



Framework:	Client Support Framework
Supplier:	AECOM Limited
Company Number:	01846493
Geographical Area:	National
Project Name:	NAT - CSF - FCRM Strategy Data & Systems Support
Project Number:	30827
Contract Type:	Professional Service Contract
Option:	Option E
Contract Number:	ecm_59480

Revision	Status		Originator		Reviewer		Date

PROFESSIONAL SERVICE CONTRACT - Under the Client Support Framework
CONTRACT DATA

Project Name NAT - CSF - FCRM Strategy Data & Systems Support

Project Number 30827

- This contract is made on 26 October 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
30287 - CSF Lot 2 PSC Option E Pricing Data Part 2

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	Option E	Option for resolving and avoiding disputes	W2
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Secondary Options

- X2: Changes in the law
- X9: Transfer of rights
- X10: Information modelling
- X11: Termination by the *Client*
- X18: Limitation of liability
- 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 To support the development of the next 6 year FCRM capital programme and effective delivery of the FCRM Strategy on all aspects of data and systems.

The *Client* is Environment Agency

Address for communications Horizon House
Deanery Road
Bristol
BS1 5AH

Address for electronic communications enquiries@environment-agency.gov.uk

The *Service Manager* is [REDACTED]

Address for communications Environment Agency
Kings Meadow House
Kings Meadow Road
Reading
Berkshire
RG1 8DQ

Address for electronic communications anne.howell@environment-agency.gov.uk

The Scope is in _30827 CSF Lot 1 & 2 Scope - CSF FCRM Strategy Data & Systems Support.doc

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
None.

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 *key date*
'none set' 'none set'
'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 26 October 2020

The *Client* provides access to the following persons, places and things
access *access date*
Project relevant Agency persons, offices, data and contract starting date

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

The *completion date* for the whole of the *service* is 31 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. Managing and mitigating the impact of Covid 19 and working in ac
- 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 use the skill and care normally used by professionals providing services similar to the <i>service</i>	£5 million in respect of each claim, without limit to the number of claims	12 years
Loss of or damage to property and liability for bodily injury to or death of a person (not an employee of the <i>Consultant</i>) <i>arising</i> from or in connection with the <i>Consultant</i> Providing the Service	Which ever is the greater of £5m or the amount required by law in respect of each claim, without limit to the number of claims	12 months
Death of or bodily injury to employees of the <i>Consultant</i> arising out of and in the course of their employment in connection with the contract	Which ever is the greater of £5m or the amount required by law in respect of each claim, without limit to the number of claims	For the period required by law
The <i>Consultant's</i> total liability to the <i>Client</i> 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 <i>tribunal</i> is	litigation in the courts
The <i>Adjudicator</i> is	'to be confirmed'
Address for communications	'to be confirmed'
Address for electronic communications	'to be confirmed'
The <i>Adjudicator nominating body</i> 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

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*

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

OPTION X10: Information modelling

The period after the Contract Date within which the *Consultant* is to submit a first Information Execution Plan for acceptance is 2

OPTION X18: Limitation of liability

The *Consultant's* liability to the *Client* for indirect or consequential loss is limited to £5,000,000.00

The *Consultant's* liability to the *Client* for Defects that are not found until after the *defects date* is limited to £1,000,000.00

The *end of liability date* is 6 Years after the Completion of the whole of the *service*

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>
not used	not used

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	AECOM limited
Address for communications	Aldgate Tower 2 Leman Street London E1 8FA

Address for electronic communications	
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The <i>fee percentage</i> is		
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The *key persons* are

Name (1)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (2)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (3)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (4)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (5)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (6)	
Job	
Responsibilities	
Qualifications	
Experience	

The *key persons* are

Name (7)
Job
Responsibilities
Qualifications
Experience

The following matters will be included in the Early Warning Register

expenses required to provide the services
Managing and mitigating the impact of Covid19 and working in accordance with the Health Protection Regulations

3 Time

The programme identified in the Contract Data is

26/10/2020-31/03/2021

Resolving and avoiding disputes

Tristan Bassett

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11/11/2019

114

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██████████

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████████████████████

11/11/2016

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11

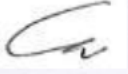
11/11/2016

Classification: Internal

Contract Execution

Signed under hand by

Wilcox



Signature

for and on behalf of the Environment Agency

Role

Consultant execution

Consultant execution

Signed under hand by

for and on behalf of

AECOM Limited

Role



Contract Documents

NEC4 – PSC - Option E

Pricing Data Part Two

Issue 1: October 2020

CSF individuals to be utilised on this contract.

