



# Professional Service Contract

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## Contract Data Forms

June 2017

(with amendments January 2019)

**Contract Execution**

This agreement is made between the *Client*, the *Consultant* and the Named Suppliers.

Terms in this agreement have the meanings given to them in the contract between the Environment Agency and Turner & Townsend Project Management Ltd for Project Support Services for Pevensey Bay to Eastbourne Coastal Management Strategy (the *service*).

The Consultant offers to Provide the Services in accordance with these conditions of contract for an amount to be determined in accordance with these conditions of contract.

The Consultant was appointed to the framework and executed the framework agreement (with reference number RM6165, Lot 1).

**Executed under hand . . . . .**

by 



Environment Agency . . . . . (*Client*)

Teville Gate House

Worthing

West Sussex

BN11 1TY

Turner & Townsend Project Management Limited (*Consultant*)

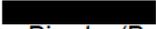
Dated 24<sup>th</sup> June 2025

 (Name)

Project Director (Position)

  
(Signature)

Turn er & Townsend Project Management Limited (*Consultant*)

 (Name)  
Director (Position)



(Signature)

# Contract Data

## PART ONE – DATA PROVIDED BY THE CLIENT

Completion of the data in full, according to the Options chosen, is essential to create a complete contract.

### 1 General

The *conditions of contract* are the core clauses and the clauses for the following main Option, the Option for resolving and avoiding disputes and secondary Options of the NEC4 Professional Service Contract June 2017 (with amendments January 2019)

Main Option  Option for resolving and avoiding disputes

Secondary Options

The *service* is

The *Client* is

Name

Address for communications

Address for electronic communications

The *Service Manager* is

Name

Address for communications Environment Agency  
Teville Gate House  
Worthing  
West Sussex  
BN11 1TY

Address for electronic communications

The Scope is in PevEb PSC scope Project Support  
Services V1.0 FINAL.docx

The *language of the contract* is English

The *law of the contract* is the law of England and Wales, subject to the  
jurisdiction of the courts of England and  
Wales

The *period for reply* is 2 weeks except that

• The *period for reply* for n/a is n/a

• The *period for reply* for n/a is n/a

The *period for retention* is 6 year(s) following Completion or earlier termination

The following matters will be included in the Early Warning Register

NIL

Early warning meetings are to be held at intervals no longer than 2 weeks

## 2 The *Consultant's* main responsibilities

If the *Client* has identified work which is set to meet a stated *condition* by a *key date*

The *key dates* and *conditions* to be met are

	<i>condition</i> to be met	<i>key date</i>
(1)	<span style="border: 1px solid black; padding: 2px;">NIL</span>	<span style="border: 1px solid black; padding: 2px;">NIL</span>
(2)	<span style="border: 1px solid black; padding: 2px;">NIL</span>	<span style="border: 1px solid black; padding: 2px;">NIL</span>
(3)	<span style="border: 1px solid black; padding: 2px;">NIL</span>	<span style="border: 1px solid black; padding: 2px;">NIL</span>

If Option A is used The *Consultant* prepares forecasts of the total *expenses* at intervals no longer than 4 weeks

If Option C or E is used The *Consultant* prepares forecasts of the total Defined Cost plus Fee and *expenses* at intervals no longer than 4 weeks

### 3 Time

The *starting date* is

02/06/2025

The *Client* provides access to the following persons, places and things

access	access date
(1) Teville Gate House	02/06/2025
(2) Fastdraft	02/06/2025
(3) Asite	02/06/2025

The *Consultant* submits revised programmes at intervals no longer than

If the *Client* has decided the *completion date* for the whole of the *service*

The *completion date* for the whole of the *service* is

If no programme is identified in part two of the Contract Data

The period after the Contract Date within which the *Consultant* is to submit a first programme for acceptance is

#### 4 Quality management

The period after the Contract Date within which the *Consultant* is to submit a quality policy statement and quality plan is

The period between Completion of the whole of the *service* and the *defects date* is

#### 5 Payment

The *currency of the contract* is the

The *assessment interval* is

If the *Client* states any *expenses*

The *expenses* stated by the *Client* are

item	amount
NIL	NIL
NIL	NIL

The *interest rate* is  % per annum (not less than 2) above the  rate of the  bank

If the period in which payments are made is not three weeks and Y(UK)2 is not used

The period within which payments are made is

If Option C or E is used and the *Client* states any locations

The locations for which the *Consultant* provides a charge for the cost of support people and office overhead are

