



Department
for Environment
Food & Rural Affairs



The European Agricultural
Fund for Rural Development:
Europe investing in rural areas



Natural England
Suite D
Unex House – 1st Floor
Bourges Boulevard
Peterborough
PE1 1NG

Tel: [REDACTED]

FAO [REDACTED]
FWAG South West Ltd
Hawkridge House
Summerfield Way
Wellington
Somerset
TA21 8YA

19/03/2019

COMMERCIAL IN CONFIDENCE
Farm Advice Framework (contract ECM_6695)

Farm Advice Framework Theme:	Countryside Stewardship
Mini-Contract Title:	Countryside Stewardship Mid Tier Advice Programme 2019
Mini-Contract Reference:	FAFNE/CSSW006

IT IS AGREED as follows:

As per the mini-contract invitation, the delivery of CS advice in the South West Lot will commence on 20/03/2019. 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)
One-to-Ones					
WQ1/K: Maximising Countryside Stewardship Opportunities through CSF	05/07/19	RDPE	[REDACTED]	[REDACTED]	[REDACTED]
Countryside Stewardship Mid Tier Advice Session	24/07/19	RDPE	[REDACTED]	[REDACTED]	[REDACTED]
Recommendation of CS Mid Tier options requiring approval	22/07/19	RDPE	[REDACTED]	[REDACTED]	[REDACTED]

Countryside Stewardship Mid Tier Events:					
2a: Workshop/meeting Capacity: 10	20/05/19	RDPE	■	■	■
2a: Workshop/meeting Capacity: 15	20/05/19	RDPE	■	■	■
2a: Workshop/meeting Capacity: 25	20/05/19	RDPE	■	■	■
2a: Workshop/meeting Capacity:50	20/05/19	RDPE	■	■	■
Countryside Stewardship & Water Quality Events:					
2a: Workshop/meeting Capacity: 10	30/06/19	RDPE	■	■	■
2a: Workshop/meeting Capacity: 15	30/06/19	RDPE	■	■	■
Guest Speaker	30/06/19	RDPE	■	■	■
Additional Adviser/Trainer	30/06/19	RDPE	■	■	■
Workshop/meeting – Additional 10% top up payment for over attendance		RDPE			■
Grand Total					£124,117

NB: for RDPE funded events, the unit cost is 110% of the price supplied, due to the potential Sliding Scale bonus payment. The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. the mini-tender specification dated 20/02/2019 issued by Natural England.
2. the mini-tender submission of the Service Provider submitted to Natural England on 06/03/2019.
3. 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 11/10/2019 (within 6 weeks of the mini-contract delivery end date).

The mini-contract's units of activity may be exchanged in line with demand/uptake, where there is no impact on the cost. An amendment may be issued to reflect this in due course.

This mini-contract's milestones may be extended in line with demand/uptake and therefore an amendment may be issued to reflect this in due course.

Please arrange for an authorised signatory to sign this amendment in manuscript and return a copy via Bravo messaging.

ON BEHALF OF NATURAL ENGLAND

By (capitals): 



Signature:

Title: **Defra Group Commercial**

Date: 19th March 2019

ON BEHALF OF FWAG SW LTD

By (capitals): 



Signature:

Title: 

Date: 20th March 2019

Annex A: Delivery Milestones

Deadline	Activity
W/C 18 /03/2019	<ul style="list-style-type: none"> • Inception Meeting
20/03/2019	<ul style="list-style-type: none"> • Contract start date
30/04/2019	<ul style="list-style-type: none"> • All dates and venues booked for the events with follow on 1:1 advice sessions booked in the same locality to follow the events.
15/04/2019	<ul style="list-style-type: none"> • Delivery of the MT events to commence
30/04/2019.	<ul style="list-style-type: none"> • [REDACTED] events delivered • Tranche 1 Advice sessions to commence • Tranche 2 advice sessions, venues and dates to be confirmed • Option Requiring Approval on-farm visits commence • Water Quality event venues confirmed • [REDACTED] the WQ1/K Maximising CS Opportunities visits completed
20/05/2019	<ul style="list-style-type: none"> • All Mid Tier events delivered • [REDACTED] advice sessions delivered • Water Quality Events commence • [REDACTED] of the WQ1/K Maximising CS Opportunities visits and reports completed
20/06/2019	<ul style="list-style-type: none"> • [REDACTED] x 1:1 advice sessions delivered • [REDACTED] of the WQ1/K Maximising CS Opportunities visits and reports completed
30/06/2019	<ul style="list-style-type: none"> • [REDACTED] of the WQ1/K Maximising CS Opportunities visits completed • All Water Quality Events completed
05/07/2019	<ul style="list-style-type: none"> • [REDACTED] of the WQ1/K Maximising CS Opportunities reports completed and sent to the farmer
15/07/2019	<ul style="list-style-type: none"> • [REDACTED] x 1:1 advice sessions delivered • [REDACTED] Options Requiring Approval visits completed and Recommendation forms forwarded to NE
22/07/2019	<ul style="list-style-type: none"> • [REDACTED] of the Option Requiring Approval visits completed and Recommendation forms forwarded to NE
24/07//2019	<ul style="list-style-type: none"> • [REDACTED] x 1:1 advice sessions delivered
30/08/2019	<ul style="list-style-type: none"> • Evaluation of the feedback forms completed
11/10/2019	<ul style="list-style-type: none"> • Final claim submitted to NE

Please note: claims and relevant supporting documentation (including contract outputs for all activity covered by the claim) should be submitted on a monthly basis.