

North Yorkshire County Council

Business and Environmental Services

Executive Members

17 August 2018

Allerton Waste Recovery Park Landscape and Cultural Heritage Fund

Report of the Assistant Director - Transport, Waste and Countryside Services

1.0 Purpose of Report:

- 1.1 To report to the Corporate Director Business and Environmental Services (BES) and to the BES Executive Members on the expenditure profile for the Allerton Waste Recovery Park (AWRP) Landscape and Cultural Heritage Fund.
- 1.2 To seek approval from the Corporate Director BES for release of funding for projects highlighted in Appendix A of this report.

2.0 Background

- 2.1 The Section 106 Agreement for AWRP was signed on 14 February 2013 and included the requirement for the Council to establish a Landscape and Cultural Heritage Fund (LCHF).
- 2.2 The LCHF is to be used towards reducing the visual and landscape impacts of the development and the delivery of enhancement and strengthening of the local landscape character, biodiversity and/or features of cultural heritage prioritised within a 3.5km radius of the Site. It is informed by the Landscape Management Strategy developed by AmeyCespa and approved by the Planning Authority which includes a Conservation Management Plan and Outline Habitat Management Plan. The value of the LCHF is £839,500
- 2.3 On 18 September 2015, a report was approved by BES Executive Members to enter into a five year contract with Two Ridings Community Foundation (TRCF) to manage distribution of the LCHF on behalf of the County Council. The contract began on 23 November 2015.
- 2.4 The small grants fund (£100 to £1,000) was launched in October 2015, the large grants fund (£10,001 to £50,000) was opened in December 2015 and the medium grants fund (£1,001 to £10,000) was opened in early 2017.
- 2.5 The large grant element of the Fund has been oversubscribed and the Fund has consequently been suspended for large grants. The large grant fund could be reopened depending upon the small and medium fund future take up.
- 2.6 Funding for small grants can be released by TRCF providing that the projects meet the necessary requirements set out in the guidance information and application process.
- 2.7 Applications for the medium grant fund are normally assessed at an independent panel meeting. The panel is made up of NYCC and HBC Councillors, the local community, technical advisors and TRCF. Two meetings are held per year to maximise scope for delivery of projects taking into account planting and seasonal activities.

2.8 Authority was delegated by the Corporate Director Business and Environmental Services (BES) in consultation with the BES Executive Members on 27 January 2017 to enable TRCF to decide some medium grant fund applications through a fast track process.

3.0 Outcome of Panel Meeting (Medium Grants)

3.1 The sixth panel meeting took place on 31 July 2018 and considered six projects. Five of the six projects were awarded funding. One of the five projects was identified as more suitable to be processed under the small grants scheme. Details of the projects and Panel recommendations are summarised in the table below. More detailed information on the four projects awarded funding under the medium grants scheme can be found in the Panel sheets in appendix B.

Applicant	Project	Amount recommended	Panel comments and amount awarded
Great Ouseburn Parish Council	Funding to create a wildflower meadow with grass mown paths for recreation at the Fishpond Bridge area of Ousegill Beck.	£5,788.30	£1,000 (small grant): The panel felt that they could not support the project as currently outlined in the application as this could be detrimental to the SINC site at Ouse Gill Beck. They did however appreciate the value of the ideas and local will to increase biodiversity in the area and improve the local landscape. For this reason they felt that it would be beneficial to the aims of the fund and the local community to provide funding to enable the parish council to work with a local ecologist to undertake a feasibility study and develop a workable plan. This can be provided under the small grants scheme.
St Bartholomew's Parochial Church Council	Funding to install electrical equipment to power the clock and chimes.	£5,643	£4,479 (medium grant): The costs of this project have increased considerably on receipt of up to date quotes and the amount requested risen to £8958.00. Panel felt that they could not fund this in full and although appreciated the value as a cultural heritage project in the area felt that the church should be making a much larger contribution either through local fundraising from the PCC or via the Church of England. Panel agreed contribution of 50% subject to the group raising the other 50% within 12 months.

