

NGET/NB/1
LAND AND NEGOTIATIONS

THE NATIONAL GRID ELECTRICITY TRANSMISSION (HARKER ENERGY ENABLEMENT PROJECT)
COMPULSORY PURCHASE ORDER 2023

APPENDICES

TO

STATEMENT OF EVIDENCE

OF

NIGEL BILLINGSLEY BSc MRICS Pg Dip MCIWM OF BRUTON KNOWLES

APPENDICES:

- Appendix NB01: Nigel Billingsley CV
- Appendix NB02 : Schedule of current position on landowner negotiations
- Appendix NB03 : Plans showing project in the context of Castletown land holdings
- Appendix NB04: Plans showing project in the context of Westoll land holdings
- Appendix NB05 : Unknown Owner Plots
- Appendix NB06 : Summary of contact with landowners
- Appendix NB07 : Note on CSS
- Appendix NB08 : Existing deed for National Grid apparatus on Castletown Estates
- Appendix NB09 : Plan showing extent of deed across the Castletown land
- Appendix NB10 : Wedding venue plan and photographs
- Appendix NB11 : Detailed schedule of contact with Messrs Westoll and Castletown Estate



Nigel Billingsley BSc MRICS MCIWM

PARTNER

QUALIFICATIONS

- Qualified since 1990
- BSc In Minerals & Estates Management from Sheffield Polytechnic
- Post Graduate Diploma in Urban Studies from University of Northumbria
- RICS APC assessor
- Member of the Compulsory Purchase Association
- Member of the Chartered Institution of Waste Management
- RICS Registered Valuer

KEY SKILLS

- Wayleave & Easement Compensation
- Compulsory Purchase & Compensation,
- Expert Witness
- Land Acquisition
- Minerals & Waste, (Development).

PROFILE

Nigel has over 30 years' experience and will ensure overall delivery and client satisfaction. He works closely with the project team to enable client requirements and ensure that the project is effectively resourced. Nigel's role is to lead major projects and in particular deal with high value compensation claims across the firm as well as representing the client at public hearings.

KEY CLIENTS

- Network Rail
- RWE Ltd
- National Grid Electricity Transmission Plc
- Electricity North West Ltd
- Cambridgeshire County Council
- Nottingham City Council (Tram Scheme)

PROJECT EXPERIENCE

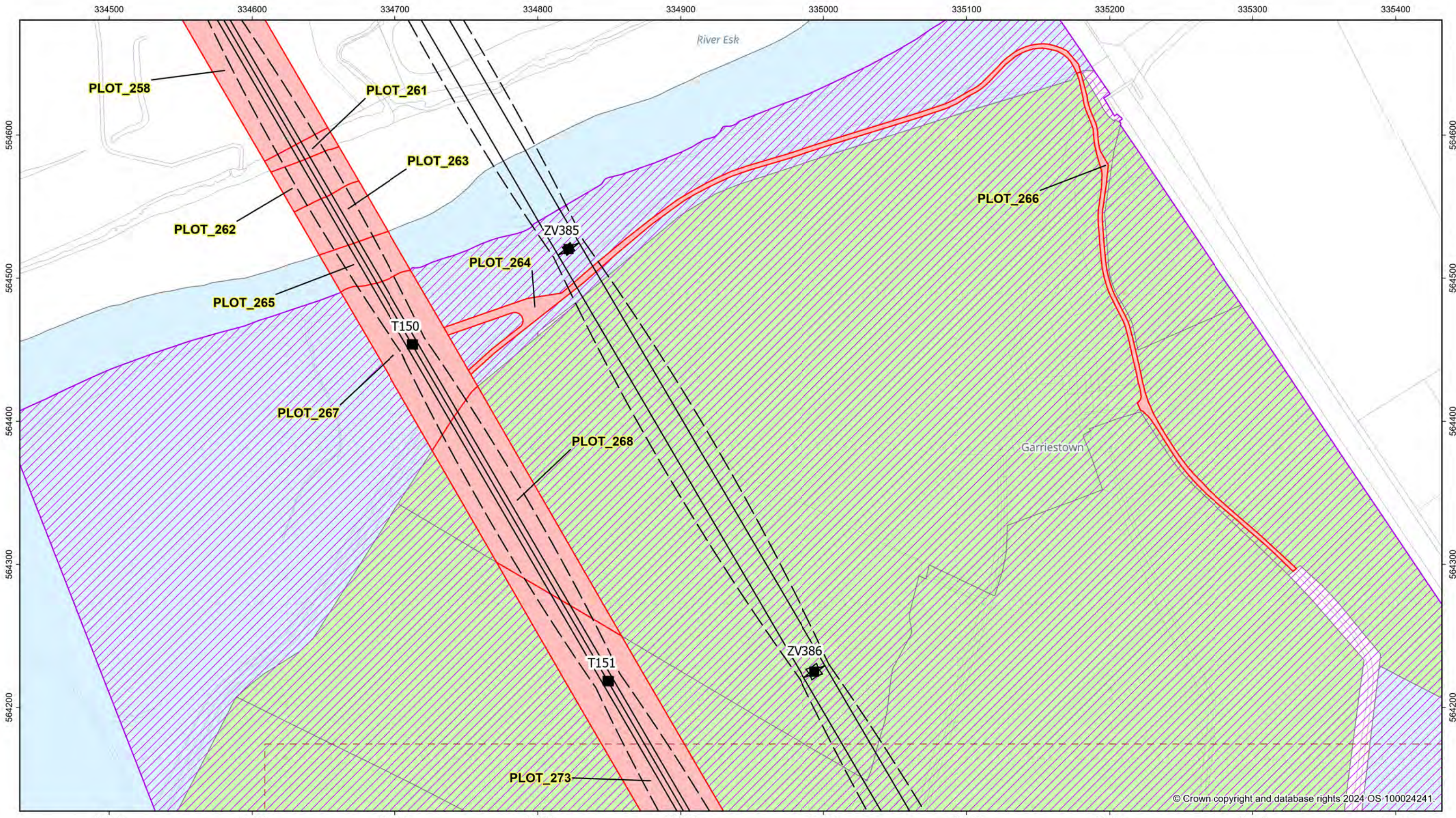
- Leads on complex compensation cases across the firm.
- Acted as expert witness in a Necessary Wayleave Hearing for Electricity North West this was successful, and the necessary rights were protected.
- Acted as an expert in the 6 week public inquiry for Network Rail in the Trans Pennine project a £1 billion plus scheme.
- Acted as Expert witness for Network Rail in the East Anglia level crossing program TWAO hearings which lasted over several months and took place in several different locations.
- Successfully acted for National Grid in the Upper Tribunal on a case associated with the Hinkley overhead line project.
- Acted for West Birmingham and Sandwell NHS trust in several cases that were referred to the Upper Tribunal the cases were settled after the exchange of expert witness statements.
- Acted as Expert in cases referred to the Upper Tribunal in respect of the Nottingham Tram scheme including a £10m plus claim from a National retailer which was successfully settled at a fraction of the claim following submission of experts reports.
- Acted for General Motors in a high court cases against Manchester Ship Canal company regarding water discharge easements.
- Responsible for reviewing all CPO Tribunal cases in Bruton Knowles to ensure that the case is sound and there is a realistic prospect of success.
- Lead on several transport and utility projects across England.
- Led on the Strategic advice and property cost estimate for the major Heathrow West new Heathrow Terminal scheme, provided final sign off and valuation of major properties and set out PCE strategy.

Position regarding negotiations as at 7th February 2024

Grantor Name	Route	Status	RAG Status
Craig Bradbury - Land has been sold	AL	Agreed and being re-processed via solicitors	Green
Annette Elizabeth Trotter	AL	Agreed	Green
Robin Fisher	AL	Existing Easement	Red
Doreen Dixon & Isabella Sharpe Dixon	AL	Agreed	Green
James and Richard Westoll	AL	Not yet agreed	Yellow
Andrew William Rutherford and Jane Murray Rutherford	T	Completed	Blue
David Bell & Allan Bell	T	Not yet agreed	Yellow
Castletown Estates Castletown Trst Llp	T	Not yet agreed	Yellow
Castletown Estates Giles Herchard Gubbins Mounsey-Heysham	T	Not yet agreed	Yellow
Castletown Estates Armeria (Uk) Llp	T	Not yet agreed	Yellow
Len Park	T	Agreed	Green
National Highways	T	Not yet agreed	Yellow
Crown Estate	T	Existing Easement	Red
James and Richard Westoll	V	Not yet agreed	Yellow
Bridgehill Holdings	V	Agreed	Green
Andrew Thompson	V	Agreed	Green
William Swailes	V	Existing Easement	Red
John R Wharton and Jennifer A Wharton	V	Agreed	Green
Dorothy and Stephen Nicholson	V	Agreed	Green

John Fisher & Alan Fisher	V	Completed	
Heather Elizabeth Ferguson and Brian Jolly	V	Agreed	
Ian and Shirley Teasdale	V	Agreed	
David Stockbridge Coulthard	V	Agreed	
John S Hewson & Evelyn C Hewson	V	Agreed	
Daniel I J Bell	V	Agreed	
Electricity North West	V	Agreed	
Isobel Harrison & Richard Harrison	V	Agreed	
David Watson	V	Agreed	
Sandysike Pumping Station	V	Agreed	
Mark T Armstrong	V	Existing Easement	
Graham S Walker & Caroline E Walker	V	Existing Easement	
Mark T Armstrong, Allison Armstrong & Fiona Armstrong	V	Existing Easement	
Bruce Coulthard	V	Agreed	
Robin P Fisher and Moira R Fisher	V	Agreed	
Sheila Bonner	V	Existing Easement	
Andrew Armstrong	V	Agreed	
Roger and Michelle Khan	V	Agreed	
Paul and Pauline Brown	V	Agreed	
Partners Foundation Ltd	V	Agreed	
Christopher and Audrey Sewell	V	Agreed	
Geoffrey and Patricia Robinson	V	Agreed	
John & Susan Lawman	V	Agreed	
Diocese Of Carlisle	V	Agreed	
Hazel Manson & Susan McBride & Sandra Gribbon (Graham Manson)	V	Agreed	
Charles R W Pollock & Sylvia J Pollock	V	Agreed	
Michael J Hunter & Julie Hunter	V	Agreed	
Julie Hunter	V	Agreed	
Thomson, Raddick & Laurie Limited; C & D Auction Marts Limited	V	Agreed	

Peter J H Turner & Sheila Turner	V	Agreed	Green
Richard H Ferguson & David H Ferguson	V	Not yet agreed	Yellow
Thomas James Alexander Thompson - Alec Henderson	V	Agreed	Green
Richard H Ferguson & David H Ferguson	V	Existing Easement	Red
John R Wharton and Jennifer A Wharton	V	Existing Easement	Red
David Watson	V	Existing Easement	Red



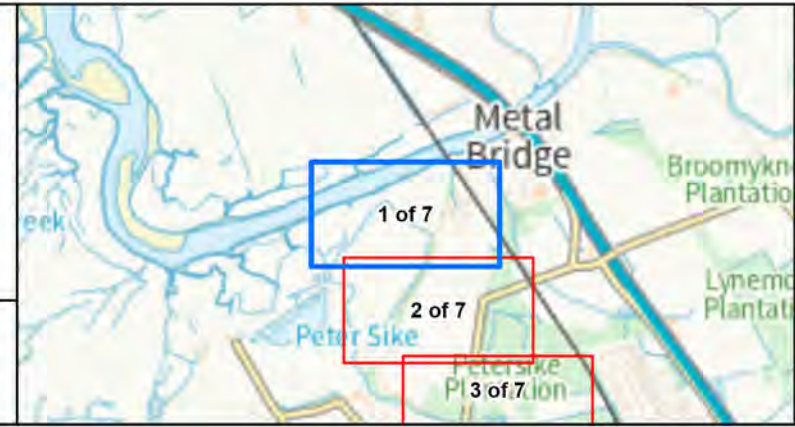
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Client	nationalgrid
Project	National Grid (Electricity) - Harker Energy Enablement Project
Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 1 of 7

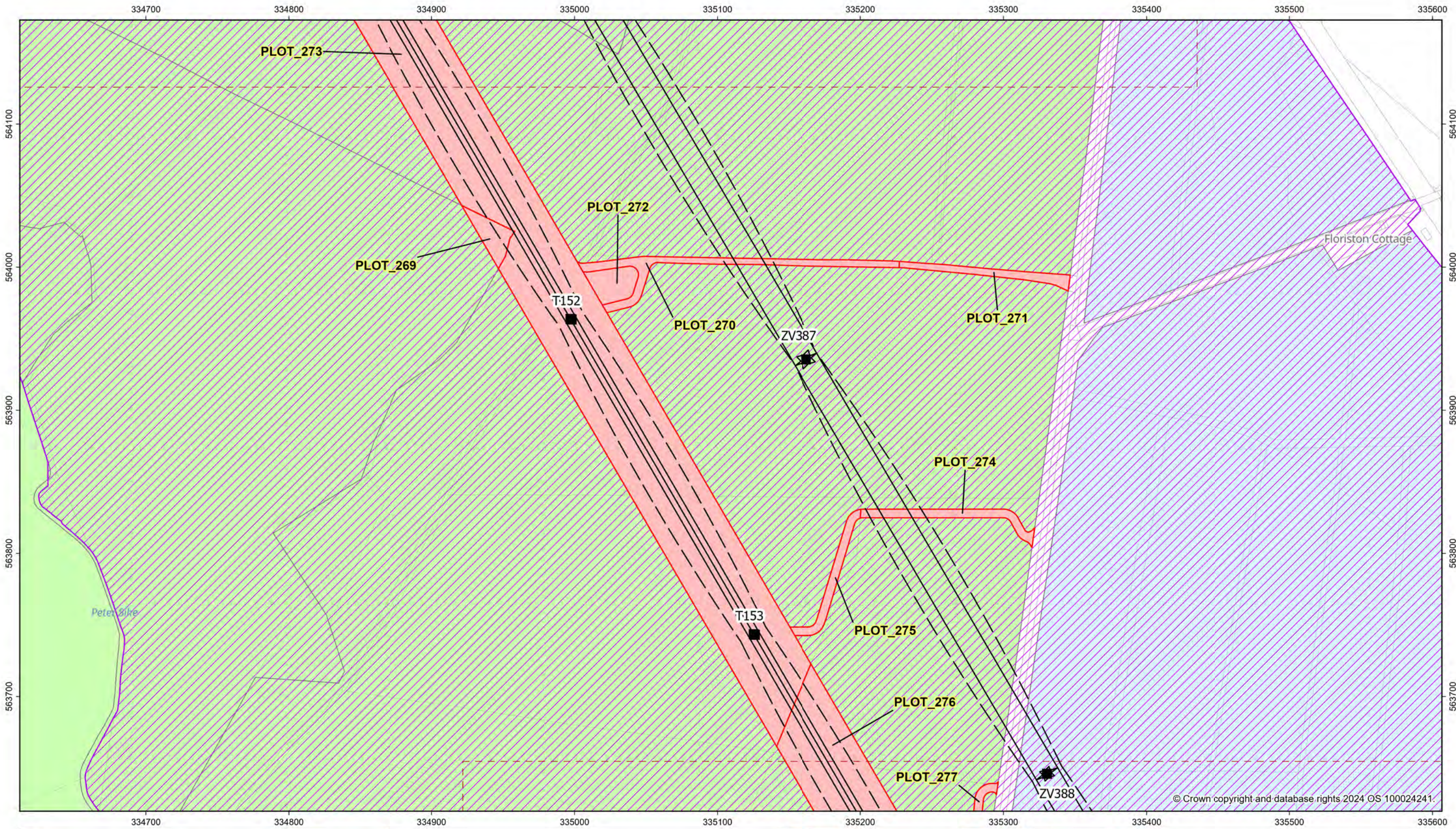
LEGEND

- Tower
- Centreline
- Conductor
- Swing
- Plots
- ARMERIA (UK) LLP
- CASTLETOWN TRST LLP
- Easement - Deed of Grant 9/12/19

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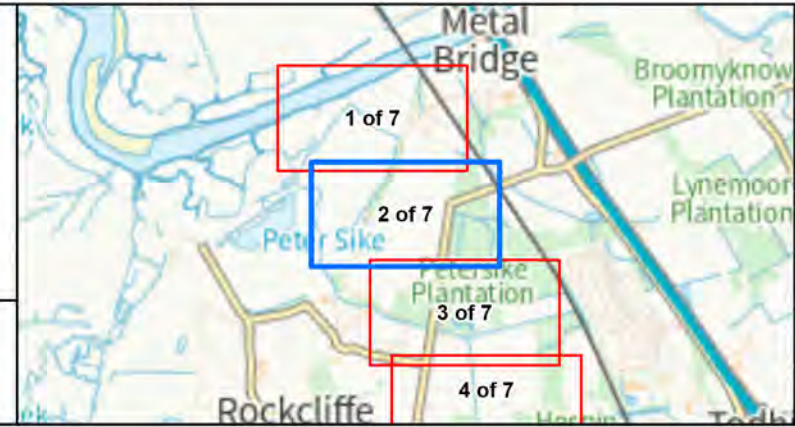


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Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 2 of 7

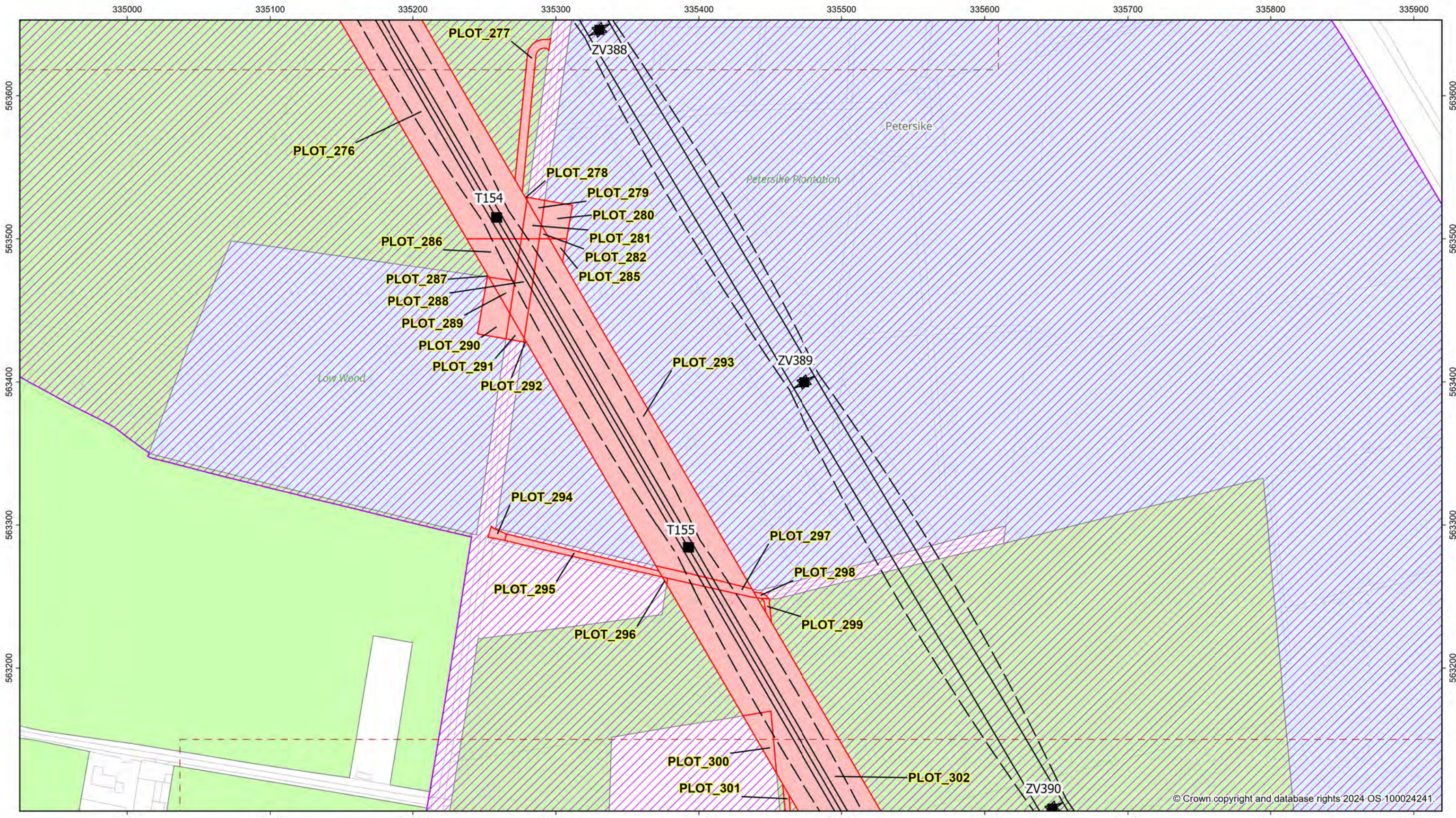
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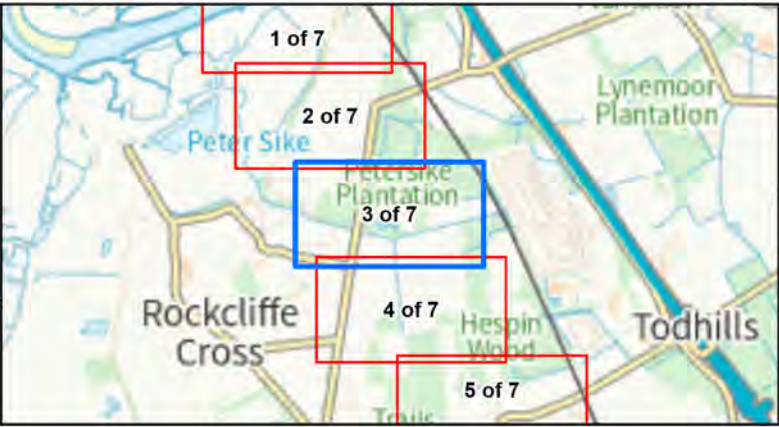


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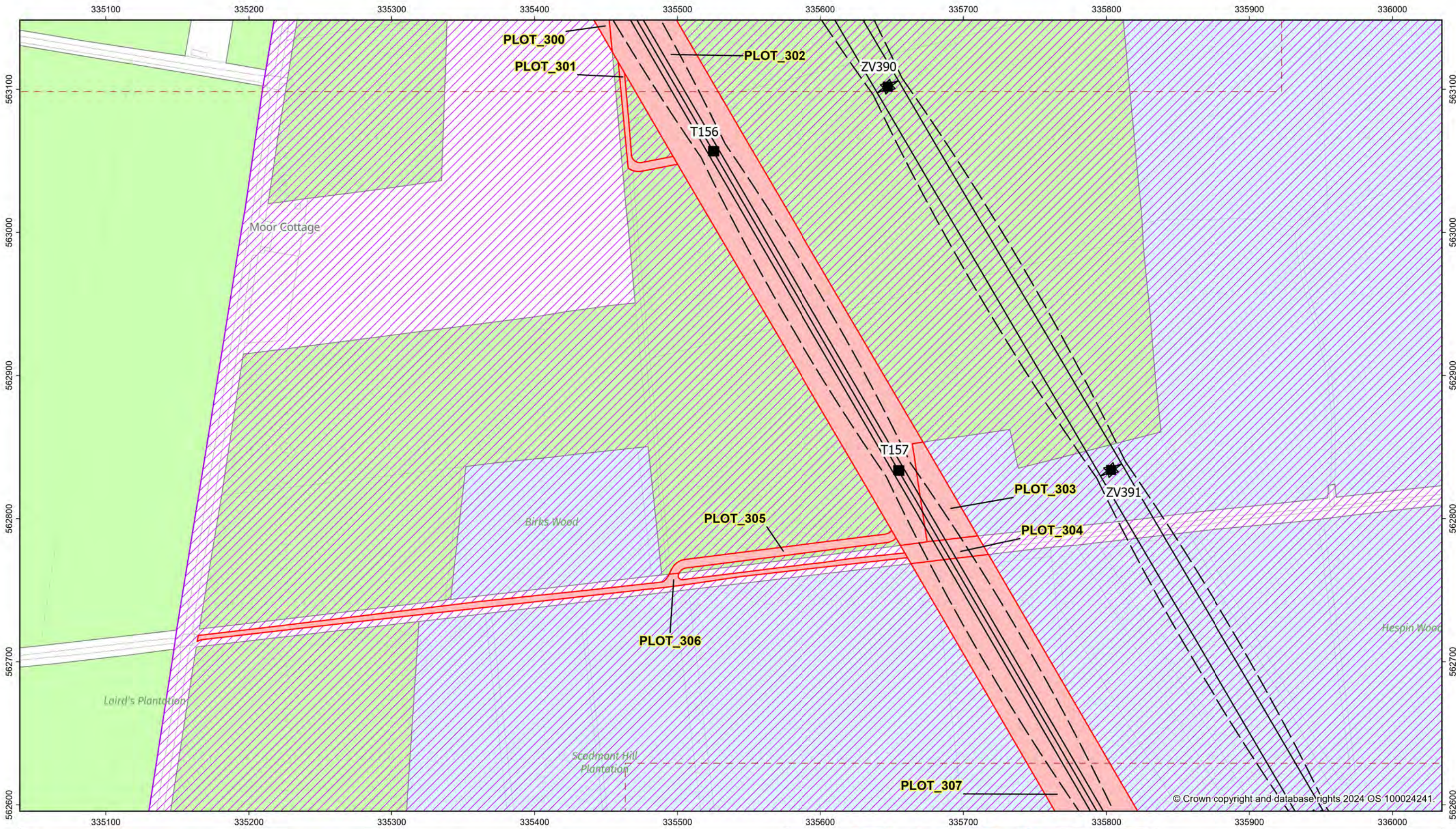
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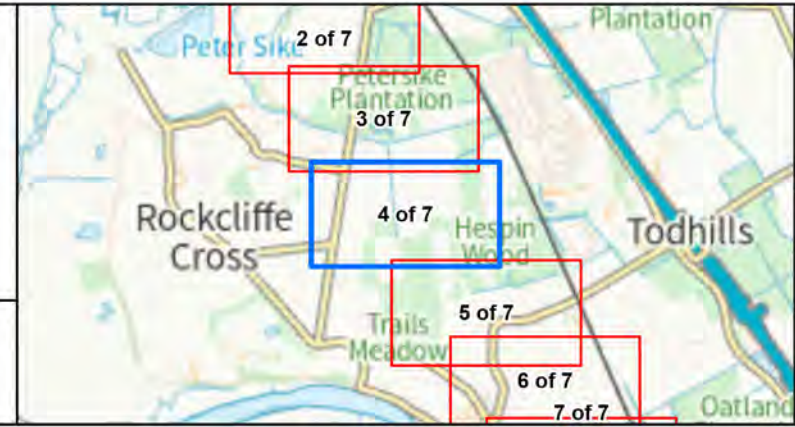
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Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 4 of 7

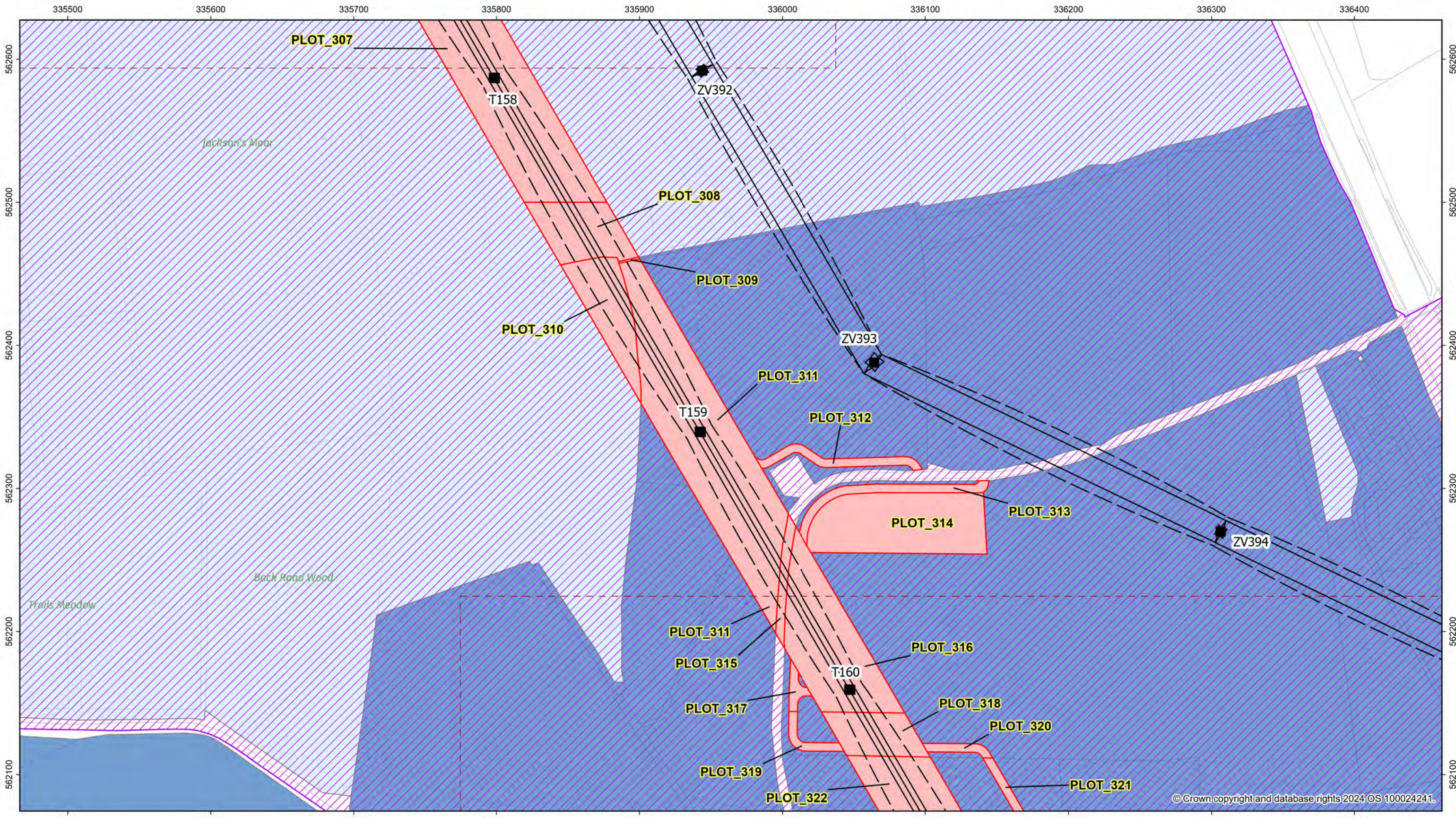
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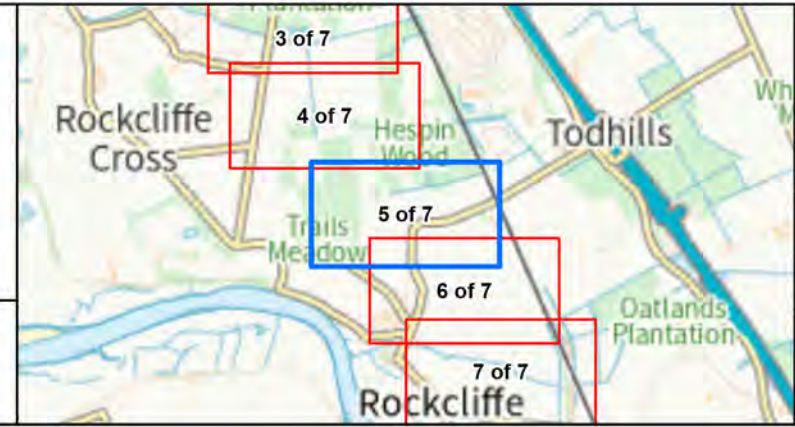
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Project	National Grid (Electricity) - Harker Energy Enablement Project
Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 5 of 7

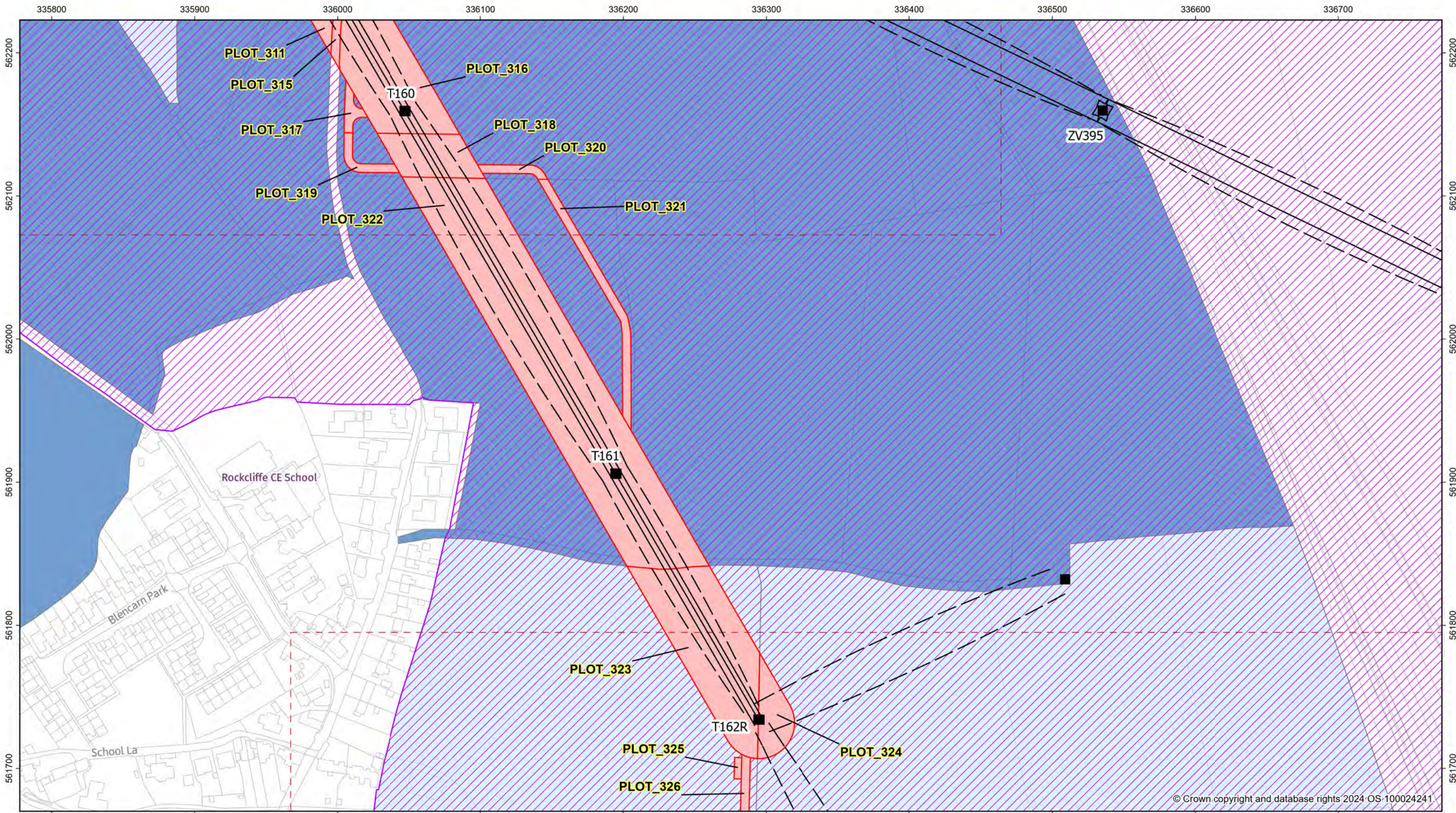
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- Plots
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- GILES HERCHARD GUBBINS MOUNSEY-HEYSHAM
- Easement - Deed of Grant 9/12/19

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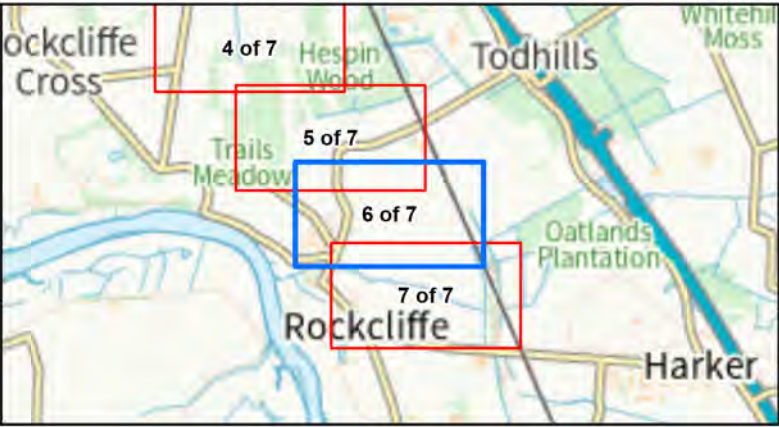
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Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 6 of 7

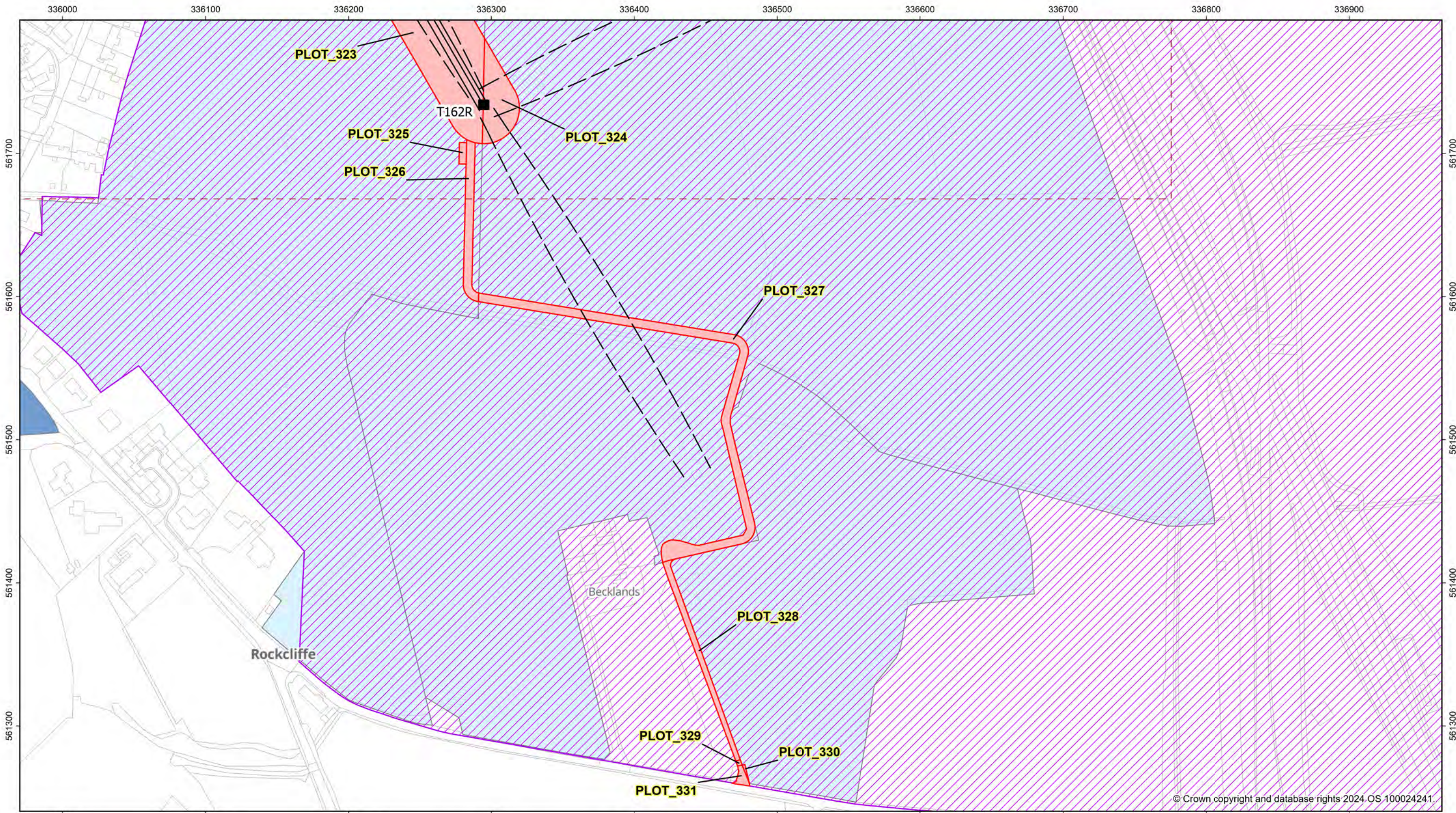
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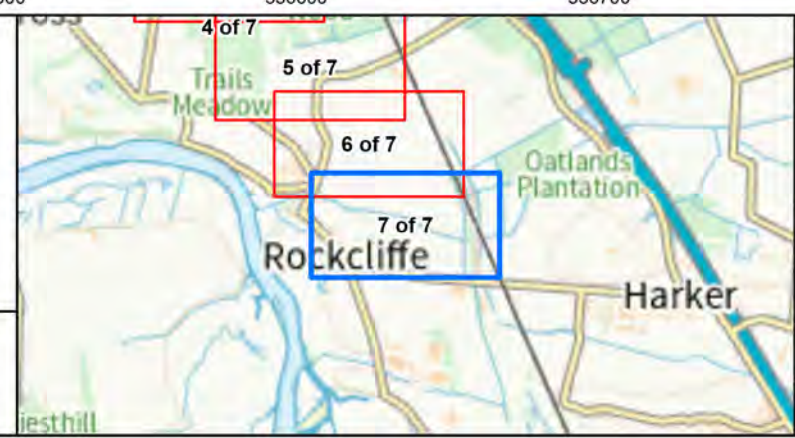
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Project Number	534746
Title Plan	Castletown Estate Plot Plan Plan 7 of 7

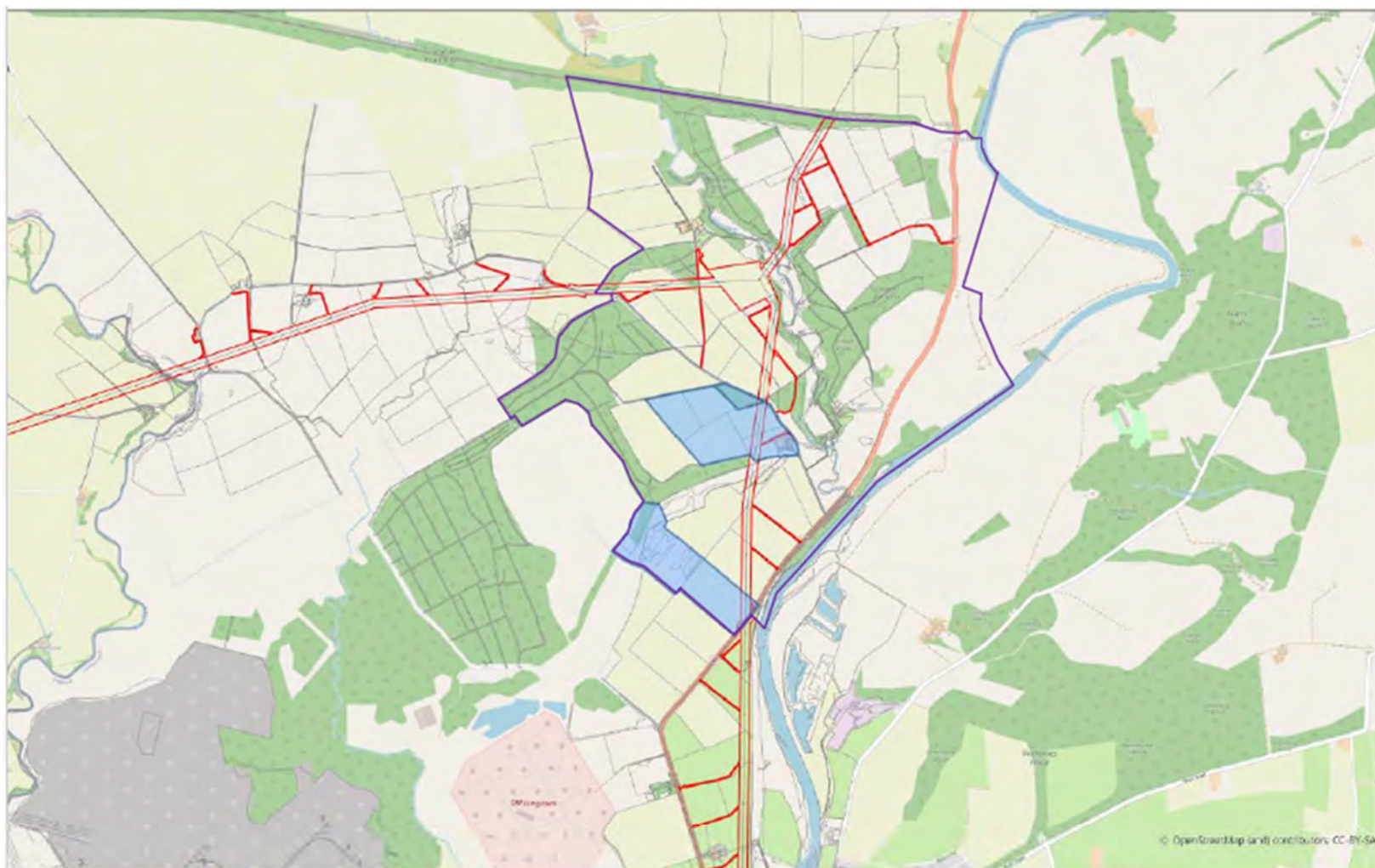
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nationalgrid

