

# DPS Schedule 6 (Letter of Appointment Template and Order Schedules)

## Letter of Appointment

This Letter of Appointment is issued in accordance with the provisions of the DPS Contract RM6124 (Atamis Contract Record – C23432 Comparative M&E of dry-stone walls) between CCS on behalf of the Agency (Natural England) and the contractor (University of Gloucestershire), dated 21/03/2024.

Capitalised terms and expressions used in this letter have the same meanings as in the Order Incorporated Terms unless the context otherwise requires.

### ORDER:

Order Number:	To be confirmed
From:	NATURAL ENGLAND HORIZON HOUSE DEANERY ROAD BRISTOL BS1 5TL UNITED KINGDOM
To:	UNIVERSITY OF GLOUCESTERSHIRE PARK CAMPUS, THE PARK CHELTENHAM GLOUCESTERSHIRE GL50 2RH UNITED KINGDOM

Order Start Date:	21 <sup>st</sup> March 2024
Order Expiry Date:	31 <sup>st</sup> March 2025
Order Initial Period:	As above
Order Optional Extension Period:	N/A

Goods or Services required:	Goods or Services required are set out in DPS Schedule 1 of the DPS Agreement and the relevant Brief and are to be delivered in line with the accepted Proposal as detailed at Annex A of this Letter.  Subsequent calls for Goods or Services shall be priced and agreed using the Statement of Works form as per Annex B of this Letter of Appointment.
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Key Staff:	For the Client/Authority:
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	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p><b>For the Contractor:</b></p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
<b>Guarantor(s)</b>	N/A

<b>Order Contract Charges (including any applicable discount(s), but excluding VAT):</b>	<p>£ 257,047.50</p> <p><b>Estimated Year 1 Charges:</b> £2050 – inception meeting.</p> <p><b>Estimated year 2 Charges:</b> £254,997.50</p>
<b>Liability</b>	<b>See Clause 11 of the Core Terms (see link here <a href="#">core terms</a>)</b>
<b>Additional Insurance Requirements</b>	N/A
<b>Client billing address for invoicing:</b>	<p>NATURAL ENGLAND FOSS HOUSE KINGS POOL 1-2 PEASHOLME GREEN YORK YO1 7PX UNITED KINGDOM</p>

<b>Special Terms</b>	N/A
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## PROGRESS REPORT FREQUENCY

On the second Monday of each calendar month

## PROGRESS MEETING FREQUENCY

Monthly as a minimum to be arranged at inception meeting.

## KEY SUBCONTRACTOR(S)

Land Use Consultants  
Environment Systems Limited

## COMMERCIALLY SENSITIVE INFORMATION

Not applicable

## SOCIAL VALUE COMMITMENT

The Agency agrees, in providing the Goods or Services and performing its obligations under the Order Contract, that it will comply with the social value commitments in Order Schedule 4 (Order Proposal)

## SERVICE CREDIT CAP

[N/A]

## ORDER INCORPORATED TERMS ([core terms](#))

The following documents are incorporated into this Order Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Letter of Appointment including the Order Special Terms and Order Special Schedules.
2. *Joint Schedule 1 (Definitions and Interpretation)* [RM6124 homepage](#)
3. *The following Schedules in equal order of precedence:*

- *Joint Schedules for RM6124*
  - ***Joint Schedule 2 (Variation Form)***
  - ***Joint Schedule 3 (Insurance Requirements)***
  - ***Joint Schedule 4 (Commercially Sensitive Information)***
  - ***[Joint Schedule 6 (Key Subcontractors)]***
  - ***[Joint Schedule 7 (Financial Difficulties)]***
  - ***[Joint Schedule 8 (Guarantee)]***
  - ***Joint Schedule 10 (Rectification Plan)***
  - ***Joint Schedule 11 (Processing Data)***
  - ***[Joint Schedule 12 (Supply Chain Visibility)]***
- *Order Schedules for [Insert Order reference number]*
  - ***Order Schedule 1 (Transparency Reports)***
  - ***Order Schedule 2 (Staff Transfer)***
  - ***Order Schedule 3 (Continuous Improvement)***
  - ***[Order Schedule 5 (Pricing Details)]***
  - ***[Order Schedule 6 (ICT Services)]***
  - ***[Order Schedule 7 (Key Supplier Staff)]***
  - ***[Order Schedule 8 (Business Continuity and Disaster Recovery)]***
  - ***[Order Schedule 9 (Security)]***
  - ***[Order Schedule 10 (Exit Management)]***
  - ***[Order Schedule 13 (Implementation Plan and Testing)]***
  - ***[Order Schedule 14 (Service Levels)]***
  - ***[Order Schedule 15 (Order Contract Management)]***
  - ***[Order Schedule 16 (Benchmarking)]***
  - ***[Order Schedule 17 (MOD Terms)]***
  - ***[Order Schedule 18 (Background Checks)]***

- [Order Schedule 19 (Scottish Law)]
  - **[Order Schedule 20 (Order Specification)]**
  - [Order Schedule 21 (Northern Ireland Law)]
  - [Order Schedule 23 (HMRC)]
4. CCS Core Terms
  5. *Joint Schedule 5 (Corporate Social Responsibility) RM6124*
  6. **Order Schedule 4 (Proposal/Submission)** as long as any parts of the Order Proposal that offer a better commercial position for the Authority (as decided by the Authority) take precedence over the documents above.

No other Agency/Contractor's terms are part of the Order Contract. That includes any terms written on the back of, or added to this Order Form, or presented at the time of delivery. For the avoidance of doubt, the relationship between the Parties is non-exclusive. The Authority is entitled to appoint any other contractor to perform services and produce goods which are the same or similar to the Goods or Services.

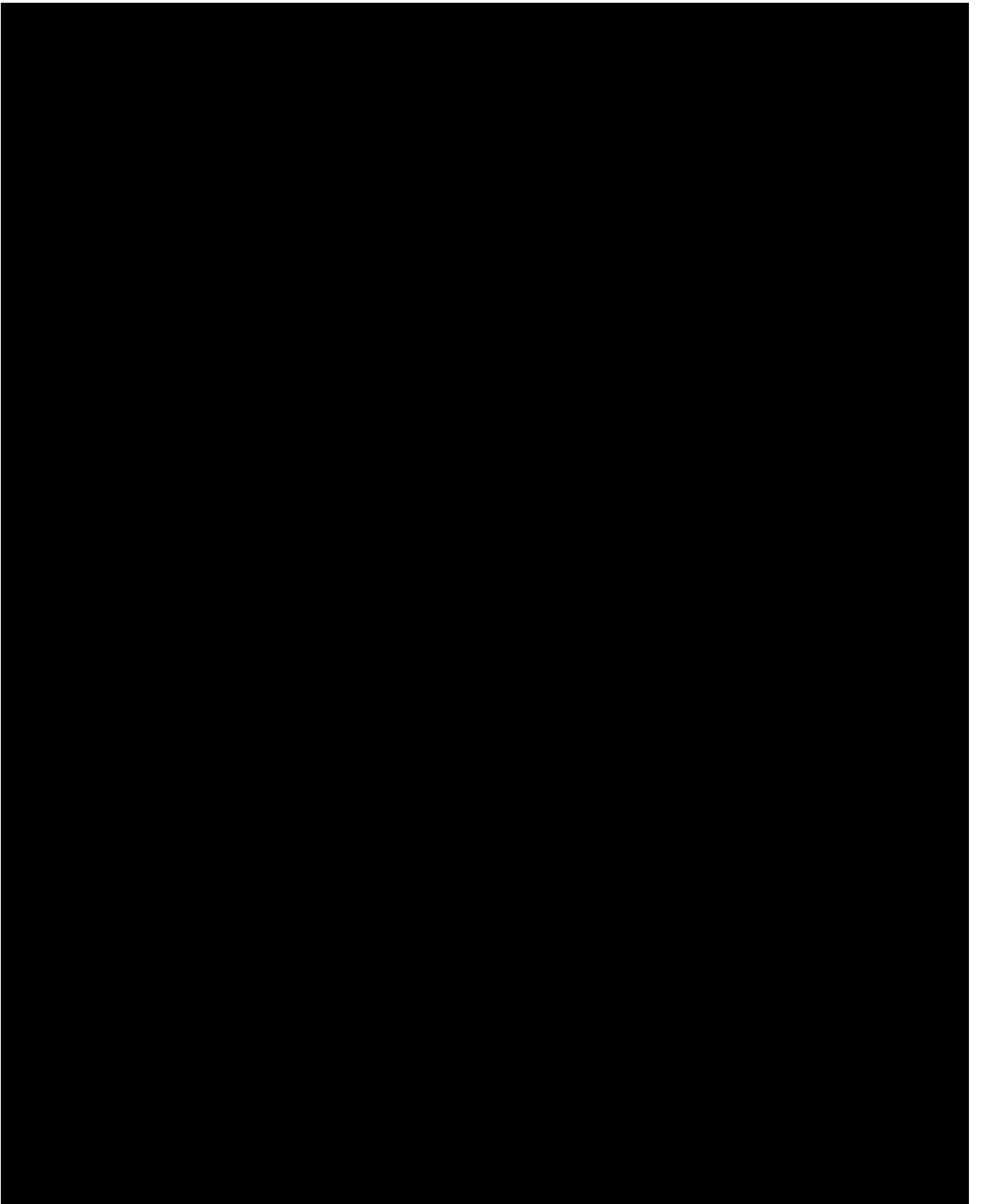
## **FORMATION OF ORDER CONTRACT**

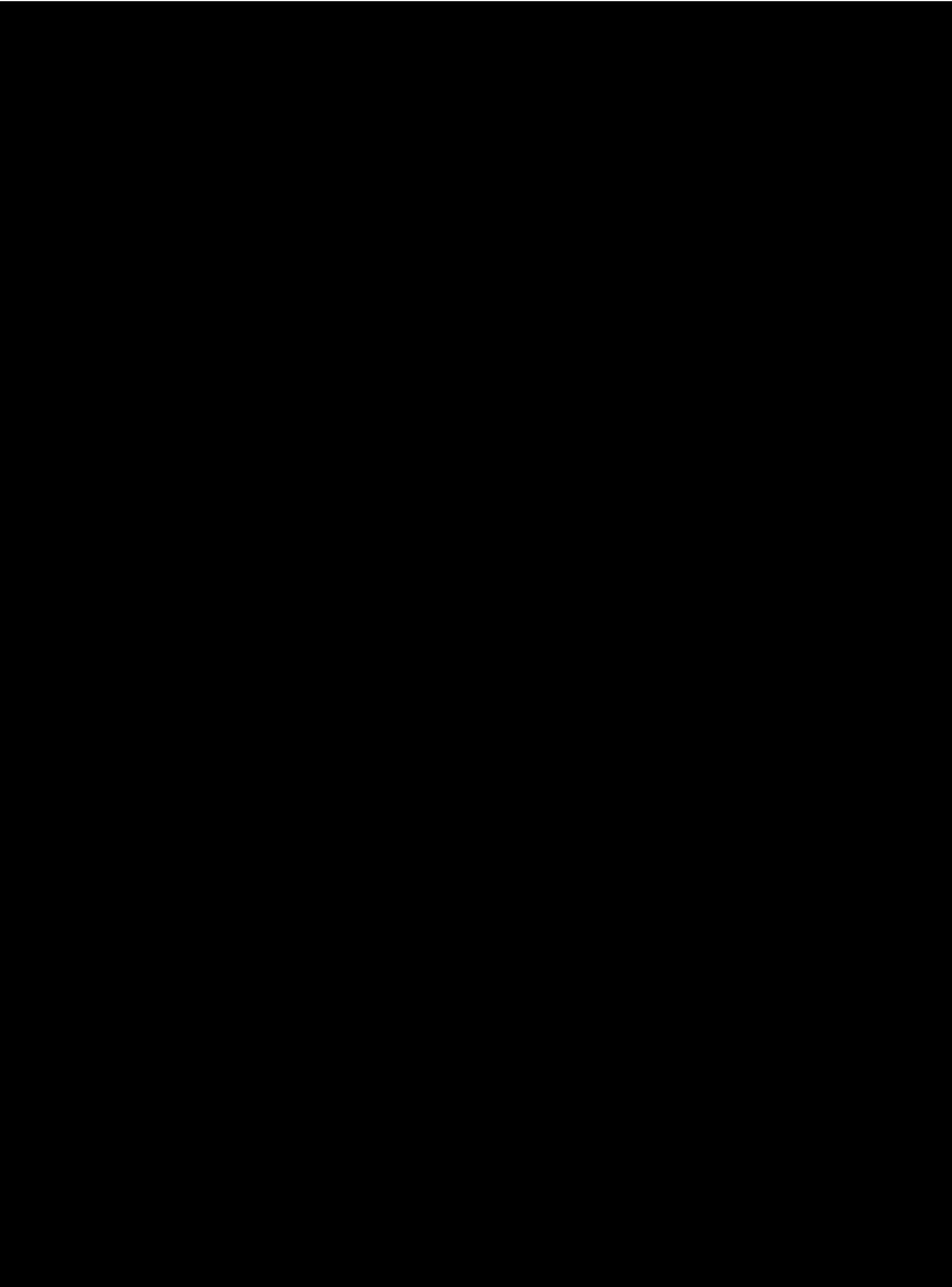
BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Contractor agrees to enter an Order Contract with the Authority to provide the Goods or Services in accordance with the terms of this letter and the Order Incorporated Terms.

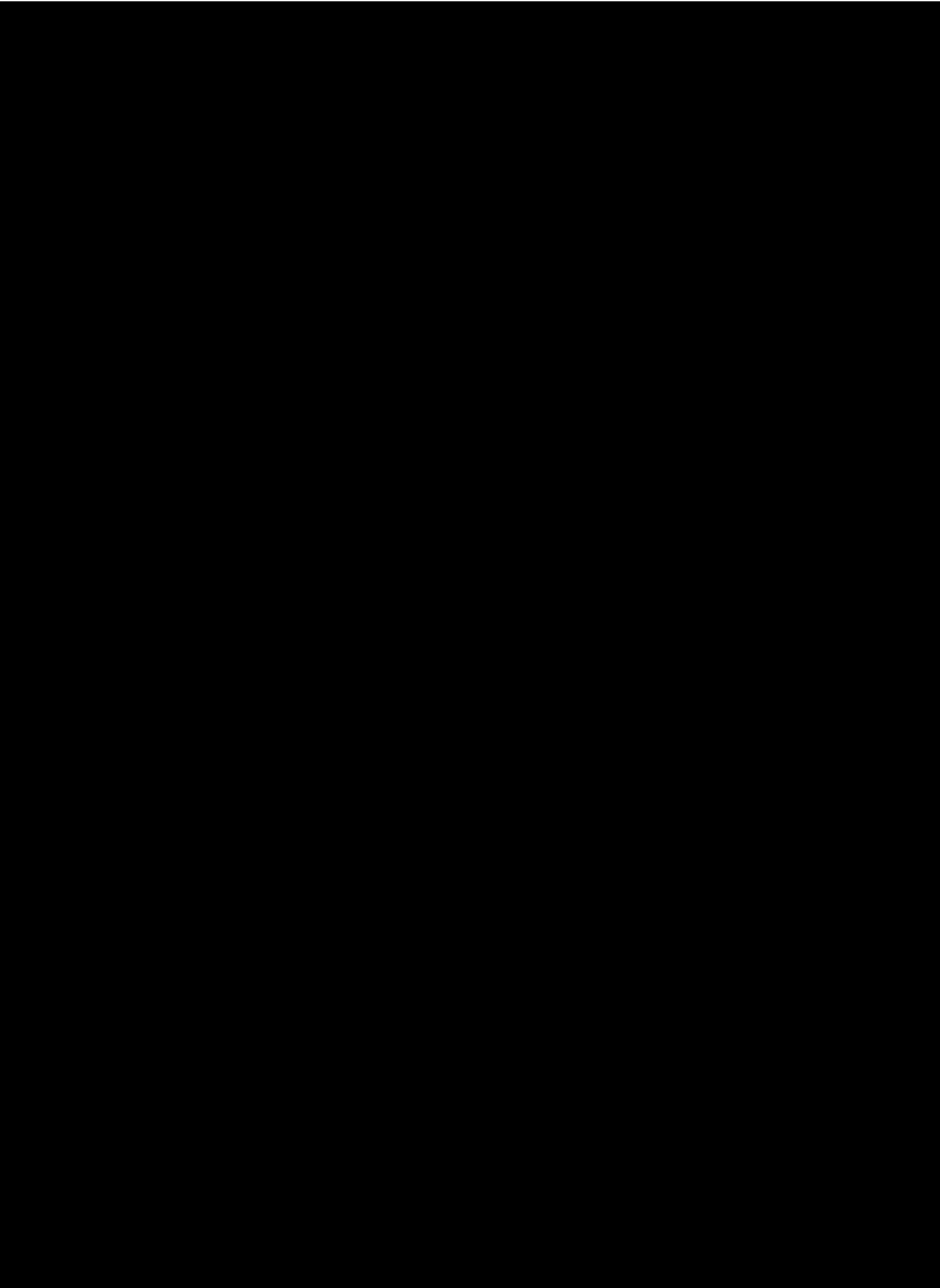
The Parties hereby acknowledge and agree that they have read this letter and the Order Incorporated Terms. The Parties hereby acknowledge and agree that this Order Contract shall be formed when the Authority acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Contractor within two (2) Working Days from such receipt.