Name	Job Title / Designation	Grade	Hourly Rate £s (C rate)	Forecast number of Hours	Hourly Rate £s (N rate)	Forecast number of Hours	Sub-total £s	Fee %	Sub-total including the Fee £s	Expenses to be included within the Defined Cost £s	Total £s
████████	██	█			████	████	████████	████	████████	████████████████████	████████
████████	██	█			████	████	████████	████	████████	████████████████████	████████
████████	██	█			████	████	████████	████	████████	████████████████████	████████
████████	██	█			████	████	████████	████	████████	████████████████████	████████
							forecast of the total Defined Cost plus the Fee £s				████████



Contract Documents

NEC4 – PSC - Option E

Pricing Data Part Two

Contract No: _30827 CSF FCRM Strategy Data & Systems Support

Supplier Name: AECOM Ltd

Issue 1: October 2020

	<i>Expenses applicable on this contract.</i>
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Name	Job Title / Designation	Grade	Expense Item (Consultant to state any applicable)	Expense Amount / Rate £s	Forecast quantity	Forecast Expenses £s
████████	████████████████████	█	████████	████████	████████	████████
████████	████████████████████	█	████████	████████	████████	████████
████████	████████████████████	█	████████	████████	████████	████████
████████	████████████████████	█	████████	████████	████████	████████
				████████ of the total Expenses £s		0.00

Environment Agency NEC4 Professional Services Contract (PSC) Scope

Project / contract Information

Project name	Strategic partnership to support FCRM strategies and capital programme for data and systems
Project reference	
Contract reference	30827
Date	18/09/20
Version number	7
Author	

Revision history

Revision date	Summary of changes	Version number
22/7/20	First issue	1
14/08/20	Reframed document after discussions	2
20/08/20	Edited appendix	3
28/08/20	Update section 1 and 2	4
28/08/20	Updated section 3	5
16/09/20	Updated document following client agreement	6
18/09/20	Updated by DgC	7

Defined Terms

Data & Systems Team

We lead a department of 55 staff who create and deliver efficient central data services that benefit operational and strategic activities to meet a changing environmental and technology climate.

Flood and Coastal Erosion Risk Management (FCRM) Strategy

Sets out a vision for a nation ready for, and resilient to, flooding and coastal change – today, tomorrow and to the year 2100.

Flood and Coastal Risk Management Capital Program (FCERM)

6 year Flood and Coastal Erosion Risk Management Programme of Work consented by Regional Flood & Coastal Committees.

Flood and Coastal Risk Management Data & IT Plan

6 year strategic plan for data and IT in FCRM that supports national programmes and strategies.

Defra's Data & Information Management Strategy 2019

Sets out a vision for data and information across DEFRA.

1. Objectives of the services

Objective

To support the development of the next 6 year FCRM capital programme and effective delivery of the FCERM Strategy on all aspects of data and systems.

To achieve this the FCRM Data & Systems team have been allocated funding until March 2021 for 7 additional Full Time Equivalent (FTE) posts split into A and B below.

- A. EA & Supply Chain Strategic partnership: 1 of those FTEs will be used as a Service Provision (*Service Provision definition: “means the provision of the Services which satisfies the Tasking request agreed between the parties”*) (rather than a single individual) to form a strategic partnership between EA and NGSa suppliers which will support the development of the FCRM Data & IT Plan as well as providing overall governance and steering.
- B. Specific Activities: For the other 6 FTEs we are open to the following options for delivering specific activities listed in the appendix:
 - a. Individuals that will deliver one or more of the specific activities.
 - b. A Service Provision (single supplier or consortium). The service provision will need to be defined as per A above.

Outcome specification

The project funding amount is limited and will not exceed £450,000. We want to achieve the maximum outcome possible within this restriction. To determine how and what is possible within the restrictions, Consultants will be asked to submit a costing proposal to a maximum funding of £50,000 for an initial commission to undertake an appraisal stage with a stage gate of 6 weeks. This should define details for what it is possible to achieve from the work detailed in A above and in Section 3 below and enable this to be fully priced, and resourced by the required (FTEs) and applicable (grade etc.) and implemented against an overarching project plan to be agreed by all contracting parties.

To achieve this agreed resource, the *Consultant* should work with managers across the Data & Systems teams to determine precise details of the work to be completed in the final second stage. The *Consultant* should agree with the Data & Systems Managers the outcomes it is possible for the resource to deliver in the final second stage from the work listed in the Appendix, given time and funding constraints. The *Consultant* should work with the Managers to agree priority ranking of these outcomes. The *Consultant* should initially provide the detail needed for completion of the appraisal stage as defined in Section 2.

