

For all enquiries and submissions concerning this Invitation to Tender, please contact:

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All enquiries for further information will be answered to all parties.

## 2. Introduction & Overview

<b>Client:</b>	Westcountry Rivers Trust
<b>Principal Designer:</b>	Westcountry Rivers Trust
<b>Principal Contractor:</b>	TBC

### A. Company Background

Westcountry Rivers Trust (WRT) is an environmental charity (Charity No. 1135007, Company No. 06545646) established in 1994 to secure the preservation, protection, development and improvement of the rivers, streams, watercourses, and water impoundments in the West Country, and to advance the education of the public in the management of water and associated habitats.

### B. Project Background

The 237km<sup>2</sup> River Otter catchment rises in the Blackdown Hills and meets the sea at Budleigh Salterton. 103 residential properties flooded in the catchment in May 2023 due to intense rainfall creating significant runoff from agricultural land and protected sites, further runoff has been noted during Storm Ciaran.

The Section 19 Report following the May 2023 flooding makes specific recommendations around the need to deliver NFM upstream of impacted communities, and to better understand and improve land management practices. The 'Climate Resilient Otter Catchment' CROC project focuses advice and funding on both land management and NFM.

### 3. Scope of the Service

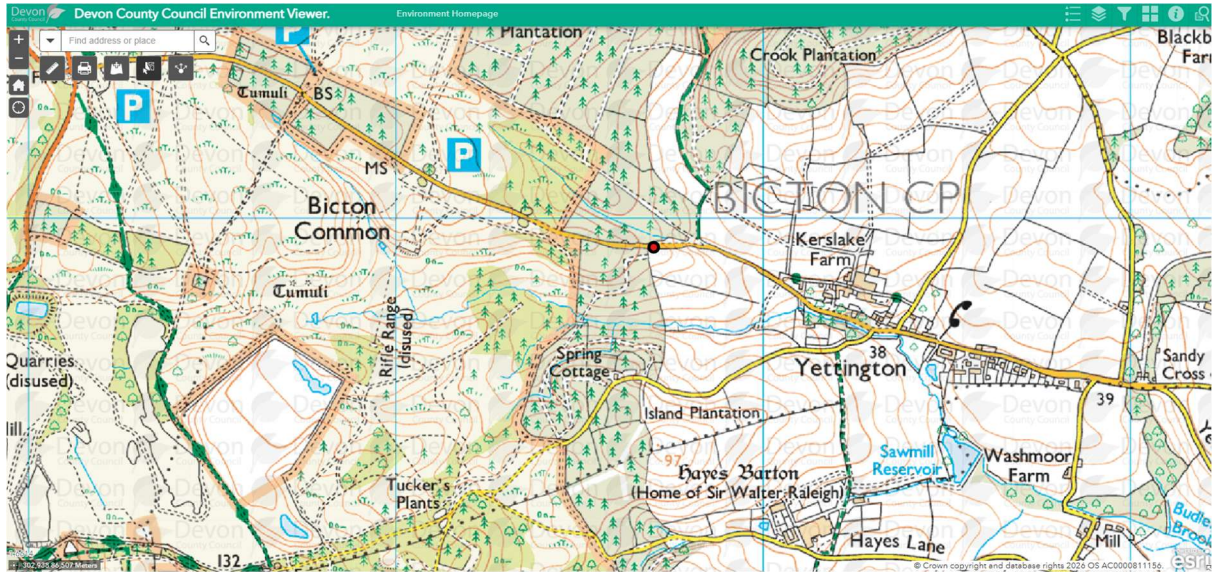
#### A) Site Location

Islands Plantation

As shown below, the site is located to the west of Yettington.

Grid reference SY 04624 85731.

WTW gate location for access: <http://trading.buzzards.hiring>



**You are welcome to visit the site by arrangement.** Please let the Project Officer know if you intend to visit the site to prepare your tender response. A member of WRT staff will organise permission and may accompany you to the site.

#### B) Site Information

Bicton Common is located in East Devon within the East Devon Pebblebed Heaths, owned by Clinton Devon Estates. The common is approximately 123ha and encompasses SSSI & priority habitat for lowland fen.

The site has public access, in addition to use under a historic agreement by the Royal Marines as a training ground for recruits.

The Royal Marines use an encampment within the common and an endurance course where groups of recruits run around the route across the common. This has caused damage and degradation to the fen, bog, and heath habitats, in addition to exacerbated erosion of peatland soils. The endurance course intercepts part of the project area in the stream which flows off the Bicton Common mire.