Applicant	Project	Amount recommended	Panel comments and amount awarded
Friends of Great Ouseburn School	Funding to create an outdoors classroom and sensory area at a school playground.	£8,870	£8,870 (medium grant): Panel felt that this project is a good fit with the aims of the fund.
The Nookin Residents Association	Funding to resurface a well-used public footpath	£10,000	£0: Panel felt that although the application is eligible, the project is a low priority for the fund with limited wider community benefit.
Hay a Park Research Project	Funding to research and publish historical information relating to Hay a Park	£12,284.77	£1,675 (medium grant): Panel felt that this is an interesting project and one that they would wish to support however some of the costs relate to publication of a book at the end of the research project and this should be the subject of a second application when the quality of the research produced can be verified. The grant is awarded on condition that capital equipment purchased is passed on to a local community group at the end of the project.
The Conservation Volunteers	Funding to support the Ouse Beck Wetland Himalayan Balsam Removal Project	£8,087.50	£8,087.50 (medium grant): Panel felt that this project is a good fit with the aims of the fund.

Total amount bid for to the panel £50,673.57

Total amount awarded by the panel £23,111.50 (four medium grant projects)

Total amount not awarded by the panel £27,562.07 (one project not awarded, one project changed to a small grant project and project variances)

4.0 Small Grants Update

- 4.1 The small project grants (£100 to £1,000) are being managed by Two Ridings. Since the launch of the fund in October 2015, twenty six awards have been made. Below summarises the awards made since the last update to BES Executive Members on 2 March 2018:

Applicant	Date awarded	Amount	Project Description
Private individual	16.03.18	£1,000	Creation of 30m hedgerow and natural pond.
Private individual	09.03.18	£1,000	Landscaping a garden to benefit wildlife - enhancement of orchard, creation of wildflower meadow, infill planting of hedgerows, native shrub planting, and installation of bird and bat boxes.
Kirk Hammerton Nursery School	16.03.18	£500	Children's kitchen garden development
Private individual	16.03.18	£400	Creation of a mini apple orchard

5.0 Progress update

- 5.1 Appendix A provides details of project spend to date and a progress update on the various projects. End of grant reports have been received for the majority of the completed projects.
- 5.2 A press release of the new paths and planting which took place in St. Bartholomew's Parish Churchyard in Arkendale, which received over £30,000, was issued in May 2018 to promote the success of the fund so far. This generated media coverage in the Harrogate Advertiser. TRCF will be arranging further photo opportunities which will be issued with a press release to promote the success of the fund.
- 5.3 The second annual contract review meeting took place on 28 March 2018 with officers from both TRCF and NYCC. It was agreed to publicise the small grants scheme further. This will be done using various promotional methods including distributing seed packets at community events which contain a seed mix to increase pollinating insects in the area. 500 packets will be produced on bespoke printed packets providing details of the fund. In addition to this a voucher to the value of £15 will be sent home with local school children (over 300 children at the 4 local schools) whom they can spend on bird boxes, bat boxes and bug hotels.
- 5.4 An annual report produced by TRCF was submitted to the NYCC Waste Planning Authority outlining the progress made towards fulfilling the purposes of the LCHF. This is the second annual report submitted to date.
- 5.5 To date £19,808.73 has been returned from three large grant projects and one small grant project. All three of the large grant projects were supported by Groundworks who helped individuals/groups develop their project documentation. Part of this process included estimating various amounts for works which have subsequently all come in under budget and the money has been returned to the fund. There was also a minor underspend to one small grant project.

6.0 Legal Implications

- 6.1 In accordance with the previous report, funding release for large and medium projects will be subject to the standard NYCC Terms and Conditions.
- 6.2 Claw back provisions are included as part of the grant agreements which will protect the longevity of the funds impacts and projects undertaken.

7.0 Financial Implications

- 7.1 The fund was launched in October 2015 and to date 49 projects have received funding comprising of 26 small grants (£23,669), 8 medium grants (£64,646) and 15 large grants (£476,809). A total of £565,124. If the funds are approved for release at this meeting then the total funding for projects awarded will be £588,235.50.
- 7.2 NYCC has a contract with TRCF to deliver the fund for four years with an option to extend for one further year. A budget has been allocated for the LCHF and no additional funding will be required.

