



Standard Contract for Goods and/or Services - Order Form

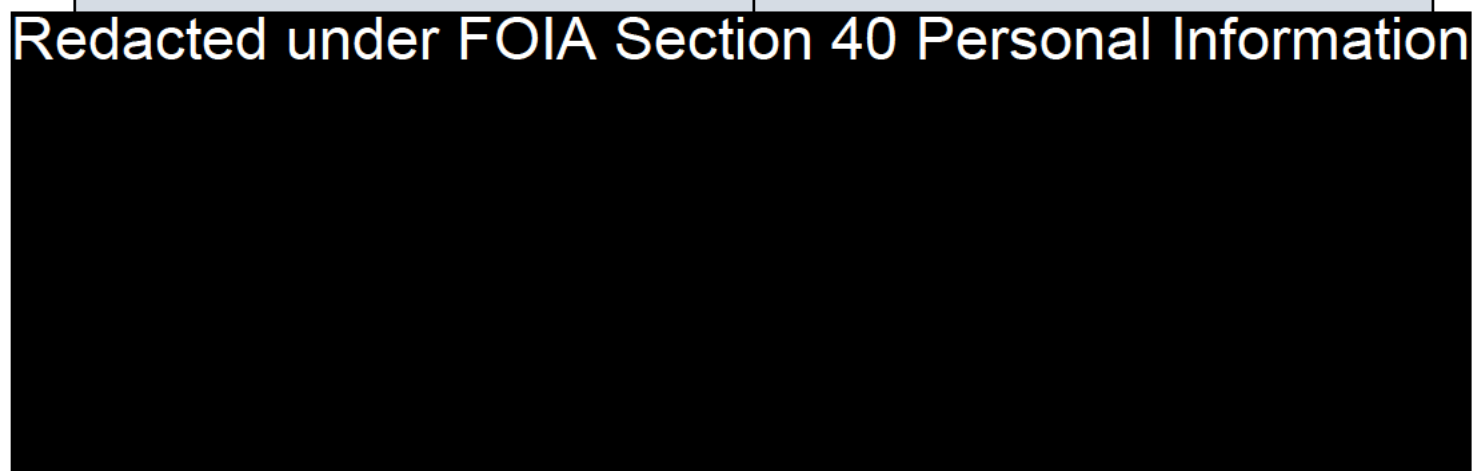
1. Purchase Order Number	To be confirmed	
2. Customer	Natural England Lateral, 8 City Walk, Leeds, LS11 9AT	
3. Contractor(s)	IIC Technologies Ltd The Catalyst, York Science Park, Baird Lane, York, YO10 5GA Company registration number: 2746976	
4. Defra Group Members	The following Defra Group members will receive the benefit of the Deliverables: <ul style="list-style-type: none"> • Natural England • Forestry Commission 	
5. The Agreement	<p>This Order is part of the Agreement and is subject to the terms and conditions referenced at Appendix 1 and shall come into effect on the Start Date.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.</p> <p>The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):</p> <ul style="list-style-type: none"> a) this Order; b) the terms and conditions at Appendix 1; and c) the remaining Appendices (if any) in equal order of precedence. 	
6. Deliverables	Applicable Deliverables	Goods Only: <input type="checkbox"/> Services Only: <input type="checkbox"/> Good and Services: <input checked="" type="checkbox"/>
	Goods	ArcGIS layer of historic parklands and summary report as outlined in Appendix 2 – Specification/ Description
	Services	Description: As set out in Appendix 2 – Specification/ Description To be performed at the Contractor's premises Date(s) of Delivery: 16/10/2024 – 15/03/2025
7. Start Date	16/10/2024	
8. Expiry Date	15/03/2025	
9. Charges	The Charges for the Goods and/or Services shall be as set out below in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.	
10. Payment	Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.	

11. Contractor's Liability Cap (Clause 13.2.1)	A sum equal to £5,000,000		
12. Customer's Authorised Representative(s)	For general liaison your contact will continue to be Redacted under FOIA Section 40 Personal Information		
13. Contractor's Authorised Representative	For general liaison your contact will continue to be Redacted under FOIA Section 40 Personal Information		
14. Optional Intellectual Property Rights ("IPR") Clauses	The Customer has chosen Option B in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.		
15. Progress Meetings and Progress Reports	The Contractor shall attend fortnightly progress meetings with the Customer. The Contractor shall provide the Customer with a progress report halfway through the contract		
16. Address for notices	Customer:	Contractor:	Redacted under FOIA Section 40 Personal Information
17. Key Personnel of the Contractor	Key Personnel Role: Key Personnel Name:	Contact Details:	Redacted under FOIA Section 40 Personal Information
18. Procedures and Policies	N/A		
19. Special Terms	N/A		
20. Additional Insurance	N/A		
21. Further Data Protection Provisions	The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below: Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>		

Signed for and on behalf of the **Customer**

Signed for and on behalf of the **Contractor**

Redacted under FOIA Section 40 Personal Information



Appendix 1: Terms and Conditions

The Customer's Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](#) and which are called 'Standard Goods & Services Terms and Conditions'

Appendix 2: Specification/Description – includes acknowledgement of revised scope

The project requires a multi-disciplinary approach and should include heritage professionals to lead the data enhancement through research, alongside GI and mapping specialists.

