



Framework:	Client Support Framework
Supplier:	Capita Black & Veatch
Company Number:	03163649 / 02018542
Geographical Area:	National
Project Name:	North East Co-located Project Manager Requirement
Project Number:	TBC
Contract Type:	Professional Service Contract
Option:	Option E
Contract Number:	project_28210

Revision	Status		Originator		Reviewer		Date

**PROFESSIONAL SERVICE CONTRACT - Under the Client Support Framework
CONTRACT DATA**

Project Name North East Co-located Project Manager Requirement

Project Number TBC

This contract is made on 18 February 2020
between the *Client* and the *Consultant*

- This contract is made pursuant to the Framework Agreement (the "Agreement") dated 02nd day of July 2019 between the *Client* and the *Consultant* in relation to the Client Support Framework. The entire Agreement and the following schedules are incorporated into this contract by reference.
- Schedules 1 through to 14 inclusive of the Framework schedules are relied upon within this contract.
- The following documents are incorporated into this contract by reference
North East Co-located Project Manager 1 Scope Version 1
North East Co-located Project Manager 2 Scope Version 1

Part One - Data provided by the *Client*
**Statements given in
all Contracts**

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.

Main
Option

Secondary Options

X2: Changes in the law

X9: Transfer of rights

X11: Termination by the *Client*

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

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

Z: *Additional conditions of contract*

The *service* is

Provision of a co-located Project Management

The *Client* is

Environment Agency

Address for communications

Horizon
Deanery Road
Bristol
BS1 5AH

Address for electronic communications

The *Service Manager* is

Address for communications

Address for electronic communications

The *Scope* is in

North East Co-located Project Manager 1 Scope Version 1

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

The *period for retention* is 6 years following Completion or earlier termination

The following matters will be included in the Early Warning Register
N/A

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

2 The *Consultant's* main responsibilities

The *key dates* and *conditions* to be met are
condition to be met
 'none set' 'none set' *key date*
 'none set' 'none set'
 'none set' 'none set'

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 01 April 2020

The *Client* provides access to the following persons, places and things
 access
 Asite / Fast Draft 01 April 2020
 EA Offices 01 April 2020 *access date*

The *Consultant* submits revised programmes at intervals no longer than 4 weeks

The *completion date* for the whole of the *service* is 31st March 2021

The period after the Contract Date within which the *Consultant* is to submit a first programme for acceptance is 4 weeks

4 Quality management

The period after the Contract Date within which the *Consultant* is to submit a quality policy statement and quality plan is 4 weeks

The period between Completion of the whole of the *service* and the *defects date* is 26 weeks

5 Payment

The *currency of the contract* is the £ sterling

The *assessment interval* is Monthly

The *expenses* stated by the *Client* are as stated in Schedule 6.

The *interest rate* is 2 00% per annum (not less than 2) above the
 Base rate of the Bank of England

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

The *exchange rates* are those published in on

6 Compensation events

These are additional compensation events

1. 'not used'
2. 'not used'
3. 'not used'
4. 'not used'
5. 'not used'

8 Liabilities and insurance

These are additional *Client's* liabilities

1. 'not used'
2. 'not used'
3. 'not used'

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

EVENT	MINIMUM AMOUNT OF	PERIOD FOLLOWING COMPLETION OF THE WHOLE OF THE <i>SERVICE</i> OR TERMINATION
The <i>Consultant's</i> failure to		

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



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



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



Resolving and avoiding disputes

The *tribunal* is

litigation in the courts

The *Adjudicator* is

'to be confirmed'

Address for communications

'to be confirmed'

Address for electronic communications

['to be confirmed'](#)

The *Adjudicator nominating body* is

The Institution of Civil Engineers

Z Clauses

Z1 Disputes

Delete existing clause W2.1

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
- Was incurred as a result of the *Client* issuing a Yellow or Red Card to prepare a Performance Improvement Plan
- Was incurred as a resulting of rectifying a non-compliance with the Framework Agreement and/or any call off contracts following an audit

Z5 Secondments

When appointing *Consultants* on a secondment basis only:

Add clause 19

19.1 The *Client* will from starting date to Completion Date indemnify the *Consultant* against any and all liabilities, proceedings, costs, losses, claims and demands whatsoever arising directly or indirectly out of the activities of the *Consultant* in providing the services save where such claims, in the reasonable opinion of the *Client*, arise from or are contributed to by:

19.1.1 Misrepresentation or negligence by or on behalf of the *Consultant*;

or

19.1.2 The *Consultant* has acted contrary to the *Service Manager's* reasonable instructions or wholly outside the scope of the *Consultant's* duties as defined by the *Service Manager*.