**ANNEX A**

**Contractor's Proposal/Submission**

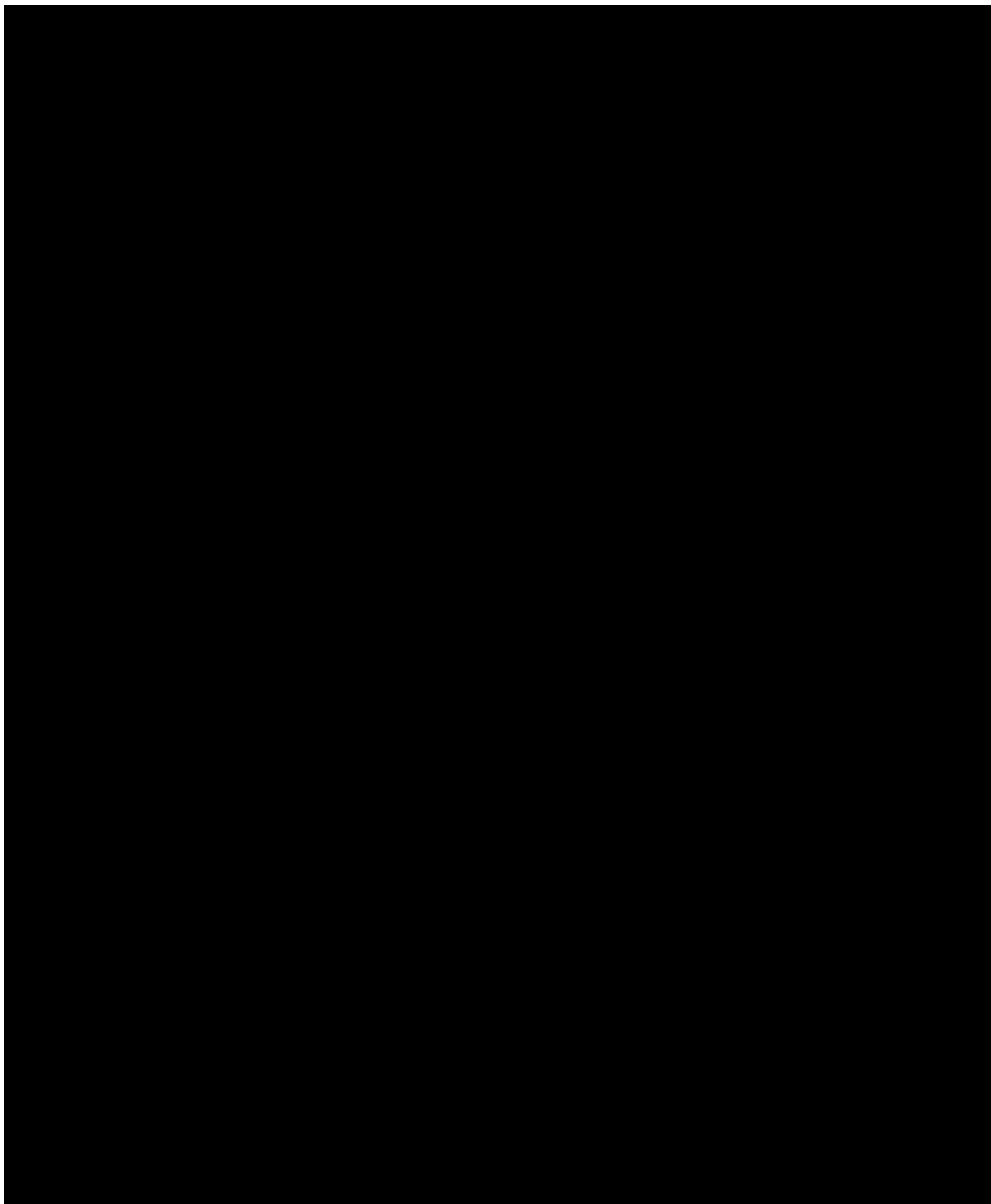


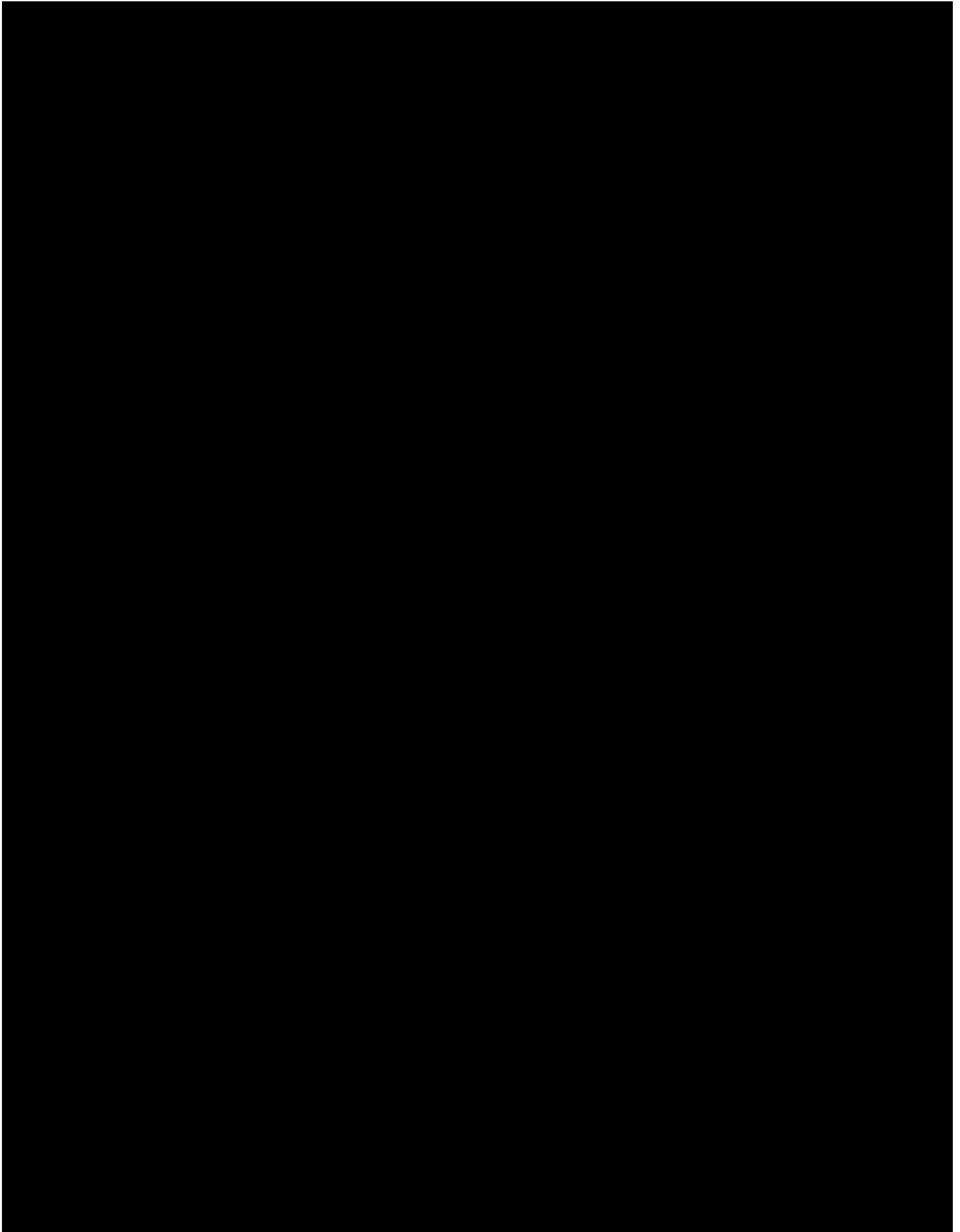


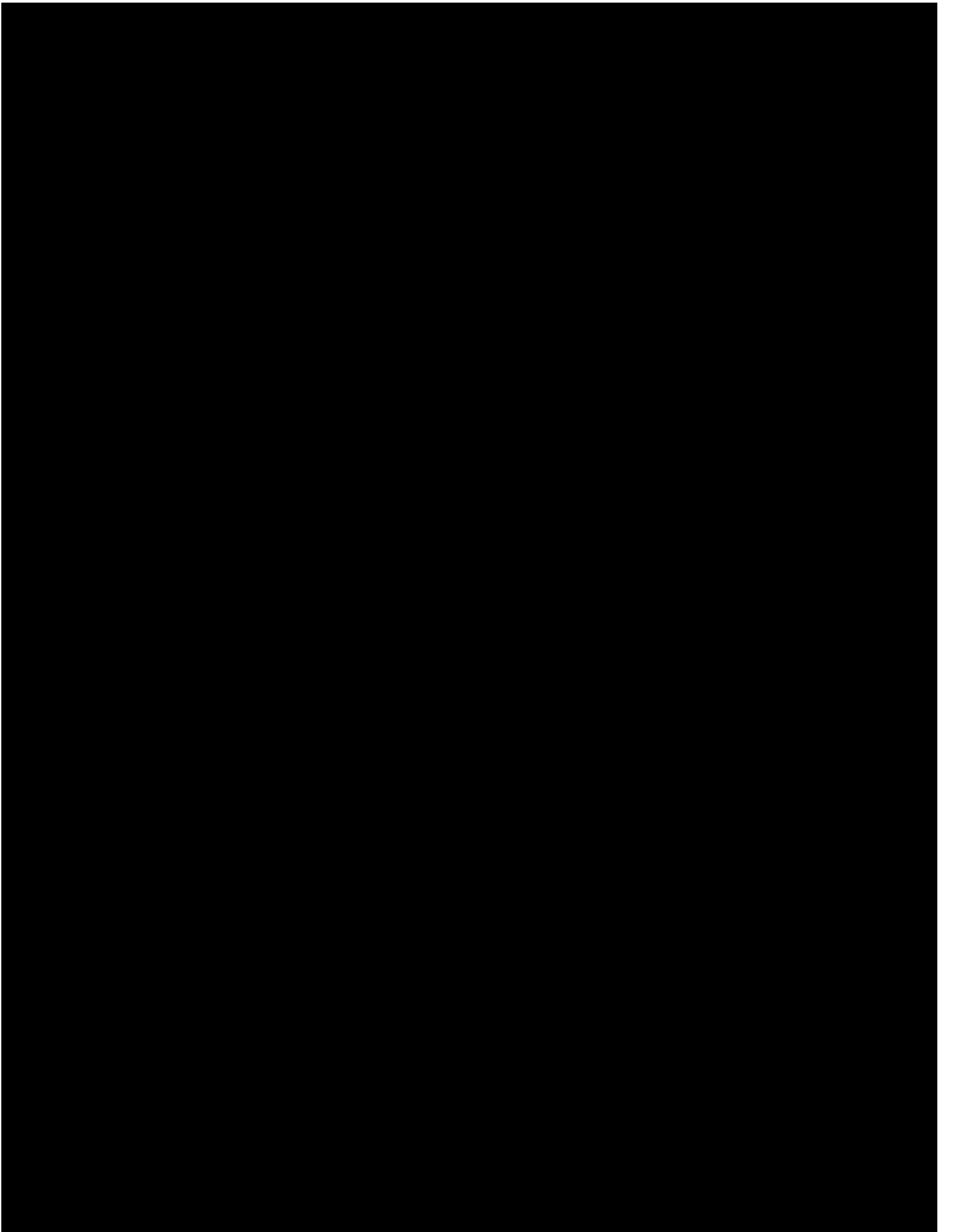


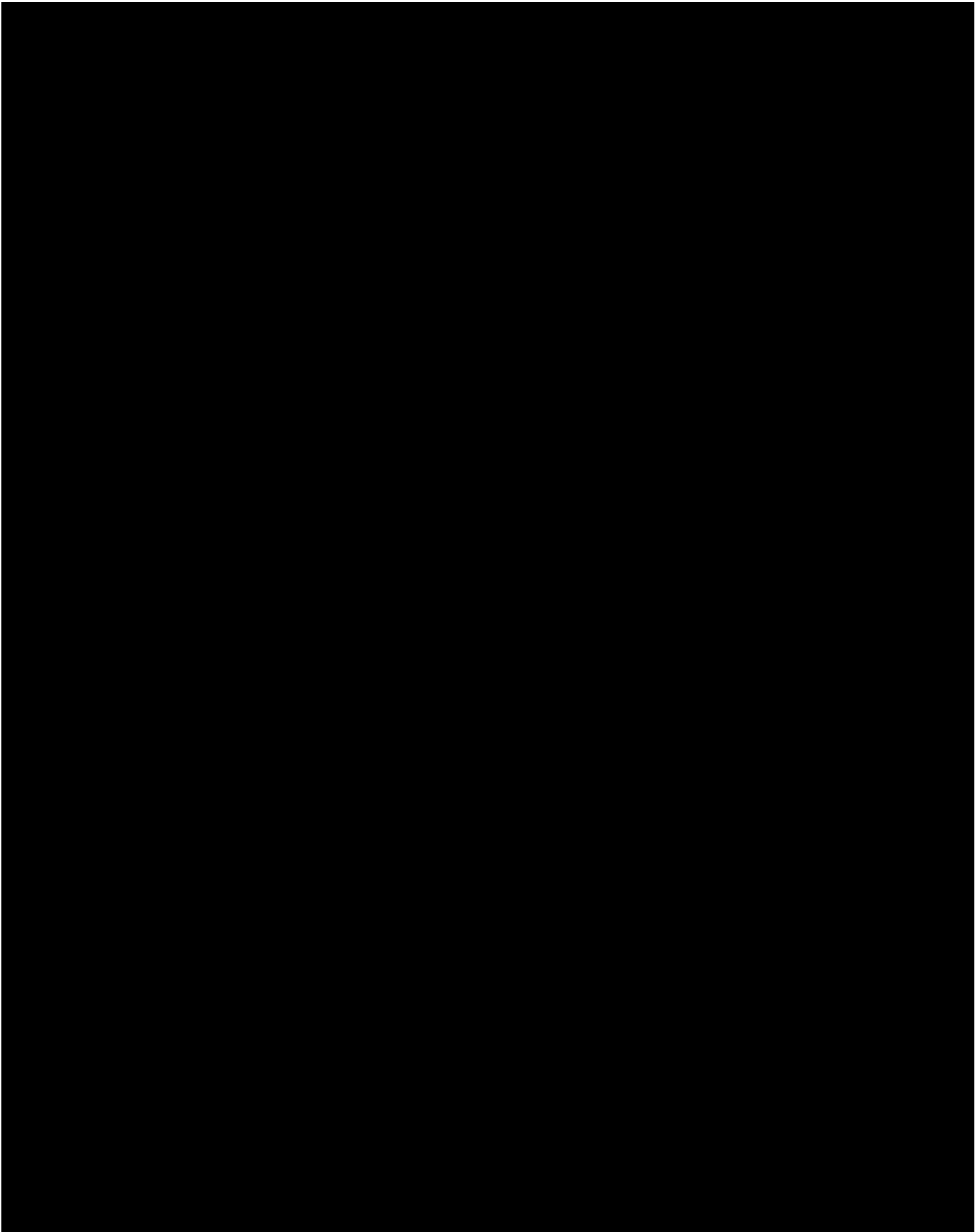


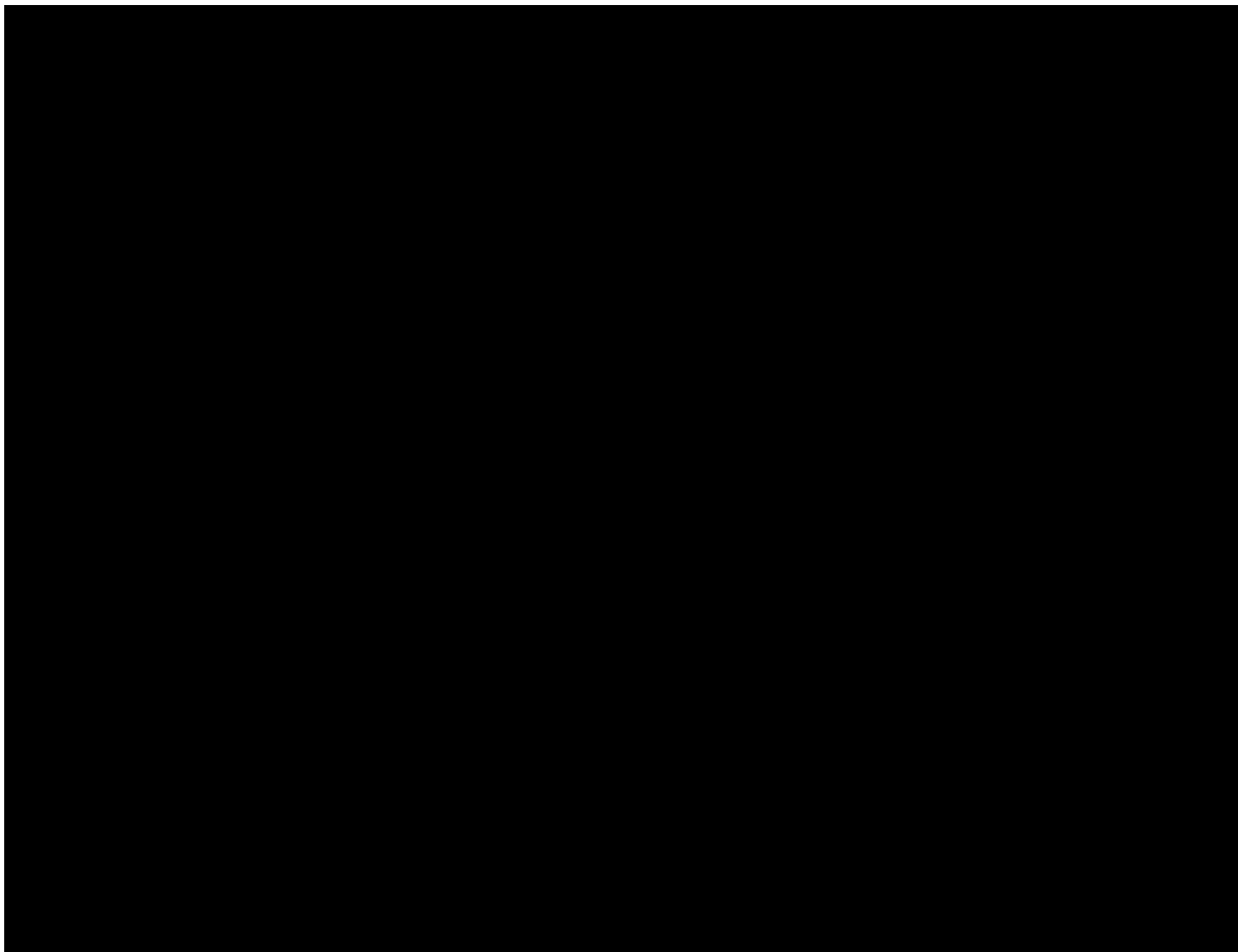


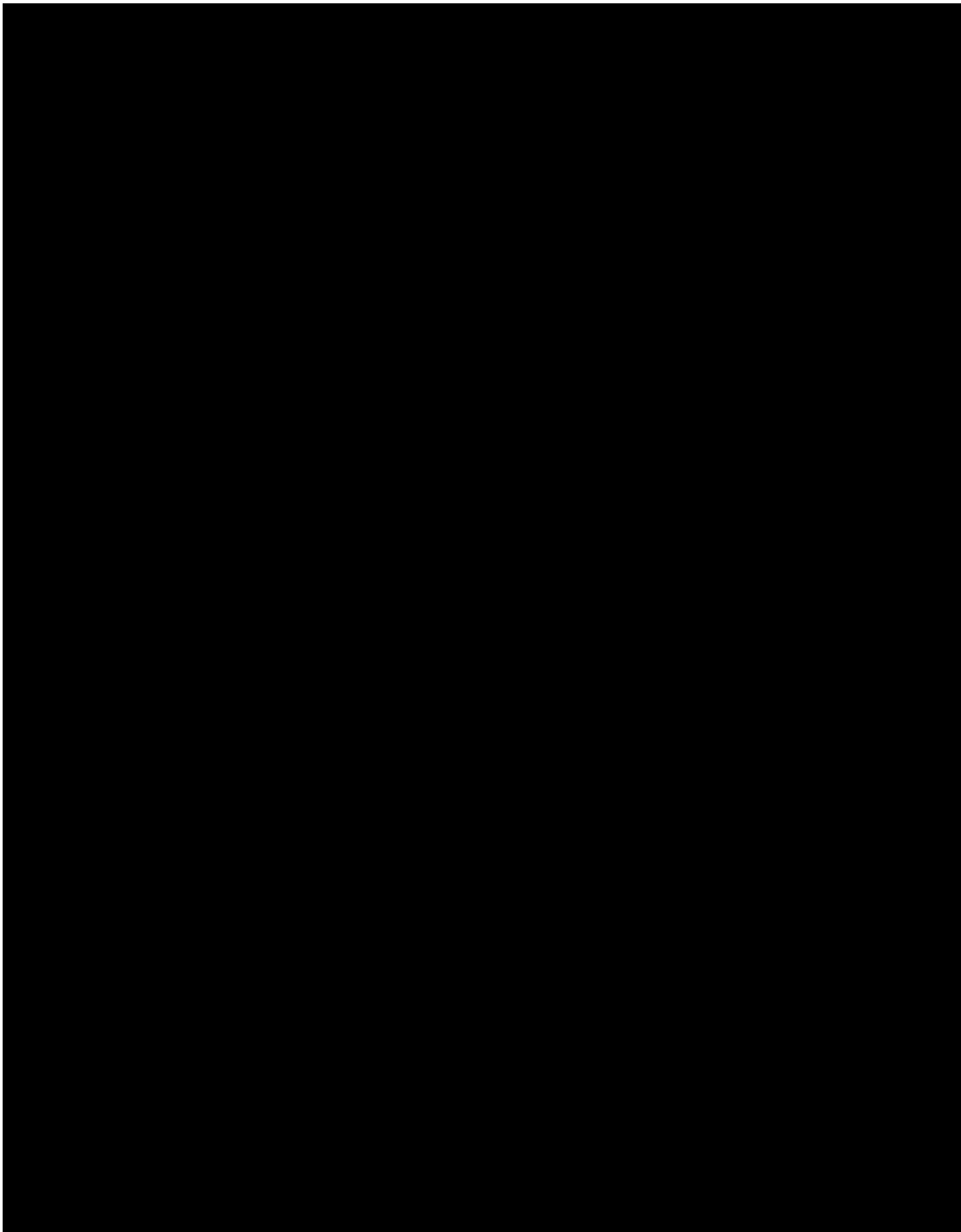


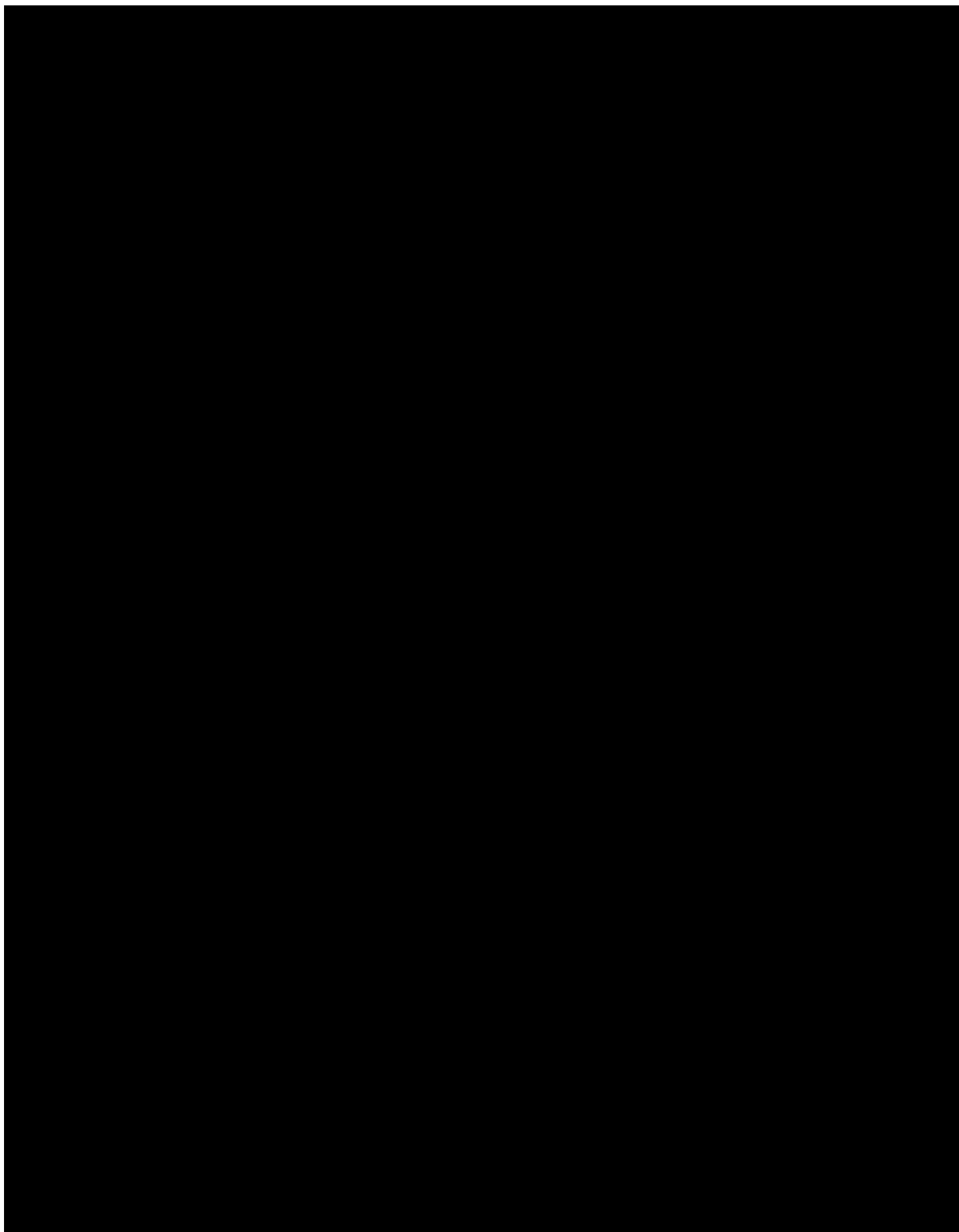


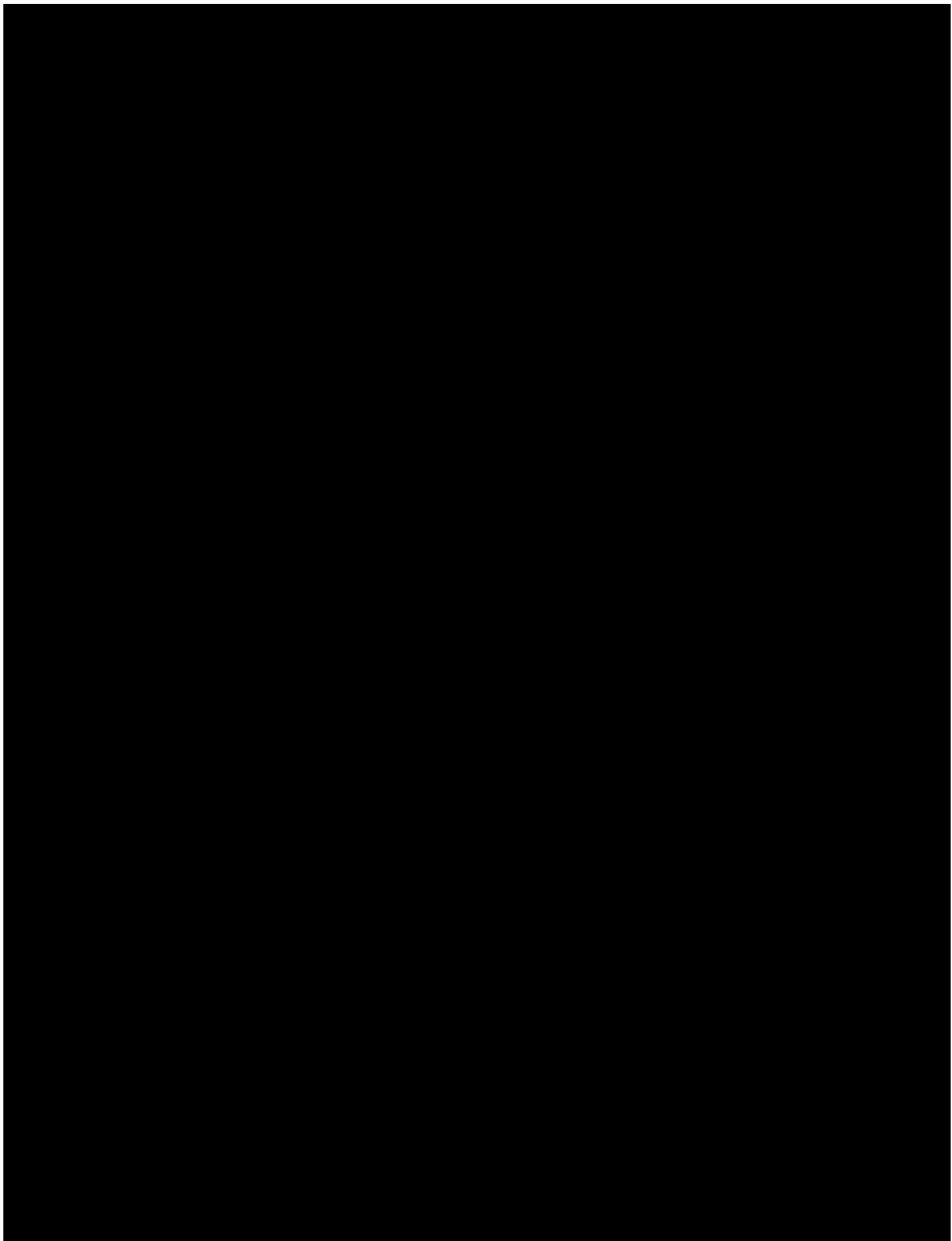




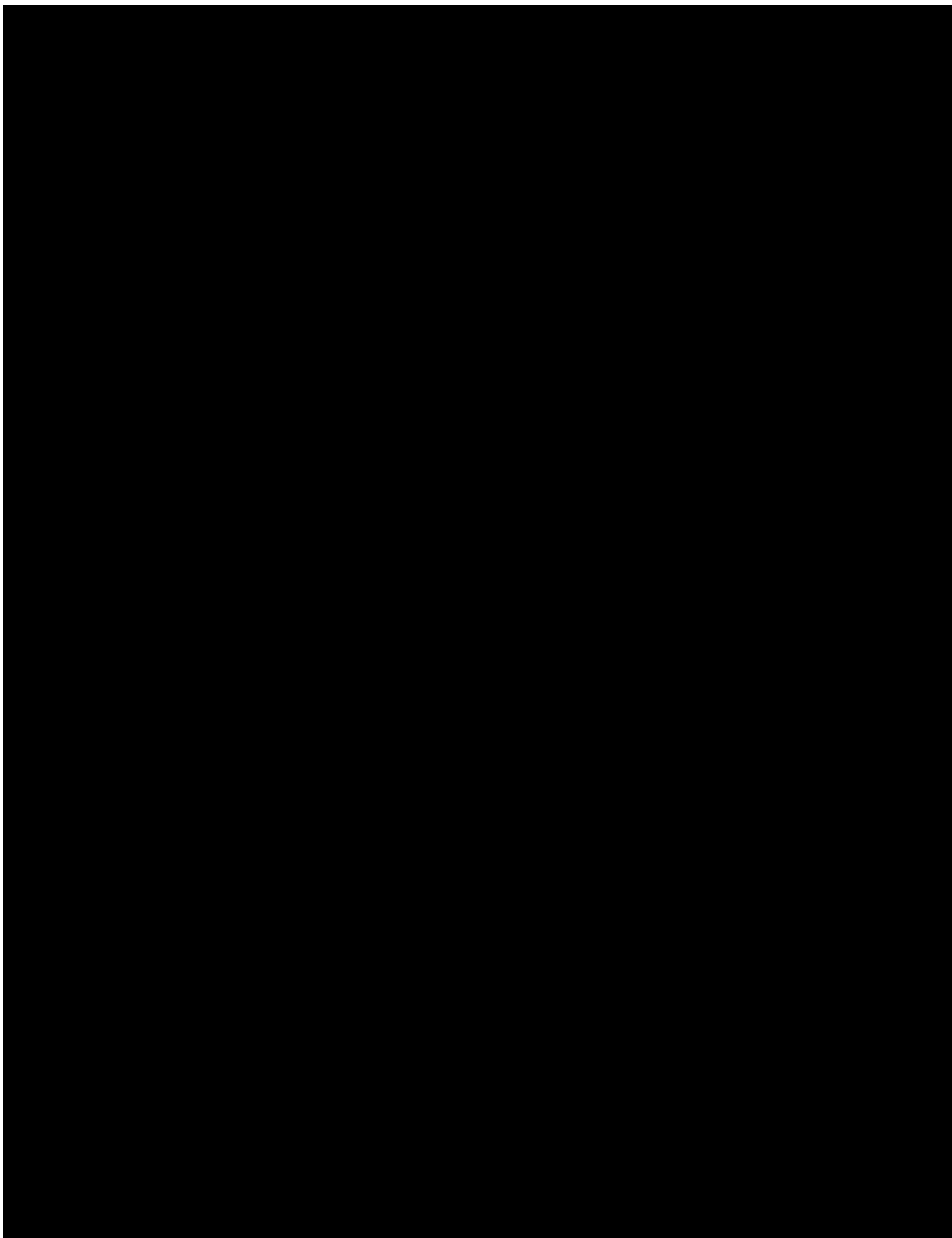


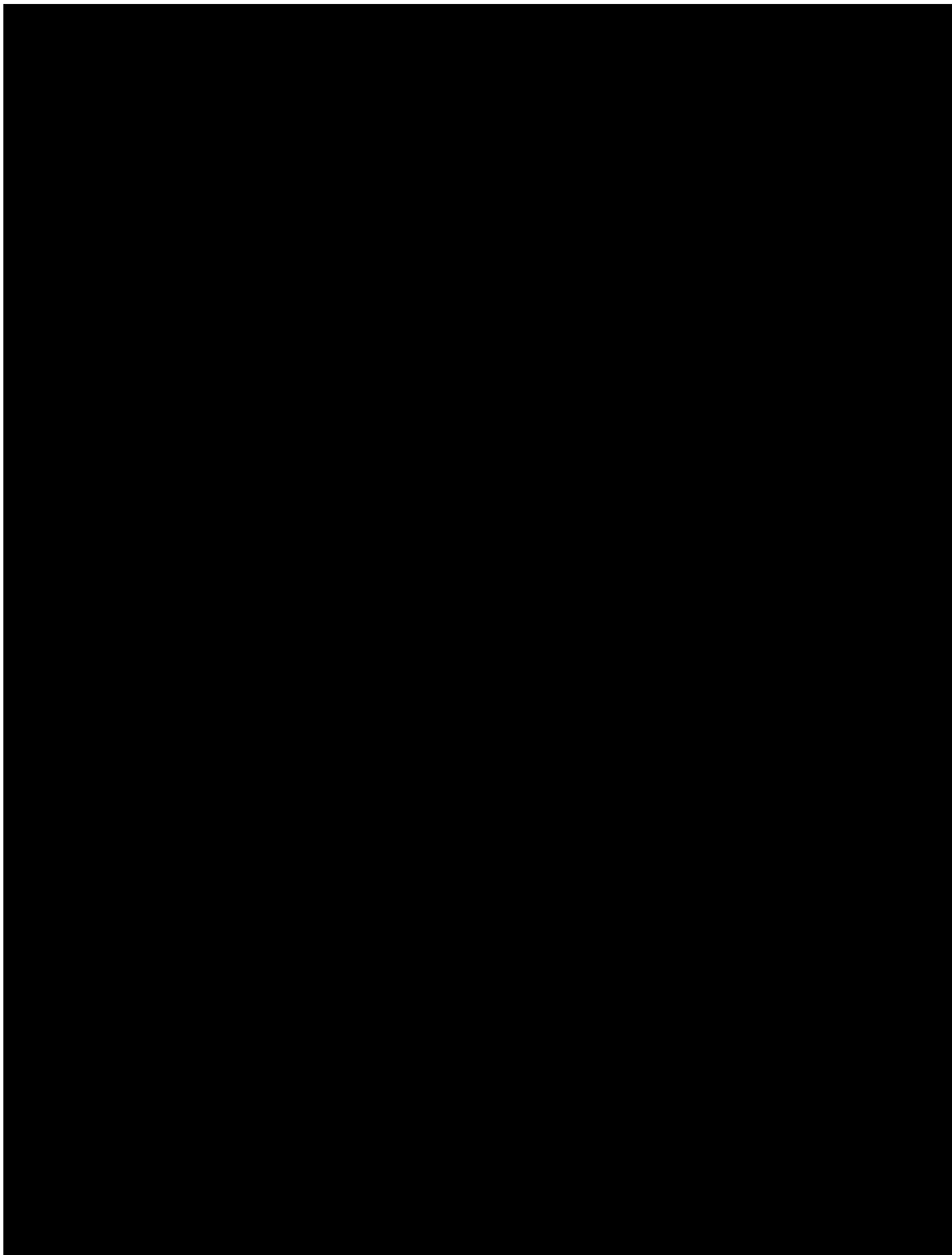


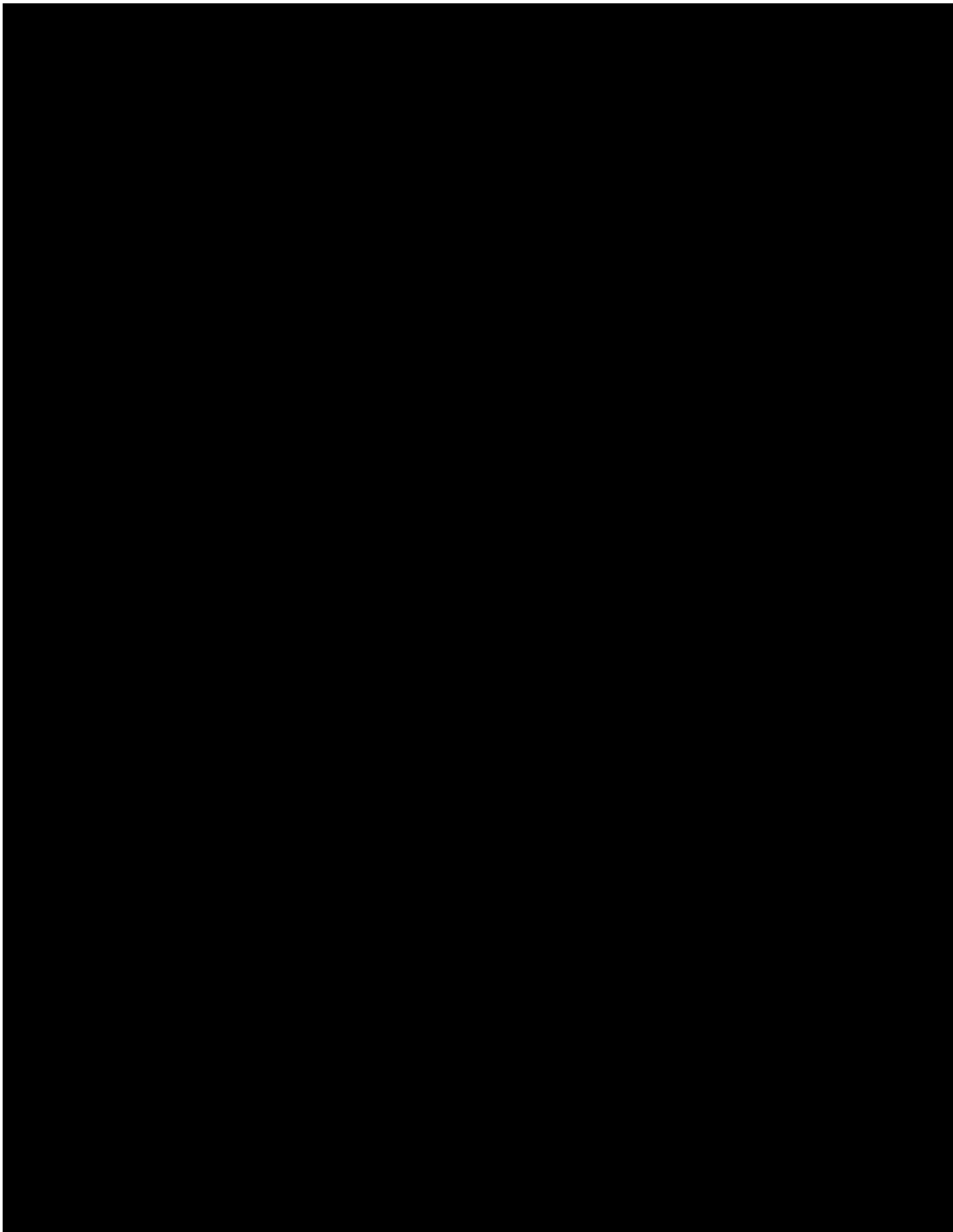


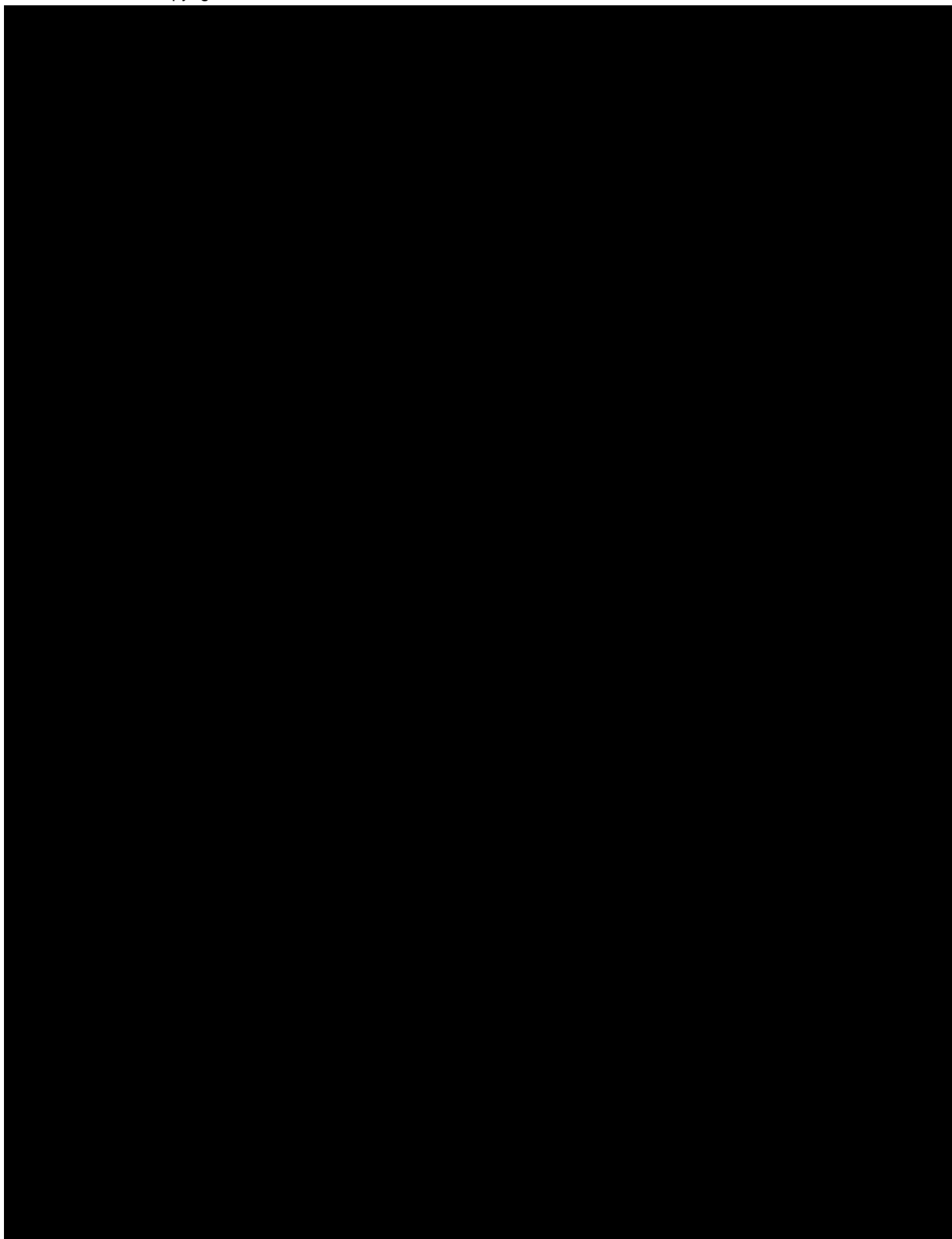


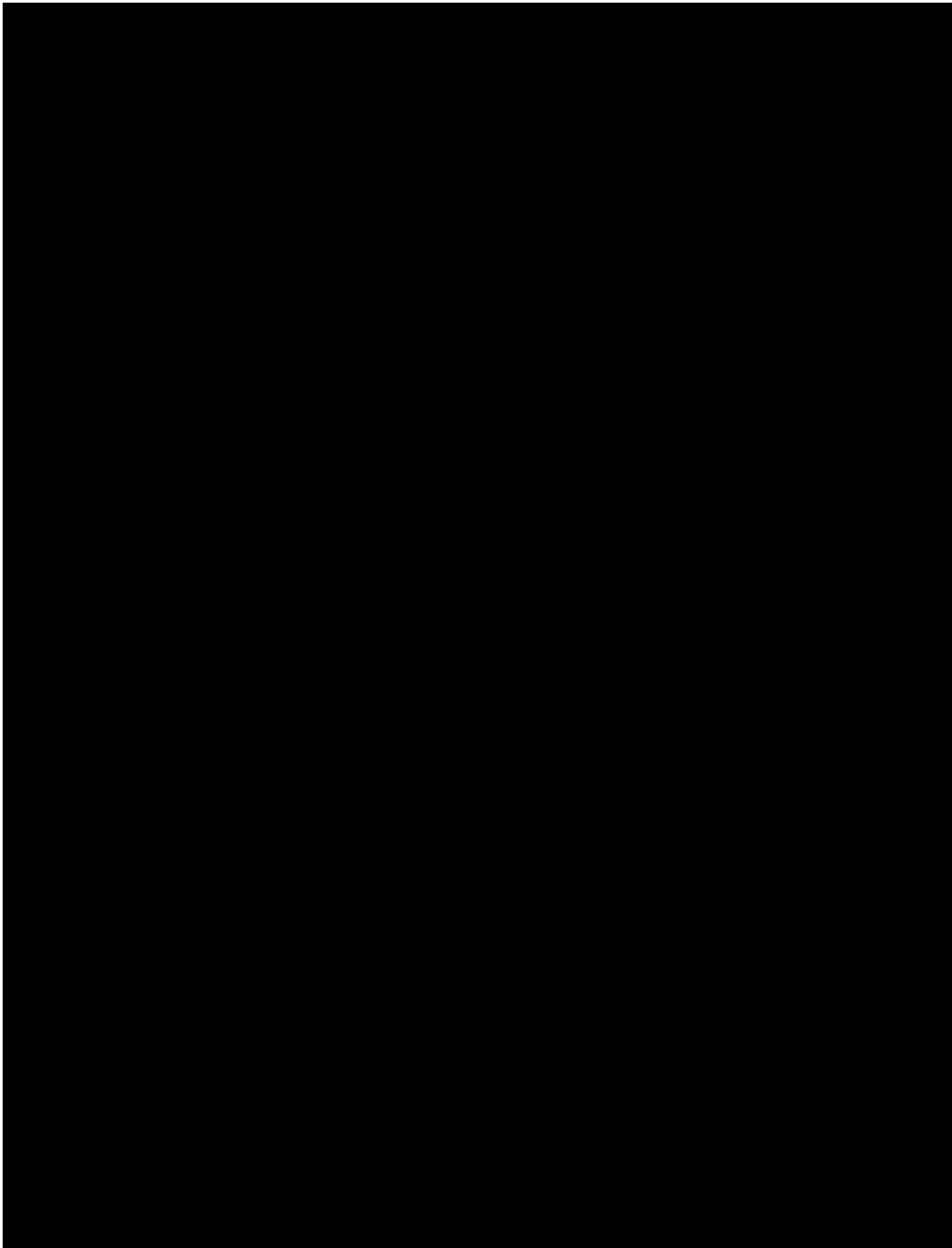


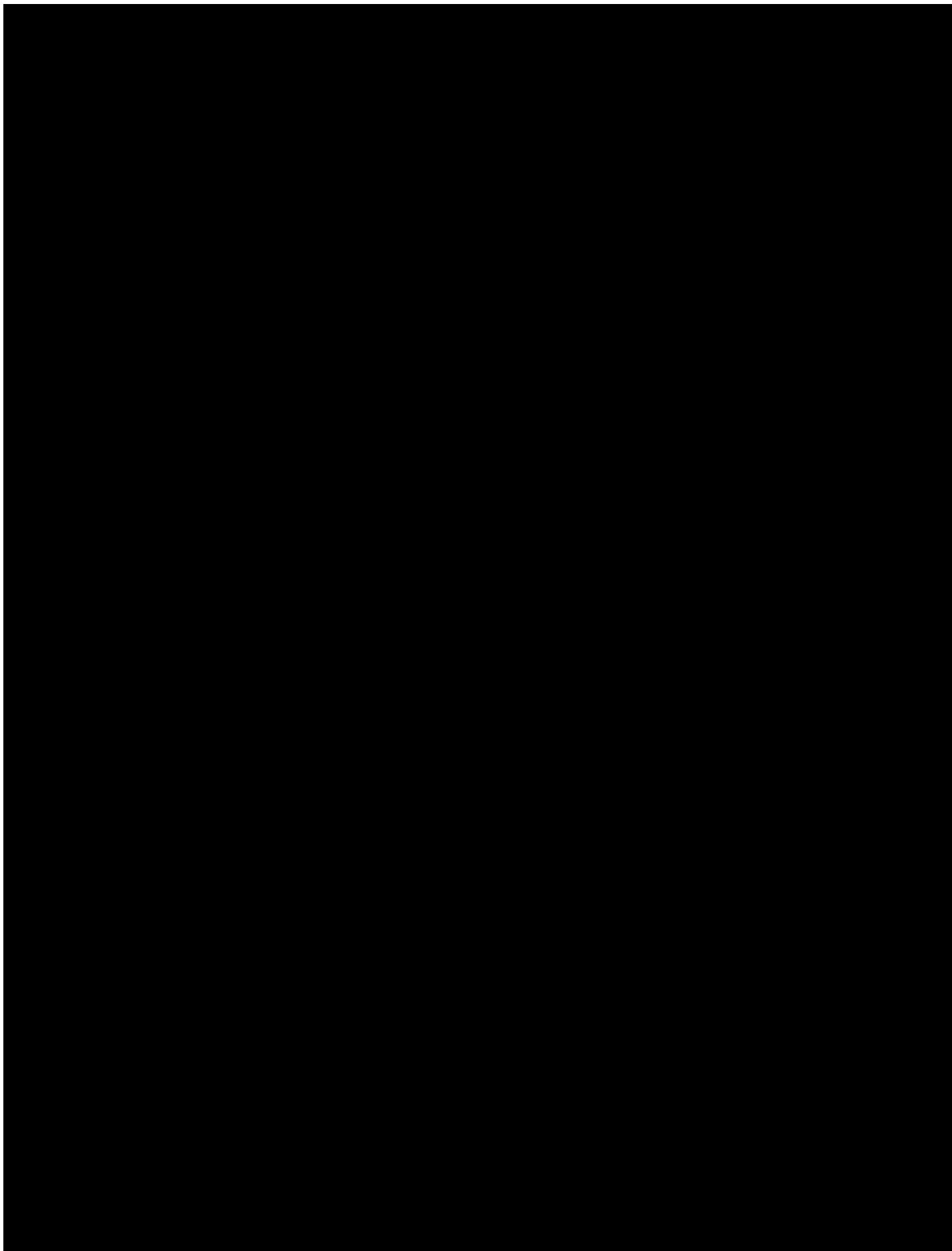


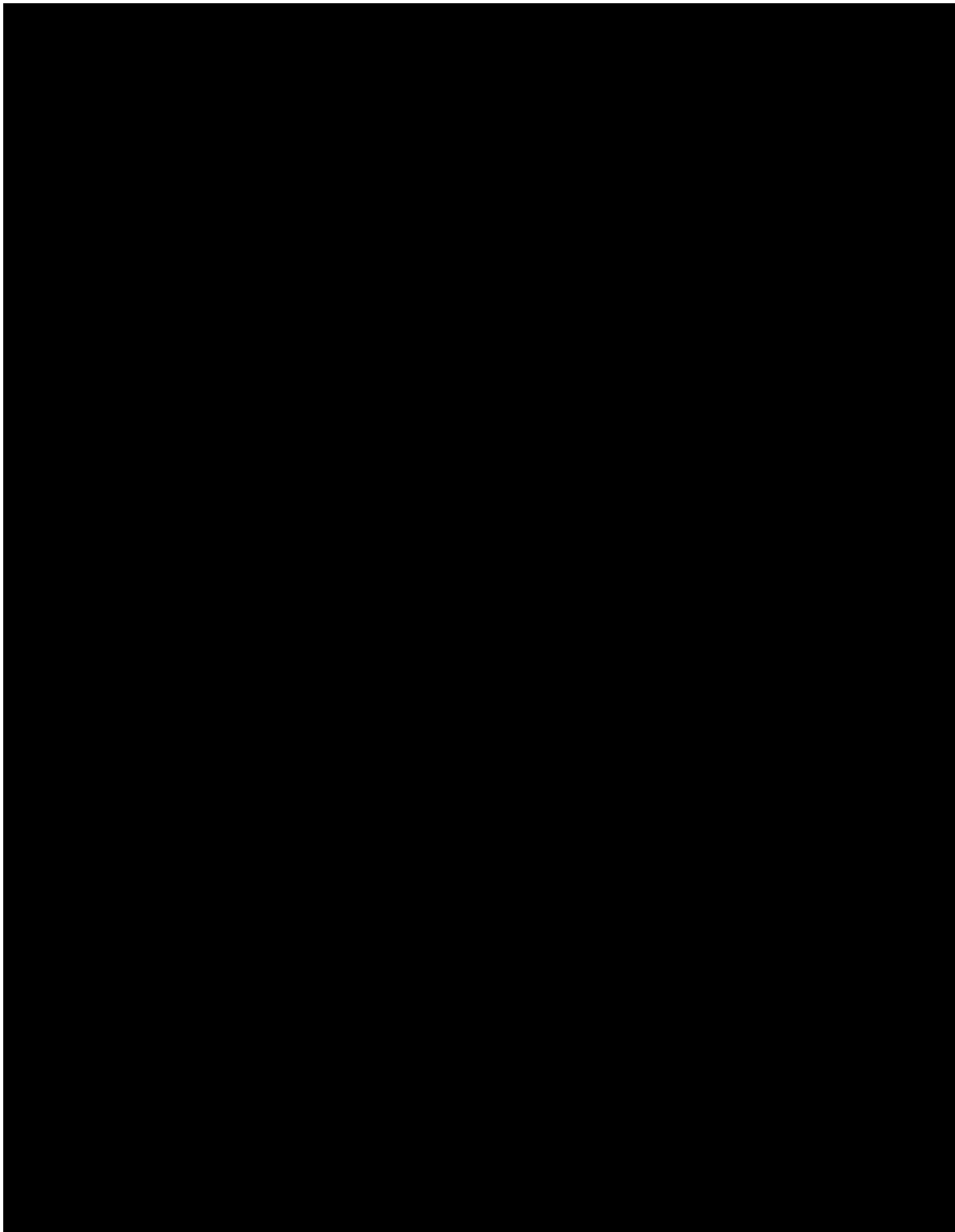


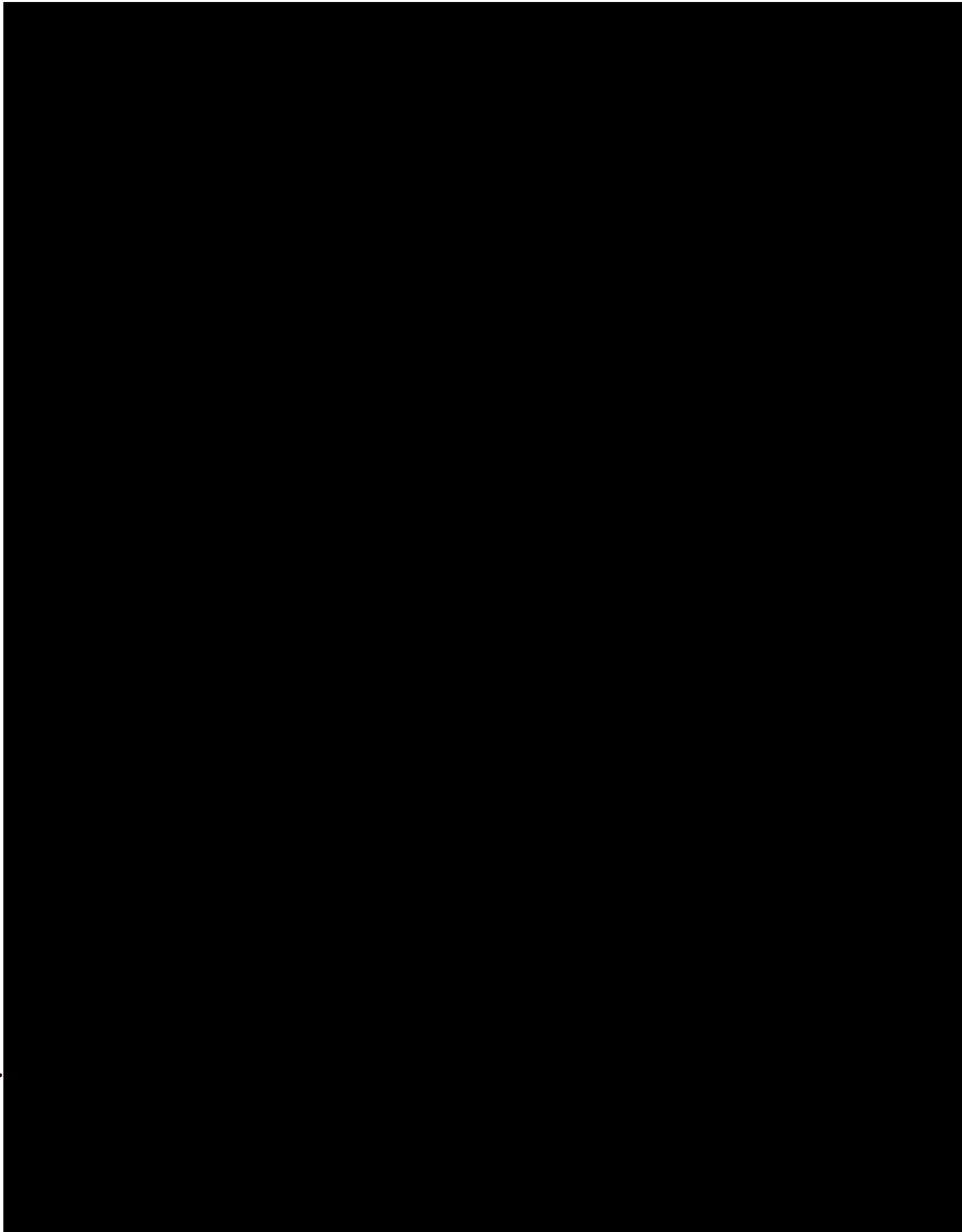




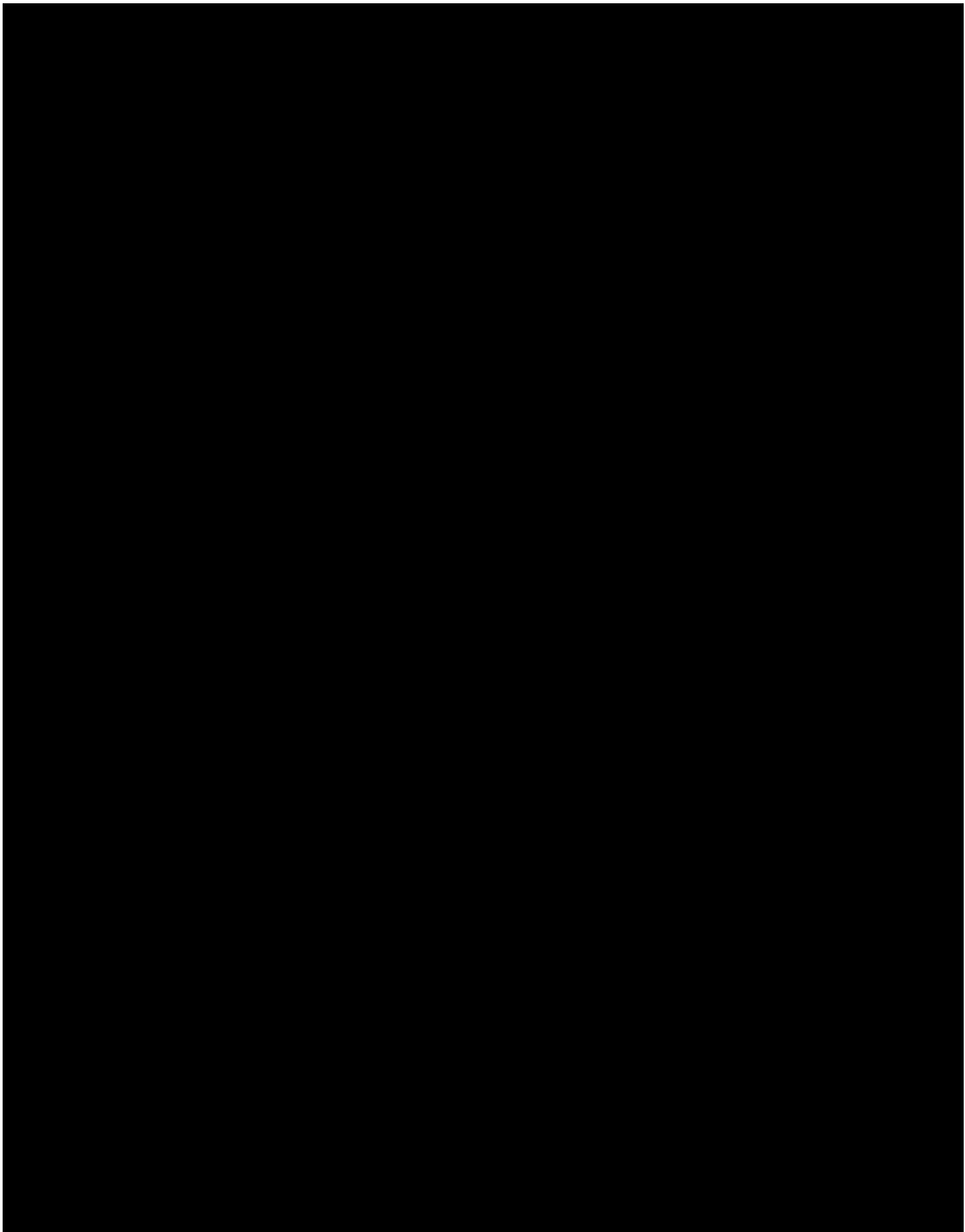


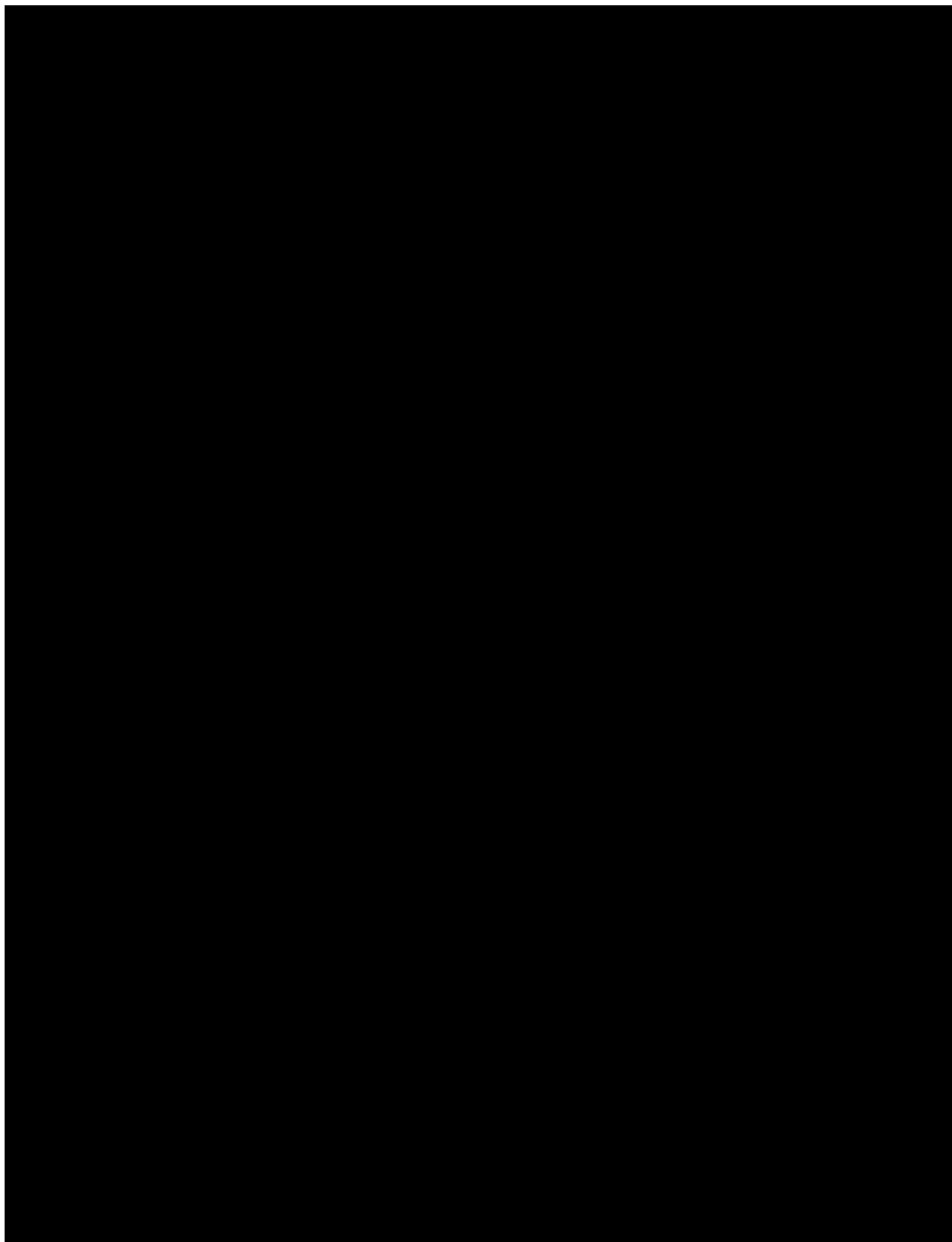


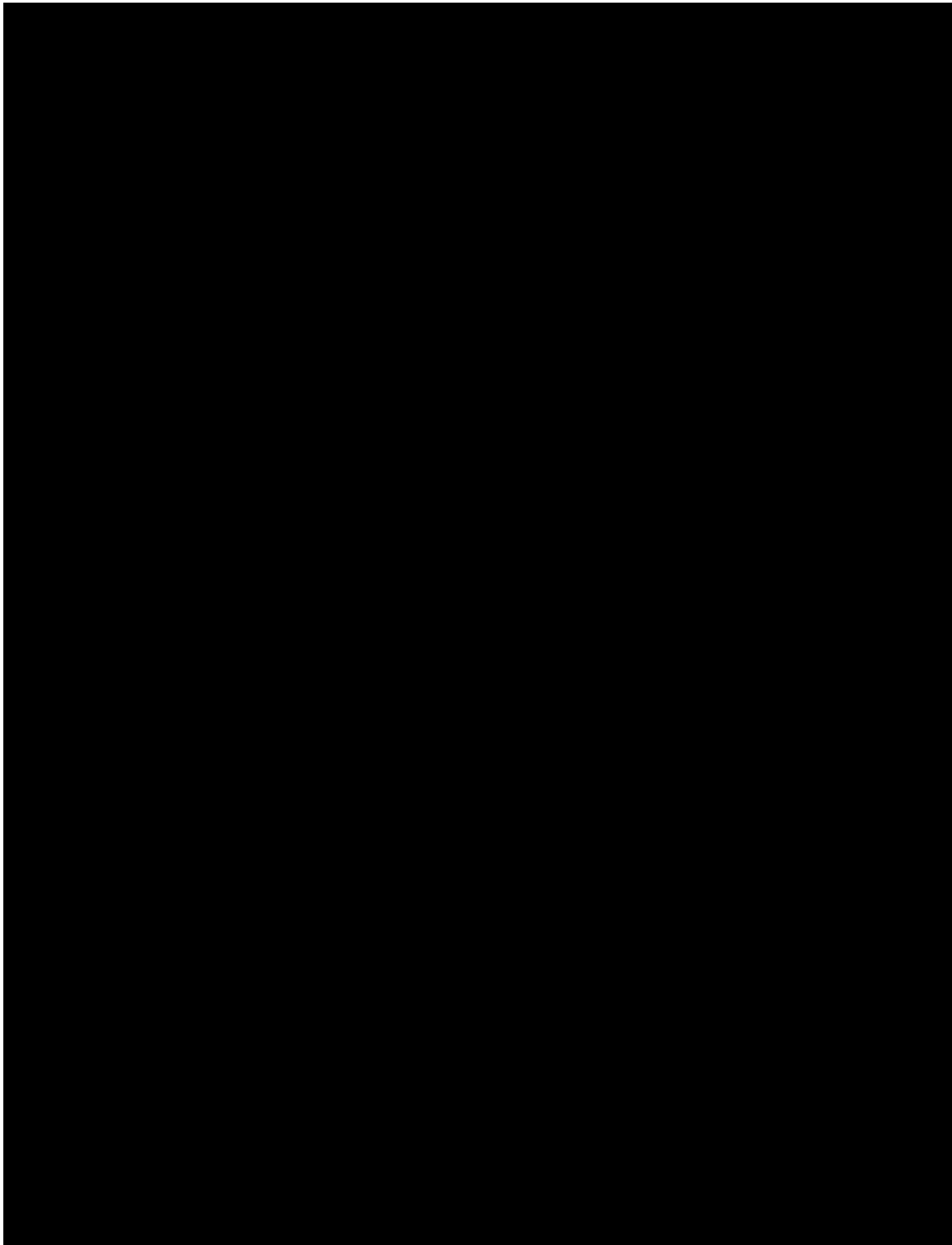


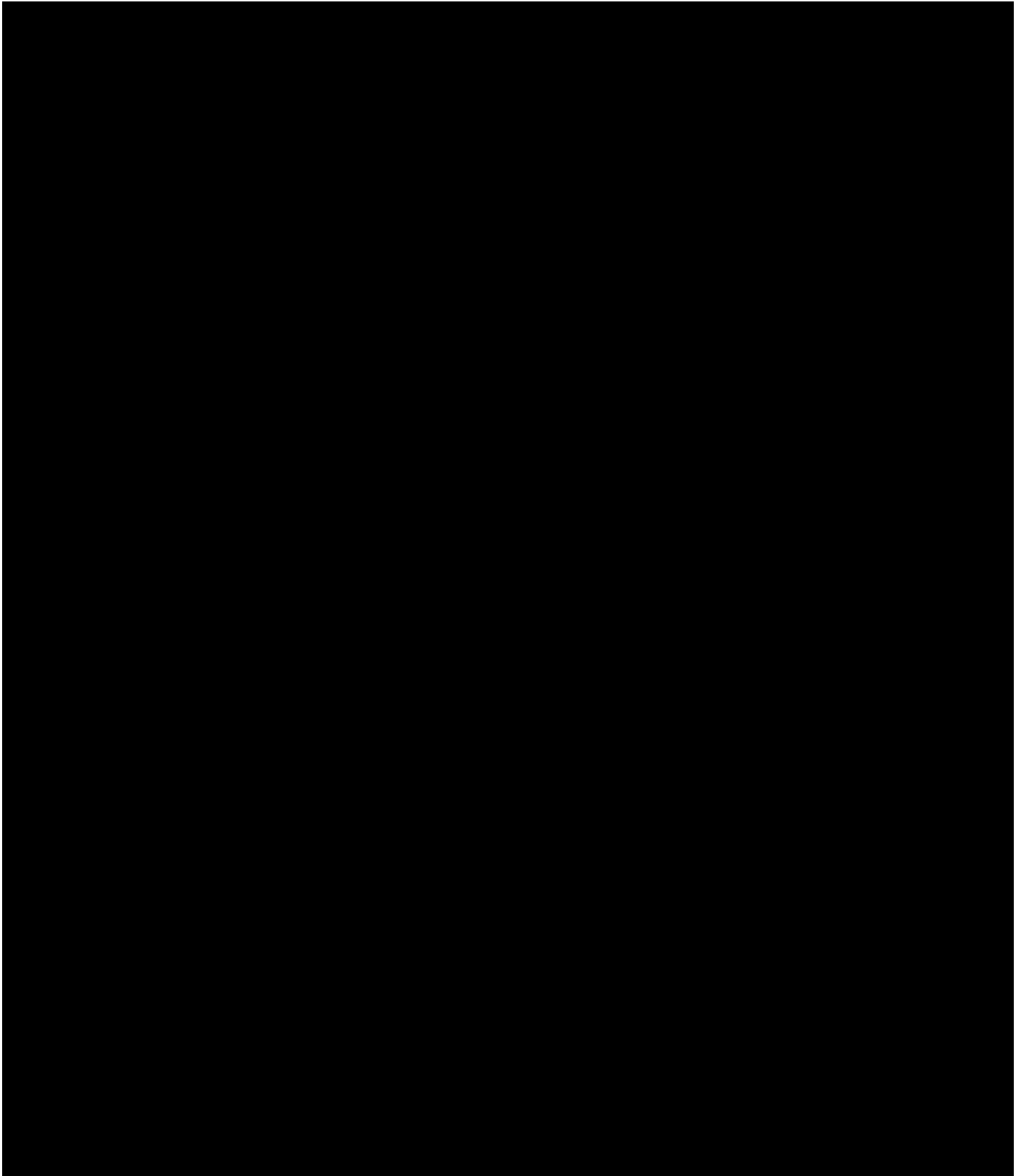


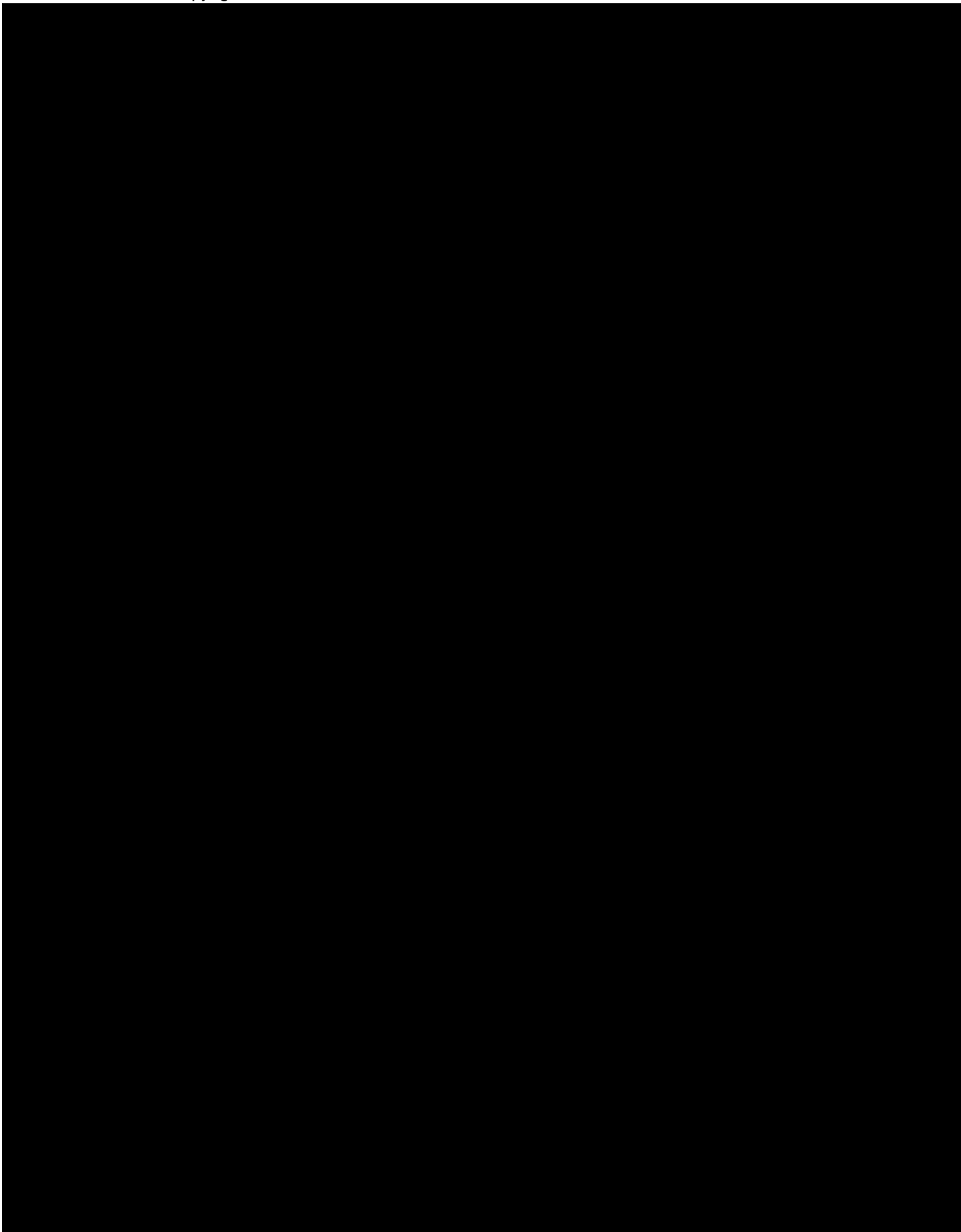


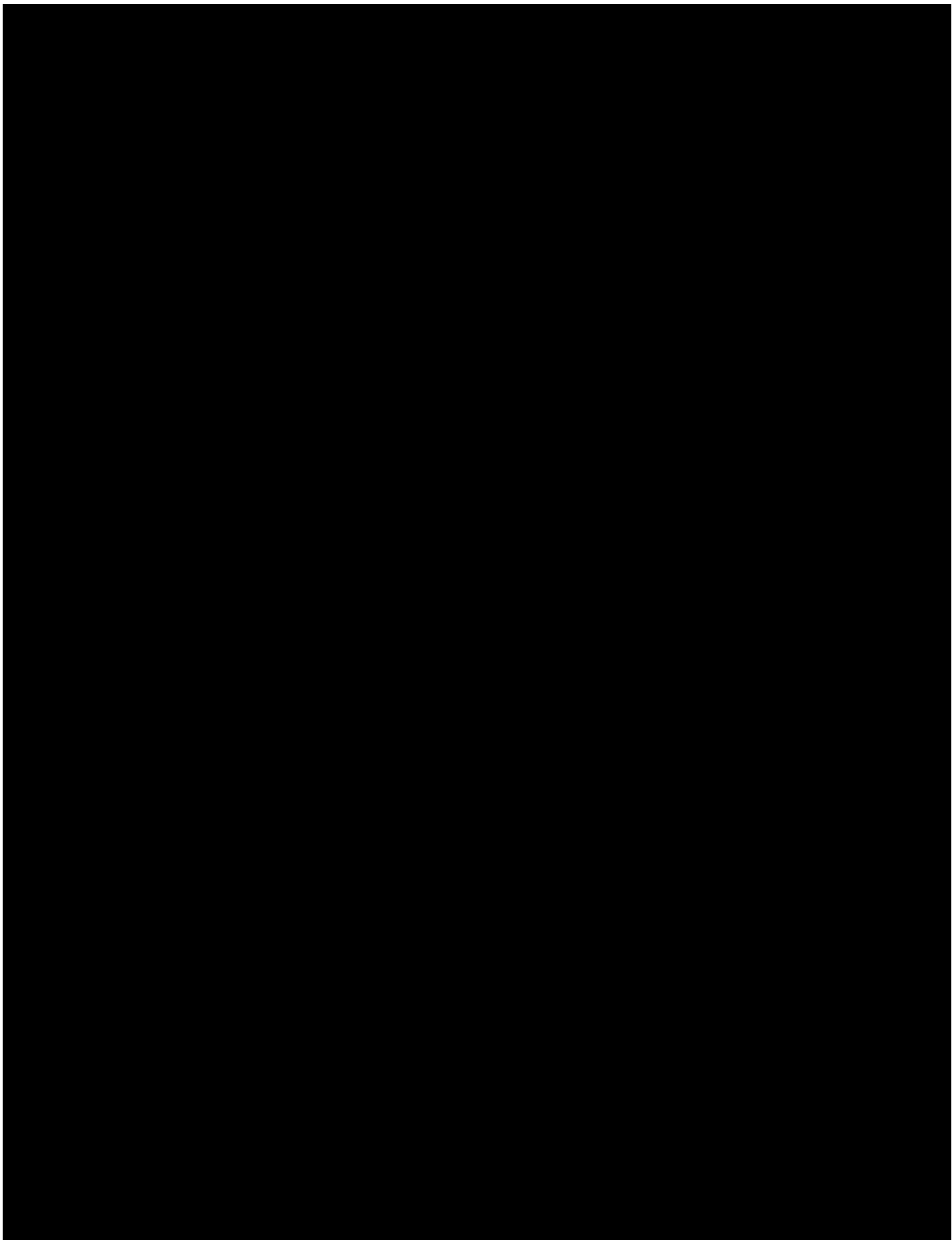


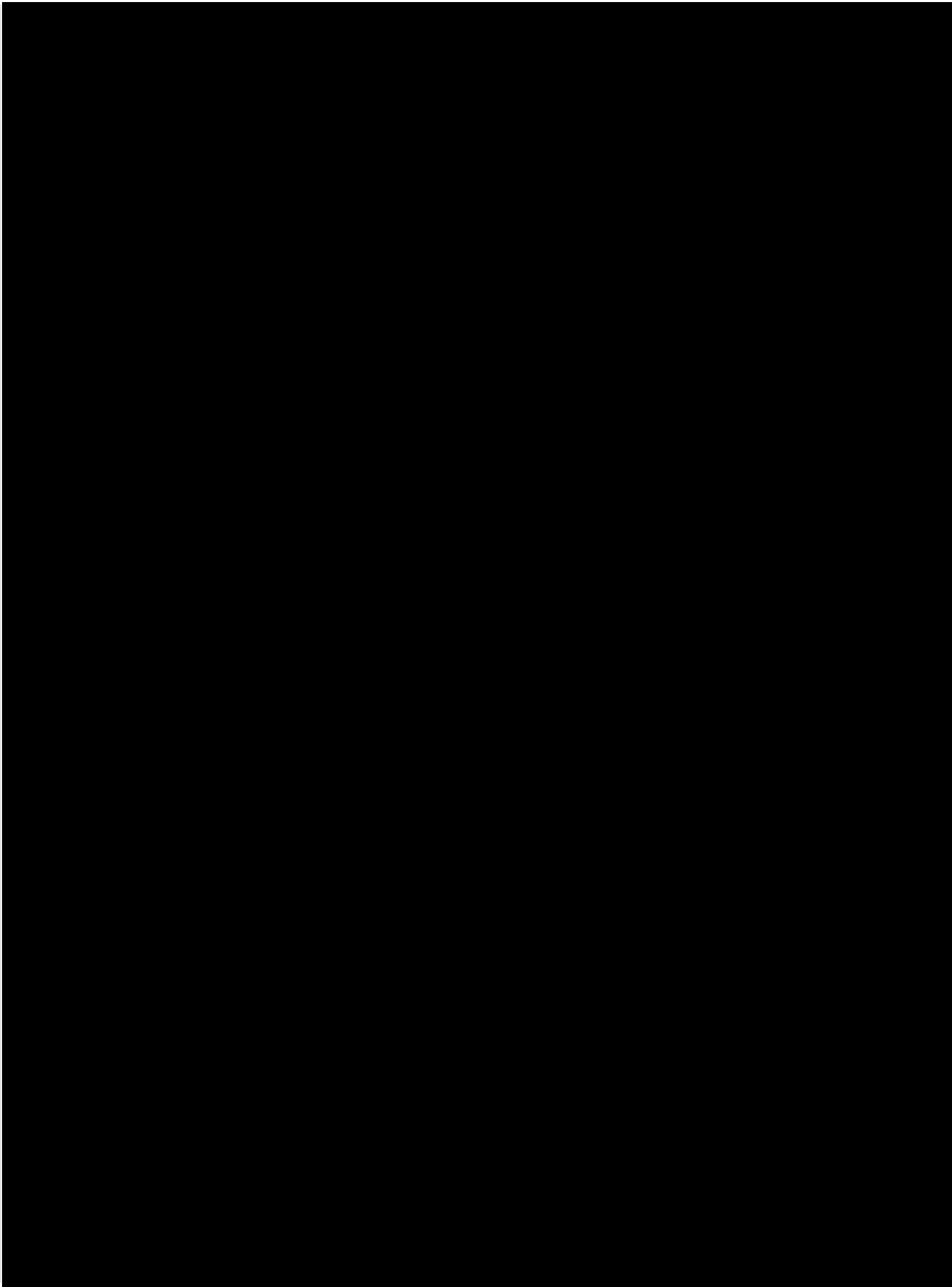


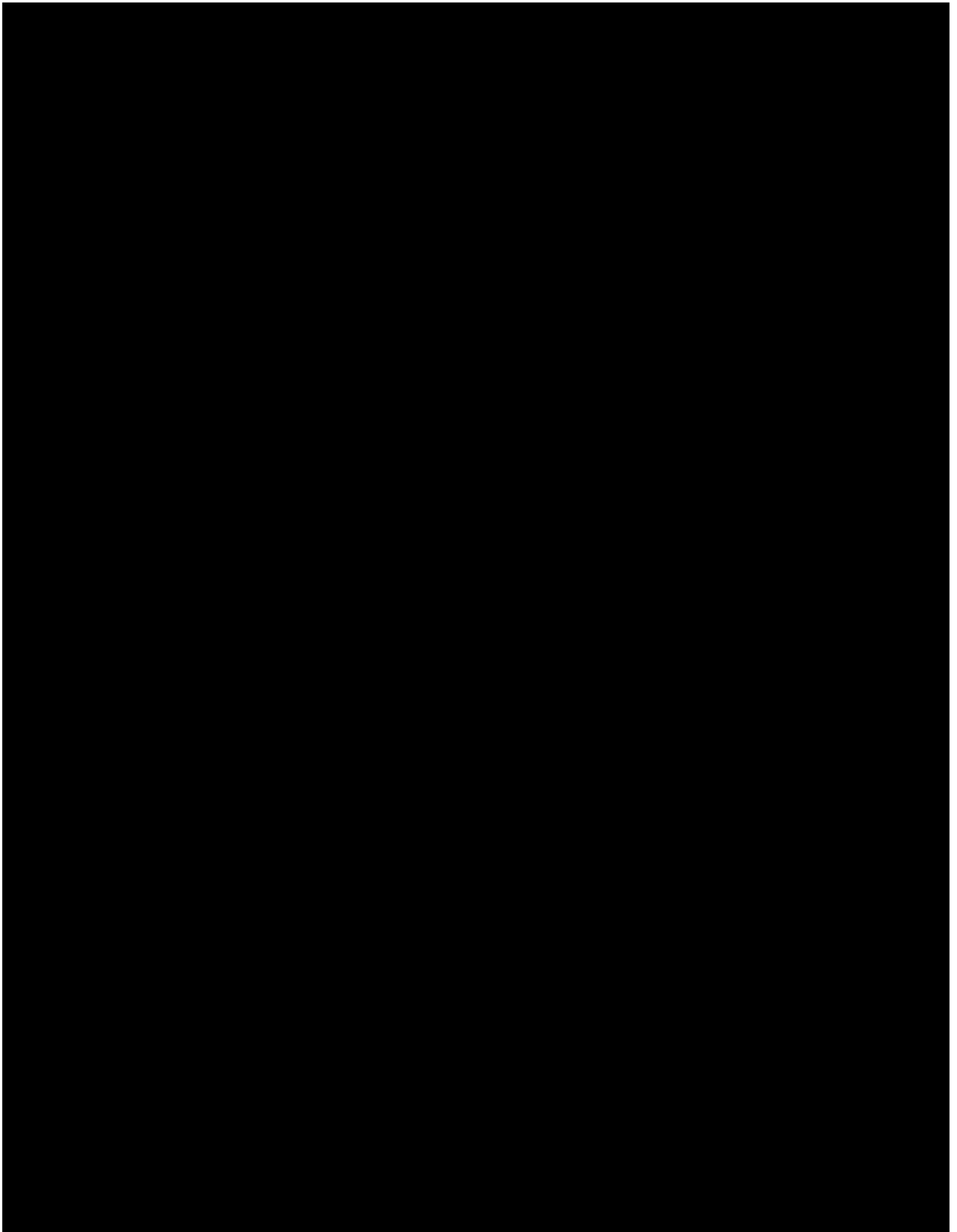




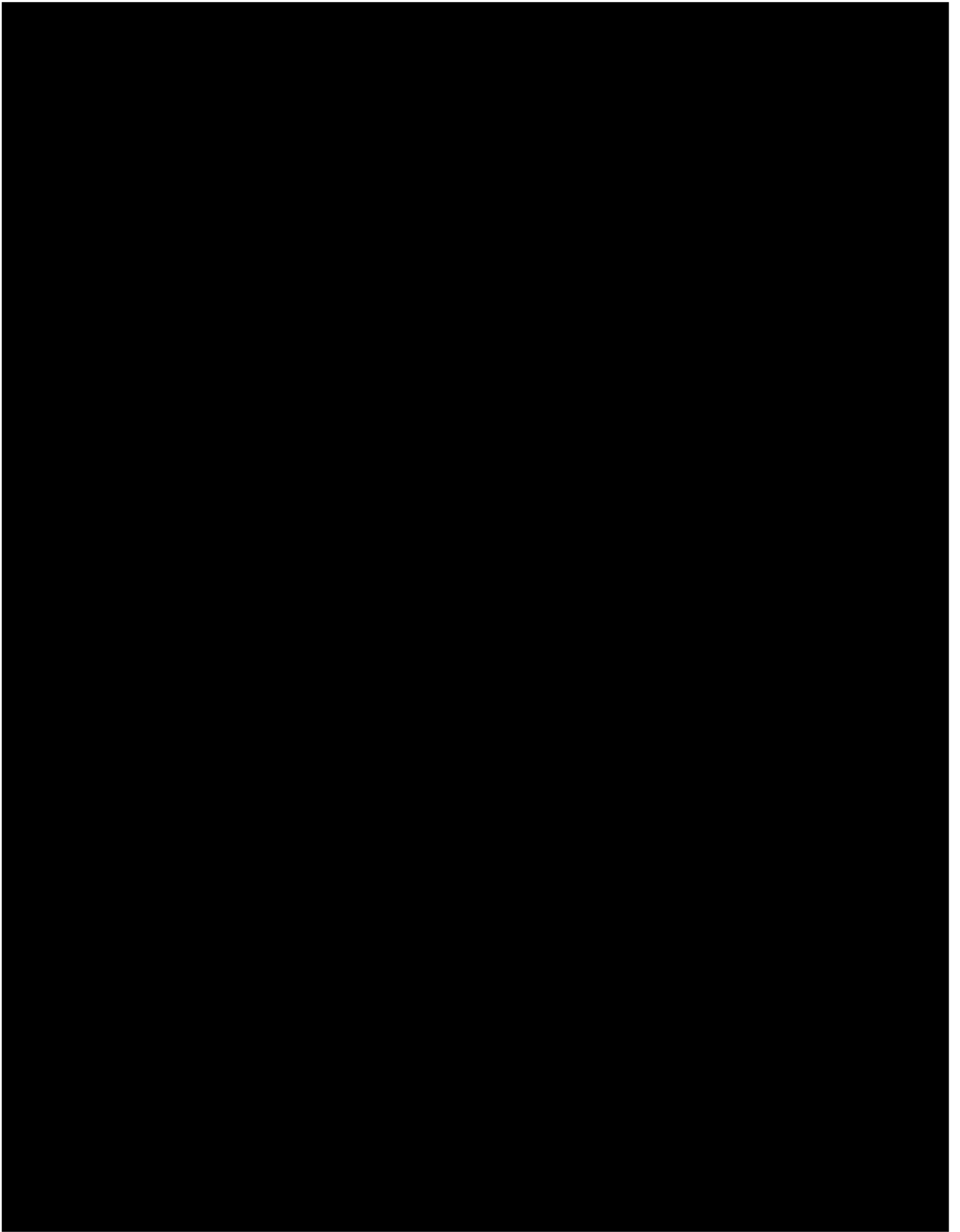


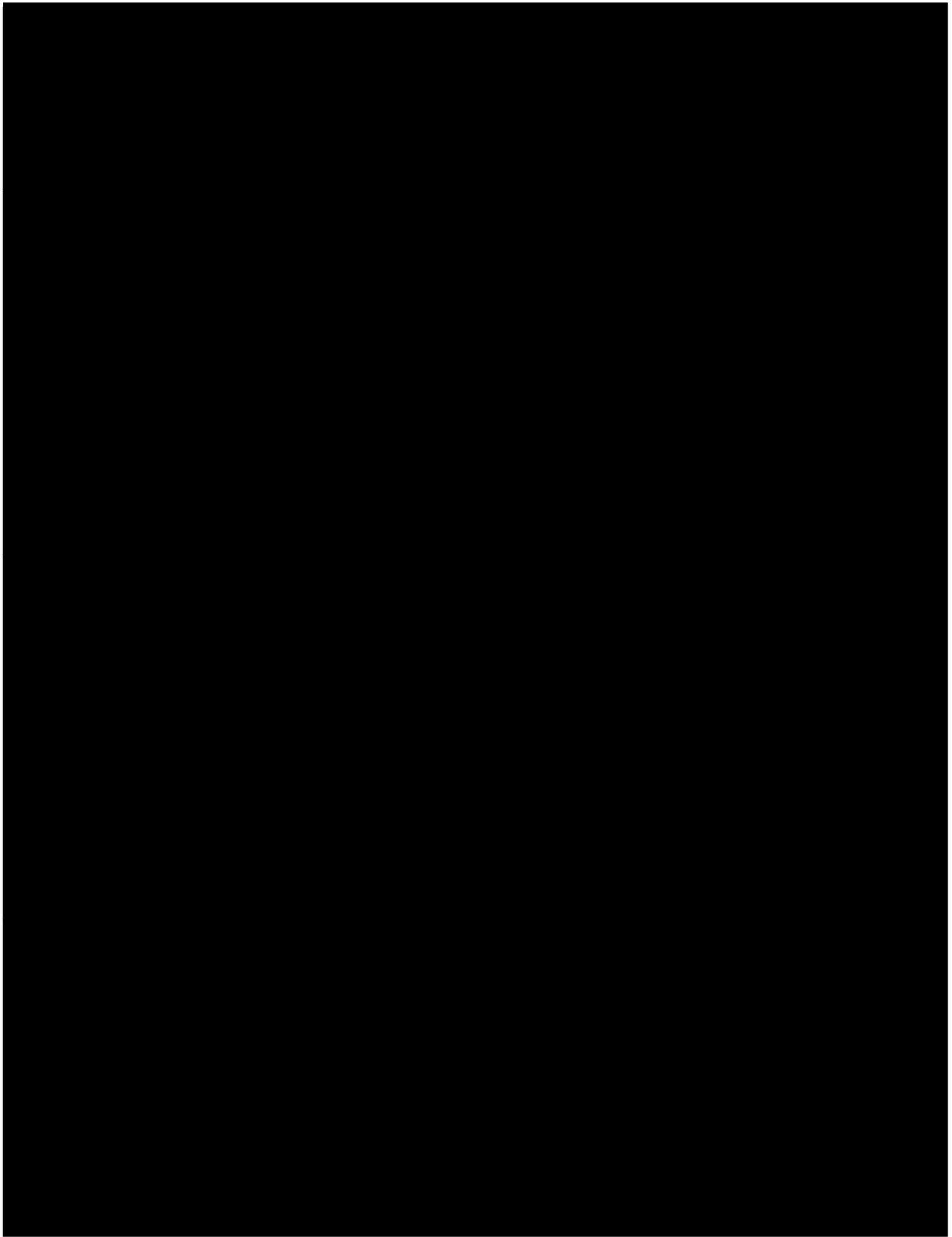


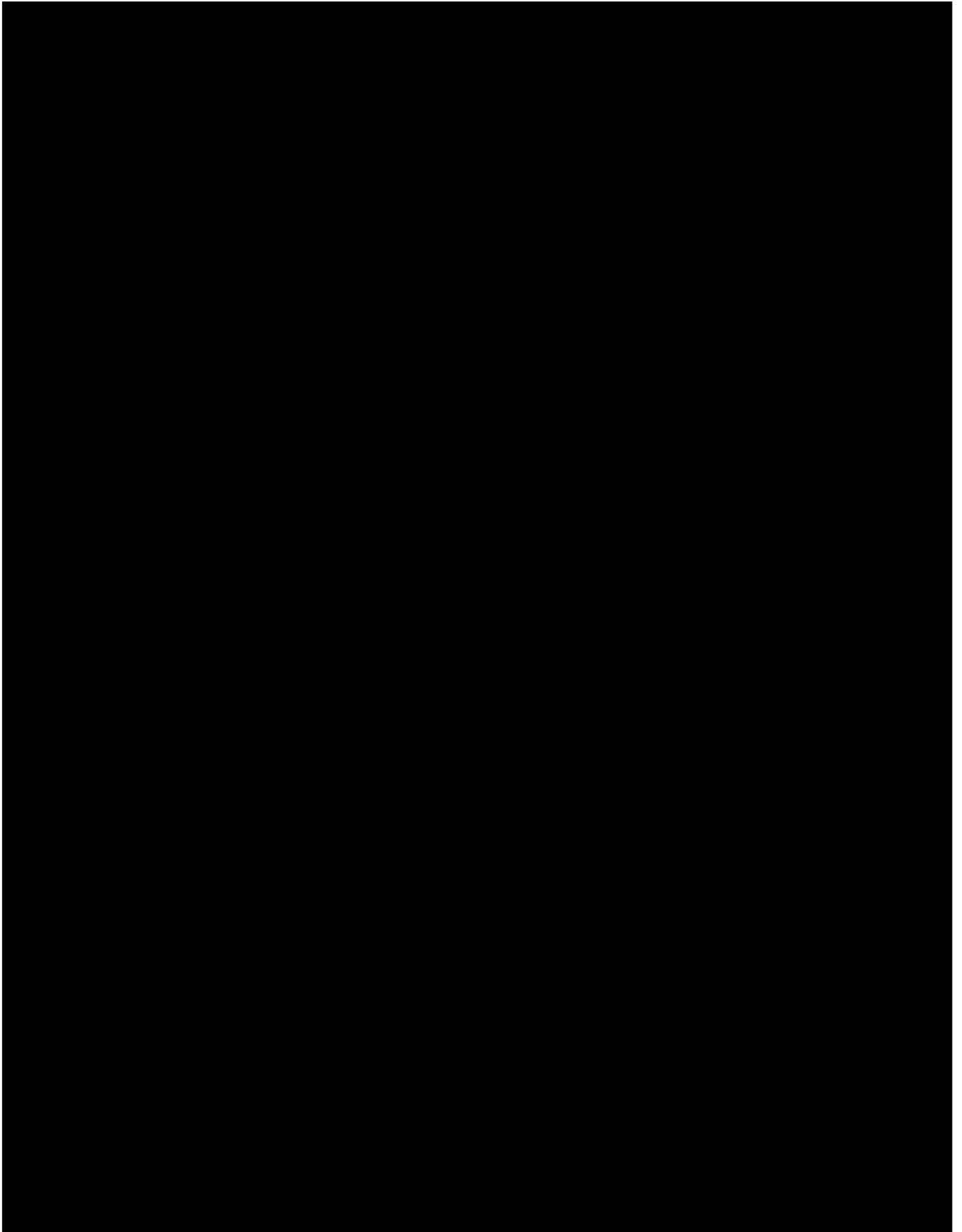


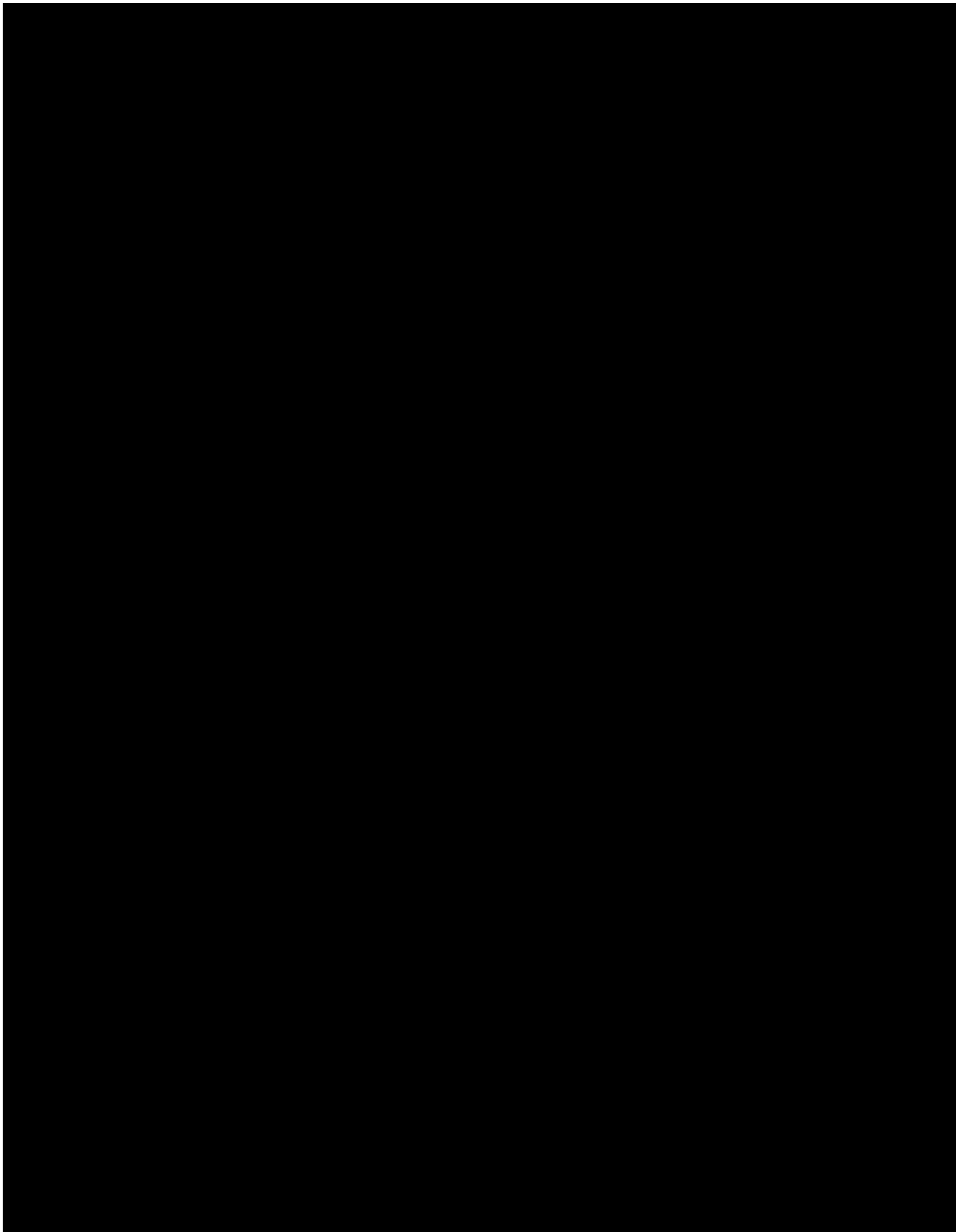


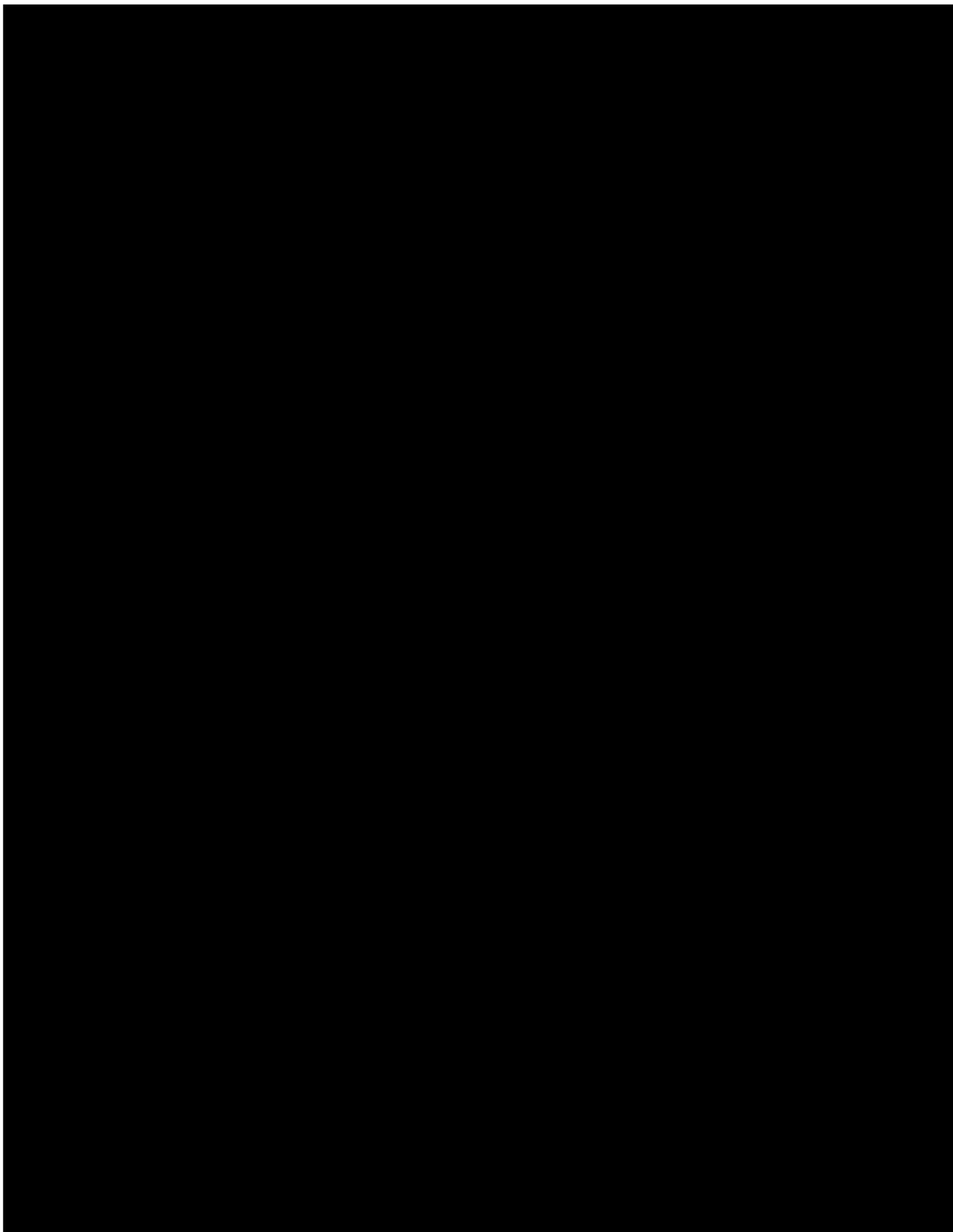


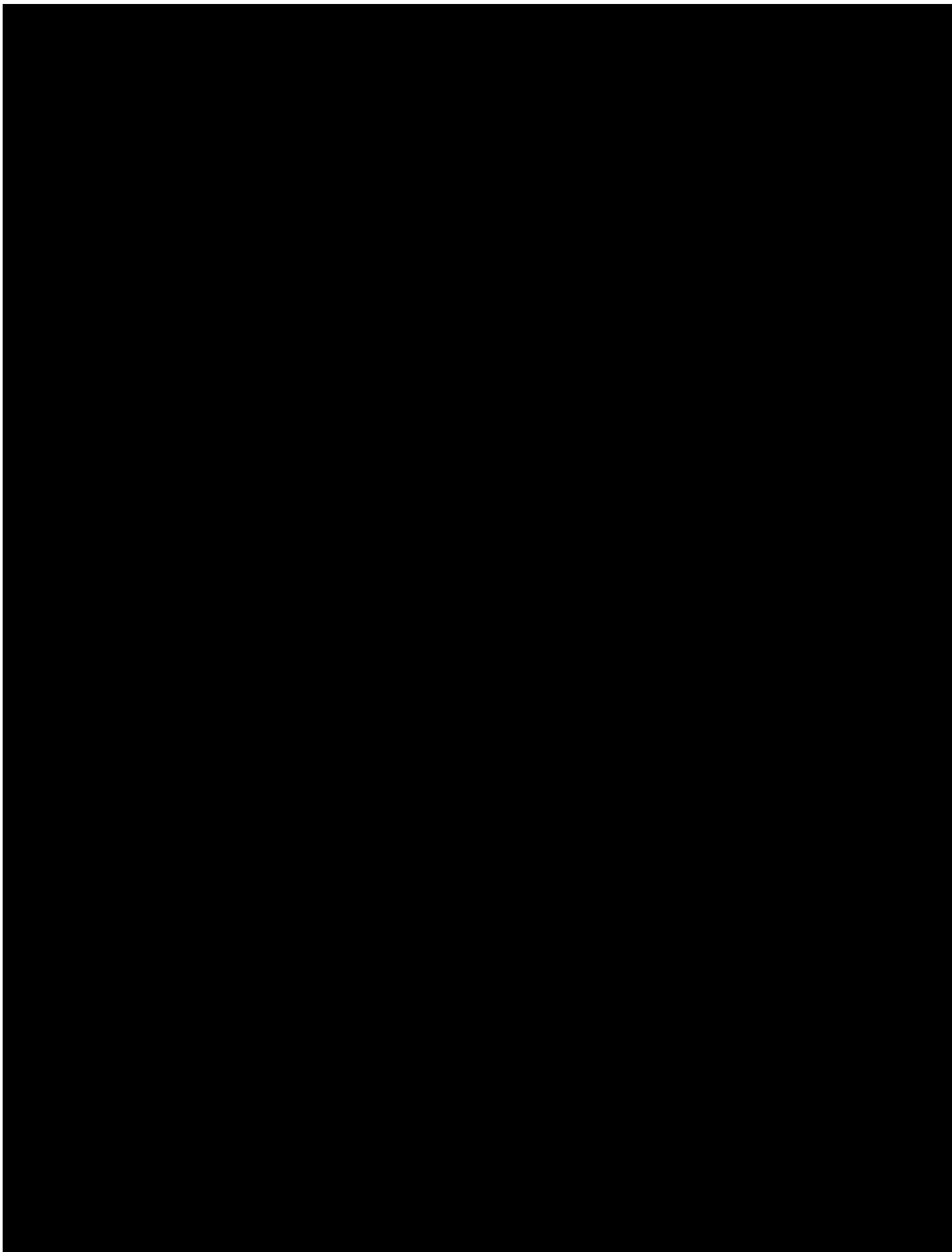


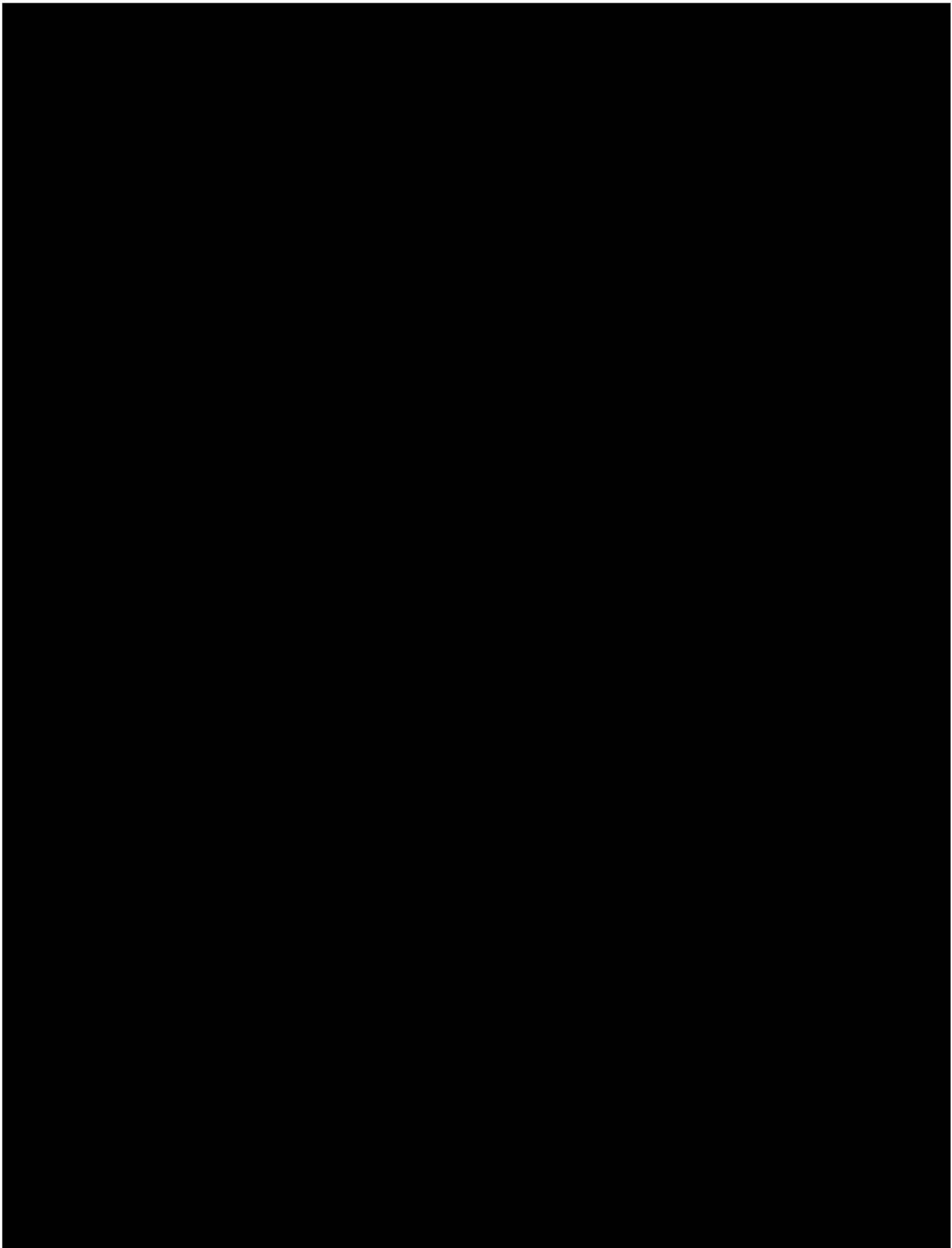


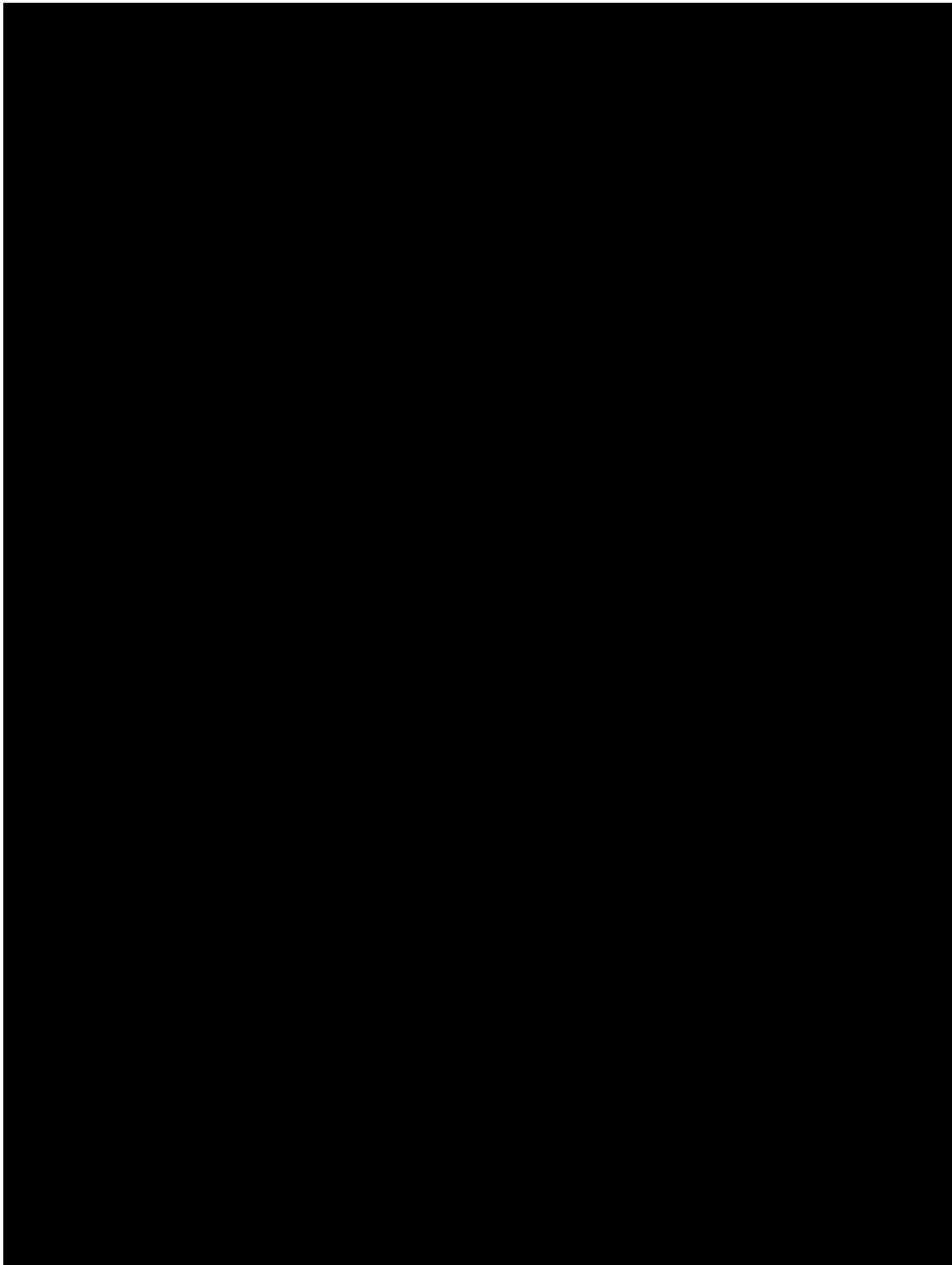




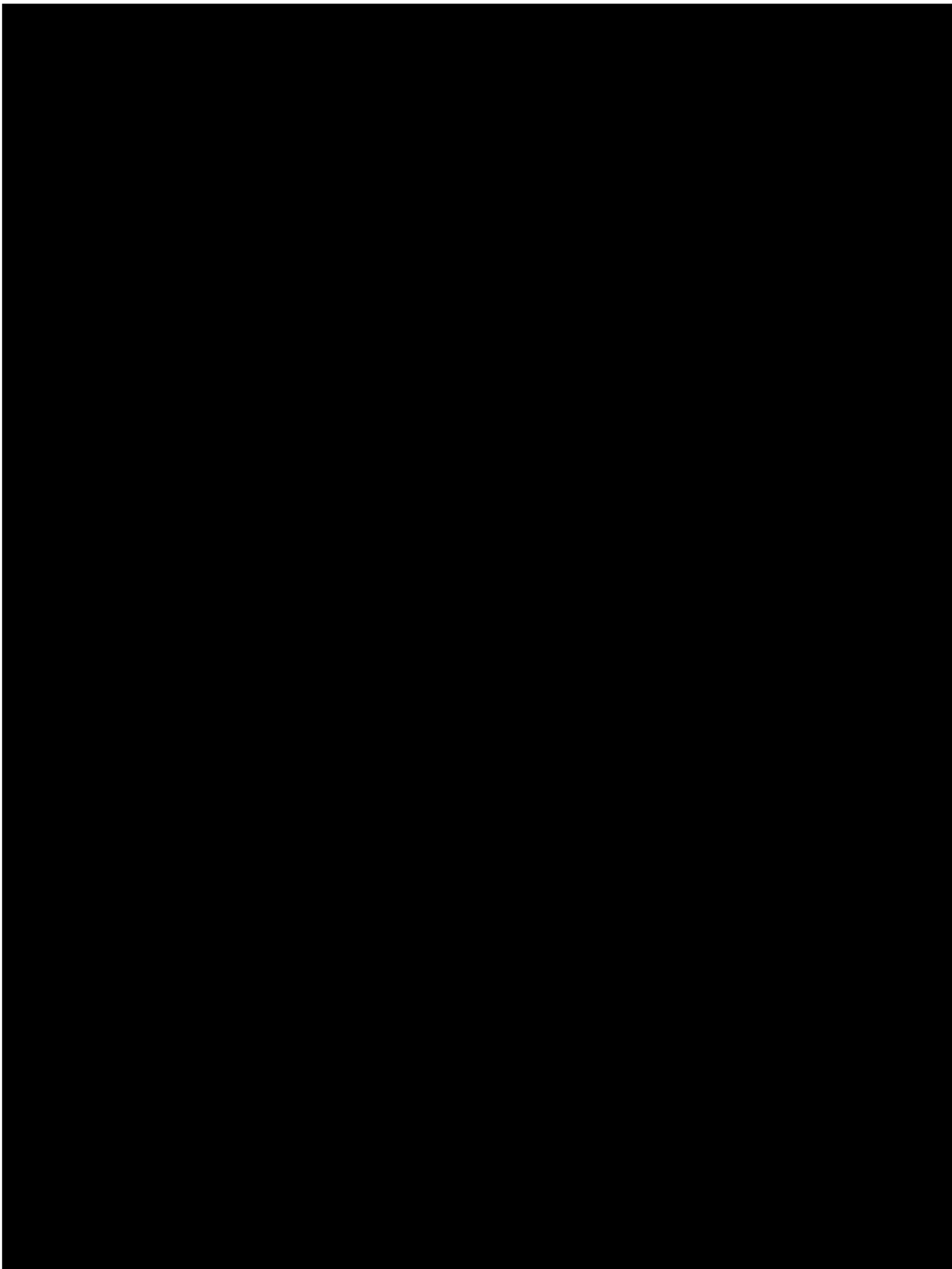


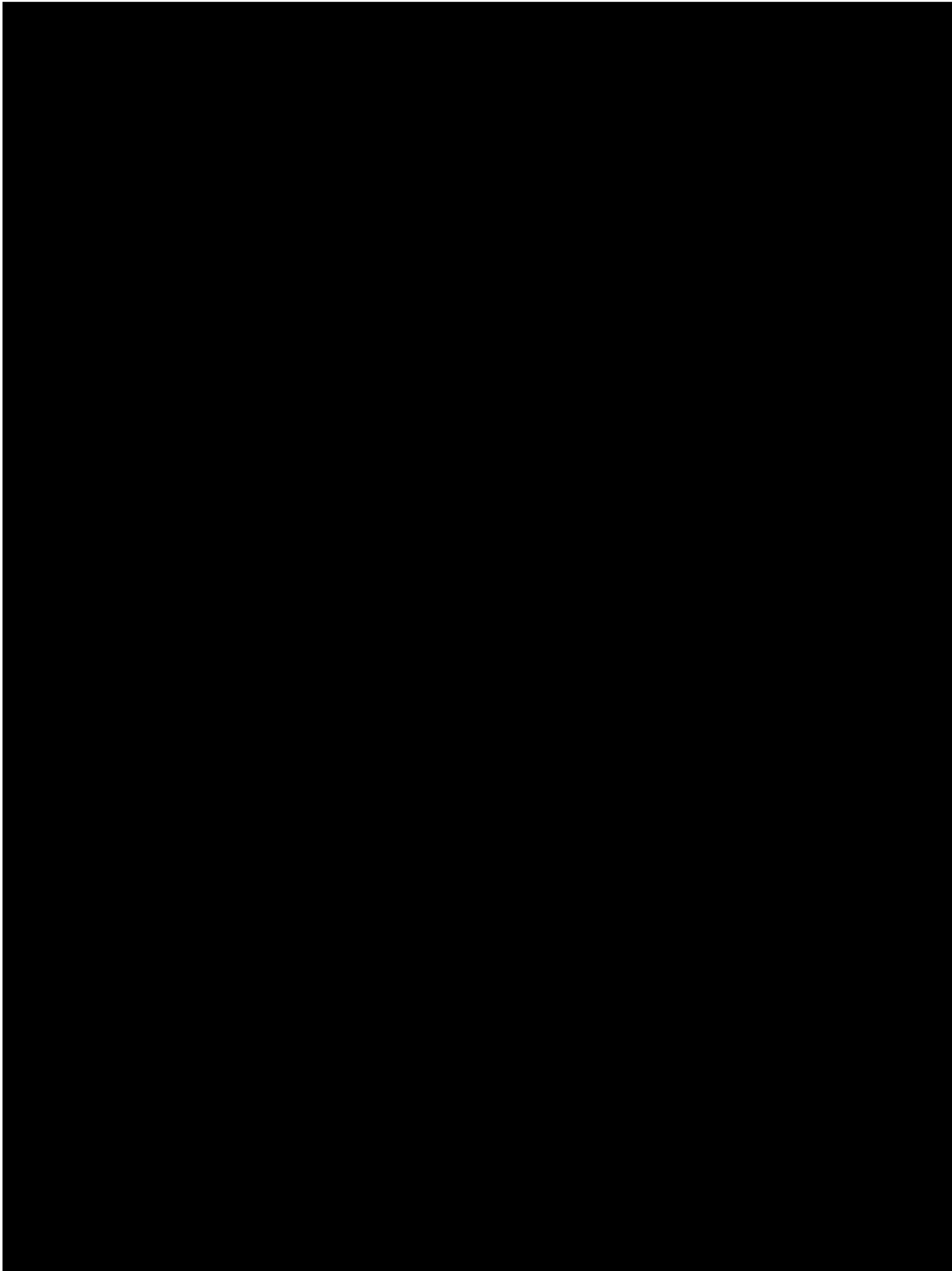


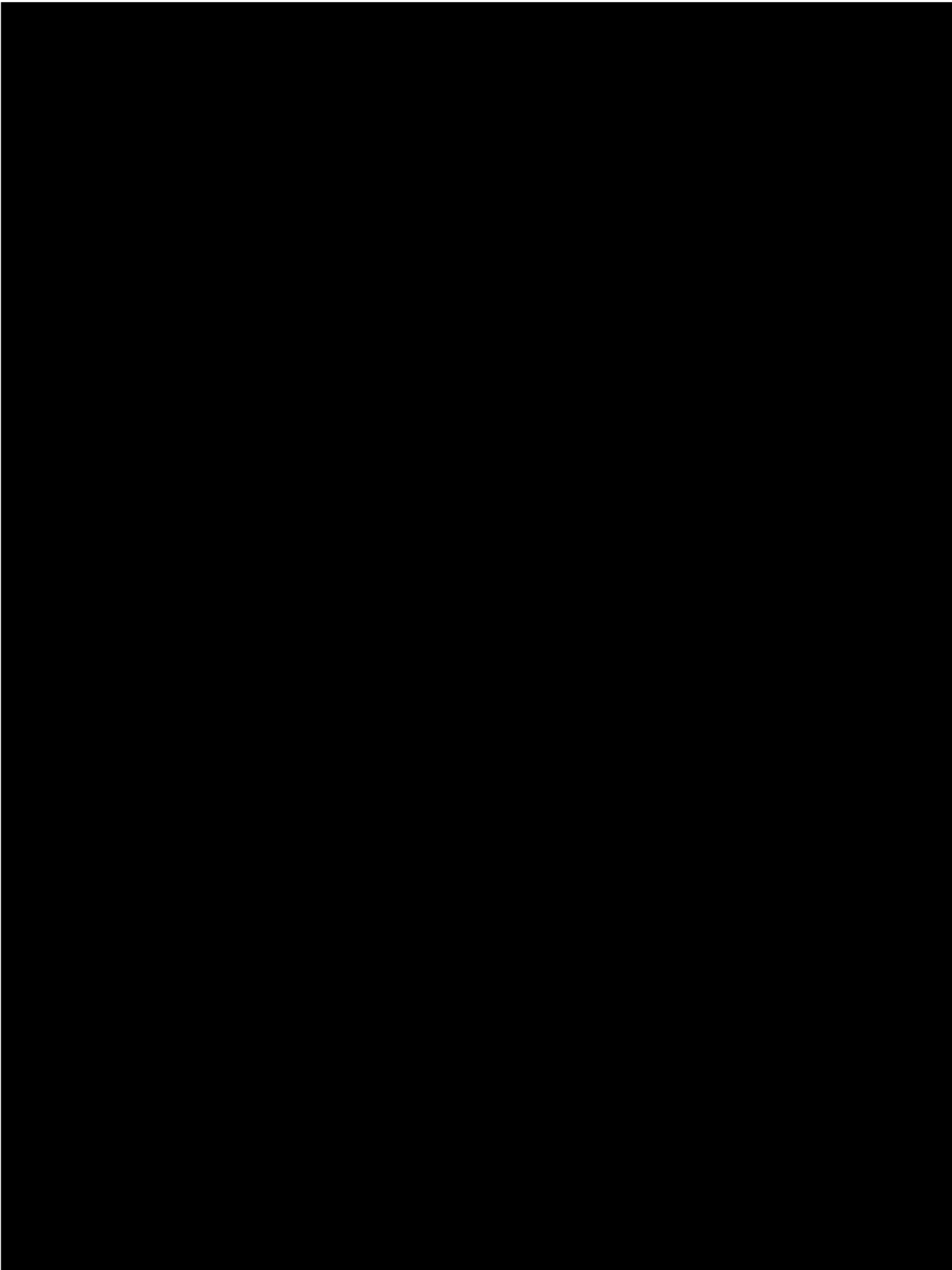


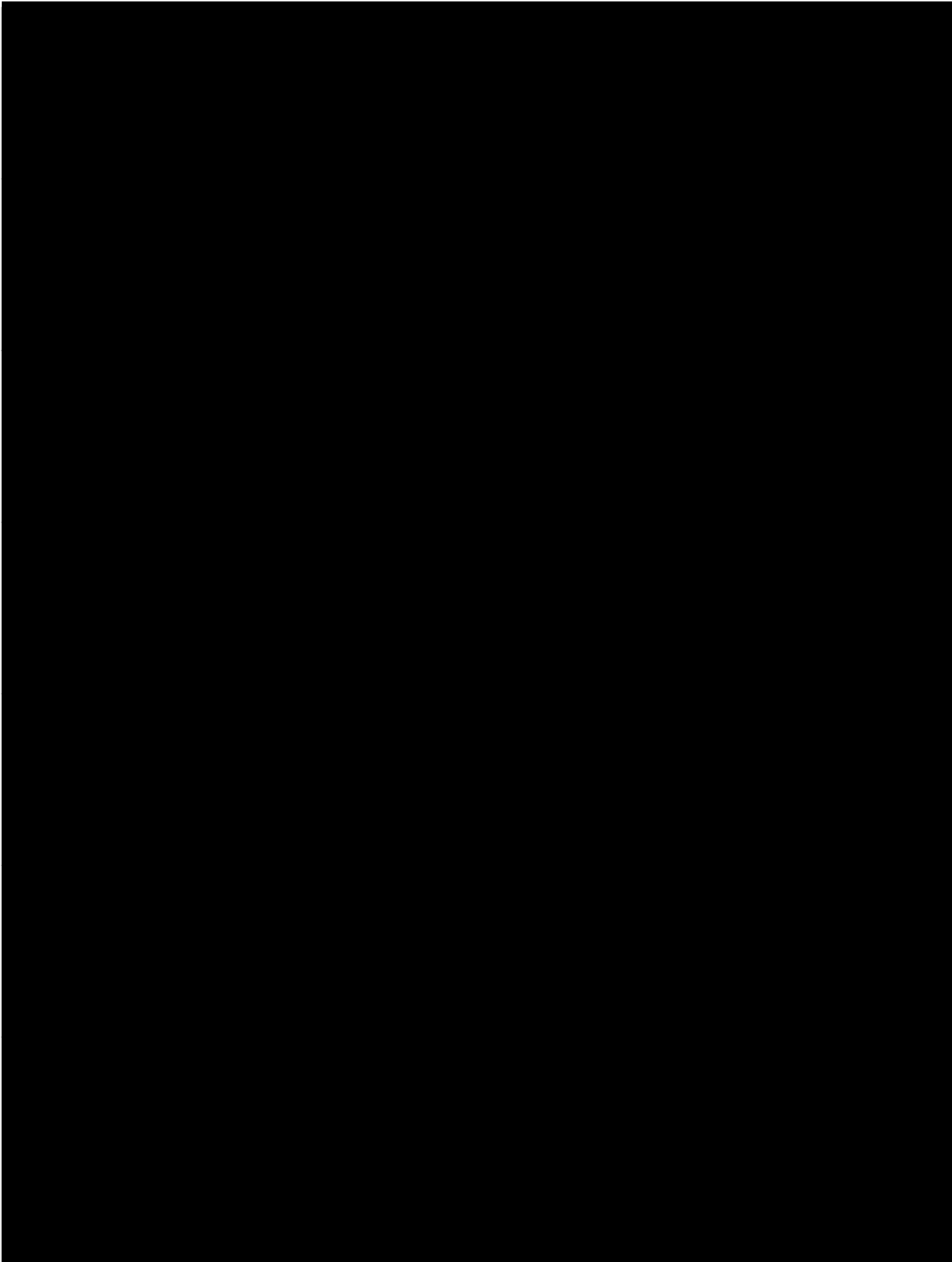


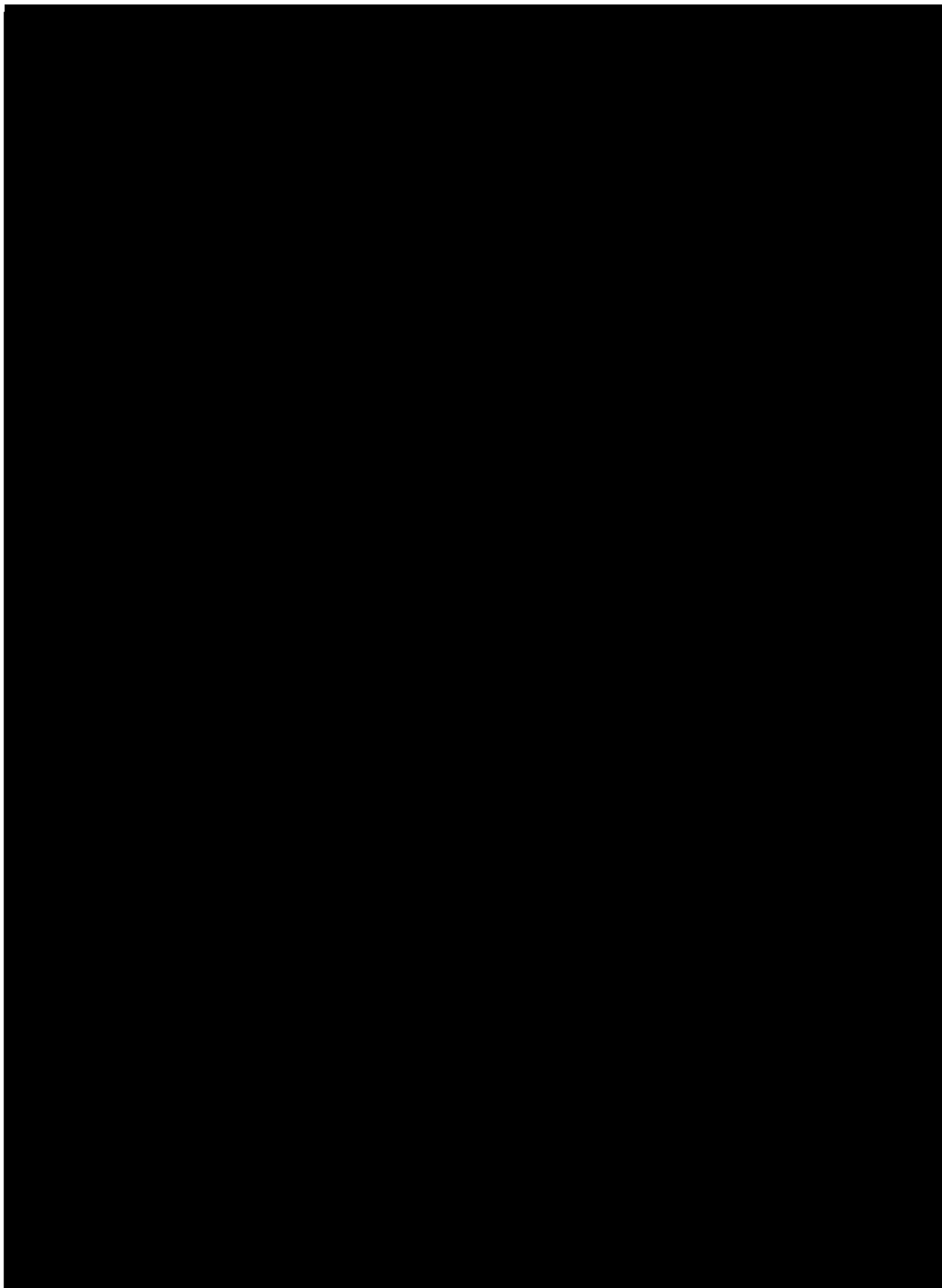


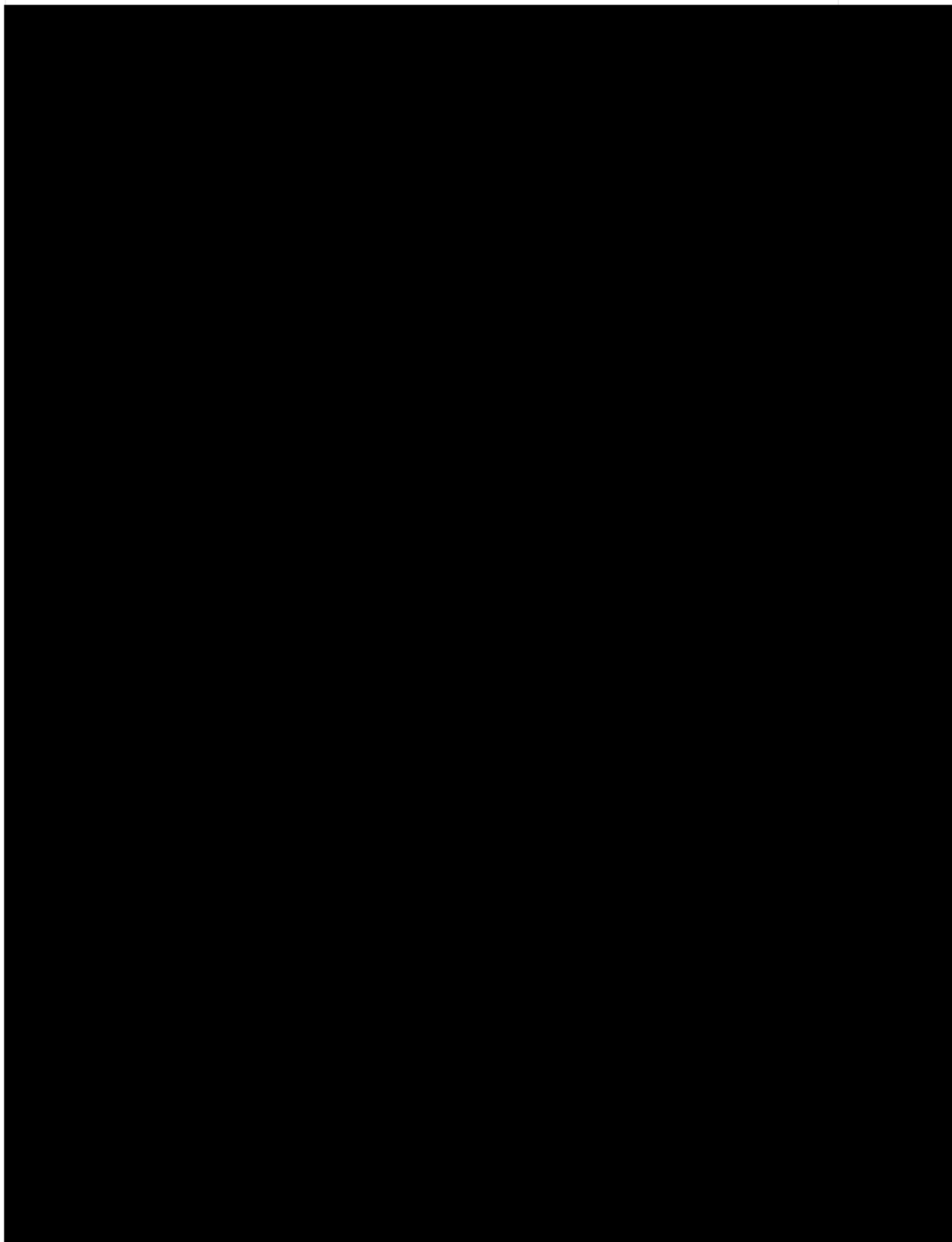


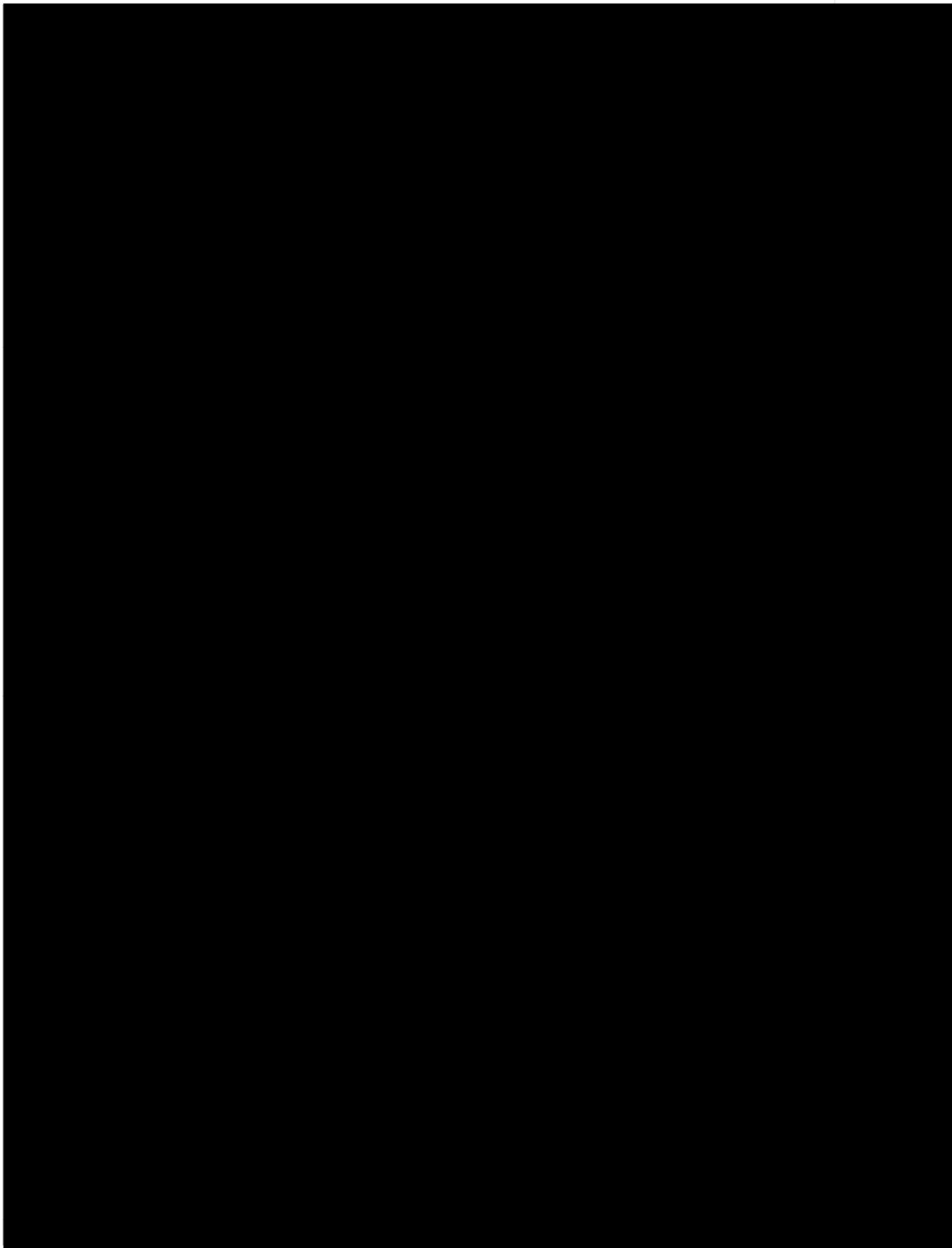


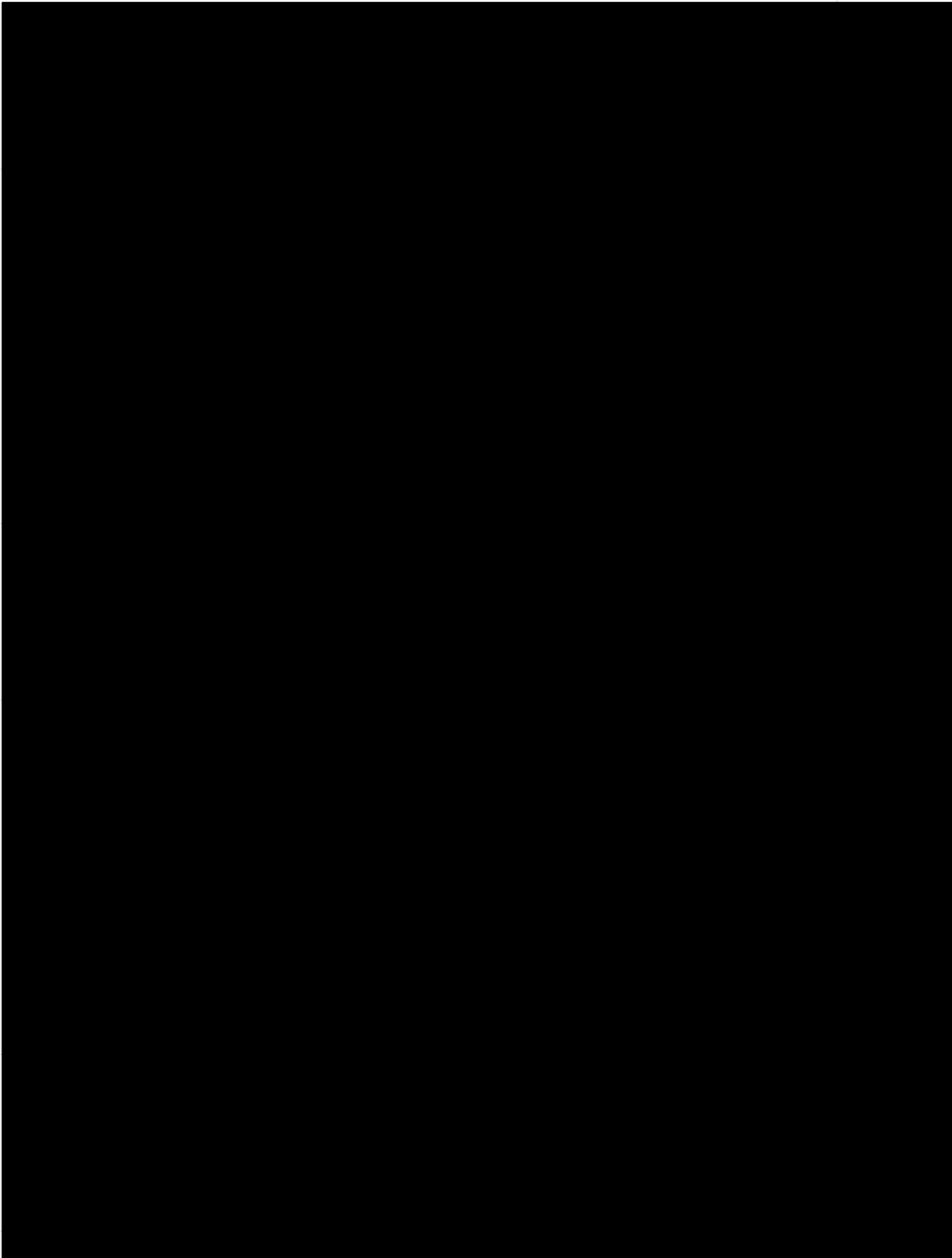




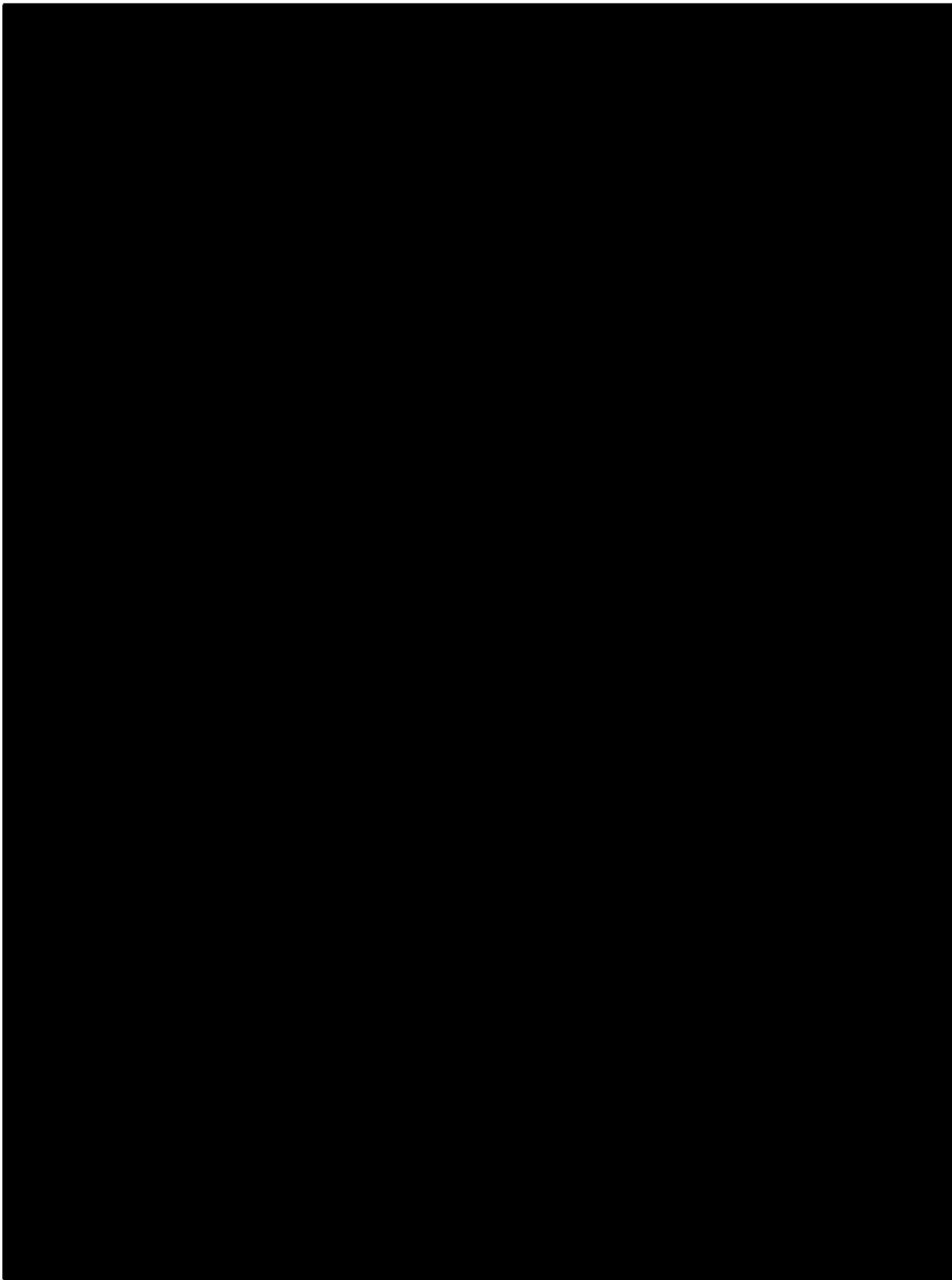












## **Annex B**

### **Statement of Work**

This Statement

Any schedule attached to this Statement of Work will describe in detail the different types of Services to be provided under that Statement of Work. A schedule attached to this Statement of Work only applies to the relevant project to be delivered under that Statement of Work, and not to any other Statement of Work, or to the provision of the Services as a whole.

1.1 Where a Statement of Work would result in:

- a variation of the Services procured under this Order Contract;
- an increase in the Charges agreed under this Order Contract; or
- a change in the economic balance between the Parties to the detriment of the Client that is not provided for in this Order Contract, the relevant term(s) will be dealt with as a proposed Variation to this Order Contract in accordance with the Variation procedure set out in Clause 24.

<b>Project:</b>	<p><u>C23432 - Comparative M&amp;E of dry-stone walls</u></p> <p>This project will focus on monitoring the condition and management of drystone walls, which are significant boundary features in the landscape as well as being historic environment assets providing numerous ecosystems services. National Character Area (NCA) statements recognise that their maintenance across a range of agricultural landscapes, including protected landscapes, contributes to the overall landscape character of an area. The project will look at how agri-environment schemes have helped manage walls, review current options, and make recommendations for their future protection and management through Environmental Land Management Schemes (ELMS). Comparative case studies will compare wall management in several landscape types, both protected and unprotected and both in scheme and not to help develop improved understanding, monitoring, and future management. Such detailed studies have not been undertaken before and this project, which will be run in partnership with Historic England, will provide essential baseline evidence.</p>
<b>Project start Date</b>	21/03/2024 – 31/03/2025
<b>Notice period for cancellation</b>	N/A
<b>[Project Notice Period]:</b>	
<b>Overarching Brand/Campaign</b>	N/A

**Goods or  
Services**

**1. PROJECT BACKGROUND**

**1.1. 25 Year Environment Plan**

The Government's 25 Year Environment Plan, and subsequent Environmental Improvement Plan, sets a policy pathway to improve the environment and leave the world in a better state for future generations. A cornerstone of the plan is the objective<sup>1</sup> to enhance Beauty, Heritage, and Engagement (BHE) within the natural environment.

