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

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| 1. **Purchase Order Number** | *To be confirmed* | |
| 1. **Customer** | The Lizard National Nature Reserve, Natural England, Higher Bochym Rural Workshop, Cury Cross Lanes, Helston, Cornwall, TR12 7AZ | |
| 1. **Contractor(s)** | To be confirmed | |
| 1. **Defra Group Members** | The following Defra Group members will receive the benefit of the Deliverables:   * Natural England | |
| 1. **The Agreement** | 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.  Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.  The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):   1. this Order; 2. the terms and conditions at Appendix 1; and 3. the remaining Appendices (if any) in equal order of precedence. | |
| 1. **Deliverables** | **Applicable Deliverables** | **Goods Only:**  **Services Only:**  **Good and Services:** |
| **Goods** | None. |
| **Services** | Description: as set out in Appendix 2 – Specification / Description  To be performed at both the Customer’s premises and the Contractor’s premises.  Date(s) of Delivery: 7 July 2025 – 31 March 2026 |
| 1. **Start Date** | 7 July 2025 | |
| 1. **Expiry Date** | 31 March 2026 | |
| 1. **Charges** | The Charges for the Goods and/or Services shall be as set out below:  Quarter 2: 20%  Quarter 3: 40%  Quarter 4: 40%  The Charges are fixed for the duration of the Agreement. | |
| 1. **Payment** | Payments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice at the end of quarter 2 (by 30 September 2025), quarter 3 (by 31 December 2025) and quarter 4 (by 15 March 2026). | |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)** | A sum equal to £1,000,000. | |
| 1. **Customer’s Authorised Representative(s)** | For general liaison your contact will continue to be  Steve Townsend, Lizard NNR Reserves Manager, 01326 240808, [steve.townsend@naturalengland.org.uk](mailto:steve.townsend@naturalengland.org.uk)  or, in their absence,  Richard Glasson, Lizard NNR Senior Reserves Manager, 01326 240808, [richard.glasson@naturalengland.org.uk](mailto:richard.glasson@naturalengland.org.uk). | |
| 1. **Contractor’s Authorised Representative** | For general liaison your contact will continue to be  *To be confirmed*  or, in their absence,  *To be confirmed* | |
| 1. **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. | |
| 1. **Progress Meetings and Progress Reports** | Not applicable | |
| 1. **Address for notices** | |  |  | | --- | --- | | **Customer:** | **Contractor:** | | The Lizard National Nature Reserve  Higher Bochym Rural Workshop  Cury Cross Lanes  Helston  Cornwall  TR12 7AZ  Attention: Steve Townsend  Email: [steve.townsend@naturalengland.org.uk](mailto:steve.townsend@naturalengland.org.uk) | *To be confirmed*  Attention: *To be confirmed*  Email: *To be confirmed* | |  | | |
| 1. **Key Personnel of the Contractor** | |  |  |  | | --- | --- | --- | | **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** | |  |  |  | | *To be confirmed* | | | |  |  |  | | |
| 1. **Procedures and Policies** | N/A | |
| 1. **Special Terms** | N/A | |
| 1. **Additional Insurance** | N/A | |
| 1. **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:**  **No:** | |

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| --- | --- |
| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor** |
| Name:  Steve Townsend  Lizard NNR Reserves Manager | Name:  *To be confirmed*  *To be confirmed* |
| Date: | Date: |
| Signature: | Signature: |

**Appendix 1: Terms and Conditions**

The Customer’s Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Forganisations%2Fnatural-england%2Fabout%2Fprocurement&data=05%7C01%7Cdaniel.lavender%40dlapiper.com%7Ce61b389c5e15470f278e08dbcc060e37%7Ce855e7acc54640d299f7a100522010f9%7C1%7C0%7C638328098969691096%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ymInFtzabvMF3T9or361i03D%2B4kyuzgt8T5CzJeS7Gc%3D&reserved=0) and which are called ‘Standard Goods & Services Terms and Conditions’

**Appendix 2: Specification/Description**

The Lizard NNR Team are seeking a Project Lead to oversee the delivery of *Saving The Lizard’s Marsh Fritillary by Focusing on Plants Project*. This is a Species Recovery Programme Project to be delivered within areas of the Lizard National Nature Reserve during 2025-2026.