Z6 The Schedule of Cost Components

The Schedule of Cost Components are as detailed in the Framework Schedule 6.

Z7 Linked contracts

Issues requiring redesign or rework on this contract due to a fault or error of the *Consultant* under this contract or a previous contract will neither be an allowable cost under this contract or any subsequent contract, nor will it be a Compensation event under this contract or any subsequent contract under this project or programme.

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.

Z10 Change in Control

The *Consultant* shall notify the *Client* as soon as reasonably practicable, in writing, of any agreement, proposal or negotiations which will or may result in a *Consultant* Change in Control and shall give further notice to the *Client* when any Change in Control has occurred. The *Client* may terminate this contract with immediate effect by notice in writing and without compensation to the *Consultant* within six (6) months of being notified that a Change of Control has occurred, or, where no notification has been made, the date that the *Client* becomes aware of the Change of Control, but shall not be permitted to terminate where the Client's prior written acceptance was granted prior to the Change in Control. A Change of Control is defined as per the Deed of Agreement, Z14.4.

Z11 Rate Increase Provision

Contracts with a duration of less than two years, which are extended over this duration by the *Service Manager* due to *Client* Scope increases, may apply a rate review as follows. The *Consultant* will charge the *Client* the contract staff rates for a minimum of two full years, and at the next annual rate review where a new staff rate list is accepted (as stated in Schedule 6), the new staff rate will apply to the contract as per Schedule 6. No Compensation Event is permitted for this different contract staff rate.

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.

Secondary Options

OPTION X2: Changes in the law

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

Y(UK2): The Housing Grants, Construction and Regeneration Act 1996

The period for payment is 14 Days after the date on which payment becomes due

Y(UK3): The Contracts (Rights of Third Parties Act) 1999

term	<i>beneficiary</i>
Any	None

Part Two - Data provided by the Consultant

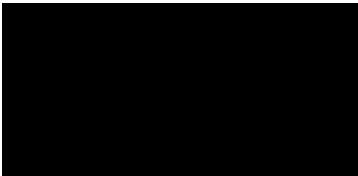
Completion of the data in full, according to the Options chosen, is essential to create a complete contract.

1 General

The Consultant is

Name and company number
Capita Property and Infrastructure Limited (Company No. 02018542) and Black & Veatch Limited (Company No. 03163649) acting together as an unincorporated joint venture known as Capita Black & Veatch

Address for communications



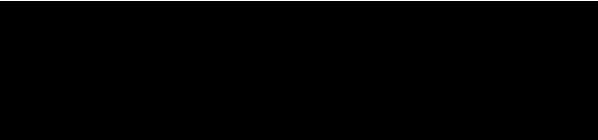
Address for electronic communications



The fee percentage is

The key persons are

Name (1)
Job
Responsibilities



- Contribute to the development and delivery of the departmental business plan, providing professional / technical expertise to support operational priorities in line with legislation, Environment Agency policy and required environmental outcomes.
- Guide, advise and support team members to resolve local issues and incidents, so that decisions are made on sound technical grounds and in line with best practice and timeframes.
- Monitor progress of work, identify gaps in the delivery of priorities and take remedial action to enhance the service; for the appropriate reallocation of time and effort.
- Identify and produce required documentation and reports to agreed quality standards to support operational work, management decisions, public enquiries, court appeals etc, so that information, evidence and Environment Agency interests are accurately and effectively presented.
- Contribute to the successful implementation of emergency plans, including acting as ‘site controller’ during incidents to deliver effective, timely and safe response to emergency incidents.
- Participate in or lead local projects and working groups to achieve well planned and managed integrated solutions that progress effective change and improvement in the organisation and support the best environmental outcomes.
- Seek to influence customers and build strong partnerships internally and externally to maintain a positive reputation, response and effective resolution of issues.
- Encourage and develop a safety conscious culture within the team to deliver work programmes without risk to the health & safety of the team or any other individual
- Provide leadership and mentoring to other Client staff where required.

Qualifications
Experience

Per CV
Per CV

The key persons are

Name (2)
Job



Responsibilities

- Manage the delivery of medium risk multi-disciplinary projects within the constraints of an agreed budget, programme, and quality criteria, to achieve successful outcomes.
- Contribute to the development and delivery of the departmental business plan, providing professional / technical expertise to support operational priorities in line with legislation, Environment Agency policy and required environmental outcomes.
- Guide, advise and support team members to resolve local issues and incidents, so that decisions are made on sound technical grounds and in line with best practice and timeframes.
- Monitor progress of work, identify gaps in the delivery of priorities and take remedial action to enhance the service; for the appropriate reallocation of time and effort.
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- Participate in or lead local projects and working groups to achieve well planned and managed integrated solutions that progress effective change and improvement in the organisation and support the best environmental outcomes.
- Seek to influence customers and build strong partnerships internally and externally to maintain a positive reputation, response and effective resolution of issues.
- Encourage and develop a safety conscious culture within the team to deliver work programmes without risk to the health & safety of the team or any other individual
- Provide leadership and mentoring to other Client staff where required.

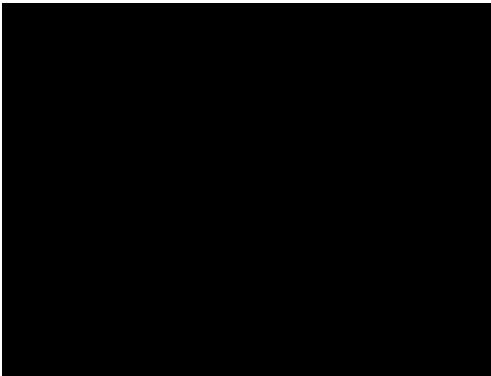
Qualifications
Experience

The following matters will be included in the Early Warning Register

3 Time

The programme identified in the Contract Data is

Resolving and avoiding disputes

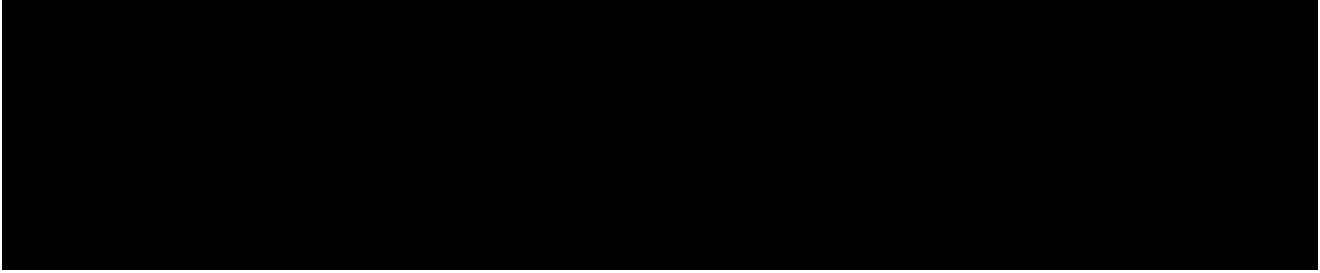


Contract Execution

Client execution

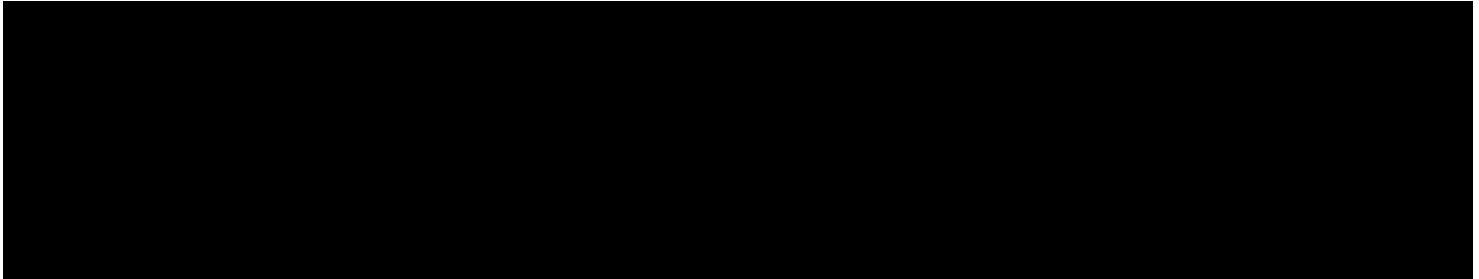
Signed under hand by

for and on behalf of the Environment Agency



Consultant execution

Consultant execution



Consultant execution

for and on behalf of Capita Property & Infrastructure Limited

Digitally signed by
Thomas Trevorow
Date: 2020.08.20
08:31:19 +01'00'

Signature

Director

Role

Consultant execution

for and on behalf of Black & Veatch Limited

Signature

Role

Environment Agency NEC4 professional services contract (PSC) Scope

Project / contract information

Project name	North East Co-located Project Manager Requirement
Project SOP reference	TBC
Contract reference	project_28210
Date	19/11/19
Version number	2
Author	Chris Milburn

Revision history

Revision date	Summary of changes	Version number
19/11/2019	Tender Issue	1

1 Objectives of the services

The *Client* wishes to appoint an individual to undertake the role of Senior Project Manager. This Individual will be co-located with the *Client* on a full time basis (based on the standard working day detailed in the CSF Deed of Agreement), based in Lateral, Leeds.

The *Consultant* will provide a suitably qualified individual for the role of Project Manager 1 as detailed below.

2 Consultant provides the services

Project Manager 1

The *Consultant* shall