This project will specifically support the delivery of BHE objectives by providing evidence that assesses the extent to which previous agri-environment schemes have been successful in safeguarding and enhancing drystone wall<sup>2</sup> stock. Such evidence will be a valuable resource for policy makers so that they might review, enhance, or redirect agri-environment funding to better achieve 25 Year Environment Plan objectives. The elements of this project, which examines how agri-environment schemes deliver co-beneficial ecosystem service flows through drystone walls, will also enhance our understanding, and by extension delivery of ecological objectives such as growing a resilient network of land that is richer in plants and wildlife.

The development of the ELMS is underpinned by the objectives set out in the 25 Year Environment Plan. The scheme is aimed at providing "public money for public goods", providing co-beneficial ecosystem services such as improving soil fertility, water quality and biodiversity. ELMS will also aim to preserve and improve the condition of rural heritage features, a direct target outlined in the 25 Year Environment Plan.

If managed and maintained correctly walls also provide associated public goods. NCA statements recognise that the maintenance of drystone walls across a range of agricultural landscapes, including National Parks and Areas of Outstanding Natural Beauty (AONB), contribute to the overall landscape character of an area. In turn, landscape character bolsters sense of place, inspiration, and wellbeing within the public through associated aesthetic and cultural values.

As well as cultural services, drystone walls provide numerous regulating and provisioning services such as carbon storage, biodiversity networks, stock control and management, water management, and provide shelter for livestock and wildlife.

As noted above, the project will monitor and evaluate the effectiveness of previous agri-environment schemes, Environmental Stewardship (ES) and Countryside Stewardship (CS), both at national level and by examining the condition of drystone walls in selected case study locations. This will provide an evidence base that can be used to assess the extent to which grant funding should be dedicated to the maintenance and restoration of these heritage features.

