Add NE Logo

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

|  |  |
| --- | --- |
| 1. **Purchase Order Number**
 | To be provided |
| 1. **Customer**
 | Natural England |
| 1. **Contractor(s)**
 | To be completed |
| 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:**[x] **Good and Services:**[ ]  |
| **Goods** | None |
| **Services** | Description: In Appendix 2 - specificationTo be performed at TBCDate(s) of Delivery: March 2026 |
| 1. **Start Date**
 | TBC |
| 1. **Expiry Date**
 | 31st March 2026 |
| 1. **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.  |
| 1. **Payment**
 | Payments will be made to TBC. **P**ayments will be made in pounds by BACS transfer using the details provided by the supplier on submission of a compliant invoice |
| 1. **Contractor’s Liability Cap (Clause 13.2.1)**
 | A sum equal to £5,000,000 |
| 1. **Customer’s Authorised Representative(s)**
 | For general liaison your contact will continue to be jan.maclennan@naturalengland.org.uk  |
| 1. **Contractor’s Authorised Representative**
 | For general liaison your contact will continue to be [**Insert *contract manager name and contact details***] or, in their absence, [**Insert *secondary name and contact details***]. |
| 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**
 | The Contractor shall provide the Customer with progress reports every 2 weeks. |
| 1. **Address for notices**
 |

|  |  |
| --- | --- |
| **Customer:** | **Contractor:** |
| Natural EnglandAttention: Jan MaclennanEmail: jan.maclennan@naturalengland.org.uk | [**insert *nameand address of Contractor*]**Attention: **[insert *title***]Email: [**insert *email address***] |

 |
| 1. **Key Personnel of the Contractor**
 |

|  |  |  |
| --- | --- | --- |
| **Key Personnel Role:** | **Key Personnel Name:** | **Contact Details:** |
|  |  |  |
|  |
|  |  |  |

 |
| 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:**[x]  |

|  |  |
| --- | --- |
| Signed for and on behalf of the **Customer** | Signed for and on behalf of the **Contractor**   |
| Name: [**Insert** name] [**Insert** job title] | Name: [**Insert** name][**Insert** job title] |
| 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**

[***Guidance note: Tender specification and Contractor’s tender response to be included here (if applicable)***]

Background to Natural England

Natural England's purpose is to help conserve, enhance and manage the natural environment for the benefit of present and future generations, thereby contributing to sustainable development.

Our vision is ‘Thriving Nature for people and planet’. We aim to achieve this through our mission ‘Building partnerships for Nature’s recovery’.

Our priorities for 2020 to 2025 support our mission and the ambitions of the [government’s 25 Year Environment Plan](https://www.gov.uk/government/publications/25-year-environment-plan). We aim for:

a well-managed Nature Recovery Network across land, water and sea, which creates and protects resilient ecosystems rich in wildlife and natural beauty, enjoyed by people and widely benefiting society

people connected to the natural environment for their own and society’s wellbeing, enjoyment and prosperity

Nature-based solutions contributing fully to tackling the climate change challenge and wider environmental hazards and threats

improvements in the natural capital that drives sustainable economic growth, healthy food systems and prospering communities

evidence and expertise being used by a broad range of partnerships, organisations and communities to achieve Nature recovery and enable effective regulation and accreditation

being a values-led organisation that delivers excellent service standards to all partners, organisations and communities engaged in achieving Nature’s recovery

**Project title: Marine recreational vessels as a pathway for the introduction and spread of marine Invasive Non-Native Species (INNS) in the UK**

**Background to the specific work area relevant to this purchase**

Invasive non-native species (INNS) pose major threats to native biodiversity and ecosystem services and are identified as one of the most significant drivers of biodiversity loss worldwide, second only to habitat destruction. Marine INNS can be a threat to protected habitats and species impacting on the condition of Marine Protected Areas (MPAs). Natural England has a responsibility to report on the condition of MPAs and as such has a requirement to improve our understanding of risks from INNS to their condition.

