Carbon Footprint Calculator Project – Sustainable Tourism Project

Invitation to Tender

Project Overview

Bude Climate Partnership (BCP) is a collaboration between 13 local environmental and community organisations that have come together to deliver the project 'Resilient Bude'.

Funded by the National Lottery Climate Action Fund for five years to 31 December 2027, the programme of projects is designed to help residents and businesses in the Bude Community Network Area prepare for and protect themselves and our surroundings against the vast uncertainties that lie ahead because of climate change.

The six projects encompass: sustainable tourism; energy efficiency; a community jury on climate change and sea level rise; a community growing project; a library of things; and community storytelling. Read more about the projects at https://www.budeclimate.org/our-projects.

Our Sustainable Tourism project – The Bude Way - brings together businesses, the community and visitors to collaborate in building resilience and reducing emissions in the visitor economy. Tourism supports 73% of local businesses and 40% of our jobs, while generating around 50% of our community's carbon footprint. These factors and our geographical isolation, far from the extent of public services enjoyed in other parts of Cornwall and the UK, make our local economy highly vulnerable to climate change.

Carbon Calculator Purpose & Scope

The main objective is to assist businesses in reducing their carbon footprint by up to 50% over the course of the four-year project. The web-based Calculator will be the benchmark for how we capture business data per year and track their anticipated carbon footprint reduction.

The Sustainable Tourism Project has exemplar businesses through to those starting out;
- *10 exemplar climate champion businesses onboard who mentor climate pioneers (50) and cascade knowledge to climate starters (50) across five sectors.*
- *50 pioneer businesses onboard who will be encouraged to commit to reducing their carbon footprint by up to 50% over the course of the project.*
- *50 starter businesses will be coached on a path to 50% carbon footprint reduction.*

It is envisaged that the calculator will take the form of a series of questions that will collect data across five sectors within the tourism project (accommodation, activity provider, food outlet, food producer, non-food retailer) and will be available to any business that wants to join The Bude Way.

Requirements & Deliverables

User-friendly – We are seeking a developer for a web-based calculator that can be accessed via the business portal in the VisitBude website, which is currently being redesigned.

Data input via the calculator should be saved automatically, and accessible by business so that they can return if they cannot complete it in one sitting. The questionnaire should be visually interesting and offer emission reduction suggestions throughout to make it an interactive experience.

Integration – Seamless data collection to allow for reporting and results to be easily accessible. The calculator should have an admin dashboard that can be viewed and analysed by the project staff. For example, to pull reports, business type averages, yearly comparisons, set benchmarks, highlight excelling businesses, or flag businesses that require additional help.

Accuracy – Carbon footprints will be calculated from user input as applied to the logic currently contained within an in-house Excel spreadsheet that incorporates the recognised scope categories of measuring a business's carbon footprint (scope 1, scope 2, scope 3). Scope values are likely to change annually; the system will need to maintain the accuracy of a businesses' carbon reduction against the updated scope calculations and the initial base calculation and be able to display progress against both in graphical form.

Data Security – The system will need to ensure that user data is protected with all appropriate data privacy and security measures in place. Your approach to the security of data and compliance with GDPR. It is envisaged that each business will have an interveinal login and password to access their data.

Maintenance and updates – Ongoing support and maintenance for the duration of the project's lifetime (four years to December 2027), including any hosting charges that may apply.

Shareable - The calculator should be shareable with other sustainable tourism projects so that they can use it within their networks.

Budget

The calculator budget is £20,000 inclusive of VAT over four years (2024 – 2027). We would also welcome ideas to encourage business take-up and sharing of the calculator over the next 4 years and there is a further £10,000 (inc VAT) for this additional project deliverable.
This budget includes all expenses: developing the app, maintaining and hosting it on a monthly basis for the duration of the project, with the provision for updates and the optional deliverable to drive business engagement.

Application Process

Please contact millie@visitbude.info for a copy of the carbon calculator spec alongside the in-house excel document on which the calculator should be based.

Please submit a proposal consisting of an overview of your methodology and a timeline that outlines how you would build and incorporate the calculator in the VisitBude website. As a minimum, the following elements should be included:

- A detailed plan that outlines how an online calculator could be built and maintained.

- A timeline of building the calculator.
- A cost breakdown for the project.
- An optional proposal for business engagement (if you can deliver this also).
- Example of previous work and references from previous clients or partners.

Proposals should be emailed to millie@visitbude.info by midnight on 29th January 2024. Shortlisted applicants will be invited to an interview during the week beginning 19th February 2024.