<sup>1</sup> "We will conserve and enhance the beauty of our natural environment, and make sure it can be enjoyed, used by and cared for by everyone". BHE Outcome, Environmental Improvement Plan

<sup>2</sup> Drystone walls and stone-faced banks, such as "Cornish Hedges" and "Devon Hedges", shall be indivisibly referred to within this project proposal summary, unless expressly stated otherwise.

It will also examine the extent to which agri-environment schemes influence and curate the flows of wider ecosystem services that derive from drystone walls. Other 25 Year Environment Plan objectives, such as mitigating and adapting to climate change and bolstering biosecurity, can be identified within an examination of ecosystem service flows.

### **1.2. Bolstering the agri-environment evidence base**

In many areas, drystone walls are critical for stock management. Where drystone walls have become redundant from agricultural use, for example where they are no longer stock proof or land use has changed, they retain value as legible linear features acting as field boundaries and markers of previous human activity. Agri-environment schemes are the main avenues of funding for land managers to ensure the maintenance of drystone wall stock and have contributed to their longevity through ES and CS.

Previous surveys of drystone walls in England have been limited, but their total distribution has been identified as between 80,000-120,000km of stock across the nation. Studies such as The Condition of England's Drystone Walls (1996), identified a high proportion of England's wall stock "were no longer stockproof, in a very poor or derelict state".

Localised surveys, within National Parks and AONB for example have been undertaken in recent years. National studies of the condition of drystone walls, however, are very limited and there is not currently a national database that demonstrates the condition or distribution of drystone wall stock.