NATIONAL GRID ELECTRICITY TRANSMISSION
HARKER ENERGY EMBELLISHMENT PROJECT
COMPULSORY PURCHASE ORDER 2023

Number: 534746

J Westof Land

■ Westof Registered Land
■ Harker Redline
■ Ginger Estate Boundary

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Meters

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BK Bristol Knowles

Company No: 02049638
Company Postcode: G1 1NF
Company Phone: 01454 20000

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VERSION: 1 DATE: 14/09/23

Plot Number	Description	Owner	Type
	0 10.33 square metres of hardstanding, p	Unknown (as to Surface of Land) Sir James Fergus Surtees Graham BT Crofthead Longtown Carlisle CA6 5PA (in respect of Mines and Minerals) Simon Roger Kirkup Low Warden House Low Warden Hexham NE46 4SN (in respect of Mines and Minerals)	Surface = Unknown Owner/ Subsurface = Mines and Minerals
PLOT_055	2.79 square metres of public adopted highway (Arthuret Drive)	Unknown Cumberland Council Civic Centre Rickergate Carlisle CA3 8QG (In respect of public adopted highway (Arthuret Drive)) Sir James Fergus Surtees Graham BT Crofthead Longtown Carlisle CA6 5PA (in respect of Mines and Minerals) Simon Roger Kirkup Low Warden House Low Warden Hexham NE46 4SN (in respect of Mines and Minerals)	Surface = Highways/ Subsurface = Mines and Minerals
PLOT_060	225.07 square metres of scrubland and moderate tree coverage lying to the south west of Longtown Bridge and north of Sewage Works in the Parish of Arthuret	unknown	Unknown
PLOT_109	46.95 square metres of hedgerow and drain (Hall Burn) lying to the south west of Brisco Hill and to the north east of Hopesyke Industrial Estate in the Parish of Arthuret Unregistered	unknown	unknown
PLOT_152	157.15 square metres of private access and verge (Southview) and private commercial access lying to the south of Westlinton Bridge and to the west of Lyne Holme in the Parish of Westlinton Unregistered	Unknown Unknown (in respect of subsoil rights up to the centreline of the highway)	Unknown
PLOT_166	214.03 square metres of drain (Well Sike) and hedgerow lying to the west of The Glen and to the south of Dunno in the Parish of Westlinton Unregistered	unknown	rivers/waterway
PLOT_235	72.36 square metres of dense tree coverage lying to the north of Daffiestonrigg and to the south west of Glingerburn Bungalow in the Parish of Kirkandrews Unregistered	unknown	unknown
PLOT_245	110.02 square metres of agricultural land, foreshore (River Sark) and electricity pylon lying to the east of Sarkfoot Farm and to the south west of Guards Farm in the Parish of Kirkandrews Unregistered	Unknown Environment Agency Ghyll Mount Penrith Business Park Penrith CA11 9BP (In relation to the maintenance of rivers)	rivers/waterway
PLOT_315	529.26 square metres of public adopted highway (Unnamed Road) and verge lying to the west of Blackrigg and north east of Rockliffe Church of England School in the Parish of Rockliffe Unregistered	Unknown Cumberland Council Civic Centre Rickergate Carlisle CA3 8QG (In respect of public adopted highway (Unnamed Road)) Unknown (in respect of subsoil rights up to the centreline of the highway)	rivers/waterway

PIL	Plot Number(s)	Chronology	Current Status of Negotiations
The Crown Estate Commissioners	247, 248, 262, 263, 265	<p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>21/04/23 - RFI returned</p> <p>15/08/23 - e-mail to landowner sent</p> <p>25/08/23 - e-mail to BK confirming RFI sent and no further action required at this time.</p>	No Deed required as NGET have a Master Wayleave agreement with this Grantor
Allan Bell & David Bell	Teasedale	<p>30/08/22 - BK sent initial e-mail regarding walkover surveys.</p> <p>23/09/22 - Agent replied to initial e-mail regarding walkover surveys and noted her clients concerns regarding the height of the OHL over the floodbank. BK replied confirming we will raise the query with NGET.</p> <p>20/10/22 - NGET met with landowner to discuss Deed of Easement proposal and planned surveys.</p> <p>02/12/22 - BK had e-mail discussion with the Agent detailing the CPO timescale, Deed of Easement process and the National Grid standard framework for asset payments. The Agent asked to arrange a meeting to discuss further.</p> <p>05/01/23 - Agent e-mailed and asked to change the meeting from 19th Jan 2023 to 17th feb 2023.</p> <p>16/01/23 - Agent e-mailed asking if BK can meet her and the landowner on 17th Jan. BK replied saying that is too short notice and asked for meeting to be updated to 21st feb. Agent replied and asked for further drawings/details on the proposed scheme.</p> <p>18/01/23 - BK provided general information to the Agent on the works, surveys and the CPO timeline.</p> <p>21/02/23 - BK e-mailed Agent and confirmed they wont be able to attend meeting due to illness. Further e-mail discussion between Agent and BK regarding revised meeting dates.</p> <p>02/03/23 - E-mail discussion with Agent confirming revised meeting date of 14th March.</p> <p>14/03/23 - BK conducted meeting with Agent and landowner to discuss the Deed of Easement proposal, preferred access routes and proposed intrusive surveys.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1).</p> <p>24/04/23 - E-mail discussion with Agent requesting if BK can conduct an inspection of the property for injurious affection purposes. RFI returned - received via e-mail.</p> <p>27/04/23 - Agent confirmed this inspection is ok to proceed and she will conduct her valuation at the same time.</p>	Deed of Easement in negotiation

<p>Allan Bell & David Bell (cont.)</p>		<p>04/05/23 - BK conducted internal and external inspection of property and towers for injurious affection purposes. 09/05/23 - BK sent initial e-mail to Agent regarding intrusive surveys. 22/05/23 - BK sent formal letter, request for entry form and access plan to Agent in relation to the upcoming intrusive surveys. 25/05/23 - BK spoke to Agent and confirmed access for intrusive surveys. 13/07/23 - BK sent offer letter to Agent for Deed of Easement 14/07/23 - Agent replied asking for breakdown of the offer. 22/07/23 - BK provided breakdown of offer to the Agent. 27/07/23 - BK sent follow up e-mail to the Agent asking if they have reviewed the breakdown. 03/08/23 - Agent replied and queried the offer value due to impact on agricultural development and injurious affection values. 22/08/23 - BK sent revised offer to Agent. 25/08/23 - BK sent follow up e-mail to Agent asking for update. 01/09/23 - BK spoke to Agent who confirmed Grantor is on holiday and she will respond to the offer on his return. 06/09/23 - BK sent follow up e-mail to Agent asking for update. 07/09/23 - Agent replied to BK rejecting offer and submitted a counter offer. 14/09/23 - BK tried to contact Agent by phone and followed up with an e-mail requesting breakdown of counter Deed of Easement proposal. 05/10/23 - BK followed up with Agent and requested breakdown of counter Deed of Easement proposal. 26/10/23 - Response received from Agent providing breakdown of counter counter Deed of Easement proposal. 29/11/23 - BK sent further revised offer to Agent. 07/12/23 - Response from Agent advising they are to review the latest revised offer with their client and will refer back. 13/12/23 - BK follow up sent to Agent on revised Deed of Easement proposal.</p>	
<p>Andrew Armstrong</p>	<p>90</p>	<p>05/04/23 - RFI Letter sent (first mailing - Table 1) 24/04/23 - Grantor called back to request why he needs to return RFI. BK explained he has been contacted due to the swing boundary of the line crossing his property. 12/07/23 - BK sent offer letter to Landowner for a Deed of Easement.</p>	<p>Deed of Easement offer accepted</p>

Andrew Armstrong (cont.)		<p>26/07/23 - BK attempted to call landowner to discuss offer. 02/08/23 - BK attempted to call landowner to discuss offer. 09/08/23 - BK attempted to call landowner to discuss offer. 11/08/23 - BK attempted to call landowner to discuss offer. 15/08/23 - BK spoke to Grantor regarding offer details and Agent instruction. 16/08/23 - BK had e-mail discussion with Agent regarding the proposal and sent offer letter. Agent requested Easement plan. 22/08/23 - BK sent Easement plan to Agent. 29/08/23 - Freehold owner as per RFI return. 31/08/23 - BK sent follow up e-mail to Agent asking for update. 05/09/23 - Agent sent queries regarding the existing wayleave, Easement plan and rights NGET are looking to secure. 18/09/23 - BK sent revised offer letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 27/09/23 - Agent responded with queries regarding the easement. 28/09/23 - BK proposed a meeting to Agent for the 3rd October to discuss the offer. 25/10/23 - Meeting held between BK and Agent to discuss offer for Deed of Easement 10/11/23 - Email from Agent confirming acceptance of Deed of Easement Proposal 10/11/23 - BK confirm they will process required paperwork to complete the Deed of Easement</p>	
C & D Auction Marts Limited and Thomson, Roddick & Laurie Limited	048, 049, 050, 051, 052, 053, 054, 056, 057, 058, 059, 063	<p>24/10/22 - BK spoke to the Agent and relayed they have taken over the scheme and are looking to secure voluntary Deed of Easements across the scheme. BK asked the Agent for information on previous offers for her clients assets. 08/11/22 - spoke to Agent regarding updates of the previous Deed offers. 09/01/23 - Agent e-mailed saying no offer had been received for the assets at the cattle market. 17/01/23 - BK e-mailed initial offer to Agent for the tower V056. 31/01/23 - BK sent follow up e-mail to Agent asking if she has reviewed the offer. 13/02/23 - E-mail from Agent confirming she is waiting to hear from the Grantor regarding the offer. 09/03/23 - BK sent follow up e-mail asking for update from Agent/Grantor on offer. 05/04/23 - RFI Letter sent (first mailing - Table 1)</p>	Deed of Easement offer accepted

<p>C & D Auction Marts Limited and Thomson, Roddick & Laurie Limited (cont.)</p>		<p>23/04/23 - E-mail from Land Agent with query about RFIs -BK respond and address query. 28/04/23 - RFI returned 17/05/23 - BK called Agent by phone to advise NGET have requested they would like BK to visit the cattle market to conduct an external inspection of the cattle market and tower in lieu of proposing a revised Deed offer based on injurious affection. 17/05/23 - BK attend cattle market to conduct an inspection. 18/05/23 - E-mails between BK and the Agent to discuss a further meeting on site to discuss works and impact of tower to the property as a whole. 22/05/23 - E-mail from Agent confirming there are no development plans around pylon situated on cattle market land. 19/06/23 - BK sent e-mail to Agent to propose a meeting for the 5th July. The Agent confirmed this isn't possible. 23/06/23 - BK sent e-mail to Agent to arrange a meeting for the 17th July. 26/06/23 - Agent replied requesting another date. 11/07/23 - E-mail discussion between BK and the Agent discussing proposed meeting date of 31st July. 12/07/23 - Agent e-mailed to confirm meeting date of 31st July. 31/07/23 - Meeting conducted to discuss works and injurious affection. 15/08/23 - BK sent revised offer letter to Agent. 17/08/23 - Agent requested breakdown of revised offer. 11/09/23 - BK sent breakdown of offer to Agent. 12/09/23 - BK spoke to Agent regarding easement conditions and plan. 26/09/23 - Agent emailed BK querying the conditions of the proposed easement. 27/09/23 - BK replied to Agent answering their queries. 05/10/23 - Agent emailed BK with a counter proposal for the Deed of Easement. 18/10/23 - BK replied to the Agent to confirm the counter offer is accepted and will prepare paperwork for the Deed.</p>	
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<p>Castletown Estates (incl. Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey- Heysham)</p>	<p>264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 282, 286, 287, 289, 290, 291, 293, 295, 296, 297, 298, 299, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 316, 317, 318, 319, 320, 321, 322, 323, 324, 326, 327, 328, 329, 330, 332, 333, 334, 335</p>	<p>31/08/22 - BK contacted Grantor concerning upcoming surveys. 21/09/22 – Without Prejudice contact with Grantor 07/10/22 - BK e-mail sent to Grantor 08/10/22 - BK arranged meeting with Grantor for 2nd November 2022 to discuss Scheme. 02/11/22 - BK meeting with Grantor to give an overview of the Scheme. 21/11/22 - BK met with Agent and Grantor 26/01/23 - BK contacted Agent regarding the Scheme and to arrange property inspections. 02/02/23 - response from Agent advising his client will only allow external inspections of properties. 08/02/23 - BK contacted Agent inviting a further meeting on 21st February 23. 07/03/23 - Meeting confirmed between Agent and BK for 16th March 2023. 16/03/23 - Meeting at the Estate Office with Agent and Grantor. 21/03/23 – Without Prejudice contact from Agent 20/04/23 - Response from BK to Grantor to advise on CPO statute query. 12/05/23 - RFI returned by e-mail. 19/05/23 - Without Prejudice contact with Grantor 22/05/23 - Letter sent to Grantor with details of intrusive surveys. 06/06/23 - Without Prejudice contact with Grantor 08/06/23 - Response from BK to Grantor on points raised in meeting on 16th March 2023. 28/07/23 - Meeting with Grantor on site to discuss Scheme. 29/07/23 - Agent sent e-mail confirming he will be formally instructed soon. 11/08/23 - BK spoke with Agent who advised he is due to inspect the Estate. Agent also mentioned solar farm proposals for the Estate. 25/08/23 - BK spoke with Agent who mentioned he is due to inspect the estate in early September and will revert back to us following the inspection. 07/09/23 - BK sent e-mail to Agent 11/09/23 - Agent replied requesting in person meeting following his inspection. 12/09/23 - BK spoke to Agent and discussed potential meeting dates. 15/09/23 - Without Prejudice contact from Agent 12/10/23 - Without Prejudice contact to Agent 13/10/23 –Contact from Agent 20/10/23 - Without Prejudice contact to Agent 26/10/23 - Without Prejudice contact to Agent</p>	<p>Objecting to the CPO</p>
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<p>Castletown Estates (incl. Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey- Heysham) (cont.)</p>		<p>27/10/23 - Without Prejudice contact from Agent 31/10/23 - Objections to Harker Scheme received on behalf of Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey- Heysham. 04/11/23 - Without Prejudice contact to Agent 09/11/23 - Without Prejudice contact to Agent 11/11/23 - Without Prejudice contact from Agent 22/11/23 - Email from Agent concerning proposed use of land for a works compound. 25/11/23 - Response sent to Agent from BK to advise queries concerning compound, reinstatement following surveys and fee invoices are being reviewed. 30/11/23 - Without Prejudice contact to Agent 01/12/23 - E-mail to Agent concerning proposed use of land for a works compound. 06/12/23 - Objection responses to Harker Scheme for Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey- Heysham sent in letters via email to Agent. 6/12/23 – Without Prejudice contact to Agent 09/12/23 - Without Prejudice contact from Agent 14/12/23 - Without Prejudice contact to Agent</p>	
<p>Christopher Sewell & Audrey Elizabeth Sewell</p>	<p>80</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p>	<p>Deed of Easement in negotiation</p>

<p>Christopher Sewell & Audrey Elizabeth Sewell (cont.)</p>		<p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Diocese Of Carlisle</p>	<p>73</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p>	<p>Deed of Easement offer accepted</p>

Diocese Of
Carlisle (cont.)

08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.
05/04/23 - RFI Letter sent (first mailing - Table 1)
11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.
15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.
18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.
20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.
22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.
31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.
12/07/23 - BK sent offer letter to the Grantor.
31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
03/08/23 - Agent replied asking for meeting to discuss offer.
09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.
10/08/23 - Agent replied and agreed to meeting 11th August.
11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.
21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.
22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.
18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

Diocese Of Carlisle (cont.)		<p>29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.</p> <p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Geoffrey Robinson & Patricia Robinson	78	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p>	Deed of Easement offer accepted

<p>Geoffrey Robinson & Patricia Robinson (cont.)</p>		<p>12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Hazel Manson</p>	<p>071, 072</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if</p>	<p>Deed of Easement offer accepted</p>

Hazel Manson
(cont.)

the Grantor had reviewed previous e-mail.

05/04/23 - RFI Letter sent (first mailing - Table 1)

11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.

15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.

18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.

20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.

22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.

31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.

12/07/23 - BK sent offer letter to the Grantor.

31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

03/08/23 - Agent replied asking for meeting to discuss offer.

09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.

10/08/23 - Agent replied and agreed to meeting 11th August.

11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.

21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.

22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

Hazel Manson (cont.)		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23</p> <p>- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Ian Coulthard	108, 110, 112, 114, 115	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p>	Deed of Easement in negotiation

<p>Ian Coulthard (cont.)</p>		<p>03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Ian Joseph Teasdale & Shirley Anne Teasdale</p>	<p>172, 173</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1)</p>	<p>Deed of Easement in negotiation</p>

Ian Joseph
Teasdale &
Shirley Anne
Teasdale
(cont.)

11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.
15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.
18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grants concerns and confirmed inspection date.
20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.
22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.
31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.
12/07/23 - BK sent offer letter to the Grantor.
31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
03/08/23 - Agent replied asking for meeting to discuss offer.
09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.
10/08/23 - Agent replied and agreed to meeting 11th August.
11/08/23 - BK met with Agent and discussed Grants concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.
21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.
22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.
18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.
29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

<p>Ian Joseph Teasdale & Shirley Anne Teasdale (cont.)</p>		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>James and Richard Westoll</p>	<p>001, 002, 003, 004, 005, 006, 007, 009, 010, 011, 012, 013, 015, 016, 017, 024, 226, 236, 237, 239</p>	<p>13/10/22 - BK spoke with Grantor regarding Deeds of Easement - provisional meeting booked for 2nd Nov 22. 02/11/22 - Meeting with Grantor to discuss the Scheme and related matters. 18/11/22 - BK spoke with Grantor to arrange property inspections. 28/11/22 - BK met Grantor and completed inspections of properties. 05/04/23 - RFI Letter sent (first mailing - Table 1) 17/04/23 - Without Prejudice contact with Grantor 18/04/23 - BK spoke to the Grantor who relayed his concerns about the two new towers being erected. The Grantor requested further information and plans regarding the new towers and informed BK he is looking to employ an Agent 28/04/23 - RFI returned. 05/05/23 - BK sent an e-mail to the Grantor detailing the locations of the new towers. 30/05/23 - BK sent follow up e-mail to the Grantor regarding the new tower location plans and instructing an Agent. 05/06/23 - Without Prejudice contact with Grantor 19/06/23 - BK attempted to call the Grantor and sent a follow up e-mail asking if they have reviewed recent correspondence or employed an Agent as of yet. BK also requested dates for a further site meeting. 22/06/23 - Without Prejudice contact with Grantor 12/07/23 - BK spoke to the Grantor and arranged a meeting for 17th July 2023 17/07/23 - BK conducted site meeting with Grantor and discussed Scheme and proposed works.</p>	<p>Objecting to the CPO</p>

James and
Richard
Westoll (cont.)

27/07/23 - BK sent follow up e-mail to Grantor following the meeting. Grantor replied informing BK they have appointed an Agent.
29/07/23 - Agent sent e-mail confirming he will be formally instructed soon.
02/08/23 - BK sent e-mail to Grantor asking to confirm all occupiers/tenants on the estate.
11/08/23 - BK sent follow up e-mail to Grantor asking to confirm all occupiers/tenants on the estate.
16/08/23 - BK sent follow up e-mail to Grantor asking to confirm all occupiers/tenants on the estate.
24/08/23 - BK sent follow up e-mail to Grantor asking to confirm all occupiers/tenants on the estate.
25/08/23 - BK spoke with Agent who mentioned he is due to visit the estate in early September and will revert back after this.
07/09/23 -

12/09/23 - BK spoke to Agent and discussed potential meeting dates. Grantor e-mailed to confirm the query regarding occupiers/tenants on the estate has been passed to their Agent.
26/09/23 - Agent emailed BK to say he is still awaiting client instructions.
12/10/23 - Without Prejudice contact to Agent
16/10/23 - Contact from Agent
17/10/23 - Without Prejudice contact from Agent
20/10/23 - Without Prejudice contact to Agent
26/10/23 - BK sent a follow up email to the Agent
27/10/23 - Without Prejudice contact from Agent
31/10/23 - Objection to Harker Scheme received
04/11/23 - Without Prejudice contact to Agent
06/12/23 - Without Prejudice contact to Agent
06/12/23 - Objection response sent in letter via email to Agent.
08/12/23 - Without Prejudice contact from Agent
13/12/23 - Without Prejudice contact to Agent

<p>Alec Henderson and Thomas James Alexander Thompson</p>	<p>131, 134, 136, 141, 142, 144, 145 147, 149, 150, 151, 154, 164</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	<p>Deed of Easement offer accepted</p>
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<p>Alec Henderson and Thomas James Alexander Thompson (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>John George Lawman & Susan Lawman</p>	<p>77</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around</p>	<p>Deed of Easement offer accepted</p>

John George
Lawman &
Susan Lawman
(cont.)

tower as they will not be accessing garden during the works.

12/07/23 - BK sent offer letter to the Grantor.

31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

03/08/23 - Agent replied asking for meeting to discuss offer.

09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.

10/08/23 - Agent replied and agreed to meeting 11th August.

11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.

21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.

22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

16/11/23

- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.

29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

20/12/23 - Email received from Agent confirming agreement to Deed proposal

<p>Paul Alan Brown & Pauline Margaret Brown</p>	<p>084, 085</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns</p>	<p>Deed of Easement offer accepted</p>
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<p>Paul Alan Brown & Pauline Margaret Brown (cont.)</p>		<p>from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Richard Hilton Ferguson & David Hilton Ferguson Richard Hilton Ferguson & David Hilton Ferguson (cont.)</p>	<p>021, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p>	<p>Existing Deed for some Plots, Deed of Easement in negotiation for remainder of Plots</p>

Richard Hilton
Ferguson &
David Hilton
Ferguson
(cont.)

31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.
12/07/23 - BK sent offer letter to the Grantor.
31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.
03/08/23 - Agent replied asking for meeting to discuss offer.
09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.
10/08/23 - Agent replied and agreed to meeting 11th August.
11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.
21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.
22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.
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07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal
20/12/23 - Email received from Agent confirming agreement to Deed proposal

<p>Robin Purdie Fisher & Moira Rachel Fisher</p>	<p>092, 093, 095, 096, 097, 098, 099, 102, 103, 105, 106, 107, 216, 217, 218, 219, 221, 222, 223, 224, 225</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	<p>Existing Deed for some Plots, Deed of Easement offer accepted for remainder of Plots</p>
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<p>Robin Purdie Fisher & Moira Rachel Fisher (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Roger Gordon Khan & Michelle Lillian Khan</p>	<p>87</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around</p>	<p>Deed of Easement offer accepted</p>

<p>Roger Gordon Khan & Michelle Lillian Khan (cont.)</p>		<p>tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Annette Elizabeth Trotter</p>	<p>214</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p>	<p>Deed of Easement offer accepted</p>

Annette
Elizabeth
Trotter (cont.)

05/04/23 - RFI Letter sent (first mailing - Table 1)
11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.
15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.
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18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.
29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

Annette Elizabeth Trotter (cont.)		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Bridgehill Holdings Limited	194, 195, 198, 199, 200	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p>	Deed of Easement offer accepted

<p>Bridgehill Holdings Limited (cont.)</p>		<p>03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Charles R W Pollock & Sylvia F Pollock & David W A Pollock</p>	<p>068, 069, 070, 079</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p>	<p>Deed of Easement offer accepted</p>

Charles R W
Pollock &
Sylvia F Pollock
& David W A
Pollock (cont.)

18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.
20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.
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21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.
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- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal
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29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

Charles R W Pollock & Sylvia F Pollock & David W A Pollock (cont.)		<p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Craig Bradbury	211, 212, 213	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the</p>	Deed of Easement offer accepted

<p>Craig Bradbury (cont.)</p>		<p>works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Daniel Irving John Bell</p>	<p>157, 160</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for</p>	<p>Deed of Easement offer accepted</p>

Daniel Irving
John Bell
(cont.)

confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.

22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.

31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.

12/07/23 - BK sent offer letter to the Grantor.

31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

03/08/23 - Agent replied asking for meeting to discuss offer.

09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.

10/08/23 - Agent replied and agreed to meeting 11th August.

11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.

21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.

22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

16/11/23

- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.

29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

20/12/23 - Email received from Agent confirming agreement to Deed proposal

<p>David Stockbridge Coulthard</p>	<p>165</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	<p>Deed of Easement offer accepted</p>
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David Stockbridge Coulthard (cont.)		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.</p> <p>29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.</p> <p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
David Watson	122, 125, 127, 128, 129, 130	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around</p>	Existing Deed for some Plots, Deed of Easement offer accepted for remainder of Plots

<p>David Watson (cont.)</p>		<p>tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
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Dorothy Frances Nicholson & Stephen John Nicholson	171, 179, 181, 182, 183, 184, 185	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	Deed of Easement offer accepted
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<p>Dorothy Frances Nicholson & Stephen John Nicholson (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Electricity North West Limited</p>	<p>155</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p>	<p>Deed of Easement offer accepted</p>

<p>Electricity North West Limited (cont.)</p>		<p>12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Heather Elizabeth Ferguson & Brian Jolly</p>	<p>168</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1)</p>	<p>Deed of Easement offer accepted</p>

<p>Heather Elizabeth Ferguson & Brian Jolly (cont)</p>		<p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p> <p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.</p> <p>29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.</p>	
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<p>Heather Elizabeth Ferguson & Brian Jolly (cont)</p>		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Isabel Harrison & Richard Harrison</p>	<p>132, 133, 135, 137, 138, 139, 148, 153</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p>	<p>Deed of Easement offer accepted</p>

<p>Isabel Harrison & Richard Harrison (cont.)</p>		<p>03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Isabella Sharpe Dixon & Doreen Dixon Beck</p>	<p>227, 228, 229, 231, 233, 234</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p>	<p>Deed of Easement offer accepted</p>

<p>Isabella Sharpe Dixon & Doreen Dixon Beck (cont.)</p>		<p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p> <p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.</p> <p>29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.</p> <p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p>	
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Isabella Sharpe Dixon & Doreen Dixon Beck (cont.)		<p>17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
John Fisher & Alan Fisher	167, 169, 170, 175, 176, 284, 285	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p>	Deed of Easement offer accepted

<p>John Fisher & Alan Fisher (cont.)</p>		<p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>John R Wharton & Jennifer A Wharton</p>	<p>186, 187, 190, 191, 192</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK</p>	<p>Existing Deed for some Plots, Deed of Easement offer accepted for remainder of Plots</p>

John R
Wharton &
Jennifer A
Wharton
(cont.)

replied to the Grantors concerns and confirmed inspection date.
20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.
22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.
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09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.
10/08/23 - Agent replied and agreed to meeting 11th August.
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21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.
22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.
18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.
29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.
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16/11/23
- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal
17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.
29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

John R Wharton & Jennifer A Wharton (cont.)		07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal	
John Stalker Hewson & Evelyn Cynthia Hewson	158, 161, 162, 163	28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the	Deed of Easement offer accepted

<p>John Stalker Hewson & Evelyn Cynthia Hewson (cont.)</p>		<p>works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Leonard Maurice Park</p>	<p>300</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for</p>	<p>Deed of Easement offer accepted</p>

Leonard
Maurice Park
(cont.)

confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.

22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.

31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.

12/07/23 - BK sent offer letter to the Grantor.

31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

03/08/23 - Agent replied asking for meeting to discuss offer.

09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.

10/08/23 - Agent replied and agreed to meeting 11th August.

11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.

21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.

22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

16/11/23

- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.

29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal

20/12/23 - Email received from Agent confirming agreement to Deed proposal

Michael John Hunter & Julie Hunter	062, 063, 064, 065, 066, 067	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	Deed of Easement offer accepted
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<p>Michael John Hunter & Julie Hunter (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Partners Foundation Limited</p>	<p>81</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p>	<p>Deed of Easement offer accepted</p>

Partners Foundation Limited (cont.)		<p>12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Peter J H Turner & Sheila Turner & Martyn Turner	038, 039	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1)</p>	Deed of Easement offer accepted

Peter J H
Turner &
Sheila Turner
& Martyn
Turner (cont.)

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<p>Peter J H Turner & Sheila Turner & Martyn Turner (cont.)</p>		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Robert A A Rutherford & Andrew W Rutherford</p>	<p>241, 242, 249</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer.</p>	<p>Deed of Easement offer accepted</p>

<p>Robert A A Rutherford & Andrew W Rutherford (cont.)</p>		<p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Sandysike Pumping Station Limited</p>	<p>123, 124, 126</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p>	<p>Deed of Easement offer accepted</p>

<p>Sandysike Pumping Station Limited (cont.)</p>		<p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p> <p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.</p> <p>29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.</p> <p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p style="text-align: right;">16/11/23</p> <p>- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p>	
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Sandysike Pumping Station Limited (cont.)		<p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Graham Staverton Walker & Caroline Elizabeth Walker	118	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the</p>	Existing Deed

<p>Graham Staverton Walker & Caroline Elizabeth Walker (cont.)</p>		<p>works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Mark T Armstrong & Allison Armstrong & Fiona A Kay</p>	<p>116, 117</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden</p>	<p>Existing Deed</p>

Mark T
Armstrong &
Allison
Armstrong &
Fiona A Kay
(cont.)

concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.

22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.

31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.

12/07/23 - BK sent offer letter to the Grantor.

31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.

03/08/23 - Agent replied asking for meeting to discuss offer.

09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.

10/08/23 - Agent replied and agreed to meeting 11th August.

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21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.

22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

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Mark Thomas Armstrong	119, 120	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	Existing Deed
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<p>Mark Thomas Armstrong (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>Sheila Bonner</p>	<p>082, 088, 091</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1) 11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023. 15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection. 18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date. 20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property. 22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics. 31/05/23 - Grantor replied saying there will be no need for a demarcation zone around</p>	<p>Existing Deed</p>

<p>Sheila Bonner (cont.)</p>		<p>tower as they will not be accessing garden during the works. 12/07/23 - BK sent offer letter to the Grantor. 31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer. 03/08/23 - Agent replied asking for meeting to discuss offer. 09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August. 10/08/23 - Agent replied and agreed to meeting 11th August. 11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works. 21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required. 22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement. 18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>William Swailes</p>	<p>189, 196</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer. 08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail. 05/04/23 - RFI Letter sent (first mailing - Table 1)</p>	<p>Existing Deed</p>

William
Swales (cont.)

11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.

15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.

18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grants concerns and confirmed inspection date.

20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.

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18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK.

William Swailes (cont.)		<p>05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23</p> <p>- Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal.</p> <p>29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal</p> <p>20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
Church Commissioners For England	318, 319, 320	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p>	No Deed required - Mines and Minerals Rights Only

Church
Commissioners
For England
(cont.)

03/08/23 - Agent replied asking for meeting to discuss offer.
09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.
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<p>Cumberland Council</p>	<p>008, 019, 023, 026, 044, 048, 049, 050, 051, 055, 058, 070, 074, 075, 076, 086, 094, 097, 113, 121, 156, 159, 174, 177, 178, 180, 193, 201, 203, 204, 215, 216, 218, 220, 230, 232, 238, 270, 273, 281, 283, 288, 291, 295, 296, 297, 298, 299, 315</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	<p>No Deed required - Public Adopted Highway</p>
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Cumberland
Council (cont.)

18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent.

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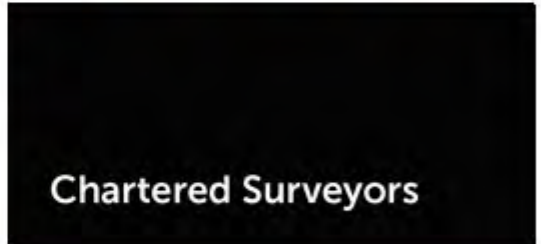
<p>The Honourable William James Lowther Ninth Earl of Lonsdale</p>	<p>136, 139, 142, 148, 153, 157, 160, 167, 169, 170, 171, 172, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 189, 191, 192, 193, 194, 196, 198, 199, 200, 201, 204, 205, 206, 207, 208, 209, 210, 271, 274, 276, 277, 281, 282, 284, 285, 286, 287, 288, 289, 290, 291, 293, 294, 295, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 329, 330, 331</p>	<p>28/02/23 - BK had phone discussion with Grantor regarding the scheme and Deed of Easement process. BK sent follow up e-mail confirming points discussed and advising an inspection would be required in order to calculate a Deed offer.</p> <p>08/03/23 - BK tried to call Grantor regarding inspection. BK sent follow up e-mail asking if the Grantor had reviewed previous e-mail.</p> <p>05/04/23 - RFI Letter sent (first mailing - Table 1)</p> <p>11/04/23 - BK sent e-mail to Grantor asking if she is free for an inspection in early May 2023.</p> <p>15/04/23 - Grantor sent e-mail about expressing her concerns on the CPO and filling out the RFI prior to meeting with BK and the inspection.</p> <p>18/04/23 - Spoke with Grantor appointed Agent regarding concerns raised on the CPO. BK replied to the Grantors concerns and confirmed inspection date.</p> <p>20/04/23 - Inspected property and discussed CPO process and access through garden concerns with Grantor. Grantor sent follow up e-mail following inspection asking for confirmation that NGET will not require access through her garden for the works or any future maintenance on the tower outside the property.</p> <p>22/05/23 - BK sent e-mail to Grantor detailing National Grid's views on garden access and Easement specifics.</p> <p>31/05/23 - Grantor replied saying there will be no need for a demarcation zone around tower as they will not be accessing garden during the works.</p> <p>12/07/23 - BK sent offer letter to the Grantor.</p> <p>31/07/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>02/08/23 - BK sent follow up e-mail to Agent asking for an update on the offer.</p> <p>03/08/23 - Agent replied asking for meeting to discuss offer.</p> <p>09/08/23 - BK e-mailed Agent asking to meet afternoon of the 10th August.</p> <p>10/08/23 - Agent replied and agreed to meeting 11th August.</p> <p>11/08/23 - BK met with Agent and discussed Grantors concerns regarding CPO plans. BK sent Agent previous correspondence with Grantor over access to property during the works.</p> <p>21/08/23 - BK e-mailed Agent stating we are drafting a FAQ sheet for the Grantor to explain the scheme and rights required.</p> <p>22/08/23 - Agent requested breakdown of the offer and draft Easement - raising concerns from their client regarding Deed of Easement.</p>	<p>No Deed required - - Mines and Minerals Rights Only</p>
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<p>The Honourable William James Lowther Ninth Earl of Lonsdale (cont.)</p>		<p>18/09/23 - BK sent revised offer, letter and FAQ sheet concerning Deed of Easement to Grantor and Agent. 29/09/23 - Query from Agent concerning Deed of Easement proposal - response sent via email from BK. 05/10/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 16/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 17/11/23 - Meeting with Agent to discuss Deed of Easement proposal. 29/11/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 07/12/23 - Follow up sent by e-mail from BK to Agent concerning revised Deed of Easement proposal 20/12/23 - Email received from Agent confirming agreement to Deed proposal</p>	
<p>James Fergus Surtees Graham Bt</p>	<p>001, 002, 003, 004, 005, 006, 007, 010, 011, 012, 013, 015, 016, 017, 021, 024, 027, 028, 029, 030, 031, 032, 033, 034, 035, 036, 037, 038, 039, 043, 048, 049, 050, 051, 052, 053, 055, 069, 070, 071, 072, 073, 074, 075, 077, 078, 079, 080, 081, 082, 084, 089, 090, 211, 212, 213, 214, 216, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 331, 233, 234, 236, 237, 238, 239</p>	<p>05/04/23 RFI Letter sent 23/05/23 - RFI re-issued by post 13/09/23 - BK followed up on RFI</p>	<p>No Deed required - Mines and Minerals Rights Only</p>

National Highways Limited	100, 101, 102, 240,	05/04/23 - RFI Letter sent (first mailing - Table 1) 21/08/23 - BK received e-mail update from Jo Walker at NH. She advised that they will respond to the RFI by the 04/09/23 and will provide progress updates prior to this. 23/08/23 - RFI response from NH confirming no interest on CU117092	No Deed required - Public Adopted Highway
National Highways Limited	256	05/04/23 - RFI Letter sent (first mailing - Table 1) 21/08/23 - BK received e-mail update from Jo Walker at NH. She advised that they will respond to the RFI by the 04/09/23 and will provide progress updates prior to this. 25/09/23 - Email to National Highways proposing Deed of Easement offer for access only 09/11/23 - Query sent to BK from National Highways concerning proposal for Deed 16/11/23 - Email sent by BK addressing queries 07/12/23 - Follow up email sent by BK on Deed of Easement offer	Deed of Easement in negotiation

Countryside Stewardship Note

Produced by Hannah Morgan MRICS FAAV



Contact Details

Prepared by: **Bruton Knowles**
Easters Court, Leominster, Herefordshire, HR6 0DE

BK Contacts: **Hannah Morgan MRICS FAAV** T: 01568 610 007
Senior Surveyor E: hannah.morgan@brutonknowles.co.uk

Prepared for: **Harker Energy Enablement Project**

Client Contacts: **Nigel Billingsley** T: 07919 015 721
Partner – Utilities & E: nigel.billingsley@brutonknowles.co.uk
Infrastructure Team

Date: 12th February 2024

Version: Version 3

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Appendix 1 The Countryside Stewardship Regulations 2020

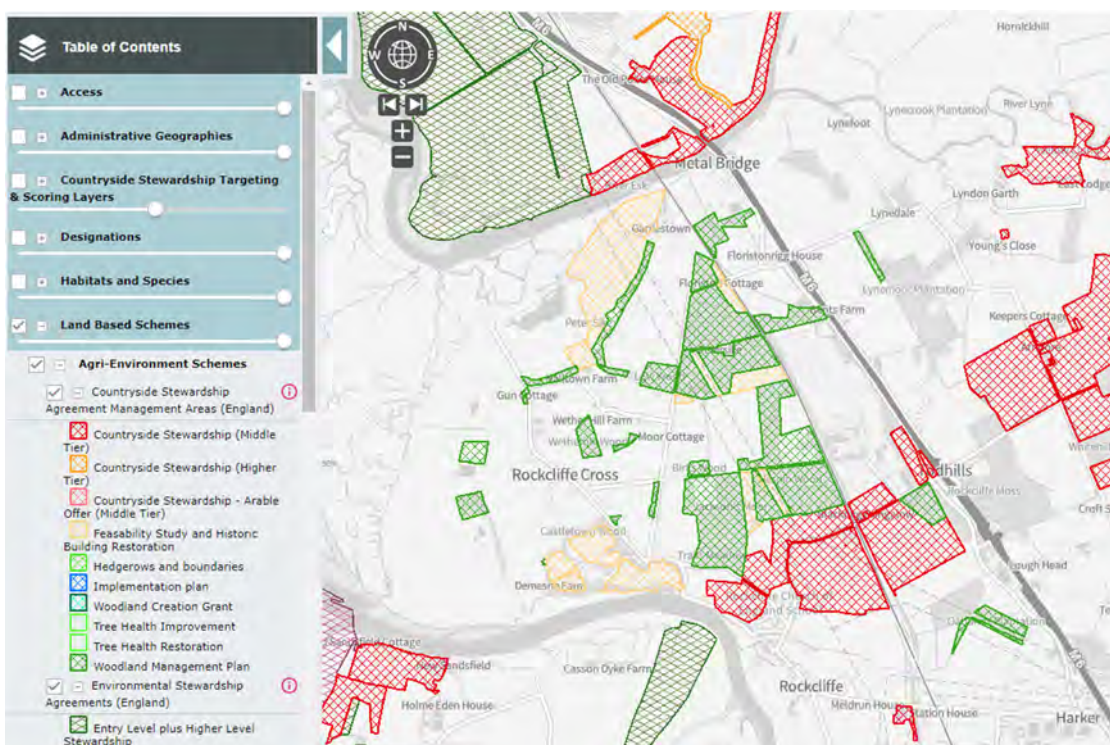
Appendix 2 Countryside Stewardship Higher Tier Manual 2020

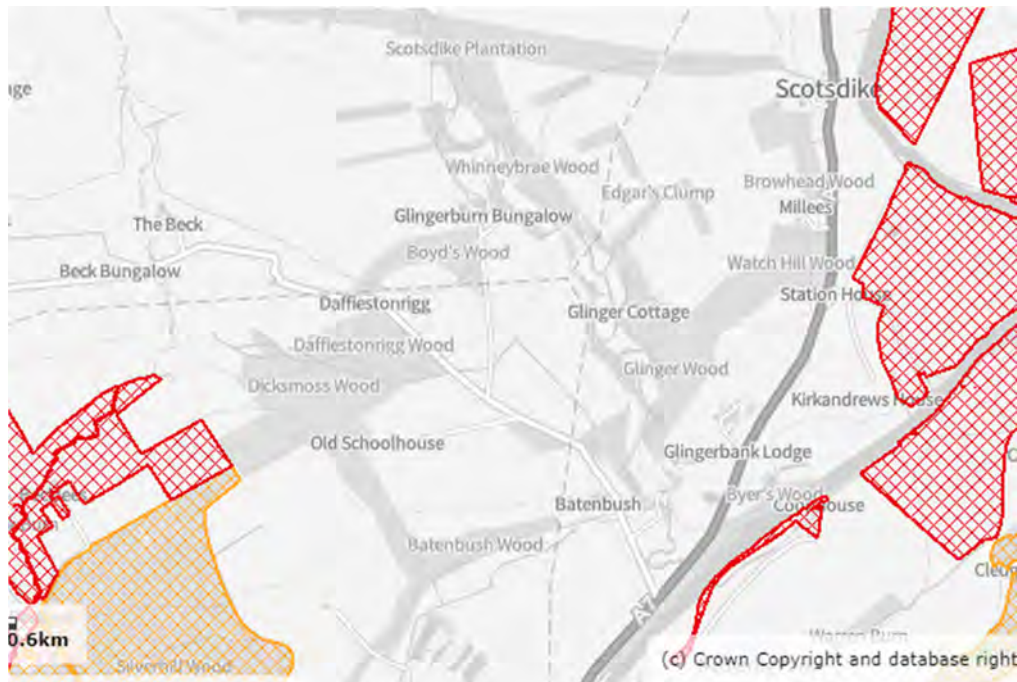
1. Introduction

This note has been produced for National Grid in light of the objections raised by Castletown Trust LLP, Giles Herchard Gubbins Mounsey-Heysham and Armeria (UK) LLP, who raised concerns regarding the impact of the Harker Project on their ability to claim Countryside Stewardship Scheme (CSS) payments.

The note has been prepared by Hannah Morgan, a Senior Surveyor in Bruton Knowles Rural team. Hannah has a degree in Rural Enterprise and Land Management and is a Chartered Surveyor, a RICS Registered Valuer and a Fellow of the Central Association of Agricultural Valuers. Hannah is experienced in many aspects of rural Land Agency and is particularly involved with Landlord and Tenant, Environmental Stewardships (including Countryside Stewardship), SFI applications, Valuations (bank, probate and capital gains tax) along with dealing with compensation claims for private clients for damages claims and negotiating terms for new Easement and Wayleave requests.

We understand that there are some existing scheme on the land as shown on the attached extract from the Magic Maps government website as shown below. We note that Magic Maps website does not show any CSS schemes on the Westoll land.





We have not been provided with the CSS agreements between any of the Castletown Estate Landowners and the Rural Payments Agency (RPA) nor any details of their future CSS plans, as noted in the objection, CSS agreements are not in the public domain unless disclosed by the Agreement Holder.

The document contains the following information:

1. Impact on Countryside Stewardship Scheme (CSS)
2. How CSS Rules Work
3. Ability for CSS modification and early termination
4. Circumstances where CSS payments are withheld, reduced or recovered/ revoked.

The Harker Energy Enablement Project works are set out in detail in Part 3 of the Statement of Case and evidence to the inquiry. The works are described as follows;

OHL Works T Route

- (a) Uprating by way of replacement of existing conductors and associated fittings (**T Route Uprating Works**); and refurbishment of the existing towers including foundations as required based on condition.

- (b) Installation of a new cable sealing end platform at tower FW1 to facilitate the connection of the T-route circuit to the new substation.
- (c) There will be a requirement to access the adjoining FW route (and specifically tower FW8) for safety earthing purposes.

OHL works AL Route

- (a) Uprating by way of replacement of existing conductors (**AL Route Uprating Works**); and refurbishment of the existing towers including foundations as required based on condition.
- (b) Connection of the new V-route circuit to tower AL68.

OHL works V Route

- (a) Uprating existing circuit by way of replacement of existing conductors and fittings and installation of a second 132 kV circuit on the existing towers (V Route Uprating Works); and refurbishment of the existing towers including foundations as required based on condition.
- (b) Installation of x2 gantries at V70 to facilitate a duck under arrangement whereby the newly installed second circuit travels underneath the existing AL route and connects to the existing Gretna-Hawick circuit to form a second Gretna-Harker-Hawick circuit.
- (c) Installation of a new OHL tower, V27R at Harker substation, to replace the existing V27 to allow the existing Gretna-Harker-Hawick and new second Gretna-Harker-Hawick circuit to be transferred from the existing 132kV substation to the new 132kV substation.

Whilst the new tower at V27R is being constructed, a temporary tower will be installed in order to maintain the existing Gretna-Harker-Hawick line during construction.

