



Standard Contract for Goods and/or Services - Order Form

1. Purchase Order Number	TBC	
2. Customer	Natural England, Foss House, Kings Pool, 1-2 Peasholme Green, York, YO1 7PX	
3. Contractor(s)	APEM Limited	
4. Defra Group Members	The following Defra Group members will receive the benefit of the Deliverables: Natural England	
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; andc) 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	Description: <div>Redacted under FOIA Section 40 Personal Information</div>
	Services	None
7. Start Date	23/08/2024	
8. Expiry Date	31/12/2024	

9. Charges	The Charges for the Goods and/or Services shall be as set out in Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.
10. Payment	Payments will be made to: APEM Ltd
11. Contractor's Liability Cap (Clause 13.2.1)	£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 provide the Customer with progress reports every month.
16. Address for notices	Customer: Contractor: Redacted under FOIA Section 40 Personal Information
17. Key Personnel of the Contractor	Key Personnel Role: Key Personnel Contact Details: Redacted under FOIA Section 43 Commercial Information
18. Procedures and Policies	For the purposes of the Agreement: The Customer's Staff Vetting Procedures are: <i>contained in Natural England terms and conditions for goods and services.</i> The Customer's security / data security requirements are: <i>contained in the specification of requirements in the RFQ document and in Natural England terms and conditions for goods and services.</i> The Customer's additional sustainability requirements are: <i>contained in the specification of requirements in the RFQ document and in Natural England terms and conditions for goods and services.</i> The Customer's equality and diversity policy/requirements and instructions related to equality Law and environmental policy are: <i>contained in the specification of requirements in the RFQ document and in Natural England terms and conditions for goods and services.</i>

	The Customer's health and safety policy is: <i>contained in the specification of requirements in the RFQ document and in Natural England terms and conditions for goods and services.</i>
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 checked="" type="checkbox"/> No: <input type="checkbox"/>

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

Specification of Requirements

Background to Natural England

Natural England is the government's adviser for the natural environment in England. Our purpose is to help conserve, enhance and manage the natural environment for the benefit of present and future generations.

Natural England assesses the condition of SSSIs for its notified features as part of its Common Standards Monitoring programme. To do this effectively, sufficient baseline information for each feature must be documented and available.

1.1 *Lamprey Survey to support Common Standards Monitoring Assessment of the River Coquet and Coquet Valley Woodlands SSSI*

Background to the specific work area relevant to this purchase

The River Coquet and Coquet Valley Woodlands Site of Special Scientific Interest, (referred to in this specification as the Coquet SSSI), are rivers of high conservation and ecological value. The last full Common Standards Monitoring (CSM) compliant condition assessment was carried out in 2010; although some updates to condition and threats have been recorded since 2010. Data collation and physical surveys to inform an updated condition assessment were started in 2023; this specification for a lamprey survey and assessment in summer 2024 will contribute towards the overall outcome the condition assessment.

Requirement

1. The Site

The River Coquet runs about 90km (57 miles) across Northumberland, from its tributaries south of Cheviot summit to reach the sea below Warkworth. As a relatively unmodified fast-flowing upland river supporting characteristic fauna and flora the Coquet is of key significance in the national resource for nature conservation. The river vegetation shows a natural succession from mineral poor upland streams, through to vegetation which reflects the characteristics of gravel, sandstone, limestone and alluvial sediments of the middle and lower reaches.

The river is one of the most important game fisheries in the north of England, with large runs of sea trout and salmon. The fish are dependent on the rich insect life, of which the many species of mayfly are particularly significant. Also important is the occurrence of lampreys; brook lampreys *Lampetra planeri* have been recorded in the fresh waters as high as Alwinton, with sea lampreys *Petromyzon marinus* coming into the lower river, below Morwick, to breed.

The Coquet SSSI is divided into 7 SSSI units; sea lamprey (*P. marinus*) are a feature for Units 4 and 5, while brook lamprey (*L. planeri*) are a feature in all Units.

River reach	Unit	Sea lamprey (<i>Petromyzon marinus</i>)	Brook lamprey (<i>Lampetra planeri</i>)
Coquet Head to Usway Burn (inc Rowhope Burn)	1		X
Usway Burn to River Alwin	2		X
River Alwin to Wreigh Burn	3		X
Wreigh Burn to Swarland Burn	4	X	X
Swarland Burn to Coquet Mouth	5	X	X
River Alwin	6		X
Wreigh Burn / Spartley Burn	7		X

A copy of the full SSSI citation, including a longer description, can be found [here](#).

Figure 1: Map of the Coquet SSSI



2. Aims

The aim of this assessment is to carry out survey work and present the results to allow Natural England to undertake a Common Standards Monitoring (CSM) assessment of the condition of the lamprey species features on this SSSI and will also help to advise on future management.