- Manage the delivery of medium to high risk multi-disciplinary projects within the constraints of an agreed budget, programme, and quality criteria, to achieve successful outcomes.
- Contribute to the development and delivery of the departmental business plan, providing professional / technical expertise to support operational priorities in line with legislation, Environment Agency policy and required environmental outcomes.
- Guide, advise and support team members to resolve local issues and incidents, so that decisions are made on sound technical grounds and in line with best practice and timeframes.
- Monitor progress of work, identify gaps in the delivery of priorities and take remedial action to enhance the service; for the appropriate reallocation of time and effort.
- Identify and produce required documentation and reports to agreed quality standards to support operational work, management decisions, public enquiries, court appeals etc, so that information, evidence and Environment Agency interests are accurately and effectively presented.
- Contribute to the successful implementation of emergency plans, including acting as 'site controller' during incidents to deliver effective, timely and safe response to emergency incidents.
- Participate in or lead local projects and working groups to achieve well planned and managed integrated solutions that progress effective change and improvement in the organisation and support the best environmental outcomes.
- Seek to influence customers and build strong partnerships internally and externally to maintain a positive reputation, response and effective resolution of issues.
- Encourage and develop a safety conscious culture within the team to deliver work programmes without risk to the health & safety of the team or any other individual
- Provide leadership and mentoring to other *Client* staff where required.

3 Definition of completion and Defects

Completion is only achieved when all of the *services* have been provided and accepted by the *Client*.

The completion date for the *services* is 31st March 2021

A Defect is part of the *services* which is not in accordance with the Scope, the applicable law or acceptable good practice in the industry.

4 Services and other things provided by the *Client*

The *Client* will provide office space and office equipment necessary to undertake the role.

5 Training to be provided by the *Client*

The *Client* will provide access to and training on their web based Project Collaboration Tool (A-Site).

6 Relevant experience

The individual proposed for the role of Project Manager 1 shall demonstrate:

- Minimum of six years' project management experience
- A project management qualification such as PRINCE2 or APM
- A relevant degree such as in civil engineering, environmental science or geography
- Strong history in both contract and project management.
- A member of a related professional body, preferably chartered
- A record of delivering complex, high-risk projects successfully including working on civil engineering projects.
- The ability to bring big-picture thinking that improves the methods, behaviours and processes.
- A full driving licence, as some travel is involved; although the *Consultant* shall make use of public transport where possible.