There are no known water supplies (underground) and electricity (overhead) but site checks should be undertaken by the contractor at each location.

Islands plantation is a conifer plantation below Bicton Common (not a SSSI) with a steep winding track passing through it to the Budleigh brook valley bottom.

### C) Services Required

- A cascade of up to **12 leaky woody dams** will be placed in the Budleigh Brook flowing through the deciduous woodland (as approved with the MOD) on the eastern side of the Bicton Common area of the Pebblebed Heaths SSSI with a further **12 in the tributary flowing** into the channel from the south. Flow spreaders will be placed on overland flow pathways to supplement these in channel dams.
- The stream then enters Islands Plantation woodland owned and managed by Clinton Devon Estates. A cascade of up to **15 dams** will be placed in this section of stream.
- Trees will be used as anchor points wherever possible, long branches (twice the width of the channel) are placed across the stream in an X formation either to an anchor point on the opposite bank or where they can be securely staked into the stream bank or bed. Depending on the thickness of wood, several branches may be used stacked on top of each other so long as they are long enough and securely staked on the downstream side. Staking upstream on the opposite side of the downstream stake and binding together, often is the strongest way to stake when a living anchor isn't present. If it is possible, trees will be hinge cut and lay down the cross branches. This will provide an attached fixed anchor and can be stronger against storm flows, there can also be regrowth. Base flow will be allowed to pass freely. Hinged trees will also be considered by the contractor at the time of installation if deemed suitable as deemed a more reliable and secure fastening/anchoring.
- Installing leaky woody dams to hold back the highest of flows will slow the flow of water and the displacement of sediment and bed material.
- **Two sleeping policemen cross drains** where the track is scouring on the bend will divert water into the plantation woodland.
- A long (75m) cross slope **blind ditch** or swale will be dug into the open ground and naturally regenerated subcompartment which will be at a tangent to the slope of the hill to intercept flow pathways
- An option of Ground Investigations according to the Consultant's assessment and agreement with the Client as to whether they are needed.
  - i. *Appropriate risk assessments will be required for all elements of the services. Under CDM 2015 this includes a Designers Risk Assessment (DRA).*
  - ii. *Optioneering for the above outcomes is welcomed against your experience. WRT have provided a Concept Plan (Appendix A), based on technical input, however, WRT are not technical design experts, and while operating as Principal Designer under CDM regulations WRT expect the appointed designer to provide comment on feasibility, health and safety, and budget practicality of options based on your technical experience.*



- iii. *The consultant must ensure that all elements conform to all relevant British and European Standards.*
- iv. *A draft NEC4 Contract representative of the final version has been supplied. A final version will be provided at appointment, with opportunity to review before acceptance.*

#### D) Timescale

The tender process is anticipated to follow the timeline presented in the table below:

Date	Action
19 <sup>th</sup> June 2026	Invitation To Tender released.
6 <sup>th</sup> July 2026	All queries to be submitted.
8 <sup>th</sup> July 2026	All queries to be addressed and returned to all applicants.
13 <sup>th</sup> July 2026	ITT Deadline for design quotes.
24 <sup>th</sup> July 2026	Notification of intent to award tender
5 <sup>th</sup> August 2026	Signed NEC4 contract awarded & delivered.
1 <sup>st</sup> September 2026	Start date for NFM Works
30 <sup>th</sup> September 2026	Completion of NFM Works

#### E) Special site considerations

**SSSI consent for these works has been granted by Natural England.**

**Land Drainage Consent is in progress with Devon County Council.**

Due to the protected status of the Pebblebed Heaths SSSI and National Landscape and certain habitats, no additional work, other than discussed here, should be undertaken without prior permission.

In rivers that are sensitive to fish spawning no in-stream work is permitted to be carried out between the dates of 1st October to 31st May (dates inclusive). The site has been assessed to have no spawning habitat due to downstream barriers, therefore work can happen during the winter months but care must be taken to avoid disturbance of silt and releasing silt into the watercourse.

Trees and ground areas with active birds' nests in MUST be avoided. Note birds may nest earlier or later than the official nesting season due to local conditions. **This work can only commence after the 1<sup>st</sup> of September (although cross drains can be done earlier).**

**A section of the stream which flows straight from Bicton Common is directly above part of the MOD endurance course. This is used frequently. Liaise with project manager and Kim Strawbridge to ensure works will not clash with military training days.**

## 4. ITT Responses

### A) Respondent Guidelines

You are required to submit a written proposal, either hard copy or electronically to the **Project Officer** by the deadline.

- i. All proposals should include the following:
  - Details of company experience in **Natural Flood Management delivery**
  - Costings: including breakdown of delivery items to allow for partial project invoices, against specified item costs, if required
  - An estimation of timescale and outline programme
  - Details of staff to be delivering the work including relevant experience (e.g. CV)
  - Completed draft NEC4 Contract supplied
  - Current insurance certificates for Employer Liability, Professional Indemnity and Public Liability.
  - Health & Safety information and RAMS
- ii. The draft NEC4 template provided requires you to fill out: The *Consultant's* insurance details, the *Consultant's* Contract Data, the *Consultant's* Offer, the Price List, and to sign the contract as a formal offer.
- iii. A detailed breakdown in the Price List of the NEC4 Contract allows for partial project invoices, against the specified item costs, if required.
- iv. You are expected to supply all required information or clearly state the reason for being unable to do so. Any return supplied must make it clear if any part of the Contractor's offer does not comply with the Contract Data or the Works Information provided.
- v. In submitting a quotation, you are stating you are suitably qualified and experienced in work of this nature. If your tender is successful and the contract awarded, you are required to provide:
  - Risk Assessments for any site visits planned and work undertaken.
  - Details of proposed sub-contractors and current insurances (if applicable)
- vi. Any assumptions used in preparing responses should be clearly stated. Any appropriate supporting documents e.g. programmes, plans, company brochures, organisation charts should be included with the tender submission.

### B) Tender Assessments: Evaluation and Process

- i. A set of evaluation criteria has been prepared by WRT for the evaluation of every submission. Within each stage an initial evaluation will consider whether or not every requirement contained within the ITT has been fulfilled. The evaluation criteria will be based on price (40%) and quality (60%) with quality being assessed on ability to meet the requirements (25%), delivery/timescales (25%) and staffing arrangement (10%).



- ii. All operations must strictly comply with all relevant Health and Safety, legal requirements and British & European codes of Best Practice.
- iii. If you have any queries, please do not hesitate to contact WRT.

### **C) Confidentiality**

- i. All information supplied by WRT in this tender to date, and any further information supplied during the tender process, is confidential and must not be shared with any other organisations unless WRT agree permission in writing. The confidentiality extends to all recipients of this information.
- ii. This competitive invitation to tender process has been performed anonymously. Prospective contractor / invitee details will not be shared with other contractors by WRT. Any sensitive information shared with WRT as part of your response shall remain so between WRT and the prospective contractor. All enquiries for further information will be summarised anonymously and answered to all parties.

### **D) Finance**

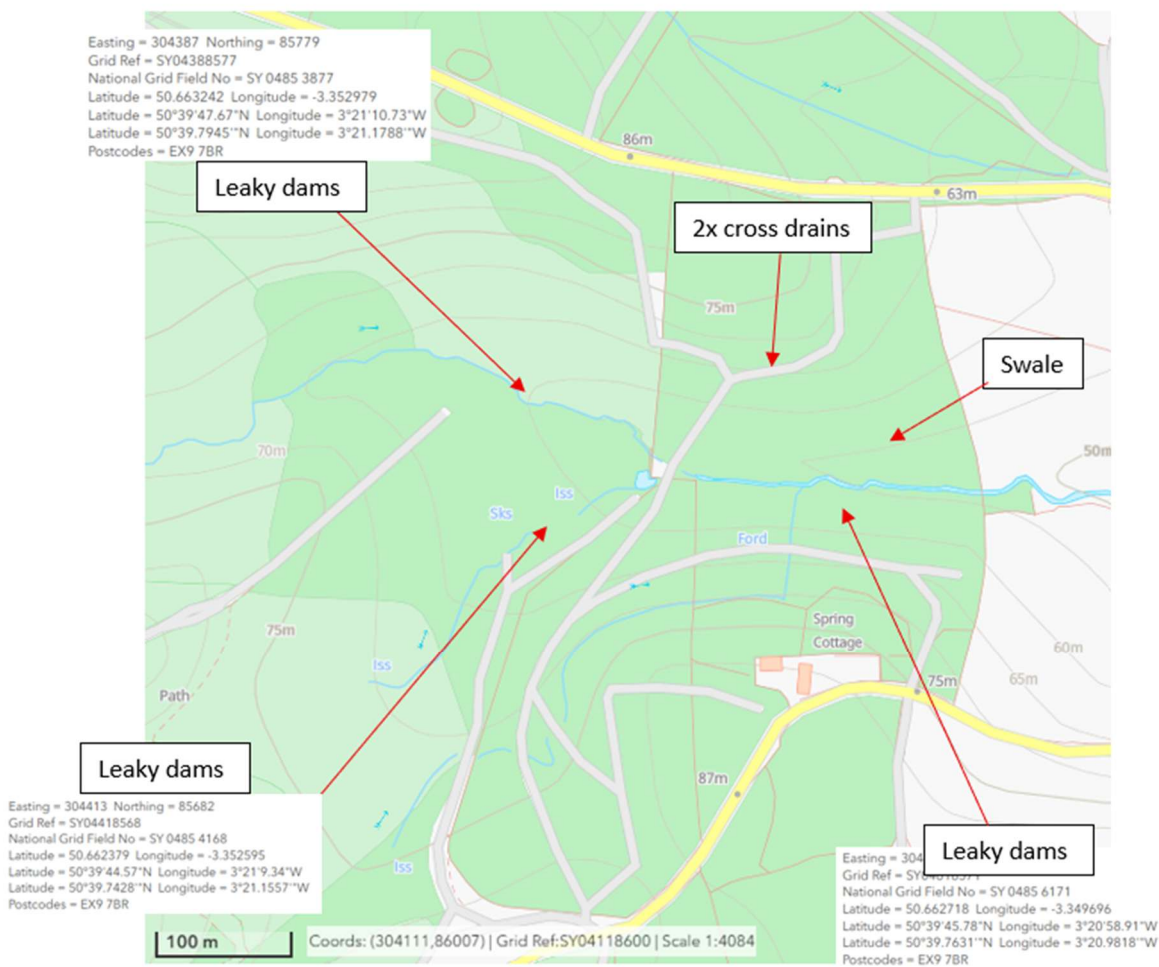
- i. This project is financed under the Climate Resilient Otter Catchment - CROC.
- ii. Funding for this contract is sponsored by the Environment Agency.
- iii. Invoicing terms are detailed in the NEC4 contract.
- iv. When invoicing, the invoice must clearly state the awarded NEC4 contract.

### **E) ITT Acceptance**

- v. To simplify exchange of information regarding this Invitation to Tender (ITT) please nominate one point of contact with relevant telephone number/s and email address.
- vi. Please direct any questions regarding this ITT content or process to the Westcountry Rivers Trust Project Officer. All questions should be submitted to the Project Officer named above.
- vii. Please make sure any questions are submitted in good time for answers to be collated and distributed. A deadline may be in place for any queries to facilitate the fair tendering process for all respondents but should be no later than 1 week prior to submission deadline.
- viii. Where there is a valid reason, WRT reserve the right not to accept your submission, or any other quotations received. WRT are not liable for any cost you may incur in the preparation of your quotation.
- ix. If you have any queries, please do not hesitate to contact WRT and we look forward to receiving your response.

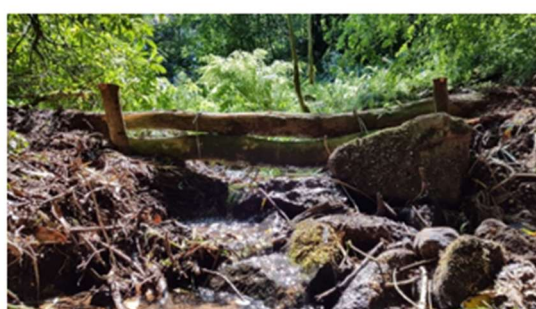
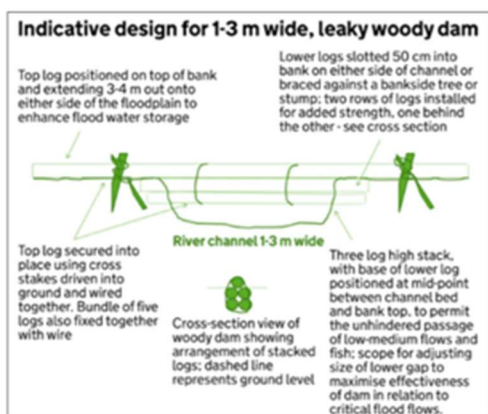
## 5. For Reference