8.0 Equalities Implications

- 8.1 TRCF has a robust equalities policy in place which is used as part of the fund assessment process. The equalities information is collected through the application forms for the medium and large grants fund and proportional information is collected in relation to the small grants fund. Information about funding awards to date is used to inform specific targeted marketing/outreach activities to ensure that the LCHF process is accessible to the widest audience given the parameters on the fund set by the planning process.
- 8.2 During the annual contract review meetings it has been identified that TRCF should focus promotion in the west of the fund area as less spending has taken place there. To address this TRCF are targeting the west of the fund area with the bespoke seed packets and school wildlife box promotion.
- 8.3 Following the annual contract review meeting an Equalities Impact Assessment (EIA) has been completed by TRCF on the LCHF. The outcome is no adverse impact and therefore no change needed. Information on the TRCF equalities policy has also been provided to NYCC.
- 8.4 An Equality Impact Assessment screening form has been completed by NYCC and it concludes a full EIA is not relevant or proportionate. The completed form is in appendix C.

9.0 Recommendations

- 9.1 That the Corporate Director (BES) approve the release of funding for the project(s) highlighted in appendix A – LCHF project spend to date.
- 9.2 Subject to such approval, that the AD WACs releases project funding to Two Ridings Community Foundation to manage awards to these successful projects in line with the conditions set by the panel.

IAN FIELDING

Assistant Director – Transport, Waste and Countryside Services

Author of Report: Suzanne Williamson

Background Documents: None

LCHF project spend to date and progress update

Date	Amount awarded	Narrative	Status	Progress
January 2016	957	45 Bird boxes - Marton cum Grafton Woodlands Group	Awarded	Complete
February 2016	1000	Landscaping works around Whixley cricket club	Awarded	Complete
March 2016	1000	Repair work to the Estate boundary wall	Awarded	Complete
March 2016	5389	To develop and improve a range of wildlife habitats on the site and install an additional outdoor classroom.	Awarded	Complete
May 2016	1000	To create a seating area and floral display on the entrance to the village (Little Ouseburn)	Awarded	Complete
June 2016	1000	Funding for initial consultancy work for the development of landscape and ecological enhancements in Great Ouseburn.	Awarded	Complete
September 2016	23,058.62	Clareton Lane Residents planting projects in and around residential properties	Awarded	Complete
September 2016	30,131.28	Provision of new footpath in churchyard, creation of a community garden, communal seating area and improvements around the churchyard boundaries	Awarded	Complete
September 2016	25,668.44	Survey work to inform scoping for a tree planting and landscaping project and refurbishment of Arkendale phone box	Awarded	Complete
September 2016	35,717.32	New woodland and pond area in the paddock near Clareton Manor Barn and hedgerow planting	Awarded	Complete

Appendix A

Date	Amount awarded	Narrative	Status	Progress
September 2016	44,984	Creation of woodland paths and controlling the spread of Himalayan Balsam	Awarded	Complete.
September 2016	50,000	Repair to section of the Allerton Park boundary wall	Awarded	Not yet started – conditions to be met
September 2016	50,000	Works to the Temple of Victory	Awarded	Slight delays, due to complete June 18, requested update July 18.
October 2016	996	Funding for the costs of carrying out isotope testing on a Roman skeleton found at Grafton	Awarded	Complete
October 2016	600	Funding to pay for landscape architects fees to prepare a planting scheme to provide screening.	Awarded	Complete
February 2017	996	To remove a leylandii hedge and replace with native beech.	Awarded	Complete
February 2017	1000	Project to help promote improved for hedgehogs and other species.	Awarded	Complete
February 2017	47,000	Funding towards a project to replace and extend a decayed wooden boardwalk and fencing at Upper Dunsforth Carr nature reserve.	Awarded	Complete

Appendix A

Date	Amount awarded	Narrative	Status	Progress
February 2017	8,961	Funding to purchase trees and protective fencing to provide screening, make visual improvements to the local landscape and increase local biodiversity by creating new habitats.	Awarded	Complete
February 2017	19,715	Funding is required to provide a large scale planting project to provide screening and also create a length of new hedgerow to support wildlife and increase biodiversity.	Awarded	Hedgerow complete April 18, tree planting delayed
February 2017	4,110	Funding is required to undertake the next stage of the Fishpond Bridge conservation area project to include ecological surveys and full technical drawings to be produced	Awarded	Complete
March 2017	900	Marion School – Connecting to our Woodland Classroom	Awarded	Complete
June 2017	1000	Wildlife pond and related planting	Awarded	Complete
June 2017	950	Green wall fencing	Awarded	Awaiting end of grant report
June 2017	1000	Mass planting of Daffodil bulbs in the grass verges around Marion cum Grafton	Awarded	Complete
June 2017	990	Replacement of Leylandi hedging with Portuguese Laurel	Awarded	Complete