If Option C is used ~~The Consultant's share percentages and the share ranges are~~

share range		Consultant's share percentage
less than	80 %	0 — below this threshold any further savings are allocated 100% to the Client %
from	80 % to 120 %	50 %
from	- % to - %	- %
greater than	120 %	0 %

If Option C or E is used

The exchange rates are those published in

on  (date)

## 6 Compensation events

If there are additional

These are additional compensation events

## 8 Liabilities and insurance

If there are additional  
Client's liabilities

These are additional Client's liabilities

(1)

(2)

(3)

The minimum amount of cover and the periods for which the Consultant maintains insurance are

EVENT	MINIMUM AMOUNT OF COVER	PERIOD FOLLOWING COMPLETION OF THE WHOLE OF THE SERVICE OR TERMINATION
The Consultant's failure to use the skill and care normally used by professionals providing services similar to the service	<input type="text" value="£5 million"/> in respect of each claim, without limit to the number of claims	6 years following Completion of the whole works or earlier termination
Loss of or damage to property and liability for bodily injury to or death of a person (not an employee of the Consultant) arising from or in connection with the Consultant Providing the Service	<input type="text" value="Whichever is greater of £5 million or the amount required by law"/> in respect of each event, without limit to the number of events	12 months
Death of or bodily injury to employees of the Consultant arising out of and in the course of their employment in connection with the contract	<input type="text" value="Whichever is greater of £5 million or the amount required by law"/> in respect of each event, without limit to the number of events	For the period required by law

The Consultant provides these additional insurances

(1) Insurance against	n/a
Minimum amount of cover is	n/a
The deductibles are	n/a
(2) Insurance against	n/a
Minimum amount of cover is	n/a
The deductibles are	n/a
(3) Insurance against	n/a
Minimum amount of cover is	n/a
The deductibles are	n/a

The *Consultant's* total liability to the *Client* for all matters arising under or in connection with the contract, other than the excluded matters is limited to £5 million

## Resolving and avoiding disputes

The *tribunal* is

If the *tribunal* is arbitration The *arbitration procedure* is

The place where arbitration is to be held is

The person or organisation who will choose an arbitrator if the Parties cannot agree a choice or if the *arbitration procedure* does not state who selects an arbitrator is

The *Senior Representatives of the Client* are

Name (1)

Address for communications

Address for electronic communications

Name (2)

Address for communications

Address for electronic communications

The *Adjudicator* is

Name

Address for communications

Address for electronic communications

The *Adjudicator nominating body* is

**X2: Changes in the law**

If Option X2 is used The *law of the project* is

**X5: Sectional Completion**

If Option X5 is used The *completion date* for each section of the *service* is

<i>section</i>	<i>description</i>	<i>completion date</i>
(1)	<input type="text" value="-"/>	<input type="text" value="-"/>
(2)	<input type="text" value="-"/>	<input type="text" value="-"/>
(3)	<input type="text" value="-"/>	<input type="text" value="-"/>
(4)	<input type="text" value="-"/>	<input type="text" value="-"/>

**X7: Delay damages**

If Option X7 is used without Option X5 Delay damages for Completion of the whole of the *service* are  per day

If Option X7 is used with Option X5 Delay damages for each *section* of the *service* are

<i>section</i>	<i>description</i>	<i>amount per day</i>
(1)	<input type="text" value="-"/>	<input type="text" value="-"/>
(2)	<input type="text" value="-"/>	<input type="text" value="-"/>
(3)	<input type="text" value="-"/>	<input type="text" value="-"/>
(4)	<input type="text" value="-"/>	<input type="text" value="-"/>
The delay damages for the remainder of the <i>service</i> are		<input type="text" value="-"/>

**X8: Undertakings to Others**

If Option X8 is used The *undertakings to Others* are provided to

**X9: Transfer of Intellectual Property Rights****X10: Information modelling**

If Option X10 is used

If no *information execution plan* is identified in part two of the Contract Data The period after the Contract Date within which the *Consultant* is to submit a first Information Execution Plan for acceptance is

**X11: Termination by the Client****X13: Performance bond**

If Option X13 is used The amount of the performance bond is

**X18: Limitation of liability**

If Option X18 is used The *Consultant's* liability to the *Client* for indirect or consequential loss is limited to

The *Consultant's* liability to the *Client* for Defects that are not found until after the *defects date* is limited to