3. Tasks

SSSI assessment guidance is based on, and refers to, these principal documents:

- [Common Standards Monitoring Guidance for Freshwater Fauna \(jncc.gov.uk\)](https://jncc.gov.uk/common-standards-monitoring-guidance-freshwater-fauna)
and
- [River Coquet and Coquet Valley Woodlands Favourable Condition Table \(Brook lamprey / Sea lamprey\)](#)

The specification for this survey work is as follows:

- **Carry out Common Standards Monitoring compliant assessment of the Coquet SSSI brook and sea lamprey populations through surveys of ammocoete populations and recording observations and habitat conditions to provide an indication of the success of the spawning population in 2024 and assess the following attributes, a to d, as listed in the favourable condition table of the River Coquet and Coquet Valley woodlands SSSI.**

a) Age structure (*Lampetra* sp. only)

For samples of 50 or less, at least two distinct size classes should normally be present. If more than 50 ammocoetes are collected, at least three size classes should be present. Suitable habitat includes silt and sand beds in the river either at the margins or in the main channel.

The full range of age classes of ammocoete larvae, from 0+ up to metamorphosis should be present. However, sampling error may make these difficult to discern unless large samples are taken. If more than 100 lampreys are collected, at least three size classes should be present.

b) Distribution within catchment

Lampreys should be present at not less than 2/3 of the sites surveyed. As a minimum, there should be no reduction in the distribution of ammocoetes within the catchment. Where barriers to migration or pollution issues are thought to be a problem, the population should be classed as being unfavourable. Suitable habitat includes silt and sand beds in the river either at the margins or in the main channel.

c) Ammocoete density

**Lampetra* spp: Optimal habitat >10m⁻², overall catchment mean >5m⁻².*

Petromyzon: Ammocoetes should be present in at least four sampling sites, each not less than 5km apart.

Lampetra ammocoetes cannot be distinguished in the field, so it will not normally be possible to set separate targets for *L. fluviatilis* and *L. planeri*. *Petromyzon* ammocoetes can be distinguished in the field but typically occur at very much lower densities than *Lampetra*.

d) *Spawning activity (Petromyzon only)*

No reduction in extent of spawning activity year on year (direct observations of redd counts).

Additional requirements / considerations:

- Record appropriate habitat measures whilst on site to give an indication of condition / suitability of site for species.
- Electro-fishing methodology should follow the LIFE project methodology using quadrats, where possible.
- Historic EA survey data can be utilised to inform the final report.
- Proposed suitable sites (TBC) to inform costings are as follows:

Unit	River Reach	Site - approx. location (TBC)
1	Coquet Head to Usway Burn (inc Rowhope Burn)	Carshope
2	Usway Burn to River Alwin	Linbriggs
3	River Alwin to Wreigh Burn	Hepple Bridge
4	Wreigh Burn to Swarland Burn	Elyhaugh
5	Swarland Burn to Coquet Mouth	Warkworth
5	Swarland Burn to Coquet Mouth	Felton
6	River Alwin	Kidland House
7	Wreigh Burn / Spartley Burn	Netherton

4. Delivery & Reporting Requirements

It is envisaged that all elements of the contract will be delivered **by 31st December 2024**.

Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in advance of any work commencing and may be subject to further competition.

The Deliverer should supply the following:

- **A technical report** of the survey and assessment work, including data, descriptive interpretation of the data, photographs where useful and a summary of condition judgements. In addition, the report should include a climate risk assessment and comments on any pressures on the features. A draft report in MS Word should be supplied to NE for QA and feedback at least two weeks before the deadline to enable comments to be made, before a final report is produced. Tenderers should be aware that NE and DEFRA may subsequently publish reports.
- **Maps** should be supplied clearly annotated with survey sites. A copy of maps should be provided in jpg or pdf format and as GIS layers, in or compatible with ESRI ArcGIS format. Information and guidance on requesting baseline digital geographical data from Natural England can be found on our website at [Geographical Information for contractors and partners.](#)

If you are unable to provide GIS layers, please advise in your tender.

5. Field work

The contractor will need to arrange access to visit the SSSIs using access instructions that the landowners have provided Natural England. The contractor will need to ensure that a site-specific health & safety risk assessment is carried out and biosecurity procedures are followed, including the undertaking of a risk assessment. Field work should cover all areas of the sites which are accessible on foot without risk. The contractor is responsible for personal risk management.

The methods adopted for fieldwork should be detailed in the tender. Methods need to be repeatable and documented in the report, including details of areas surveyed (survey routes) and areas not surveyed. A combination of digital images, maps and GPS grid references are needed to allow the accurate relocation of species colonies and survey plots. Annotated images that delineate notable species colonies can be a useful monitoring tool.

6. Access to land

Natural England will initially obtain landowner/manager permission in advance of the surveys and provide approximate timings of site visits. Land manager contact details will be provided at the start of the contract by Natural England. The contractor will then liaise directly with landowners and occupiers to arrange specific dates and times for access. Permissions must be obtained at least 48 hours prior to monitoring. Any refusals or other issues should be notified to the Natural England project officer within 3 working days.

Appendix 3: Charges

Activity	Due Date	Cost excluding VAT @ 20%
Redacted under FOIA Section 43 Commercial Information		
Total		£13,966.50