Appendix A

Date	Amount awarded	Narrative	Status	Progress
August 2017	9,527	Funding is required to purchase and plant trees to provide screening and increase biodiversity by extending an existing area of woodland and introducing understory planting.	Not awarded	N/A
August 2017	10,000	Funding to regenerate the schools wildlife area and pond to remove overgrown vegetation, provide a pond dipping platform, new seating and refurbished pathways to provide a safe and accessible outdoor classroom resource	Not awarded	N/A
August 2017	9,999	Funding for the restoration of a heritage building in the village of Arkendale.	Awarded	Complete
August 2017	8,766	Funding to create a wildlife area within the school grounds to improve habitats and support children's learning about the environment. £9,566 was awarded at the panel but other funding was secured from elsewhere so £8,766 was awarded.	Awarded	Complete
August 2017	9,931	Funding to purchase equipment for use by the volunteers of the Harrogate Support Group in supporting the work of the Yorkshire Wildlife Trust at the Staveley nature reserve and also to site a shipping container to store the equipment on site.	Awarded	Complete
August 2017	6,750	Funding to make improvements to the local school playground including a bespoke sculpture to celebrate their 150th anniversary year, visual improvements to the surface of the playground, installation of bird, bat and hedgehog boxes and bug hotel benches.	Not awarded	N/A
October 2017	1,000	Removal of leylandii hedge. Planting of new orchard / soft fruit trees.	Awarded	In progress – planting to take place Autumn 18
September 2017	996	Funding to replace rotten fencing with a native species hedge along with planting native shrubs and trees to encourage more wildlife	Awarded	Complete

Appendix A

Date	Amount awarded	Narrative	Status	Progress
August 2017	730	Funding for a disused telephone box to house a defibrillator.	Awarded	Complete
November 2017	939	Funding to supply and plant new native hedging.	Awarded	In progress
November 2017	1,000	Funding to supply and plant new native hedgerow	Awarded	In progress
November 2017	1,000	Removal of nuisance species and supply and planting of native hedgerow	Awarded	In progress
January 2018	715	Funding to restore a wall and gate post which is a heritage asset in the local community.	Awarded	In progress
February 2018	41,253	Funding for a large scale planting & environmental improvement project, gapping 1.05km of hedgerows, providing additional trees for screening and restoration work at the Mar, an important local wetland habitat	Awarded	In progress
February 2018	11,790	Funding to provide planting for screening and to improve local biodiversity	Awarded	In progress
February 2018	5,000	Funding to enhance common land area's within the parish including purchasing of equipment to assist volunteers in managing the land to encourage biodiversity and also install information boards about the flora and fauna in the area	Awarded	In progress
February 2018	10,000	A project to undertake coppicing in woodland near Goldsborough to increase biodiversity using volunteers as part of a woodland wellbeing programme	Awarded	In progress
February 2018	34,984	Funding to improve the footpaths through the woodland in the parish which form part of the Knaresborough round walk.	Awarded	Conditions to be met

Appendix A

Date	Amount awarded	Narrative	Status	Progress
February 2018	20,000	Funding to undertake a programme of hedgerow restoration work on the Ribston estate in Goldsborough parish	Awarded	In progress
February 2018	39,947	Funding to create a wildlife area at the school and also to purchase a strip of land which will link the school to the community woodland and plant native hedgerow along the boundary	Awarded	To commence Sept 18
February 2018	49,988	Funding to enhance Fishpond Bridge area in Great Ouseburn by installing a seat, replacing the timber bridge and re-surfacing paths to improve access	Not awarded	N/A
February 2018	24,058	Funding to improve access at the Stavely nature reserve including improvements to the car park, resurfacing of pathways and renovation of the bird hide to make it accessible to the public	Not awarded	N/A
February 2018	30,000	Funding to remove leylandii hedging and plant 300 metres of native hedgerow and create new wildlife habitat	Not awarded	N/A
February 2018	10,000	Funding to replace the asbestos roof of a farm outbuilding with clay pantiles in keeping with other buildings in the area	Not awarded	N/A
February 2018	1,000	Creation of 30m hedgerow and natural pond	Awarded	In progress
July 2017	1,000	Landscaping a garden to benefit wildlife - enhancement of orchard, creation of wildflower meadow, infill planting of hedgerows, native shrub planting, installation of bird and bat boxes.	Awarded	In progress
March 2018	500	Children's kitchen garden development	Awarded	In progress

Appendix A

Date	Amount awarded	Narrative	Status	Progress
February 2018	400	Creation of a mini apple orchard	Awarded	Planting to take place Autumn 18
June 2018	5,050	£1050 to be spent on 500 seed packets. £4000 to be allocated for bird / bat / hedgehog / bug box (£15 voucher for each primary school child in catchment).	Awarded	Seed purchase complete, bird boxes in progress
August 2018	10,000	Funding to resurface a well used public footpath	Not awarded	N/A
August 2018	1,000	Funding to create a wildflower meadow with grass mown paths for recreation at the Fishpond Bridge area of Ousegill Beck.	Awarded	In progress
August 2018	4,479	Funding to install electrical equipment to power the clock and chimes.	Awarded	Approval required from Corporate Director (BES) for release of funding
August 2018	8,870	Funding to create an outdoors classroom and sensory area at a school playground.	Awarded	Approval required from Corporate Director (BES) for release of funding
August 2018	1,675	Funding to research and publish historical information relating to Hay a Park	Awarded	Approval required from

Appendix A

Date	Amount awarded	Narrative	Status	Progress
				Corporate Director (BES) for release of funding
August 2018	8,087.50	Funding to support the Ouse Beck Wetland Himalayan Balsam Removal Project	Awarded	Approval required from Corporate Director (BES) for release of funding

Indicates the four projects where part of the funding has been returned.

Total awarded to date £588,235.50

Panel Sheets

Name of Group: St Bartholomew'S Parochial Church Council

Date Established: 1950

Main Contact:

Total Project Cost:	£6207.30	Start:	District: Harrogate	Org Size
Amount Requested:	£5,643.00	End:	IMD Rank: N/a (1 is worst)	F/T Staff: 1 P/T Staff: 0 Volunteers: 6

No. of beneficiaries: 400	Primary issue: Religion
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Primary age group: All	Primary beneficiaries: Local residents
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Organisation aims & main activities:

The primary object of our Parochial Church Council is the promotion of the Gospel according to the doctrines and practices of the Church of England. The Parochial Church Council co-operates with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Brief description of project:

Funding to install electrical equipment to power the clock and chimes.

Breakdown of project costs:

Capital	Clock winder equipment £4355.00 Electrician £288.00 Winder equipment fitter £1000.00 10% for Contingencies £564.30	£6,207.30
Total		£6,207.30

Amount Raised so far:	£500
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Grants Officer Comments:

This is a cultural heritage project which will ensure that the church clock keeps time for the local residents as it has done for many years. Currently the clock is wound manually on a weekly basis by a local volunteer who is not a member of the church congregation but simply has an interest in the clock (and a head for heights). It is a laborious process and also a health and safety risk as it involves climbing up into the church tower by means of a ladder. The electrification of the clock will remove the need for manual winding and restore the hourly chimes that no longer work due to the current complexity of managing the mechanism.

The PCC have consulted with local residents via a parish council meeting where it was voted that the reinstatement of the hourly chimes was desirable for the local community.

Quotes have been provided so it is unclear why they need contingencies for this project although the quote from their preferred supplier is a year old. The £500 raised so far has not been included in the amount requested so probably relates to contingencies and therefore may or may not be used. It doesn't seem unreasonable that the PCC might be expected to make a contribution especially having received funding previously so I would recommend removing the contingencies and also reducing any offer by a further £500 to £5143.00.

It is also likely that faculty approval will be required.

Part of the scheme is about preserving local cultural heritage in the area which is invested not only in buildings and landscape restoration but sometimes less tangible things that enhance 'a sense of place', this of course can be quite subjective and debateable but on balance I feel that this project could reasonably be funded through the scheme if the panel consider it a priority.

If funding is offered, the following conditions are suggested:-

- Contingencies for this project cannot be supported and confirmation must be provided that any balance needed to complete the project as outlined in the application are in place prior to draw down of funds.
- Confirmation of faculty approval and any other necessary permissions are in place prior to draw down of grant.

