FRAMEWORK AGREEMENT SCHEDULE 4

ORDER FORM/
WORK PACKAGE ORDER

FROM

Authority	Secretary of State for Environment, Food and Rural Affairs
Address	Defra Group Commercial 3rd Floor, Mallard House 1-2 Peasholme Green York YO1 7PX
Contact Ref:	Phone: [redacted] Email: [redacted]
Order Number	Ref: ecm_58898
Order Date	28 September 2020

TO

Contractor	Fera Science Ltd
For attention of:	Name: [redacted] Phone: [redacted] E-mail: [redacted]
Address	Sand Hutton York North Yorkshire YO41 1LZ

1. SERVICES REQUIREMENTS

An evaluation of factors inhibiting or masking the progress to favourable condition of wetland SSSIs in AES.

Background

Some areas in England are considered so important to the nation's natural heritage that they are designated as Sites of Special Scientific Interest (SSSIs). Over one million hectares of land have been identified as "special" for their habitats, species or geology, representing the best examples of natural features throughout England.

As the government's conservation advisory body, Natural England has a number of statutory duties and general responsibilities in relation to SSSIs. Agri-environment Schemes are one of our key tools for meeting some of these responsibilities, in particular:

- Ensuring the protection of SSSIs and safeguarding their existence into the future, by providing advice to SSSI owners and managers. This includes working with them to ensure active management.
- Ensuring SSSIs contribute to government objectives on nature conservation. The Government's 25 year Environment Plan contains a goal to: restore 75% of our one million hectares of terrestrial and freshwater protected sites to favourable condition, securing their wildlife value for the long term.

Agri-environment schemes (AES) provide a way to clearly specify and fund the management required to achieve favourable condition on SSSIs, therefore they have been an important tool for the management of such sites since the earliest schemes (e.g. Environmentally Sensitive Areas, ESAs) were launched. However, following the launch of the Environmental Stewardship Scheme (ES) in 2005, government targets were set around the proportion of SSSI land to achieve Favourable Condition, and there was a particularly strong drive to bring SSSIs into the higher tier of scheme management (HLS) wherever possible, especially where a site was in unfavourable condition. ES was replaced with Countryside Stewardship (CS) in 2015, but the principle of bringing SSSIs into the higher tier (HT) of the scheme has continued. These efforts have been successful in bringing approximately 53% of SSSI land into AES (from Natural England scheme uptake statistics for 2019, note some SSSI land may be ineligible for AES), and it is important to understand whether this is translating into improved SSSI condition.

A review of the existing literature on the impact of AES on SSSIs, commissioned by Natural England and reporting in 2019 (Short *et al.*, awaiting publication, available on request) looked for evidence of a causal relationship between AES and change in SSSI condition. This study highlighted that AES monitoring and evaluation, and SSSI condition assessment have generally been conducted separately, with few studies attempting to link the two, especially in more recent years (the study focussed on the literature from 2000-2018), so there is a gap in the current evidence base.

JNCC statistics for SSSI condition show little change in the area of SSSI land reaching favourable condition over recent years. The percentage of area of SSSIs in favourable or unfavourable-recovering condition increased from 67% in 2005, to 86% in 2014, but had changed little from that (85%) in 2019. (https://jncc.gov.uk/our-work/ukbi2018-c1-protected-areas/#uk-protected-areas). Given the fairly high proportion of SSSI land in AES, there is a need to better understand the effectiveness of schemes and scheme options in improving the state of SSSIs, and to investigate that factors that lead to or prevent recovery.

The Short *et al.* study also highlighted the difficulty of making generalised statements about SSSIs as a group because the features and combinations of feature for which each site is designated vary widely, and so does the starting condition of each site. The AES management appropriate at each site is therefore also very variable. However, SSSIs can be grouped by broad habitat and this should enable more meaningful analysis.

The habitat group 'lowland fen, marsh and swamp' has only 36.48% classed as Favourable condition (NE 'condition by habitat' report ran on 3/6/2020), and when considering fen habitat specifically; since 2011 whilst we see an overall reduction in area classed as 'Recovering' this does not translate to all areas moving into Favourable condition.

