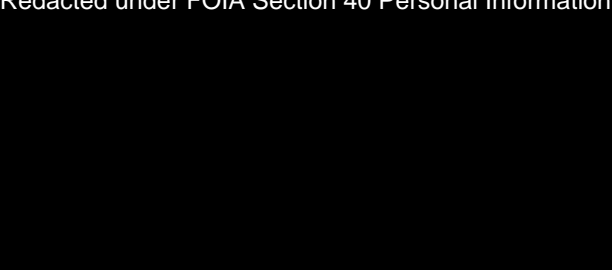
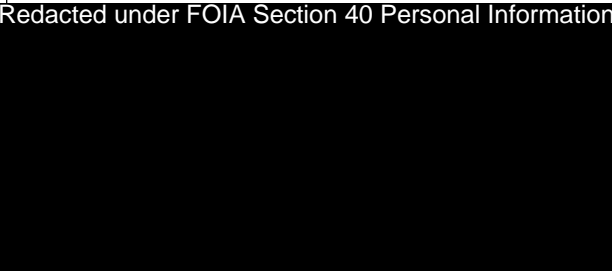
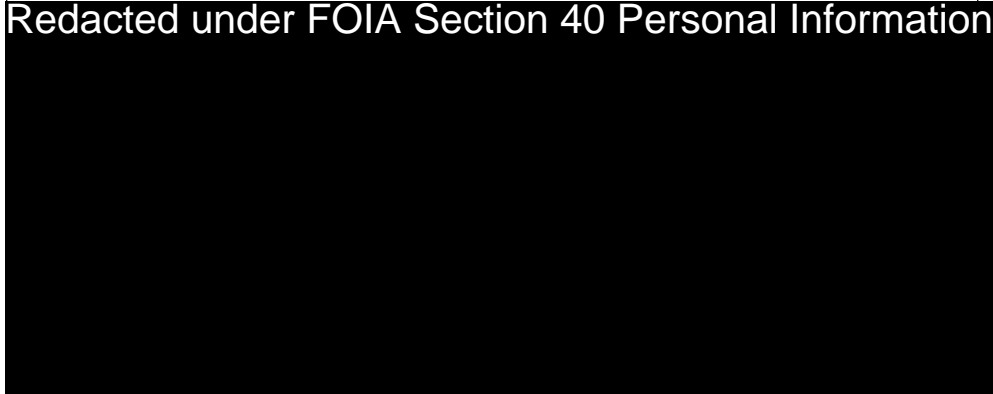
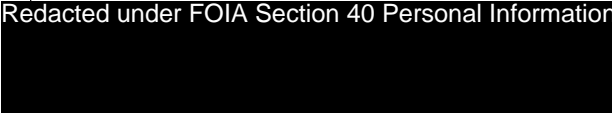




## Standard Contract for Goods and/or Services - Order Form

<b>1. Purchase Order Number</b>	PO10070044064	
<b>2. Customer</b>	Natural England	
<b>3. Contractor(s)</b>	Urban Forestry The Old Sawmill, Ampton Road, Ingham, Bury St Edmunds, IP31 1NS	
<b>4. Defra Group Members</b>	The following Defra Group members will receive the benefit of the Deliverables:  Natural England	
<b>5. The Agreement</b>	<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"> <li>a) this Order;</li> <li>b) the terms and conditions at Appendix 1; and</li> <li>c) the remaining Appendices (if any) in equal order of precedence.</li> </ul>	
<b>6. Deliverables</b>	<b>Applicable Deliverables</b>	<b>Goods Only:</b> <input type="checkbox"/> <b>Services Only:</b> <input checked="" type="checkbox"/> <b>Good and Services:</b> <input type="checkbox"/>
	<b>Goods</b>	None.
	<b>Services</b>	To be performed at Moccas Park NNR, Moccas, HR29LE  Date(s) of Delivery: 03/03/2025 – 28/03/2025
<b>7. Start Date</b>	3rd March 2025	
<b>8. Expiry Date</b>	28 <sup>th</sup> March 2025	
<b>9. Charges</b>	The Charges for the Goods and/or Services shall be as set out Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.	
<b>10. Payment</b>	Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice.	