There has been a distinct lack of condition assessment undertaken in the past twenty years, highlighting a gap in the current evidence base. This contrasts with the various agri-environment funding streams that have been available for wall maintenance and restoration, both from revenue and capital options. The current data does not identify the extent to which agri-environment funding has prevented wall stock loss, how much stock is still present, and the volume of stock at risk of being lost.

This project will help expand the agri-environmental evidence base by monitoring and evaluating the condition of drystone walls across selected case study areas, assessing the extent to which agri-environment funding has impacted the condition of stock and the impacts funding is having upon the ecosystem services they deliver, including ecosystem service flows, agricultural practices, and cultural capital. By examining case studies with contrasting geographies, topographies, and wall stock styles, a broader understanding of drystone wall condition across the selected case studies will be gathered, helping to unpick how government funding has influenced the maintenance of these important landscape features.

The project aims to evaluate the impact of the various agri-environment grant schemes that have provided funding for farmers and land managers to maintain and restore drystone walls over the past 25 years. The disparities between drystone walls offers under ES (including EB11: stone wall protection and maintenance), and CS (BN1, BN2, BN11,

BN12, BN13, BN14, BN15) will also be assessed, examining the impact of decisions to phases out maintenance offers for stone walls under CS.

Additionally, whilst research has been undertaken identifying the ecosystem services of drystone walls, there is a gap in the evidence base examining the extent to which agri-environment schemes have curated and protected the provision of ecosystem services within farmed landscapes. This research objective will provide valuable evidence to identify whether there is a need to redistribute grant funding for the preservation of drystone walls and the associated ecosystem services they provide.

### **1.3. ELMS**

England is currently undergoing a seven-year agricultural transition. ELMS is the Government's flagship agricultural "evolution" that moves away from Basic Payment Scheme (BPS) to agri-environment schemes that pay farmers and land managers to deliver environmental objectives, as outlined in the 25 Year Environment Plan and codified in the Agriculture Act 2020 and Environment Act 2021.

