



Department
for Environment
Food & Rural Affairs



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



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22nd March 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/CSEM007 |

IT IS AGREED as follows:

As per the mini-contract invitation, the delivery of CSF advice in the East Midlands Lot will commence on 20/03/2018. 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) |
|--|--------------------------|-------------------------------------|---------------------|-------------------------------|--------------------------------|
| EM1: Countryside Stewardship Mid Tier Advice Session | 26/07/19 | RDPE | ■ | ■ | ■ |
| EM1a: Countryside Stewardship: Advice and Approval of Mid Tier Options | 22/07/19 | RDPE | ■ | ■ | ■ |

| | | | | | |
|--|----------|------|---|---|----------------|
| 2a Workshop/meeting Countryside Stewardship Mid Tier Workshops – capacity 10 | 24/05/19 | RDPE | ■ | ■ | ■ |
| 2a Workshop/meeting Countryside Stewardship Mid Tier Workshops – capacity 15 | 24/05/19 | RDPE | ■ | ■ | ■ |
| 2a Workshop/meeting Countryside Stewardship Mid Tier Workshops – capacity 25 | 24/05/19 | RDPE | ■ | ■ | ■ |
| Activity 2 – Additional Adviser | 31/07/19 | RDPE | ■ | ■ | ■ |
| Activity 3 – Guest Speaker | 31/07/19 | RDPE | ■ | ■ | ■ |
| Sliding scale bonus payment | | | | | ■ |
| Grand Total | | | | | £58,555 |

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 20th February 2019 issued by Natural England.
2. the mini-tender submission of the Service Provider submitted to Natural England on 6th March 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 11th October 2019 (within 6 weeks of the mini-contract delivery end date).

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

ON BEHALF OF NATURAL ENGLAND

ON BEHALF OF RSK ADAS

By (capitals): [REDACTED]

Signature: [REDACTED]

By (capitals): [REDACTED]

Signature: [REDACTED]

Title: **Defra Group Commercial**

Title: [REDACTED]

Date: 22/03/19

Date: 28TH MARCH 2019

Annex A: Delivery Milestones

| Deadline | Activity |
|----------------|--|
| W/C 18/03/2019 | <ul style="list-style-type: none"> Inception Meeting Held |
| 20/03/2019 | <ul style="list-style-type: none"> Contract start date |
| 12/04/2019 | <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 events to commence |
| 30/04/2019 | <ul style="list-style-type: none"> █ of the events delivered Tranche 1 Advice sessions to commence Tranche 2 advice sessions, venues and dates to be confirmed Commencement of the Recommendation of CS Mid Tier Options Requiring Approval on-farm visits |
| 24/05/2019 | <ul style="list-style-type: none"> All the events delivered █ x 1:1 advice sessions delivered |
| 28/06/2019 | <ul style="list-style-type: none"> █ x 1:1 advice sessions delivered █ of the Recommendation of CS Mid Tier Options Requiring Approval on-farm visits completed and the forms forwarded to NE. |
| 22/07//2019 | <ul style="list-style-type: none"> █ of the Option Approval visits completed and Recommendation forms forwarded to NE █ x 1:1 advice sessions delivered |
| 26/07/2019 | <ul style="list-style-type: none"> █ 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.