



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

<b>1. Purchase Order Number</b>	[Insert Customer's purchase order number] – To be confirmed	
<b>2. Customer</b>	Natural England 4 <sup>th</sup> Floor Foss House Kings Pool 1-2 Peasholme Green York YO1 7PX	
<b>3. Contractor(s)</b>	Treligan Novascape Limited 19 Station Road Little Sutton Cheshire CH66 1NT	
<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 type="checkbox"/> <b>Good and Services:</b> <input checked="" type="checkbox"/>
	<b>Goods</b>	<ul style="list-style-type: none"> <li>- <b>Project Report</b></li> <li>- A full report is required and must contain the following: <ul style="list-style-type: none"> <li>- Executive Summary</li> <li>- Introduction</li> <li>- Methods</li> </ul> </li> <li>- An assimilation of reasoning and needs as to what and why stakeholders are mapping in terms of habitats</li> <li>- An analysis of existing tools and methodologies which are being used to describe and map habitats</li> <li>- A summary of strengths and gaps in current habitat monitoring activities</li> <li>- Case studies and examples as appropriate</li> </ul> <p>The report is to be provided as two electronic copies in MS Word and Adobe PDF formats.</p>

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		<ul style="list-style-type: none"> <li>- <b>Excel workbook detailing:</b></li> <li>- What and why current stakeholders are recording and mapping in terms of habitats</li> <li>- Existing tools and methodologies and what they are used to tell us</li> <li>- How these activities benefit and relate to Natural Capital assets</li> <li>- <b>Presentation</b></li> <li>- A virtual presentation to the project working group upon completion of the project to include full methods and results. Please note, we aim to record the presentation.</li> </ul>
	<b>Services</b>	<p>As set out in Appendix 2 – Specification/Description</p> <p>Date(s) of Delivery: 18/12/2023 - 31/03/2024</p> <p>To be performed on working days for a period of around 16 weeks.</p>
<b>7. Start Date</b>	18/12/2023	
<b>8. Expiry Date</b>	31/03/2024	
<b>9. Charges</b>	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.	
<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>	<p>For general liaison your contact will continue to be</p> <p>Redacted under FOIA Section 40, Personal Information</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<b>13. Contractor's Authorised Representative</b>	<p>For general liaison your contact will continue to be</p> <p>Redacted under FOIA Section 40, Personal Information</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<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 attend progress meetings with the Customer every 2 weeks</li> </ul>	
<b>16. Address for notices</b>	<p><b>Customer:</b></p> <p>Redacted under FOIA Section 40, Personal Information</p> <p>Natural England Sterling House Dixs Field Exeter</p>	<p><b>Contractor:</b></p> <p>Redacted under FOIA Section 40, Personal Information</p> <p>Treligan Novascape Limited 19 Station Road Little Sutton</p>

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	EX1 1QA Cheshire CH66 1NT 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	For the purposes of the Agreement:  The Customer's security / data security requirements are as described in the specification  The Customer's additional sustainability requirements are as described in the specification  The Customer's equality and diversity policy/requirements and instructions related to equality Law and environmental policy are as described in the specification
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 <b>Customer</b>	Signed for and on behalf of the <b>Contractor</b>
Name: [Insert name]      Redacted under FOIA Section 40, Personal Information	Name: [Insert name]      Redacted under FOIA Section 40, Personal Information
[Insert job title]      Redacted under FOIA Section 40, Personal Information	[Insert job title]      Redacted under FOIA Section 40, Personal Information
Date: 08/01/2024	Date: 2024-01-05
Signature:      Redacted under FOIA Section 40, Personal Information	Signature:      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

### Tender Specification

The NCEA programme is interested in better understanding the current state of ecosystem and asset survey methods (habitat field survey (both employed and volunteer), remote sensing and earth observation methods) in use across England. This will help us explore how Defra group might better coordinate survey effort that is sponsored and enabled by a diverse range of groups and organisations across England.

A community science approach has the potential to better close the loop between the survey and assessment of ecosystems and natural capital assets. We believe achieving this will enable and stimulate more active update, improvement and wider user community acceptance of evidence products and statistics.

### 3.1 Project Aims and Objectives

This contract aims to identify and collate information on existing stakeholders, methods, tools, and data (in terms of attributes / metrics) that aim to better understand ecosystems and habitats that are or could be used across England. It will also provide an assessment of their individual and collective strengths, weaknesses, and any gaps.

- Collate and describe current approaches and methods
- Review strengths, weaknesses, and gaps across these

Traditionally, habitat monitoring has focussed on determining their presence, extent, and condition. Increasingly we also want to understand how these things are changing and what is driving these changes (pressures/interventions).

- Presence (identification)
- Extent (location and spatial distribution)
- Condition (definition, health, function, resilience, pressures)
- Change Detection (Structure, Function, Management)
- Drivers (Land Management / Pressures)

The objectives of the contract are listed below, along with the associated outputs.

#### **1A. Collate and review**

- Identify practitioners.
  - **What** stakeholders are currently trying to map in terms of land cover, natural capital/environment systems, assets, features.
  - **Why** stakeholders are mapping these - Existing purposes and reasoning for these survey

- **How** the information is being used and shared
  - **Who** is, and could, undertake the work
- Identify existing technology, protocols, tools, models, and data (both internally and externally) which are being used to describe and monitor habitats, land cover and naturalness (location, extent, condition) across England.
- Use a common structure to describe these

**Project output** – An analysis of the current practitioners and methodologies in the habitat mapping space, defining what, why and how stakeholders are currently recording habitats.

## **1B. Review strengths and gaps**

- Highlight any strengths or gaps in current habitat monitoring practice – this could include, but is not limited to: function/focus of activity, Accessibility (who can use it), availability, skill levels and training required, how active/broad is the data use?

**Project output** – An assessment of the collective strengths, weaknesses and gaps including a summary of opportunities and limitations.

## **2. Detect change and drivers of change**

- Determine **how** stakeholders are detecting, measuring, and recording presence, extent, condition.
- Identify **what** these efforts tell us (if anything) about pressures or interventions - the drivers of change.

**Project output** – An assimilation of research into existing methods, tools, data, and technologies which are deployed to describe and monitor habitats, including how they relate to change detection.

## **Tender Response**

### **Project Schedule**

Redacted under FOIA Section 43, Commercial Information



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]









Redacted under FOIA Section 43, Commercial Information

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			£18000 ex VAT



Redacted under FOIA Section 40, Personal Information



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