Date Established: October 1988

Appendix B

Friends Of Great Ouseburn School (Fogos)

Main Contact:

Total Project Cost:	£10,561.28	Start:	03/09/2018	District:	Harrogate YO26 9RG	Org Size
Amount Requested:	£8,960.00	End:	29/04/2019	IMD Rank:	24053 of 32,482 (1 is worst)	F/T Staff: 0 P/T Staff: 0 Volunteers: 20

No. of beneficiaries: 128 **Primary issue:** Education, learning and training

Primary age group: Children (5 – 12) **Primary beneficiaries:** Children and Young People

Organisation aims & main activities:

Friends of Great Ouseburn School (FOGOS) is the parent teacher association for Great Ouseburn Community Primary School, a small rural village school with 65 pupils. FOGOS is a registered charity set up thirty years ago by a group of parents to advance the education of the pupils by providing and assisting in the provision of facilities to support and enhance the education at the school, and which is not affordable from current budgetary means.

Brief description of project:

Funding to create an outdoors learning environment, new hedgerow and planting to attract wildlife.

Breakdown of project costs:

Capital	Mixed native hedge £180 (for 30m) Silver Birch x 3 £180 Apples trees x 4 £220 Mix of spring bulbs x 1000 - £300 Lavender x 10 £55 Wildflower mix 100g £15 Willow tunnel x 2 to form cross £60 Wooden circular bench £250 Wooden octagonal picnic bench x 2 £500 Apple press and crusher £500 Digger £500 for the day 20sqm wooden cabin including delivery and installation – £3650 Concrete plinth - £850 Soft furnishings (cushions and rugs) - £500	£7,760.00
Staff	A day's labour for three people to dig trenches for hedge and trees and prepare ground for planting £450 Hedgerow and tree planting – five day's labour £750	£1,200.00
Volunteer	In kind costs relating to project management – 10.5 hours per month for 8 months @ £7.83 per hour - £657.72 In kind costs relating to after school club – 1 hour per week for 30 weeks x 2 volunteers @ £7.83 - £469.80 In kind costs relating to 3 volunteer days (4 hours) x 6 volunteers @ £7.83 per hour - £563.76	£1,691.28
Total		£10,651.28

Amount Raised so far: £1691.28

Grants Officer Comments:

This application is very similar to others funded previously for Marton Cum Grafton primary school and also for Kirk Hammerton primary school in its ambition to create a wildlife area at the school complete with outdoor learning facility. The group are very enthusiastic and have the full support of the school and a knowledgeable school gardener to guide them. Much of the work will be undertaken by volunteers with support from the school gardener. The Friends group are also planning to run a regular after school gardening club to help with maintaining the area and this will be run by volunteers. The application is well planned and thought through in terms of the suggested planting (although honeysuckle and dog rose are not recommended) and has the added interest of getting the children involved with an enterprise project of harvesting their apples to make and sell juice. The project is straightforward and a good fit with the aims of the scheme in terms of both planting to increase biodiversity and the cultural heritage & educational aspect of outdoor learning and harvesting of produce.

Date Established:

Appendix B

Name of Group: Hay a Park Research project					Main Contact:	
Total Project Cost:	£12,284.77	Start:	1.9.2018	District:	Harrogate HG5 0QJ	Org Size F/T Staff: 0 P/T Staff: 0 Volunteers: 0
Amount Requested:	£10,000.00	End:	31.3.2020	IMD Rank: (1 is worst)	N/a	
No. of beneficiaries:			Primary issue: Arts, culture and heritage			
Primary age group: All Ages			Primary beneficiaries: Local residents			
<u>Organisation aims & main activities:</u>						
N/a application is from an individual						
<u>Brief description of project:</u>						
Funding to establish a research project to document the heritage of the Hay a Park area near Knaresborough.						
<u>Breakdown of project costs:</u>						
Capital	See attached breakdown of costs					
Total						£12,284.77
Amount Raised so far:						
<u>Grants Officer Comments:</u>						
<p>This project is about documenting and thereby preserving the local cultural heritage of the Hay a Park area which sits on the western edge of the LCHF boundary with the majority of the area sitting within the 3.5km priority area. The applicant lives in the area and is a historic buildings surveyor/architectural historian by profession however this project has been developed as a result of a personal interest in the area in which she lives. Jen is semi-retired and will be putting in a substantial amount of time at no cost, there are no costs included for research time as she describes it as her 'personal obsession'. She is hugely passionate about the area and the project and will also be securing professional geologist services at no cost as this will be undertaken by her brother. Jen is experienced at working with volunteers having undertaken similar projects funded by HBC, Historic England and the National Trust which has involved working with and teaching local history groups. In a similar way, this project will involve a core of local volunteers and dissemination of information to the local community.</p> <p>There are no public roads through the Hay a Park area but there are a number of footpaths and walking routes but no information about the local landscape and its significance in local cultural heritage.</p> <p>The project is supported by the archaeologists at NYCC who advised that little is known about the area and the project will be of benefit to them, they are keen to work with Jen to get the information input directly into their archives and this will form part of the project.</p> <p>The majority of the costs are for the capital equipment needed to support the work, laptop, projector, printer and consumables together with the cost of publication of a book documenting the research. Quotes have been provided for all of these costs and any proceeds from the sale of the book will be donated to a local charity or community group.</p> <p>There is a huge amount of added value to this project in terms of Jen's time and expertise and volunteer engagement. There will also be a long lasting legacy as information is documented and archived and the potential for a local history group to continue with the interpretation to bring it to the wider public.</p> <p>Funding is recommended subject to the following conditions:-</p> <p>Proceeds from the sale of books to be donated to a local charity/community group to be agreed with TRCF to be in keeping with the aims of the fund in relation to supporting the area of benefit. Information also to be published online.</p> <p>Capital assets, laptop, projector etc to be passed into the ownership of a local charity/ community group on completion of the project to be agreed with TRCF</p> <p>Revised breakdown of costs to be submitted to reflect the maximum award available of £10k</p> <p>Staged payments to be made and peer review of book draft to be undertaken prior to publishing to confirm the integrity of the research and findings.</p>						