2. Countryside Stewardship Rules

2.1 How they Work Generally and under Higher Tier

Under The Countryside Stewardship (England) Regulations 2020, see Appendix 1, there are a variety of schemes which land managers/ farmers can apply for. This note focuses on the Environmental Stewardship option of Countryside Stewardship. There are eight branches of Countryside Stewardship which include:

1. Capital Grants
2. Higher Tier Capital Grants
3. Protection and Infrastructure Grants
4. Woodland Management Plan
5. Woodland Tree Health
6. Implementation Plan and Feasibility Study Grant
7. Higher Tier
8. Mid-Tier and Wildlife Offers

This note will focus upon Capital Grants (1) and Higher Tier Stewardship (7) given those are most relevant to the Objection raised.

The Countryside Stewardship rules under the Countryside Stewardship (England) Regulations 2020 appendices came into force on the 11th of February 2020. The Scheme supports Defra's Strategic Objectives of Cleaner, healthier environmental, benefiting people and the economy. It also supports Defra's 25-year Environmental Plan for our Country to be the healthiest, most beautiful place in the world to live, work and bring up a family. Subsidiary to the Regulations each scheme is covered by a manual, the most relevant being The Countryside Stewardship Higher Tier Manual (2020), see Appendix 2, notes that the grants are incentives for land managers to look after the environment with the Higher Tier being for land which requires more complex management tailored to an individual site.

The Countryside Stewardship Agreements are made between Eligible Persons (the landowner or land occupier depending on whom has management control) and the Rural Payment Agency over Eligible Land.

The Rural Payments Agency is an executive agency of the UK Department for Environment, Food and Rural Affairs.

Under the Countryside Stewardship Higher Tier Manual 2020, Eligible land is within an agricultural parcel or a protected site (e.g. SSSI), terrestrial priority habitat, land that supports priority species and can include woodland areas. Ineligible land is developed land (including hard standing, buildings, yards, tracks), areas of solar panels, land with no management control, areas on permanent running or standing water or land in other non-compatible schemes/ objectives or land not solely in England.

Section 4 of the Countryside Stewardship (England) Regulations 2020 require Agreements to specify:

1. Duration of agreement
2. Activity(ies) that the Countryside Stewardship Holder must carry out
3. Terms and Conditions which Countryside Stewardship holders must comply with
4. Payment Schedule.

The Countryside Stewardship agreements are generally 5 year legally binding agreements, although some Higher Tier options are between ten and thirty years depending on the term required to deliver the objective along with Capital works required to be undertaken in the first two or three years (agreements depending). Where agreements extend beyond five years, they have break clauses available at every five years. Break clauses can be used by the Agreement Holder or the RPA for termination only. Amendment or modification is not allowed. Where break clauses are executed correctly, as long as there has been no breach of the agreement, the Agreement Holder will not be required to repay sums received.

Once the applicant has made their proposal through the application process, the applicant and/or their agent will work with Natural England and Forestry Commission representatives (depending on the scheme a representative from both or the most relevant authority) to design the scheme, ensuring all objectives can be achieved as required for the priority habitats prior to scheme acceptance. It is usual for schemes who have had Natural England or Forestry Commission input to be approved. Given this process it is expected that the Agreement holders meet all the requirements throughout the duration of the term.

Within the Higher Tier Countryside Stewardship Scheme Manual (2020), the RPA consider applications against their main priority and focus areas which are Biodiversity and Water Quality. After considering

those priority areas, they will continue to assess applications against their further seven important objectives which are as follows:

1. Woodland improvement
2. Flood management
3. Historic environment
4. Landscape character
5. Genetic conservation
6. Educational access
7. Climate change adaptation and mitigation

Each relevant priority area will have options for Agreement Holders to choose from to achieve one or a combination of the aims above. For example, an applicant could choose the option AB1: Nectar Flower Fix to improve biodiversity by planting pollinator and butterfly habitat. Each chosen option will have a set of rules which require compliance by the Agreement Holder. For example, FGI: Fencing will require specific fencing design to be used (i.e. fencing posts of a certain height, specific wire etc) to ensure the correct fence is established. Each option includes the following rules which will form part of the legally binding agreement:

1. Where the option can and cannot be used – i.e. on what land/ neighbouring a specific feature
2. What features can be included (normally ground or water feature) i.e. can ditches, ponds
3. How the action benefits the environment i.e. what habitat creation
4. Requirements of the agreement holder (what they are and aren't allowed to do) i.e. their actual obligations
5. Records to keep e.g. photographs, invoices, farm diary, planting records and condition
6. Advice on achieving the option.

If the Agreement is subject to an inspection (satellite, records or in person ground inspection) the RPA will consider if all the rules as shown above are being complied with. If they are not complied with, they will investigate actions to remedy the breaches and penalties/reductions in payment claim.

2.2 Modification and Early Termination

Given the pre-application process consists of assessing the eligible land, in its current condition, against the available options and submitting an initial application which is followed by consultation with Natural England and the Forestry Commission, there should be no need for modification during the term, save for

exceptional circumstances (e.g. Agreement Holder death, land sales or early tenancy termination or compulsory land take). Otherwise, the only modifications arise from slight area alteration through satellite remapping of parcels and from a law change or weather implication which would be communicated by the RPA, having assessed as appropriate any implications for options, for example in serious drought conditions, hay making dates maybe altered to reduce the risk of fire.

Given the application process and comments above, the ability to modify a scheme is very limited, however the Regulations do allow for Early Termination or for longer schemes, Break Clauses.

The Agreement Holder also has the right to early terminate the schemes. To do so, they apply to the RPA in writing and usually repay all or part of the received payments. The RPA may also terminate due to a breach or eligibility change. They will advise of any repayment in this circumstance.

Under 6.8.4 of the Higher Tier Countryside Manual 2020, in some exceptional circumstances Force Majeure is considered and claimed on a case-by-case basis. This is the option which the RPA have suggested for farms effected by HS2. In the event that new apparatus would seriously negatively impact the eligible land or take land permanently, then the force majeure route should be available to the landowner and any potential financial loss could be recovered as part of a compensation claim. The RPA will advise the amount of repayment/ penalty necessary.

2.3 Payments Withheld/ Revoked/ Reduced

Where the RPA find breaches onsite, they have the right to apply penalties, reductions or revoke agreements. Breaches are usually found from inspections along with the late submission of annual returns.

The inspections are undertaken by satellite or on farm through:

1. Administrative Record Checking
2. Rapid Field Visits – field/ capital item specific
3. Agreement Monitoring – Visit from Natural England to monitor the Environmental progress
4. Full inspections – Compliance inspection across the entire Agreement.

The main reasons the RPA will apply a reduction or penalties to your annual payment are as follows:

Reason	Reduction	Penalty
Not declaring all your agricultural land and any non-agricultural land under a Rural Development Agreement	√	√
Claiming payments on land which is not eligible	√	
Claiming payments which is not under the Agreement Holder's management and control	√	
Agreement Holder does not follow management requirements	√	
Agreement Holder over claims capital payments	√	
Agreement Holder does not follow scheme rules	√	
Agreement holder breaches cross compliance rules	√	√
Late submission of annual claim		√
Late change the submitted annual claim		√
Agreement area significantly larger than actual		√
Claiming payments for capital works not completed		√

When assessing the level of penalty and reduction the RPA will assess the severity, extent, duration and re-occurrence of the breach.

In exception circumstances the RPA can suspend or terminate the agreement. With a suspension, the breach is rectifiable, and the RPA usually give the Agreement Holder 3 months to rectify. Payments during this period are suspended and recommence following rectification of the breach, however it is usual for the Agreement Holder to have their payments reduced or receive a penalty accordingly. Where a Breach is to sever to be rectified (caused through the Agreement Holder's serious non-compliance, or where the Agreement Holder has provided false evidence or failed to provide requested information) the RPA have the right to withdraw or terminate the agreement. The level of penalty will be determined by the RPA.

The Countryside Stewardship Higher Tier Manual 2020 notes the use of a Minor and Temporary Adjustment application, submitted to the RPA, when there are circumstances outside of the Agreement Holder's control which will prevent them from meeting the management objectives, therefore creating a breach. The application submitted states the reasoning, dates and how the event will stop the management objectives being met (breach). The application is received by the RPA who comments accordingly with

consent or rejection as appropriate. Where a statutory body gives notices of works or occupation these can be submitted as evidence. When a Minor and Temporary Adjustment is claimed, a reduction can be applied by the RPA for the relevant period. Any reduction in payment resulting from the adjustment is noted on the annual remittance which can be requested early to form part of a compensation claim as necessary. The RPA customer services team verbally note this route as best practice for when statutory bodies take entry for works outside of the Agreement Holder's control.

3. Conclusion

There is little guidance upon how to deal with the situation like the Harker Energy Enablement Project within the Countryside Stewardship Guidance. However, I spoke to an RPA customer service advisor and asked the advisor how in principle a situation where works were required around an overhead line and how this would be dealt with, I was told that I would need apply for a Minor and Temporary Adjustment (as discussed above). The application form is available from the RPA directly and where the application is straight forward, the consent or rejection can be given within 20 working days of the application being received by the RPA. Where it is not straight forward, details will be clarified with the applicant as required prior to a decision being made.

We have not had sight of existing or proposed CSS schemes on the land, however the guidance is that the Minor and Temporary Adjustment application could be followed as discussed above and advice is available from the RPA regarding its use, the applications, with any payment reduction for the claim year forming part of the compensation agreed.

Appendix 1

The Countryside Stewardship Regulations 2020

STATUTORY INSTRUMENTS

2020 No. 41

**AGRICULTURE, ENGLAND
COUNTRYSIDE, ENGLAND**

The Countryside Stewardship (England) Regulations 2020

Made - - - - 20th January 2020
Laid before Parliament 21st January 2020
Coming into force - - 11th February 2020

The Secretary of State, in exercise of the powers conferred by section 98 of the Environment Act 1995 ^{M1}, with the consent of the Treasury, makes the following Regulations:

Marginal Citations

M1 1995 c.25, as amended by the [Scotland Act 1998 \(Consequential Modifications\) \(No.2\) Order 1999 \(S.I. 1999/1820\)](#). Section 98(5) defines the appropriate Minister. The functions of the Minister of Agriculture, Fisheries and Food (which related only to England) were transferred to the Secretary of State by virtue of article 2(2) of the [Ministry of Agriculture, Fisheries and Food \(Dissolution\) Order 2002 \(S.I. 2002/794\)](#).

Citation, commencement, extent and application

1.—(1) These Regulations may be cited as the Countryside Stewardship (England) Regulations 2020 and come into force on 11th February 2020.

(2) These Regulations extend to England and Wales but apply to England only.

Commencement Information

II Reg. 1 in force at 11.2.2020, see [reg. 1\(1\)](#)

Interpretation

2.—(1) In these Regulations—

“agreement holder” means a CS agreement holder or a facilitation agreement holder;

“agreement year” means a period of 12 months commencing with the date of, or any anniversary of the date of, the coming into effect of a countryside stewardship agreement or a facilitation agreement;

“carry out”, in relation to an obligation under a countryside stewardship agreement or a facilitation agreement, includes ensuring that the obligation is carried out;

“countryside stewardship agreement” means an agreement under regulation 3;

“CS agreement holder” means a person who enters into a countryside stewardship agreement with the Secretary of State;

“eligible person” means—

(a) any person who has management control of the eligible land and sufficient control of the activities on that land to be able to meet the conditions of the countryside stewardship agreement for either—

(i) the duration of the agreement and any ongoing maintenance requirements set out in the agreement, or

(ii) part of the duration of the agreement and any ongoing maintenance requirements set out in the agreement, if the person to whom the management control will revert for the remaining part has co-signed the application for a grant under regulation 3, and

(b) whose business is, in the opinion of the Secretary of State, viable;

“facilitation agreement” means an agreement under regulation 6;

“facilitation agreement holder” means a person who enters into a facilitation agreement with the Secretary of State;

“facilitation services” means professional services to promote cooperation between members of a group;

“officer”, in relation to a body corporate, means a director, manager, secretary or other similar officer of the body or any person purporting to act in such capacity;

“officer” or “member”, in relation to an unincorporated association, includes any person purporting to act in such capacity;

“partner” includes any person purporting to act in such capacity;

“partnership” does not include a limited liability partnership;

“permanent crops” means non-rotational crops other than permanent grassland that occupy the land for five years or more and yield repeated harvests;

“permanent grassland” means land used to grow grasses or other herbaceous forage naturally or through cultivation and that has not been included in the crop rotation for five years or more;

“Priority Habitat” means a type of habitat identified as being of principle importance in England in accordance with section 41 of the Natural Environment and Rural Communities Act 2006 ^{M2};

“Priority Species” means those living organisms identified as being of principle importance in England in accordance with section 41 of the Natural Environment and Rural Communities Act 2006;

“qualified person” means either—

(a) a person from the farming, forestry or other land management sector, or

(b) a person with environmental land management experience and skills in providing facilitation services;

“unincorporated association” does not include a partnership.

(2) In these Regulations “eligible land” means any land that is registered on the Rural Payments Service held by the Secretary of State, and which is—

- (a) an area of agricultural land, including associated farm buildings, that is taken up by arable land, permanent grassland or permanent crops;
- (b) a protected site, including—
 - (i) Sites of Special Scientific Interest, as defined in section 52(1) of the Wildlife and Countryside Act 1981 ^{M3};
 - (ii) Special Area of Conservation (“SAC”), as designated in regulation 13 of the Conservation of Habitats and Species Regulations 2017 ^{M4}, and proposed SACs;
 - (iii) Special Protection Areas (“SPA”), as classified in regulation 15 of the Conservation of Habitats and Species Regulations 2017 ^{M5}, and proposed SPAs;
 - (iv) Ramsar Sites, which means wetlands designated under the Ramsar Convention as being of international importance, as described in section 37A of the Wildlife and Countryside Act 1981 ^{M6};
- (c) a terrestrial Priority Habitat;
- (d) land that supports a Priority Species;
- (e) an area of woodland that—
 - (i) is at least 0.5 hectares,
 - (ii) has an average width of at least 20 metres, and
 - (iii) contains groups or lines of trees that are, or will reach, at least 5 metres in height and with a crown cover of more than 20% of the ground area;

(3) But “eligible land” does not include land—

- (a) in relation to which any of the activities for which grant is sought—
 - (i) is funded by—
 - (aa) the European Union,
 - (bb) Parliament, or
 - (cc) a body exercising public functions within the United Kingdom; or
 - (ii) is required under any other form of legally binding obligation;
- (b) on which solar panels generate electricity other than for a use connected to those activities.

Commencement Information

I2 Reg. 2 in force at 11.2.2020, see [reg. 1\(1\)](#)

Marginal Citations

M2 2006 c. 16.

M3 1981 c. 69; the definition of “site of special scientific interest” in section 52(1) was inserted by the Countryside and Rights of Way Act 2000 (c. 37), [Schedule 9](#), paragraph 5(1) and (2).

M4 S.I. 2017/1012. Regulation 13 is prospectively amended by S.I. 2019/579.

M5 Regulation 15 is prospectively amended by S.I. 2019/579.

M6 1981 c. 69; section 37A was inserted by the Countryside and Rights of Way Act 2000 (c. 37), [section 77](#), and placed under a new heading by the Natural Environment and Rural Communities Act 2006 (c. 16), [Schedule 11](#) (1), paragraph 84.

Power to make grants under countryside stewardship agreements

3.—(1) The Secretary of State may make a grant to any eligible person who undertakes to carry out, in relation to eligible land, at least one of the activities listed in column 1 of Part 2 or 3 of the Schedule, those activities being, in the opinion of the Secretary of State, conducive to one of the purposes set out in section 98(1) of the Environment Act 1995.

(2) The eligible person must make an application for a grant in accordance with such requirements as the Secretary of State may specify (see regulation 8).

(3) A grant under paragraph (1) is subject to the following conditions—

- (a) that the eligible person enters into a countryside stewardship agreement with the Secretary of State; and
- (b) that the CS agreement holder complies with—
 - (i) the requirements set out in regulation 9, and
 - (ii) the terms and conditions set out in their countryside stewardship agreement.

(4) The countryside stewardship agreement must specify—

- (a) the duration of the agreement,
- (b) the activity or activities that the CS agreement holder must carry out,
- (c) the terms and conditions which the CS agreement holder must comply with, and
- (d) the payments to be made to the CS agreement holder by the Secretary of State.

(5) If, in the opinion of the Secretary of State, it is consistent with the purposes referred to in paragraph (1), the Secretary of State may modify the conditions of a countryside stewardship agreement by—

- (a) agreement with the CS agreement holder, or
- (b) serving notice on the CS agreement holder.

Commencement Information

I3 Reg. 3 in force at 11.2.2020, see [reg. 1\(1\)](#)

Rates of payment for countryside stewardship agreements

4. The rate of payment for each activity must not exceed that specified in column 3 of Parts 2 or 3 of the Schedule.

Commencement Information

I4 Reg. 4 in force at 11.2.2020, see [reg. 1\(1\)](#)

Notification of change in management control

5.—(1) The CS agreement holder is released from the countryside stewardship agreement if—

- (a) the CS agreement holder transfers management control of all or part of the land which is the subject of that agreement to another person (“the transferee”),
- (b) the transferee is an eligible person,
- (c) the transferee notifies the Secretary of State of the transfer within 90 days beginning with the day after the date of the transfer,

- (d) the transferee gives an undertaking to the Secretary of State to assume the obligations under that agreement in place of the CS agreement holder, and
 - (e) the Secretary of State has accepted that undertaking.
- (2) Paragraph (1) does not release the CS agreement holder in respect of any breach or other matter occurring before the acceptance by the Secretary of State of the transferee's undertaking.
- (3) Paragraph (1) does not apply in relation to a countryside stewardship agreement [^{F1}only] to carry out [^{F2}an] activity or matter specified in Part 3 of the Schedule.

- F1** Word in reg. 5(3) inserted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(2)(a)**
- F2** Word in reg. 5(3) substituted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(2)(b)**

Commencement Information

- I5** Reg. 5 in force at 11.2.2020, see reg. 1(1)

Power to make grants under facilitation agreements

6.—(1) The Secretary of State may make a grant to a qualified person who undertakes to provide facilitation services to help a group of land managers carry out, in relation to eligible land, any activity which, in the opinion of the Secretary of State, is conducive to one of the purposes set out in section 98(1) of the Environment Act 1995.

(2) A qualified person must make an application for a grant in accordance with such requirements as the Secretary of State may specify (see regulation 8).

(3) A grant under paragraph (1) is subject to the following conditions—

- (a) that the qualified person enters into a facilitation agreement with the Secretary of State;
- (b) that the facilitation agreement holder complies with—
 - (i) the requirements set out in regulation 9, and
 - (ii) the terms and conditions set out in their facilitation agreement.

(4) The facilitation agreement must specify—

- (a) the duration of the agreement,
- (b) the services that the facilitation agreement holder must provide,
- (c) the terms and conditions which the facilitation agreement holder must comply with, and
- (d) the payments to be made to the facilitation agreement holder by the Secretary of State.

(5) If, in the opinion of the Secretary of State, it is consistent with the purposes referred to in paragraph (1), the Secretary of State may modify the conditions of a facilitation agreement by—

- (a) agreement with the facilitation agreement holder, or
- (b) serving notice on the facilitation agreement holder.

Commencement Information

- I6** Reg. 6 in force at 11.2.2020, see [reg. 1\(1\)](#)

Changes to legislation: There are outstanding changes not yet made by the legislation.gov.uk editorial team to The Countryside Stewardship (England) Regulations 2020. Any changes that have already been made by the team appear in the content and are referenced with annotations. (See end of Document for details) [View outstanding changes](#)

Amount of grant for facilitation agreement

7. The Secretary of State must determine the amount of grant payable under regulation 6 as follows—

- (a) up to a maximum of £20,000 for the costs of delivering the facilitation services per agreement year,
- (b) £500 in respect of each member of the group per agreement year,

and the total payment for each agreement must not exceed £60,000 per agreement year.

Commencement Information

I7 Reg. 7 in force at 11.2.2020, see [reg. 1\(1\)](#)

Applications for grant

8. The Secretary of State may, in relation to any application under these Regulations, specify requirements concerning—

- (a) the timing of the application,
- (b) the form of the application, and
- (c) information to accompany or be contained in the application.

Commencement Information

I8 Reg. 8 in force at 11.2.2020, see [reg. 1\(1\)](#)

Claims for payment of grant

9. A claim for a payment under these Regulations must be made at such time and in such form as the Secretary of State reasonably requires and must contain or be accompanied by such information as the Secretary of State reasonably requires.

Commencement Information

I9 Reg. 9 in force at 11.2.2020, see [reg. 1\(1\)](#)

Time for making payment

10. A payment in accordance with these Regulations may be made at any time during or after the agreement year as the Secretary of State reasonably determines.

Commencement Information

I10 Reg. 10 in force at 11.2.2020, see [reg. 1\(1\)](#)

Powers of inspection

11. The Secretary of State may carry out, for the purposes of verifying that an agreement holder has complied with the terms and conditions of their agreement under these Regulations, such inspection as the Secretary of State may specify in that agreement.

Commencement Information

I11 Reg. 11 in force at 11.2.2020, see [reg. 1\(1\)](#)

Breaches of conditions for grant

12.—(1) The Secretary of State may determine, in relation to a grant made under these Regulations, that—

- (a) the agreement holder has, at any time, given false or misleading information to the Secretary of State;
- (b) the agreement holder is in breach of any of the terms or conditions of their agreement;
- (c) the agreement holder is in breach of any requirement to which they are subject under these Regulations;
- (d) the whole or any part of the sum paid or payable in relation to an agreement duplicates assistance provided or to be provided out of the monies made available by—
 - (i) the European Union,
 - (ii) Parliament, or
 - (iii) a body exercising public functions within the United Kingdom;
- (e) the activity for which the sum was paid or is payable is required to be carried out under another legally binding obligation;
- (f) there has been a material change in the nature, scale, costs or timing of any activity or facilitation services in relation to which an agreement has been made;
- (g) any activity or facilitation services in relation to which an agreement has been made has been or is being delayed, or is unlikely to be completed.

(2) Before making a determination under paragraph (1), the Secretary of State must give the agreement holder—

- (a) a written explanation of the reasons for proposing to make the determination, and
- (b) the opportunity of making written representations within such period as the Secretary of State considers reasonable.

(3) The Secretary of State must consider any written representations received from the agreement holder before making a determination.

Commencement Information

I12 Reg. 12 in force at 11.2.2020, see [reg. 1\(1\)](#)

Recovery of grant payment

13.—(1) Where the Secretary of State makes a determination under regulation 12(1), the Secretary of State, may—

- (a) withhold the whole or any part of any payment payable to the agreement holder, and

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(b) recover on demand the whole or any part of any payment already paid to the agreement holder.

(2) Where the Secretary of State makes a determination under regulation 12(1), the Secretary of State may suspend or terminate the agreement or any part of the agreement, and any entitlement of the agreement holder to payment in respect of the unexpired period of the agreement or part of the agreement shall be suspended or terminated, as the case may be.

(3) Where the Secretary of State terminates an agreement or part of an agreement under paragraph (2), the Secretary of State may also refuse to enter into any new agreement with that agreement holder for such period (not exceeding two years) from the date of termination as the Secretary of State may specify.

(4) The powers conferred on the Secretary of State by paragraphs (2) and (3) shall be exercisable by serving notice on the agreement holder.

Commencement Information

I13 Reg. 13 in force at 11.2.2020, see [reg. 1\(1\)](#)

Recovery of interest

^{F3}**14.**

F3 Reg. 14 omitted (8.2.2021) by virtue of [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(3)**

Sums payable to be recoverable as a debt

15. Where an agreement holder is liable to repay all or part of any payment in accordance with regulation 13(1)(b), the amount of the repayment^{F4}... is recoverable as a debt.

F4 Words in [reg. 15](#) omitted (8.2.2021) by virtue of [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(4)**

Commencement Information

I14 Reg. 15 in force at 11.2.2020, see [reg. 1\(1\)](#)

Appeals

16.—(1) An agreement holder may appeal in writing to the Secretary of State against a determination made under regulation 12(1), or against any other decision made by the Secretary of State under these Regulations, on any of the following grounds—

- (a) the decision was based on an error of fact;
- (b) the decision was wrong in law;
- (c) there has been a material procedural error.

(2) An applicant for a grant may appeal in writing to the Secretary of State against a decision by the Secretary of State not to offer a countryside stewardship agreement or a facilitation agreement on any of the grounds set out in paragraph (1).

(3) An appeal under this regulation must be received by the Secretary of State within 60 days of notification of the determination or decision being appealed.

(4) The Secretary of State must appoint a person or persons, up to a maximum of three, (“the appointed person”) to consider appeals under this regulation.

(5) The appointed person, upon considering an appeal under this regulation, must report in writing to the Secretary of State with conclusions on the appeal and a recommendation as to the manner in which the matter should be finally determined by the Secretary of State.

(6) The Secretary of State may—

(a) pay to the appointed person such reasonable remuneration in respect of that person's functions in this regard, and such travelling and other allowances, as the Secretary of State may determine, and

^{F5}(b)

(7) Following receipt of a report pursuant to paragraph (5), the Secretary of State must make a final determination.

^{F6}(8)

F5 Reg. 16(6)(b) omitted (8.2.2021) by virtue of [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(3)**

F6 Reg. 16(8) omitted (8.2.2021) by virtue of [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(3)**

Commencement Information

I15 Reg. 16 in force at 11.2.2020, see reg. 1(1)

Notices

17.—(1) For the purposes of regulations 3, 6 and 13, any notice required to be served on a person may be served by—

- (a) delivering it to that person;
- (b) leaving it at that person's proper address;
- (c) sending it by post or fax to that person's proper address;
- (d) sending it by email to that person's last known email address.

(2) For the purposes of paragraph (1)(a), a notice is delivered to—

- (a) a body corporate where it is given to an officer of that body;
- (b) a partnership where it is given to a partner or person having control or management of the partnership;
- (c) an unincorporated association where it is given to an officer or member of the governing body of the association or other person having management responsibilities in respect of the association.

(3) For the purposes of paragraph (1)(d), a notice is sent by email to—

- (a) a body corporate, where it is sent to an email address of—
 - (i) the body corporate, or
 - (ii) an officer of that body,where that address is supplied by that body for the conduct of the affairs of that body;
- (b) a partnership, where it is sent to an email address of—
 - (i) the partnership; or
 - (ii) a partner or person having control or management of the partnership,

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where that address is supplied by that partnership for the conduct of the affairs of that partnership;

- (c) an unincorporated association where it is sent to an email address of—
 - (i) an officer or member of the governing body of the association, or
 - (ii) any other person having management responsibilities in respect of the association, where that address is supplied by that association for the conduct of the affairs of that association.
- (4) In paragraph (1)(b) and (c), “proper address” means, in the case of—
 - (a) a body corporate, the registered office (if it is in the United Kingdom) or the principal office of the body in the United Kingdom;
 - (b) a partnership, the principal office of the partnership in the United Kingdom;
 - (c) an unincorporated association, the principal office of the association in the United Kingdom;
 - (d) any other person, that person's last known address.

Commencement Information

I16 Reg. 17 in force at 11.2.2020, see [reg. 1\(1\)](#)

Department for Environment, Food and Rural
Affairs

George Eustice
Minister of State

We approve

Rebecca Harris
David Rutley
Two of the Lords Commissioners of Her
Majesty's Treasury

SCHEDULE

Regulation 3(1)

Countryside Stewardship Activities

PART 1

INTERPRETATION

Commencement Information

I17 Sch. Pt. 1 in force at 11.2.2020, see [reg. 1\(1\)](#)

In this Schedule—

“beetle bank” means a linear raised earth bank in an arable field, covered in grass vegetation;

“biobed” means an installation comprising a mix of soil, straw and peat-free compost contained in a lined pit which treats pesticide residue;

“biofilter” means an installation comprising a mix of soil, straw and peat-free compost contained in stacked, linked water-tight containers which treats pesticide residue;

“brassica fodder crop” means a brassica crop which is grown to be grazed by livestock or cut for forage;

“buffer strip” means a strip of land adjoining a field boundary or environmental feature which is not cultivated and where the use of inputs is restricted;

“casting up” means a linear raised earth bank in the arable field, covered in grass vegetation;

“cultivated land” means land which is regularly cultivated by ploughing or other means;

“England LFA Maps” means the four volumes of maps entitled “Less Favoured Area Map of England 2009” dated 29th January 2010, and their Annex dated 15th January 2020, signed on behalf of the Secretary of State for Environment, Food and Rural Affairs and deposited at the offices of the Rural Payments Agency, Northgate House, 21-23 Valpy Street, Reading, Berkshire, RG1 1AF;

“eyesore” means an unsightly item which, in the opinion of the Secretary of State, has a negative effect on the landscape;

“fen” means an area of low-lying marshy ground;

“grassland” means land on which the vegetation consists primarily of grass species;

“grip blocking” means an intervention that raises the water level in a drainage ditch or channel to, at or near the soil surface to cause re-wetting of the surrounding area;

“heathland” means an area on which the vegetation consists primarily of ericaceous dwarf shrubs, grasses and trees, usually on acidic sandy soils;

“improved grassland” means grassland which—

- (a) has been drained, fertilised, re-seeded or otherwise managed to increase its productive capacity, and
- (b) receives more than 50 but not more than 100 kilograms per hectare of inorganic nitrogen fertiliser per year;

“in-field tree” means a tree, the trunk of which is entirely within the field and does not touch the field boundary;

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“in-field pond” means a pond which is entirely within the field and does not touch the field boundary;

“inputs” means fertiliser, manures, pesticides and seed;

“inspection pit” means chamber or pit that collects drainage for inspection, to check for blockages and sedimentation reducing the risk of runoff and water pollution;

“intensive grassland” means grassland which receives more than 100 kilograms per hectare of inorganic nitrogen fertiliser per year;

“leaky woody dam” means a woody barrier which slows the movement of water to increase flood storage capacity or the deposition of sediment;

“ley” means sown grass or herbage suitable for grazing or cutting;

“management plan” means a plan for carrying out any activity (other than the making of a payment) provided for in a countryside stewardship agreement;

“native breeds at risk” means breeds of livestock that appears on the United Kingdom Native Breeds At Risk list published on www.gov.uk;

“overwintered stubble” means the remains of a cereal, oilseed rape, field bean or linseed crop after harvesting, retained through the winter into the following year;

“pasture pump” means a low-lift, animal-operated water pump;

“ram pump” means a water-powered pump;

“reedbed” means an area of marshy ground on which the vegetation consists primarily of reeds;

“rhine” means a type of channel;

“rotational land” means land which will successively bear different crops as the rotation progresses including grass and clover in the fertility-building phase of the rotation;

“rough grazing” means grazing on permanent grassland on which the vegetation is predominantly natural owing to the difficult terrain or other physical constraint;

“scrape” means a shallow excavation which may hold water seasonally;

“sediment pond” and “sediment trap” means an area of still water that allows sediment to settle out from the water;

“seepage barrier” means a barrier that slows the movement of water;

“severely disadvantaged area” or “SDA” means any area of land shown coloured pink on the England LFA Maps;

“silt filtration dam” means a barrier that slows the movement of water in ditches;

“skylark plot” means an unsown, sparsely vegetated area of land in a field sown with cereals;

“successional” means containing a range of habitat structures appropriate to the specific target species;

“swale” means a grassed channel or waterway that collects and controls surface water or lightly contaminated water;

“sward” means an area of predominantly grass;

“traditional farm building” means a building or part of a building constructed for a use associated with agriculture—

(a) that was constructed using traditional methods and materials, or

(b) which is, in the opinion of the Secretary of State, of historic or landscape interest;

“tramlines” means machinery wheel tracks deliberately positioned in sown crops to help ensure field operations align to a common working width;

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“veteran tree” means any tree that shows features of—

- (a) a low, fat and squat shape,
- (b) a wide trunk compared to others of the same species, and
- (c) hollowing of the trunk;

“water meadow” means a meadow which is periodically inundated with water through a system of sluices and carriers.

[F7]PART 2

MANAGEMENT ACTIVITIES

F7 Sch. Pt. 2 substituted (13.3.2023) by The Countryside Stewardship (England) (Amendment) Regulations 2023 (S.I. 2023/159), reg. 1(1), Sch.

	<i>Column 1</i>	<i>Column 2</i>	<i>Column 3</i>
	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
1. Arable			
(a)	Nectar flower mix	Establishing and maintaining a mixture of pollen and nectar rich plants on arable land	£614 per hectare (“ha”)
(b)	Basic overwinter stubble	Retention of overwintered stubble until the following February	£84 per ha
(c)	Beetle banks	Creation (if appropriate) or maintenance of beetle banks	£667 per ha
(d)	Skylark plots	Creation of skylark plots to access growing cereal	£20.76 (£10.38 per plot minimum 2 plots per ha)
(e)	Nesting plots for lapwing and stone curlew	Establishing and maintaining plots for ground-nesting birds	£587 per ha
(f)	Enhanced overwinter stubble	Retention of overwintered stubble until the following July	£522 per ha
(g)	Whole crop cereals	Planting and harvesting whole crop cereals followed by overwintered stubble	£584 per ha

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	<i>Column 1</i>	<i>Column 2</i>	<i>Column 3</i>
	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(h)	Flower-rich margins and plots	Establishing flower-rich grass margins or plots as habitat and foraging for invertebrates and birds	£673 per ha
(i)	Winter bird food	Establishing blocks or strips of cereals, brassicas and other plants providing food for farmland birds, especially for autumn and winter	£732 per ha
(j)	Unharvested cereal headland	Creation of an unharvested, open structured cereal crop for wildlife	£822 per ha
(k)	Cultivated areas for arable plants	Creation of uncropped, cultivated areas for scarce and declining arable plants	£550 per ha
(l)	Supplementary winter feeding for farmland birds	Spreading winter feed mixture for birds in selected feeding areas	£669 per tonne for every 2 ha of winter bird food
(m)	Brassica fodder crop	Establishing and managing a brassica fodder crop as foraging sites for birds	£100 per ha
(n)	Harvested low input cereal	Establishing and managing an open-structure cereal crop as summer foraging for wildlife	£266 per ha
(o)	Two year sown legume fallow	Establishing and managing a legume fallow mix as food for farmland wildlife	£593 per ha
(p)	Autumn sown bumblebird mix	Establishing and managing a mix of flowering and seed bearing plants after harvest as food for farmland birds and insects	£637 per ha
2. Boundaries, Trees and Orchards			

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(a)	Protection of in-field trees on arable land	Protection of in-field trees on arable land	£503 per ha
(b)	Protection of in-field trees on intensive grassland	Protection of in-field trees on intensive grassland	£295 per ha
(c)	Management of hedgerows	Management of hedgerow (one-side)	£10 per 100 metres (“m”) for 1 side of a hedge
(d)	Management of traditional orchards	Management of traditional orchards	£264 per ha
(e)	Creation of traditional orchards	Creation of traditional orchards	£373 per ha
(f)	Veteran tree surgery	Carrying out specialist tree surgery to extend the lifespan of veteran trees	£379 per tree
(g)	Supplement for restorative pruning of fruit trees	Restorative pruning of mature fruit trees	£113 per tree
3. Coastal			
(a)	Management of coastal sand dunes and vegetated shingle	Management of coastal sand dunes and vegetated shingle	£339 per ha
(b)	Creation of coastal sand dunes and vegetated shingle on arable land and improved grassland	Creation of coastal sand dunes and vegetated shingle on arable land and improved grassland	£474 per ha
(c)	Management of coastal saltmarsh	Management of coastal saltmarsh	£97 per ha
(d)	Creation of inter-tidal and saline habitat on arable land	Creation of inter-tidal and saline habitat on arable land	£670 per ha
(e)	Creation of inter-tidal and saline habitat by non-intervention	Creation of inter-tidal and saline habitat by non-intervention	£494 per ha
(f)	Coastal vegetation management supplement	Management of grazing on saltmarsh or saline habitat	£117 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(g)	Creation of inter-tidal and saline habitat on intensive grassland	Creation of inter-tidal and saline habitat on intensive grassland	£494 per ha
4. Grassland			
(a)	Take small areas out of management	Taking small areas of permanent grassland out of management	£365 per ha
(b)	Permanent grassland with very low inputs outside SDAs	Management of permanent grassland with very low inputs outside SDAs	£151 per ha
(c)	Ryegrass seed-set as winter food for birds	Establishing a ryegrass seed-set on grassland to provide food in the autumn and winter for birds	£474 per ha
(d)	Legume and herb-rich swards	Establishment and maintenance of legume and herb-rich swards	£382 per ha
(e)	Permanent grassland with very low inputs in SDAs	Management of permanent grassland with very low inputs in SDAs	£98 per ha
(f)	Management of species-rich grassland	Management of species-rich grassland	£182 per ha
(g)	Restoration towards species-rich grassland	Restoration towards species-rich grassland	£235 per ha
(h)	Creation of species-rich grassland	Creation of species-rich grassland	£428 per ha
(i)	Management of wet grassland for breeding waders	Management of wet grassland for breeding waders	£353 per ha
(j)	Management of wet grassland for wintering waders and wildfowl	Management of wet grassland for wintering waders and wildfowl	£217 per ha
(k)	Creation of wet grassland for breeding waders	Creation of wet grassland for breeding waders	£547 per ha
(l)	Creation of wet grassland for wintering waders and wildfowl	Creation of wet grassland for wintering waders and wildfowl	£450 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(m)	Management of grassland for target features	Management of grassland for targeted habitats, species or features	£152 per ha
(n)	Creation of grassland for target features	Creation of grassland for targeted habitats, species or features	£432 per ha
(o)	Haymaking supplement	Continue or re-introduce haymaking on fields which are or were cut for hay once a year	£85 per ha
(p)	Rush infestation control supplement	Reduce rush cover in grassland with heavy infestations	£79 per ha
(q)	Lenient grazing supplement	Management of grazing to provide spring and summer invertebrate food	£44 per ha
5. Historic environment and landscape			
(a)	Maintenance of weatherproof traditional farm buildings	Maintenance of weatherproof traditional farm buildings	£4.42 per square metre (“sq m”)
(b)	Take historic and archaeological features out of cultivation	Taking land with archaeological or historic features out of cultivation	£476 per ha
(c)	Reduced-depth, non-inversion cultivation on historic and archaeological features	Reducing damage to historical and archaeological features under cultivation by using non-inversion machinery and shallower cultivation depths	£92 per ha
(d)	Scrub control on historic and archaeological features	Controlling scrub on historic and archaeological features	£175 per ha
(e)	Management of historic and archaeological features on grassland	Management of historic and archaeological features on grassland	£44 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(f)	Maintenance of designed/ engineered water bodies	Maintenance of designed or engineered water bodies	£2,129 per ha
(g)	Management of historic water meadows through traditional irrigation	Management of historic water meadows through traditional irrigation	£808 per ha
(h)	Maintenance of weatherproof traditional farm buildings in remote areas	Maintenance of weatherproof traditional farm buildings in remote areas	£6.93 per sq m
(i)	Restricted depth crop establishment to protect archaeology under an arable rotation	Restricting the depth of crop establishment to protect archaeology under an arable rotation	£211 per ha
6. Lowland heath			
(a)	Management of lowland heathland	Management of lowland heathland	£366 per ha
(b)	Restoration of forestry and woodland to lowland heathland	Restoration of forestry and woodland to lowland heathland	£229 per ha
(c)	Creation of heathland from arable or improved grassland	Creation of lowland heathland from arable or improved grassland	£607 per ha
7. Soil and water			
(a)	4-6m buffer strip on cultivated land	Creation (where appropriate) and maintenance of 4m or 6m buffer strips on cultivated land	£451 per ha
(b)	4-6m buffer strip on intensive grassland	Creation (where appropriate) and maintenance of 4m or 6m buffer strips on intensive grassland	£235 per ha
(c)	In-field grass strips	Creation (where appropriate) and maintenance of dense grassy areas on cultivated land	£658 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(d)	12-24m watercourse buffer strip on cultivated land	Creation (where appropriate) and maintenance of 12-24m buffer strips on cultivated land	£612 per ha
(e)	Enhanced management of maize crops	Management of maize and a cover crop to reduce the risk of soil erosion and run off	£172 per ha
(f)	Winter cover crops	Provision of a cover crop to reduce nitrate leaching	£129 per ha
(g)	Arable reversion to grassland with low fertiliser input	Reversion of arable land to grassland with low fertiliser input	£326 per ha
(h)	Management of intensive grassland adjacent to a watercourse	Management of intensive grassland adjacent to a watercourse	£207 per ha
(i)	Seasonal livestock removal on intensive grassland	Seasonal removal of livestock from intensive grassland adjacent to a watercourse	£115 per ha
(j)	Seasonal livestock removal on grassland in SDAs next to streams, rivers and lakes	Seasonal removal of livestock from grassland adjacent to a watercourse in SDAs	£77 per ha
(k)	Riparian management strip	Prevention of livestock access to a watercourse and provision of a buffer strip	£596 per ha
(l)	Making space for water	Helping water flow in a winding course across flood plains, flooding temporarily to restore river and wetland habitats	£781 per ha
(m)	Very low nitrogen inputs to groundwaters	Reduction of nutrient input to grassland	£396 per ha
(n)	Nil fertiliser supplement	Reduction of nutrient inputs to zero	£156 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(o)	Flood mitigation on arable reversion to grassland	Creation of temporary water storage to mitigate flood risk on arable reversion to grassland	£493 per ha
(p)	Flood mitigation on permanent grassland	Creation of temporary water storage to mitigate flood risk on permanent grassland	£281 per ha
8. Uplands			
(a)	Enclosed rough grazing	Maintain and enhance areas of enclosed rough grazing land within an upland farming system	£45 per ha
(b)	Management of rough grazing for birds	Management of rough grazing habitat for birds	£121 per ha
(c)	Management of moorland	Management of moorland	£55 per ha
(d)	Management of moorland vegetation supplement	Management of vegetation to restore and improve Priority Habitats	£10 per ha
(e)	Moorland re-wetting supplement	Maintenance and restoration of vegetation mosaics and wetland habitats	£25 per ha
(f)	Upland livestock exclusion supplement	Management of upland through livestock exclusion	£19 per ha
(g)	Management of wood pasture and parkland	Management of existing upland wood pasture and parkland	£212 per ha
(h)	Restoration of wood pasture and parkland	Restoration of upland wood pasture and parkland	£316 per ha
(i)	Creation of wood pasture	Creation of new upland wood pasture	£333 per ha
9. Woodland and scrub			
(a)	Woodland creation – maintenance payments	Maintenance of newly created woodland	£350 per ha

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(b)	Woodland improvement	Improvement of existing woodland	£100 per ha
(c)	Woodland edges on arable land	Creation of new woodland edge habitat	£402 per ha
(d)	Management of wood pasture and parkland	Management of existing lowland wood pasture and parkland	£198 per ha
(e)	Restoration of wood pasture and parkland	Restoration of lowland wood pasture and parkland	£371 per ha
(f)	Creation of wood pasture	Creation of new lowland wood pasture	£544 per ha
(g)	Management of successional areas and scrub	Management of successional areas and scrub	£88 per ha
(h)	Creation of successional areas and scrub	Creation of successional areas and scrub	£149 per ha
(i)	Livestock exclusion supplement – scrub and successional areas	Exclusion of livestock from scrub and successional areas	£121 per ha
10. Wetlands			
(a)	Buffering in-field ponds and ditches in improved grassland	Creation and maintenance of buffer strips for in-field ponds and ditches in improved grassland	£311 per ha
(b)	Buffering in-field ponds and ditches on arable land	Creation and maintenance of buffer strips for in-field ponds and ditches on arable land	£594 per ha
(c)	Management of ditches of high environmental value	Management of ditches of high environmental value (both sides)	£44 per 100m for the management of both sides of the ditch
(d)	Pond management (area less than or equal to 100 sq m)	Management of small ponds of high wildlife value	£119 per pond
(e)	Pond management (area more than 100 sq m)	Management of larger ponds of high wildlife value	£211 per pond

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(f)	Management of reedbed	Management, maintenance and restoration of reedbed	£81 per ha
(g)	Creation of reedbed	Creation of new areas of reedbed	£328 per ha
(h)	Management of fen	Management of fen and small areas of reedbed	£39 per ha
(i)	Creation of fen	Creation of new areas of fen	£537 per ha
(j)	Management of lowland raised bog	Management of lowland raised bog	£185 per ha
(k)	Wetland cutting supplement	Cutting management of wetland habitats	£1,089 per ha
(l)	Wetland grazing supplement	Grazing management of wetland habitats	£459 per ha
11. Organic			
(a)	Overwintered stubble	Retaining overwinter stubble on organic land	£176 per ha
(b)	Wild bird seed mixture	Establishing a mix of seed-bearing plants on organic land	£768 per ha
(c)	Supplementary feeding for farmland birds	Spreading winter feed mixture for birds in selected feeding areas on organic land	£887 per tonne for every 2 ha of wild bird seed mixture
(d)	Multi-species ley	Establishing and managing a multi-species ley on organic land	£115 per ha
(e)	Undersown cereal	Establishing an autumn or spring sown cereal crop undersown with a grass/flower-rich legume ley	£306 per ha
12. Organic conversion			
(a)	Organic conversion – improved permanent grassland	Conversion of improved permanent grassland to organic management	£187 per ha per year for up to 2 years