Natural England is also responsible for supporting delivery of the [Great Britain Non-Native Species Strateg](https://www.nonnativespecies.org/about/gb-strategy/)y (“GB strategy”) which provides a strategic framework within which the actions of government and key stakeholders can be better co-ordinated. The GB strategy follows the guiding principles of the Convention on Biological Diversity (CBD[[1]](#footnote-2)) (prevention in the first instance, followed by rapid detection and early eradication then long-term control).

INNS are moved via various pathways and recreational boating is a well-known vector for INNS worldwide. Most recreational boats arriving into the UK or travelling around UK waters will likely have clean hulls; however, some may not, or may have contamination associated with bilge, propellers or anchors. There is also the risk that apparently clean boats will have niches that collect fouling. No data on the proportion of recreational boats arriving in the UK or travelling around the UK that are fouled has been found; however, in other countries contamination rates of more than 50% have been recorded (e.g. Pelletier-Rousseau et al 2018 and [National Risk Assessment of Recreational Boating as a Vector for Marine Non indigenous Species](https://waves-vagues.dfo-mpo.gc.ca/library-bibliotheque/40601699.pdf))

Preventing the introduction of INNS is recognised as the most cost effective and least environmentally damaging management intervention. This is especially important in the marine environment as once INNS are established in a new area, they are considered nearly impossible to eradicate or control.

There have been several campaigns and strategies in recent years to raise awareness of the importance of clean boats and reducing the risk of spreading marine INNS via this pathway. This includes the development of the [Recreational Boating Pathway Action Plan](https://www.nonnativespecies.org/biosecurity/pathway-action-plans/recreational-boating-pap-for-great-britain#:~:text=This%20PAP%20is%20one%20of,in%20relation%20to%20this%20issue.), promotion of [marine biosecurity planning](https://www.nonnativespecies.org/biosecurity/marine-biosecurity) and ‘[Check, Clean, Dry’](https://www.nonnativespecies.org/what-can-i-do/check-clean-dry). However these actions are largely voluntary and we currently have limited evidence of their effectiveness. A [stakeholder survey](https://www.nonnativespecies.org/assets/Document-repository/2018_Survey_of_Attitudes_Knowledge_and_Behaviour_in_Relation_to_Non-native_Species-7.pdf) for the GB Non Native Species Secretariat in 2018 reported mixed results amongst boaters (both marine and freshwater) on the adoption of good biosecurity.

We lack current evidence on the number of heavily fouled recreational boats both entering the UK from abroad but also travelling around different locations within the country. Risks of spread could increase if for example boats reside for some time, gathering fouling, and then move to another marina or if the home marina is in an area with high priority INNS/recent outbreaks.

**Overall project aim:** Estimating the current level of heavily fouled marine recreational vessels arriving into and travelling around the UK as a vector for INNS introductions and spread. This information will provide evidence to determine the potential effectiveness of current biosecurity advice and implementation of best practice. This in turn will help inform the potential need to reassess how best to manage this pathway and the mechanisms needed to do so. It will also provide a useful baseline against which any future additional management interventions could be evaluated.

This project will deliver key evidence requirements outlined in the [GB Evidence Strategic Plan » NNSS](https://www.nonnativespecies.org/resources-and-projects/non-native-species-research/gb-evidence-strategic-plan):

* Deepening our understanding of the characteristics (including volume and frequency) of our priority pathways and identifying the most effective risk management measures.
* The social science element to biosecurity - including identifying cost-effective and practical ways to encourage adherence to biosecurity measures and discouraging high risk behaviours.
* Developing effective and proportionate measures that can be used to prevent spread through priority activities/behaviours.  Understanding how these might be best deployed in real world situations.

