



Department
for Environment
Food & Rural Affairs



Unex House, Bourges
Boulevard, Peterborough,
PE1 1NG

Tel: 0208 [REDACTED]
Email: [REDACTED]@Defra.Gov.uk

RSK ADAS Limited
Spring Lodge
Helsby
Cheshire
WA6 0AR

11th October 2021

COMMERCIAL IN CONFIDENCE

Farm and Land Management Advice Framework (contract ecm_62569)

Farm and Land Management Advice Framework Theme:	Theme 1 – Water Quality and Protection including Water Framework Directive
Mini-Contract Title:	Lot 3: East Midlands Catchment Sensitive Farming: One-to-one Advice Programme
Mini-Contract Reference:	FaLMA/CSFEM004

IT IS AGREED as follows:

As per the mini-tender Request for Quotation, the delivery of Catchment Sensitive Farming in the West Midlands Lot 4, will commence on 11th October 2021. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source (RDPE or GiA)	No. of Units	Unit Cost (£s exc VAT)	Total Cost (£s exc VAT)
WQ1/B: Nutrient Management Plan	11/03/2022	GiA	1	[REDACTED]	[REDACTED]
WQ1/C: Farm Infrastructure Audits	11/03/2022	GiA	11	[REDACTED]	[REDACTED]
WQ1/D: Slurry/Manure/Silage Handling & Storage	11/03/2022	GiA	19	[REDACTED]	[REDACTED]
WQ1/H: Soil Husbandry	11/03/2022	GiA	3	[REDACTED]	[REDACTED]
WQ1/J: Pesticide Filling/ Wash-down Facilities & Biobed/Biofilter Design	11/03/2022	GiA	6	[REDACTED]	[REDACTED]

WQ1/L: Water Holding Structure Design & Management Advice	11/03/2022	GiA	4	■	■
WQ1/U: Assessment and Monitoring of Soil Health	11/03/2022	GiA	8	■	■
WQ1a/M1: Standard Soil Sampling with No Interpretation for Standard Agricultural Soil Analysis	31/01/2022	GiA	2	■	■
WQ1a/M5: Slurry/Manure Sampling & Analysis. Certificate with Interpretation and Recommendations	31/01/2022	GiA	3	■	■
WQ1a/M6: Standard Soil Sampling, Assessment of Soil Biological Activity/Soil Health with No Interpretation, for Agricultural Soil	31/01/2022	GiA	9	■	■
Grand Total					105,190

The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. The mini-tender Request for Quotation dated 16th September 2021.
2. The mini-tender specification issued in support of the Request for Quotation.
3. The mini-tender submission of the Service Provider submitted to Bravo on 29th September 2021.
4. The delivery milestones as set out in Annex A to this Work Order.

If there is any conflict between the documents referred to above or the terms of the Framework Agreement, the conflict shall be resolved in accordance with the following order of precedence:

1. This Work Order (including Annex A).
2. The mini-tender specification issued by Natural England as referred to above.
3. The Framework Agreement.
4. The mini-tender submission of the Service Provider as referred to above.

All other terms and conditions are as per the main framework contract. The final claim should be submitted by **22/04/2022** (within 6 weeks of the mini-contract delivery end date).

The offer comprised in the Award Letter shall be deemed to be accepted by the Contractor on receipt by the Customer of the Contractor's notification of acceptance via Bravo within 7 days of the date of the Award Letter.

Yours sincerely



Category Officer
Defra group Commercial

Annex A: Delivery Milestones

Deadline	Activity
08/10/2021	Inception Meeting to be held. All contact names to be provided by the CSF Team.
11/10/2021	Delivery of one-to-one visits to commence.
30/11/2021	20 one-to-one visits completed and reports sent to farmers.
31/12/2021	30 one-to-one visits completed and reports sent to farmers.
31/01/2022	All soil/manure sampling to be completed.
31/01/2022	45 one-to-one visits completed and reports sent to farmers.
28/02/2022	60 one-to-one visits completed and reports sent to farmers.
11/03/2022	All 64 one-to-one visits completed and reports sent to farmers.
22/04/2022	Final claim submitted.

Schedule 1: PROCESSING, PERSONAL DATA AND DATA SUBJECTS

1. This Schedule shall be completed by the Authority, who may take account of the view of the Contractor, however the final decision as to the content of this Schedule shall be with the Authority at its absolute discretion.
2. The contact details of the Authority Data Protection Officer are:
[REDACTED]@defra.gsi.gov.uk
3. The contact details of the Contractor Data Protection Officer are:
[REDACTED]@adas.co.uk
4. The Contractor shall comply with any further written instructions with respect to processing by the Authority.
5. Any such further instructions shall be incorporated into this Schedule.

Data Processing descriptor	Narrative
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Authority is the Controller and the Contractor is the Processor in accordance with Clause E2.1.
Subject matter of the processing	The processing is needed in order to ensure that the Processor can effectively deliver the services required by the contract to provide.
Duration of the processing	Duration of the contract
Nature and purposes of the processing	The collection, recording, organisation and storage of information for the purpose of providing advice to named individuals.
Type of Personal Data	Name, address, date of birth, NI number, telephone number, email address.
Categories of Data Subject	Members of the public in the person of farmers who will be the recipients of advice.
Data Processing descriptor	Narrative