Year	Sum of SSSI Favourable (ha)	Sum of SSSI Unfavourable-Recovering (ha)	Sum of SSSI Unfavourable (ha)
2011	5144	6587	1545
2012	5136	6571	1572
2014	5696	6201	1383
2015	5701	6273	1303
2016	5782	6176	1339
2017	5834	6041	1269
2018	5855	5885	1326
2019	5699	5897	1694

Source: NE data analysis team

This project will focus on habitats classed as lowland fen, marsh and swamp (on the protected sites database) and attempt to understand any factors that may be inhibiting or masking the recovery of unfavourable sites to favourable condition.

These habitats have been selected for a number of reasons:

- They are identified as key habitats targeted for restoration through HLS and CS Higher Tier
- There has been no detailed evaluation of the effectiveness of the relevant CS options to date
- Structured and site based evidence is required to back up observations and higher level evidence of widespread pervasive pressures on wetland sites, such as atmospheric nutrient deposition, diffuse water pollution and groundwater abstraction

This work forms part of a DEFRA series 'evaluating factors' (the 1st project examined upland heathland – report available on request)

Previous work on these habitat types was undertaken in the project 'Establishment of a monitoring sample of sites being managed under HLS to maintain or restore lowland fen' (Wheeler et al, 2016, available on DEFRA science pages LM0442). It revealed the application of HLS options was often inappropriately used, for example fen in need of restoration was sometimes placed in a maintenance option and occasionally fen options were used on the wrong habitat. It was also found that unsuitable/untailored Indicators of Success (IoS) were set e.g. not reflecting particular fen communities and site characteristics. This work provides an additional baseline alongside Natural England's internal Integrated Site Assessments (ISAs) but is limited in terms of findings on effectiveness and did not consider wetland habitats placed in the wrong option as the sample was selected by option as opposed to feature.

Another recent study with findings relevant to this project looked at the effectiveness of Higher Level Stewardship scheme as a whole (Staley et al., 2018). The aim was to quantify change between a baseline survey (2009 – 2011) and resurvey (2015 – 2016), in terms of habitat type and extent, habitat condition and characteristics of plant communities, and assess desired outcomes. This study looked at a wide range of habitats and included both SSSI and non-SSSI sites though there was too much variation in habitats and methodologies to draw conclusions about SSSI versus non-SSSI land for most habitats. A comparative review against equivalent CS would add further evidence to help shape future scheme aims.

The project proposed in this specification aims to build on and provide evidence to compare to the findings of these previous studies. By focussing on lowland fen, marsh and swamp habitats where a survey was carried out to assess both the SSSI condition and progress of the agreement, it is intended that a reasonably broad and representative sample can be identified.

Project Aim and Objectives

Aim:

To evaluate and clarify the extent to which different factors (including off site pressures from abstraction and diffuse pollution along with other water related factors e.g. drainage and vegetation management) may be inhibiting or masking the progress of lowland fen, marsh and swamp SSSIs in AES to favourable condition. These findings will assist in improving the implementation of current schemes, help to inform the development of future AES and accurately understand other levers.

Objectives:

1. There are several steps in using AES to bring wetland SSSIs into Favourable Condition, this project needs to understand the relative importance of each of the below (based upon SSSI information and agreement documentation in comparison with the most recent ISA data)
    - Setting up the agreement – are the right options, supplements and capital items being selected and targeted at the correct habitat / features (also consider whether the agreement is addressing the hydrological unit)
    - Writing Prescriptions and IoS - is the specified management ambitious enough to address all factors to achieve favourable condition
    - Implementing management - are all aspects of the agreement being implemented in line with the prescriptions?
    - Achieving measureable change in habitat condition – if all of the above appear to be correct but habitat condition has not improved is the scientific basis of using AES on wetland inadequately understood e.g. timescales for recovery may be slower than anticipated or other factors that AES cannot address are having a higher impact
2. Is there any wider evidence that certain attributes or issues are consistently causing lowland fen, marsh and swamp sites to fail to meet favourable condition? This would indicate where to concentrate efforts to improve scheme effectiveness.
3. Why has there been little change in the proportion of wetlands in Recovering or Favourable condition over recent years despite the relatively high uptake of AES on Fen SSSIs? To what extent is the perceived lack of recovery in SSSI wetlands a consequence of slow response times of wetland vegetation to removal of pressures and to what extent is this a consequence of failing to address all the reasons for the poor condition of the habitat. Is there evidence that sites are progressing towards favourable condition and we need to adjust our expectations (and IoS) to reflect the pace of recovery? Are there other types of indicators that would provide a better means of assessing effectiveness of interventions?
4. How can we make AES more effective for SSSI wetlands?
    - Are habitats being correctly identified and are the right options, supplements and capital work being selected and targeted at the habitats, features and ecological units?
    - Are Prescriptions and IoS appropriate, measurable and achievable and are landowners given sufficient advice to implement them?