The Data and Systems team is dispersed across the country and are currently home working.

At the appraisal stage gate the *Consultant* should agree with the *Client* which outcomes will be taken forward for delivery by the *Consultant* and how these will be delivered.

2. Definition of completion of initial appraisal stage gate

At the stage gate, the *Consultant* should provide the following for the second stage work, but not limited to the following. Should any further activities be required during the initial stage gate, then at the discretion of the EA Project Manager, this list can be modified as required

- Agreed outcomes ranked by priority for what is possible to complete for second stage work given the time and funding constraints as agreed with the Data & Systems Managers.
- A description of what activities will be undertaken to achieve the second stage work.
- How the *Consultant* proposes to carry out these activities.
- The process the *Consultant* will implement to check data quality of the outputs.
- A programme in form of a gantt chart, identifying key milestones and critical path activities.
- How key risks/issues will be managed and mitigation measures identified and implemented.
- Details of key persons needed to complete the work and CVs that include
 - i. The relevant technical expertise of the proposed staff.
 - ii. A description of how the proposed team will bring their skill and experience to deliver best value, efficiency and deliver maximum output from the stated total project value of £450k on this particular project.

At the appraisal stage gate the *Client* will assess the findings and determine whether they are in agreement with the approach and when and how to proceed. Definition of completion of the final second stage of work will also be agreed at this point and further funding unlocked.

3. Details of work to be undertaken in the final second stage

EA & Supply Chain Strategic partnership

Develop a partnership to implement the FCRM Data & IT Plan so that we no longer take the approach of eking out bits of data and systems across each capital project where grey unsupported data and grey IT is created. We make best and efficient use of existing and supported EA data systems and tools. Where short comings are identified, improvement plans are formed against a specific project goal or target agreed at the end of the project stage gates and specific timescales applied against an agreed trajectory and presented to the EA PM (*in conjunction with our internal IT department, Digital, Data & Technology Services (DDTS) who are our key partner who works across the Defra group*) and longer term needs and opportunities are anticipated. For example new data and systems needs for evolving approaches on adaptive pathways, natural flood management and standards of resilience as well as 'traditional' flood defences and maintenance activities.

Outcome: A strategic data & systems partnership is formed between EA & NGSA suppliers.

Specific activities

The equivalent of 6FTEs to support the delivery of one or more of the specific activities in the appendix, which are spread across the 4 Managers within the Data & Systems Dept.

The activities cover, but are not limited to the following. Should any further activities be required during the course of the contract, then at the discretion of the EA Project Manager, this list can be modified as required

- i. Modelling & tools
- ii. Graphical Information Systems (including. Arc GIS OnLine (AGOL))
- iii. Data Integration
- iv. Data modelling, standards and quality
- v. Data storage services
- vi. Statistics & analysis

Outcome: Progress is made with the activities listed in the Appendix as agreed in the appraisal stage at the stage gate.

Key Persons:

EA & Supply Chain Strategic partnership

We'd want senior Director Leadership and buy-in from each supplier supported by a data expert from each to identify opportunities to do data and systems better and efficiently so we have one version of the truth. This requirement will be implemented and utilised as a live project document, during the execution of the project.

Specific activities

We envisage work to be completed by a mix of EA equivalent grades:

Role Profiles for Technical and Scientific Services (Grades 7 to 4) are embedded here:



Role Profiles for Tech and Scientific Services.zip

4. Financial reporting

Suitable expenditure reporting shall be submitted by the *Consultant*. The expenditure report requirements will be notified in advance by the EA Project Manager. The expenditure report shall be sent via e-mail to the EA Project Manager, **5 working days in advance of an invoice being submitted**.

In the event that potential additional time or services are required in connection with this contract, the *Consultant* must in the first instance seek prior approval by notifying the EA Project Manager a minimum of 7 working days in advance of the requirement and provide a detailed explanation of the requirements by FTE. And service, including details of the expected output and timescales, subject to prior approval the tendered time charges will be applied. No additional time and services can be applied to this contract without full written approval of the EA Project Manager.

5. Progress reporting

The contractor should provide a monthly report detailing progress with activities during both stages 1 and 2 of the work.

6. Key stakeholders

Stakeholder Name	Role	Organisation
Iain Andrews	Manager Data Integrity & Flood Data	EA
Susie Macleay	Manager Data Management	EA
Chris Jarvis	Data Sharing & Access Manager	EA
Pete Robson	Geospatial Manager	EA
Stuart Homann	Manager Statistics	EA
Martin Whitworth	Deputy Director Data & Systems	EA
Nick Moore	FCRM Manager, Change & Improvement Team	EA

Appendix

Data Management - Modelling & Tools

The EA has funding to improve its Central Modelling Platform to reduce inefficient working practices.