<b>11. Contractor's Liability Cap (Clause 13.2.1)</b>	A sum equal to £5,000,000
<b>12. Customer's Authorised Representative(s)</b>	For general liaison your contact will continue to be Redacted under FOIA Section 40 Personal Information 
<b>13. Contractor's Authorised Representative</b>	For general liaison your contact will continue to be Redacted under FOIA Section 40 Personal Information 
<b>14. Optional Intellectual Property Rights ("IPR") Clauses</b>	The Customer has chosen Option <b>B</b> in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.
<b>15. Progress Meetings and Progress Reports</b>	<ul style="list-style-type: none"> <li>The Contractor shall provide the Customer with progress reports at the request of the customer.</li> </ul>
<b>16. Address for notices</b>	<div>Customer: Contractor:</div> Redacted under FOIA Section 40 Personal Information 
<b>17. Key Personnel of the Contractor</b>	<div>Key Personnel Role: Key Personnel Name: Contact Details:</div> Redacted under FOIA Section 40 Personal Information 
<b>18. Procedures and Policies</b>	For the purposes of the Agreement:  [The Customer's Staff Vetting Procedures are: <a href="#">Attached</a> ]  [The Customer's security / data security requirements are: <a href="#">Attached</a> ]  [The Customer's additional sustainability requirements are: <a href="#">Attached</a> ]  [The Customer's equality and diversity policy/requirements and instructions related to equality Law [and] environmental policy [is/are] <a href="#">Attached</a> ]  [The Customer's health and safety policy is: <a href="#">Attached</a> ]

<b>19. Special Terms</b>	Special Term 1 – <i>N/A</i>
<b>20. Additional Insurance</b>	N/A
<b>21. Further Data Protection Provisions</b>	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 <b>Customer</b>	Signed for and on behalf of the <b>Contractor</b>
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**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**

- To carry out a survey of approximately 2500 trees in Moccas Park (the survey does not include those trees planted since 1970).
- The survey of approximately 500 veteran trees (crudely defined as those with a dbh > 160cm) should be carried out using the 'Specialist Survey Method' and should include photographs of each tree.
- The survey of the remaining trees should include a dbh measurement and brief notes including an overall health/condition score. Recommendations for the format of this element of the survey should be included with the quote for the works.
- Mapping and data analysis must be provided in shape file format.

Information collected for the veteran trees will include the following:

- Feature number (tree tag number)
- Species (common names)
- Trunk girth at 1.3m. Estimated measurements will be clearly identified.
- Estimated Age (in accordance with FC guidance/White Method)
- Growth Conditions (Ideal; Good site, open grown and Sheltered; Average)
- Site/Parkland; Poor Ground; Moccas Hill Wood Boundary or Open Woodland; Inside Woodland.
- Tree form (in accordance with the SSM)
- Physiological condition (Scored as 1–8 as detailed above)
- Tree condition notes
- Wildlife value
- Shade (in accordance with the SSM)
- Management recommendations
- Priority for works
- A photograph of the tree (not essential within the woodland areas but desirable where possible)

Please note that only the following information will be collected for the non-veteran trees:

- Species (common names)
- Trunk girth at 1.3m. Estimated measurements will be clearly identified.
- Estimated Age (in accordance with FC guidance/White Method)
- Growth Conditions: Ideal; Good site, open grown and Sheltered; Average; Site/Parkland; Poor Ground; Woodland boundary or Open Woodland; Inside Woodland).
- Physiological condition

### Appendix 3: Charges

Descriptions of Tasks and / or Products	Cost per product / or Cost per Hour / Day (i.e. rate)	No of products / Hours / Days	Total Cost per Task
Redacted under FOIA Section 43 Commercial Information			
Total Overall Cost			£19000

#### Appendix 4: Processing Personal Data

<b>Contract:</b>	<b>[XXXX]</b>
<b>Date:</b>	<b>[XXXX]</b>
<b>Description of authorised processing</b>	<b>Details</b>
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	