### Appendix A: Concept Plan





## Examples of leaky woody dam designs:



## Swale

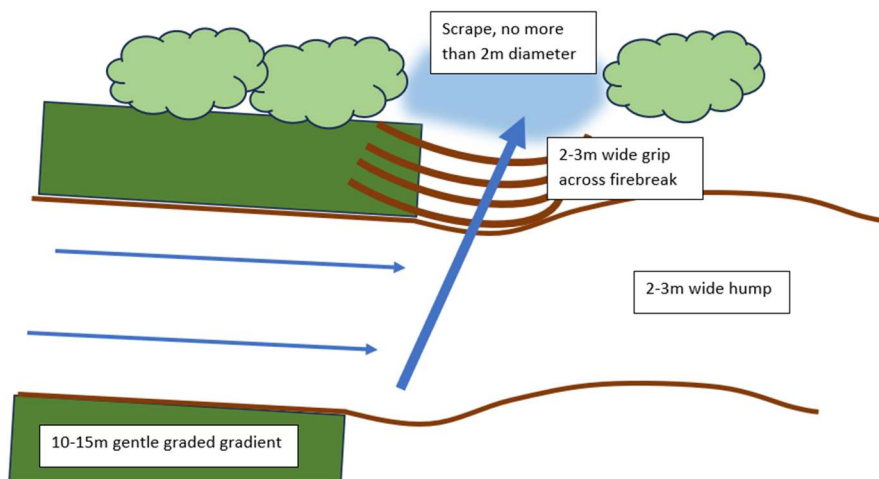
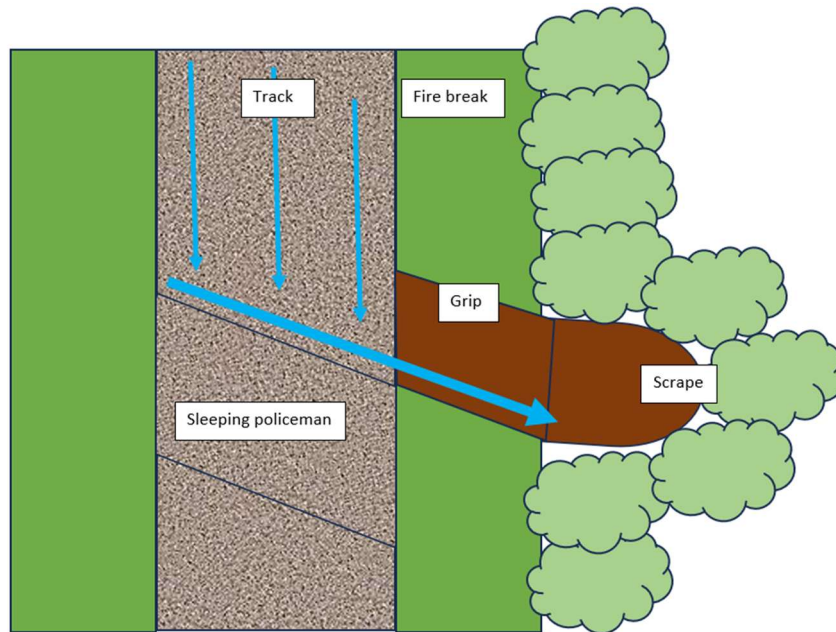
The size, design and construction techniques for swales are site specific. Works will be carried out by a trusted contractor. General design principles are:

- construct a channel along a contour or on a slope gradient of no more than 2 degrees
- mark the layout of the swale on the ground
- excavate the swale bed to a depth of 750 millimetres (mm)
- stockpile the topsoil separately to use on the bed and side slopes of the swale
- construct the side slopes with a gradient of no more than 1 in 3
- excavate a further 150mm to 250mm and place the topsoil on the bed

## Cross Drains

- Tracks vary in width dependent on location.
- The sleeping policeman should be created from 10-15m of very gently sloping material. The 'hump' should be a 2-3m wide and diagonally angled with the slope of the track to divert water. A gentle gradient should be made for the hump as rangers, forestry, MOD and the general public use the tracks. Humps should not be thin and angular as we do not wish to encourage mountain bike jumps.
- Tracks are, in most cases, accompanied each side by a flailed width of grass, heather or gorse before thicker gorse or heather. This is a managed fire break system which should have a 2-3m wide grip cut through, upslope of the hump, and incorporated into works.
- A small scape (no more than 2m), for water to run in to and settle/infiltrate, can be cut into the gorse/heather but cut material should not be mounded at one end as water should be

able to flow into heath land. Do not scrape large areas of heather as this is heathland habitat.



**Appendix B:** Site photos

Site 1: meander exiting SSSI (before track). Potential to dam and fill meander at peak flows



Tree hinging potential along channel





Site 1: Flow from common



Site 2:



Site 3 channel, below plantation woodland