Environment Agency NEC4 professional services contract (PSC) Scope

Project / contract information

Project name	North East Co-located Project Manager Requirement
Project SOP reference	TBC
Contract reference	project_28210
Date	18/11/19
Version number	1
Author	Chris Milburn

Revision history

Revision date	Summary of changes	Version number
18/11/2019	Tender Issue	1

1 Objectives of the services

The *Client* wishes to appoint an individuals to undertake the role of Project Manager. These Individuals will be co-located with the *Client* on a full time basis (based on the standard working day detailed in the CSF Deed of Agreement), based in Lateral, Leeds or Tyneside House, Newcastle

The *Consultant* will provide suitably qualified individuals for the role of Project Manager 2 as detailed below.

2 Consultant provides the services

Project Manager 2

The *Consultant* shall:

- Manage the delivery of medium risk multi-disciplinary projects within the constraints of an agreed budget, programme, and quality criteria, to achieve successful outcomes.
- Contribute to the development and delivery of the departmental business plan, providing professional / technical expertise to support operational priorities in line with legislation, Environment Agency policy and required environmental outcomes.
- Guide, advise and support team members to resolve local issues and incidents, so that decisions are made on sound technical grounds and in line with best practice and timeframes.
- Monitor progress of work, identify gaps in the delivery of priorities and take remedial action to enhance the service; for the appropriate reallocation of time and effort.
- Identify and produce required documentation and reports to agreed quality standards to support operational work, management decisions, public enquiries, court appeals etc, so that information, evidence and Environment Agency interests are accurately and effectively presented.
- Contribute to the successful implementation of emergency plans, including acting as 'site controller' during incidents to deliver effective, timely and safe response to emergency incidents.
- Participate in or lead local projects and working groups to achieve well planned and managed integrated solutions that progress effective change and improvement in the organisation and support the best environmental outcomes.
- Seek to influence customers and build strong partnerships internally and externally to maintain a positive reputation, response and effective resolution of issues.
- Encourage and develop a safety conscious culture within the team to deliver work programmes without risk to the health & safety of the team or any other individual
- Provide leadership and mentoring to other *Client* staff where required.

3 Definition of completion and Defects

Completion is only achieved when all of the *services* have been provided and accepted by the *Client*.

The completion date for the *services* is 31st March 2021

A Defect is part of the *services* which is not in accordance with the Scope, the applicable law or acceptable good practice in the industry.

4 Services and other things provided by the *Client*

The *Client* will provide office space and office equipment necessary to undertake the role.

5 Training to be provided by the *Client*

The *Client* will provide access to and training on their web based Project Collaboration Tool (A-Site).

6 Relevant experience

The individuals proposed for the role of Project Manager 2 shall demonstrate:

- A minimum of four years' project management experience
- A project management qualification such as PRINCE2 or APM
- A relevant degree such as in civil engineering, environmental science or geography
- Strong history in both contract and project management.
- A member of or working towards a related professional body, preferably chartered
- A record of delivering projects successfully including working on civil engineering projects.
- The ability to bring big-picture thinking that improves the methods, behaviours and processes.
- A full driving licence, as some travel is involved; although the *Consultant* shall make use of public transport where possible.