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	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(b)	Organic conversion – unimproved permanent grassland	Conversion of unimproved permanent grassland to organic management	£89 per ha per year for up to 2 years
(c)	Organic conversion – rotational land	Conversion of rotational land to organic management	£296 per ha per year for up to 2 years
(d)	Organic conversion – horticulture	Conversion of rotational land used to produce vegetables or salads into organic	£703 per ha per year for up to 2 years
(e)	Organic conversion – top fruit	Conversion of top fruit orchards or berry bushes to organic management	£1,254 per ha per year for up to 3 years
13. Organic maintenance			
(a)	Organic land management - improved permanent grassland	Maintaining improved permanent grassland under organic management	£40 per ha
(b)	Organic land management - unimproved permanent grassland	Maintaining unimproved permanent grassland under organic management	£36 per ha
(c)	Organic land management - rotational land	Maintaining rotational land under organic management	£132 per ha
(d)	Organic land management – horticulture	Maintaining horticultural land under organic management	£471 per ha
(e)	Organic land management - top fruit	Maintaining top fruit orchards or berry bushes under organic management	£1,920 per ha
(f)	Organic land management - enclosed rough grazing	Maintaining enclosed rough grazing land under organic management	£69 per ha
14. Additional supplements			

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	<i>Column 1</i>	<i>Column 2</i>	<i>Column 3</i>
	<i>Activity name</i>	<i>Description</i>	<i>Maximum payment rate per agreement year</i>
(a)	Difficult sites supplement	Management of particularly difficult sites	£76 per ha
(b)	Raised water level supplement	Raising water levels in ditches and adjacent land	£127 per ha
(c)	Bracken control supplement	Controlling dense bracken	£185 per ha
(d)	Control of invasive plant species supplement	Controlling invasive plant species	£347 per ha
(e)	Shepherding supplement	Introducing, re-introducing or making significant changes to shepherding	£9 per ha
(f)	Cattle grazing supplement	Cattle grazing for conservation purposes	£45 per ha
(g)	Introduction of cattle grazing on the Isles of Scilly	Introduction of conservation grazing on the Isles of Scilly on land that is not currently grazed by cattle	£279 per ha
(h)	Native breeds at risk supplement	Grazing native breeds at risk	£167 per ha
(i)	Threatened species supplement	Additional habitat management for named Priority Species	£171 per ha
(j)	Administration of group managed agreements supplement	Administering agreements with shared tenure	£6.07 per ha
15. Educational access			
(a)	Education access	Permitting and making provision for access to farm land for educational visits	£318 per visit]

PART 3

CAPITAL ACTIVITIES

Commencement Information

I18 Sch. Pt. 3 in force at 11.2.2020, see [reg. 1\(1\)](#)

<i>Column 1</i>	<i>Column 2</i>	<i>Column 3</i>
Activity name	Description	Maximum payment rate
1. Access and engagement		
(a) Access capital items	Construction of capital items (e.g. gates) to facilitate public access	Up to 100% of actual cost
(b) Countryside Educational Access Visits Accreditation	Accredited training to carry out educational access visits	£175 once per agreement
2. Boundaries		
(a) Stone-faced bank repair	Repair of stone-faced banks	£31 per m
(b) Stone-faced bank restoration	Restoration of stone-faced banks	£86 per m
(c) Earth bank creation	Creation of earth banks	£13.50 per m
(d) Earth bank restoration	Restoration of earth banks	£7 per m
(e) Hedgerow laying	Laying of hedgerows	£9.40 per m
(f) Hedgerow coppicing	Coppicing of hedgerows	£4 per m
(g) Hedgerow gapping-up	Planting up gaps to create a continuous hedgerow	£9.50 per m
(h) Hedgerow supplement casting up	- Restoration of hedgerow earth banks	£3 per m
(i) Hedgerow supplement substantial pre-work	- Restoration of hedgerow where substantial extra work is required	£4.10 per m
(j) Hedgerow supplement – top binding and staking	Strengthening laid hedges by top binding and staking	£3.40 per m
(k) Planting new hedges	Planting new hedges	£11.60 per m
(l) Stone wall restoration	Restoration of stone walls	£25 per m
(m) Top wiring - stone wall	Restoration of stone walls with top wiring	£3.60 per m
(n) Stone wall supplement – stone from quarry	Restoration of stone walls where there is insufficient re-usable stone on farm	£44 per m
(o) Stone wall supplement – difficult sites/m	Restoration of stone walls on particularly difficult sites	£7.90 per m

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3. Feature management

- | | | | |
|-----|--|--|----------------------------|
| (a) | Management of geodiversity features | Management of sensitive geological features | Up to 100% of actual costs |
| (b) | Major preparatory works for Priority Habitat (creation and restoration) and for Priority Species | Major preparatory works for Priority Habitat (creation and restoration) and for Priority Species | Up to 100% of actual costs |

4. Fencing and gates

- | | | | |
|----------------------|--|--|-------------------|
| (a) | Fencing | Installation of fencing | £4.00 per m |
| (b) | Sheep netting | Installation of sheep netting | £4.90 per m |
| (c) | Permanent electric fencing | Installation of permanent electric fencing | £4.90 per m |
| (d) | Rabbit fencing supplement | Installation of rabbit fencing | £2.50 per m |
| (e) | Fencing supplement - difficult sites | Installation of fencing in difficult sites | £1.24 per m |
| (f) | Anti-predator combination fencing | Installation of permanent anti-predator combination fencing | £11.10 per m |
| (g) | Anti-predator temporary electric fencing | Installation of temporary electric anti-predator fencing | £2.85 per m |
| (h) | Deer fencing | Installation of permanent deer fencing in woodland | £7.20 per m |
| (i) | Temporary deer fencing | Installation of temporary deer fencing in woodland | £5.20 per m |
| (j) | Deer exclosure plot | Erection of a deer exclosure plot to protect areas of woodland | £136 per unit |
| [^{F8} (ja) | Deer pedestrian gate | Installation of deer pedestrian gate | £271.50 per unit |
| (jb) | Deer vehicle gate | Installation of deer vehicle gate | £344.60 per unit] |
| (k) | Wooden field gate | Installation of wooden field gates | £390 per gate |
| (l) | Stone gate post | Installation of stone gate posts | £280 per post |
| (m) | Badger gate | Installation of badger gates | £135 per gate |
| (n) | Water gates | Installation of gates across rivers or streams to prevent livestock access | £240 per gate |

[^{F9}4A. Forestry]

- | | | | |
|-----|-------------------------|--|---------------------|
| (a) | Deer high seat | Installation of a temporary vantage point to cull deer | £300 per unit |
| (b) | Woodland infrastructure | Construction of infrastructure to improve vehicle access to woodland | 40% of actual costs |

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5. Historic environment and landscape

- | | | | |
|-----|--|--|----------------------------|
| (a) | Historic and archaeological feature protection | Protection of historic and archaeological features | Up to 100% of actual costs |
| (b) | Historic building restoration | Restoration of historic buildings in rural areas | Up to 80% of actual costs |
| (c) | Removal of eyesore | Removal of eyesores | £290 per item |

6. Livestock

- | | | | |
|-----|--|---|---------------------------|
| (a) | Cattle grid | Installation of cattle grids | £835 per item |
| (b) | Livestock handling facilities | Installation of livestock handling facilities | Up to 80% of actual costs |
| (c) | Hard bases for livestock drinkers | Construction of a hard base for livestock when drinking | £110 per base |
| (d) | Hard bases for livestock feeders | Construction of a hard base for livestock when feeding | £170 per base |
| (e) | Pasture pumps and associated pipework | Installation of pasture pumps and associated pipework | £220 per pump |
| (f) | Ram pumps and associated pipework | Installation of ram pumps and associated pipework | £1,480 per pump |
| (g) | Livestock troughs | Installation of livestock drinking troughs | £110 per trough |
| (h) | Pipework associated with livestock troughs | Installation of pipework for livestock drinking troughs | £2.65 per m |

7. Payment for advice

- | | | | |
|-----|--------------------------|--|--|
| (a) | Implementation Plan | Production of a detailed plan to meet the requirements of another activity in this Schedule | £1,100 per plan |
| (b) | Feasibility study | Inform the protection or management of habitats, features or species by providing sufficient information to plan and prescribe management over the length of a multi-annual agreement. | Up to 100% of actual costs |
| (c) | Woodland management plan | Production of a 10 year management plan for woodland | First 100 ha - £20 per ha (minimum payment £1,000)
Over 100 ha - £10 per ha |

8. Scrub, tree and bracken control

- | | | | |
|-----|--|---|--|
| (a) | Scrub control & felling diseased trees | Control or management of scrub, and removal of diseased or immature trees | Payments range from £260 to £1680 per ha subject to site conditions and method of removal. |
|-----|--|---|--|

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(b)	Scrub control – difficult sites	Control of scrub on difficult sites	Up to 80% of actual costs
(c)	Tree removal	Tree removal	£144 per tree
(d)	Chemical bracken control	Removal or reduction of bracken by the application of chemicals	£170 per ha
(e)	Mechanical bracken control	Removal or reduction of bracken by mechanical means	£169 per ha
(f)	Rhododendron control	Destruction of rhododendron in a target area	Payments range from £2,800 to £4,400 per hectare subject to site conditions.
9. Soil and water			
(a)	Resurfacing of gateways	Resurfacing of gateways	£92 per gateway
(b)	Gateway relocation	Relocation of gateways to prevent water run off	£340 per gateway
(c)	Watercourse crossings	Construction of watercourse crossing for livestock and machinery	£300 per crossing
(d)	Livestock and machinery hardcore tracks	Construction of hardcore tracks for livestock and machinery	£33 per m
(e)	Cross drains	Installation of cross drains under farm tracks or yard	£245 per drain
(f)	Installation of piped culverts in ditches	Installation of piped culverts in ditches/unit	£340 per culvert
(g)	Sediment ponds and traps	Creation of sediment ponds and/or traps	£10 per sq m
(h)	Constructed wetlands for the treatment of pollution	Construction and maintenance of a wetland area to treat polluted water	50% of costs
(i)	Earth banks and soil bunds	Creation of earth banks and/or soil bunds	£155 for each unit (100m of bund)
(j)	Silt filtration dams or seepage barriers	Creation of silt filtration dams and/or seepage barriers	£75 per unit
(k)	Swales	Creation of swales	£5.95 per sq m
(l)	Check dams	Construction of check dams or woody debris dams in woodland	£42 per dam
(m)	Yard – underground drainage pipework	Installation of underground drainage pipework for yards	£5.50 per m
(n)	Yard inspection pit	Construction of yard inspection pits	£200 per unit

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(o)	Concrete yard renewal	Construction of concrete yard with improved or upgraded drainage	£27.14 per sq m
(p)	Rainwater goods	Installation of new guttering and downpipes on existing farmyard buildings	£11.40 per m
(q)	Storage tanks underground	Installation of underground rainwater storage tanks	£350 per cubic metre (“cu m”)
(r)	Above ground tanks	Installation of above ground rainwater storage tanks	£100 per cu m
(s)	First flush rainwater diverters/downpipe filters	Installation of rainwater diverters and filters	£125 per unit
(t)	Relocation of sheep dips and pens	Relocation of sheep dips and pens	£3,675 per unit
(u)	Relocation of sheep pens only	Relocation of sheep pens only	£1,830 per unit
(v)	Sheep dip drainage aprons and sumps	Design and installation of sheep dip drainage aprons and sumps	£18.25 per sq m
(w)	Installation of livestock drinking troughs (in draining pens for freshly dipped sheep)	Installation of livestock drinking troughs in draining pens for freshly dipped sheep	£68 per unit
(x)	Lined biobed plus pesticide loading and washdown area	Installation of a lined biobed plus pesticide loading and washdown area	£118 per sq m
(y)	Lined biobed with existing washdown area	Installation of a lined biobed with an existing washdown area	£77 per sq m
(z)	Biofilters/unit	Installation of biofilters	£990 per unit
(aa)	Sprayer or applicator load and washdown area	Installation of a sprayer or applicator load and washdown area	£40 per sq m
(ab)	Roofing (sprayer washdown area, manure storage area, livestock gathering area, slurry stores, silage stores)	Installation of roofing for sprayer washdown areas, manure storage areas, livestock gathering areas, slurry and silage stores.	£62 per sq m
(ac)	Self-supporting covers for slurry [^{F10} and anaerobic digestate] stores	Installation of self-supporting covers for slurry [^{F10} and anaerobic digestate] stores	£30.50 per sq m
(ad)	Floating covers for slurry [^{F11} and anaerobic digestate] stores and lagoons)	Installation of floating covers for slurry [^{F11} and anaerobic digestate] stores and lagoons	£5.60 per sq m

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- | | | | |
|------|--|---|--------------------|
| (ae) | Equipment to disrupt tramlines in arable areas | Purchase of equipment to loosen soil in tramline area | £1,500 per machine |
| (af) | Small leaky woody dams | Creation of small leaky woody dams (between 1m and 2.99m) | £461.39 per dam |
| (ag) | Large leaky woody dams | Creation of large leaky woody dams (between 3m and 5m) | £764.42 per dam |
10. Trees and orchards
- | | | | |
|-----|--|---|--|
| (a) | Planting standard hedgerow tree | Planting of standard hedgerow trees | £8.80 per tree |
| (b) | Planting standard parkland tree | Planting of standard parkland trees | £24.50 per tree |
| (c) | Planting fruit trees | Planting of fruit trees | £22.50 per tree |
| (d) | Supply and plant tree | Supply and plant trees | £1.28 per tree |
| (e) | Supplement for use of individual tree-shelters | Installation of individual tree-shelters after planting | £1.60 per unit |
| (f) | Tree guard (tube and mesh) | Installation of tree guards (tube and mesh) | £4 per guard |
| (g) | Tree guard (wood post and rail) | Installation of tree guards (wood post and rail) | £59.50 per guard |
| (h) | Tree guard (wood post and wire) | Installation of tree guards (wood post and wire) | £84 per guard |
| (i) | Parkland tree guard – welded steel | Installation of welded steel tree guards | £170 per tree |
| (j) | Coppicing bankside trees | Coppicing of trees along watercourses | £52 per tree |
| (k) | Tree surgery | Tree surgery | £96.50 per tree when cutting limbs up to and including 20 centimetres (“cm”) in diameter
£200 per tree when cutting limbs over 20cm in diameter |
| (l) | Stump grinding | Stump grinding | £24 per stump |
| (m) | Creation of dead wood habitat on trees | Creation of dead wood habitat on trees | £175 per tree |
| (n) | Identification of orchard fruit tree varieties | Identification of orchard fruit tree varieties | £29 per variety |
11. Wetlands
- | | | | |
|-----|---------------------------------|---|------------------|
| (a) | Grip blocking drainage channels | Installation of grip-blocking drainage channels | £14.80 per block |
| (b) | Creation of scrapes and gutters | Creation of scrapes or gutters | £2.80 per sq m |

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- | | | | |
|-----|--|---|----------------------------|
| (c) | Ditch, dyke and rhine restoration | Restoration of ditches, dykes or rhines | £7.30 per m |
| (d) | Ditch, dyke and rhine creation | Creation of ditches, dykes or rhines | £8.40 per m |
| (e) | Pond management – first 100 sq m | Creation or restoration of ponds with an area of less than 100 sq m | £270 per pond |
| (f) | Pond management – areas more than 100 sq m | Creation or restoration of ponds with an area of at least 100 sq m | £170 per 100 sq m |
| (g) | Restoration of large water bodies | Restoration of large water bodies | Up to 100% of actual costs |
| (h) | Timber sluice | Installation of timber sluices | £315 per sluice |
| (i) | Brick, stone or concrete sluice | Installation of brick, stone or concrete sluices | £2,480 per sluice |
| (j) | Construction of water penning structures | Construction of water penning structures | Up to 100% of actual costs |
12. Wildlife boxes
- | | | | |
|-----|---------------------|---------------------------------------|----------------|
| (a) | Small wildlife box | Installation of a small wildlife box | £28.50 per box |
| (b) | Medium wildlife box | Installation of a medium wildlife box | £39 per box |
| (c) | Large wildlife box | Installation of a large wildlife box | £100 per box |
- [^{F12}13. Air quality
- | | | | |
|-----|---|---|----------------|
| (a) | Automatic slurry scraper | Installation of automatic slurry scraper | £2760 per unit |
| (b) | Low ammonia emission flooring for livestock buildings | Installation of low ammonia emission flooring for livestock buildings | £72 per sq m] |

- F8** Words in Sch. Pt. 3 inserted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(5)(b)(i)**
- F9** Words in Sch. Pt. 3 substituted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(5)(b)(ii)**
- F10** Words in Sch. Pt. 3 inserted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(5)(b)(iii)(aa)**
- F11** Words in Sch. Pt. 3 inserted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(5)(b)(iii)(bb)**
- F12** Words in Sch. Pt. 3 inserted (8.2.2021) by [The Countryside Stewardship \(England\) \(Amendment\) Regulations 2021 \(S.I. 2021/42\)](#), regs. 1(1), **2(5)(b)(iv)**

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EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations, which apply to England only, are made pursuant to section 98 of the Environment Act 1995.

The Regulations establish a scheme (known as Countryside Stewardship) under which the Secretary of State may make grants for the management of land and grants to promote cooperation between land managers.

Regulation 3 enables the Secretary of State to make a grant to any eligible person who enters into, and complies with, the conditions of a countryside stewardship agreement. Agreements must specify the duration of the agreement, the activity or activities (listed in Parts 2 or 3 of the Schedule) the agreement holder is required to carry out, the terms and conditions that must be met and the payments to be made to the agreement holder by the Secretary of State. This regulation also provides for modifications to the agreement conditions.

Regulation 4 provides the rates of payment applicable for each activity to be carried out under a countryside stewardship agreement. Regulation 5 makes provision for situations where land subject to such an agreement is transferred.

Regulation 6 enables the Secretary of State to make a grant to any qualified person who enters into, and complies with, the conditions of a facilitation agreement. Agreements must specify the duration of the agreement, the services the agreement holder must provide, the terms and conditions that must be met and the payments to be made to the agreement holder by the Secretary of State. This regulation also provides for modifications to the agreement conditions.

Regulation 7 provides for the amount of the grant in respect of a facilitation agreement.

Regulations 8 and 9 enable the Secretary of State to specify requirements in respect of applications for grant and claims for payment in relation to the timing, form and content of such applications and claims. Regulation 10 provides for payments of grant to be made at any time during or after the agreement year.

Regulation 11 enables the Secretary of State to carry out inspections for the purpose of verifying that an agreement holder under these Regulations has complied with the terms and conditions of their agreement.

Regulations 12 and 13 make provision giving the Secretary of State power to determine that an agreement holder has breached the conditions of their agreement or any other requirements under these Regulations, and for recovery and other powers where there has been such a determination.

Regulation 14 provides that interest is chargeable on a repayment due from an agreement holder and regulation 15 provides that a repayment due is recoverable as a debt.

Regulation 16 makes provision for appeals to the Secretary of State in respect of any determinations made under regulation 12 and in respect of any other decisions made by the Secretary of State under these Regulations, and gives a power to the Secretary of State to charge an appeal fee. Regulation 17 makes provision for the service of notices.

An impact assessment has not been produced for this instrument as no, or no significant, impact on the private or voluntary sector is foreseen.

Changes to legislation:

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[View outstanding changes](#)

Changes and effects yet to be applied to :

- Sch. Pt. 2 words substituted by [S.I. 2023/968 reg. 2\(2\)\(b\)](#)
- Sch. Pt. 2 words substituted by [S.I. 2023/968 reg. 2\(2\)\(c\)\(i\)](#)
- Sch. Pt. 2 words substituted by [S.I. 2023/968 reg. 2\(2\)\(c\)\(ii\)](#)
- Sch. Pt. 2 words substituted by [S.I. 2023/968 reg. 2\(2\)\(d\)](#)
- Sch. Pt. 2 words substituted by [S.I. 2023/968 reg. 2\(2\)\(e\)](#)
- Sch. Pt. 2 table words substituted by [S.I. 2023/968 reg. 2\(2\)\(a\)](#)

Appendix 2

Countryside Stewardship Higher Tier Manual 2020



Department
for Environment
Food & Rural Affairs



The European Agricultural
Fund for Rural Development
Europe investing in rural areas

Countryside Stewardship: Higher Tier Manual



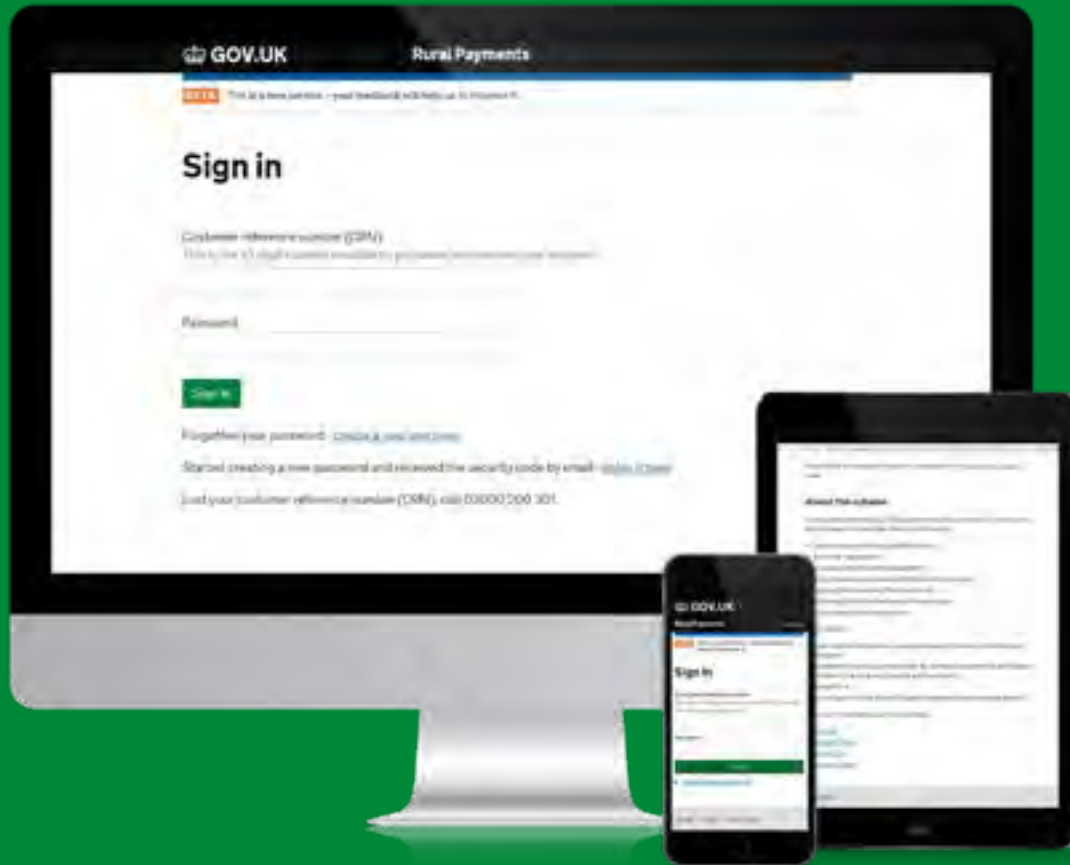
www.gov.uk/rpa/cs

**Countryside
Stewardship**

Protecting the natural
environment for future
generations

Cover image © Allan Drewitt

Are you and your land registered?



Not registered: call us on 03000 200 301 and we can help you.

If you are registered: sign in now and check your information is up to date. Make sure that all the land parcels you want to include in your application are registered in the Rural Payments service, and linked to your Single Business Identifier (SBI).

www.gov.uk/claim-rural-payments

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Introduction

Countryside Stewardship

Protecting the natural environment for future generations

Countryside Stewardship is administered by the Rural Payments Agency (RPA) on behalf of the Department for Environment, Food and Rural Affairs (Defra). Natural England and the Forestry Commission provide technical advice in support of the scheme.

This manual explains what you need to do to apply for the Higher Tier elements of Countryside Stewardship and the additional requirements and processes which must be followed for Higher Tier.

Countryside Stewardship Agreement

A Countryside Stewardship agreement comprises of:

1. the scheme Terms and Conditions at Annex 1
2. the Agreement Document (which sets out Agreement Holder specific details)
3. the supplementary documents referred to in the Agreement Document.

The Terms and Conditions at Annex 1 refer to the mandatory elements of this manual that Agreement Holders must comply with.

Mandatory parts of the Higher Tier Agreement

The mandatory elements of the manual are:

- Section 3: Who can apply and what land is eligible
- Section 5: Scheme requirements and procedures
- Section 6: Agreement Management
- Annex 6: Common land (for common land and shared grazing applications only)
- Annex 8: Livestock record-keeping requirements on arable and grassland

For applications involving Woodland improvement and infrastructure (FY2): multi-year option (WD2) and capital items, Annex 5 sets out the procedure to follow when applying.

More information

Read about the different elements of [Countryside Stewardship](#) and use [Countryside Stewardship forms](#) on GOV.UK to help with your application.

Section 1: Scheme overview

Countryside Stewardship

Protecting the natural environment for future generations

1 Scheme overview

Countryside Stewardship gives incentives for land managers to look after their environment and is made up of the following elements:

- Higher Tier is for land that requires more complex management tailored to the individual site
- Mid Tier provides a range of options and capital items that together help to deliver a broad range of environmental benefits
- The 4 Wildlife Offers provide a simpler set of options to help improve the wildlife on their farm
- Water Capital only grants provide funding to improve water quality in high water quality priority areas
- Other Capital only grants including Hedgerows and Boundaries Grants, which you can apply for in addition to the 4 Wildlife Offers. Read about [Capital grants](#) on GOV.UK
- Facilitation Fund supports individuals and organisations working with local groups of farmers and land managers, to co-ordinate their environmental land management.

This manual applies to Higher Tier only. For all supporting scheme guidance material and for information about the other elements of Countryside Stewardship visit: [Countryside Stewardship](#) on GOV.UK.

The Government has confirmed that it will guarantee funding for Countryside Stewardship agreements if they are:

- agreed and signed before 31 December 2020
- good value for money and
- in line with domestic strategic priorities.

Countryside Stewardship supports Defra's Strategic Objective of 'a cleaner, healthier environment, benefiting people and the economy'. It also supports Defra's 25 year environment plan 'for our country to be the healthiest, most beautiful place in the world to live, work and bring up a family'.

1.1 Higher Tier environmental priorities

The main priority for Countryside Stewardship Higher Tier is to protect and enhance the natural environment, in particular:

- biodiversity (the diversity of wildlife)
- water quality.

Other outcomes supported are:

- woodland improvement
- flood management
- the historic environment
- landscape character
- genetic conservation
- educational access
- climate change adaptation and mitigation.

Section 2: How it works

Countryside Stewardship

Protecting the natural environment for future generations



www.gov.uk/rpa/cs

2 How it works

In this section you can read about the main elements of the Countryside Stewardship Higher Tier scheme.

2.1 Introducing the Higher Tier

The Higher Tier:

- offers grant payments to support our most environmentally significant sites and woodlands
- allows you access to a greater range of Countryside Stewardship grants
- offers some flexibility to tailor prescriptions to suit your local environment.

Grants are available as:

- management options – multi-year grants, most options last for 5 years, but some options can be 10 or 20 years long
- capital items – a range of grants for specific capital works or items – work must be completed within 2 years.

The Higher Tier is competitive so your application will be scored and ranked.

If your application is successful, we will make an agreement offer to you. If you accept the agreement offer, your Countryside Stewardship Agreement will start on 1 January 2020.

The payment amount you receive for your agreement will depend on the grants you choose and compliance with your agreement.

2.2 The Grants available in the Higher Tier

There are grants available to support habitat creation, restoration, and on-going management. The grants available vary by habitat. There are grants to support:

- species rich grasslands, wet grassland and water meadows
- heathland and moorland
- coastal sand dunes, vegetated shingle, saltmarsh, inter-tidal and saline habitats
- fens, reedbeds, ponds and ditches
- wood pastures and parklands, orchards, hedges and scrub
- woodland.

The Higher Tier also gives you access to a wider range of grants to:

- protect vulnerable or threatened species
- manage hedgerows, dry-stone walls, stock fencing and gates
- improve local water quality and manage flood risk in your local area
- convert and manage land to organic certification standards
- protect and enhance historic, archaeological and geo-diversity features
- support educational access.



2.2.1 Organic management and conversion options

You can apply for organic management and conversion options in combination with other grants.

We do not score the organic management and conversion options within your application. Read Section 5.4.3 for further information on applications that include organic options.

You should apply for the [Mid Tier](#) on GOV.UK if you want to choose only organic options.

2.2.2 Choose a Wild Pollinator and Farm Wildlife Package (WPFWP)

You may be able to improve your application's score by choosing WPFWP. The package groups management options together. This will help you to provide farmland wildlife with the essential resources they need to thrive and breed successfully.

If you meet the minimum criteria for the package your score will increase significantly. You can find full details in Annex 4.

2.3 Eligibility

You must meet the eligibility requirements for the scheme – you can find these in section 3.

You must also meet the eligibility requirements for grants (options and capital items) that you choose.

2.4 Scoring

The Higher Tier is competitive which means your application will be scored then ranked. Agreements will be offered to those with the highest scoring, eligible applications and will depend on the budget available.

- You can read how to improve your application score in section 4.7
- A guide to woodland scoring is included in Annex 5
- All other application scoring information is in Annex 3

2.5 Making an application and important dates

There are 2 stages in applying for the Higher Tier, an initial application stage and then the development of your final application.

When to apply

You can apply for Higher Tier from 18 February to 3 May 2019. We will not accept any applications we receive after this date.

Important dates for all Higher Tier applications:

Initial application stage	Deadline
Application period opens	18 February
Last date to request application pack	31 March
Last date to submit initial application	3 May
Customer notified of success or failure of initial application	by early June

Final application development	Deadline
Final application development with customer	June - August
Conclusion of Negotiations letter and Negotiated Schedule issued by RPA or Forestry Commission	by mid-September
Customer confirms if they wish to proceed to formal offer and supplies any required supporting information to RPA	30 September
Woodland only applications final scoring	October

2.6 Making an initial application

You will need to ask for an application pack. Sections 4.1 to 4.5 explain how to do this.

Once you have received your application pack, you will need to fill in your initial application. Sections 4.6 to 4.8 explain the initial application process.

In Section 4 you can also find tools and information that will help you to:

- understand which habitats and species are a priority in your local area
- review the best grants for your site and your local environment
- find out about the management commitments required by each grant
- improve your score
- understand whether you need consent or permission from Natural England, or other organisations
- identify what evidence you need to submit with your application.

Annex 2 includes a list of all grants with payment rates for each option.

Once we have received your initial application, we will score it and then rank it against other applications. The highest scoring applications will go to the next stage. We will tell you if your initial application has been successful.

2.7 Develop your final application

If your initial application is successful you then need to develop it into a complete final application. Natural England and/or Forestry Commission will help you to do this by providing recommendations.

At the end of this negotiation period you will be asked to confirm that you would like to proceed to a formal agreement offer.

Sections 4.10 to 4.14 explain this process.

2.8 Agreements and agreement duration

If you accept your agreement offer this will become your Countryside Stewardship Agreement. Agreements begin on 1 January 2020. To accept an agreement offer you must sign the declaration and return it to us.

2.8.1 Agreement duration

- Most Higher Tier agreements last 5 years from the agreement start date



- Higher Tier agreements may be longer if they contain long-lasting options or are on common land. You can find a full list of longer-lasting options in Section 4.7.9
- You must complete the capital works within a Higher Tier agreement in the first 2 years of your agreement (read section 6 for more information). Some capital items may have specific deadlines.

2.8.2 Changes to agreements

You will be expected to meet all the requirements throughout the duration of your agreement.

It is important that there is consistent management during the period of the agreement to make sure that the environmental benefits are achieved.

You may, in limited circumstances, make changes to your agreement but we must approve these in writing in advance. Read Section 6 for more information.

2.8.3 Natural England / Forestry Commission support

Once your agreement has started Natural England and/or the Forestry Commission will offer you after-care support. We will tell you if there are any changes in the support available.

2.9 Payments and Agreement claims

You will need to complete and submit a claim form to receive payments. Read Section 6 for information about which options or capital items you can claim for, and the deadlines for making payment claims.



Section 3: Who can apply and what land is eligible

Countryside Stewardship

Protecting the natural environment for future generations



www.gov.uk/rpa/cs

3 Who can apply and what land is eligible

You must read and meet the requirements detailed in this section as these are mandatory for all Higher Tier Agreement Holders.

The Higher Tier of Countryside Stewardship is open to land managers who are one of the following:

- an owner occupier
- a tenant
- a landlord
- a licensor.

3.1 Eligible land

3.1.1 What land you can enter into the scheme

To be eligible for Higher Tier, land must be one of the following:

- within an agricultural area (defined as any area taken up by arable land, permanent grassland or permanent crops)
- a protected site, including:
 - Sites of Special Scientific Interest (SSSI) – read [Find protected areas of countryside on GOV.UK](#)
 - Special Areas of Conservation (SAC), including proposed SACs
 - Special Protection Areas (SPA) including proposed SPAs
 - Ramsar sites – read the [Ramsar Convention](#) on GOV.UK
- a terrestrial Priority Habitat – read [UK BAP Priority Habitats](#) on GOV.UK
- land that supports a Priority Species – read [UK BAP Priority Species](#) on GOV.UK
- woodland defined as an area of land that:
 - is at least 0.5 hectares
 - has an average width of at least 20 metres
 - is under groups/lines of trees that are, or will reach, at least 5 metres in height and with a crown cover of more than 20% of the ground area.

Land that meets the definition of woodland given above, must also meet the following requirements:

- open space in the woodland should:
 - be no more than 20% of the total woodland area – this may be increased to 30% in exceptional, fully justified cases
 - be no more than 0.5 hectares for any individual space –larger open areas will only be considered as woodland in exceptional circumstances
 - include forest tracks, rides, wayleaves and other permanent open areas.

If you have declared the land for grazing on the Basic Payment Scheme (BPS), it is not eligible for



Woodland Creation Maintenance (WD1) or Woodland Improvement (WD2) options.

There is no minimum area that you must enter into the scheme, although there are minimum areas for individual options and capital items.

If you want to apply for a Countryside Stewardship Higher Tier agreement on woodland, you must have a Forestry Commission approved Woodland Management Plan (WMP). Your WMP must be approved or approved in principle before you submit your Higher Tier initial application on or before 3 May. You must have an approved WMP throughout the 5 year period of your Higher Tier agreement. If you have a WMP that will expire before your Higher Tier agreement ends, you will need to get approval of a new WMP for the remaining time of your Higher Tier agreement. If your WMP is approved in principle when you make your initial application, the WMP must be fully approved with any associated felling licence in place by the final application deadline on 30 September.

3.1.2 Ineligible land

The following land is not eligible for the scheme:

- developed land and hard standing, including permanent caravan sites and areas used for permanent storage. Eligible exceptions include:
 - traditional farm buildings that are eligible for grants under Countryside Stewardship
 - yards, tracks and farm buildings proposed for management through Countryside Stewardship capital items
- land parcels that have solar panels for generating electricity for use off-farm – read Section 3.1.9
- areas (1 hectare or more) of permanent standing or running water
- land already entered into another scheme read Section 3.4
- land that is already subject to another obligation that is incompatible with Countryside Stewardship
- land parcels that are not entirely within England
- land where you do not have management control for the period of the agreement and you are not able to have your application countersigned by the landowner – read Section 3.2.

It is not possible to overlap certain Countryside Stewardship options with Ecological Focus Areas (EFAs) at any time during the Countryside Stewardship agreement. This is because we cannot pay twice for the same activity (known as double funding).

However, co-location within the same land parcel is allowed where the options do not overlap. Read Section 3.3.1 for more information.

3.1.3 Applications from land managers operating multiple farm businesses

A business will be treated as one farm business if any one of the following apply:

- a number of farms are managed as a single unit
- there is a single vendor number
- there is one Single Business Identifier (SBI) number.

In most cases the management or production unit will be the same farm or woodland area that is registered with the SBI and the beneficiary will submit a single application.

You can submit more than one application for a Higher Tier agreement in the same year. The

applications must cover different land parcels as you cannot include an individual land parcel in more than one agreement at any time.

Each application will be scored separately on its own merit.

If you intend to submit more than one application in any application round, you must make sure that we are aware of this.

3.1.4 Application and Agreement Land

Agreement Land can only include land that is eligible for Countryside Stewardship. Agreement Land must include both of the following:

- any land parcel that will contain a paid management option or capital item at any time during the agreement period
- SSSI land or land within a Scheduled Monument (SM).

These parcels will become the Agreement Land and must meet the requirements set out in Section 5.2.

If you apply for the Higher Tier woodland creation maintenance option (WD1) for land that you previously included in a Countryside Stewardship Woodland Creation capital agreement, you do not need to include non-woodland SMs and SSSIs in your application area.

Applications for option WD1 are made on an invitation-only basis once the capital works in a woodland creation capital agreement have been completed. For more information read Annex 5, section (h).

Find details on [WD1: Woodland creation – maintenance payments](#) on GOV.UK

Find details on [Woodland Creation Grants](#) on GOV.UK

3.1.5 Sites of Special Scientific Interest (SSSI) and Scheduled Monuments (SMs)

If you have land that is designated as an SSSI or SM, it must be appropriately managed. Any paid multi-year options or capital items must not cause damage.

If your land contains an SSSI or SM, you must apply through the Mid Tier or Higher Tier. You cannot apply for a Wildlife Offer agreement.

All land that is eligible for the scheme and contains SSSI or SMs must be included in your application, whether or not there are paid management options or capital items associated with that land.

Your local Natural England adviser can advise on:

- SSSI management
- whether to make a Mid Tier or Higher Tier application
- what to do if there are no suitable grants available.

Historic England can provide free advice on SM management.

When making an application:

- you must include your SSSI or SM land parcel(s) – even if there are no suitable management options for it



- where the site is not currently in good condition, you must choose options and/or capital items to improve its condition, unless there are no suitable grants available. Natural England or Historic England can advise on suitable grants
- for sites already in good condition, you should choose grants to maintain the site in that condition
- where the condition of an SSSI is affected by your management of land outside the SSSI boundary, you must choose options and/or capital items to support favourable condition of the SSSI.

Your application will be rejected if it:

- does not include areas of eligible SSSI or SM on your holding
- includes any grant choices that could damage the SSSI or SM on your holding
- includes any grant choices that do not support the favourable condition of the SSSI or SM
- includes grant choices on the surrounding land parcels that would have a negative impact on the SSSI or SM.

All SSSI and SM management needs formal consent from Natural England or Historic England as appropriate. You must apply to your local Natural England or Historic England adviser for this consent. (Read Section 4.11.1).

Your Natural England adviser will talk to you about your SSSI, they will consider land parcels in the application that have:

- any live SSSI consents
- Site Management Statements
- Section 15 (of the Countryside Act 1968) management agreements
- other agreements with Natural England or its founding organisations.

If any of these are no longer appropriate or relevant, the adviser will ask you to consider a voluntary surrender of the consent as part of the agreement offer.

Applications for woodland Higher Tier agreements will ensure SSSI and SM management within the woodland. Their management must be considered through the UK Forestry Standard Woodland Management Plan which is a pre-requisite for a Higher Tier application. Read [Create a woodland management plan](#) on GOV.UK.

3.1.6 European sites

A 'European site' is designated as a SAC, or proposed SAC, or a SPA. Ramsar sites and potential SPAs are given the same protection as European sites under the scheme.

If you are planning activity on, or next to, a European site before any agreement offer can be made, Natural England or the Forestry Commission must complete a Habitats Regulation Assessment. An application may be rejected if the assessment finds the proposed activity would have an adverse impact on the European site.

Applications that include conservation of special features on European Sites will usually be accepted. However, some multi-year options or capital items may be assessed in more detail.

3.1.7 Protected species

Some species are partly or fully protected by legislation. Examples of the most common protected wildlife include:



- all wild birds and their eggs and nests that are in use or being built are protected under the Wildlife and Countryside Act 1981
- bats, otters, dormice, great crested newts, and other species of more restricted distributions are protected by Part 3 of the Conservation of Habitats and Species Regulations 2017. These European Protected Species are protected from disturbance and damage to the places they use to rest and shelter (for example, bat roosts and otter holts).

If you have protected species on your land, you must consider and meet the requirements for protection which apply to those species before carrying out any management activities. For more information, check [Managing wildlife on your land](#) on GOV.UK.

By choosing appropriate scheme options, you can help to maintain suitable habitats for protected species.

3.1.8 Organic Land

If you have land that is registered as organic or in conversion to organic status, it is eligible for Countryside Stewardship, provided other eligibility criteria are met. The scheme provides funding for Organic Management and Conversion. Read Section 2.2.1 for details.

3.1.9 Land parcels with solar panels

Land parcels that contain solar panels for generating electricity for use off-farm are ineligible for Countryside Stewardship.

You cannot erect panels on Agreement Land where there are management options. If the panels are concentrated at one end of a field, the rest of the land can be eligible if the 2 areas are registered as individual land parcels and separated by a permanent boundary.

Solar panels powering electric fencing for livestock control or water pumping which support agreement objectives are permitted.

3.2 Management control: eligibility and scheme rules

You must have control of all the land and all the activities needed to meet the requirements of the options and/or capital items you select for the full period of the agreement.

If you do not have full control of the land and all such activities, you must get the written consent of all other parties who have management control of the land and activities for the entire period of the agreement. Read Section 3.3.2 about 'dual use'.

3.2.1 Tenants

If you are a tenant applying for an agreement in your own name, you must have:

- control of all the activities needed to meet the scheme requirements for the chosen Countryside Stewardship multi-year options and capital items
- management control of all the Agreement Land for the duration of any commitments, which may extend beyond the agreement period
- security of tenure for the full period of the agreement.

If that is not possible, you must get the countersignature of your landlord as part of your application. If a countersigned application is not possible on a part of your land, that particular area of land cannot be included in your application.

You must have the agreement of your landlord or the landowner before you apply.



If you are a tenant, including under the Agricultural Holdings Act 1986, Agricultural Tenancies Act 1995 (a Farm Business Tenancy) or equivalent, it is your responsibility to check that by joining Countryside Stewardship you do not breach the terms of your tenancy.

If a landlord takes over a Countryside Stewardship agreement from you once your tenancy has ended, they must be eligible to do so. For example, they must not be an ineligible public body.

3.2.2 Landlords

If you are a landlord and can show that you keep management control over the land and activities, you can apply for an agreement on land that has been let to a tenant. Read Section 3.3.2 about 'dual use'.

As the Agreement Holder, you must give your tenant a copy of the Countryside Stewardship agreement. You may need to provide evidence, if requested, that you have given your tenant a copy of the agreement. It is your responsibility to make sure that your tenant does not breach the terms of the agreement.

3.2.3 Partnerships

If you are in a business partnership, you can apply for Countryside Stewardship. The person submitting the application must have the appropriate permission levels in the [Rural Payments service](#) on GOV.UK

3.2.4 Licensors

If you are a licensor, you can apply for a Countryside Stewardship agreement. It is your responsibility to make sure that the licensee does not breach the terms of the Countryside Stewardship agreement.

You must make sure that the licensee is aware of the requirements of the agreement, as relevant to the licence, and include these in the licence agreement.

3.2.5 Licensees

Licensees cannot usually apply for a Countryside Stewardship agreement as they are unlikely to have sufficient management control of the land. However, if you are a licensee, you may be eligible to apply if, in practice, your agreement with the landowner gives you wider land management responsibilities.

3.2.6 Land owned by public bodies

Land owned or run by a public body would in general not be eligible for Countryside Stewardship. If you are a tenant of a public body, you will need to check with your landlord if the land is eligible for Countryside Stewardship.

Countryside Stewardship cannot pay for any environmental management that is already required through:

- payment from Exchequer funds
- grant aid from any other public body
- any other form of legally binding obligation including tenancies.

This means that Crown bodies and Non-Departmental Public Bodies (NDPBs) are not eligible for the scheme. This includes those that are Trading Funds or that otherwise do not receive funding direct from the Exchequer. Crown bodies include all government departments and their executive

agencies, for example:

- Ministry of Defence
- Forestry Commission
- Royal Parks.

NDPBs are public bodies that have a role in the processes of national government but are not a government department, and are not part of one. These include:

- Environment Agency
- Natural England
- Historic England
- National Forest Company.

Parish councils and former college farms are not considered to be public bodies and so are eligible to apply for Countryside Stewardship.

For information on the eligibility of local authorities to claim for woodland creation and maintenance grants refer to the [Woodland Creation Grant manual](#) on GOV.UK.

The following table provides more detailed eligibility criteria for public bodies:

Body/Organisation	Eligibility	
Government departments, executive agencies and NDPBs (for example Ministry of Defence, Forestry Commission)	Ineligible	
Other public bodies (for example, local authorities, National Park authorities and public corporations)	Eligible	Provided the work does not form part of their obligations as a public body.
Parish Councils and former college farms	Eligible	
Tenants of eligible public bodies	Eligible	Ineligible where the work is already a requirement of the tenancy agreement. The public body must countersign the application if the tenant does not have security of tenure.
Tenants of ineligible public bodies	Eligible	Ineligible where the work is already a requirement of the tenancy agreement. Tenants must have security of tenure for the full term of the agreement, as the public body cannot countersign the application.

3.2.7 Common land and shared grazing

Common land and shared grazing is only eligible for the Higher Tier of Countryside Stewardship. Commoners/graziers need to agree and name one person to sign the application. This person will then be responsible for maintaining the relevant agreement, if accepted, on behalf of all the commoners/graziers.



Before applying, you must read Annex 6 which contains the important additional requirements relevant to a Higher Tier application that includes common land and shared grazing.