And will contribute to a key evidence gap identified during the development of the [Recreational Boating Pathway Action](https://www.nonnativespecies.org/resources-and-projects/non-native-species-research/gb-evidence-strategic-plan) plan:

*‘To what extent do marine vessels fouled by invasive species arrive in GB? Can this be better quantified? From where do the majority of vessels carrying INNS originate and where do they enter GB?’*

We have limited information on the number of marine recreational vessels arriving in the UK per year. There are approximately 723 marinas across the UK, and while the exact number of coastal marinas isn’t broken out separately, a significant portion of them will be located along the coast[[2]](#footnote-3).

Experience suggests that in-person surveys, semi-structured interviews or questionnaires and visits in marinas will likely be the most effective option for engaging with this sector and gathering the data required. In Canada (Pelletier-Rousseau et al, 2019), a similar project used questionnaires to obtain general information on marinas and their boating communities alongside hull fouling surveys. Boater questionnaires were used to evaluate boating movement patterns and maintenance history. This included gathering the following information:

* Home marina, boat type, boat size, hull type, where it is stored or trailered
* Antifouling practices (type and time since last antifouling paint application, time since last cleaning)
* Travel history (marinas visited, number of nights spent in each marina and types of trips undertaken)

Boat fouling surveys were also carried out by examining the boats of the questionnaire survey respondents to assess contamination rates. General macrofouling can be considered as a potential indicator of INNS presence. Definitions of clean vs fouled boats dependent on level of macrofouling were determined.

Useful background references

Ashton, Gail & Davidson, Ian & Ruiz, Gregory. (2014). Transient small boats as a long-distance coastal vector for dispersal of biofouling organisms. Estuaries and Coasts. 37. 10.1007/s12237-014-9782-9.

Ashton, Gail & Boos, Karin & Shucksmith, R. & Cottier-Cook, Elizabeth. (2006). Risk assessment of hull fouling as a vector for marine non-natives in Scotland. Aquatic Invasions Issue. 1. 214-218. 10.3391/ai.2006.1.4.4. [Risk assessment of hull fouling as a vector for marine non-natives in Scotland](http://www.aquaticinvasions.net/2006/AI_2006_1_4_Ashton_etal_2.pdf)

Clarke Murray C, Pakhamoz EA, Therriault TW (2011) Recreational boating: a large unregulated vector transporting marine invasive species. Divers Distrib 17:1161–1172. <https://doi.org/10.1111/j.1472-4642.2011.00798.x>

Ecostructure Conference presentation ‘Stakeholder engagement to improve biosecurity in ports and marinas’ [Stakeholder engagement to improve biosecurity in ports and marinas (Liz Morris-Webb)](https://www.youtube.com/watch?v=LcnkntwKKus)

IRELAND’S INVASIVE ALIEN SPECIES RECREATIONAL BOATING AND WATERCRAFT PATHWAY ACTION PLAN 2022 – 2027 <https://invasives.ie/app/uploads/2022/07/Irelands_IAS_RecreationalBoatingAndWatercraft-PathwayActionPlan_2022-2027-FINAL.pdf>

Pelletier-Rousseau, M., Bernier, R., Clarke Murray, C. et al. Assessment of recreational boating as a vector for marine non-indigenous species on the Atlantic coast of Canada. Biol Invasions 21, 2447–2470 (2019). <https://doi.org/10.1007/s10530-019-01991-1>

Simard, N., Pelletier-Rousseau, M., Clarke Murray, C., McKindsey, C.W., Therriault, T.W., Lacoursière-Roussel, A., Bernier, R., Sephton, D., Drolet, D., Locke, A., Martin, J.L., Drake D.A.R., and McKenzie, C.H. 2017. National Risk Assessment of Recreational Boating as a Vector for Marine Non-indigenous Species. DFO Can. Sci. Advis. Sec. Res. Doc. 2017/006. vi + 95 p. [National Risk Assessment of Recreational Boating as a Vector for Marine Non indigenous Species](https://waves-vagues.dfo-mpo.gc.ca/library-bibliotheque/40601699.pdf)

[Survey of Attitudes, Knowledge and Behaviour in Relation to Non-native Species (PDF)](https://www.nonnativespecies.org/assets/Document-repository/2018_Survey_of_Attitudes_Knowledge_and_Behaviour_in_Relation_to_Non-native_Species-7.pdf) Report to GBNNSS. 2018.

