Project Brief:

Invasive Species on the Wandle

Supported by the National Lottery through the Heritage Lottery Fund

Introduction

The Wandle Trust is part of the South East Rivers Trust (SERT) and as such, is an environmental charity dedicated to maintaining and restoring the health of rivers and their catchments across the South East of England. On the River Wandle in South London, where SERT had its origins, the Trust is still known as the Wandle Trust. SERT is a member of the Rivers Trust and is part of the rivers trust movement, which is described as having “wet feet” because it concentrates on practical improvement, underpinned by good science and best practice, throughout river catchments. Engaging and involving local communities is seen as particularly important, not just to assist with delivery and provide an understanding of the value of a healthy river but also to foster ownership amongst the river to underpin its long-term stewardship.

The Wandle Trust is looking for a contractor to deliver the final stages of the “Invasive Non-Native Species (INNS) on the Wandle” project. The project is funded by the Heritage Lottery Fund as part of the Living Wandle Landscape Partnership Scheme (LWLPS), a programme which involves the local community in the understanding, restoration and enhancement of the River Wandle landscape. The project will work with trained volunteers from the local community to monitor aquatic invasive non-native plants on the river and undertake physical control actions as laid out in the Wandle Invasive Species Action Plan. The contractor will also continue the project’s past work with landowners on the Wandle, engaging local councils, businesses and private landowners with INNS on their land, promoting the coordinated approach to INNS control on the Wandle.

Project Tasks

Wandle Trust Project Management

The Project Director will be Dr Bella Davies, Trust Director of the Wandle Trust. The Project Manager who will oversee delivery of the project and will be the contact for all queries is Polly Bryant. The contractor will be required to: set up an agreed task and timeline with the Project Manager, keeping this updated regularly; manage all enquiries and day-to-day volunteer activity; and provide the Project Manager at the Wandle Trust with weekly progress updates as agreed.

Coordinating the Wandle Trust River Rangers and INNS surveys on the Wandle

- A team of 30 volunteers have been trained to identify key INNS found on the Wandle: Japanese knotweed, giant hogweed, floating pennywort, Himalayan balsam and parrots feather.
- The contractor will plan, organise and lead INNS surveys on the Wandle through 2017 with the trained River Rangers; ensuring all the data necessary to monitor the delivery of the Wandle Invasive Species Action Plan is gathered.
• The contractor will be responsible for the ongoing training of the River Rangers and the training of any new volunteers that become interested in the project.
• The contractor will work closely with the Project Manager to ensure all the data from the surveys is available in the format accessible to all partners and feeds into the Wandle Invasive Species Action Plan.

**Management and further training of the Wandle “Hit Squad”**

• The contractor will oversee the work of the Wandle Trust’s Hit Squad, a team of four volunteers trained in the use of pesticide for the control of INNS
• The contractor will work with the Hit Squad to build their confidence in the field while delivering agreed actions from the Wandle Invasive Species Action Plan (outlined below).
• The contractor will help to organise training of new volunteers who have expressed an interest in joining the Hit Squad.

**To coordinate the delivery of the River Wandle Invasive Non-Native Species Action Plan with Wandle Valley partners**

• This will be delivered working closely with the Project Manager and other partners on the Wandle such as local councils, the National Trust and other key landowners
• The contractor will liaise with stakeholders along the Wandle to encourage management actions on key INNS including Japanese knotweed, giant hogweed, floating pennywort, Himalayan balsam and parrots feather.

**Outline of Wandle Invasive Species Action Plan Actions**

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<th>Month</th>
<th>Activities</th>
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| April 2017| ✓ Attend the first River Ranger meeting for 2017  
✓ Organise and run the River Ranger Spring survey on the Wandle  
✓ Undertake giant hogweed control along the Wandle with the Hit Squad  
✓ Undertake floating pennywort control along the Wandle with the Hit Squad  
✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
✓ Engage with private landowners with INNS on their land  
✓ Provide a summary of activity to Project Manager |
| May 2017  | ✓ Implement Himalayan balsam and Parrots feather control, particularly Beddington Park and Richmond Green, working with Hit Squad and wider Wandle Trust volunteers  
✓ Undertake floating pennywort control along the Wandle with the Hit Squad  
✓ Maintain a watching brief for giant hogweed and parrots feather, implementing immediate action when found  
✓ Engage with private landowners with INNS on their land  
✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
✓ Provide a summary of activity to Project Manager |
| June 2017 | ✓ Continued Himalayan balsam control working with Hit Squad and wider Wandle Trust volunteers  
✓ Undertake Japanese knotweed control with the Hit Squad  
✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required |
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| July 2017        | ✓ Maintain a watching brief for giant hogweed and parrots feather, implementing immediate action when found  
|                  | ✓ Provide a summary of activity to Project Manager and feed into HLF reporting.  
|                  | ✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
|                  | ✓ Provide a summary of activity to Project Manager  
| August 2017      | ✓ Continued Himalayan balsam control working with Hit Squad and wider Wandle Trust volunteers  
|                  | ✓ Undertake Japanese knotweed control with the Hit Squad  
|                  | ✓ Organise a Himalayan balsam survey with River Rangers  
|                  | ✓ Maintain a watching brief for giant hogweed and parrots feather, implementing immediate action when found  
|                  | ✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
|                  | ✓ Provide a summary of activity to Project Manager  
| September 2017   | ✓ Continued Himalayan balsam control working with Hit Squad and wider Wandle Trust volunteers  
|                  | ✓ Maintain a watching brief for parrots feather, implementing immediate action when found  
|                  | ✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
|                  | ✓ Provide a summary of activity to Project Manager  
|                  | ✓ Undertake Japanese knotweed control with the Hit Squad  
|                  | ✓ Organise and run the River Ranger Autumn survey  
|                  | ✓ Provide support and advice/training to local councils and their contractors on INNS control on the Wandle if required  
|                  | ✓ Provide a summary of activity to Project Manager and feed into HLF reporting.  
|                  | ✓ Prepare a project handover to the Project Manager  

**Reporting**

- The contractor will ensure the Project Manager is aware of what work is being delivered each week with the volunteers, and provide a summary report after each event including herbicide records and other management actions.
- The contractor will ensure volunteer time is recorded and captured for the Project Manager.
- The contractor will need to contribute to reports to the Project Manager which will form part of the progress provided for the LWLPS team and the Heritage Lottery Fund. This will include updates on progress and expenditure of the project. The Wandle Trust Project Manager will be able to assist in this process and will maintain control on the project budget.

**Person Specification**

1. Knowledge and demonstrable experience of INNS issues on the River Wandle and best practice control methods.

2. Demonstrable understanding of ecology and nature conservation, particularly urban and suburban environments and aquatic systems.

4. Demonstrable experience of land management and INNS control in the field.

5. Experience of the successful co-ordination of volunteers including delivering practical training sessions.

6. Understanding of the policy and legislation pertaining to freshwater ecosystems and invasive species.

7. Possession of a Certificate of Competence in Safe Use of Pesticides, most commonly a City & Guilds / NPTC for the following tickets: PA1, PA6A, PA6AW and PA6INJ; and comprehensive experience of using these techniques in the field on the control of INNS.

8. A full driving licence and access to your own transport.

Timetable

The position will start as soon as possible in April and will run through to the end of September 2017.

Information that needs to be included in the quote

Applications and quotes to deliver the project should be emailed to Polly Bryant at jobs@southeastriverstrust.org by 5pm on Friday 24th March 2017. Information that should be included is as follows:

- A cost breakdown to deliver the actions outlined above (estimated number of days, day rate and other expenses)
- A brief outline of similar work that the contractor has undertaken in the past;
- Why you/your company are suitable to deliver this work and why should we contract you?
- Any assumptions that have been made in preparing the quote; and
- Additional observations and comments.

For queries about the position, please email Dr Bella Davies at INNS@southeastrivertrust.org.

Sustainability

The Wandle Trust/SERT is an environmental charity and so sustainability is important to its ethos. As a contractor, the Trust requests that you minimise use of fossil fuels for the project, travelling by public transport or bicycle, and printing on recycled paper using vegetable inks wherever possible.

Payment
Payment will be made on receipt of invoice monthly in arrears, or less frequently as agreed. Invoices should include a breakdown of the tasks delivered and any additional expenses occurred with approval from the Project Manager.