3.2.8 Business Viability Test

We will check all applicants against an insolvency register. If we assess your application as not financially viable, we may not offer you an agreement.

Applications involving capital expenditure over certain limits will require additional evidence and undergo additional checks. Read Section 4.12.2 for more information.

3.3 Relationship with the Basic Payment Scheme (BPS)

If you are using land to claim BPS, you may also enter that same land into a Countryside Stewardship Higher Tier agreement.

Some land that is ineligible for BPS may still be eligible for Countryside Stewardship. For example, features such as ponds and areas of scrub which are ineligible for BPS can be eligible for Countryside Stewardship options.

You must read the [BPS rules](#) on GOV.UK.

When you include land parcels in a Countryside Stewardship Higher Tier application that have been used to claim BPS in the same year, we will check that the Countryside Stewardship management option applied for is compatible with the BPS land use you have declared.

When including land parcels in your Countryside Stewardship Higher Tier application, you should note that:

- some Countryside Stewardship grassland options can only be located on land declared with a land use of permanent grassland on the BPS claim
- you can only locate Countryside Stewardship arable options on land declared with a land use of temporary grassland or other arable land use on the BPS claim.

You can find information on the compatible land use classes for each option in the Countryside Stewardship grant finder.

It is the BPS land use declared in the year you apply that we will check for your Countryside Stewardship Higher Tier application, even though the Countryside Stewardship agreement start date is 1 January 2020.

Where you use Countryside Stewardship Agreement Land to claim BPS, we will check to make sure that the land use code entered for each land parcel is compatible with the Countryside Stewardship management. This will be the land use declared in the same year that the Countryside Stewardship claim is submitted.

It is possible to have more than one Countryside Stewardship option in a single land parcel. If there is no permanent boundary between the options, you do not have to split the parcel into 2 separate land parcels in the Rural Payments service.

The soil and water options can only be used to provide a level of protection over and above that required by cross-compliance.

For more information about the BPS rules or for guidance on declaring land that is in both Countryside Stewardship and BPS read the relevant [BPS rules](#) or contact us on 03000 200 301.

Find the Rural Payments service land use codes on [BPS 2020](#) on GOV.UK

Land in some Countryside Stewardship options may become ineligible for BPS by the end of the Countryside Stewardship agreement. This can happen where agricultural land is changed and cannot be easily changed back to agricultural, for example, creating intertidal wetland.

3.3.1 Countryside Stewardship and Ecological Focus Areas: double funding

You can no longer overlap Countryside Stewardship management options with EFAs declared on your BPS application.

- [AB1 Nectar flower mix](#)
- [AB3 Beetle banks](#)
- [AB4 Skylark plots](#)
- [AB5 Nesting plots for lapwing and stone curlew](#)
- [AB6 Enhanced overwinter stubble](#)
- [AB8 Flower rich margins and plots](#)
- [AB9 Winter bird food](#)
- [AB11 Cultivated areas for arable plants](#)
- [AB15 Two year sown legume fallow](#)
- [AB16 Autumn sown bumblebird mix](#)
- [HS2 Take historic and archaeological features out of cultivation](#)
- [OP2 Organic wild bird seed mixture](#)
- [SW1 4m to 6m buffer strip on cultivated land](#)
- [SW3 In-field grass strips](#)
- [SW4 12m to 24m watercourse buffer strips on cultivated land](#)
- [SW6 Winter cover crops](#)
- [SW12 Making space for water](#)
- [WD3 Woodland edges on arable land](#)
- [WT2 Buffering in-field ponds and ditches on arable land](#)

This is to avoid funding the same activity on the same land parcel under both Countryside Stewardship and BPS, known as 'double funding'. You can continue to place Countryside Stewardship options and EFAs in the same land parcel but they cannot overlap. This means the Countryside Stewardship options cannot overlap with EFAs declared on a BPS application for the duration of the agreement.

Hedgerows can be used for EFA and Countryside Stewardship options as there is no overlap in the management requirements.

3.3.2 Applying for Countryside Stewardship where someone else is claiming Basic Payment Scheme on the same land ('dual use')

In certain circumstances, it is possible for a land parcel to be used by one SBI to claim BPS and that same land parcel to also be included in a Countryside Stewardship application submitted by someone else under their SBI. This is known as 'dual use'.



If you are in a dual use situation you must be able to demonstrate that you are meeting the rules and eligibility requirements of the scheme you are claiming for and you must have a written record.

If you are the Countryside Stewardship applicant, you have to meet the Countryside Stewardship eligibility rules, including having management control of the land included in your Countryside Stewardship application. The BPS applicant must show that they have the same land 'at their disposal' under the BPS rules (and meet BPS eligibility rules). If you have an agreement with another person, who uses the land to apply for BPS, this does not mean that person has the land at their disposal. It is the rights and responsibilities held in relation to the land, and how they operate in practice, which determine this.

An example of 'dual use' is where a landlord is able to have management control of the land for Countryside Stewardship while the tenant has the same land at their disposal to claim BPS.

If you are the Countryside Stewardship applicant, you must have a written record which shows:

- the rights and responsibilities you and the BPS applicant in the 'dual use' situation each have for the land
- you have management control of the land and the BPS applicant has the land 'at their disposal'
- you have given a copy of the Countryside Stewardship Agreement Document and the terms and conditions to the other party and that they must meet them (unless you can show that you are carrying out the required activities).

This written record could be a tenancy agreement, a letter, or both, containing the required information. It must be signed and dated by both parties before the BPS application deadline (usually 15 May).

You must also make sure that the 'dual use' land parcels are linked to both SBIs in the digital maps in the Rural Payments service. The land parcels may need to be transferred to you by the BPS applicant, but to keep the link between the land parcel and the BPS applicant's SBI write 'Dual use – maintain link to existing SBI' on the front page of the RLE1 form. For further information read the RLE1 guidance on GOV.UK.

You may want to get independent professional advice, especially if you previously had a verbal agreement (rather than a written agreement) with the other party.

3.4 Land receiving other funding

You cannot use Countryside Stewardship to pay for any environmental management that is already required:

- by statutory duty, as detailed in Section 3.2.6
- through payment from Exchequer funds
- through grant aid from any other public body
- under any other grant scheme or obligation
- through any other form of legally binding obligation.

3.4.1 Environmental Stewardship

We are keen to keep the environmental benefits of Environmental Stewardship through the uptake of new Countryside Stewardship agreements.

If you have been managing your land under an Environmental Stewardship agreement, you should

find similar management options in Countryside Stewardship. There are differences between the schemes so you should read the Countryside Stewardship scheme and management option requirements carefully.

If your Environmental Stewardship agreement comes to an end in 2019, you can apply during 2019 for a Countryside Stewardship agreement to start on 1 January 2020.

If you already have an Environmental Stewardship agreement, you can only apply for Countryside Stewardship on the same land parcel if the Environmental Stewardship agreement expires before the Countryside Stewardship agreement starts. This is because individual land parcels cannot be in both schemes at the same time.

If a land parcel will still be under an Environmental Stewardship agreement when the Countryside Stewardship agreement starts, you cannot include that parcel in the Countryside Stewardship application area.

You can only have Environmental Stewardship and Countryside Stewardship agreements running at the same time where they are on separate land parcels.

It is not usually possible to transfer early or convert from Environmental Stewardship (or Higher Level Stewardship) to Higher-Tier Countryside Stewardship.

You can only do this in exceptional circumstances and specific situations:

- It must prevent:
 - serious environmental deterioration; or
 - long-term loss of a management policy that gives the best environmental benefits possible for that land.
- For land in a 10 year Higher Level Stewardship agreement, you can only do this in year 9.

For more information, read [Higher Tier conversion guidance](#) on GOV.UK

3.4.2 Countryside Stewardship

If you already have a Countryside Stewardship agreement covering some of your land parcels, you cannot apply for another Countryside Stewardship multi-year options or capital works agreement on the same land parcels.

If you have written endorsement from a Forestry Commission Woodland Adviser, or Natural England Adviser, you may:

- apply for a Countryside Stewardship Implementation Plan (PA1), Feasibility Study (PA2), Woodland Management Plan (PA3) or Woodland Tree Health grant agreement on the same land parcels
- apply for a Higher Tier capital only agreement on parcels with a woodland multi-year option in place
- apply for a Higher Tier woodland agreement (WD1/WD2) on parcels already in an agreement with woodland capital items.

3.4.3 Conservation Enhancement Scheme, Wildlife Enhancement Scheme, Section 15 Management agreements

If you have land that is classed as an SSSI, you may be receiving payments under Natural England's Conservation Enhancement Scheme (CES), Wildlife Enhancement Scheme (WES) or a Section 15 (S15) management agreement.



Generally, you cannot locate Countryside Stewardship options on these land parcels. Eligibility for Countryside Stewardship payments will depend on the specific requirements of the CES/WES/S15 agreement and are decided on a case-by-case basis.

3.4.4 English Woodland Grant Scheme

You cannot apply for Countryside Stewardship options on land parcels covered by a multi-annual English Woodland Grant Scheme (EWGS) agreement, Woodland Management Grant (WMG) or Farm Woodland Payment (FWP).

You can apply for Countryside Stewardship options on land parcels covered by an EWGS Management Planning Grant and certain capital grants (for example, Woodland Improvement Grant - WIG) as long as this does not result in you being paid twice for the same items or activities.

3.4.5 Energy Crops Scheme

You cannot locate Countryside Stewardship options within land parcels covered by an Energy Crops Scheme (ECS) agreement. However, you can enter boundaries surrounding ECS parcels into Countryside Stewardship multi-year options or capital items.

3.4.6 Heritage Lottery Funding

Some Heritage Lottery Fund (HLF) applications can be considered for Countryside Stewardship as a source of complementary or partnership funding, but only where the Countryside Stewardship payments are for separate works.

Where Countryside Stewardship agreements within an area-wide project have started less than 12 months before the HLF application, the payments will be considered as complementary funding.

3.4.7 Scheduled Monuments (SMs)

In some cases you may already receive funding for Scheduled Monuments to help manage the site, area or building. This includes grants from Historic England (formerly English Heritage) under a Management agreement for Field Monuments or a Repair Grant for Heritage at Risk.

This land may also be eligible for Countryside Stewardship provided you do not receive any other grant or funding for the same activity.

3.4.8 Fruit & Vegetables Producer Organisation Aid Scheme

Management funded under the Fruit and Vegetable Producer Organisation Aid Scheme (for example, Operation Bumble Bee) cannot also be funded under Countryside Stewardship.

3.4.9 Inheritance tax or Capital Gains exemptions

If you have an SBI that is subject to an inheritance tax exemption agreement with HM Revenue & Customs (HMRC), it may be eligible for the Higher Tier.

Countryside Stewardship options and capital items may be available on land designated HMRC as conditionally exempt from inheritance tax or as the object of a Maintenance Fund (heritage property), depending on the specific undertakings and proposed options or capital items. Read [Inheritance tax or capital gains exemption: Countryside Stewardship](#) to find out whether options and capital items are always eligible, never eligible, or need to be checked to make sure that options do not overlap with the obligations of the undertakings.



You are recommended to look at the conditional exemption undertakings for your land before applying for Countryside Stewardship so that you choose options that are most likely to succeed.

3.4.10 National Park Authority grant schemes

National Park Authority grant schemes can include both annual payments for land management and capital works.

Generally you cannot combine Countryside Stewardship with other sources of funding for the same annual land management or capital works in the same location.

However, National Park grant schemes are designed to fund management not covered by Countryside Stewardship or other schemes, or for measures over and above the requirements of other schemes. Please contact your National Park Authority adviser for details.

3.4.11 Capital Grants under Countryside Productivity, Growth Programme, LEADER, Farming Ammonia Reduction Grant, Water Environment Grant, Woodland Carbon Fund, HS2 Woodland Fund and Farming Recovery Fund

Countryside Stewardship cannot fund works that form part of these schemes or grants.

Equipment funded from these schemes can be used to undertake the work specified within the Countryside Stewardship scheme.

3.4.12 Land that is under another obligation such as planning permission or Section 106 requirements

Countryside Stewardship cannot fund works that must be undertaken as a requirement of:

- any planning permission
- a Section 106 agreement or equivalent
- restoring or remediating any works undertaken illegally.

3.5 Agricultural activity in woodland areas

You must not use any woodland in an agreement for any agricultural activity, including grazing, during the period of that agreement. Read Section 3.1.1 for the definition of woodland.



Section 4: How to apply

Countryside Stewardship

Protecting the natural environment for future generations

4 How to apply

This section gives the information needed to apply for Higher Tier Countryside Stewardship. There are 3 types of application in Higher Tier. Before starting the application process you must decide which type of Higher Tier agreement to apply for:

1. Woodland only – choose this type if your application is just for woodland creation maintenance or woodland improvement (options WD1 and /or WD2) and any supporting capital items.
2. Agri-environment only – for applications on farmland and habitats not including woodland creation or improvement. You can choose to apply for both management options and capital items.
3. Mixed – applications that include both woodland and agri-environment options and capital items.

4.1 Higher Tier initial application: step by step guide

The initial application is the first stage of the application process. You identify the high priority Countryside Stewardship management opportunities on your holding and tell us which ones you will focus on. The detail needed in your initial application depends on the type of Higher Tier agreement you apply for.

Step 1 – Before you apply:

- read the guidance in Section 4.2 for details on how to find general support and guidance
- consider which land to include. You should include the most significant environmental features and/or issues on your holding. You must include any SSSIs or SMs, where eligible. This will help you decide which type of Higher Tier application pack you will need to request: Woodland only, Agri-environment only, or Mixed (containing both)
- applications for the Higher Tier woodland creation maintenance option (WD1) that follow a Countryside Stewardship Woodland Creation Grant capital agreement, only relate to the area of new woodland. For this reason, these applications do not need to include any SSSI land and SMs on the holding. Applications for option WD1 are by invitation only
- If your application includes woodland, you must have a WMP approved, or approved in principle, by the Forestry Commission. You must have this by the initial application deadline. You need to submit your draft WMP for approval at least 7 weeks before the initial application deadline (3 May) so that you get the approval in time. You must make sure that any relevant tree felling consents are also in place for your WMP to be approved. If your application is for WD1 you do not need a WMP
- Register on the Rural Payments service if you have not already done so. Read Section 4.3
- Make sure that all land parcels you want to include in your application are registered in the Rural Payments service and linked to your SBI. Read Section 4.3.1
- if you prefer to use an agent, you will need to authorise them to act for you. Read Section 4.4
- If you're in a Countryside Stewardship Facilitation Fund Group, you can contact your facilitator for advice. Read Section 4.7.1.



Step 2 – Request a Higher Tier application pack

- Call us on 03000 200 301 you will need the SBI.
- You can request your application pack from 18 February but your request must be received by 31 March.



Step 3 – When you receive the application pack:

- make sure you have received all the documents listed in the application pack covering letter
- check all details are correct for each land parcel, on Annex 1 and/or Annex 2 and your maps
- check that all land parcels you want included in your agreement are in your application pack. For parcels to be included they must be registered in the Rural Payments service. If you need new land parcel numbers, fill in an RLE1 form and send it to us with sketch maps. Read Section 4.3
- if applicable, download copies of the Countryside Stewardship Land Ownership and Control form(s) and/or Countryside Stewardship common land and shared grazing supplementary application form from [Countryside Stewardship forms](#) on GOV.UK



Step 4 – Complete the Farm Environment Record (FER) map (not applicable to Woodland-only applications)

- Read Section 4.6 and read the guidance received with your application pack. Use this information to help you complete your FER for all agri-environment land that you include in your application.
- Use the information in your completed FER to help you decide which Countryside Stewardship priorities to include in your application. Read Section 4.7.
- This forms part of your initial application.



Step 5 – Start to fill in your initial application:

- follow the guidance received with the application pack to fill in your Higher Tier initial application
- what you need to decide at this stage depends on what type of Higher Tier agreement you are applying for
- read Section 4.7 for advice on choosing what to include in your initial application.



Step 6 – Submit the initial application form to RPA

- You must make sure that the declaration is signed.
- Attach any required supporting documents. The initial application form guidance will help you decide what is needed, for example, this could include a Land Ownership and Control form(s) and/or common land and shared grazing supplementary application form.
- You may have identified evidence that is needed but we haven't asked you to send it with your initial application. You must keep this evidence as we may ask to see it.
- If you already have a valid Historic Environment Farm Environment Record (HEFER), include it with your initial application. Read Section 4.10.1 .
- You can email or post your initial application using the contact details in Annex 9.
- If you submit by email you will need to print the relevant section(s) and form(s), sign and scan the documents back into your computer.
- If you submit by post, you must submit the original form that was sent to you as we cannot accept a copy.
- We must receive your initial application form by 3 May.

4.2 General support and guidance

You can read all [Countryside Stewardship guidance](#) on GOV.UK .

For general Higher Tier enquiries, contact us by:

telephone: 03000 200 301

email: ruralpayments@defra.gov.uk

post: Rural Payments Agency (CS), PO Box 324, Worksop, S95 1DF

You can get technical advice on Higher Tier applications from a local Natural England adviser. They can advise whether a Higher Tier or Mid Tier application may be more appropriate. If your initial application is successful and includes agri-environment land, they will support you in the further development of your application.

You can get technical advice on your woodland applications from the Forestry Commission.

You can find [contact details for the Forestry Commission](#) on GOV.UK

You may be able to get advice from a Catchment Sensitive Farming Officer (CSFO) on addressing water quality issues in your application. Read Section 4.7.7.

If you have land in a National Park, you can contact the National Park Authority as they may be able to help you make a stronger application.

4.3 Register with Rural Payments

You must register in the [Rural Payments service](#) on GOV.UK before you can request a Countryside Stewardship application pack, if you have not already done so. When you register you will receive a Customer Registration Number (CRN) and an SBI. Agents applying for you must also register on the Rural Payments service. Read Section 4.4.



4.3.1. Registering land parcels

You need to register all the agricultural land parcels on your holding which are 0.0100 hectares or larger so they appear on your digital maps. You also need to register all of the non-agricultural land parcels you intend to include in your Countryside Stewardship application with management options or capital items. This includes any buildings and farm yards on which you want to apply for options or capital items.

For example:

- options HS1 or HS8 for maintenance of weatherproof traditional farm buildings
- any capital works in the farm yard, such as those for water quality improvements.

The total field size of every land parcel needs to be accounted for, including how different areas of the parcel are being used for different things, using the appropriate land use codes.

You can check all the land parcels registered to your holding in your digital maps in the Rural Payments service.

- Go to: www.ruralpayments.service.gov.uk.
- From the 'Business overview' screen, click 'Land' then 'View land'.
- To view individual land parcel details select the land parcel you need. The 'Parcel details' screen shows you a digital map and details of the land parcel.

If you believe the map or any of the details are incorrect, you need to request a change to your digital map.

To request changes to your land information, you must complete an RLE1 and send it to us straight-away. This will prevent significant delays in sending an agreement offer or the application being rejected.

Read more information about [updating your land parcel records](#) on GOV.UK.

Read more information on [how to check your digital map](#) on GOV.UK.

Find the Rural Payments service land use codes on [BPS 2020](#) on GOV.UK.

4.4 Authorise an agent

You can authorise an agent to fill in and submit your application for you. This also applies to payment claim forms for Agreement Holders.

For an agent to act for you, you must give them the appropriate permission levels in the [Rural Payments service](#) on GOV.UK. This applies even if you have previously authorised the agent using the paper agent authorisation form.

Read [Give someone else permission to act on your behalf](#) on GOV.UK for more information on the different levels of permission.



4.5 Request an application pack

To request an application pack, call us on 03000 200 301. You must provide the SBI. We create your application pack based on your land and Higher Tier application type. You must request your application pack by 31 March. You should receive your application pack within 5 working days of your request.

4.6 Complete a Farm Environment Record (FER)

You must complete an FER map for all Higher Tier Agri-environment only and Mixed applications to map the location of the environmental features of interest on your holding. This will help to indicate what management may be suitable. You need to print 2 copies of your Options/FER map. This is so that you can show your options choices on one copy, and show the environmental features on your holding on the other copy. After you've done this, scan them into your computer.

You must submit your completed FER as part of your initial application. An FER is not required for Woodland Only applications.

The FER does not need to cover the whole holding but must include:

- any parcels on which you intend to apply for Countryside Stewardship grants
- any SSSI land or SMs on your holding, even if you do not intend to apply for Countryside Stewardship grants on them
- any land parcels that are at moderate or high risk of run-off and/or soil erosion.

Features mapped in the FER must be kept and protected from damage or removal for the duration of your agreement.

Read the guidance in your application pack about how to complete the FER. If you have any land parcels at risk of run-off and/or soil erosion use the [Runoff and soil erosion risk assessment form](#) on GOV.UK.

4.7 How to choose grants (options and capital items)

You should consider the types of grants to include in your application at an early stage. This will give you time to request any advice, approvals, consents or permissions. Read Section 4.11.

You can choose from a wide range of grants in the Higher Tier scheme. What you need to include in your initial application depends on whether you include agri-environment and/or woodland support. You should use the guidance in your application pack to help you identify what to include and how to fill in your initial application.

You need to consider the following points to help you decide what to include in your application:

- how to increase your application's score (Section 4.7.1)
- choosing options that address environmental priorities in your local area (Section 4.7.2)
- understanding the option and capital item management requirements (Section 4.7.3)
- addressing any priorities relating to water quality (Section 4.7.7), priority habitat (Section 4.7.5), priority species (Section 4.7.6) and to organic land (Section 4.7.8)
- any advice received from a CSFO (Section 4.7.7) or Countryside Stewardship Funded Facilitator
- any advice received from Natural England about SSSI land (Section 4.7.1)



- addressing any issues or management opportunities identified in your FER (Section 4.6), HEFER (Section 4.10.1) and/or Baseline Evaluation Survey (BEHTA) (Section 4.10.2)
- your approved woodland management plan, if you have one.

Make sure the grants you choose are suitable for your land and that you will be able to meet the management requirements for the length of the agreement. Once the agreement has started, changes can only be made in very limited circumstances, with written permission from RPA. Read Section 6.

4.7.1 The effect on your initial application's score

Agri-environment and Mixed Applications

Your choice of grants affects your initial application's score. Priority features which can increase your score include:

- priority habitats
- water quality issues
- historic environment features
- meeting the requirements of the Wild Pollinator and Farm Wildlife Package (WPFWP)
- Section 41 species requiring bespoke management
- species in the Woodland Bird assemblage
- species in the Breeding Wader assemblage.

We will only give a score for these features if they need management that is only available in Higher Tier. You can include features suited to Mid Tier management in your Higher Tier initial application, but they will not contribute to your score. The score received for a feature depends on:

- the type of feature
- the priority level, as described in the Statements of Priorities
- the area of it offered for management, or in the case of Historic Features the number of parcels it is on.

We will give additional scores for initial applications that:

- include SSSIs – this higher score depends on the area of the SSSI
- include genetic conservation (native breeds at risk)
- include educational access
- meet the requirements of the WPFWP
- are part of a Countryside Stewardship Facilitation Fund Group.

If your initial application is successful you will need to develop your final application. Your final application needs to match the priorities you identified in your initial application. If it doesn't, it will be scored but may not be successful.

Read Annex 3 for more details.

Woodland Only and Mixed Applications

The score for the woodland in your Higher Tier application, including the woodland in a mixed application, is based on the content of your application. You must provide a score for the woodland elements of your initial application. The Forestry Commission will confirm the woodland element score for the final application.



Any area to be scored must fit into one of 4 Countryside Stewardship objectives.

- Priority habitats
- Priority species
- Plantations on Ancient Woodland Sites (PAWS) restoration
- Water

All the land included in your application must be eligible under at least one of these objectives.

You must take into account your whole initial application and calculate a total score for each objective. Where more than one objective could apply, you must choose which one to use for scoring. You can only use one objective for an area in your application. You can base your choice of which objective you select on the objective's relative scores. Supplementary points will be awarded later if your land is covered by more than one objective.

We will increase the score for applications where:

- the area is made up of blocks within or touching a Woodland Bird Assemblage area
- all or part of the application is located within a woodland SSSI
- all or part of the application falls within multiple priority objectives.

4.7.2 Identify local priorities

You should choose grants that focus on the environmental priorities in your local area. You can use Countryside Stewardship [Statements of Priorities](#) and Priority Maps on GOV.UK to identify the priority features and issues targeted in your area. This will help you choose which grants to include in your application.

4.7.3 Find grant details

You can find more information about the grants available in Higher Tier in:

- Annex 2 of this manual - this lists all of the grants available in Higher Tier, including payment rates
- Annex 5 of this manual - this includes details of the Woodland Support grants available.

These give a detailed description of all of the available grants and will help you decide if a grant is suitable for your holding.

For each management option and capital item you will find a description that includes:

- how the grant will benefit the environment
- the payment rate of the grant
- where it can and cannot be used (eligibility)
- an outline of what management is required to use the grant successfully (prescriptions)
- record keeping requirements and other terms and conditions.

You can download the above [countryside stewardship hier tier manuals](#) from GOV.UK

Countryside Stewardship grant finder

The grant finder lists all the grants available. You can find it on GOV.UK by searching for 'Countryside Stewardship grants'. Use it to filter the list of grants by type, land use, tier and funding, or search for key words. You will see a full description about each grant including value, eligibility requirements and an outline of management requirements.



4.7.4 The Wild Pollinator and Farm Wildlife Package (WPFWP)

Applying for the WPFWP will help you provide a good combination of resources for wildlife on your holding. To include the WPFWP you need to choose management options that meet the requirements of the package. In Higher Tier, these must be at least 5% of the arable, temporary grass or permanent grass area in your application. Packages are available for arable farms, pastoral farms and mixed farms.

The package is suited to holdings where an expiring Higher Level Stewardship agreement has delivered good outcomes for farmland biodiversity, such as by using the Higher Level Stewardship Farmland Bird Package.

Read Annex 4 for more information.

4.7.5 Actions for Priority Habitats

One of the main priorities for Countryside Stewardship is to protect and improve biodiversity. The scheme offers grants to maintain, restore and create priority wildlife habitats on farmed and forested land.

You can find which Countryside Stewardship priority habitats there are in your local area by using the information in Section 4.7.2.

You may be able to create new habitat on land currently under arable, intensive grassland or forestry use. Applications for this are most likely to be successful where the new habitat will:

- extend or link existing habitat to connect separate parcels of land and reduce the number of isolated parcels
- improve the condition of river, lake and wetland features affected by diffuse water pollution and/or help reduce flood risk.

4.7.6 Actions for Priority Species

In England, Countryside Stewardship is the main way of supporting changes in land management that are necessary to meet many of our national and international commitments to species conservation. In particular, under:

- the Conservation of Habitat and Species Regulations 2017
- the Government's Biodiversity 2020 commitment to priority species
- the Government's National Pollinator Strategy.

Conservation of most of England's priority species need land management partly or wholly delivered by Countryside Stewardship (and previous schemes).

Meeting these management requirements typically involves:

- setting option prescriptions so they are specific to the individual case
- using the WPFWP to provide the right combination of options (read Section 4.7.4 and Annex 4)
- using the threatened species supplement.

You can find out which Countryside Stewardship species and habitat priorities there are in your local area using the information in Section 4.7.2.

4.7.7 Water quality issues, including run-off and soil erosion risk

Some management options and capital items can be used to help improve the quality of water on

your farm, and in your local water catchment area.

If there is run-off and soil erosion risk identified on your FER, consider whether any grants would resolve the problem and include them in your application.

You should also use the information in Section 4.7.2 and Annex 7 to identify any areas of your holding in high, medium or low Countryside Stewardship water quality priority areas. Focusing on water quality issues is particularly important if your land is in a Countryside Stewardship High Water Quality Priority Area. If it is, you may be able to get advice from a Catchment Sensitive Farming Officer (CSFO) or apply for grants that are only available with their approval.

With this information you can decide whether water quality grants are appropriate for your application. If you need advice to adopt a Recommended Fertiliser Management Plan contact your local CSFO.

Read more general information on the [Catchment Sensitive Farming Programme: reduce water and air pollution](#) on GOV.UK.

The approval to include certain options and capital items in your application does not guarantee that the option/capital item will be in any Agreement offer and it does not guarantee an Agreement offer.

4.7.8 Organic conversion and management

Higher Tier provides 16 options that are only available to organic farmers and land managers. These include options for conversion to organic status (OR1 – OR5) and to continue to manage existing organic land (OT1 – OT6). Other scheme options and items can be included in the agreement if they are compatible with organic status.

To apply for the Organic Management options you must be registered with an [Organic Control Body \(OCB\)](#) on GOV.UK, for the full period of the agreement. If the organic registration is not in place for the full agreement period, then all the organic payments will be recovered.

If you choose to apply for the Organic Conversion options you must keep your organic registration from the start of your organic conversion period through to the end of the agreement.

Conversion payments will normally be paid for up to 2 years, except for permanent crops such as fruit trees where a 3 year conversion period applies. It is possible to phase conversion, but all the land must be converted before the end of the Countryside Stewardship agreement.

To be eligible for the Organic Conversion options you must either:

- have completed a Conversion Plan, which must be approved and signed-off by your OCB; or
- have completed a Viability Plan, for land which does not have a signed-off Conversion Plan at the time you apply. If you use a Viability Plan you must get an approved and signed-off Conversion Plan from your OCB before claiming any conversion option payments.

You must keep all evidence of organic certification and schedules as we may ask to see them. If you claim for BPS we will check this information against your BPS claim. If you do not claim for BPS we may contact you for information.

Organic Conversion payments are not available on your land if your business has previously received any Organic Conversion payments under a previous scheme, such as Organic Entry Level Stewardship (OELS).



4.7.9 Agreement duration

Some Higher Tier agreements last for more than 5 years. This is the case:

- Where any of the options in the table below are used. This is because these options involve complex changes with long-term impacts on environmental conditions and land use. Only these options remain under agreement for 10 or 20 years. Any other options in the agreement last for 5 years, after which they drop out of the agreement.
- On all commons and shared grazing land. Agreements on this land last for 10 years. These agreements can only include land parcels that are common or shared grazing land. Read Annex 6 for more details and definitions.

Option	Option Duration (years)
Creation of coastal sand dunes and vegetated shingle (CT2)	10
Creation of inter-tidal and saline habitat on arable land (CT4)	20
Creation of inter-tidal and saline habitat by non-intervention (CT5)	20
Creation of inter-tidal and saline habitat on intensive grassland (CT7)	20
Creation of wet grassland for breeding waders (GS11)	10
Creation of wet grassland for wintering waders and wildfowl (GS12)	10
Raised water level supplement (SP2)	10
Making space for water (SW12) 20 Year	20
Management of moorland (UP3)	10
Creation of reed bed (WT7)	10
Creation of fen (WT9)	10
Creation of traditional orchards (BE5)	10
Restoration towards species-rich grassland (GS7)	10
Creation of species-rich grassland (GS8)	10
Creation of grassland for target features (GS14)	10
Restoration of forestry and woodland to lowland heathland (LH2)	10
Creation of heathland from arable or improved grassland (LH3)	10
Woodland creation - maintenance payments (WD1)	10
Restoration of wood pasture and parkland (WD5)	10
Creation of wood pasture (WD6)	10

4.8 Submit the initial application

Read the information included with your application pack. This will tell you how to submit your application forms and any supporting documents.

You must request your application pack by 31 March 2019. You then need to complete and submit your initial application by 3 May 2019. Read Section 2.

You can withdraw a submitted application in writing at any time before the closing date. If there is time, you can resubmit another application to replace it.

4.9 After your initial application: step by step guide

Step 1 – Initial application checks and scoring

- We will acknowledge receipt of the initial application.
- We will check each initial application for eligibility.
- Natural England and Forestry Commission score and rank applications as described in Annex 3, except applications for organic conversion and management options. Countryside Stewardship is competitive and not all applications are successful.
- We will tell you if your application has been successful or not.
- If your application is rejected we will give you the reason. Read section 4.14.



Step 2 – Final application development: read Section 4.10

- If your initial application is successful, you need to develop it into a final application by 31 August.
- Natural England and/or Forestry Commission will support you to do this by providing recommendations. You will need to complete and sign the final application.
- If your initial application is successful but you have not yet submitted a HEFER, we will request one for you at this point. Read Section 4.10.1.



Step 3 – Get all applicable consents, permissions and evidence

- You must arrange all necessary consents, permissions and evidence that you need for your application by 31 August. You must keep this evidence as we may ask to see it. Read Sections 4.11 and 4.12 for more information.
- You must submit any requested 'baseline' (BEHTA) evidence by 30 September. Read Section 4.10.2 for more information.
- You need to allow plenty of time to arrange these.



Step 4 – Conclusion of Negotiations: read Section 4.13

- We will send you a Conclusion of Negotiations letter and Negotiated Schedule by mid-September. These record what you included in your final application. You must check the schedule. No further changes are allowed after 30 September.
- You must return the tear-off slip from The Conclusion of Negotiations letter to tell us if you want to continue to the next stage. We must receive it by 30 September.



Step 5. Agreements are offered

- When we offer you an agreement, we will send you a declaration to sign. If you want to accept the agreement you must sign and return the declaration within 20 working days.
- We will withdraw the offer if you do not accept it in time.
- If there is SSSI land in the agreement offer, the offer will include a SSSI Notice from Natural England. You must sign and return this Notice.



Step 6. Agreement starts

- If you accept the agreement in time, we will send you a letter to confirm that your agreement will start on 1 January 2020.
- If applicable, Natural England will provide SSSI consent.

4.10 Final application development

If your initial application is successful, you need to develop it into a final application by 31 August. Although you will need to complete and sign the application form, Natural England and/or Forestry Commission will support you to develop your application. Depending on your application this support could involve:

- applying the recommendations of the HEFER consultation response. Read Section 4.10.1. You may need to consult with Historic Environment organisations
- Natural England recording the current condition and extent of agri-environment features. Read Section 4.10.2
- Forestry Commission assessing the proposals on the ground to make sure they meet with scheme rules and the UK Forestry Standard
- finalising the selection of grants, to produce the agreed environmental outcomes. This may be in negotiation with Natural England, Forestry Commission and/or Historic England
- agreeing prescriptions and indicators of success
- getting quotes for some capital items
- consulting Natural England about any SSSIs
- getting any consents and permissions that are needed. Read Section 4.11
- carrying out soil sampling and analysis, if appropriate. This must be done in time to help you make your final grant choice and prescriptions
- getting other evidence for your application. Read Section 4.12.

4.10.1 Historic Environment Farm Environment Record (HEFER)

If your initial application is successful, we will request a HEFER from historic environment organisations. This will provide you with free information about the historic environment on your land.

You should receive an email to tell you that the HEFER response is available. You must follow the link in the email to download the HEFER response. This is from the SHINE website, which includes information about the Selected Heritage Inventory for Natural England (SHINE).

If you do not have an email address you can ask us to send your HEFER by post. You should use the information provided in the HEFER to help you choose appropriate options and capital items. You must add the information to your FER. If you have any SMs read Section 4.11.1.

HEFER reports are valid for 3 years. If you have a HEFER report that is less than 3 years old that covers all land parcels in your application, you can use this to support your application. If you are aware of any historic features discovered after the HEFER was made, discuss this with your Natural England and/or Forestry Commission adviser.

4.10.2 Baseline Evaluation Survey

All Agri-environment only and Mixed applications need a 'Baseline Evaluation of Higher Tier Agreements' (BEHTA). This is not required for woodland-only applications.

The BEHTA records the condition and extent of features at the time the application is made. This provides an environmental baseline that can be used for checking the agreement in the future. Comparison with the baseline gives a measure of progress in achieving environmental outcomes. This data can also be used to help:

- choose appropriate grants
- set option prescriptions and indicators of success and capital grant specifications.

Where needed, your Natural England adviser will complete the BEHTA. This usually includes a survey of the land included in your application. Where there is suitable existing baseline evidence, a full survey may not be necessary.

4.11 Get consents and permissions

You are responsible for arranging all relevant consents, permissions, exemptions and written advice needed for your application. You will not be paid for any work undertaken without all the necessary consents and permissions being in place before you begin any work.

In some cases, you will not be offered an agreement if these are not in place.

You can find guidance in this section and by using the [Countryside Stewardship grants](#) (known as the grant finder) on GOV.UK. Read Section 4.7.3.

To make sure you submit a valid application:

- identify the consents and permissions you need as soon as you start your application. This will depend on any designations attached to your land and on the options that you choose to include in your application
- contact the relevant organisations shown in the guidance for advice and consents, where required
- provide us with the evidence needed to support your application.

You may be unaware of some of the consents and permissions you need until after you have received advice or reached a certain stage in your application development. You should contact the relevant organisations as soon as you are aware of these requirements.

4.11.1 Consents

Examples of the kinds of permissions and consents you may need are explained below.



Site of Special Scientific Interest (SSSI)

If there is SSSI land on your holding your Higher Tier application will need SSSI consent from Natural England. Natural England will advise on management or changes needed to keep or bring the SSSI land into favourable condition through Countryside Stewardship.

Contact Natural England as early as possible to discuss this.

If your application includes SSSI land, our agreement offer to you will include a SSSI Notice from Natural England. You must sign this and return it with your declaration.

Scheduled Monuments (SMs)

If you have an SM on your holding, the HEFER advice will give you management recommendations from Historic England. This will include advice on how to maintain or bring the SM into favourable condition and protect the feature of historic interest.

Some work may need Scheduled Monument consent from the government (advised by Historic England). For example, soil sampling, fencing, gateways and water supplies.

If you have an SM you must:

- contact Historic England for further information and to find out whether or not you need Scheduled Monument consent
- include an appropriate option in your application.

You can get advice on whether you can do the work so that it avoids a negative impact on the SM.

Historic England can also advise whether proposed works are acceptable in relation to:

- listed buildings
- registered parks and gardens
- registered battlefields.

Protected Species

You may need a wildlife licence, which you should keep for evidence, if any activities in your application may affect protected species. You can read more information at [Managing wildlife on your land](#) on GOV.UK and Section 3.1.7.

Work affecting water

You may need consent from the Environment Agency (EA), Internal Drainage Board or Local Authority for management that will affect any watercourses. This includes work:

- to a watercourse
- within 8m of a watercourse
- within the flood or coastal plain (for example, excavation work for a pond).

You do not need consent to establish arable margins.

You do not need to provide evidence of consent or evidence that such consent is not needed with your application (but see Note below). If required, you will need to have consent in place before you carry out any work. You will need to submit this evidence with your payment claim.



Note: We are shortly to ask the European Commission to amend the requirements set out in our Rural Development Programme to submit consents, where this is required, with your application. We will let you know if such a change has not been accepted by the Commission before the closing date for applications. You will still need to gain permission (or evidence that this is not required) before any work is carried out.

If you need any of the following consents, you will need to arrange this well in advance of the application deadline because it can take up to 2 months:

- land drainage consent
- discharge consent
- an abstraction licence.

You may need to get consent from EA for any work associated with the following:

- pesticide treatment
- water extraction
- storage of slurry, silage or fuel oil.

You can find contact details for your local [Environment Agency](#) office on GOV.UK

If your land has significant erosion problems, or is causing pollution, you need to resolve this before you can be considered for an agreement. This is particularly important in sensitive river catchments.

Work on trees and hedges

You may need permission for work on trees that are under a Tree Preservation Order (TPO). If this applies to you, contact your Local Authority or National Park Authority. Read more information on [Tree Preservation Orders and trees in conservation areas](#) on GOV.UK.

You may need a Forestry Commission Felling Licence to remove trees or manage hedges. This applies whether they are in woodland or not.

You can fell up to 5m³ and sell up to 2m³ of timber without a felling licence each calendar quarter. If you plan to fell or sell more, you must get a felling licence before your agreement offer can be issued. Read more information about [tree felling licences](#) on GOV.UK.

You do not need to provide evidence of any TPO permission or a felling licence with your application (but see Note below). If required, you will need to have the consent before you carry out any work. You will need to submit this when you make a claim for this work.

Note: We are shortly to ask the European Commission to amend the requirements set out in our Rural Development Programme to submit TPO permission, where this is required, with your application. We will let you know if such a change has not been accepted by the Commission before the closing date for applications. You will still need to gain permission (or evidence that this is not required) before any work is carried out.

Consultation for woodland schemes

Proposals for tree felling or creating new woodland are published on [the public registers](#) on GOV.UK for a period of 28 days. During this time comments on the proposals can be made. Statutory bodies with an interest in the project area are also consulted directly, as required.



Responses from consultation will also help the Forestry Commission decide whether a proposal is a relevant project which will need an Environmental Statement, as required under the EIA (Forestry) Regulations (England and Wales) 1999. Read more about [Environmental Impact Assessments for woodland](#) on GOV.UK.

When an EIA Opinion is made or Consent is granted by the Forestry Commission, the outcome is published on the EIA Register. [Access the public register for environmental information](#) on GOV.UK.

Listed buildings

If you are proposing work to any listed building(s) you must discuss this with your Local Authority or National Park Authority. They will advise whether you need Listed Building consent.

Conservation Areas

If any part of your holding is in a conservation area, you must contact the Local Planning Authority or National Park Authority. This is particularly important if you intend to work on trees, buildings, boundaries or other structures.

Work affecting Public Rights of Way

If you intend to erect a new fence or other boundary that crosses a public right of way, you need to get authorisation from the local Highways Authority.

Common land

If you include common land or shared grazing, in your application you must check if the work requires consent. Before applying for consent, you must consult stakeholders. For details, read Annex 6. If the work also needs an Environmental Impact Assessment (EIA) and/or planning permission, you must usually:

- carry out discussions as above, before seeking these permissions
- get these permissions before seeking consent for work on the common.

4.11.2 Permissions

Planning permission or General Permitted Development Order (GPDO) consent

It is your responsibility to find out whether planning permission for certain work is required. Your local Planning Authority or National Park Authority can give you informal advice on whether a proposal needs planning permission or GPDO consent.

Most routine agricultural operations do not need planning permission because:

- they are not regarded as 'development' under planning legislation; or
- they are 'permitted development' that is 'reasonably necessary' for agriculture.

More operations may need GPDO consent. For example, creation of ponds, tracks or roofing capital items.

For general guidance on planning (not farm-specific) read [Planning practice guidance](#) and/or the [plain English guide to the planning system](#) on GOV.UK.



NFU members can also access [the NFU guide to the planning system](#) on the NFU Website

You do not need to provide evidence of whether planning permission or GPDO consent, or evidence that such permission is not needed, with your application (but see Note below). If required, you will need to have permission or consent in place before you carry out any work. You will need to submit this evidence when you make a claim for this work.

Note: We are shortly to ask the European Commission to amend the requirements set out in our Rural Development Programme to submit planning permission, where this is required, with your application. We will let you know if such a change has not been accepted by the Commission before the closing date for applications. You will still need to gain permission (or evidence that this is not required) before any work is carried out.

4.11.3 Environmental Impact Assessment Regulations

Agriculture

These regulations protect environmentally significant areas which are mainly uncultivated land and semi-natural areas, from damage by activities which increase the land's agricultural productivity.

For more information, read [EIA \(Agriculture\) regulations: apply to make changes to rural land](#) on GOV.UK.

Uncultivated land is land that has not been cultivated for 15 years by chemicals or physically.

Semi-natural areas include:

- priority habitats
- historic environment features of greater than regional significance
- landscape features, such as historic parkland.

A semi-natural area will need a screening decision before activity starts, whether the land is uncultivated or not.

If activities or works which increase the productivity of uncultivated or semi-natural land form part of a proposed Countryside Stewardship application, you must contact Natural England for further advice. Contact the Environmental Impact Assessment helpline on 0845 600 3078.

Particular consideration should be taken where land has been in schemes for over 15 years that has created habitat. This will now be considered as semi-natural under the EIA Agriculture Regulations and will need a screening decision before starting any work that may improve the land's agricultural productivity.

Also, if land has been reverted to grassland for a period of time and holds historic environment features, it will need a screening decision where those features are regionally significant or more, and you wish to convert those grasslands to arable.

Forestry

You will need to contact the Forestry Commission if you are applying:

- to change land use by felling trees that are too small to need a felling licence
- for support for woodland infrastructure.

This is so that they can assess the environmental impact of the work.



You do not need to cover this work with an application for a felling licence.

Contact your local Forestry Commission adviser for guidance. [Contact details for the Forestry Commission](#) are available on GOV.UK along with general guidance on [Environmental Impact Assessments for woodland](#).

4.12 Other evidence required at application stage

You must keep evidence to show that you, the business, land and grants are eligible, and have it available on request as we may ask to see it.

4.12.1 Identify the evidence and supporting documents you need

You must retain any other evidence (such as photographs) set out under the management options and capital items. Find more information on the [countryside stewardship grants](#) pages on GOV.UK and have it available on request as we may ask to see it in support of your application.

You must check what supporting documents are required for each option and capital item. Your application form and the guidance received with it should also help you to identify any supporting information you need to submit.

4.12.2 Business viability test

For applications including capital expenditure of over £50,000, you must submit a statement from a chartered accountant. This is to confirm that the business or SBI has the resources from trading profits, reserves or loans to undertake the work in the proposed agreement schedule.

Where confirmation from an accountant is needed, the accountant will need to provide a letter on headed paper which confirms at least the following:

- they are a chartered accountant
- they act as accountant for the applicant
- they can confirm that you as the applicant have sufficient finances to complete the capital works in your application and how these funds will be sourced, for example, savings, loan, etc.
- their understanding of the total value of the capital works in the application.

If your application includes more than £500,000 of capital items, we will also review 3 years of your relevant business accounts or other evidence. This is to confirm that you have the administrative, financial and operational capacity to meet the agreement requirements.