Breakdown of costs

Item	Cost
Publication costs for book	£8012.40 inc. vat. (PlatinumHPL)
Proof reading	£200
Dendrochronology	£750
Computer (Laptop)	£699 (John Lewis, 2 yr warranty)
Software	
Microsoft office	£120.99
Internet security software (Bit defender) 3years	£109.99
Projector	£319.99
Printer	£127.46
External hard drive	£46.99
Flash drive x 2	£25.98
Laser pointer	£29.99
Mouse (Wireless)	£30.00
DVD writer	£22.99
DVDs	£24.99
Laptop bag	£45.00
Printer ink	£100.00
Paper	£29.00
HDMI lead	£20.00
Laminator A3	£50.00
Laminator pouches	
A3 x 3 (25 per pack)	£30.00
A4 x 2 (100 per pack)	£20.00
Volunteer travelling expenses to archives over 3 years (Morley, York and Northallerton) – ‘in kind’	£150 x 3 - £450
Archive reproduction costs of maps documents etc	£200
Village hall hire (Arkendale) x 6	£120
Hire of exhibition boards	£200
Contingency money	£500 (As prices may well rise over 3 years)

Date Established: 1959

Appendix B

Name of Group: The Conservation Volunteers (Tcv)

Main Contact:

Total Project Cost:	£8,087.50	Start:	01/09/2018	District:	Harrogate	Org Size
Amount Requested:	£8,087.50	End:	01/12/2019	IMD Rank: (1 is worst)	N/a	F/T Staff: 125 P/T Staff: 78 Volunteers: 10000

No. of beneficiaries: 862 **Primary issue:** Environment and improving surroundings

Primary age group: Adults (26 – 65) **Primary beneficiaries:** Local residents

Organisation aims & main activities:

The Conservation Volunteers is a community volunteering charity that works to create healthier and happier communities for everyone through environmental conservation and practical tasks undertaken by volunteers. TCV has a wealth of experience in working with all sectors of the community so they can benefit from the natural environment. We aim to engage local people in a wide variety of local projects by responding to people's needs.

Brief description of project:

Funding to support the Ouse Beck Wetland Himalayan Balsam Removal Project.

Breakdown of project costs:

Capital	Provision of minibus and driver for volunteers as well as pool vehicle for meetings and site visits.	
Operational	Tool use - from community tool store contributing to maintenance and upkeep. Green waste - skip hire or disposal costs.	£550.00
Overhead	Local office costs/overheads, staff line management, as well as a proportion towards TCV national organisational overheads for support including I.T., Health & Safety, H.R, Financial accounting and governance @ £55 per day.	£1,100.00
Publicity		
Staff	Local staff costs for the delivery of the project including payroll, NIC, Pension and staff insurance. 2 staff members delivering 20 days practical activities culminating in Sept. 2019, (including site visits, ordering materials, risk assessment, volunteer recruitment, supervision and training.) 20 days @ £275. 1 staff managing the grant (monitoring, reporting, budget management, promotion and publicity) 5 days @ £137.50	£6,187.50
Volunteer	Volunteer expenses 250	£250.00
Other		
Total		£8,087.50

Amount Raised so far: £0.00

Grants Officer Comments:

This is a project with two aspects, clearing an extensive amount of Himalayan Balsam upstream of the Fishpond bridge area of the Ouse Gill Beck and also creating a wildlife area on a small piece of land next to the allotments owned by the parish council which is currently overgrown and unmanaged.