CURRICULUM VITAE

Name	Daniel Price
Role Proposed for CDF	PCM Project Manager Level 2
Qualifications, Certificates and Professional Memberships B.Sc. Water & Environmental Engineering, 2014, B.Eng. (hons) Civil Engineering, 2004, SVQ Construction Site Supervision – Building and Civil Engineering Level 3, NEC3 ECC Project Manager Accreditation, NEC4 Training Course	
Summary of key skills possessed which are relevant for role proposed for CSF: Daniel has a broad experience in scheme delivery and development as Designer, Client, ECC Supervisor and Contractor. Over 14 years he has worked on major Environment Agency schemes in both Site Supervisor and Client Project management roles under NEC contracts. This breadth of role means that he appreciates the wider context and outcomes of projects and has an ability to pre-empt many issues. Daniel has previously worked within the ncpms North East team based in Leeds, and has an awareness of the Project Management systems used. Daniel has significant experience of delivering safe designs, preparation of contract documents and ensuring contract and programme compliance throughout design and construction. He ensures a high standard of quality and health & safety is adhered to on site through review of the Contractor's work and methodologies. His knowledge of implementing CDM 2015 includes the planning, design and completion of construction projects. Collaboration, visible leadership and resilience As part of the Donna Nook scheme, Daniel and the team delivered a landmark project that involves complex environmental constraints and stakeholder views. Daniel understood the needs of stakeholders and communicated technical information in an effective manner. His open, honest and inclusive style of working engenders a collaborative approach across the supply chain and with other stakeholders. Working in an environment of common purpose and shared learning from the outset, Daniel is able to promote best practice that delivers quality outcomes as part of complex project schedules. Daniel's recent year working in New Zealand exemplifies his adaptability and willingness to take on new roles and challenges whilst ensuring that he respects different backgrounds, styles and perspectives. As NEC ECC Site Supervisor, NCPMS Project Manager and design Project Engineer, Daniel has gained significant experience working on EA Projects, working closely with ECC Project Managers and managing contracts and programme. Technical Experience Daniel's breadth of experience in the water sector (including as a site engineer on major water projects >£100million), and beyond has given him a keen eye for detail and an understanding of the construction process..	

2018 - present Project Manager, Donna Nook Public Inquiry Support, Environment Agency
Design Project Manager for Donna Nook Public Inquiry consultancy support and Breach works. Daniel's role is to:

- Manage consultancy support activities for the Public Inquiry works including programme and contract management from a Consult's perspective; and
- Manage consultancy tasks required for the breach works and completion of the project at Donna Nook.

2018 - present Project Engineer, Keadby Terminal Assisted Outfall, Environment Agency
Project Engineer providing both Project Management and Civil Design assistance to the Project team. Daniel's role is to:

- Compile Monthly Programme Updates and Reporting and
- Complete Site Supervision and assist with Civil Design Activities.

2015 - 2016 Design Liaison Engineer, Bransholme Pumping Station, Yorkshire Water

Senior Civil Engineer for the construction of a new surface water pump station housing eight Archimedes screw pumps (currently the largest pump station of this kind in Europe and winner of the ICE Yorkshire & Humber Centenary Award). The project provides a solution to the previous surface water flooding issues encountered across a large area of North Hull. Daniel's role was:

- Fulfil a design liaison role to improve communications between the site and design teams (including sub-consultants and remote design team in Mumbai); and
- Provide assistance with site management responsibilities during construction (Daniel's site experience and qualifications allowed him to provide direct support to the site team).

2015 - 2015 Senior Civil Engineer, Knostrop Energy from Waste Site Investigations, Yorkshire Water

Senior Civil Engineer responsible for the management of the Early Contractor Involvement Investigations for the upgrade of the existing Knostrop Water Treatment Works (Yorkshire Water's flagship Project this AMP Period using anaerobic digestion to generate biogas energy from the processed sludge). Including:

- Manage the Early Contractor Investigation studies to inform the design;
- Provide site management for the geotechnical and environmental investigations; and
- Compile an Early Contractor Investigation Report reviewing geotechnical, environmental and planning requirements.

2013 - 2014 NCPMS Project Manager 3, River Hull Defences, Environment Agency

Project Manager, seconded to the NCPMS team in Leeds and working on compilation of the Works Information and tender drawings for upgraded flood defences to the River Hull.

- Production of Pre-Construction Information, Works Information documents and drawings;
- Landowner Liaison and advance discussions with landowners.

2013 - 2014 NCPMS Project Manager 3, Grimsby Docks FRMS, Environment Agency

Project Manager, seconded to the NCPMS team in Leeds and working on the upgrade of the flood defences at Grimsby Docks. The project involved improvements to a 1400m length of sea frontages which includes installation of precast concrete seawalls and improvements to the existing revetment. Including:

- Provide site-based Project Management under NEC3;
- Write and review contract documents, Works Information and Site Information;
- Liaise with the EA's scheme partners (Association of British Ports), stakeholders and other third parties
- Liaise with Utility Service Providers and arrange service diversions; and
- Arrange the procurement and delivery of EA supplied materials (sheet-piles, wave walls).