The *end of liability date* is  years after the Completion of the whole of the *service*

**X20: Key Performance Indicators (not used with Option X12)**

If Option X20 is used The *incentive schedule* for Key Performance Indicators is in

A report of performance against each Key Performance Indicator is provided at intervals of  months

**Y(UK)1: Project Bank Account**

~~Charges made and interest~~ The ~~Consultant~~ **is / is not** to pay any charges made and to be paid any interest paid by ~~the~~ ~~paid by the project bank~~ ~~project bank~~ (Delete as applicable)

**Y(UK)2: The Housing Grants, Construction and Regeneration Act 1996**

If Option Y(UK)2 is used and the final date for payment is not fourteen days after the date on which payment becomes due The period for payment is  days after the date on which payment becomes due

**Y(UK)3: The Contracts (Rights of Third Parties) Act 1999**

If Option Y(UK)3 is used	term	beneficiary
	No Terms Under This Contract	No Beneficiaries Under This Contract
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

If Y(UK)3 is used with	term	beneficiary
Y(UK)1 the following entry is added to the table for Y(UK)3	The provisions of Options Y(UK)1	Named Suppliers

## Z: Additional conditions of contract

If Option Z is used

The *additional conditions of contract* are

### Z1 Disputes:

Option W2 subclause W2.1(4) is deleted. The Parties agree that adjudication under Clause option W2 should only commence if the dispute resolution procedure has been exhausted and that the dispute resolution procedure in the Scope, takes precedence over Option W2.

### Z2 Prevention

The text of clause 18 Prevention is deleted.

Delete the text of clause 60.1(12) and replace with:

The service is affected by any of the following events

- War, civil war, rebellion, revolution, insurrection, military or usurped power;
- Strikes, riots and civil commotion not confined to the employees of the *Consultant* and sub consultants,
- Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel,
- Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device,
- Natural disaster,
- Fire and explosion,
- Impact by aircraft or other aerial device or thing dropped from them.

### Z3 Disallowed Costs

In second bullet of 11.2 (18) add:

(including compensation events with the Subcontractor, i.e. payment for work that should not have been undertaken).

Add the following additional bullets after 'and the cost of ' :

- Mistakes or delays caused by the *Consultant's* failure to follow standards in Scopes/quality plans.
- Reorganisation of the *Consultant's* project team.
- Additional costs or delays incurred due to *Consultant's* failure to comply with published and known guidance or document formats.
- Exceeding the Scope without prior instruction that leads to abortive cost
- Re-working of documents due to inadequate QA prior to submission, i.e. grammatical, factual arithmetical or design errors.
- Production or preparation of self-promotional material.
- Excessive charges for project management time on a commission for secondments or full time appointments (greater than 5% of commission value)
- Any hours exceeding 8 per day unless with prior written agreement of the *Service Manager*
- Any hours for travel beyond the location of the nearest consultant office to the project unless previously agreed with the *Service Manager*
- Attendance of additional individuals to meetings/ workshops etc who have not been previously invited by the *Service Manager*
- Costs associated with the attendance at additional meetings after programmed Completion, if delay is due to *Consultant* performance.
- Costs associated with rectifications that are due to *Consultant* error or omission.
- Costs associated with the identification of opportunities to improve our processes and procedures for project delivery through the *Consultant's* involvement
- Was incurred due to a breach of safety requirements, or due additional work to comply with safety requirements

### Z8 Requirement for Invoice

Insert the following sentence at the end of clause 51.1:

The Party to which payment is due submits an invoice to the other Party for the amount to be paid within one week of the *Service Manager's* certificate.

Delete existing clause 51.2 and insert the following:

51.2 Each certified payment is made by the later of

- one week after the paying Party receives an invoice from the other Party and
- three weeks after the assessment date, or, if a different period is stated in the Contract Data, within the period stated.

If a certified payment is late, or if a payment is late because the *Service Manager* has not issued a certificate which should be issued, interest is paid on the late payment. Interest is assessed from the date by which the late payment should have been made until the date when the late payment is made, and is included in the first assessment after the late payment is made.

### Z9 Conflict of Interest

The *Consultant* immediately notifies the *Client* of any circumstances giving rise to or potentially giving rise to conflicts of interest relating to the *Consultant* (including without limitation its reputation and standing) and/or the *Client* of which it is aware or which it anticipates may justify the *Client* taking action to protect its interests. Should the Parties be unable to remove the conflict of interest to the satisfaction of the *Client*, the *Client*, in its sole discretion, may terminate this Contract.