- Are ‘option areas’ addressing all of the land that influence the condition of the habitat? In many cases this will require land beyond the boundary of the SSSI to be included in agreement e.g. slopes feeding into wetlands.
- Does the evidence support the findings of the Slaley *et al*., 2018 study that a significant proportion of agreements are unlikely to achieve their objectives from the outset due to deficiencies in agreement set-up, especially the tailoring of IoS?

5. What is the evidence for AES leading to changes in management practices as well as changes in site attributes? Does the evidence suggest agreements are being set up, understood and implemented effectively?
6. Is there evidence of other factors outside the scope of AES which are significant in inhibiting progress towards Favourable Condition? e.g. catchment management, nutrient enrichment, and regional scale drainage may be having an impact.

Project Scope and Requirements

Work is required to plan and deliver a desk analysis; assessing selected sites reasons for ‘Unfavourable’ status, reviewing agreement documentation (including ISAs) and also to conduct an email survey of Natural England Advisers and Agreement Holders. The work will include sample identification, data collection, analysis and reporting. The successful bid should outline relevant eco-hydrological expertise within the team.

The project will be carried out in one phase within the current financial year.

It will involve data collection for Tasks 1-3 (below), including an interim report, followed by the analysis of all data and reporting as detailed in Task 4, to be completed by 31 March 2021.

Natural England maintains and publishes data on the condition of all SSSIs on the Designated Sites System: https://designatedsites.naturalengland.org.uk/SiteSearch.aspx with records going back several decades in some cases. However, it is usually only the condition of each feature and the overall unit and site condition that is published rather than the raw survey data, though there may be a qualitative summary of survey findings.

Between 2011 and 2017 a system of ISAs was used, where data was collected on a standardised form which was then digitised for storage on an IT platform called ISAT. The intention was that where SSSIs were in AES, progress towards option objectives would be assessed at the same time as the SSSI feature

condition. At that time SSSI features would usually be managed in the higher tier (HLS) of Environmental Stewardship (ES). Data from ISAT has now been archived but can still be accessed. This is considered to be one of the best sources of data to use as a baseline against which to assess change because it is more detailed and standardised than earlier survey data. Over 6000 ISAs were carried out but when these are filtered to select sites with the relevant HLS habitat features recorded which are also in HLS management options, the sample population is 131 ISAs covering 64 SSSI units. The dates of these ISAs range from 2013 to 2016.

Task 1 – Identify a representative sample of sites

The first task is to identify a representative sample from the aforementioned ISAs (covering HLS agreements) and a selection of CS agreements with the relevant wetland habitats having undergone a site survey.

The project should aim to sample a minimum of 40 of these sites (numbers from the above groups TBC) and the sample should be stratified to take account of the geographical spread of sites (full lists to be supplied) and generate robust results for each analysis group. The tender will need to specify and justify an appropriate sampling approach, though the detailed list of sites to include can be agreed at the Inception Meeting.

Natural England will supply the previous survey data, agreement documents, Farm Environment Plan (FEP)/BEHTA, and options maps for each of the selected sites. The successful contractor will need to collate a file for each site.