2012 - 2014 NEC3 ECC Site Supervisor, Donna Nook Managed Realignment Scheme, Environment Agency

NEC3 ECC Site Supervisor on a large managed realignment project to improve flood defences and create compensatory coastal habitat. The project was located in an environmentally sensitive area on the outer Humber Estuary and there were numerous planning and environmental constraints to adhere to throughout construction. Daniel's role was to:

- Ensure construction was carried out in accordance with the contract;
- Manage the process and solution of design queries; and
- Provide close liaison between the site and wider project teams, local landowners and key stakeholders.

"Communication between the whole team is very good and very positive and have accommodated several changes in scope this quarter quickly." Keith Slaney, Environment Agency Project Manager.

2012 - 2014 NEC3 ECC Site Supervisor, Tetney to Saltfleet Flood Defence Project, Environment Agency

ECC Site Supervisor on a project to upgrade the coastal flood defences between Tetney and Saltfleet. The scheme successfully protected the residents of Saltfleet Haven and other local communities during the recent tidal surge event in December 2013. Daniel's role was to:

- Ensure construction was carried out in accordance with the contract;
- Manage the process and solution of design queries; and
- Provide close liaison between the site and wider project teams, local landowners and key stakeholders.

"The team is working proactively and well together, as always" Lesley Clarke, NEAS Project Manager.

Name	Amit Patel
Role Proposed for CSF	Senior Project Manager
Qualifications, Certificates and Professional Memberships BE Civil Engineering, ME Environmental Engineering, MSc Environmental Science with Legislation and Management, Chartered Engineer (CEng), Chartered Environmentalist (CEnv), Member of the Chartered Institution of Water and Environmental Management (MCIWEM), Chartered Water & Environmental Manager (CWEM)	
Summary of key skills possessed which are relevant for role proposed for CSF: Amit is a chartered civil and environmental engineer with over 18 years' experience. Amit is a project manager is responsible for delivering flood alleviation and Infrastructure drainage projects. Amit expertise's in drainage and flood alleviation design with an in depth understanding of the relevant legislations, guidelines and specifications. Amit is currently appointed as a Technical Approval Authority (TAA) for Cumbria County Council's Infrastructure Recovery Programme for drainage and flood risk related works. Amit is responsible for preparing project programmes, monitor progress, identify risks and resolve any issues to deliver the projects effectively within agreed budget and time. Amit is the project manager for North Tyneside Councils (NTC) surface water management schemes and is also responsible for identifying future deliverables. In his current role, Amit closely works with Environment Agency on behalf of NTC with regards to the FCERM schemes and funding matters. He regularly communicates with NTC Project manager and reports progress, administering the NEC PSC contract. The flood alleviation schemes undertaken by NTC are being delivered as Surface Water and Drainage Partnership between NTC, Environment Agency and Northumbrian Water. Amit is responsible for the continued communication with the EA and NWL to progress the schemes. Amit also supports NTC to respond and resolve members enquires pertaining to flooding and drainage related issues in the borough. He represents NTC during site meetings and public consultations with general member of the public, ward councillors and other regulatory authorities. Amit is responsible for critical review of the designs, reports and surveys and ensure that the work is undertaken as per the agreed standards and the quality criteria. Amit previously worked as a Senior Civil Engineer working on Northumbrian Water Groups (NWG) framework projects. In this role, Amit was responsible for managing sewer network flooding projects including sewer network modelling, sewer diversion works, combined sewer overflows, pumping station and rising main projects.	

2019 - Present Project Manager, Portholme Road Culvert, Selby Council

Amit was NEC3 ECC project manager for Portholme Road Culvert construction. Capita was responsible for design of the works and providing NEC Project Management support during construction. Amit as NEC Project Manager was responsible for checking the programmes, reviewing early warning, compensation events and issuing payment certificates. He also liaised with contractor and client on the matters that would affect the cost and duration of the works and resolve any issues that may affect the project progress adversely. Amit regularly organised progress meetings and update reports on behalf of the client.

2017 - 2019 Project Manager, Flood Alleviation Scheme (FAS) PARs, North Tyneside Council

Amit was the project manager responsible for delivering PARs (now Business Cases) to support an application for Flood Defence Grant in Aid (FDGiA) funding for 3No. flood alleviation schemes undertaken by North Tyneside Council. The schemes were; Fairfield Green, Briar Vale and Shiremoor FAS. Amit managed a team of engineers, hydraulic modellers and economic advisors to deliver the PARs.