The creation of the wildlife area will involve controlling the overgrowth, planting a variety of nectar rich plants for insects, moths and butterflies and also creating a small pond for amphibians.

TCV have the agreement of two private land owners where the Himalayan Balsam is a problem and will undertake a two year programme of removal to prevent seed dispersal downstream.

TCV will provide 20 work days with up to 10 volunteers each day and also aim to attract local volunteers to get involved so that they can impart the skills needed for ongoing management particularly in relation to the balsam removal and are aiming to get as many people involved as possible to maximise the impact.

The project plan appears to be well thought through and is supported by the Management Information System that TCV use to monitor the success of their projects. This allows them to keep records of each day's work including the exact location of the work party, the amount of balsam removed, number of volunteers etc They will also record the quantity of balsam removed so they can demonstrate the effect of preventing seed dispersal from year 1 to year 2.

The costs appear to be high but if they are successful in bringing in a good number of volunteers in addition to their core of 10 it could demonstrate good value for money.

Initial equality impact assessment screening form (As of October 2015 this form replaces 'Record of decision not to carry out an EIA')			
This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate	BES		
Service area	Transport, Waste and Countryside Services		
Proposal being screened	Releasing funds from the Allerton Waste Recovery Park, Landscape and Cultural Heritage Fund		
Officer(s) carrying out screening	Suzanne Williamson		
What are you proposing to do?	Implement the Landscape and Cultural Heritage Fund for Allerton Waste Recovery Park (AWRP) (as set out in the section 106 planning agreement). The Fund is being managed and delivered through a third party organisation (Two Ridings Community Foundation) who have set up an independent panel to make recommendations on projects to receive funding through the LCHF.		
Why are you proposing this? What are the desired outcomes?	The purpose of the LCHF is to assist with mitigating the impacts of the AWRP development by using the fund to deliver projects to enhance and strengthen the local landscape character, biodiversity and/or features of cultural heritage prioritised within a 3.5km radius of the Site. The priority areas and types of projects which could be delivered through the LCHF are set out in two separate planning documents – the Landscape Management Strategy and Outline Habitat Management Plan.		
Does the proposal involve a significant commitment or removal of resources? Please give details.	No – the total fund amount £839,500 was made available in 2014, with a view to the fund being spent within five years. This decision is to release funding for approved projects from the fund as per the recommendations from the independent panel		
Is there likely to be an adverse impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristics? As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> • To what extent is this service used by particular groups of people with protected characteristics? • Does the proposal relate to functions that previous consultation has identified as important? • Do different groups have different needs or experiences in the area the proposal relates to? 			
If for any characteristic it is considered that there is likely to be a significant adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your <u>Equality rep</u> for advice if you are in any doubt.			
Protected characteristic	Yes	No	Don't know/No info available
Age		✓	
Disability		✓	
Sex (Gender)		✓	
Race		✓	
Sexual orientation		✓	
Gender reassignment		✓	
Religion or belief		✓	

Pregnancy or maternity		✓	
Marriage or civil partnership		✓	
NYCC additional characteristic			
People in rural areas		✓	
People on a low income		✓	
Carer (unpaid family or friend)		✓	
Does the proposal relate to an area where there are known inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.	No		
Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	No		
Decision (Please tick one option)	EIA not relevant or proportionate:	✓	Continue to full EIA:
Reason for decision	<p>Release of the project funding from the LCHF does not have adverse impacts on people with protected characteristics.</p> <p>Two Ridings have a robust equalities policy in place which is used as part of the fund assessment process. Information about funding awards to date is used to inform specific targeted marketing and outreach activities to ensure that the LCHF process is accessible to the widest audience given the parameters on the fund set by the planning process.</p>		
Signed (Assistant Director or equivalent)	Ian Fielding		
Date	3 August 2018		