Task 2 – Conduct a desk assessment to evaluate sites

The key point of this task is to review the reasons for 'Unfavourable' status, which may or may not be correct and/or complete within NEs Designated Sites System (CMSi). This forms the basis for an assessment as to whether all of the factors affecting wetlands (e.g. nutrient enrichment, drainage, dereliction, abstraction) are actually addressed (or are capable of being addressed) through an AES. The task will include carrying out an assessment of the suitability of the agreement for achieving/maintaining favourable condition of the features. This will require the contractor to compare the agreement documents (including the FEP, Agreement Schedules and ISAs) with the Favourable Condition Table (FCT) for each site (obtained from the publicly available Designated Sites System: https://designatedsites.naturalengland.org.uk/SiteSearch.aspx) and assess the following:

- Does the agreement contain the right options, supplements and capital items relating to the land parcel(s) in question, to address all the attributes

required to achieve favourable condition of the lowland fen, marsh and swamp feature?
- How well are prescriptions and IoS aligned with Favourable Condition Table targets and how suitable, measureable and achievable are they?
- Appropriateness of FCT

The tender will need to set out in detail the methodology for this desk assessment.

Task 3 – Evaluate the effectiveness of management implementation through an email questionnaire for NE Advisers and Agreement Holders

The third task is to design and carry out two questionnaire surveys; one for relevant NE Advisers and another for Agreement Holders. Both will be via email/online the purpose is to evaluate to what extent correct implementation (rather than set-up) is the critical stage in AES success or failure on lowland fen, marsh and swamp.

For the Adviser questionnaire NE will supply a list of relevant Advisers to contact. Where possible, NE will identify an Adviser with specific knowledge of each site in the sample.

Questions will need to cover:

- The implementation of management (of both options and supplements)
- Views (general and specific) on implementation of AES on lowland fen, marsh and swamp
- Specifically capture why SSSI condition has not improved (if applicable)
- Agreement Holders perspectives/understanding of AES aims and confidence in delivering them
- Advice given to Agreement holders
- Extent of Agreement Holders ambitions in terms of full site restoration e.g. wholescale re-wetting of fields

The detail of the survey questions will need to be agreed with the Project Steering Group but the tender should demonstrate an understanding of what the questionnaires are aiming to achieve. Questionnaires should be designed to take no more than 20-30 mins to complete. Both quantitative and qualitative analysis of the responses is likely to be required.

Task 4 – Reporting

This project will be delivered in one phase aligned with the financial year 2020/21.

An interim report is required by 15 December 2020 detailing the methodologies used and presenting the data collected for each of Tasks 1-3.

The production of a comprehensive final written report covering all objectives and tasks of the project, is to be finalised by 31 March 2021. This should include:

- Context – brief background and objectives of the project
- Methodology (including any caveats and assumptions used)
- A section on each of the Tasks which presents and analyses the data and summarises the main findings from each Task.
- A synthesis and analysis of findings across all the tasks which addresses the objectives set out in this specification.
- Conclusions and suggestions for improvements to current AES delivery and future scheme design based on the evidence from this project.
- Executive summary – a brief overview of the project and its main findings. This should be suitable for a Policy audience. Bullet points to highlight the key points may be useful.

Bidders should be aware that Natural England and Defra intend to publish final reports on Defra science web pages. All reports should be provided in MS Word and PDF format.

Outputs

The outputs of this mini-tender are:

- The successful bidder will be required to provide the NE project manager with short written updates (approx. 1 side A4) of progress on a monthly basis.
- All raw data to be supplied to the NE project manager in an Excel-compatible format by end 15 December 2020.
- An interim report (by 15 December 2020) detailing the methodologies used and presenting the data collected for each of Tasks 1-3.
- The final report will be externally peer-reviewed (note: the contractor will be responsible for arranging peer-review by two appropriate reviewers, to be agreed with the Natural England project officer) and be suitable for publication as a Defra science report. There should be a minimum of two peer reviewers and they must be independent of organisations working on the project. A cost for peer review should be itemised in the tender. This should take into account staff time to organise the peer review, staff time to edit reports in light of the reviews (subject to steering group agreement) and cover costs for reviewers if required. 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.

- Natural England and Defra require the opportunity to comment on draft final reports (allow approx. 4 weeks). The report must be finalised by 31 March 2021 therefore a first draft must be submitted by 05 February 2021 to allow time for review and revision.
- A 2-page summary document detailing key outcomes and conclusions of the project (to be produced using the template attached at Annex 4) by 31 March 2021.
- An infographic showing key findings/results by 31 March 2021.
- A presentation of final results (by webinar) to key Natural England and Defra staff.

Management

- The successful contractor should appoint a project leader who must have sufficient experience, authority to act on behalf of the contractor and time allocated to manage the project effectively. The project leader will be responsible for the management and delivery of the project and will act as the liaison point with the Natural England project manager. A project initiation call between the contractor project leader and the NE project manager will be required within one week of the start of the contract
- Natural England will establish a project steering group (PSG) to oversee the contract including representatives from NE and Defra and other partners if applicable.
- The contractor project leader will be responsible for convening and chairing two PSG meetings. These may be held at the Defra/NE office that is most convenient for the PSG and contractor or via tele/video conference. The meetings will be convened at project initiation and submission of the first draft final report.
- In addition to the meetings, the PSG and contractor will meet by teleconference at key points in the course of the project (likely 2-3 calls required). The contractor project lead/NE project manager (as appropriate) will be responsible for setting up these meetings.
- Secretariat and production of minutes from meetings is the responsibility of the successful contractor who will share meeting minutes with the project team and steering group where applicable.
- The contractor project leader will send a short (approx. 1 side A4) progress update to the project officer once a month.
- Invoices against project milestones should be submitted to the NE project officer by email. Invoices will need to include supporting evidence relating to spend incurred (e.g. brief summary of time input, travel and subsistence incurred etc).
- The Natural England project manager will provide copies of all the relevant agreement and baseline assessment documentation once the sample has

been agreed (agreement holder contact details, survey forms, agreement document, FEP and HLS maps for each of the selected sites.) The contractor will be responsible for obtaining relevant information which is publicly available such as the Favourable Condition Tables for the SSSIs.

Property rights, publication and confidentiality

All data resulting from this project, project documents and other materials will be the property of Natural England. Any data collected will be made openly and publicly available.

Natural England and Defra intend to publish the final project report as a Defra science report. The published report will be made available on the Natural England and Defra Science websites. It is likely to be shared directly with partners as part of regular liaison over the progress of Countryside Stewardship and wider RDPE Delivery.

Natural England encourages widespread publication, and welcomes the use of appropriate trade press, peer-reviewed journals and sector-specific journals, but it is a requirement that all plans to communicate outcomes, including publications and oral presentations, from funded research are agreed with the project manager (who will ensure Natural England and Defra QA requirements are met) at least 2 weeks before publication or presentation. The appointed contractor is also to be aware that Natural England and Defra request acknowledgement in the publication of their funded research.

The Contractor(s) will be responsible for ensuring the quality of the work (e.g. proof reading, ensuring clear English), the presentation of the final report and any other material to be published.

Resources

- The project is expected to start on 28 September 2020 and finish no later than 31 March 2021. Bidders are reminded that cost is one of the factors that will be considered when assessing bids.
- Research contracts are let on a firm price basis (excluding VAT). This is an all-inclusive price for the contract and, so long as the scope of the contract remains the same, it is not subject to any review, amendment or alteration.

Milestones

In order to assist the NE project manager to observe the progress we request that you include sufficient milestones within the project that will demonstrate the progress of the research.

Compulsory milestones are as follows:

- Outline Project Plan to be submitted following the inception meeting
- Submission of interim report by 15 December 2020
- Submission of draft final report by 05 February 2021
- Submission of final report by 31 March 2021 (please note, payment will not be released until the report has been reviewed and deemed satisfactory by the project manager)
- Dissemination activities e.g. webinar to NE/Defra by 31 March 2021

Note: it is acceptable for the PSG and peer reviews to be delivered concurrently. The dissemination event will also be undertaken in parallel with these activities, therefore the date for dissemination activities will also be 31 Mar 2021.

In addition, this project will be paid by 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. The frequency of milestone payments should be determined by the contractor; however, we request that they are appropriate and not at a frequency greater than every month.

References

National Audit Office, (2008) Natural England's Role in Improving Sites of Special Scientific Interest
https://www.nao.org.uk/wp-content/uploads/2008/11/07081051.pdf

Short C, Breyer J, Bell G, Jackson-Matthews S, Hafferty C, McLaren C and Ord-Hume D. (awaiting publication, available on request) Assessment of the impact of agri-environment schemes on SSSI recovery

Staley J, Lobley M, McCracken M, Chiswell H, Redhead J, Smart S, Pescott O, Jitlal M, Amy S, Dean H, Ridding LBroughton R, Mountford J (2018) The environmental effectiveness of the Higher Level Stewardship scheme; Resurveying the baseline agreement monitoring sample to quantify change between 2009 and 2016
http://randd.defra.gov.uk/Default.aspx?Menu=Menu&Module=More&Location=None&ProjectID=19360&FromSearch=Y&Publisher=1&SearchText=LM0445&SortString=ProjectCode&SortOrder=Asc&Paging=10#Description

Wheeler B R, Wilson P J (2016) Establishment of a monitoring sample of sites being managed under HLS to maintain or restore lowland fen
http://randd.defra.gov.uk/Default.aspx?Menu=Menu&Module=More&Location=None&ProjectID=19357&FromSearch=Y&Publisher=1&SearchText=LM0442&SortString=ProjectCode&SortOrder=Asc&Paging=10#Description

(1.1) Commencement Date: 28 September 2020

(1.3) Completion Date: 31 March 2021

2. PERFORMANCE OF THE SERVICES

(2.1) Key Personnel of the Contractor to be involved in the Supply of the Services

[redacted] Project Manager; Task 4 reporting (lead)

[redacted] Task 1 site selection (lead); Task 2 desk assessment (team); Task 4 reporting (team)

[redacted] Task 1 site selection (team); Task 2 desk assessment (lead); Task 4 reporting (team)

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[redacted] Task 3 adviser and agreement holder questionnaire (lead)

[redacted] Task 3 adviser and agreement holder questionnaire (team); Task 4 reporting (team)

(2.2) Performance Standards

(2.3) Location(s) at which Services are to be provided:
Sand Hutton
York
North Yorkshire

YO41 1LZ
(2.4) Standards:
(2.5) Contract Monitoring Arrangements For the avoidance of doubt the services required are being provided under Framework Agreement 22707

3. PRICE AND PAYMENTS
(3.1) Contract Price payable by the Authority excluding VAT, payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS)) £49,950.00 For full pricing schedule see Appendix 1 Payable by BACS
(3.2) Invoicing and Payment The Supplier shall issue electronic invoices in arrears following completion of appropriate milestones.

4. Invoicing Requirements
All invoices should be sent to the Natural England Project Officer.

BY APPROVING THIS ORDER FORM THE CONTRACTOR AGREES to enter a legally binding contract with the Authority to provide to the Authority and natural England the Services specified in this Order Form, incorporating the rights and obligations in the Call-Off Contract that are set out in the Framework Agreement entered into by the Contractor and Defra on 28 September 2020.

Electronic Signature

Acceptance of the award of this Contract will be made by electronic signature carried out in accordance with the 1999 EU Directive 99/93 (Community framework for electronic signatures) and the UK Electronic Communications Act 2000. Acceptance of the offer comprised in this Contract must be made within 7 days and the Agreement is formed on the date on which the Contractor communicates acceptance on the Customer's electronic contract management system ("Bravo"). No other form of acknowledgement will be accepted.

Appendix 1 – Pricing Schedule

29769: Pricing Schedule

Please provide a cost breakdown for each of the tasks listed in the table below:

No.	Item	Staff Grade	Day £ rate	No. of days	Financial year	Total price (ex. VAT) £
1	Outline project plan	PM	[redacted]	7	20/21	[redacted]
		T/S		3		
2	Interim report	PM	[redacted]	18.5	20/21	[redacted]
		T/S		19		
		T/P		1		
		Direct				
3	Draft final report	PM	[redacted]	21	20/21	[redacted]
		T/S		13		
		T/P		1		
4	Final report	PM	[redacted]	7	20/21	[redacted]
		T/S		2		
5	Peer review	PM	[redacted]	3	20/21	[redacted]
		Direct				
6	Dissemination activities	PM	[redacted]	2.5	21/22*	[redacted]
7	Travel and subsistence				20/21	
8	**Total exc VAT**				20/21	49,950

*According to the specification, this activity is scheduled for delivery in April 2021, but could be completed concurrently with the peer review exercise.

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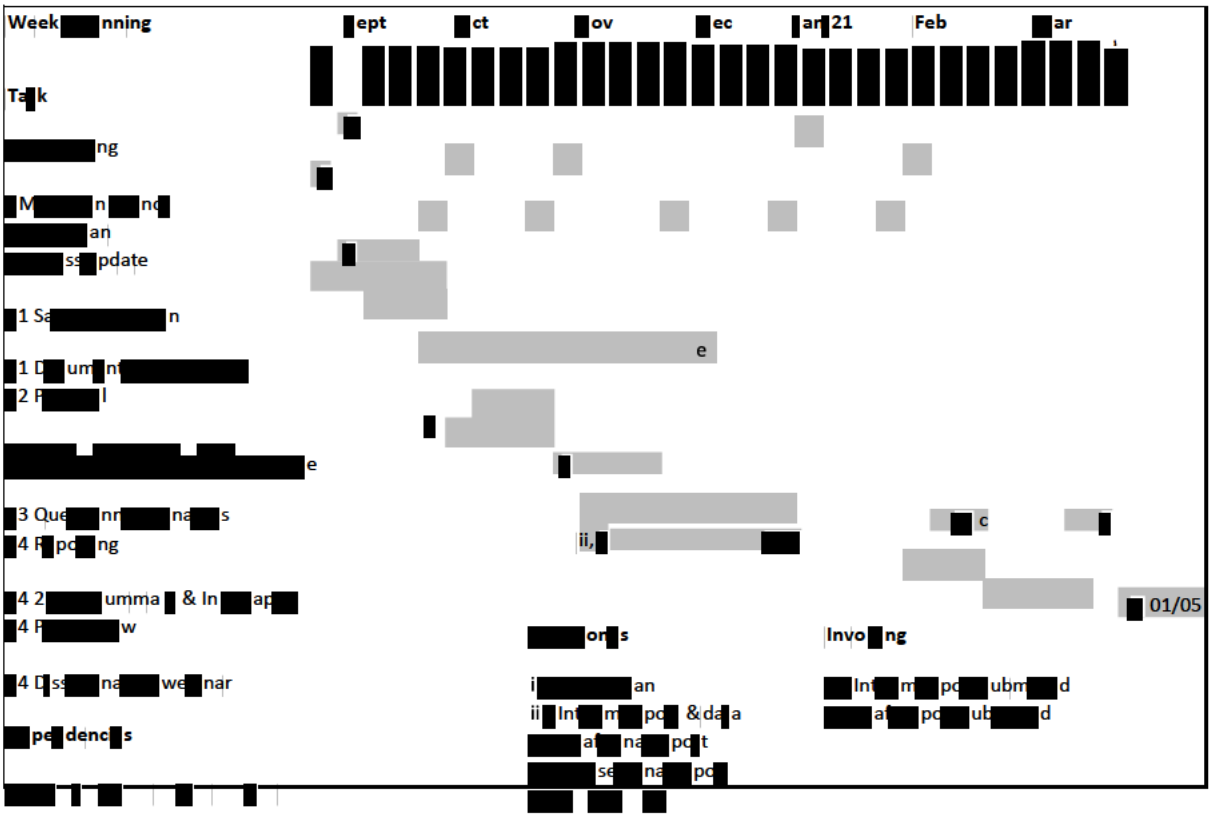

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