It is assumed that you will have access to the necessary mapping including historic and current Ordnance Survey mapping.

Output and purpose

Creation of a reliable data set of the location of historic parklands:

- To inform landowners of historic parkland through the Historic Environment Farm Environment Record ([HEFER](#)) process (an opportunity layer for management actions)
- Used by Defra group ALBs and Historic England for casework and wider projects (i.e. not restricted to agri-environment schemes)
- Available as Open Data on the NE portal: [Natural England Open Data Geoportal \(arcgis.com\)](#)

Task: Historic parkland data set

- The data set should consist of polygons with reliable and useful attributes.
- The existing Natural England historic parkland dataset can be used as a base and will need to be manually verified and updated using all available sources (see 'Existing data' below).
- The data set should identify:
 - all designed landscapes across England regardless of whether they are extant today. *You should include your approach to identifying historic parklands and designed landscapes in your response to the brief.*
 - the historic maximum extent of the parkland / designed landscape taking in features bordering the parkland represented on OS maps by the grey stipple, for example woodland forming a shelter belt – but not extending to wider parts of the Estate, for example outfarms. *You should include parameters on defining extent in your response to the brief.*
- Where designated, the extent of the historic parkland should be checked to ensure the maximum extent is captured where outside the designated extent.
- The attributes should be useful and meaningful to a non-historic environment audience, i.e. landowners, advisers, agents, etc. What is included is subject to discussion, but initial thoughts suggest the following. *You should provide additional thoughts on this in your response to the brief:*
 - Type of designed landscape
 - Modern name
 - Historic name as it appears on the source mapping
 - Designated or undesignated: If designated – RPG level, list entry number and link to Historic England listing.
 - Brief summary of the key phases and features that would be useful for a non-specialist to understand e.g. 18th century Capability Brown designed parkland with later Victorian modifications. Evidence of former Medieval deer park.

- HER – Name of LA (where undesignated)
- The data layer should be delivered to Natural England for upload to the Open Data portal
- You should factor in time and budget (see ‘Additional Costs’ below) to manage:
 - the amending of the current SHINE dataset by ALGAO
 - upload to the HEFER portal
- A document summarising the process involved in developing the data set is required. It should include sources used and identify limitations. It should outline the information provided within the metadata for the data layer. The summary should also make recommendations for further work.

Existing Data

Note that this list is indicative and not exhaustive. *Please suggest additional sources and usefulness of sources as appropriate.*

- Natural England’s historic parkland layer (c.4,000 parklands represented by c.13,000 polygons) – unknown origin and containing no metadata
- Registered Parks and Gardens (c.1,700 polygons) [RPG: Historic England open data \(arcgis.com\)](#)
- Historic Environment Record (HER)
- Selected Heritage Inventory for Natural England (SHINE) dataset (Parklands = c.850 polygons)
- 1st and 2nd edition Ordnance Survey mapping
- Ancient Woodland Inventory [Ancient Woodland \(England\) | Ancient Woodland \(England\) | Natural England Open Data Geoportal \(arcgis.com\)](#)
- Wood Pasture and Parkland Priority Habitat (WPP PH) data [Wood Pasture and Parkland \(England\) | Wood Pasture and Parkland \(England\) | Natural England Open Data Geoportal \(arcgis.com\)](#)
- Historic Landscape Characterisation data [National Historic Landscape Characterisation 250m Grid \(England\) - data.gov.uk](#)
- County Gardens Trusts [Find your local County Gardens Trust - The Gardens Trust](#)
- Parks and Gardens [Leading resource for UK Parks & Gardens - Parks & Gardens \(parksandgardens.org\)](#)

Additional Costs

You will need to factor in £20,000 - £25,000 to cover the following costs. These will be managed by you as part of the contract.

- Association of Local Government Archaeological Officers ([ALGAO](#)) – This will cover HER searches and revision of the SHINE dataset after development of the new parkland layer. The Steering Group will work with you to define appropriate payment bands for this work.
- Idox – To add the layer to the HEFER portal. This will be facilitated by the Steering Group.

Agreed revised scope due to budget award delays

In Scope

- Verification/revision of all polygons within the national Parklands dataset.
- Each Parkland boundary attributed with Parkland Name only.

- Parklands verified using ariel imagery, SHINE, OS Historic map 1885-1893 ("One-Inch to the Mile 'Hills' Edition"), Registered Parks and Gardens, and Wood Pasture and Parkland Priority Habitat (WPP PH) Data.

Given the above, the following differs from our original response and is therefore out of scope for this project:

Out of scope

- Identification of new/omitted Parklands.
- Capture of attributes (other than name).
- Verification of data against other sources included in IIC's response e.g. County Gardens Trusts and Parks and Gardens Database.
- HER record searches.

Appendix 3: Charges

Total value of the contract is £38,968.00 exc VAT.

Payments schedule:

Activity	Due Date	Percentage of total	Cost
Redacted under FOIA Section 43 Commercial Information			
		TOTAL	£38,968.00 (exc VAT)

Appendix 4: Processing Personal Data

Contract:	[XXXX]
Date:	[XXXX]
Description of authorised processing	Details
Identity of Controller and Processor for each category of Personal Data	
Subject matter of the processing	
Duration of the processing	
Nature and purposes of the processing	
Type of Personal Data	
Categories of Data Subject	
Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data	
Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement	
Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach	