

ANNEX B



STATEMENT OF WORK (SoW)

ECOLOGY ADVISORY SERVICES

Network Rail Department (and Route / Region):	
Name of Network Rail Key Contact:	
Name of Ecology Services Supplier:	
Name of Ecology Supplier Key Contact:	
SOW Date:	
SOW Status (i.e. draft, provisional, agreed final)	
SOW Reference (and version number):	

1. COMMISSION OVERVIEW *To be completed by Network Rail.*

[Please provide an overview of the project and a summary of why there is a need to commission Ecology Advisory Services.

Please include a short description of the types of infrastructure / assets to be maintained, decommissioned, replaced, or newly installed by the project.

For projects involving rail infrastructure please include a schedule of the Engineers Line References (ELRs) and mileages for the full extent of the project and a set of OS grid references (ten figure) to reasonably represent the extent of the work site(s).

Where ELRs are not applicable please provide OS grid references (ten figure) to reasonably represent the extent of the work site(s).]

2. COMMISSION BRIEF To be completed by Network Rail – subject to agreement by both parties.

[Using the table format below - please define the specific ecological advisory services that Network Rail require from the supplier.

Clarity is needed so both parties can agree a plan of services, resources and fees, based on a well specified brief.

NB. If the Network Rail manager is uncertain whether particular services are required they should consult their local NR environment manager / specialist / ecologist, or discuss with the prospective ecological supplier(s) to understand the purpose and benefit of the services before finalising the SoW.]

LEVEL 1 ECOLOGICAL ASSESSMENT ACTIVITIES (with Reports)					Confirm if required	
Preliminary Ecological Appraisal (PEA) Level 1 assessment / PEA activities should provide a baseline habitat assessment of the work site(s) and identify potential ecological constraints to the works, such as nearby designated nature conservation sites, potential presence of protected species, presence of invasive non-native species. The Level 1 report should also provide recommendations of how to avoid or mitigate any constraints identified, and detail any further level 2 surveys which may be required (with reasons).						
Desk-top study of Network Rail's hazard directory and geospatial database (GeoRINM Viewer) for (a) designated statutory nature conservation sites (b) protected species records (c) non-native invasive plant records, within at least 2 km of main work sites and proposed compounds, haul routes, etc. Actual survey radius to be agreed with the supplier. NB. Review of Network Rail databases might normally be carried out by a Network Rail project member but may be included in the ecological supplier's brief if they have the necessary access.						
Desk-top study of national mapping services (MAGIC) and local environmental recording centre (LERC) services for designated statutory nature conservation sites within at least 2 km of main work sites and proposed compounds, haul routes, etc. Actual survey radius to be agreed with the supplier.						
Desk-top study of local environmental recording centre (LERC) services for ecological records within at least 2 km of main work sites and proposed compounds, haul routes, etc. Actual survey radius to be agreed with the supplier.						
Desk-top study of local environmental recording centre (LERC) services for records of non-native invasive plant species within 100 m of main work sites and proposed compounds, haul routes, etc.						
Simple ecological constraints site survey and report.						
Preliminary Ecological Assessment (PEA) report.						
Phase 1 Habitat Surveys (P1HS). (NB. P1HS may allow for inclusion of some species assessments, such as badger sett assessments or habitat suitability index (HSI) of ponds / water bodies to remove need for further visits. These opportunities will need to be flagged and agreed, and reflected in the scope and fees (section 6).						
Habitat surveys to assess habitat type, area, distinctiveness, condition, and re-creation/restoration risk factors (in accordance with the Defra biodiversity offsetting technical paper and Network Rail biodiversity accounting toolkit), with report and biodiversity accounting scorecard.						
Other – please specify						
LEVEL 2 ECOLOGICAL ASSESSMENT ACTIVITIES (with Reports) Level 2 assessment activities are targeted at specific species to confirm constraints and recommend specific controls and mitigation. It is normally expected that Level 2 activities will follow the findings and recommendations from Level 1 activities. Level 1 PEA / P1HS reports should be made available to the supplier. Many Level 2 assessment activities and surveys are governed by licensing.						
Great crested newts: Presence <input type="checkbox"/> Likely absence <input type="checkbox"/> eDNA <input type="checkbox"/> Population assessment <input type="checkbox"/>						
Reptiles	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>		Mitigation Advice
Bats	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>
Otters / water voles	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>
Badgers	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>
Hazel Dormice	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>
Nesting birds	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>
White clawed crayfish	Surveys	<input type="checkbox"/>	Licence Applications	<input type="checkbox"/>	Mitigation Advice	<input type="checkbox"/>