FTE would be required to support this project in a capacity defined by the Modelling & Tools Team manager.

Data Management – GIS

Our Strategic Mapping Platform includes custom tools and also ArcGIS On-line. (AGOL)

The EA has an existing prioritised programme of work to support the platform and anticipate we will also need to support new spatial data and maps for the FCERM Strategy's delivery of climate resilient places and the next 6 year Capital Programme. FTE would be required to support this work as defined by the GIS Team manager.

Data Management - Data Integration

Data integration tasks include Extract Translate and Load (moving data in the background to enable IT systems to have the right data at the right time to service user needs).

The EA has an existing prioritised programme of work and we anticipate we will need to do more Extract Translate and Load activities in support of new data needed for the FCERM strategy delivery of climate resilient places.

FTE would be required to support this work as defined by the GIS Team manager.

Data Management - Improved approach and data modelling

The increasing number and complexity of projects requires new data to be managed well against a common and agreed data model.

Projects continue to be IT led rather than Data led and we need to turn that table and have a data model that is implemented to ensure data is created once, to the right standard and used many times.

The EA need someone to proactively liaise with Project Managers to provide practical advice that ensures data that is used, created, stored and shared (for project purposes and end of project Business as Usual) is done using corporate processes and systems (eg ensuring data that needs to be protected is protected).

FTE would be required to support this work as defined by the Data Integrity & Flood Data Team manager.

Data Integrity & Flood Data - Data Storage Service

Increasing volumes of data means additional storage capacity is needed, which includes protecting data and making it accessible to those who need it.

Changing business needs for volumes and speed at which data needs to be moved and provided to suppliers (eg during incidents) means we need to develop a data storage service and not just data storage capacity.

EA need someone to liaise across the business to discover and deliver a data storage service.

FTE would be required to support this work as defined by the Data Integrity & Flood Data Team manager.

Data Statistics & Analytics

The EA need to make the most of our data which is the core theme of Defra's Data & Information Management Strategy 2019, by spotting trends and evidence that cut across FCERM activities as we transition towards climate resilient places.

FTE would be required to support this work as defined by the Statistics Team manager.

Creating an new Environment Agency Water Management Boundary dataset

The EA currently have a 16 area Water Management boundary dataset and only 14 areas. The data is derived from hydrological catchments then modified and locally agreed.

EA need someone to determine business needs to support the specification of a new version taking account of existing standards. Then create and get sign off for the dataset and metadata record and create a plan for embedding it into the business and our ways of working.

FTE would be required to support this work as defined by the Data Management Team manager.

Review and guidance on identifying definitive sources of data held in EA

The EA need to investigate how we can better sign post staff and projects to the right data sources by:

- Gathering user research/business analysis on current issues from a business/project perspective.
- Evaluating what we have in place looking at Metadata, multiple data stores and content, Approval for Access listing, Data Flow Management and downstream use of data.

Then report findings, quick and long terms actions to improve how we identify definitive sources of data and develop guidance e.g. decision trees to better find the right data quicker.

FTE would be required to support this work as defined by the Data Management Team manager.

Master Data Management and Spatial Editing

The EA need to build on work in our Improving Data Management roadmap to bring forward our work on investigating Master Data Management and Spatial Editing. We need someone to work with existing leads in Data and Systems and the Index of Multiple Deprivation project to look at data at an entity level and be able to capture change history and versioning, building links to registers, data standards and reporting.

FTE would be required to support this work as defined by the Data Management Team manager.

AGOL and Enterprise technical support and ways of working

We need to supplement our existing GIS team to support the growth and dependencies on our AGOL and Enterprise infrastructure through some technical work, some development of guidance and Operational Instruction.

FTE would be required to support this work as defined by the Data Management Team manager.

Embedding FCRM data model to improve our data

FCRM has a conceptual data model. We need to work with Data and Systems, FCRM business leads and Defra data Architects to identify tranches of priority/critical entities. Then translate actions and tasks needed to improve data standardisation, data quality and maintenance of these entities and develop measures for improvements.

FTE would be required to support this work as defined by the Data Integrity & Flood Data Team manager.

Data Model governance

The EA need to understand the scope and breadth of Data Model Governance. We need someone to define the breadth based on candidate areas such as data flow maps, conceptual/physical and logical models considering existing frameworks such as those used by the data standards team and Defra data Architecture team and build up case studies, options and recommendations.

FTE would be required to support this work as defined by the Data Integrity & Flood Data Team manager.