4.13 Conclusion of negotiations

When the negotiations are completed, we will send a Conclusion of Negotiations letter and Negotiated Schedule to you so that you can confirm that you agree with the record of the final position and wish to be considered for a formal agreement offer. If you do want to be considered for a formal agreement offer, you need to sign the return slip on the letter and we must receive it by 30 September. No further changes can be made to the application after 30 September.

We will check the application and any required evidence before we make an agreement offer. We will send the agreement offer to you with a declaration slip for you to sign and return within 20 working days of the date of the letter to accept the offer.



4.14 Why applications may be rejected

We may reject an application at any stage if it:

- does not meet eligibility criteria
- does not score highly enough to meet the minimum threshold
- does not score highly enough to be prioritised against the available budget
- is likely to cause harm to the environment
- is incomplete by the final submission date of 30 September
- does not have all necessary supporting evidence by 30 September.

You have the right to appeal, as set out in Section 6.9.

If your initial Higher Tier application is unsuccessful, an adviser may discuss with you if it is suitable for a Mid Tier agreement.



Section 5: Scheme requirements and procedures

Countryside Stewardship

Protecting the natural environment for future generations



5. Scheme requirements and procedures

You must read and meet the requirements detailed in this section as these are mandatory for all Higher Tier Agreement Holders.

5.1 Entering into an agreement

If your application is successful, we will send you an agreement offer letter. If you want to accept, you must return the signed acceptance declaration to us within 20 working days of the date on the letter. If you do not accept your offer in time, we will withdraw it.

All Higher Tier agreements start on 1 January 2020. For capital items you should not undertake work or incur costs for capital items before you have accepted your agreement offer, even if these form part of your agreement. The agreement must not include any work that has already been carried out or any financial commitment already made before 1 January 2020. If it does, the agreement may be terminated.

5.1.1 Entering – and ending – an agreement: Option delivery and relationship to the cropping cycle

You do not need to destroy crops which are in the ground at the start of an agreement (1 January 2020) to establish a chosen option, you can manage and harvest them as normal farm crops.

However, some options may have restrictions on their management from 1 January 2020. For example, where the option requires that you do not use any fertiliser, pesticide sprays or other inputs. This will be detailed in your agreement.

Agreement options may involve work that can only take place at certain times of the year or under certain conditions, for example fencing to permit grazing, or creating beetle banks. In these cases, you must complete the work and meet any option requirements, during the first 12 months of the agreement.

Some options such as basic overwintered stubble (AB2) and brassica fodder crop (AB13) require the stubble to be kept until 15 February in the year after it was established. However, it only needs to be retained until 31 December in the last year of the agreement.

5.2 General scheme requirements

‘Agreement Holder’ means the person (whether an individual, a company or other entity) who has entered into the Countryside Stewardship agreement as identified in the Agreement Document – read clause 1 of the Terms and Conditions in Annex 1.

‘Agreement Land’ is defined in clause 1 of the Terms and Conditions.

Land parcels where rotational options will be located during the term of the agreement, will only be considered as Agreement Land if the option is active on that land parcel in a particular year.

You, as the Agreement Holder, must follow all the general management requirements as set out below, on the Agreement Land throughout the period of the agreement unless:

- specifically stated otherwise in another section of this manual
- specifically permitted in the option prescription or capital item specification as part of the Countryside Stewardship Agreement Document, or
- specifically required for organic management.



5.2.1 General management requirements

You must not:

- allow Agreement Land to be levelled, infilled, or used for the storage or dumping of materials
- light fires (including burning brash or cuttings) on the Agreement Land
- allow field operations or stocking to cause any ground disturbance, wheel rutting, poaching or compaction on Agreement Land.

You can use Agreement Land to store muck heaps temporarily if you can continue to meet all the requirements in your agreement that apply to the area concerned.

5.2.2 Protecting historic features

These requirements apply to any features marked on the FER map and HEFER report and also for any additional features of which we later write to tell you about.

You must not do any of the following:

- cause ground disturbance, including poaching by livestock, on known archaeological features or areas of historic interest under grassland
- sub-soil or de-stone on areas containing known archaeological features, unless these operations have been carried out as part of a routine in the past 5 years. You must have SM consent from the Secretary of State for the Department of Culture Media and Sport, as advised by Historic England to carry out sub-soiling on SMs
- deliberately plough more deeply or undertake additional ground works or drainage on those areas already under cultivation that contain known archaeological features
- allow free-range pigs on archaeological features
- remove any useable building stone, walling stone or traditional roofing material (excluding materials produced from established quarries) from known archaeological features or areas of historic interest on the Agreement Land
- damage, demolish or remove building material from substantially complete ruined traditional farm buildings or from boundaries of parcels containing known archaeological features or areas of historic interest.

5.2.3 Hedgerows

In any one calendar year, you must not cut more than 50% of all hedges on or bordering Agreement Land, including land parcels where rotational options are sited during that year.

There is an exception for public safety, allowing road and trackside hedgerows to be cut annually or more frequently.

You must mark all hedges on or bordering Agreement Land on the FER map. You can find detailed guidance on the relevant hedges, and how to mark them on the FER map, with your application pack.

5.2.4 Grazing management

The following table lists Higher Tier multi-year options which limit grazing activity.



Table of Higher Tier multi-year options where average stocking densities apply

Option code	Title
AB1	Nectar flower mix
AB6	Enhanced overwinter stubble
AB7	Whole crop cereals
AB13	Brassica fodder crop
BE4	Management of traditional orchards
BE5	Creation of traditional orchards
CT1	Management of coastal sand dunes and vegetated shingle
CT2	Creation of coastal sand dunes and vegetated shingle on arable land and improved grassland
CT3	Management of coastal saltmarsh
CT4	Creation of inter-tidal and saline habitat on arable land
CT5	Creation of inter-tidal and saline habitat by non-intervention
CT6	Coastal vegetation management supplement
CT7	Creation of inter-tidal and saline habitat on intensive grassland
GS1	Take field corners out of management
GS3	Ryegrass seed-set as winter food for birds
GS4	Legume and herb-rich swards
GS6	Management of species-rich grassland
GS7	Restoration towards species-rich grassland
GS8	Creation of species-rich grassland
GS9	Management of wet grassland for breeding waders
GS10	Management of wet grassland for wintering waders and wildfowl
GS11	Creation of wet grassland for breeding waders
GS12	Creation of wet grassland for wintering waders and wildfowl
GS13	Management of grassland for target features
GS14	Creation of grassland for target features
GS15	Haymaking supplement
GS17	Lenient grazing supplement
HS7	Management of historic water meadows through traditional irrigation
LH1	Management of lowland heathland
LH2	Restoration of forestry and woodland to lowland heathland
LH3	Creation of heathland from arable or improved grassland
OP1	Overwintered stubble
SP1	Difficult sites supplement
SP6	Cattle grazing supplement
SP7	Introduction of cattle grazing on the Isles of Scilly
SP8	Native breeds at risk supplement
SW3	In-field grass strips
SW4	12m to 24m watercourse buffer strip on cultivated land
SW7	Arable reversion to grassland with low fertiliser input
SW8	Management of intensive grassland adjacent to a watercourse



Option code	Title
SW9	Seasonal livestock removal on intensive grassland
SW10	Seasonal livestock removal on grassland in SDAs* on land next to streams, rivers and lakes
SW12	Making space for water
SW13	Very low nitrogen inputs to ground waters
UP1	Enclosed rough grazing
UP2	Management of rough grazing for birds
UP3	Management of moorland
UP6	Upland livestock exclusion supplement
WD4	Management of wood pasture and parkland
WD5	Restoration of wood pasture and parkland
WD6	Creation of wood pasture
WD7	Management of successional areas and scrub
WD8	Creation of successional areas and scrub
WD9	Livestock exclusion supplement - scrub and successional areas
WT7	Creation of reedbed
WT9	Creation of fen
WT12	Wetland grazing supplement

* Severely Disadvantaged Area (SDA)

If the agreement contains one or more of these options you must meet the following requirements.

- Avoid over-grazing and under-grazing across the whole grazed area of the holding. Distribute stock across the grazed area of the holding to make sure this is the case.
- Stock no more than the rates given in your Agreement Document on average over the year across all agricultural land on the farm or production unit where the agreement is located.

Under-grazing is where annual growth is not fully used, or where scrub or coarse vegetation is becoming evident, and this is damaging the environment of the site.

Over-grazing is where land is grazed by so many livestock that the growth, quality or diversity of vegetation is adversely affected, and this is detrimental to the environmental interests of the site.

Read Annex 8 for more information about what you need to include in your records, how to convert livestock numbers to livestock units and what to do when you take over additional land.

5.2.5 Nitrate Vulnerable Zones

If your Agreement Land is in a Nitrate Vulnerable Zone (NVZ), you must meet the requirements of both the relevant NVZ Action Programme and Countryside Stewardship. Where the rules overlap, you must meet those that are the strictest.

5.2.6 Farming Rules for Water

You must meet the requirements of the [Farming Rules for Water](#) on GOV.UK.

5.2.7 Maintaining capital items

You must maintain capital items funded under Countryside Stewardship on Agreement Land, in the condition and to the specification for which they were granted aid, for a set period of time.

For capital works which form part of a multi-year agreement this requirement lasts for the whole time that the land parcel where the capital item is located, is under agreement.

We may recover payments if you do not meet these requirements, or if your Agreement Land that the capital item is located on is taken out of the scheme before the end of the agreement.

5.2.8 Heather and grass burning

Where you have the legal right to carry out burning, and intend to do so, you must meet the requirements of the Heather and Grass etc. Burning (England) Regulations 2007.

You can find details of the requirements and information on when to apply for a licence at [Heather and grass burning: rules and applying for a licence](#) on GOV.UK.

You must also follow the [Heather and Grass Burning Code](#) (as may be amended).

If heather or grass burning is included in your Countryside Stewardship application, your Natural England adviser will discuss a restoration plan with you.

5.3 Cross Compliance: requirements

Cross compliance is a set of rules which applies to all farmers and land managers receiving payments from the Basic Payment Scheme, Countryside Stewardship and other Rural Development schemes.

If you have woodland parcels included in your agreement, cross compliance only applies to the woodland that you receive multi-year payments for. It is only the Statutory Management Requirements (SMRs) that apply not the Good Agricultural and Environmental Conditions (GAECs) in most cases. GAECs only apply as well as SMRs if you are paid for WD1 and BPS.

Cross compliance requires you, as an Agreement Holder, to:

- maintain your land in GAEC by meeting a range of standards that relate to water, the protection of soil and carbon stock, and landscape features, and
- meet a range of SMRs relating to the environment, public and plant health, animal health and welfare, and livestock identification and tracing.

You must meet the cross compliance requirements across your whole holding for the whole calendar year, whether or not it is Agreement Land. For cross compliance purposes, a holding is all the production units and areas managed by you, as the Agreement Holder, situated within the UK. This includes land which is:

- used for agricultural activities
- used for forestry
- other non-agricultural land (for example salt marsh) for which Rural Development payments for the schemes listed above are claimed, and
- land declared for BPS (whether BPS is claimed on that land or not).



You can find full details about cross compliance requirements in [the Guide to Cross Compliance in England](#)

These requirements are updated annually and apply to that calendar year, regardless of when a Countryside Stewardship agreement started.

This is only a summary of the cross compliance requirements. You must follow the requirements given in the latest version of 'The Guide to Cross Compliance in England'.

5.4 Evidence: Record keeping and inspection requirements

You must obtain and keep evidence to show you have carried out all the requirements of your agreement to support your claim or to support an inspection. You must also keep evidence that you are eligible for the scheme.

Your evidence must show that:

- you are eligible for the scheme
- the activities funded under your agreement are appropriate
- the funded activity is taking or has taken place.

We need you to do this so that we can demonstrate that public money is being spent effectively and is delivering the intended results.

Record keeping is an important part of an effective farm, or woodland, management system. You can use some existing farm records to meet scheme requirements, but you may also need to keep other records specifically about the management being funded.

5.4.1 When is evidence required?

You must keep any required evidence and supporting documents and have them available on request.

1. Evidence to support your application

You must keep evidence to show that you, your business, your land, multi-year options or capital items are eligible as you may have to show this if you are chosen for an inspection.

2. During the agreement period

You may need to provide evidence to show that you have carried out the required actions.

Evidence may be needed:

- to support a claim, in particular capital item claims. More information is set out in Section 5.4.2, and where relevant further information will be sent with the claim form covering letter,
- during or after an administrative check, an inspection, or other checks as described in Section 6.4.

3. After the agreement has ended

The Terms and Conditions explain that you must keep all invoices, receipts, accounts and other relevant documentation relating to the expenditure of the grant for at least 7 years from the end of the agreement.



5.4.2 Consents and permissions

It is your responsibility to obtain all consents, approvals or permissions that you may need due to your specific circumstances and to carry out the particular multi-year option or capital item (Section 4.11). These consents and permissions must remain effective – and records kept – for the duration of the agreement.

5.4.3 Organic certification

You must meet the organic standards on all your organic land for the entire duration of the organic option(s) in the agreement and keep records as evidence of organic farming practices.

This is an eligibility requirement and failure to comply could result in a breach and a payment reduction/penalties – read Section 6.3 for further details.

Record keeping requirements differ depending on whether land is certified as ‘organic’ or ‘in-conversion’. The organic schedule and certificate supplied by the Defra-approved Organic Certification Bodies (OCB) are legal proof of registration and provide verifiable evidence of the land status as ‘in-conversion’, or ‘fully organic’. The evidence you need for organic support under Countryside Stewardship is listed below. The evidence must cover all land and enterprises entered for ongoing support under Countryside Stewardship organic options.

Fully organic

You must keep the following and have them available on request if we ask to see them:

- a valid organic certificate and schedule issued by a Defra approved OCB
- annual OCB inspection reports
- evidence of continued OCB registration.

Organic Conversion payments

You must keep the following and have them available on request if we ask to see them:

- your Conversion Plan approved by the OCB
- a valid organic certificate and schedule.

New conversion

If you have not completed an initial inspection and OCB-approved conversion plan for the land in question yet (due to timing of conversion), you must have the following documents available on request if we ask to see them:

- a fully completed [Organic Viability Plan](#) available on GOV.UK
- a completed conversion plan approved by the OCB as well as a valid organic certificate and schedule.

5.4.4 Photographic evidence

For some multi-year options and capital items you need dated photographic evidence to support a claim, or as part of the record-keeping requirements for an agreement. You must have this evidence available on request as we may ask to see it.

The need for dated photographic evidence depends on the particular multi-year option or capital item, but the following general principles apply.



Application stage

For some multi-year options and capital items you need to take dated photographs and keep them to show where work or management will be undertaken on a particular feature or site.

Check the individual option or capital item requirements to see if this is the case.

During work stage

For the capital works listed below, you will need to keep and submit contracts, invoices, or other documents confirming the technical specification for the completed works have been met. If you are unable to provide this you will need to keep and submit dated photographs of the site during the different stages of the construction or build to show that the minimum specification has been met.

Code	Capital Item
LV3	Hard bases for livestock drinkers
LV4	Hard bases for livestock feeders
LV5	Pasture pumps and associated pipework
LV6	Ram pumps and associated pipework
LV8	Pipework associated with livestock troughs
RP3	Watercourse crossings
RP4	Livestock and machinery hardcore tracks
RP6	Installation of piped culverts in ditches
RP7	Sediment ponds and traps
RP8	Constructed wetlands for the treatment of pollution
RP9	Earth banks and soil bunds
RP12	Check dams
PR13	Yard - underground drainage pipework
RP14	Yard inspection pit
RP15	Outdoor concrete yard renewal
RP24	Lined biobed plus pesticide loading and washdown area
RP25	Lined biobed with existing washdown area
RP26	Biofilter
RP27	Sprayer or applicator load and washdown area
WN3	Ditch, dyke and rhine restoration
WN5	Pond management (first 100 sq m)
WN6	Pond management (areas more than 100 sq m)
WN8	Timber sluice
WN10	Construction of water penning structures

Claim stage

For multi-year options, you may be asked to take dated photographs as part of an annual sample. We will tell you:

- which options need photographs
- when they should be taken
- the date we need to have the records by.



For capital items, you may be required to submit dated photographs with your payment claim if you are unable to submit contracts, invoices or other documents that confirm the technical specification for the completed works.

If you have capital works that cannot be visually checked after the work has been completed, such as concreting or underground pipework, you will need to take photographs during construction. Please follow individual capital item guidance. It is your responsibility to retain sufficient evidence to show that the investment or required management has taken place.

5.4.5 Photographic evidence quality

All photographs must meet the following standards. Requirements apply equally to digital photographs or those supplied as paper photographs.

- Quality – photographs must be in focus and clearly show the relevant option, capital item or environmental feature. If you send your images by email, please send as JPEG files. Digital images should not be smaller than 600 x 400 pixels and ideally the image file size no larger than 400KB. Printed photographs must be no smaller than 15cm x 10cm. Photographs can be in either portrait or landscape.
- Photograph to identify the environmental feature, land management option or capital item(s) concerned – it is your responsibility to have sufficient evidence that the investment or required management has taken place. For example, more than one photograph may be needed where the option, feature or capital item exceeds the frame or is not clearly evident from a single photograph.
- Where possible include a significant feature to provide authenticity, for example, ditch, fence, farm building, road, telegraph pole.
- Where possible mark the photographed feature location, and direction from which the photograph has been taken, with an 'X' and an arrow on a copy of a map (or map extract) of the agreement area.
- Where scale or continuity is important include a feature, or introduce one. For example a quad bike, vehicle or use a sighting pole (2m high with 50cm intervals marked in red and white) and take pictures consistently from the same spot for before and after photographs of the capital item or option.

5.4.6 Clearly label photographs

Use the Ordnance Survey (OS) map sheet reference and National Grid reference for the field parcel, followed by the relevant proposed or implemented option or capital item code and, if more than one image is required, the image number.

The OS map sheet reference and National Grid reference should relate to the field parcel on which the feature, multi-year option or capital item is sited or for boundary features the adjacent field parcel. For example, if you need to take 'before and after' photographs to show evidence that work has taken place for Gateway relocation (RP2), the image should be labelled as XX12345678_RP2_1 and XX12345678_RP2_2. If there is no relevant land parcel reference the label can include a clear identifiable description such as Farmyard_RP22_1.

Save digital images under the label outlined above. Clearly write the label on the reverse of printed photographs detailing the OS map sheet reference and National Grid reference for the field parcel, the implemented capital item code, date, Agreement Holder name and SBI.



5.5 Keeping farm records

You must record certain management activities as part of specific management option prescriptions. The record keeping requirements are published in the [Countryside Stewardship grant finder](#) on GOV.UK. You must make these farm records available if we ask to see them. Typical activities which have to be recorded include:

- cutting, topping, grazing, burning, harrowing, rolling or tramline disruption
- ploughing, cultivation, seeding, planting or crop rotation
- application of fertiliser, manure, pesticides (including herbicide, insecticides or fungicides) lime, desiccants
- livestock grazing – read Section 5.5
- supplementary feeding
- clearance works, bare ground restoration, drainage works and management, ditch management, or historic buildings maintenance work
- wildlife assessment record
- pesticide application method
- hedge cutting. (This includes keeping a record of the scheme requirements that Agreement Holders must not cut more than 50% of all hedges in or bordering Agreement Land in any one calendar year.)

Where the option includes a requirement not to carry out certain activities during the year (for example no grazing, no pesticide application), you do not need to record the absence of these activities. However, you will need to fill in a declaration on the annual claim form to confirm that you have met this requirement.

Where there is an existing statutory or farm assurance scheme requirement to maintain relevant records, these records can be used as evidence. For example:

- you can use plant protection product application records to prove the time of application and what products were applied
- NVZ requirements for nitrogen planning and recording of nitrogen applications.

You can use existing farm records (those you already keep as part of your commercial farm activities and planning) where these already meet scheme requirements. This may include pesticide records, nutrient management plans, the use of manure and fertiliser, stock and grazing records. The existing records must cover the complete requirements of the Countryside Stewardship prescription.

Where the scheme requirements are not covered by existing farm records, you will need to keep an additional record. Examples include:

- where the use of pesticides (including herbicides) is prohibited or restricted to dealing with a particular problem such as injurious weeds or to a particular method such as weed wiping or spot treatment. Check that appropriate information is included as part of your Pesticides Record under 'other/additional information'
- some prescriptions restrict applications of manufactured fertiliser to specified levels of phosphate and potash. In these cases, if you are within an NVZ you would need to record the application of phosphate and potash in addition to the application of nitrogen.



As part of the annual claim form, you must sign a declaration to say that you have kept the records required to show that you have delivered the scheme, and that you will make these records available when asked.

5.5.1 Stocking records

If any of your options has prescriptions relating to grazing management (including prescriptions that say 'do not graze' or 'exclude livestock'), you must keep livestock records.

You can find more information about livestock record-keeping requirements in Annex 8. You can find templates that you can use to keep these records at [Livestock record keeping](#) on GOV.UK.

5.5.2 Nutrients

If any of your options have prescriptions relating to nutrients, you must keep relevant records. Commercial nutrient recording systems for fertilisers and manures normally meet this requirement. You must keep nutrient records on farm and make them available for inspection if we ask for them.

5.5.3 Recommended fertiliser management system

The following Countryside Stewardship options require you to use a recommended fertiliser management system across the farm:

Code	Option
GS4	Legume and herb-rich swards
GS9	Management of wet grassland for breeding waders
GS10	Management of wet grassland for wintering waders and wildfowl
GS11	Creation of wet grassland for breeding waders
GS12	Creation of wet grassland for wintering waders and wildfowl
SW7	Arable reversion to grassland with low fertiliser input
SW8	Management of intensive grassland adjacent to a watercourse
SW12	Making space for water
SW13	Very low nitrogen inputs to groundwaters
SW14	Nil fertiliser supplement
UP2	Management of rough grazing for birds

If you want to use such multi-year options you must do one of the following.

1. Demonstrate that you are using a recommended fertiliser management system across the farm.
2. Seek advice to adopt a recommended fertiliser management system within 18 months of the agreement start date.
3. Demonstrate that you qualify for exemption as a low intensity farmer.

We explain below how 1, 2 and 3 are defined.



1) Demonstrate the use of a recommended fertiliser management system

You must hold sufficient farm records and documentation to demonstrate that you are using a recommended fertiliser management system and that nutrient management planning is taking place. Farm records must confirm that:

- you plan any applications of nitrogen and phosphate fertiliser to each crop in each land parcel before applying it
- you carry out periodic soil testing on relevant areas (every 5 to 7 years).

You must be able to show these records when we ask to see them or at inspection. You can find more information about planning tools and advice for recommended fertiliser management systems in Note 1 below.

2) Seek advice to adopt a recommended fertiliser management system

If you cannot demonstrate that you are already following a recommended fertiliser management system, you will need to get advice, so that you can start one across your farm within 18 months of the start of the agreement. You can get advice from the [Farming Advice Service](#) on GOV.UK.

You will need to demonstrate that you are actively carrying out a fertiliser management planning system throughout the life of the agreement and send us these records if we ask to see them or show us them during an inspection. You can ask for advice (at your own expense) but it must be from a suitably skilled agronomist or adviser. You can find more information about potential tools and advice in Note 1 below.

3) Demonstrate exemption as a low intensity farmer

You are exempt from this requirement if you can demonstrate that you are farming at a low intensity across your management or production unit or farm site. In these cases, you must meet all of the following requirements:

- at least 80% of the land is grassland
- you apply no more than 100kg N/ha per calendar year as organic manure, including what is applied directly to the field by animals
- you spread no more than 90kg N/ha per calendar year as manufactured fertiliser and no organic manure is brought onto the farm site.

When calculating the fertiliser application rate, you must exclude any area of the farm site where you do not spread fertilisers or cultivate soil (for example rough grazing).

You need to keep adequate records on the farm site to show that you qualify as a low intensity farmer. You must send us these records if we ask to see them or show them to us at an inspection. If you don't hold fertiliser records for each field parcel, you must have sufficient information recorded to show that you meet the above low intensity farmer criteria.

You can find more information on:

- low intensity exemption applicants in Annex 1 Part A of the Nitrate Vulnerable Zones guidance – Guidance on areas designated as NVZs in England 2017 to 2020 at: www.gov.uk/guidance/nutrient-management-nitrate-vulnerable-zones
- how the use of nitrogen fertilisers and organic manures is restricted in NVZs at: www.gov.uk/guidance/nutrient-management-nitrate-vulnerable-zones.



Note 1: Guidance on using recommended fertiliser management systems and advice offered

There are several recommended fertiliser management systems available, as well as guidance and advice, such as:

- RB209 (the Fertiliser Manual) which helps you assess the fertiliser required for the range of crops you plan to grow. Other sources of fertiliser nutrient advice are also available; and
- the industry [Tried and Tested Nutrient Management Plan](#).

There are a number of tools available to help you meet the requirement to plan farm nutrient use efficiently. These include:

- PLANET: a software tool to help with field level nutrient management
- MANNER NPK: a software tool that provides a quick estimate of crop available nitrogen, phosphate and potash from applications of organic manure. It is available from planet4farmers.co.uk
- ENCASH: a software tool that calculates the nitrogen in manure produced by different types of permanently housed pigs and poultry.

All 3 software tools are on the [PLANET website](#).

There may be other packages providing a similar service.

There is also a wide range of advice available to help support you to improve nutrient management on farm:

FACTS-qualified advisers are qualified to give advice to promote farming systems that maximise crop nutrition and protect the quality of soil, water and air and farm biodiversity. The FACTS scheme is administered by Basis Registration Ltd, and a list of qualified persons is available from them on request at [the Basis website](#).

Catchment Sensitive Farming is targeted in parts of the country where there are water quality issues linked to diffuse water pollution from agriculture. These areas have been highlighted on [the MAGIC website](#), under 'Countryside Stewardship Targeting & Scoring Layers', then 'Water', and then 'Countryside Stewardship Water Quality Priority Areas'.

5.5.4 Keeping woodland records

You need to keep certain records for your woodland management option (WD2) area and for certain capital items. You must send these with your grant claims when we request them. Typical activities that should be recorded include:

- deer management and cull figures
- squirrel management
- red squirrel monitoring
- open space
- ride management
- thinning, felling and coppicing
- regeneration



- any other general woodland management which could include Operational Site Assessments

You need to produce a monitoring report with your claim in years 3 and 5 of your agreement.

5.6 Soil sampling

If you're applying manure or fertiliser to cultivated agricultural land (including grassland), you must plan the application of manure and fertiliser by using the results of soil tests.

The requirement for soil sampling is set out under the Farming Rules for Water. Read [Rules for farmers and land managers to prevent water pollution](#).

Cultivated agricultural land is both or one of the following:

- land you've ploughed, sowed or harvested at least once in the last year
- land where you've applied organic manure or fertiliser at least once in the last 3 years.

The results of soil tests must show the pH and levels of:

- nitrogen – you can estimate the soil nitrogen supply (SNS) index of a field by the Field Assessment Method described in the [AHDB Nutrient Management Guide \(RB209\)](#) on pages 20 to 25
- phosphorus
- potassium
- magnesium.

Soil test results must be no more than 5 years old at the time of application. Contact the [Environment Agency](#) if you need more advice.

5.6.1. Soil Sampling on Scheduled Monuments

If land parcels contain a SM, please avoid this when taking soil samples. If you cannot avoid this because the SM occupies a significant proportion of the land parcel, you must get consent from Historic England before taking soil samples.

Make sure you do this to avoid a potential offence under the 1979 Ancient Monuments and Archaeological Areas Act. In these situations use the [Consent for soil sampling on scheduled monuments form](#) on GOV.UK.

Fill this in and send it to Historic England in accordance with the guidance attached to the form, for their consideration. Do not carry out the sampling until consent has been given.

You must send the results of the soil analysis to us and a copy to Historic England. Details will be included in your s17 agreement, (under section 17 of the Ancient Monuments and Archaeological Areas Act 1979).

If you find any archaeological artefacts during sampling or through sample analysis, you must send details to Historic England and the local Historic Environment Record (HER). This includes evidence of any artefacts discovered outside the Scheduled Area but within the wider field parcel containing the SM.

5.7 Specifications and cost quotations

A small number of payments for capital items are based on the actual cost and are paid as a % of the cost.



You need to get quotes for these particular capital items. You must get a minimum of 3 quotes in writing. You need to submit your quotes with your application. An adviser will discuss with you the RPA contribution towards the costs of the work and will confirm this in writing.

In exceptional circumstances involving highly specialised works fewer than 3 quotations may be accepted, but this must be agreed in writing by RPA in advance. Actual cost works must be agreed with RPA and either Natural England or Forestry Commission before you include them in your application. In these cases the capital item may also require a bespoke specification to be developed for the work. Each specification will be tailored to the requirements for the individual option and capital item in discussion with the Natural England or Forestry Commission adviser. As a guide, the specifications are likely to include the following:

- technical design drawings to illustrate the extent of the work or schedule of works to provide an itemised list of the component parts and/or process for implementation; and
- describe the standards to which each category of work is to be carried out.

You should follow the option and capital item guidance in [Countryside Stewardship grants](#) (known as the grant finder) on GOV.UK for further information on the submission of the specification.

5.8 Measuring Countryside Stewardship option areas and widths

This section outlines how and where you should start to measure the areas and widths of Countryside Stewardship options, and where you can place them in the field parcel in relation to cross compliance and EFA requirements.

- The eligibility rules for EFAs are not covered by this document. Read about eligibility rules for EFAs in the 'Basic Payment Scheme: rules for 2020' at [BPS 2020](#) on GOV.UK.
- Countryside Stewardship options cannot be used to deliver mandatory requirements under BPS – Countryside Stewardship options have to go beyond the requirements of cross-compliance.
- Cross compliance requirements apply to ALL Countryside Stewardship Agreement Holders whether or not you receive BPS payments. However cross compliance will not apply to agreements covering only stand-alone capital items where BPS is not claimed.
- With the exception of hedgerows, it is not possible to overlap certain Countryside Stewardship options and EFA options where there is double funding. However, co-location in the same parcel, where the options do not overlap is allowed. Read Section 3.3.1 for more information.

For information about the specific cross compliance rules which apply to EFA watercourses and hedgerows, please read the GAEC 1 and GAEC 7a pages in the current version of the [Guide to Cross Compliance in England](#). Also Section 5.3 - Countryside Stewardship Cross Compliance: requirements.

5.8.1 The relationship between Countryside Stewardship buffer strip options and Cross Compliance: examples of where to start measuring Countryside Stewardship options

This section applies to Countryside Stewardship buffer strip options SW1-4, WD3, and WT12 as listed below. The general principle is that the Countryside Stewardship buffer strip may not overlap with the cross compliance strip.



Arable situations:

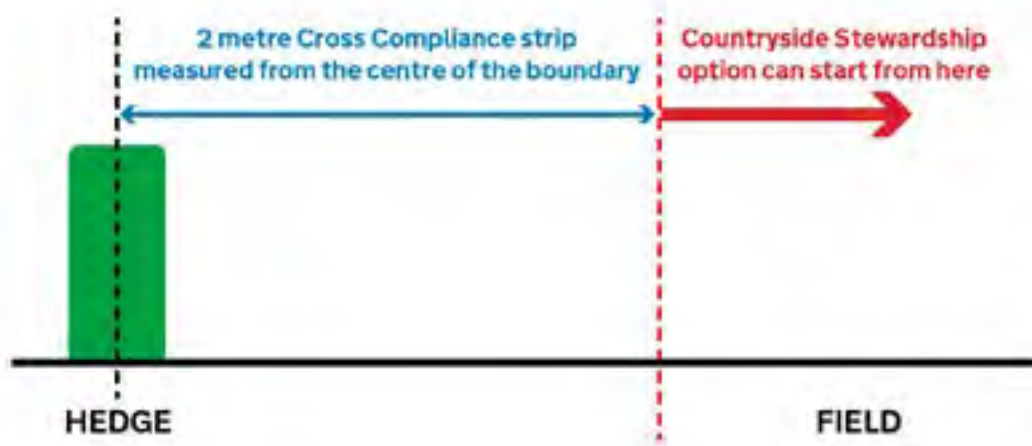
- 4m to 6m buffer strip on cultivated land (SW1)
- In-field grass strips (SW3)
- 12m to 24m watercourse buffer strip on cultivated land (SW4)
- Buffering in-field ponds and ditches on arable land (WT2)
- Woodland edges on arable land (WD3)

Permanent grassland situations:

- 4m to 6m buffer strip on intensive grassland (SW2)
- Buffering in-field ponds and ditches in improved grassland (WT1)

Countryside Stewardship options adjacent to a hedge

Diagram 1: Where to start measuring Countryside Stewardship options in relation to cross compliance requirements where the boundary feature is a HEDGE



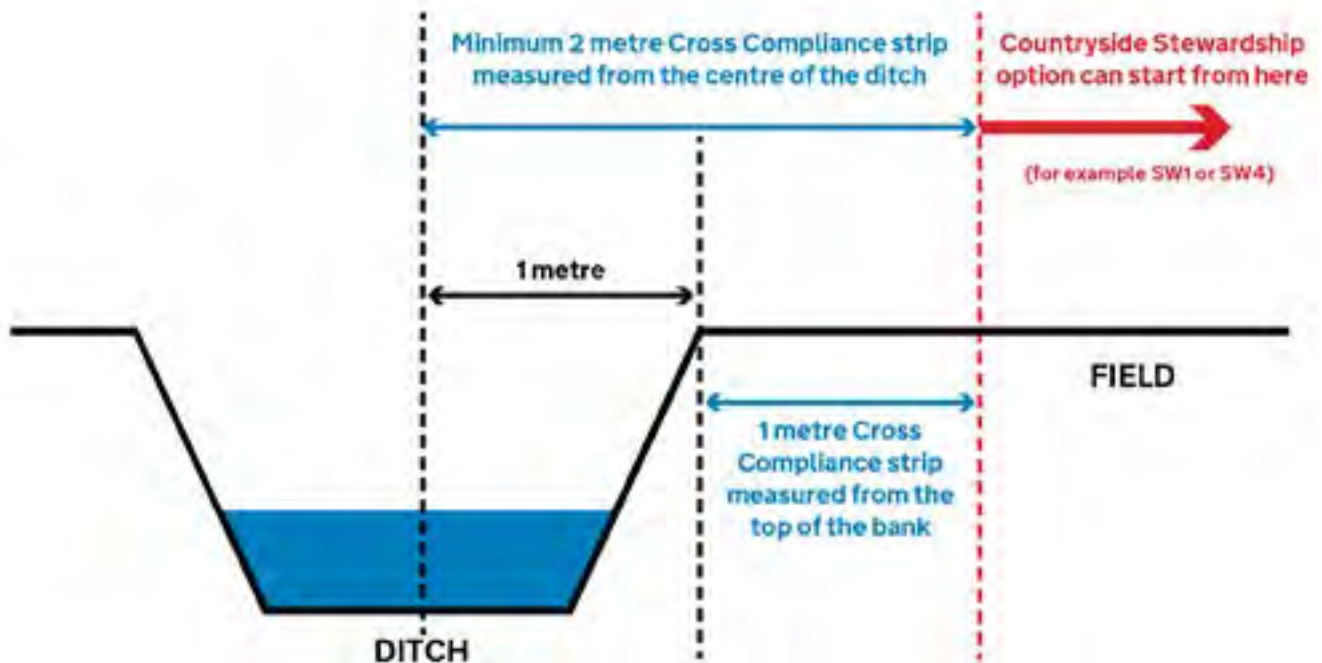
In Arable and Permanent Grassland situations

NOTE: The 2m cross compliance strip, measured from the centre of the boundary, still applies where there is a fence adjacent to the hedge. Where a fence is less than 2m from the centre of the hedge, the Countryside Stewardship option can still only start at 2m from the centre of the hedge (there will be a gap between the fence and the Countryside Stewardship option). Where the fence is more than 2m from the centre of the hedge, the Countryside Stewardship option can start from the fence.

Countryside Stewardship arable options adjacent to a ditch

Diagram 2: Ditch measures 2m maximum width

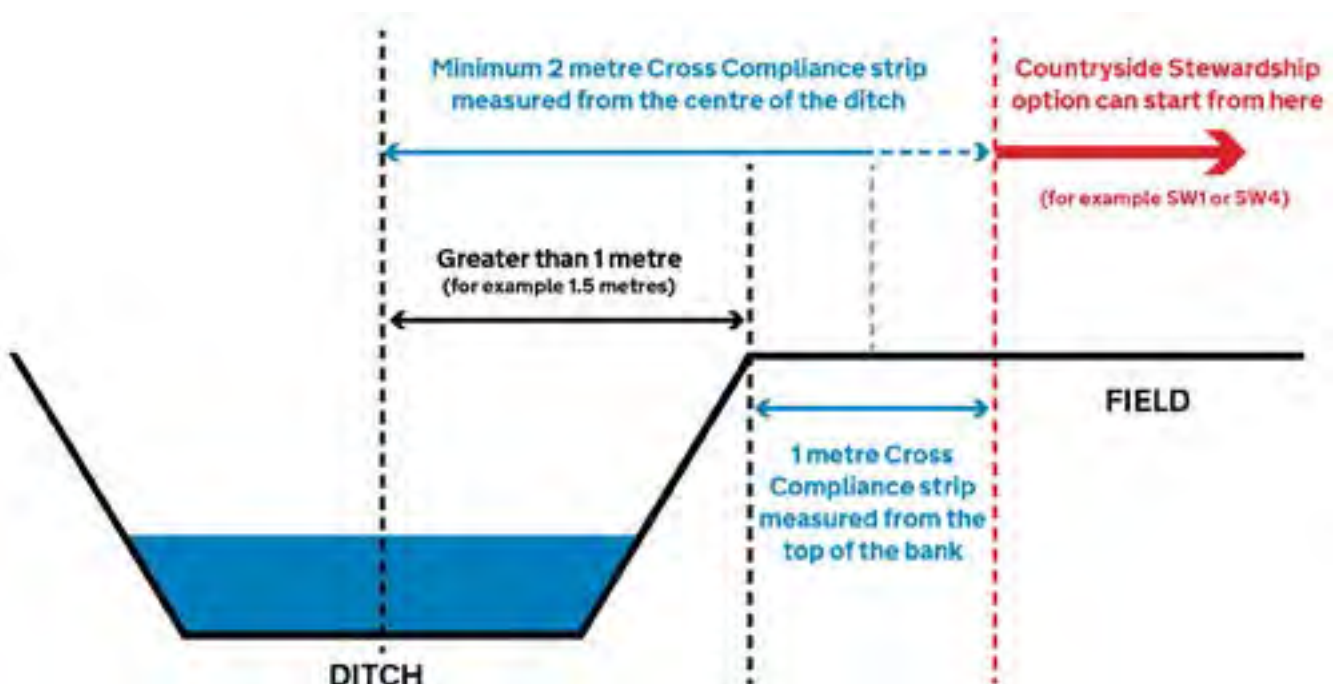
Where to start measuring Countryside Stewardship options in relation to cross compliance requirements where the boundary feature is a DITCH and the distance from the centre to the top of the bank is 1m.



In this example the cross compliance strip would be 2m wide measured from the centre of the ditch.

Diagram 2a: Ditch wider than 2m

Where to start measuring Countryside Stewardship options in relation to cross compliance requirements where the boundary feature is a WIDE DITCH and the distance from the centre to the top of the bank is more than 1m.

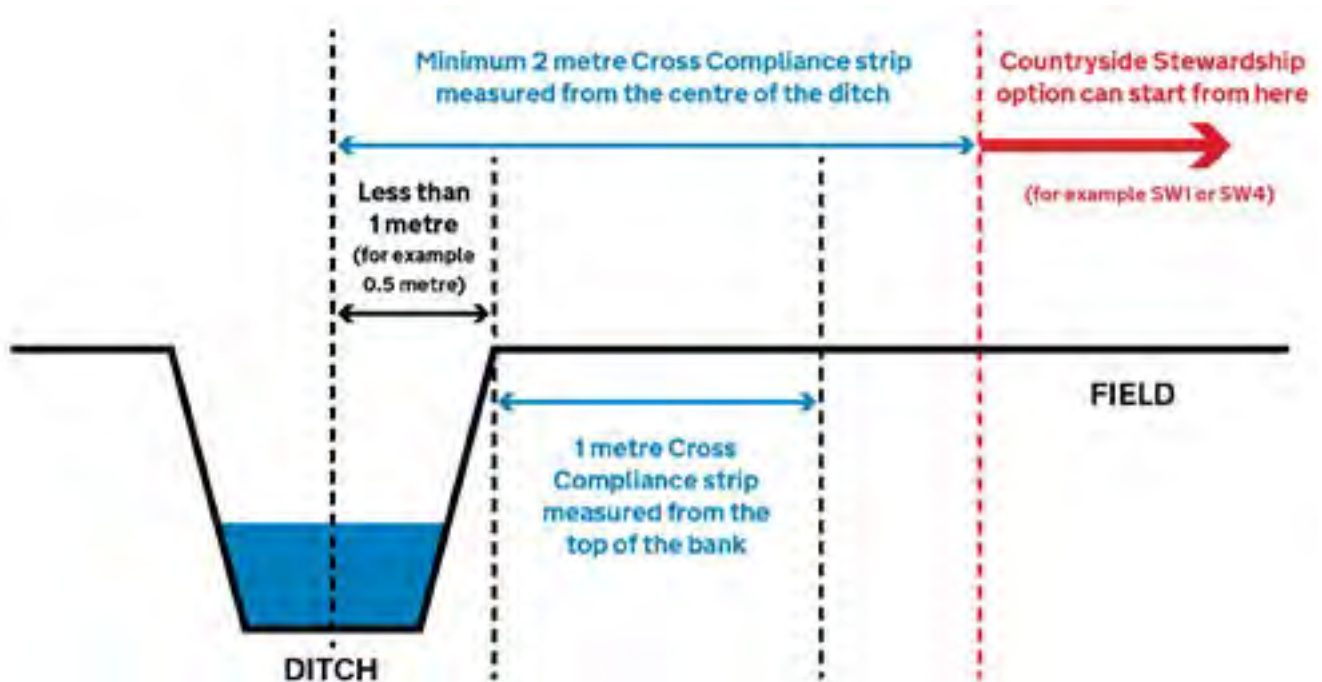


In this example the cross compliance strip would be 2.5m wide from the centre of the ditch.



Diagram 2b: Ditch less than 2m

Where to start measuring Countryside Stewardship options in relation to cross compliance requirements where the boundary feature is a NARROW DITCH and the distance from the centre to the top of the bank is less than 1 metre.



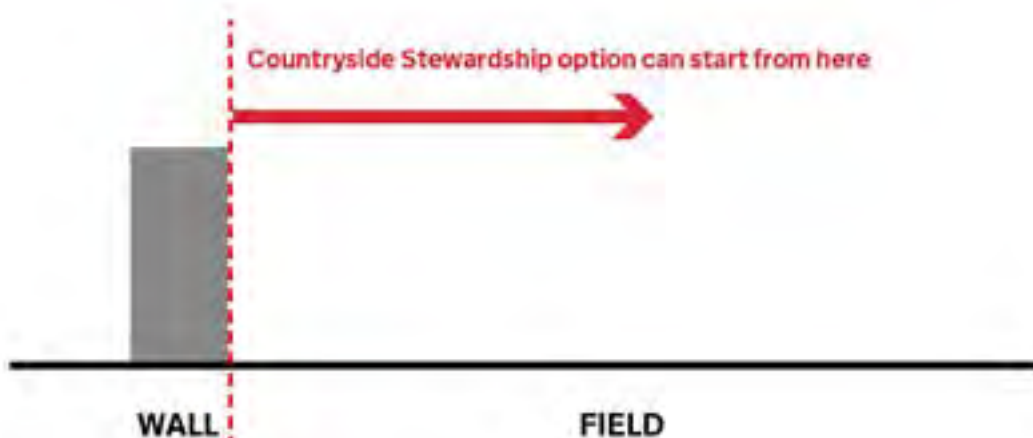
In this example the cross compliance strip would be 2.0m wide from the centre of the ditch.

Countryside Stewardship options adjacent to a wall or fence

Diagram 3: Wall or fence where there is no cross compliance strip required

There are no cross compliance requirements where the boundary is a WALL or FENCE.

In Arable and Permanent grassland situations:



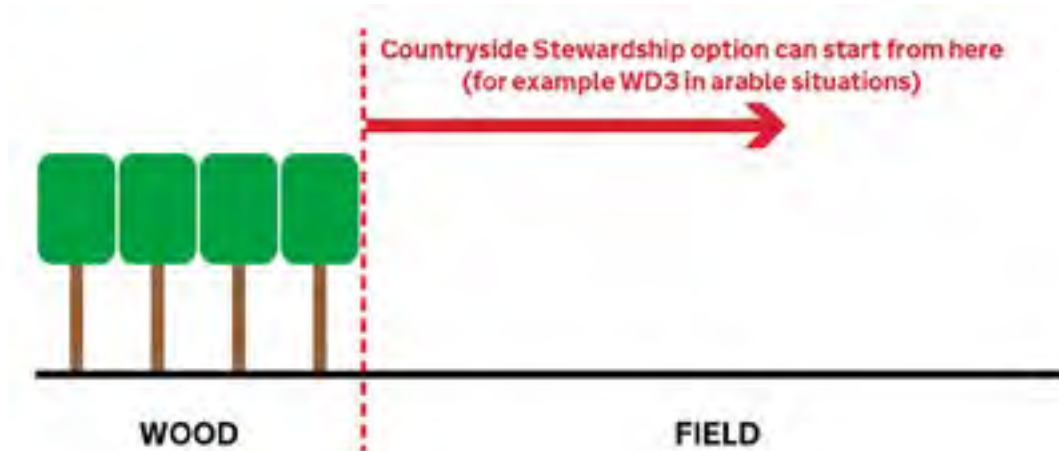
Countryside Stewardship option can start immediately next to the wall or fence (but allowing access around the field as necessary).