Vye, S.R., Wynne-Jones, S., Masterson-Algar, P., Jenkins, S.R. Exploring perceptions of marine biosecurity interventions: insights from the commercial marina sector, Marine Policy, Volume 118, 2020, 104027, <https://doi.org/10.1016/j.marpol.2020.104027>. [Exploring perceptions of marine biosecurity interventions: insights from the commercial marina sector - ScienceDirect](https://www.sciencedirect.com/science/article/abs/pii/S0308597X19302222)

**Requirement**

Natural England would like to commission an interdisciplinary contractor team to determine the best methodology for estimating the current extent of fouling of marine recreational vessels in the UK, the patterns (routes and volume) of recreational boat movements in and out of UK waters, and within UK waters, and to better understand the factors that influence recreational boater decision and behaviours in relation to dealing with fouling.

We are looking for a contractor team that has a good in-depth knowledge of the UK marine environment and recreational marine sector as well as experience of social science methodologies. It is expected that the contractor would have demonstrably strong knowledge and experience of both quantitative and qualitative social science methodologies to be able to design a feasible, robust and cost-effective approach, including sampling design. Input from an experienced statistician is likely to be required to ensure that the methodology developed is able to provide well-justified estimates of recreational boat fouling.

This work will require the development and appropriate testing of as robust a methodology as possible to gather data on levels of cleaning, routes travelled and current practices and how collected data could be analysed in order to make an estimate of marine INNS introduction and spread in the UK by this pathway.

It is expected that any methodology developed should be a process that non-specialists could follow in terms of data collection. It is likely that an option for future data collection is the use of volunteers or non – specialist local staff and this should be a key consideration when developing the proposed methodology and recommendations for roll out.

**Note:** This RFQ is only for the development and testing of the methodology and recommendations for how future data collection could be achieved. The next stage of this project (2026 onwards) would involve the actual data collection, analysis and assessment (across the UK) and is funding dependent.

**Objective 1**: Short literature review to include:

* Review of potential methodologies for gathering this data and experience from similar sectors and other countries (see Reference list as a starting point for examples). To include an assessment of the pros and cons of different methods, likely difficulties, limitations and potential bias.
* Identification of existing relevant data if available on the current extent of recreational boating e.g. number of marinas, how many recreational boats visit the UK per year etc.
* Current mitigation and risk management practices in place in the UK for the marine recreational boating pathway (both into and around UK) including any existing evidence or published information on up take and effectiveness.

**Objective 2**: Development of a methodology e.g. through questionnaires, hull fouling surveys (e.g. using underwater cameras) etc that would provide as robust an estimate as is feasible of:

* The number of recreational boats currently coming to the UK that are fouled
* The number of recreational boats resident in UK waters that are fouled
* The current pattern of movements into and within UK waters
* Reasons for the current level of fouling – knowledge of best practice biosecurity and potential barriers for uptake

As previously highlighted, experience suggests that in-person engagement is likely to be the most effective. To develop a robust methodology, as well as drawing on the literature review and steering group, opportunities to interview those who have attempted similar projects elsewhere and/or key stakeholders could be considered.

As previously highlighted, it is likely that future data collection could be through local volunteers or staff such as MPA partnerships in Scotland for example. This needs to be a key consideration in the development of any methodology. It is expected however that future data analysis would likely be done separately by specialists.

It is expected that the final methodology developed should be easy to follow and cover:

* The approach
* Ethics processes
* Data collection protocols
* Sampling and recruitment processes
* How to analyse and make estimates/assessments on the final data

At least two options could be presented indicating what would be the minimum data collection required to make robust estimates plus a further option if more funding was available.