### Z12 Waiver

No waiver shall be effective unless it is expressly stated to be a waiver and communicated to the other Party by the *Service Manager* in writing in accordance with the Contract, and with express reference to Clause Z12. The failure of either party to

insist upon strict performance of the Contract, or any failure or delay in exercising any right or remedy shall not constitute a waiver or diminution of the obligations established by the Contract.

**Z 130 Rate adjustment**

Z130.1 The Defined Cost for People Rates shall be increased by the same proportion and on the same date as the appropriate *Framework Prices*.

Z130.2 (Option C ONLY) The Prices are adjusted for the outstanding portion of the Prices for the amendment to rates in Z130.1.

**Z 131 Change to the Schedule of Cost Components**

Add clause 11.2(19) The People Rates are the *people rates* unless later changed in accordance with the contract and provided that at all times and under any circumstance howsoever arising the People Rates do not exceed the equivalent and directly comparable Framework Price as set out in Crown Commercial Services (CCS) Construction Professional Services Framework RM6165.

In the Schedule of Cost Components delete the section titled **People** and replace with:

**People**

1 The following components of the cost of people.

11 Amounts calculated by multiplying each of the People Rates by the total time appropriate to that rate properly spent on work on the contract.

**PART TWO – DATA PROVIDED BY THE CONSULTANT**

Completion of the data in full, according to the Options chosen, is essential to create a complete contract.

**1 General**

The *Consultant* is

Name	Turner & Townsend Project Management Limited
Address for communications	Low Hall Calverley Road Horsforth Leeds LS18 4GH
Address for electronic communications	[REDACTED]

The *fee percentage* is  %

The *key persons* are

name	service
[REDACTED]	Planning and Schedule Manager
[REDACTED]	Risk Manager
[REDACTED]	Data Information Manager
[REDACTED]	Cost Manager
[REDACTED]	Consultant Project Manager
[REDACTED]	Assistant

The following matters will be included in the Early Warning Register

Increase in Employers NI contribution – April 2025 to be applied to the rates stated in Contract Data via Compensation Event. As per tender clarification the rates provided were exclusive of the Employers NI uplift that was confirmed in FHU 360

The forecast of the prices is based upon the time requirements specified in the tender documents and commercial return. The exact level of input requirement is to be agreed with each project upon commencement

## 2 The Consultant's main responsibilities

If the *Consultant* is to provide Scope

The Scope provided by the *Consultant* is in

N/A

## 5 Payment

If the *Consultant* states expenses

The *expenses* stated by the *Consultant* are any

item	amount
Travel	£2,107.20

If Option A or C is used

The *activity schedule* is

N/A

If Option E is used

The forecast of the prices is

£95,483.04

## Resolving and avoiding disputes

The *Senior Representatives* of the *Consultant* are

Name (1)

[REDACTED]

Address for communications

One New Change  
London  
EC4M 9AF

Address for electronic communications

[REDACTED]

Name (2)

[REDACTED]

Address for communications

Low Hall  
Low Hall Road  
Horsforth  
Leeds  
LS18 4GH

Address for electronic communications

[REDACTED]

**X10: Information modelling**

If Option X10 is used

If an *information execution plan* is to be identified in the Contract Data

████████████████████  
 ████████████████████

██

**Y(UK)1: Project Bank Account**

If Option Y(UK)1 is used

The *project bank* is

N/A

*named suppliers* are

N/A

**Data for the Schedule of Cost Components (used only with Options C or E)**

The *overhead percentages* for the cost of support people and office overhead are

location	overhead percentage	
████████████████████	████████████████████	%
████████████████████	████████████████████	%
████████████████████	████████████████████	%

**Data for the Short Schedule of Cost Components (used only with Option A)**

The *people rates* are

category of person	unit	rate
████████████████████	████████████████████	████████████████████
████████████████████	████████████████████	████████████████████
████████████████████	████████████████████	████████████████████
████████████████████	████████████████████	████████████████████

**Data for the Schedule of Cost Components (used only with Options C and E)**

The *people rates* are

category of person	unit	rate
████████████████████ ████████████████████ ████████████████████ ████████████████████ ████████████████████	████████████████████	████████████████████
████████████████████ ████████████████████ ████████████████████ ████████████████████	████████████████████	████████████████████

[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]