Other species – please specify	
Invasive species management plans	
Habitats Regulations screening / assessments	
Other – please specify	
DIGITAL DATA CAPTURE	Confirm if required
Arc compatible GPS / GIS enabled survey data	
Reports formatted for tagging to spatial GIS data <i>NB. For projects involving linear rail infrastructure reports shall provide the following spatial tagging references as a minimum: Engineers Line References (ELRs) and mileages for the full extent of the project; OS grid references (two letters, ten figures) to reasonably represent the extent of the work site(s); GPS coordinates to reasonably represent the extent of the work site(s). Where ELRs are not applicable reports shall provide OS grid references (two letters, ten figures) and GPS coordinates to reasonably represent the extent of the work site(s).</i>	YES (as default)
Other	
OTHER ACTIVITIES	Confirm if required

3. SAFETY DUTIES To be completed by Network Rail – subject to agreement by both parties.

[If trackside working is required please specify which parties within this commission have been agreed to fulfil the following safety requirements (as applicable).]

Safety Requirement	Please confirm the applicability, <u>and</u> which organisation is expected to discharge the requirement while site based ecological advisory services are being undertaken.
PTS (personal track safety) certification	
TVP (track visitor permit)	
IWA (individual working alone) certification	
COSS (controller of site safety)	
SSOWPS (safe system of work planning system)	
PDSW (planned delivery of safe work)	
CPP (construction phase plan – full or Low Level Risk)	
WPP (work package plan)	
TB (task brief)	
Other (please specify)	

4. ACCESS TO 3rd PARTY LAND To be completed by Network Rail – subject to agreement by both parties.

[Many protected species require surveys that might extend beyond the Network Rail worksite boundary onto neighbouring land. Please complete the table below to confirm allocation of 3rd party access activities.]

Activity	Please confirm the applicability, <u>and</u> which organisation is expected to discharge the requirement.
Identify 3 rd parties with land holdings that may require survey access.	
Obtain permissions and land agent requirements to gain access for surveys.	
Other (please specify)	

5. SCHEDULE/TIMING *To be completed by Network Rail – subject to agreement by both parties.*

[Please provide a schedule of key project milestone dates by when specified ecological advisory services need to have been completed. NB. Project milestone dates may need to allow for constraints of seasonal ecological surveying.]

Key Project Milestone (and target date)	Summary of Ecological Services to be completed before the milestone

6. BREAKDOWN OF SCOPE OF WORK, NAMED RESOURCES AND FEES *To be completed by the supplier – subject to agreement by both parties.*

[Based on information and activities confirmed in sections 1-5 please provide a schedule of named personnel who will fulfil the ecological services agreed for this commission, along with proposed hours and fees, based on agreed rates. This may be provided in the table below (adding rows as required) or submitted as an appended spreadsheet covering the stated information as a minimum.]

Name	Post	Activity / Task	Hours	Fee

7. ADDITIONAL INFORMATION *To be completed by the either party and subject to agreement.*

(Please summarise below any additional information that can be provided by Network Rail to the Supplier to support the efficient delivery of this commission. This might include OS mapping tiles, previous ecological survey reports for sites within or close to the project work sites, etc..)

8. PERFORMANCE MEASUREMENT *To be completed by Network Rail.*

(Please describe any actions Network Rail will undertake, and by whom, to monitor the delivery and performance of this ecological advisory services commission, including achievement against SLAs)

9. OTHER *To be completed by either party – subject to agreement by both parties.*

This Statement of Work will be executed as per the Terms and Conditions agreed in the Ecology Advisory Services Framework Agreement, N13(B) and NR03.

SUPPLIER

NETWORK RAIL

Signed:..... Signed:.....

Name: Name:

Date :..... Date:.....

Signed by an individual with Authority to Contract on behalf of the organisation.