NOTE: If there is a ditch on the field side of the wall, this becomes the cross compliance feature and diagram 2a/2b applies as appropriate.

Countryside Stewardship options adjacent to a wood

Diagram 4: There are no cross compliance requirements where the boundary feature is a WOOD

In Arable and Permanent Grassland situations:

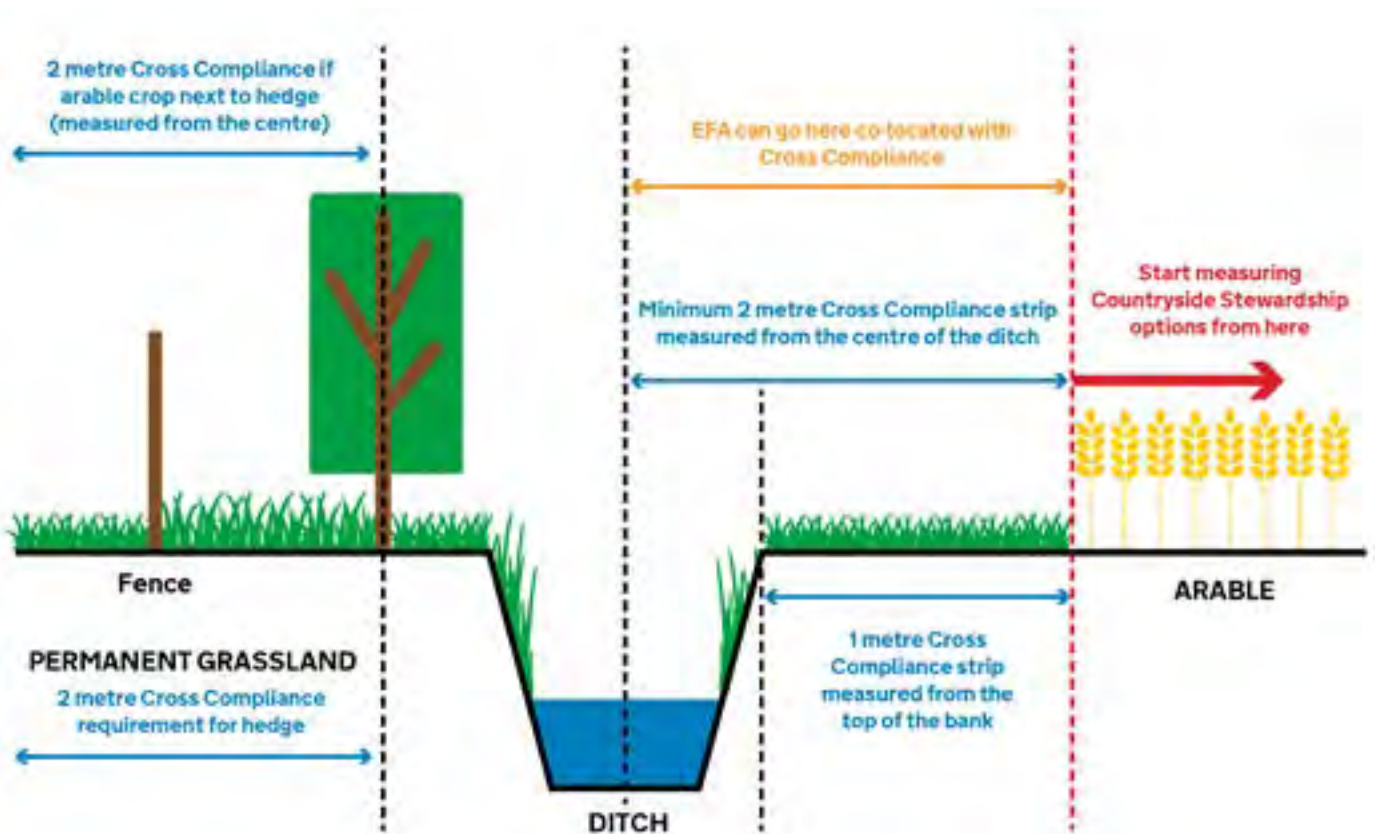


Countryside Stewardship option can start immediately next to the wood - WD3 is Woodland edges on arable land (6m).

NOTE: If there is a ditch on the field side of the wood, this becomes the cross compliance feature and diagram 2a/2b applies as appropriate.

Real world example

Diagram 5: Cross compliance in an arable situation against a ditch and hedge



5.8.2 The relationship between Countryside Stewardship options, Cross Compliance and Ecological Focus Areas: examples of where to start measuring Countryside Stewardship options

Countryside Stewardship area based options and area based EFA options can be co-located in the same parcel, but there must be no overlap of options. Countryside Stewardship buffer strips must not overlap with cross compliance and EFA requirements.

EFA area based options are:

- fallow land
- catch crops and cover crops
- nitrogen-fixing crops.

Countryside Stewardship options adjacent to a ditch

There must be no overlap of Countryside Stewardship options with the cross compliance strip (see diagram 2) or with any EFA option, such as an EFA buffer strip.

Diagram 6 (based on diagram 2, but with EFA added): Where to start measuring Countryside Stewardship options, where the boundary is a ditch and EFA buffer strips are in place.

Diagram 6a: Centre of the ditch to the top of the bank is 1m

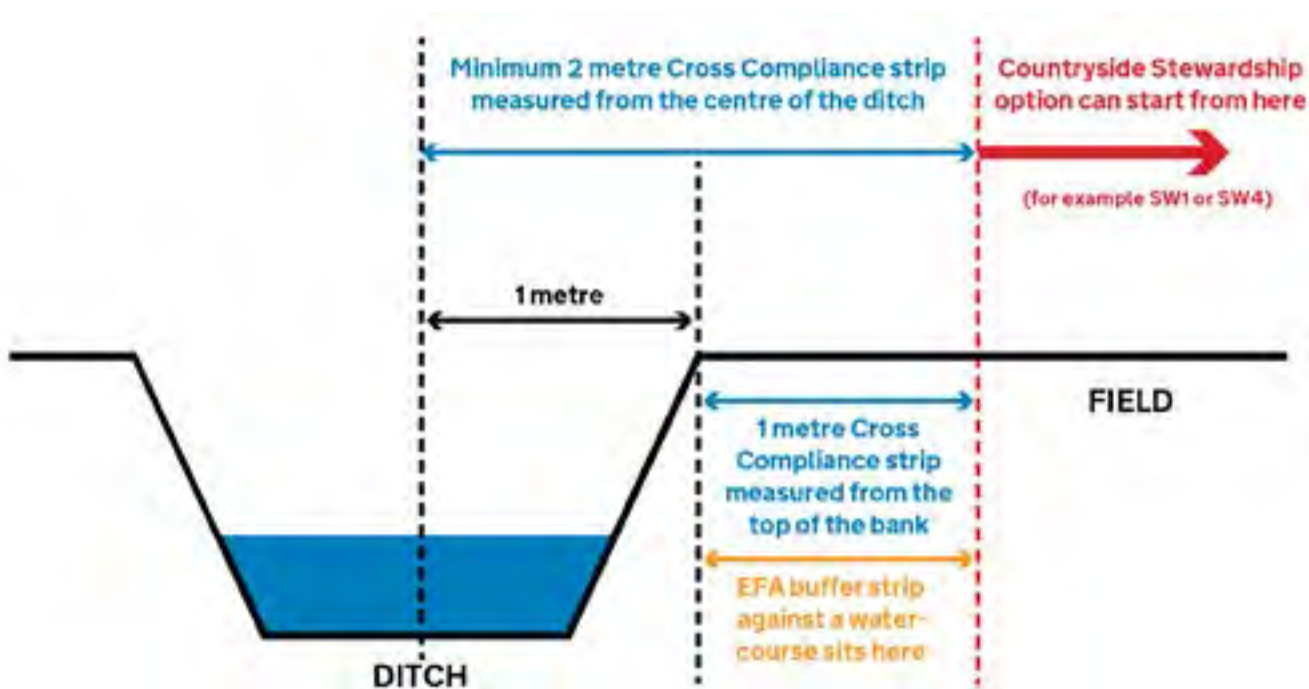


Diagram 6b: Centre of ditch to top of bank is more than 1m

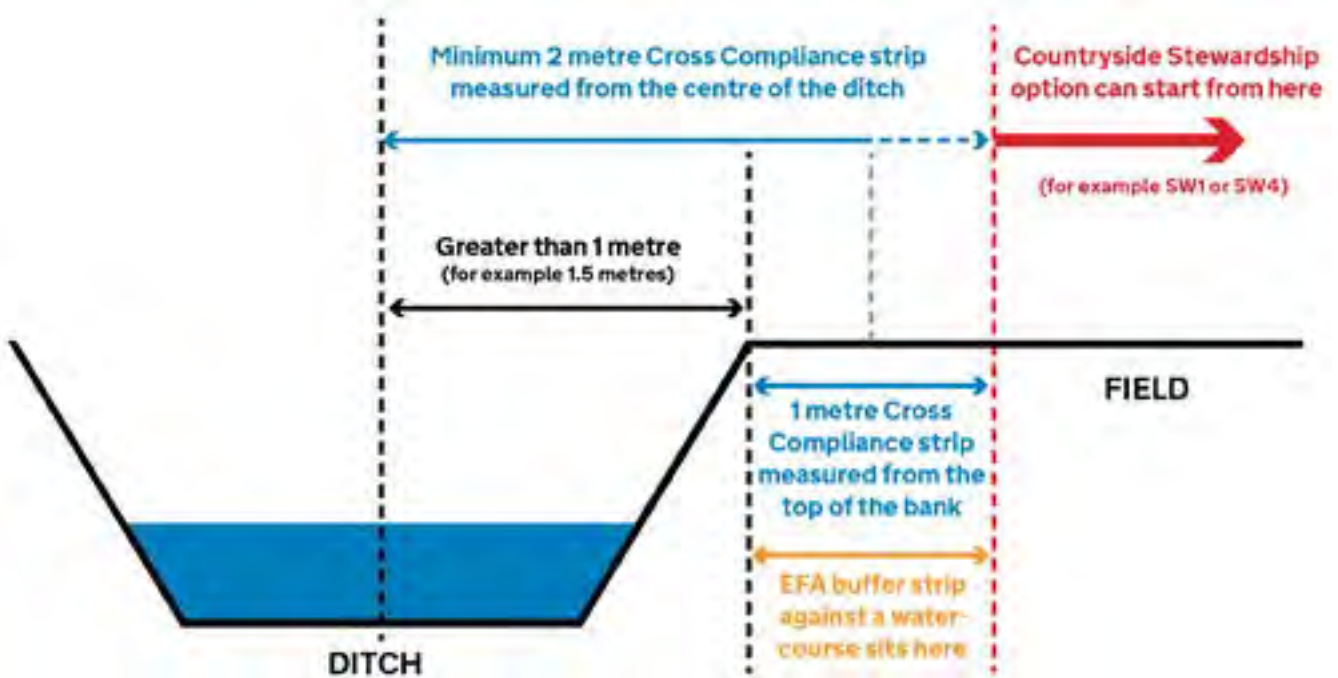
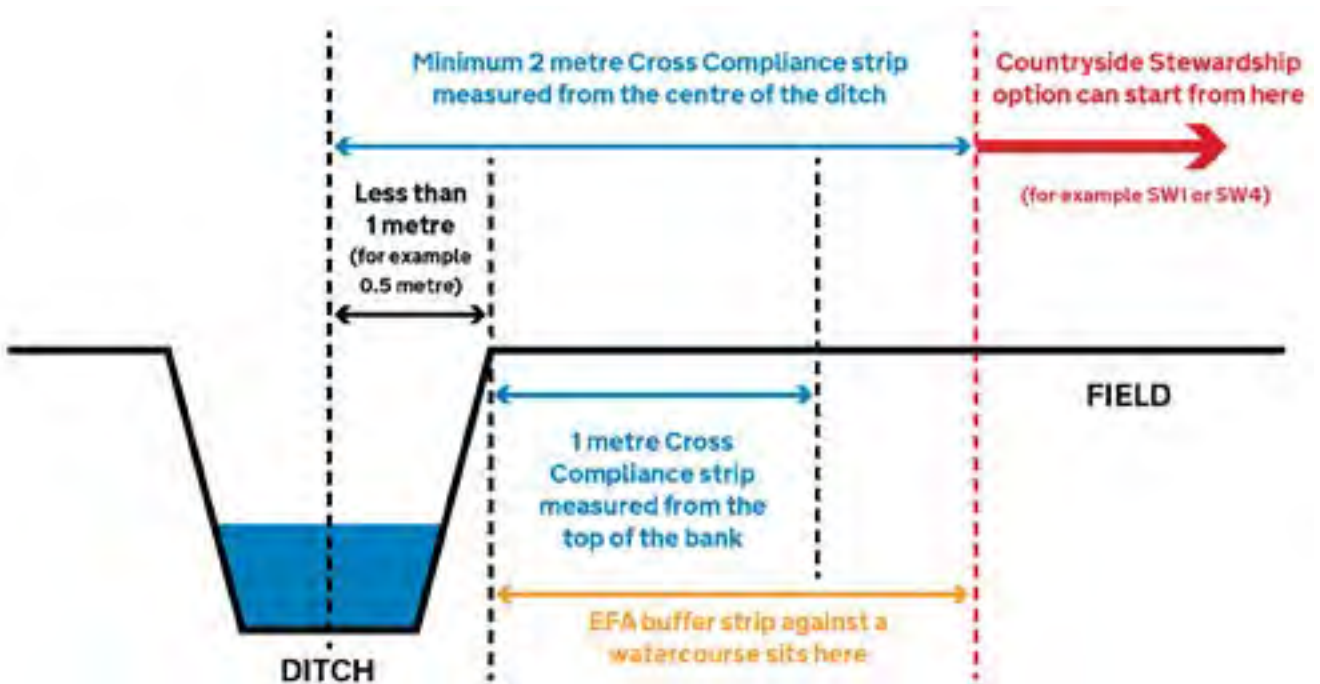


Diagram 6c: Centre of ditch to top of bank is less than 1m

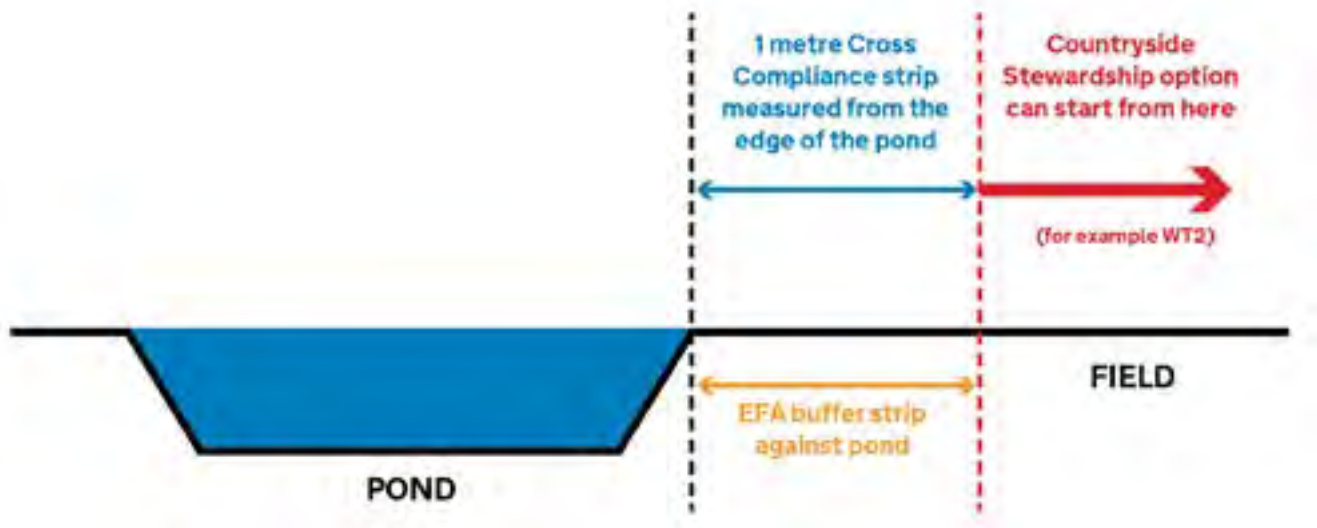


Countryside Stewardship options adjacent to a watercourse

A watercourse is defined under GAEC 1 as 'all surface waters, including coastal water, estuaries, lakes, ponds, rivers, streams, canals and field ditches. It includes temporarily dry watercourses'.

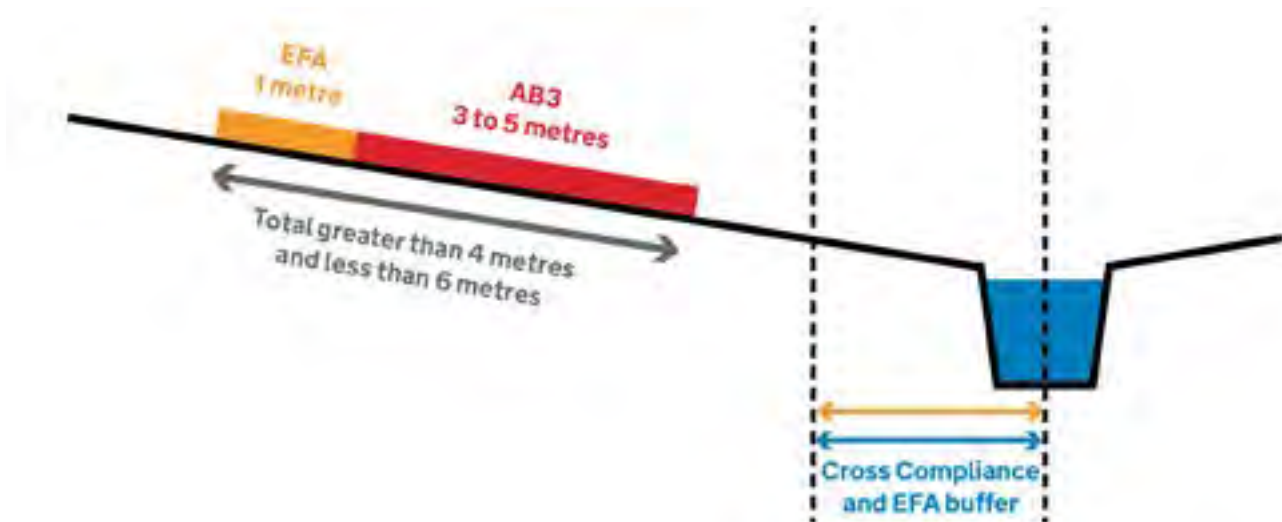
Diagram 7: Countryside Stewardship, Cross compliance and EFA requirements adjacent to a pond

Start measuring Countryside Stewardship option areas or widths where the cross compliance requirements and EFA buffer strip requirements stop.



WT2 is buffering in-field ponds and ditches on arable land (10 to 20 metres wide grass buffer strip).

Diagram 8: Countryside Stewardship arable options and beetle banks



This diagram explains the relationship between 1m of EFA buffer strips and the 3-5m wide Countryside Stewardship beetle bank (AB3).

5.8.3 The relationship between whole field Countryside Stewardship options and Cross Compliance

For whole-parcel Countryside Stewardship options, the required option management will go further and require management in addition to any cross compliance requirements. So you do not need to reduce the areas of the option when claiming for whole parcel options.

However, if you have both of the following in the same field:

- a Countryside Stewardship strip - for example, buffer, grass margin, wild bird seed mixture
- a Countryside Stewardship whole field option (AB1 to AB16) – for example basic overwinter stubble (AB2).

You will need to deduct the area of the Countryside Stewardship strip from the parcel area when applying for the whole field option.

5.9 Publicity: requirements

The Terms and Conditions require you to comply with instructions and guidance relating to acknowledging the support provided.

Where EU funding contributes to your Countryside Stewardship agreement:

- if you receive investment or capital support of more than €50,000 per investment or capital project you must display a plaque or poster
- if you receive more than €500,000 to fund a capital item, forest area development or improvement in the viability of forests, you must display a billboard
- There are also requirements about websites for all levels of funding.

To confirm the specific requirements for your agreement, please contact us – you can find our contact details in Annex 9.

5.10 Metal Detecting: requirements

Metal detecting is not allowed on SMs, SSSIs and known archaeological sites on Agreement Land. These are identified on the FER, and the HEFER. We will write to tell you about any new sites that are discovered that will also be covered by these terms.

On all other Agreement Land, you must make sure that metal detecting does not conflict with the requirements of your agreement, in particular where proposed metal detecting may affect your ability to meet option prescriptions. For example, options supporting ground-nesting birds, priority habitats, or rare arable plants are incompatible with ground disturbance, and such activities may cause a breach of agreement and result in recovering monies already paid, withholding future payments, or applying penalties and interest payments – read Section 6.3.

Any metal detecting that you allow on Agreement Land should follow best practice as set out in the current [Code of Practice for Responsible Metal Detecting in England and Wales \(2017\)](#). You must report all finds to the Portable Antiquities Scheme.

5.11 Archaeological fieldwork: requirements

If archaeological fieldwork (such as survey, test pitting or excavation) is proposed on Agreement Land that would cause, or may cause, ground disturbance or damage to any known archaeological sites or other environmental assets, you will need to have approval from us. Any proposed fieldwork must also have the written support of the local authority Historic Environment Service.

You will need written consent before any fieldwork can begin in the following circumstances:

- any archaeological fieldwork involving ground disturbance on SMs - this requires scheduled monument consent from the Secretary of State for the Department of Culture Media and Sport, as advised by Historic England



- On SMs -any geophysical survey requires a Section 42 licence from Historic England
- Any archaeological fieldwork (including the use of ground-penetrating radar or remote sensing) on SSSIs requires written consent from Natural England.

5.12 Farm Environment Record, Historic Environment Farm Environment Record and Baseline Evaluation of Higher Tier Agreements

As set out at Sections 4.7 and 6.2, it is a mandatory requirement to retain all the features identified in the FER, the HEFER and the BEHTA, and to protect them from damage or removal for the period of the agreement. An adviser from RPA, Natural England or Forestry Commission will explain these requirements to you. Removal or damage to a BEHTA feature is a breach of your agreement unless this is allowed by your agreement. An example where it is allowed is arable land (BEHTA code A01) is being managed to re-create a species-rich grassland. Read section 6.3.11 for more information.

5.13 How RPA will use and share Agreement Holder's information

The Department for Environment, Food and Rural Affairs (Defra) is the data controller for personal data you give to the Rural Payments Agency (RPA). For information on how we handle personal data go to www.gov.uk and search Rural Payments Agency Personal Information Charter.

5.14 State aid rules

Countryside Stewardship Payments under the Rural Development Programme 2014-2020 are made in accordance with the Rural Development Regulations and State Aid Notification SA41676.



Section 6: Agreement Management

including how to claim, reductions and penalties, and amending or ending your agreement

Countryside Stewardship

Protecting the natural environment for future generations



www.gov.uk/rpa/cs

6 Agreement Management

including how to claim, reductions and penalties, and amending or ending your agreement

You must read and meet the requirements detailed in this section as these are mandatory for all Higher Tier Agreement Holders.

A Countryside Stewardship agreement is made up of:

- the Countryside Stewardship terms and conditions – read Annex 1
- the Agreement Document (which sets out Agreement Holder-specific details)
- the supplementary documents referred to in the Agreement Document.

6.1 Claims process

6.1.1 Multi-year agreements

The deadline for multi-year Countryside Stewardship payment claims is midnight on 15 May each year. We must receive your claim by then. If 15 May is a Bank Holiday, other public holiday or weekend, the deadline is the next working day. We must receive any paperwork we ask for to support the management options part of the claim with the payment claim. Read Section 6.3 - Reductions and penalties.

6.1.2 Multi-year claims from land managers with multiple agreements

If your business covers a number of farms and you manage it as a single unit, or you use a single vendor or SBI number, you can have more than one agreement for that SBI (read Section 3.1.3). If you have more than one multi-year agreement in place you must fill in:

- separate multi-year Countryside Stewardship payment claims for each agreement; and
- a single declaration listing all of the agreements.

6.1.3 Capital items within multi-year agreements

A Higher Tier agreement can include a 2 year programme of capital works. You must complete all capital works within 2 years of the agreement start date, unless they are specifically identified to be completed in Year 1. You then have 3 months to submit any final claim. We cannot accept late claims under any circumstances.

You can submit a capital item claim for reimbursement at any time of the year. To do this, the approved work must have been completed in line with the agreement and you must have paid for it in full. If your claim is part of a multi-year agreement, you can make a claim in stages for certain capital items according to the schedule in your Agreement Document. The minimum value of any single claim is £500, except for the final claim, which can be less than £500.

Please refer to your Agreement Document for details of 'Claim-by' dates.

6.1.4 Single claim water capital items

We cannot accept part claims for the water capital items listed below:



Capital Item	Name
RP4	Livestock and machinery hardcore tracks
RP7	Sediment ponds and traps
RP8	Construction of wetland for the treatment of pollution
RP11	Swales
RP13	Yard – underground drainage pipework
RP15	Concrete yard renewal
RP17	Storage tanks underground
RP18	Above ground tanks
RP22	Sheep dip drainage aprons and sumps
RP24	Lined biobed plus pesticide loading and washdown area
RP25	Lined biobed with existing washdown area
RP27	Sprayer or applicator load and wash-down area
RP28	Roofing (sprayer washdown area, manure storage area, livestock gathering area, slurry stores, silage stores)
RP29	Self-supporting covers for slurry stores
RP30	Floating covers for slurry stores and lagoons

6.1.5 Invoices

Invoices and receipts must be dated and must relate to activities after the start date of the agreement and after you have received your agreement offer, and they must be dated after that date. We will reject your claim and you will not be paid, if, during an inspection or administrative check, we find that work was carried out before or after the period of your agreement.

If you are claiming for capital items based on actual costs you must send receipted invoices (that show payment for materials and contracted work) with the claim.

When we ask for invoices and receipts to support your claim, the following requirements apply.

- Provide original receipted invoices for the purchase of every item claimed.
- We can only treat invoices as receipted if they are annotated with some form of acknowledgement that the company or individual providing the goods or services involved has received the payment. The following are also acceptable evidence:
 - a till receipt from a retailer for purchases of standard, off-the-shelf items. These do not need to be separately receipted as paid because a receipt of this nature is only issued after payment
 - if receipted invoices are not available, a copy of a bank or credit card statement which shows the work has been paid for in full when supported by the invoice.
- We can only accept an invoice if the document is an original, or a computerised carbon copy on an original letterhead, and bears the supplier's official receipt (which could be a stamp, a signature or with the payment details shown on a computer printout of the invoice), confirming or annotating that the value of the invoice has been paid.
- All costs must clearly relate to each individual claimed capital item.
- Goods that are purchased second-hand (where the agreement specifies that second-hand items are acceptable) or that have been bought online also need to have receipted invoices provided for them, unless they are standard off-the-shelf items as described above, in which case the standard receipt for payment is considered adequate.



- The invoice must not pre-date the agreement start date. If it does we reserve the right to reject all or some of the claim.
- Where you have used your own labour for construction, you must keep time sheets and send these with your claim.

You do not need to send invoices and time sheets when claiming for all other multi-year options and capital items (that are based on fixed cost). But you must keep receipted invoices and time sheets and make them available to us when we ask to see them. This includes those for specific capital expenditure.

6.1.6 The impact of transfers on claims

If you are in the process of buying or selling land, you need to consider the rules on who should submit a claim. Please read Section 6.7 of this manual if you are:

- an Agreement Holder in the process of selling all or part of the land under agreement and transferring the agreement management obligations for this land to the purchaser
- you are buying land from an Agreement Holder and taking on the agreement management obligations from the seller. Depending on whether the land transfer takes place before, on, or after 15 May, may affect who should submit claims and who will receive payment.

For BPS, the payment is made to whoever submits the BPS application by 15 May.

For Countryside Stewardship any outstanding payments are made to the transferee (new owner/occupier) providing they take on the agreement and are eligible.

If you tell us about a transfer by 15 May, the transferee can claim BPS.

However, if you tell us after 15 May, we make:

- the BPS payment to the transferor
- the Countryside Stewardship payment to the transferee.

6.1.7 Submitting claims for capital items

Once the capital works are finished and you have paid for them, you should sign into the Rural Payments service and submit a claim online.

You can find [guidance on how to submit a capital claim](#) on GOV.UK.

If you cannot make a claim online contact us (read Annex 9, for information on how to request a claim form).

6.1.8 Submitting claims for multi-year options

You should claim your multi-year payments online using the Rural Payments service.

If you cannot claim online, please contact us.

6.1.9 When will I get paid?

If there are any reductions or penalties, these will be applied to your claim. Then, you will normally receive:

- an advance payment of 75% of the annual claim value; and
- the balance payment of the remaining 25% of the claim value; or



- one payment of 100% of the annual claim value.

We normally start making payments in the December following the claim, up until June.

However, if you've had an inspection, we will not pay any balance or 100% payment until we've fully assessed that inspection and taken action on the findings.

6.1.10 Payments for all agreements

We will make all payments directly into your nominated bank account.

6.2 Options and capital works

6.2.1 Using own labour for capital works

You can use your own labour for carrying out capital works. If you do so, you will need to prepare time sheets signed by the employee and employer showing all of the following:

- the hourly rate for your labour or a farm employee's labour
- what work was carried out
- the date the work was done

You must keep these records electronically or on paper for the full period of your agreement and for at least 7 years following the end of the agreement. You must also produce them if we ask you to.

6.2.2 Using own machinery for capital works

You can use machinery and equipment owned by your business to carry out capital works. Or you can hire machinery or equipment, for example, a cement mixer. You must keep any invoices and records of the machinery used, in either paper or electronic form, for the full period of the agreement and for at least 7 years after your agreement has ended. You must produce these records if we ask you to.

Your records must include:

- dates and times the machinery was used
- what it was used for
- the rate applied to the usage and how this was arrived at
- the name of the operator.

6.2.3 Using contractors

You can employ contractors to carry out agricultural work on your Agreement Land, or to carry out work under the Countryside Stewardship options and capital items.

You must tell the contractor about the agreement and its requirements. It is your responsibility to make sure that work carried out by contractors does not breach the terms of your agreement. If the contractor commits any breaches on the land, you will be responsible for any payment reductions or penalties.

You must keep records of the work carried out by contractors in either paper or electronic form, for the full period of the agreement and for at least 7 years after your agreement has ended. You must also produce these records if we ask you to.



6.3 Reductions and penalties

If you breach the terms of your agreement or you do not meet the relevant eligibility criteria on all or part of your Agreement Land, we may reduce or withhold future grant payments and may recover payments you have already received. In some circumstances, we may apply additional penalties.

This section lists some examples when reductions or penalties may be applied and when payments may be withheld or recovered.

6.3.1 Reductions

We can only pay you for the eligible land that you correctly declare which you are managing according to the scheme rules.

We will reduce the amount you have been or will be paid if you:

- have not declared all the agricultural land on your holding, and non-agricultural land that is under a Rural Development agreement
- have claimed payment on land which is not eligible or is not under your management control
- have not followed the management requirements or prescriptions for the options chosen
- have over-claimed for capital works
- have not followed the scheme rules
- have not met the cross compliance rules where applicable.

In cases of force majeure and exceptional circumstances, we will consider the facts on a case-by-case basis before deciding whether to pay or reduce a claim (read Section 6.8.4 for more information).

6.3.2 Penalties

We apply penalties if:

- a payment claim for a multi-year agreement is late (read late payment claims for multi-year agreements below)
- you make a late change to a payment claim for a multi-year agreement (this includes changes to supporting information or evidence submitted as part of the claim)
- the payment claim for the multi-year agreement does not contain all the agricultural land on your holding, and non-agricultural land under a Rural Development agreement
- the agreement area that you claim payment for is significantly larger than the area on which you are actually carrying out the agreement options
- you have not followed the scheme rules
- you have not followed the cross compliance rules
- you claim payment on capital items which you have not fully completed or have not completed to the required standard.

This is not a complete list and there may be other examples where we apply penalties. In cases of force majeure and exceptional circumstances, obvious errors and notified errors, we will consider the facts on a case-by-case basis before deciding whether to pay or reduce a claim.

We will apply penalties to the land management parts of the payment in the following order:

- over-claiming eligible land



- agreement breaches (reduction or non-payment of amount claimed)
- a late payment claim for a multi-year agreement
- not declaring all of the relevant land parcels on the holding
- agreement breaches (recovery of support paid earlier)
- cross compliance penalties

If you over-claim on capital items, the penalties we apply will be made to the capital element of the payment only.

6.3.3 Late payment claims for multi-year agreements

You can make a late claim in writing until midnight on 9 June but you will receive a penalty. The size of the penalty will be 1% for each working day the claim is late.

You cannot make claims after midnight on 9 June apart from in cases of force majeure (read 6.8.4).

6.3.4 Changing a payment claim relating to a multi-year agreement after it has been submitted

You can change a claim up to midnight on 31 May without receiving a penalty.

If you change it after this date, we apply a 1% penalty for each working day to the land parcel and option which the change relates to.

You cannot change a claim after 9 June, apart from:

- in cases of force majeure (read Section 6.8.4 for more information)
- where you withdraw all or part of your claim (read Section 6.3.5 for more information)
- obvious error (read Section 6.3.6 for more information)

6.3.5 Withdrawing all or part of a payment claim for a multi-year agreement

You can withdraw all or part of a payment claim at any time unless:

- you have already been told about an error in the payment claim (or the relevant part of the payment claim)
- you have been inspected (or receive advance warning of an inspection)
- an inspection reveals a breach of the rules
- errors were found by us when we cross checked information against data held for other schemes.

6.3.6 Obvious errors

Where you have made a straightforward mistake on a payment claim (and it is obvious from a simple administrative check of the claim), you can ask us to correct it. We may be able to do this without applying a reduction or a penalty.

However, if you make the same mistake more than once, we may not accept it as an obvious error.

6.3.7 Notified errors

If you have made a mistake on your payment claim, you can notify us at any time in writing. You may avoid certain penalties unless you have already been told of any non-compliances in your payment



claim or you have received advance warning of an inspection.

6.3.8 Not declaring all the relevant land parcels on a holding

If you do not declare all of your agricultural land parcels or any non-agricultural parcels that are under a Rural Development agreement, we will apply a penalty. The size of the penalty depends on how big the difference is between:

- the number of hectares declared, and
- the number of hectares declared plus the overall area of parcels not declared.

Difference between land declared and what is actually held (as a % of land declared)	Size of penalty
up to 3% of the area determined	No penalty
more than 3% and up to 20%	1%
more than 20% and up to 50%	2%
more than 50%	3%

6.3.9 Claiming on land that is not eligible and over-claiming land under option

If you declare land that is not eligible (as set out in Section 3.1.2) or does not have the relevant option present on it in your payment claim, we will reduce your claim. We can only pay for the eligible land/options identified during administrative or on-the-spot checks (called ‘the area determined’).

As well as a reduction, we may apply a penalty. The size of this penalty depends on the size of the over-claim. The over-claim will be the difference between the area determined and the area you used to claim Countryside Stewardship in the payment claim (called ‘the area declared’).

The only exception is if the difference is less than or equal to 0.1 hectares (providing the difference is not more than 20% of the total area declared for payments in that payment group); in this case, we will pay on the area you declared.

Size of over-claim	Size of penalty
Up to 2 hectares or 3%	No penalty
More than 2 hectares or More than 3% but not more than 20% (of the area under option determined)	Twice the difference of the over-claim For example, if the over-claim is 5 hectares, we will reduce the claim by 5 hectares and apply an additional 10 hectare penalty
More than 20% (and up to 50%) of the area under option determined	100% (the whole payment)
More than 50% of the area under option determined	More than 100% (see below)

Sometimes a penalty can be more than 100% of a payment. The extra penalty is calculated based on the amount of land that has been incorrectly claimed. The penalty calculation is carried out separately for each payment group where an over-claim has been made.

Example:

- you claim payment for 10 hectares of eligible land under option AB1 (Nectar Flower Mix)
- you actually only have 3 hectares of the option AB1



- the difference is 7 hectares.

Because 7 hectares is more than 50% of 3 hectares, you will lose your whole payment (see the table above).

We will also deduct an amount equal to the value of the over-claim from future payments. In this example, the amount to be deducted will be the value of 7 hectares. This amount will be taken from future payments from one or more of the following:

- BPS (including greening)
- Young farmer payment
- Countryside Stewardship and other Rural Development schemes.

If there is any money still outstanding after 3 years, we will cancel the balance.

6.3.10 Cross compliance

We may apply a penalty for any breach of cross compliance rules anywhere on the holding (including associated common land) by you (or by others acting under your control), or anyone with access to the holding under the terms of an agreement including contractors, employees or family members.

In most cases, we will apply the penalty to all BPS, Countryside Stewardship and earlier agri-environment scheme area payments you claim.

The cross compliance guide changes annually, so please read the latest [cross compliance guidance](#) to find out about cross compliance penalties. These are applied after Countryside Stewardship penalties.

6.3.11 Breaches of agreement

If you breach the terms of an agreement, we may apply reductions to your payment.

If we find breaches during administrative checks or inspections, we will write to tell you. In these cases, we will work out the level of reduction we need to apply, by looking at the severity of the breach, its extent and duration, and whether it is an isolated or a repeat occurrence. We may apply a reduction to your current year's claim and also to previous years' claims, unless you can demonstrate you were compliant in previous years.

A brief explanation of how breaches are assessed for severity, extent, duration, and re-occurrence is set out below.

Severity

We will assess what has happened due to the breach/non-compliance and consider the objectives of the agreement or options that were not met. For example, ploughing a priority habitat would be classed as a severe breach.

Extent

This will depend on the particular effect the non-compliance has on the agreement as a whole. It will also reflect how much of the agreement has been breached. So, for example, where an agreement covered 10 parcels and a breach of agreement was found to affect 50% or more of this land, the breach would be considered to be a large extent.



Duration

We will also consider the length of time the effect of the breach lasts and whether it is possible to resolve the breach by reasonable means.

Re-occurrence

The assessment will depend on a number of factors, for example whether a similar event of non-compliance has been found in previous years (including before 2014 – the start of the current Rural Development Programme), and whether the re-occurrence concerns the same or a similar measure (for example agri-environment or organic).

If we consider that a breach is so serious that it cannot be rectified, we may have to terminate the agreement. In serious circumstances, you may be forbidden from entering another agri-environment scheme for up to 2 years.

6.3.12 Refusal or withdrawal of support claimed

In certain cases we may refuse or withdraw in full the support claimed. We will do this if we think any of the following has happened:

- you have committed a serious non-compliance
- you have provided false evidence
- you have negligently failed to provide the necessary information (for instance, where we have asked for it repeatedly and there is no reason why you have not provided it).

If we have to withdraw support, it will be for the calendar year when we identified the breach plus the following calendar year. We may also refuse support for other Rural Development schemes. If this is the case, we will notify you, and you will be able to appeal against this decision.

6.3.13 Suspension of payments

In certain circumstances, where a breach of agreement is of a minor nature, so does not affect the objectives of an option, you will have 3 months from the date we tell you what action you need to take to rectify the breach. However, we may withhold payments until you have rectified the breach.

6.3.14 Capital Payments; Over-declaration of expenditure

If you submit a claim which is for more than the value of the costs which are eligible to be claimed, we may apply a penalty. Where the amount over-claimed is 10% or less of the value of the eligible costs, we will reduce the payment to the correct amount but will not apply an additional penalty.

Where the amount over-claimed is more than 10%, we will reduce the payment to the correct amount. We will also apply a penalty equal to the difference between the eligible costs and the amount claimed, up to a maximum of the entire value of the claim.

6.3.15 Interest charges

When we recover payments we have already made to you, we apply interest from 60 days after the date we tell you about the breach (by sending you a recovery order) and will continue until you repay the monies to us. This will include any period when you are appealing against the recovery or penalty or it is being reviewed.

6.4 Scheme control: administrative checks, site visits and Inspections

We are required to make sure that Countryside Stewardship is properly controlled, to protect

public money. Site visits are carried out to monitor Agreement Holder compliance with the rules governing their agreements (and cross compliance on the whole holding) and the success of Countryside Stewardship overall.

We will deal with any agreement breaches or non-compliances we find in line with Section 6.3 of this manual and the terms and conditions at Annex 1. We may recover money, withhold future payments, apply reductions, penalties and interest payments, and potentially terminate your agreement.

The control framework includes 4 types of checks:

- administrative record checks
- rapid field visits
- agreement monitoring visits
- inspections.

You must allow any UK or EU public authority (or their authorised representatives or auditors) to access your land or premises to carry out site visits. These are carried out to make sure you are meeting the cross compliance rules and the rules of your agreement.

You must help and co-operate with any person carrying out a site visit. Any refusal to do so or obstruction is a breach of the Countryside Stewardship terms and conditions, and may also be a criminal offence.

6.4.1 Administrative record checks

We will check all stages of the application and claim processes, including your application form, claim forms and the nature and quality of any supporting evidence, such as receipts and farm records. This is to make sure that you meet eligibility requirements at the application stage, and that various forms and records match up during the whole agreement period.

As part of the administrative checks on annual claims, we will select a percentage for follow-up checks, and we may ask you to submit copies of on-farm records for us to check. Also, we may also ask you to supply dated photographs for some multi-year options. We will give you reasonable advance notice of when photographs should be taken and the final date for return of records.

If you do not provide records when asked, or there are discrepancies, we will treat this as a breach of your agreement.

6.4.2 Rapid field visits

As part of our administrative checks, we may make rapid and focused visual checks of your holding, targeted at specific options or capital items. These visits may include record checks and soil sampling.

6.4.3 Agreement monitoring visits

Natural England advisers may visit sites to monitor environmental progress, discuss inspection reports, or if you ask us to visit.

During the period of your agreement, Historic England will visit your site if you have either of the following management options on an SM:



- SMs which have reduced-depth, non-inversion cultivation on historic and archaeological features (HS3)
- restricted depth crop establishment to protect archaeology under an arable rotation (HS9).

Results from these visits will be discussed with us and appropriate action taken.

6.4.4 Inspections

Each year, we will carry out compliance inspections on a sample of agreements, as required under the regulations, to make sure scheme requirements have been met. If at inspection we find a breach of the rules, we may apply reductions and penalties (read Section 6.3). You can find more [information on inspections](#) on GOV.UK.

6.5 Terminating agreements early

We have the right to terminate the agreement with written notice to you, if one of the following apply:

- you have breached the terms of the agreement
- there is a change in circumstances affecting your eligibility to receive Countryside Stewardship payments you have failed to repay any sum which is owed to us.

We may also at any time terminate your agreement and any future payments by giving you 6 months' written notice.

You may terminate your agreement at any time by giving us written notice. In these situations you may need to repay all or part of the payments you have received. Your obligations under the agreement do not end until we have received this repayment.

6.6 Break Clause

If you have an agreement that lasts 10 years or more, it may be possible for either you or RPA to terminate the agreement after 5, 10 or 15 years (the 'break point dates').

A break clause only allows the entire agreement to be terminated: amendment or re-negotiation of the agreement is not available.

Where an agreement contains the 10 year woodland creation – maintenance payments (WD1) option, no break clause is available at the 5 year point as the funded management must be in place for the full ten years.

Either RPA or you can terminate the agreement by giving written notice to the other party at least one month before the 'break point date'.

If this right is used, grant payments already paid to you will not have to be repaid, unless you are in breach of scheme requirements or rules.

6.7 Transfers of land under agreement

6.7.1 Selling or transferring land to another party

We will consider requests to transfer an agreement (in whole or part) to another party due to:

- a change in business structure
- death

- inheritance
- sale, lease or other similar transfer of land.

If we approve the transfer request, any options associated with the transferred land parcels will have a stand-alone Countryside Stewardship agreement on the same terms and conditions. The agreement cannot be re-negotiated at the point of transfer and the land under the agreement cannot be added to another agri-environment agreement. The agreement will also expire at the end of the original agreement term.

Capital Grant agreements are not transferable. If you transfer all or part of the land under a Capital Grant agreement to another party, the Capital Grant agreement will be terminated on those parcels and you may need to repay all or part of the grant payments you have received.

You should tell the new owner/occupier about the agreement before transferring any Agreement Land.

The new owner/occupier (transferee) should contact us for a Transfer Request Form, to fill in and return to us, using our details at Annex 9.

If the new owner or occupier is willing to continue with the agreement they must fill in and return the relevant part of the Transfer Request Form to confirm this as soon as possible and no later than 90 calendar days beginning with the first day after the date of the transfer.

If either of the following apply:

- the new owner or occupier chooses not to continue with the agreement on the transferred land
- we do not receive the new owner or occupier's confirmation of their intention to continue with the agreement on the transferred land

we will terminate the agreement for that land.

You will not need to repay any multi-year grant payments for the period when the Agreement Land was in your ownership or occupation because of the transfer. (However, if you have breached the agreement you may need to repay monies).

If there are capital items associated with the transferred land parcels please contact us. You may need to repay all or part of any grants received for capital items.