ELMS will be the primary route for land managers to secure public sector funding to protect rural heritage and will replace legacy schemes such as ES and develop CS to achieve a higher level of ambition.

Funding for the maintenance and restoration of drystone wall stock has been available within ES and CS, and as previously outlined, varies in the actions it pays for. The evidence gathered by this project will be used to identify the extent to which grant funding interventions for drystone walls are needed under ELMS, either through CS, the Sustainable Farming Incentive (SFI), and other agri-environment schemes, for the renewal, maintenance and protection of drystone walls and associated ecosystem services.

It will also identify the extent agri-environment schemes contribute to the flow of ecosystem services deriving from drystone walls, improving our understanding of how public goods can be delivered through the maintenance of these features.

### **1.4. Lack of condition assessment for walls in England**

"Previous surveys of drystone walls in England present alarming assessments of the condition of drystone wall stock" (Countryside Commissions, 1996<sup>3</sup>).

The condition of England's drystone walls, 4,500 miles (7,000km) of walls were lost between 1947 and 1985, primarily through agricultural restructuring and functional redundancy.

The Countryside Survey undertaken by UK Centre for Ecology & Hydrology (UKCEH) found a gradual decline in wall stock in England. It shows a gradual decline in wall length from 98,000km in 1987 to 82,000km in 2007<sup>4</sup>.

<sup>3</sup> Countryside Commission (1996) The condition of England's drystone walls. Great Britain.

<sup>4</sup> UKCEH (2007) Countryside Survey: UK Results from 2007. London. DEFRA

Since the Countryside Commission and UKCEH assessments, little to no evidence has been captured regarding the current state of England's drystone walls, including the impact of the agri-environment funding that has supported the maintenance and repair of walls in landscapes.