This work will cover the following:

1. Overseeing the recording of Marsh Fritillary adults and larval webs at our five key sites (Predannack Cliff, Clahar Water, Clahar, Central Goonhilly and Crousa Downs) and five potential sites (Mullion Cliff, South Goonhilly, Bray’s Cot, Trelan and Polcoverack) – see Annex 3 for a map showing site locations. This includes working with surveyors, as well as the Natural England Area Team NNR Visitor Experience and Community Engagement Higer Officer.
2. Working with the Botanical Advisor to establish the best places for restoration of habitat within our target sites, as well as adjacent to them, with the view to linking the sites and butterfly meta-populations. This will use the data collected concerning the locations of Marsh Fritillary adults and larval webs/larvae recorded during 2025, Devil’s-bit Scabious locations and the desk-top habitat analysis (all collected by other contractors/NNR staff).
3. Produce plans detailing where the various types of habitat management will be undertaken, including burning and scrub clearance on the sites and work with the Project Manager to produce contractor specifications for the required work.
4. Overseeing the contractors undertaking the habitat management work on sites.
5. Advising on the management of the stepping stone sites and supplementing with the seeding/planting with Devil’s-bit Scabious.
6. Overseeing the Devil’s-bit Scabious seed collecting from one or more sites during September/October 2025 and liaising with nurseryman, in conjunction with the Botanical Advisor, to ensure the growing on of the collected seed into plug plants suitable for planting out.
7. Liaising with adjacent landowners to encourage the adaptation of appropriate habitat management for the Marsh Fritillary and Devil’s-bit Scabious.
8. Aiding the Project Manager with the purchase of Nofence cattle collars to help with the aftermath grazing of sites.
9. Produce the interim and final project reports.

Whilst it is not necessary to live on the Lizard peninsula to carry out this job, we would expect timely visits to the sites and The Lizard NNR team base at Higher Bochym Rural Workshop near Helston, to discuss the work involved, finalise the land management work onsite and oversee the practical habitat management works onsite, although meetings can take place online, to reduce travel.

Key timings:

* Initial meeting to go through project details (on issuing of the contract).
* July - September 2025: Overseeing collation of results of adult butterfly survey and undertake survey of larval webs at both the key and potential sites. Undertake desk-top analysis in conjunction with the Botanical Advisor to assess the Marsh Fritillary meta-populations across the Lizard and finalise habitat restoration plans for each of the key and potential sites. Undertake site visits and assess viability of the two stepping stone sites. Obtain quotes for the growing on of the seed by a commercial plant nursery.
* September 2025: Production of interim report.
* September - October 2025: Establish the location and type of habitat management works at all 12 sites in conjunction with the Botanical Advisor. Work with the Project Manager to produce specifications for the habitat management works required at the various sites.
* October 2025: Harvest Devil’s-bit Scabious seed, select nurseryman and deliver seed.
* November 2025 – February 2026: Oversee contractors delivering the habitat management works on site.
* March 2026: Produce final project report.

Key dates and deliverables are set out in the table below.

| **Due Date** | **Deliverable** | **Responsible Party** | **Notes** |
| --- | --- | --- | --- |
| 01/07/2025 | Issue contract for Project Lead | Project Manager |  |
| 15/09/2025 | Production of interim project report | Project Manager |  |
| 31/10/2025 | Collate all marsh fritillary records from 2025 (adult and larval web surveys) and habitat condition assessments  Produce habitat management work plans for each of the 12 sites.  Harvest Devil’s-bit Scabious seed and deliver to selected nurseryman. | Project Lead & Botanical Advisor | Completed prior to land management work commencing |
| 31/12/2025 | Checking of autumn land/habitat management works to ensure delivery against land management plans and project aims | Project Lead & Botanical Advisor |  |
| 31/03/2026 | Checking of winter land/habitat management works to ensure delivery against land management plans and project aims | Project Lead & Botanical Advisor |  |
| 31/03/2026 | Production of final project report | Project Lead | Working with Project Manager |
| 31/03/2026 | Completion of contract |  |  |

**Figure 1: Site locations**

A map of land with red dots and white text

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