A long and short list of options were produced, which were presented to the Environment Agency (EA) as part of a workshop following the completion of each list. The short list options were appraised technically and financially to identify a preferred option. The preferred option was further developed to a detailed design stage

with engineering drawings for detailed construction cost estimate. Amit was responsible for writing the PARs by collating inputs from the team members. Amit was responsible for identifying constraints and risks involved for the project lifecycle. In February 2016 3No. PARs were submitted to the EA and were approved attracting £1.87million funding in form of FDGiA.

2016 - 2017 Project Manager, Fairfield and Murton Gap Flood Alleviation, North Tyneside Council

Amit was the project manager responsible for delivering flood attenuation scheme in Shiremoor and West Monkseaton, North Tyneside. Amit was responsible for ensuring that the right person and right team was utilised for each element of the work. Amit managed a team of hydraulic modellers and engineers to conceptualise and detail design the solution. His knowledge of the subject helped identifying the problem and develop a strategy to resolve the problem. Amit was responsible for providing technical guidance to a team of civil engineers, hydraulic modellers and technicians to prepare detailed engineering drawings. He undertook the quality check for the hydraulic model, construction drawings and contract documents. The project involved constructing long stretches of ditches with 3No. detention basins with a cumulative storage volume of 10,000m³. The scheme required working with multiple private landowners. Amit was responsible for managing the timely inputs from NTC's land agent and solicitors to materialise land agreements. Amit was also responsible for managing and procuring services for archaeological investigations, geological investigations, ecology phase 1 habitat survey and arboriculture survey. Amit managed all these inputs and ensured that right information was produced to discharge planning conditions. Amit regularly monitored the progress of the scheme and identified issues like utility diversions, ecological constraints, access and landownership, contractual issues at an early stage and resolved them well in advance to mitigate any adverse impact on the programme and deliverables. The proposed scheme was based on SuDS principle utilising soft drainage solutions with minimal usage of pipes and concrete storage structures. The scheme now protects nearly 85 properties from internal flooding.

2015 - 2016 Project Manager, Carus Green, Kendal Flood Prevention, Cumbria County Council

Amit was the project manager responsible for developing a suitable solution to address the issues contributing to the flooding to Burneside Road. The CCC LFRM team had carried out some preliminary works which resulted in an indicative solution. Amit was responsible for carrying out an appraisal of the works undertaken by the CCC LFRM team, come up with possible alternative solutions and produce a feasibility study report. In his role as a Project Manager, Amit managed a team of civil engineers, drawing technicians and hydraulic modellers to produce a feasibility report. The work produced by the project team was checked and recommendations were made by Amit. The works were produced in line with DMRB, Sewers for Adoption and SuDS Manual. Amit was responsible for scoping surveys that will inform the detailed design. The surveys included topographic surveys, GPR surveys, manhole and CCTV surveys. Amit also undertook consultation with affected utility companies. The final outputs from this stage were detailed Works Information – Specification and Engineering drawings, Site Information and Pre-Construction Information. Amit was responsible for undertaking designer duties as per CDM 2015 regulations through the project lifecycle.

2013 - 2015 Project Manager, Weyhill Avenue, Meadow Well Green, Cumbria County Council

Amit was the project manager responsible for delivering sewer network flooding project on behalf of Northumbrian Water. The project purpose was to identify the cause of flooding from surface water and combined sewer network, develop feasible options for resolving hydraulic incapacities, detailed design, writing Stage 1 and 2 feasibility study reports, project requirement documentation, and contract documents for construction works. Amit was managing a team of hydraulic modellers, assistant engineers, AutoCAD technicians and Geotechnical Engineers. He liaised with the client Project Manager, other utility companies and Local Authorities. The project site was challenging considering the utilities that were present in the ground and very limited space available to construct the new assets. The detailed design stage required extensive utility and ground investigation to confirm the final route of the new storage sewers to attenuate flooding in surface and combined sewers. On completion, this project protected 8No. properties from internal flooding.