**Objective 3**: Investigation, consideration and recommendations on how the methodology could be practically rolled out and by who (e.g. volunteers, contractors or local staff) across the UK. This will require engagement with key stakeholders (e.g. Royal Yachting Association) and potentially a key group of marina operators to provide advice. Consideration of potential stakeholder fatigue from either past or concurrent similar projects involving recreational marine boaters will also need to be assessed and taken account of. Investigate whether there are any potential similar projects that data collection could join up with to reduce this burden.

**Objective 4** Carry out a real-world on-site pilot study or studies to test, review and adapt the methodology. The project steering group can provide advice on suggested locations. Note that testing of the protocol may be seasonal dependent – consideration needs to be made of level of fouling on boat hulls at different times of year and the boating season.

**Objective 5:** Develop and test a training package for staff who may be involved in future data collection.

**Key considerations:**

As well as referring to the information set out above in the background section, the following should be considered in developing your bid:

* Completion of an ethics checklist is mandatory for all Natural England research and evidence projects, or data collection, with people. Before commencing any data collection, an application for ethical review will need to be submitted (by the NE project manager with supporting information from the contractor) to the Natural England Research Ethics Committee for approval. This approval process usually takes around 2 weeks.
* This project is focussing on the risk of marine INNS transfer via recreational vessels (not including craft used for paddling and rowing activities). Recreational vessels are classed as being used for recreational activities (i.e. sailboats, yachts and powerboats) including those used for recreational angling or diving by individuals (excluding commercial operators). Larger commercial vessels including fishing vessels are out of scope although the proportion of different types of vessels using a marina may be useful to capture as part of the data collection.
* It is expected that the successful supplier would work closely with the Royal Yachting Association (RYA) for advice and support in engaging with the recreational boating community and marina operators.
* In Summer 2023 and 2024, the Marine Biological Association (MBA) carried out Rapid Assessment Surveys (RAS) for detection of priority marine non-native species in marinas and ports around the coasts of England and Wales. The 51 marina sites visited were all previously surveyed by the MBA in 2014-16. The report is not yet published but this data would be made available to the contractor for consideration on how it could be incorporated into the methodology and assessment.
* Hull fouling surveys are likely to be seasonally dependent with growth most likely during summer months and when boats are in use (June-October). Similarly engagement opportunities with boaters face to face will be determined by a number of factors including boating season, weather etc.

**Deliverables:**

1. Final report consisting of:
	1. Literature review
	2. Project results: process for developing the methodology, different options, results of pilot study/testing and recommended protocol (s), clear consideration of the limitations and potential bias.
2. Estimated cost options/recommendations for data collection in stage 2
3. Training package for future staff e.g. volunteers/partnership staff on how to follow the methodology and carry out data collection in the field. This should include FAQs that staff may be asked about the project and INNS in general. This could be in the form of a handbook and recorded supporting webinar. It is expected that this could be tested with a limited number of potential users before finalising.

The final report should be limited to 40 pages each (excluding annexes) and be provided in the NE publications template [Natural England publishing standards for commissioned reports - NECR000](https://publications.naturalengland.org.uk/publication/5790636781600768)

**Appendix 3: Charges**

[***Guidance note: Include a clear breakdown of the charges in as much detail as necessary***]

1. Target 6 of the CBD is to ‘*eliminate, minimise, reduce and or mitigate the impacts of invasive alien species on biodiversity and ecosystem services by identifying and managing pathways of the introduction of alien species, preventing the introduction and establishment of priority invasive alien species, reducing the rates of introduction and establishment of other known or potential invasive alien species by at least 50 per cent, by 2030, eradicating or controlling invasive alien species especially in priority sites, such as islands’*. [↑](#footnote-ref-2)
2. [British Marine releases latest UK Marina and Mooring Market Report - The Yacht Harbour Association](https://www.tyha.co.uk/news/british-marine-releases-latest-uk-marina-and-mooring-market-report) [↑](#footnote-ref-3)