This lack of evidence presents a massive knowledge gap, making it increasingly difficult to make meaningful and informed policy decisions on the maintenance of drystone wall stock across England. Such decisions will be predominantly focused on ELMS, the development of which is currently ongoing, so it is imperative this data is collected expediently. For example, the decision whether maintenance options should be reintroduced for ELMS, as previously delivered through ES, currently has an insufficient evidence base. Additionally, without establishing an evidence baseline at this stage, it will be very difficult to assess the outcomes and policy decisions of future schemes.

The same is true for the delivery of the objectives of the 25 Year Environment Plan, underpinned by ELM development. Without the evidence base, the true extent of the value of ecosystem service flows from drystone walls maybe overlooked or exaggerated. In turn, this would misrepresent their ability to provide ecosystem service flows and public goods, thus potentially diminishing their stake of agri-environment funding through the public sector and preventing the delivery of 25 Environment Plan and subsequent Environmental Improvement Plan objectives.

A greater understanding of condition of England wall network will help inform future funding priorities and monitoring capabilities.

#### **1.5. Previous agri-environment research**

Several surveys regarding the condition of drystone walls in England have been undertaken, predominately in the 1990's and early 2000's. These include:

- Countryside Commission, The condition of England's Drystone Walls, 1996
- ADAS surveys, 1994 and 2002
- Defining Stone Walls of Historic and Landscape Importance, DE-FRA, April 2007.
- The Countryside Surveys of 1984, 1990, 1998 and 2007 incorporated mapping of Boundary and Linear Features Broad Habitats as part of the habitat mapping of the survey. This included estimates for the length and structural condition of wall in Great Britain between 1998 and 2007<sup>5</sup>.
  - The 2007 survey found: The length of walls decreased by 1.1% in Great Britain between 1998 and 2007.

There was no change in the structural condition of walls in Great Britain between 1998 and 2007.

A significant piece of research regarding the associated ecosystem service of drystone walls includes Historic England's developing an

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<sup>5</sup> UKCEH (2007) Countryside Survey: UK Results from 2007. London. DEFRA

ecosystem approach - drystone walls<sup>6</sup>. This study was based across three case study areas in the Peak District National Park. It helped to demonstrate how the monetary and non-monetary values can be incorporated into natural capital approaches and developed a methodology to identify the benefits and attribute values for the drystone walls in the context of ecosystem services approaches.

Natural England also holds data associated with NCA profiles. NCAs define area profiles by their landscape, biodiversity, geodiversity, history, and cultural and economic activity. Drystone walls are included within NCA profiles and therefore this research will be useful in highlighting areas where drystone wall stock is prominent.

Furthermore, Natural England has undertaken Rural Development Programme evidence gathering project examining and assessing the extent to which funding via ES effected key landscape features, including walls. The study examined whether there was a significant difference in the condition of hedges and walls on land under agri-environment schemes compared to land not under agreement. The report<sup>7</sup> found there was no significance difference between the condition of stock in ES agreements compared to those that were not in ES agreements. However, it is important to note the methodology of the report did not identify whether management actions under ES agreements have maintained or enhanced hedges or walls.

## **2. OVERARCHING AIMS OF THIS STUDY**

### **2.1. Primary research Questions**

- To what extent have agri-environment grant options under ES and CS impacted the condition of drystone walls in England?
- How have agri-environment grant options impacted the flows of ecosystem services derived from drystone walls in England?

### **2.2. Secondary Research Questions**

- Has the condition of drystone wall stock been impacted by the changes in funding regimes between ES and CS?
- To what extent and how has grant funding for drystone wall restoration impacted the socio-economic factors, e.g., economy, craft skills, agriculture, associated with wall stock?
- Is there a difference in the condition of drystone walls between those that have been included under agri-environment schemes compared to walls that have not been included?
- Is there a difference in the condition between walls that are in designated landscapes compare to those that aren't?

### **3. APPROACH AND ANALYSIS REQUIRED**

#### **3.1. Task 1: Undertake a literature review to provide broad context**

- define drystone walls and stone-faced banks and their characteristics within the study.
- assess the scope of research that has been previously carried out assessing the condition of drystone walls in England.
- undertake a review of NCA profiles, identifying how the significance of drystone walls are reflected, what evidence is missing and how the study can improve our understanding of these historic environment features.
- explore the importance of walls in terms of agriculture and landscape character over time, drawing upon their historical context.
- examine the role and importance of drystone walls in 21<sup>st</sup> century land management in terms of agriculture and landscape character, and the extent to which they contribute to local economies and heritage and craft skills.
- explore the natural and social ecosystem service flows they provide, including ecology, wellbeing, sense of place, landscape character.
- identify the Government's planned objectives for the environment, including the Environmental Improvement Plan and desired outcomes of ELMS, and highlight linkages to the services walls provide to the environment.
- to assess the scope of research that has been previously carried out assessing the condition of drystone walls in England.
- undertake a review of NCA profiles, identifying how the significance of drystone walls are reflected, what evidence is missing and how the study can improve our understanding of these historic environment features.
- explore the importance of walls in terms of agriculture and landscape character over time, drawing upon their historical context.
- examine the role and importance of drystone walls in 21<sup>st</sup> century land management in terms of agriculture and landscape character, and the extent to which they contribute to local economies and heritage and craft skills.
- explore the natural and social ecosystem service flows they provide, including ecology, wellbeing, sense of place, landscape character.
- identify the Government's planned objectives for the environment, including the Environmental Improvement Plan and desired outcomes of ELMS and highlight linkages to the services walls provide to the environment.

#### **3.2. Task 2: Review of walling options uptake under ES and CS**

- Undertake mapping and analysis of relevant walling option uptake under ES and CS at national scale using data from [Natural England Open Data Geoportal \(arcgis.com\)](https://data.gov.uk/dataset/natural-england-open-data-geoportal) and:
  - [Countryside Stewardship Scheme 2016 Management Options \(England\) | Countryside Stewardship Scheme 2016](#)



	<p><a href="#">Management Options (England)   Natural England Open Data Geoportal (arcgis.com)</a></p> <ul style="list-style-type: none"> <li>○ <a href="#">Environmental Stewardship Scheme Options (England)   Environmental Stewardship Scheme Options (England)   Natural England Open Data Geoportal (arcgis.com)</a></li> <li>• Undertake a comparative evaluation of case study locations in England that identifies current wall stock and extent to which ES and CS wall options (EB11, BN1, BN2, BN11, BN12, BN13, BN14, BN15) have impacted the condition of drystone walls in selected case study locations.</li> <li>• Produce clear evidence of the extent ES and CS options for walls have contributed to the condition of walls, delivered against the Government's environmental objectives, to provide recommendations for future monitoring activity and policy decisions.</li> <li>• Examine the extent ES and CS wall options (EB11, BN1, BN2, BN11, BN12, BN13, BN14, BN15) have influenced the natural and cultural ecosystem service flows derived from wall stock.</li> <li>• Provide commentary on what uptake of options is telling us about their value and use.</li> <li>• Produce a set of recommendations for future funding options directed at the maintenance and repair of drystone walls.</li> <li>• Identify potential case study locations.</li> </ul> <p><b>3.3. Task 3: Selection of case study locations and their wall stock</b></p> <ul style="list-style-type: none"> <li>• In discussion with project managers and the project steering group select case study locations, measuring approximately 10 x 5 km<sup>2</sup>, which have contrasting locations, features, typographies, and agricultural activity to ensure a diverse range of findings and embody a varied study. When costing for the project please provide costings for preparation of 4, 6 or 8 case studies. The number undertaken will be dependent on budget availability and will be confirmed at contract offer and agreement.</li> <li>• Utilise NCA data and agri-environment uptake data to inform the selection of appropriate case study locations within the remit of defined aims of the study.</li> <li>• The project must include case studies from designated and non-designated landscapes to form a counterfactual study.</li> <li>• Case study locations for consideration include: <ul style="list-style-type: none"> <li>○ Yorkshire Dales National Park (original and extension area)</li> <li>○ Peak District National Park</li> <li>○ Nidderdale AONB</li> <li>○ Shropshire Hills AONB</li> <li>○ Mendip Hills AONB</li> <li>○ Cornwall AONB</li> <li>○ East Devon AONB</li> <li>○ Cotswolds AONB</li> <li>○ An undesignated landscape area</li> </ul> </li> <li>• Identify the extent of wall stock in case study locations.</li> </ul>
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- Utilise ES and CS uptake data, UKCEH Countryside Survey data, localised and national map data, pre-existing satellite, LiDAR technology and other earth observation techniques and any other available survey data to capture, map and assess drystone wall coverage across case study locations, as a baseline. Where available Natural England will provide any bespoke agreement data required.
- This data, achieved through pre-existing data augmented by field observations and other opensource geospatial mapping products will be used to assess the extent of stock coverage, and examine the potential loss of stock over a determined period. This can also draw upon other resources and research (e.g., land maps, aerial photography, NCA profiles) for comparative analysis.
- Briefly review available AI technology-based methodologies to examine whether their use would be appropriate for the collation of land cover data within this study. Similar methods have been utilised to map hedgerows and, while such methodologies are only in their infancy of development, we would encourage applicants to identify and review existing approaches to AI to see if there are opportunities to use such techniques to map wall or hedge networks. If suitable, and time and budgets allow, the use of such methodologies could be explored in discussion with project management and the steering group. This would potentially be a trial to identify drystone wall stock and potential gaps in wall networks in some case study areas.
- Data types used to support such work should be identified and commentary should be provided on the success of any such projects. Any recommendations on how recording could be used to help identify and manage walls should be made.

#### **3.4. Task 4: Condition assessment in case study areas**

- Use monitoring techniques, such as field observation, LiDAR, and (if discussed and agreed) AI capabilities to assess the extent to which ES and CS scheme options have contributed to the condition of wall stock.
- This will include comparing ES and CS options, involving monitoring assets that have been awarded funding under current and legacy schemes.
- The distinction between maintenance and restoration actions will be crucial for this component and aims to highlight if there are any discrepancies between stock condition according to features under ES and CS agreements.
- The study will focus on ES Boundary features options: EB11 stone wall protection and maintenance and the later CS options: BN1, BN2, BN11, BN12, BN13, BN14, BN15.
- Use the data collected to compare the condition of wall stock between grant funding found under ES and CS.

- Identify, design, and undertake to Survey Control Liaison Unit (SCLU) approved standards qualitative questionnaires and interviews of stakeholders to examine the importance of natural and social value of drystone walls.
- Using the qualitative data, evaluate how communities in case study locations value drystone walls, in terms of landscape character, sense of place, and economic factors.

### **3.5. Task 5: Explore ecosystem service flows**

- Undertake an evaluation of ecosystem service flows derived from drystone walls, examining the value of these flows, utilising natural capital and cultural capital accounting.
- Drawing upon previous research, create a baseline taxonomy of ecosystem service flows derived from drystone walls, to be used as a baseline for the basis of this study.
- Undertake an assessment of the extent to which agri-environment schemes influence ecosystem service flows and examine the extent to which agri-environment grant funding have impacted ecosystems flows.

### **3.6. Task 6: Conclusions and recommendations**

- Case studies and conclusions should be presented to sector colleagues, probably via an online workshop, before being finalised.
- The data collected by the study should be formatted into a clear set of findings. An executive summary will be provided in the final report of the study.
- The final study report should provide a clear set of recommendations to DEFRA to be used for the proposes of scheme development for successor schemes and future grant offers.
- These recommendations will be underpinned by the evidence that has been collated in the study.

The methodology to achieve the aims of the study will be finalised via discussions between the project Steering Group and the successful Contractor.

## **4. OUTPUTS OF THE PROJECT**

- Short written monthly updates from the Contractor outlining the progress of the project to the Steering Group (monthly).
- An interim report supplied by the Contractor setting out the aims and objectives of the study, draft findings from Task 1 and 2 work and initial thoughts on case study locations (2<sup>nd</sup> quarter).
- Workshop with professional colleagues outlining initial project findings including those from case studies.
- A draft final report for discussion with, and scrutiny by, the project steering group.
- A final report, externally peer-reviewed and suitable for publication as a Defra science report, providing all data and findings, including recommendations for the use of policy advisors for future scheme development (final quarter).

- A 2-page summary document detailing key outcomes and conclusions of the project (to be produced using a template supplied by the Natural England project manager) to be submitted with the final report, along with an infographic showing key findings/results.
- A presentation of results and findings (by webinar) to key interested parties including Historic England, Natural England, and Defra (final quarter).

### **5. PROJECT TIMESCALES**

The project stretches over 2 financial years. Project work is due to begin late 2023 with final completion in March 2025. Work in the second year (2024/25) is dependent on funding availability and confirmation of contract variation by Natural England. Confirmation of funding for the second year of the project is planned for Q4 of financial year 2023/2024 or early Q1 of financial year 2024/2025.

Recommended project milestones are as follows:

- Interim report by end of April 2024
- Completion of fieldwork or surveys late summer 2024
- Submission of final report by early March 2025 (please note, payment will not be released until the report has been reviewed and deemed satisfactory by the project manager)
- Dissemination activities e.g., workshop/presentation to NE/Defra by early March 2025

### **6. PRICING TABLE**

Please ensure it is clear the cost of each item in each financial year. Please see appendix E and F of the bidder pack for our standard commercial and staff time pricing, however, the below can assist in the breakdown of costs.

No.	Item	Staff Grade	Day £ rate	No. of days	Financial year	Total price (ex. VAT) £
1	<b>Task 1, Milestone 3:</b> Undertake a literature review					
2	<b>Task 2, Milestone 4:</b> Review of walling options uptake under ES and CS					
3	<b>Task 3, Milestone 5:</b> Selection of case study locations and their wall stock  Cost for 4 case studies: Cost for 6 case studies:					

	Cost for 8 case studies:  (Project scale will be cost dependent)					
4	<b>Task 4, Milestone 6:</b> Condition assessment in case study areas					
5	<b>Task 5, Milestone 7:</b> Explore Ecosystem service flows					
6	<b>Task 6, Milestone 8:</b> Conclusions and recommendations and related presentations (professional workshops, peer review and responses, final project webinar)					
7	<b>Project meetings costs, including Milestone 1 and 2:</b> (face to face vs online)					
8	<b>Travel &amp; Subsistence</b>					
9	<b>Any other anticipated costs</b>					
	Total 2023/24 exc. VAT					
	Total 2024/25 exc. VAT					
	<b>TOTALS EXC. VAT</b>					

## 7. MILESTONES

- To assist the Natural England project manager to observe progress, Natural England have included milestones within the project/specification that will demonstrate the progress of the research. Natural England welcomes suggestions from potential contractors for additional milestones that would aid project delivery.
- This project will be paid by the achievement of milestones. However, not all milestones need to be associated with payment; and it may be appropriate to include additional milestones that are not related to payment but are used to indicate progress within the project.
- Should a workshop be included in this project proposal, the milestone payments need to account for any associated costs to ensure that the successful contractor has sufficient funds to pay for any workshop costs in advance of the workshop. Defra will not be able to pay any venue hire or refreshments costs on behalf of the contractor.

### 7.1 Table: Milestones and Payment Schedule

Project will include the following milestones and payment stages:

Deliverable / Milestone	Dates	Payment Schedule
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## DPS Schedule 6 (Letter of Appointment and Order Schedules)

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<b>Milestone 1 - Inception</b>	W/C 25/03/2024		
<b>Milestone 2 - Inception meeting minutes</b>	W/C 25/03/2024		
<b>Milestone 3, Task 1:</b> Undertake a literature review	TBC at inception meeting	<b>10% Milestone 1-3 inclusive</b>	
<b>Milestone 4, Task 2:</b> Review of walling options uptake under ES and CS	W/C 22/04/2024	<b>10%</b>	
<b>Milestone 5, Task 3:</b> Selection of case study locations and their wall stock	W/C 27/05/2024	<b>10%</b>	
<b>Milestone 6, Task 4:</b> Condition assessment in case study areas	TBC at inception meeting	<b>30%</b>	
<b>Milestone 7, Task 5:</b> Explore Ecosystem service flows	W/C 25/11/2024	<b>10%</b>	
<b>Milestone 8, Task 6:</b> Conclusions and recommendations and related presentations (professional workshops, peer review and responses, final project webinar)	W/C 10/03/2025	<b>30%</b>	
<p><b>7.2. Payment</b> Payment will be done by in 6 (six) stages for progress of tasks in line with the above project milestones agreed with the successful bidder following award of the contract.</p> <p><b>8. SURVEYS</b> Natural England and Defra are strongly committed to minimising the burden they place upon businesses and local authorities. If a survey is to be undertaken as part of this study, approval will need to be gained from the <b>Survey Control Liaison Unit (SCLU)</b> in Defra. Any structured approach made by or on behalf of the Government to obtain aggregated data is classed as a statistical survey and should be referred to Defra's SCLU. This also applies to customer satisfaction surveys. Natural England will make the initial application but following outline approval the successful contractor(s) will be required to provide a draft questionnaire to be agreed and approved. A period of at least 6 weeks should be built into the project plan to accommodate this survey approval process.</p> <p>Exceptions are:</p> <ul style="list-style-type: none"> <li>• surveys addressed to respondents in central Government or its agencies (e.g., staff surveys).</li> <li>• surveys where the respondents select themselves without a direct approach from us, e.g., surveys carried out via a website.</li> <li>• readership surveys where a questionnaire is sent out together with the material concerned.</li> </ul>			

- consultation exercises where there is an invitation to comment generally rather than a structured list of questions.
- surveys addressed to the public (as opposed to ones which contact people in their business capacity). However, SCLU need to be advised so that the survey can be registered on the Department's record and included in the Annual Report to Ministers.
- surveys to fewer than 25 respondents.

It is the responsibility of the successful bidder to ensure that the survey is provided in accordance with the time requirements of this project for SCLU approval.

### **9. OUTPUTS**

Natural England is happy to encourage widespread publication, and welcomes the use of appropriate trade press, peer-reviewed journals, and sector-specific journals. The contractor will be responsible for ensuring both the quality of the work as well as the presentation of the material (e.g., proof reading, ensuring clear English). The contractor is also to be aware that Natural England requests that all publication (including oral presentations) of its funded research is notified to the project manager at least two weeks before publication.

### **10. PEER REVIEWS**

A comprehensive, externally peer-reviewed final written report suitable for publication as a Defra science report, covering all objectives and tasks of the project. The contractor will be responsible for arranging peer-review of the final report by two independent, appropriate reviewers, to be agreed with the project steering group.

For carrying out the peer review, Natural England will provide:

- A form for peer reviewers to complete to guide them through key questions.
- A declaration for reviewers to sign regarding the use of confidential information and any conflicts of interest.

A cost for peer review should be itemised in the tender. This should account for staff time to organise the peer review, staff time to edit reports considering reviews (subject to steering group agreement) and cover costs for reviewers required.

### **11. DATA**

We require Contractors to develop a fit for purpose database for all data collected, which will need to be agreed with the project steering group. Where possible, the database should be designed to function within a commonly accessible application.

Data relating to their own agreement collected during field surveys should be provided to agreement holders at the end of the project on their request.

All data resulting from this project, project documents, Intellectual Property Rights and other materials will be the property of Natural England.

### **11.1. Agri-environment scheme data**

To facilitate the project aims, Natural England's Data Services team will liaise with the successful contractor to generate contractor data licences as required. The contractor will be responsible for applying to and liaising with the Data Services team in to timely obtain the necessary data. The Natural England project manager will assist in this and make a preliminary enquiry on behalf of the project but, following outline approval, the successful contractor(s) will be required to provide a full data request as required to meet the detail of their tender.

Data will be supplied to the successful contractor via secure data sharing in a format to be agreed with Natural England's Data Services / GIS team. Please note that information about agri-environment scheme agreements may be provided in pdf formats, including contact details.

All information provided to the contractor for the purposes of this project shall be kept securely, confidentially and disposed of at the end of the project. It must not be used elsewhere without prior consent. The supplier will be required to follow Natural England's data protection policy and only act on information provided under our instruction.

### **11.2. Open research and data archiving**

Natural England is committed to making as much of its evidence and information as possible available for reuse by others, under the Open Government Licence. The data arising from this project should be suitable for release under Open Government Licence.

The contractor is required to develop a plan to archive data produced during this project with an appropriate data archive(s), to be agreed with the steering group at the inception meeting. This plan will include steps to make the data Findable, Accessible, Interoperable, and Reusable and should include submitting species data to NBN Atlas.

The following material should be archived:

- Field survey data
- Anonymised data from agreement holders collected during the research (e.g., transcripts of interviews delivered for the attitudinal survey and for the GAPS project)
- Information about how the data was produced (i.e., documentation about methods, survey questionnaire and interview protocol)
- Information about how the data was analysed.

Participant information and consent sheets should include reference to the ambition to archive anonymised data collected in this project, to allow participants to provide informed consent for this at the point of participation.

The contractor should produce a data management plan prior to data collection and update this throughout the project as required, which sets out:

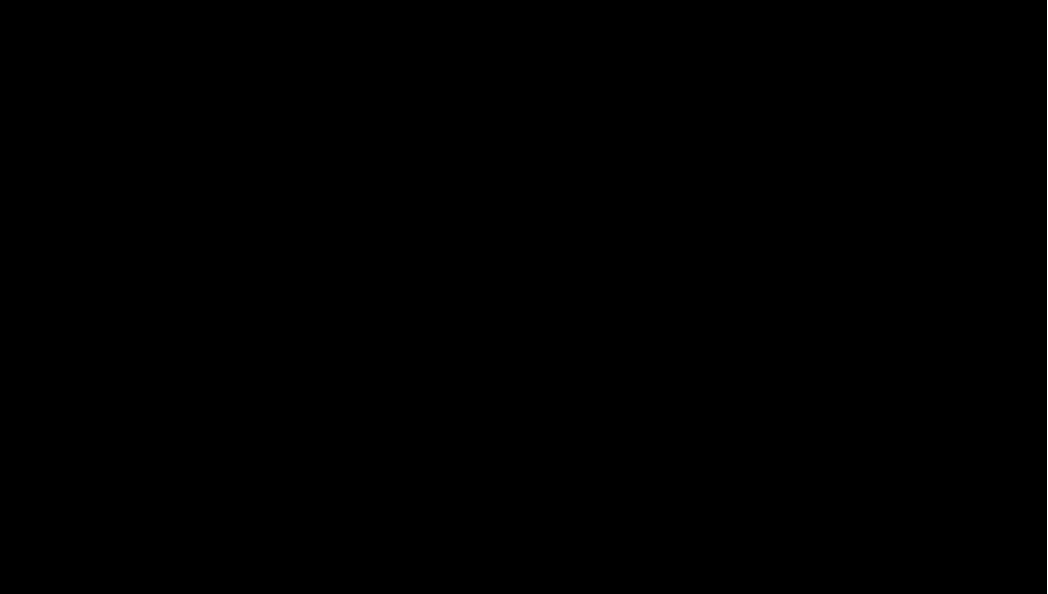


- A description of the data that will be created during the research.
- Ethical / legal information.



**DPS Schedule 6 (Letter of Appointment and Order Schedules)**

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	<ul style="list-style-type: none"><li>• Quality assurance of the data, including any standards applied.</li><li>• How data will be documented.</li><li>• Data storage and backup measures and required equipment / infrastructure.</li><li>• Plans for sharing and preservation of data, who will have access and whether there are any embargoes or restrictions.</li><li>• Data management roles and responsibilities.</li><li>• Costing / resourcing required, including for example costs of transcription and anonymization.</li></ul> <p>The contractor should budget sufficient time and resources to deliver all aspects of data archiving.</p> <p><b><u>12. QUALITY ASSURANCE</u></b></p> <p>Evidence used in preparing the final report will be collected, processed, and published with rigour and with appropriate quality assurance (QA) processes in place, and embedded, within the contracting organisation. The Contractor will provide NE with relevant assurances around QA procedures and/or certifications from recognised standards providers (e.g., ISO).</p>
<b>Project Plan:</b>	Set out the timing of each phase of the project, any key dates and/ or delivery of the Services and/or the Goods or Services (if known)
<b>Contract Charges:</b>	<ol style="list-style-type: none"><li>1. The Authority will pay to the Supplier no more than the fixed sum of <b><u>£257,047.50</u></b> (excluding VAT) for the whole contract period.</li><li>2. The Authority shall pay all sums due to the Contractor within 30 days of receipt of a valid invoice.</li><li>3. The invoice must include a valid purchase order number (PO Number) and the details (name and telephone number) of your customer contact (i.e. Contract Manager).</li><li>4. To avoid delay in payment it is important that the Contractor submit a compliant invoice. Any non-compliant invoices received will be returned to the Contractor, which may lead to a delay in payment.</li><li>5. The Authority is liable to the Contractor only for their respective payment in accordance with this schedule.</li><li>6. Any overpayment to the Contractor made by the Authority, whether of Project price or of VAT, shall be a sum of money recoverable by the Authority from the Contractor.</li></ol>

	<b>Total Project Costs</b> 
<b>Client Assets:</b>	Set out details of the materials or information to be provided to the Contractor.
<b>International locations:</b>	N/A
<b>Client Affiliates:</b>	If relevant, set out any Client/Authority Affiliates which will be using Goods or Services
<b>Special Terms:</b>	Set out any special terms that are intended to take precedence over the Order Terms and/or the Schedules to the Order Terms such as, security requirements, warranties, specific insurance requirements, any specific data reporting requirements etc.
<b>Key Individuals:</b>	
<b>Authorised Contractor Approver:</b>	
<b>Authorised Client Approver:</b>	Set out details of the person(s) who have the authority to agree day to day decisions on behalf of the Authority for this Project.