If you only transfer part of your Agreement Land, we expect you to continue with the existing options on the land you have kept in your agreement. The amended agreement will run for the remaining term of the original agreement.

You (the transferor) must tell us that the land parcels have transferred to the new SBI. You can transfer the land parcels using the Rural Payments service or filling in an RLE1 form.

6.7.2 Changes to customer details or businesses

If there is a change to your customer details or business structure which means that we give you a new SBI, we will treat this as a transfer.

6.7.3 Acquiring additional land covered by another scheme or agreement

If you acquire land which is already included in commitments under another scheme, such as Environmental Stewardship, Countryside Stewardship or EWGS, there will be a range of options



available for how you manage the land in the future. A Natural England adviser can discuss this with you. If you are in this position contact us.

In cases where the land you've acquired is already under an agreement (Environmental Stewardship, EWGS or Countryside Stewardship) and does not remain at the same or a higher level of management, the original Agreement Holder may need to repay grants made under that agreement.

6.7.4 When will agreement transfers take effect?

You can contact us to find out what you need to do, when the transfer will take effect and the impact on any outstanding payments, and how to fill in the Transfer Request Form.

We recommend that each party involved in a transfer takes independent legal advice to make sure that their respective obligations or liabilities are built into the relevant transfer documents (for example the contract of sale or the lease agreement). However we do not pay any costs incurred in the transfer process.

If a transfer is in progress but has not been fully completed when the annual claim needs to be submitted, the new owner/occupier will need to countersign the claim form for the land they will be taking on. If this is the case, contact us for the counter signatory annex to the claim form.

6.8 Amendments to the agreement

6.8.1 Changes requested by the Agreement Holder

You should be able to carry out the multi-year options and management under your agreement without difficulty.

However, should an exceptional situation arise where you need to change the choice or location of multi-year options, you can ask us to amend your agreement. If you do this, you may need to repay all or part of previous payments that you have received.

It's important that there is consistent management during the period of the agreement to make sure that the environmental benefits are achieved. We will therefore only agree to changes that are necessary to achieve the objectives of the original agreement. You need written permission from us before you can:

- amend or reschedule approved capital items
- amend or add multi-year options to a live agreement.

You should contact us if you would like to discuss an amendment to your agreement.

We must agree to the request before you make any changes to option location or management. All amendments to multi-year agreements come into effect from 1 January of the next calendar year. We will write to confirm if your request is successful. The amendment will not be valid until you have received a letter from us agreeing to the amendment and advising you of the date from which it will take effect. You must continue to manage your agreement under the existing prescriptions until the date the amendment takes effect.

6.8.2 Variation of agreements

Occasionally, we may need to vary the agreement in line with changes to law and in other exceptional circumstances. In applying for the scheme, you accept that such changes may be made at any time. We will tell you about these changes on our website in a 'List of changes' document. Where the changes will significantly affect the land management required, or financial

aspects of the agreement, we will tell you.

If adjustments are needed to meet changes in Regulations, relevant mandatory standards, requirements or obligations but you are not prepared to accept these changes, your agreement will end. You will not need to repay monies from the agreement.

6.8.3 Minor and temporary adjustments to agreement management

You may consider that, due to factors beyond your control in a particular year, you will be temporarily prevented from carrying out some of the management required under your agreement. If this is the case, you can apply to us for a minor and temporary adjustment to the management requirements that apply that year.

Examples include:

- where bad weather such as snow or drought is preventing normal grazing and stock require supplementary feeding, but the agreement does not allow this
- where there is a serious weed infestation which is likely to prevent the management required and the only way to deal with it is by using herbicides, but the agreement does not allow this.

You can request a minor and temporary adjustment to the management requirements set out in the agreement by filling in a [Minor and Temporary Adjustment form](#). Search for 'Countryside Stewardship forms' at www.gov.uk to download the form (or contact us to send you one) then fill it in and return it to us (see Annex 9).

Permission is not automatic and we will require a reasonable time to consider any request. During periods of extreme weather where access to forage is severely restricted and the welfare of livestock is at risk, we may be able to provide conditional consent over the telephone or by email. However, this must be followed by a formal written request and permission.

Generally, simple, straightforward cases will be dealt with within 20 working days of receiving your form. We will deal with more complicated cases as quickly as possible, though these may involve contacting you to clarify details.

If you act without written or conditional permission, recoveries, reductions and/or penalties for a breach of agreement may be applied – read Section 6.3 for more information.

When looking at your request, we will consider the following:

- alternative management – for example in the case of supplementary feeding when there is deep snow on the ground, is there alternative grazing available, or can the livestock be moved?
- the specifics of the minor and temporary adjustment: what adjustment is necessary, where and for what period of time it will apply
- the impact of the proposed activity on the payment
- the net environmental impact of the proposed activity
- evidence from third parties
- the administrative cost of making a reduction to the payment (if required).

You will not be reimbursed for any additional management costs that might arise from a minor and temporary adjustment.

We cannot approve a minor and temporary adjustment to an agreement if this is likely to, or will,



lead to a breach of legislation, general scheme requirements, eligibility conditions, or the cross compliance rules.

If we agree to the suggested minor and temporary adjustment, we will write to or email you with permission. You should keep this approval with your Agreement Document.

6.8.4 Force majeure

If you are prevented from complying with your obligations under the agreement because of force majeure or exceptional circumstances, you must notify us in writing within 15 working days from the date on which you (or any person authorised to act on your behalf) are in a position to do so.

Written evidence will need to be provided to show:

- what has happened
- how the event meant you were unable to meet the scheme rules.

Force majeure or exceptional circumstances may include, but are not limited to:

- the death or long-term professional incapacity of the Agreement Holder
- a severe natural disaster gravely affecting the holding
- the accidental destruction of livestock buildings on the holding
- an epizootic or a plant disease affecting part or all of the Agreement Holder's crops, trees or livestock
- expropriation of all or a large part of the holding (provided that the expropriation could not have been anticipated at the time the application for funding was made).

We will consider the facts to decide whether or not the Agreement Holder is relieved of all or part of their obligations under the agreement, and whether all or part of the grant should be withheld or repaid.

If you are aware of the issue when entering into your agreement then it is unlikely to fall under force majeure or exceptional circumstances.

6.9 Disputes, appeals and complaints

If you are unhappy with a decision we have taken about your application or agreement, you can appeal.

6.9.1 Complaints procedure – disagreeing with a decision made by RPA

Farmers or agents who are unhappy with a decision or service they've had from us, can email or write to us, or call us.

Read the full guidance about [how to complain on GOV.UK](#), which also includes information on how to appeal.

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Annex 1: Countryside Stewardship Terms and Conditions

Countryside Stewardship

Protecting the natural
environment for future
generations



www.gov.uk/rpa/cs

Countryside Stewardship Terms and Conditions (Version 2)

Parties

- (1) Rural Payments Agency of PO Box 69, Reading, RG1 3YD United Kingdom (the **Authority**).
- (2) The Agreement Holder identified in the Agreement Document (the **Agreement Holder**)

Background

- (A) The Authority, which is the accredited paying agency for the RDPE pursuant to Article 65(2) (b) of Regulation (EU) No 1305/2013, has agreed to pay the Grant to the Agreement Holder on the terms and conditions set out below and in the Agreement Document.
- (B) The Authority is responsible for managing Countryside Stewardship, the scheme under which the Grant is paid, which forms part of the wider RDPE. The Managing Authority has overall responsibility for the RDPE and may directly enforce any terms of the Agreement against the Agreement Holder in accordance with clause 28.2.
- (C) Grants made under Countryside Stewardship are paid for Capital Items and/or Multi-Year Options (as defined below). Details of the individual Agreement Holder's Capital Items and/or Multi-Year Options are set out in the Agreement Document.
- (D) These terms and conditions apply to Countryside Stewardship and should be read in conjunction with the details of the Grant set out in the Agreement Document, which are individual to the Agreement Holder. These terms and conditions and the Agreement Document (including the supporting documents specified therein) together form the agreement between the Authority and the Agreement Holder ("the **Agreement**").
- (E) Additional Scheme requirements and more detailed information and guidance are set out in the Countryside Stewardship Manual. The Agreement Holder must familiarise itself with this document and ensure that it complies with all mandatory elements of the Countryside Stewardship Manual as a condition of receiving the Grant.
- (F) In the event of any conflict between these terms and conditions and the documents referred to in paragraphs (D) and (E) above, these terms and conditions shall prevail, followed by the Agreement Document, the supporting documents referred to in the Agreement Document, and then the Countryside Stewardship Manual.

1 Definitions and interpretation

In the Agreement the following terms shall have the following meanings:

Agreement Document: the document accompanying these terms and conditions, which describes the Grant to be paid to the Agreement Holder and the Capital Items and/or Multi-Year Options to be undertaken

Agreement End Date: the date on which the Agreement comes to an end, as set out in the Agreement Document

Agreement Land: the land described in the Agreement Document and identified on the Agreement Map(s)

Agreement Map(s): the map(s) accompanying the Agreement Document (or otherwise provided to the Agreement Holder by the Authority), showing the Agreement Land and the agreed location of any Multi-Year Options or Capital Items

Agreement Start Date: the date on which the Agreement commences, as set out in the Agreement Document

Break Point Date: the fifth (5th), tenth (10th) or fifteenth (15th) anniversary of the Agreement Start Date

Capital Item(s): the capital works the Agreement Holder is required to deliver, as set out in the Agreement Document (and shown for illustrative purposes on the Agreement Map)

Controller: has the meaning given in the General Data Protection Regulation (EU) 2016/679

Countryside Stewardship Scheme or the Scheme: Countryside Stewardship, a scheme which is run by the Authority on behalf of the Managing Authority, implementing measures under Title III of Regulation (EU) No 1305/2013 to achieve the priorities for rural development set out in that regulation. Natural England and the Forestry Commission provide technical advice in support of the scheme.

Countryside Stewardship Manual: the documents which set out additional Scheme requirements and further information and guidance for Agreement Holders, which is available on www.gov.uk and as further described in clause 5

Cross Compliance Requirements: the requirements on cross compliance referred to in the Countryside Stewardship Manual and as set out in 'The guide to cross compliance in England' (as both may be re-issued, updated or amended from time to time), which are published on www.gov.uk and available from the Authority upon request

Data Protection Legislation means:

- i. the General Data Protection Regulation (EU) 2016/679, and any applicable national implementing law as amended from time to time
- ii. the Data Protection Act 2018 to the extent that it relates to the processing of Personal Data and privacy
- iii. all applicable law about the processing of Personal Data and privacy, including in each case any law which replaces relevant EU law as a consequence of the UK leaving the European Union

EAFRD: the European Agricultural Fund for Rural Development, which funds rural development under the Common Agricultural Policy (and jointly funds the RDPE, together with the Managing Authority)

Forestry Commission: the government department responsible for advising the Managing Authority on the protection, expansion and promotion of the sustainable management of woodlands, and providing technical advice to the Authority in support of the scheme

Grant: the sum to be paid to the Agreement Holder under the Agreement, which may include payment to reimburse expenditure on Capital Items and/or payment in respect of income foregone and additional costs under Multi-Year Options

Holding: all units of land managed by the Agreement Holder (including the Agreement Land) which are situated in the UK and (a) used for agricultural activities or (b) forestry land and other non-agricultural land for which rural development payments are claimed



Intellectual Property Rights: all patents, copyrights and design rights (whether registered or not) and all applications for any of the foregoing and all rights of confidence and know-how however arising for their full term and any renewals and extensions

Joint Controllers: where two or more Controllers jointly determine the purposes and means of processing

Managing Authority: the Department for Environment, Food and Rural Affairs (DEFRA), which has overall responsibility for the RDPE pursuant to Article 65(2)(a) of Regulation (EU) No 1305/2013

Multi-Year Option(s): the land management the Agreement Holder is required to undertake, as set out in the Agreement Document (and shown for illustrative purposes on the Agreement Map)

Natural England: a non-departmental public body, established under the Natural Environment and Rural Communities Act 2006, which has responsibility for advising the Managing Authority on the protection of the natural environment in England, and providing technical advice to the Authority in support of the scheme

Option End Date: the date on which the relevant Multi-Year Option comes to an end, as set out in the Agreement Document

Option Start Date: the date on which the relevant Multi-Year Option commences, as set out in the Agreement Document

Payment Claim: the claim submitted by the Agreement Holder for payment of the Grant

Personal Data: has the meaning given to it in the Data Protection Legislation

RDPE: the Rural Development Programme for England (2014-2020), which is jointly funded by the EAFRD and the Managing Authority

Working Day: any day other than a Saturday, a Sunday or a public holiday in England

- 1.1 References to clauses are to the clauses of these terms and conditions. Clause headings shall not affect the interpretation of these terms and conditions.
- 1.2 A person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).
- 1.3 Unless the context otherwise requires, words in the singular shall include the plural and in the plural shall include the singular and a reference to one gender shall include a reference to the other gender.
- 1.4 A reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time and shall include all subordinate legislation made from time to time under that statute or statutory provision.
- 1.5 A reference to a public organisation includes a reference to any successor to that public organisation.
- 1.6 Any words following the terms 'including', 'include', 'in particular' or 'for example' or any similar phrase shall be construed as illustrative and shall not limit the generality of the related general words.

2 Agreement Holder's declarations

2.1 The Agreement Holder confirms that:

- (a) the declarations made in its application for the Grant remain true and accurate to the

best of its knowledge and belief;

- (b) it has full capacity and authority to enter into the Agreement;
- (c) it is not aware of any circumstances which would prevent it from fulfilling its obligations under the Agreement;
- (d) if there are any changes to the Agreement Holder's circumstances which could affect its eligibility or suitability for the Grant or its ability to fulfil its obligations under the Agreement, it will notify the Authority in writing without delay;
- (e) it has read and understood and will comply with all mandatory elements of the Countryside Stewardship Manual;
- (f) it has not received and will not receive any duplicate funding or allowances from other public sources in respect of the same obligations it is required to undertake under the Agreement;
- (g) its obligations under the Agreement do not duplicate and will not duplicate any other legal obligations it would otherwise be required to undertake;
- (h) its obligations under the Agreement do not and will not conflict in whole or in part with any other legal or contractual obligations on the Agreement Holder;
- (i) it will at all times comply with all relevant domestic and EU legislation in the performance of its obligations under the Agreement.

2.2 The Agreement Holder confirms that it has obtained and will maintain and comply with any permits, licences, permissions, consents, approvals, certificates and authorisations (whether statutory or otherwise) which are required for the performance of its obligations under the Agreement, including those set out at paragraph 13 of the Agreement Document. The Agreement Holder understands that the Agreement does not operate as a Site of Special Scientific Interest (SSSI) consent and that if such consent is required it must apply separately in accordance with any instructions provided by Natural England.

2.3 The Agreement Holder understands that the giving of any approval, consent or acknowledgement, or the review of any document or course of action by or on behalf of the Authority does not relieve the Agreement Holder of any of its obligations under the Agreement unless expressly permitted in writing by the Authority.

2.4 The Agreement Holder understands that it is an offence to knowingly or recklessly provide false or misleading information or intentionally obstruct or fail to assist any person carrying out public functions in connection with the Agreement, and that such conduct by the Agreement Holder may attract criminal penalties.

2.5 The Agreement Holder shall make its own enquiries as to the accuracy and adequacy of any information on which it relies in connection with the Agreement.

3 Agreement Holder obligations

3.1 In applying for and receiving the Grant, the Agreement Holder agrees to comply with these terms and conditions and the mandatory elements of the Countryside Stewardship Manual.

3.2 The Agreement Holder shall deliver the Capital Item(s) and/or the Multi-Year Option(s) in accordance with the standards and requirements set out in the Agreement Document and Countryside Stewardship Manual (including any relevant time limits) and in the agreed location(s) as identified on the Agreement Map(s).



- 3.3 The Agreement Holder shall comply with any requirements set out in the Countryside Stewardship Manual to maintain the Capital Item(s) for a minimum duration.
- 3.4 The Agreement Holder shall comply with the Cross Compliance requirements where applicable on its Holding for the duration of the Agreement. Any failure by the Agreement Holder to comply with the Cross Compliance requirements may result in a penalty being applied to certain payments due to the Agreement Holder under the Common Agricultural Policy including payments under the RDPE as well as other schemes and programmes. Further details of when penalties may be applied and how they are calculated are set out in the Countryside Stewardship Manual and “The guide to cross compliance in England” (as re-issued, updated or amended from time to time).
- 3.5 Where applicable, the Agreement Holder shall declare all parcels of land within its Holding in accordance with Article 72(1) of Regulation (EU) No 1306/2013. Any failure to do so may result in a penalty being applied to certain payments due to the Agreement Holder under the Common Agricultural Policy including payments under the RDPE as well as other schemes and programmes. Further details of the requirements of Article 72 (including the procedure for declaring parcels of land) and the penalties for non-compliance are set out in the Countryside Stewardship Manual.

4 Term

- 4.1 The Agreement shall commence on the Agreement Start Date and, subject to any extension in accordance with clause 4.3 or earlier termination in accordance with clause 19, it shall continue in force until the Agreement End Date.
- 4.2 Where the Agreement Document specifies Multi-Year Options of varying lengths, the terms of the Agreement shall apply in respect of the relevant Multi-Year Option from the Option Start Date until the Option End Date. After the Option End Date, the Multi-Year Option will expire and the relevant parcel of land shall no longer form part of the Agreement Land (although it will still remain part of the Holding).
- 4.3 Where the term of the Agreement is 5 years and includes Multi-Year Options, the parties may agree to extend the Agreement in one year increments, up to a maximum of 7 years from the original Agreement Start Date. The party requesting the extension must make their request in writing, no less than one month before the expiry of the Agreement. Neither party shall be under any obligation to agree to an extension requested by the other party. The extension shall take effect once it has been confirmed in writing by the Authority.

5 The Countryside Stewardship Manual

- 5.1 The Agreement Holder shall comply with the applicable mandatory elements of the Countryside Stewardship Manual as a condition of receiving the Grant.
- 5.2 The Authority may produce new versions of the Countryside Stewardship Manual throughout the lifetime of the Scheme. However, subject to clause 5.3, the version applicable to the Agreement Holder shall be the version which was current at the Agreement Start Date.
- 5.3 In some circumstances the Authority may consider it necessary to amend or update the current or previous versions of the Countryside Stewardship Manual. The Authority will notify the Agreement Holder in writing of any amendments to the version which is applicable to the Agreement and the date on which such amendment shall take effect.



6 Transfers or acquisitions of land

- 6.1 The Agreement Holder must notify the Authority without delay if there is a change in management control affecting any part of its Holding, including (without limitation) sale or transfer to a new owner, changes to any lease or tenancy, permanent boundary changes or acquisition of any new land.
- 6.2 The Agreement Holder acknowledges and accepts that any change in management control affecting its Holding may have consequences for the Agreement. In some circumstances the Authority may be required to recover all or part of the Grant. Further details are set out in the Countryside Stewardship Manual.

7 Amendments

- 7.1 No amendments to the Capital Items or Multi-Year Options to be undertaken by the Agreement Holder shall be permitted unless expressly agreed in writing by the Authority.
- 7.2 Further details of the circumstances in which amendments may be permitted and the process to be followed are set out in the Countryside Stewardship Manual.

8 Payment Claims

- 8.1 The Agreement Holder shall submit Payment Claims and supporting documents to the Authority in accordance with the instructions provided in the Agreement Document, the Countryside Stewardship Manual and on the claim form.
- 8.2 The Grant will be paid directly to the Agreement Holder's nominated business bank account via BACS transfer by the Authority, subject to the necessary funds being available when the payment falls due. The Agreement Holder agrees and accepts that payment of the Grant can only be made to the extent that the funds are available.
- 8.3 Any failure by the Agreement Holder to submit a Payment Claim in accordance with the instructions and by the specified deadline (including the provision of any supporting documents necessary to enable the claim to be processed) may result in payment of the Grant being delayed, reduced or withheld.
- 8.4 If the Agreement Holder fails to submit a valid Payment Claim by the specified deadline, the Grant may be subject to a penalty. In the case of severe delays, the Payment Claim may be rejected in its entirety. Further details of when penalties may be applied and how they are calculated are set out in the Countryside Stewardship manual.
- 8.5 All Payment Claims will be checked and verified before any sum is paid. If there is any discrepancy between the amount claimed by the Agreement Holder and the amount the Agreement Holder is entitled to claim, the Grant may be subject to a penalty. In the most severe cases, the Payment Claim may be rejected in its entirety. Further details of when penalties may be applied and how they are calculated are set out in the Countryside Stewardship Manual.
- 8.6 The Authority reserves the right to adjust the payment rate for Multi-Year Options where necessary to prevent the Agreement Holder from receiving double-funding for the same activity on the Agreement Land.
- 8.7 The amount of the Grant shall not be increased in the event of any overspend by the Agreement Holder in the delivery of its obligations under the Agreement.
- 8.8 Unless otherwise explicitly permitted in writing by the Authority, the Grant may not be used



to reimburse any expenditure incurred by the Agreement Holder prior to the Agreement Start Date.

9 Repayment

- 9.1 If the Agreement Holder breaches the terms of the Agreement or if there is a change in circumstances affecting its eligibility to receive the Grant, the Authority reserves the right to withhold or require repayment of the Grant. In addition, where the Agreement Holder has breached the terms of the Agreement, penalties may be applied. Further details of when penalties may be applied and how they are calculated are set out in the Countryside Stewardship Manual.
- 9.2 If the Agreement Holder receives any overpayment or any payment to which it is not entitled (including in the event of an administrative error), the undue amount must be repaid. It is the Agreement Holder's responsibility to check all payments it receives from the Authority and notify the Authority immediately if it has any reason to believe that an error has occurred.
- 9.3 If any sum becomes repayable under the Agreement, it shall be treated as a debt owing by the Agreement Holder to the Authority until such time as the outstanding amount is repaid. A recovery order will be issued to the Agreement Holder specifying the amount to be repaid and the date by which repayment must be made.
- 9.4 If the Agreement Holder fails to make a repayment within 60 days of the date of the relevant recovery order, the Authority reserves the right to charge interest on the outstanding debt at a daily rate equivalent to the Bank of England base rate plus 1%.
- 9.5 Where any sum is repayable under the Agreement, the Authority reserves the right to withhold future payments due to the Agreement Holder under this Agreement, any other RDPE grant agreement, or any other sum due to the Agreement Holder under the Common Agricultural Policy, pending repayment by the Agreement Holder of the outstanding amount.
- 9.6 Where any sum is repayable under the Agreement and the Agreement Holder has failed to repay the outstanding amount within the period specified in the recovery order, the Authority reserves the right to deduct the outstanding debt from future payments due to the Agreement Holder under this Agreement, any other RDPE grant agreement, or any other sum due to the Agreement Holder under the Common Agricultural Policy.

10 Access to documents and information

The Agreement Holder shall, upon request, supply any documents, information, data, reports or written or verbal explanations which may be required by any UK or EU public authority (or their authorised representatives or auditors) in connection with the Agreement or the Scheme.

11 Site visits

- 11.1 The Agreement Holder shall allow any UK or EU public authority (or their authorised representatives or auditors) to access its land and/or premises in connection with the Agreement. Such access may be required with or without notice. The Agreement Holder agrees to assist and co-operate with any person authorised to carry out any site visits (including controls and spot-checks) and shall provide access to any land, premises, plant, equipment or documents which may be required.



- 11.2 In addition to any consequences arising as a result of a breach by the Agreement Holder of these terms and conditions, the Agreement Holder understands that it is a criminal offence to intentionally obstruct, or fail to assist or provide information to any person exercising powers under this clause and performing other tasks in connection with the Agreement.

12 Maintenance of accounts and records

- 12.1 The Agreement Holder shall keep accurate and up-to-date accounts and records of the receipt and expenditure of the Grant monies received by it and evidence of its compliance with its obligations under the Agreement, which shall comply with any applicable standards and requirements set out in the Agreement Document, the Countryside Stewardship Manual and in any separate instructions issued to the Agreement Holder.
- 12.2 The Agreement Holder shall keep all invoices, receipts, and accounts and any other relevant documents relating to the expenditure of the Grant for a period of at least 7 years from termination or expiry of the Agreement. The Authority shall have the right to review the Agreement Holder's accounts and records relating to the Grant and shall have the right to take copies of such accounts and records.
- 12.3 The Agreement Holder shall comply with and facilitate the Authority's compliance with all statutory requirements as regards accounts, audit or examination of accounts, annual reports and annual returns applicable to itself and the Authority.
- 12.4 In addition to its obligations to provide information to the Authority, the Agreement Holder shall provide any of the information referred to in this clause to any other UK or EU public authority (or their authorised representatives or auditors) upon request.

13 Evaluation

- 13.1 The Agreement Holder acknowledges that as a condition of receiving the Grant funding it may be required to participate in a Scheme evaluation, which may take place during the Agreement or after its expiry or termination.
- 13.2 The Agreement Holder understands that its contact details may be disclosed to third parties for evaluation purposes and agrees to assist and cooperate with any person authorised by any UK or EU public authority to carry out such an evaluation.

14 Acknowledgement and publicity

- 14.1 The Agreement Holder shall comply with all instructions and guidance from the Authority in relation to acknowledgement and publicity of the Grant, including using any materials or templates which are provided to it for this purpose. Such acknowledgement and publicity may include, where appropriate, a statement on any website operated by the Agreement Holder for business purposes, and/or a poster, plaque or billboard displayed on the Agreement Holder's land or premises. Further details of the publicity requirements applicable to the Scheme are set out in the Countryside Stewardship Manual.
- 14.2 In using the Authority's name and logo, the Agreement Holder shall comply with all reasonable branding guidelines issued by the Authority from time to time.
- 14.3 The Agreement Holder agrees to participate in and co-operate with promotional activities relating to the Scheme if required to do so by the Authority.
- 14.4 The Authority may acknowledge the Agreement Holder's involvement in the Scheme as appropriate without prior notice.



14.5 The Agreement Holder shall comply with all reasonable requests from the Authority to facilitate visits, provide reports, statistics, photographs and case studies that will assist the Authority in its promotional and publicity activities relating to RDPE.

15 Intellectual property rights

15.1 The Authority and the Agreement Holder agree that all rights, title and interest in, or to any information, data, reports, documents, procedures, forecasts, technology, knowhow and any other Intellectual Property Rights whatsoever, owned by or licensed to either the Authority or the Agreement Holder before the Agreement Start Date or developed by either party under the Agreement, shall remain the property of that party.

15.2 Where the Authority has allowed the Agreement Holder to use any of its Intellectual Property Rights in connection with the Agreement (including without limitation its name and logo), the Agreement Holder shall, on termination of the Agreement, cease to use such Intellectual Property Rights immediately (subject to any ongoing requirement to use Intellectual Property Rights in compliance with the publicity requirements in clause 14).

15.3 The Authority shall have a perpetual, non-exclusive, royalty-free, sub-licensable licence to use any Intellectual Property Rights created by the Agreement Holder in connection with the Agreement.

16 Data protection and information

16.1 The Agreement Holder and the Authority shall comply at all times with their respective obligations under Data Protection Legislation.

16.2 The Managing Authority is the Controller of any Personal Data the Agreement Holder gives to the Authority. For information on how the Authority handles personal data go to www.gov.uk and search Rural Payments Agency Personal Information Charter.

16.3 To the extent that the Agreement Holder and the Authority share any Personal Data for the purposes of this Grant, the parties accept that they are each a separate independent Controller in respect of such Personal Data. Each party:

- (i) shall comply with applicable Data Protection Legislation in respect of its processing of such Personal Data;
- (ii) shall be individually and separately responsible for its own compliance;
- (iii) does not and shall not process any Personal Data as Joint Controllers.

16.4 Each party shall, with respect to its processing of Personal Data as independent Controller, implement and maintain appropriate technical and organisational measures to ensure a level of security appropriate to that risk, including, as appropriate, the measures referred to in Article 32(1) (a), (b), (c) and (d) of the General Data Protection Regulation (EU) 2016/679, and the measures shall, at a minimum, comply with the requirements of the Data Protection Legislation, including Article 32 of the General Data Protection Regulation (EU) 2016/679.

16.5 The Agreement Holder acknowledges that the Managing Authority and the Authority are subject to the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIRs).

16.6 The Agreement Holder shall provide all necessary assistance and cooperation which is reasonably requested by either the Managing Authority or the Authority for the purposes



of complying with their obligations under FOIA and EIRs. If either of them requires the Agreement Holder to supply information pursuant to a FOIA/EIRs request, the Agreement Holder shall supply all such information which is within its possession or control within 5 Working Days (or such other period as either may reasonably require).

- 16.7 If the Agreement Holder receives a FOIA/EIR request from a member of the public, it shall not respond to the request but shall forward the request to either the Managing Authority or the Authority within 2 Working Days of receipt.
- 16.8 The Managing Authority and Authority shall determine in their absolute discretion whether any information is exempt from disclosure in accordance with the provisions of FOIA and/or the EIRs.

17 Limitation of liability

- 17.1 Neither party excludes or limits its liability for death or personal injury caused by its negligence, fraud or fraudulent misrepresentation, or any other liability which cannot be limited or excluded by law.
- 17.2 The Authority accepts no liability for any consequences, whether direct or indirect, arising from the Agreement, the use of the Grant by the Agreement Holder or the Authority exercising its rights under the Agreement.
- 17.3 Subject to clause 17.1 and 17.2, the Authority's total aggregate liability in connection with the Agreement shall not exceed the amount of the Grant.
- 17.4 The Agreement Holder shall indemnify the Authority and any persons acting on the Authority's behalf against all claims, demands, actions, costs, expenses, losses, damages and all other liabilities arising as a result of the actions or omissions of the Agreement Holder in connection with the Agreement.
- 17.5 The Agreement Holder acknowledges and accepts that if it suffers any losses which prevent it from fulfilling its obligations under the Agreement, the Authority may require the Grant to be repaid or the losses to be made good at the Agreement Holder's own expense, regardless of whether the Agreement Holder is insured against such losses.

18 Force majeure

- 18.1 If the Agreement Holder is prevented from complying with its obligations under the Agreement due to force majeure or exceptional circumstances, the Authority must be notified in writing within 15 Working Days from the date on which the Agreement Holder (or any person authorised to act on the Agreement Holder's behalf) is in a position to do so.
- 18.2 Force majeure or exceptional circumstances may include:
- (a) the death or long-term professional incapacity of the Agreement Holder;
 - (b) a severe natural disaster gravely affecting the Holding;
 - (c) the accidental destruction of livestock buildings on the Holding;
 - (d) an epizootic or a plant disease affecting part or all of the Agreement Holder's crops, trees or livestock; or
 - (e) expropriation of all or a large part of the Holding (provided that the expropriation could not have been anticipated at the time the application for funding was made).



18.3 The Authority will consider the facts on a case-by-case basis in deciding whether or not the Agreement Holder is relieved of all or part of its obligations under the Agreement and whether all or part of the Grant should be suspended or repaid.

19 Termination

19.1 The Authority reserves the right to terminate the Agreement on written notice to the Agreement Holder if:

- (a) the Agreement Holder has breached the terms of the Agreement or there is a change in circumstances affecting its eligibility to receive the Grant (whether or not the Authority has taken steps to recover the Grant in accordance with clause 9);
- (b) the Agreement Holder has failed to repay any sum which has become recoverable by the Authority in accordance with clause 9.

19.2 In addition to its right to terminate under clause 19.1 above, the Authority may terminate the Agreement and any future Grant payments on giving the Agreement Holder six months' written notice at any time. Provided that the Agreement Holder is not in breach of the Agreement, Grant payments already paid will not be recoverable.

19.3 Subject to clause 19.4 below, where the term of the Agreement is 10 years or more, either party may terminate the Agreement at the Break Point Date by giving not less than one month's prior written notice to the other party. If notice is validly served under this clause, the Agreement will terminate on the Break Point Date, and subject to the Authority's other rights and remedies under the Agreement, Grant payments already paid at the Break Point Date will not be recoverable.

19.4 Where the Agreement includes the Multi-Year Option WD1, the Agreement may not be terminated pursuant to clause 19.3 above, before the Option End Date for the WD1 option.

19.5 The Agreement Holder may terminate the Agreement at any time by giving written notice to the Authority. The Agreement Holder understands that in such circumstances it may be required to repay all or part of the Grant and that its obligations under the Agreement shall not cease until such repayment has been made.

19.6 If a third party acquires management control of any part of the Agreement Land and is not able or willing to take on the Agreement Holder's obligations under the Agreement, the Authority may terminate the Agreement. In such circumstances the Agreement Holder will not be required to repay the Grant and its obligations under the Agreement will cease as at the date of termination. Further details are set out in the Countryside Stewardship Manual.

20 Consequences of expiry or termination

20.1 Expiry or termination of the Agreement shall not affect any rights, remedies, obligations or liabilities of the parties that have accrued up to the date of expiry or termination which existed at or before the date of expiry or termination.

20.2 Expiry or termination of the Agreement shall not affect the continuing rights and obligations of the parties under clauses 9 (Repayment), 10 (Access to Documents and Information), 11 (Site Visits), 12 (Maintenance of Accounts and Records), 13 (Evaluation), 14 (Acknowledgement and Publicity), 15 (Intellectual Property Rights), 16 (Data Protection and Information), 17 (Limitation of Liability), 20 (Consequences of Expiry or Termination), 22 (Severability), 23 (Waiver), 24 (Notices), 25 (Dispute Resolution), 27 (Joint and Several Liability), 28 (Third Party Rights), 29 (Governing Law) or any other provision in the

Agreement or mandatory requirement in the Countryside Stewardship Manual which is expressly stated to survive expiry or termination of the Agreement or which is required to give effect to such termination or expiry or the consequences of such termination or expiry.

21 Variation

The Authority reserves the right to vary these terms and conditions or the Agreement Document. Any variation will be effected in writing and notified to the Agreement Holder in advance. The Authority shall endeavour to give such notice as is reasonable and proportionate, having regard to the nature of the variation and its consequences for the Agreement Holder.

22 Severability

If any term, condition or provision of the Agreement is held to be invalid, unlawful or unenforceable to any extent, such term, condition or provision will not affect the validity, legality and enforceability of the other provisions of any other documents referred to in the Agreement.

23 Waiver

No failure or delay by either party to exercise any right or remedy under the Agreement shall be construed as a waiver of any other right or remedy.

24 Notices

- 24.1 All notices in relation to the Agreement shall be in writing and shall be deemed to have been duly given if personally delivered, e-mailed, or mailed (first class postage prepaid) using the contact details set out in the Agreement Document (or any updated address which is subsequently notified by one party to the other). It is the Agreement Holder's responsibility to notify the Authority of any change to its contact details.
- 24.2 If personally delivered or if e-mailed all such notices shall be deemed to have been given when received (except that if received on a non-Working Day or after 5.00 pm on any Working Day they shall be deemed received on the next Working Day) and if mailed all such notices shall be deemed to have been given and received on the second Working Day following such mailing.

25 Dispute resolution

Any dispute arising between the parties or any complaint or appeal by the Agreement Holder concerning the Authority's actions in connection with the Agreement shall be resolved according to the procedure set out in the Countryside Stewardship Manual.

26 No partnership or agency

The Agreement shall not create any partnership or joint venture between the Authority and the Agreement Holder, nor any relationship of principal and agent, nor authorise any party to make or enter into any commitments for, or on behalf of, the other party.



27 Joint and several liability

Where the Agreement Holder is not a company nor an incorporated entity with a distinct legal personality of its own, the individuals who enter into the Agreement on behalf of the Agreement Holder shall be jointly and severally liable for the Agreement Holder's obligations and liabilities arising under the Agreement.

28 Third party rights

- 28.1 Subject to clause 28.2 below, the Agreement does not and is not intended to confer any contractual benefit on any person who is not a party to the Agreement.
- 28.2 The terms of the Agreement may be enforced and recovery of any Grant may be sought by the Managing Authority, who shall be entitled to receive the benefit of the Agreement as if it was the Authority.

29 Governing law

The Agreement shall be governed by and construed in accordance with the law of England and the parties irrevocably submit to the exclusive jurisdiction of the English courts.



Annex 2a: List of Higher Tier Multi-year Options

Countryside Stewardship

Protecting the natural environment for future generations



www.gov.uk/rpa/cs

Annex 2a: List of Higher Tier multi-year options

Code	Option Name	Option Payment Rate
AB1	Nectar flower mix	£511/ha
AB2	Basic overwinter stubble	£84/ha
AB3	Beetle banks	£573
AB4	Skylark plots *1 (£9 per plot, minimum 2 plots /ha)	£18/ha *1
AB5	Nesting plots for lapwing and stone curlew	£524/ha
AB6	Enhanced overwinter stubble	£436/ha
AB7	Whole crop cereals	£495/ha
AB8	Flower-rich margins and plots	£539/ha
AB9	Winter bird food	£640/ha
AB10	Unharvested cereal headland	£640/ha
AB11	Cultivated areas for arable plants	£532/ha
AB12	Supplementary winter feeding for farmland birds *2 (for every 2 ha of winter bird food)	£632/tonne *2
AB13	Brassica fodder crop	£100/ha
AB14	Harvested low input cereal	£266/ha
AB15	Two year sown legume fallow	£522/ha
AB16	Autumn sown bumblebird mix	£550/ha
BE1	Protection of in-field trees on arable land	£420/ha
BE2	Protection of in-field trees on intensive grassland	£190/ha
BE3	Management of hedgerows	£8/100m for 1 side of a hedge
BE4	Management of traditional orchards	£212/ha
BE5	Creation of traditional orchards	£281/ha
BE6	Veteran tree surgery	£221/tree
BE7	Supplement for restorative pruning of fruit trees	£62/tree
CT1	Management of coastal sand dunes and vegetated shingle	£217/ha
CT2	Creation of coastal sand dunes and vegetated shingle on arable land and improved grassland	£314/ha
CT3	Management of coastal saltmarsh	£77/ha
CT4	Creation of inter-tidal and saline habitat on arable land	£442/ha
CT5	Creation of inter-tidal and saline habitat by non-intervention	£271/ha
CT6	Coastal vegetation management supplement	£117/ha
CT7	Creation of inter-tidal and saline habitat on intensive grassland	£276/ha
ED1	Educational access	£290/visit
GS1	Take field corners out of management	£365/ha
GS2	Permanent grassland with very low inputs (outside SDAs)	£95/ha
GS3	Ryegrass seed-set as winter food for birds	£331/ha
GS4	Legume and herb-rich swards	£309/ha
GS5	Permanent grassland with very low inputs in SDAs	£16/ha
GS6	Management of species-rich grassland	£182/ha

Code	Option Name	Option Payment Rate
GS7	Restoration towards species-rich grassland	£145/ha
GS8	Creation of species-rich grassland	£267/ha
GS9	Management of wet grassland for breeding waders	£264/ha
GS10	Management of wet grassland for wintering waders and wildfowl	£157/ha
GS11	Creation of wet grassland for breeding waders	£406/ha
GS12	Creation of wet grassland for wintering waders and wildfowl	£310/ha
GS13	Management of grassland for target features	£90/ha
GS14	Creation of grassland for target features	£253/ha
GS15	Haymaking supplement	£85/ha
GS16	Rush infestation control supplement	£73/ha
GS17	Lenient grazing supplement	£44/ha
HS1	Maintenance of weatherproof traditional farm buildings	£3.25/m ²
HS2	Take historic and archaeological features out of cultivation	£425/ha
HS3	Reduced-depth, non-inversion cultivation on historic and archaeological features	£79/ha
HS4	Scrub control on historic and archaeological features	£137/ha
HS5	Management of historic and archaeological features on grassland	£30/ha
HS6	Maintenance of designed / engineered water bodies	£440/ha
HS7	Management of historic water meadows through traditional irrigation	£440/ha
HS8	Maintenance of weatherproof traditional farm buildings in remote areas	£6.73/m ²
HS9	Restricted depth crop establishment to protect archaeology under an arable rotation	£174/ha
LH1	Management of lowland heathland	£274/ha
LH2	Restoration of forestry and woodland to lowland heathland	£184/ha
LH3	Creation of heathland from arable or improved grassland	£517/ha
OP1	Overwintered stubble	£116/ha
OP2	Wild bird seed mixture	£640/ha
OP3	Supplementary feeding for farmland birds * ³ (for every 2 ha of wild bird seed mixture)	£494/tonne * ³
OP4	Multi species ley	£115/ha
OP5	Undersown cereal	£86/ha
OR1	Organic conversion – improved permanent grassland	£75/ha
OR2	Organic conversion – unimproved permanent grassland	£50/ha
OR3	Organic conversion – rotational land	£175/ha
OR4	Organic conversion – horticulture	£400/ha
OR5	Organic conversion – top fruit	£450/ha
OT1	Organic land management – improved permanent grassland	£40/ha
OT2	Organic land management – unimproved permanent grassland	£20/ha
OT3	Organic land management – rotational land	£65/ha
OT4	Organic land management – horticulture	£200/ha
OT5	Organic land management – top fruit	£300/ha



Code	Option Name	Option Payment Rate
OT6	Organic land management – enclosed rough grazing	£8/ha
SP1	Difficult sites supplement	£62/ha
SP2	Raised water level supplement	£127/ha
SP3	Bracken control supplement	£153/ha
SP4	Control of invasive plant species supplement	£324/ha
SP5	Shepherding supplement	£7/ha
SP6	Cattle grazing supplement	£45/ha
SP7	Introduction of cattle grazing on the Scilly Isles	£279/ha
SP8	Native breeds at risk supplement	£94/ha
SP9	Threatened species supplement	£120/ha
SP10	Administration of group managed agreements supplement	£6/ha
SW1	4-6m buffer strip on cultivated land	£353/ha
SW2	4-6m buffer strip on intensive grassland	£170/ha
SW3	In-field grass strips	£557/ha
SW4	12-24m watercourse buffer strip on cultivated land	£512/ha
SW5	Enhanced management of maize crops	£133/ha
SW6	Winter cover crops	£114/ha
SW7	Arable reversion to grassland with low fertiliser input	£311/ha
SW8	Management of intensive grassland adjacent to a watercourse	£202/ha
SW9	Seasonal livestock removal on intensive grassland	£88/ha
SW10	Seasonal livestock removal on grassland in SDAs next to streams, rivers and lakes	£36/ha
SW11	Riparian management strip	£440/ha
SW12	Making space for water	£640/ha
SW13	Very low nitrogen inputs to groundwaters	£251/ha
SW14	Nil fertiliser supplement	£131/ha
SW15	Flood mitigation on arable land	£488/ha
SW16	Flood mitigation on permanent grassland	£256/ha
UP1	Enclosed rough grazing	£39/ha
UP2	Management of rough grazing for birds	£88/ha
UP3	Management of moorland	£43/ha
UP4	Management of moorland vegetation supplement	£10/ha
UP5	Moorland re-wetting supplement	£18/ha
UP6	Upland livestock exclusion supplement	£16/ha
WD1	Woodland creation – maintenance payments	£200/ha
WD2	Woodland improvement	£100/ha
WD3	Woodland edges on arable land	£323/ha
WD4	Management of wood pasture and parkland	£46/ha
WD5	Restoration of wood pasture and parkland	£244/ha
WD6	Creation of wood pasture	£409/ha
WD7	Management of successional areas and scrub	£74/ha
WD8	Creation of successional areas and scrub	£87/ha

Code	Option Name	Option Payment Rate
WD9	Livestock exclusion supplement – scrub and successional areas	£121/ha
WT1	Buffering in-field ponds and ditches in improved grassland	£201/ha
WT2	Buffering in-field ponds and ditches on arable land	£501/ha
WT3	Management of ditches of high environmental value * ⁴ (for the management of both sides of the ditch)	£37/100m * ⁴
WT4	Management of ponds of high wildlife value (100 sq m or less)	£103/pond
WT5	Management of ponds of high wildlife value (more than 100 sq m)	£183/pond
WT6	Management of reedbed	£78/ha
WT7	Creation of reedbed	£323/ha
WT8	Management of fen	£39/ha
WT9	Creation of fen	£446/ha
WT10	Management of lowland raised bog	£164/ha
WT11	Wetland cutting supplement	£440/ha
WT12	Wetland grazing supplement	£304/ha



Annex 2b: List of Higher Tier Capital Items

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Annex 2b: List of Higher Tier capital items

Code	Capital Item Name	Capital item Payment Rate
BN1	Stone-faced bank repair	£31/m
BN2	Stone-faced bank restoration	£86/m
BN3	Earth bank creation	£13.50/m
BN4	Earth bank restoration	£7/m
BN5	Hedgerow laying	£9.40/m
BN6	Hedgerow coppicing	£4/m
BN7	Hedgerow gapping-up	£9.50/m
BN8	Hedgerow supplement – casting up	£3/m
BN9	Hedgerow supplement – substantial pre-work	£4.10/m
BN10	Hedgerow supplement – top binding and staking	£3.40/m
BN11	Planting new hedges	£11.60/m
BN12	Stone wall restoration	£25/m
BN13	Stone wall – top wiring	£3.60/m
BN14	Stone wall supplement – stone from quarry	£44/m
BN15	Stone wall supplement – difficult sites	£7.90/m
FG1	Fencing	£4/m
FG2	Sheep netting	£4.90/m
FG3	Permanent electric fencing	£4.90/m
FG4	Rabbit fencing supplement	£2.50/m
FG5	Fencing supplement – difficult sites	£1.24/m
FG7	Anti-predator combination fencing	£11.10/m
FG8	Anti-predator temporary electric fencing	£2.85/m
FG9	Deer fencing	£7.20/m
FG10	Temporary deer fencing	£5.20/m
FG11	Deer enclosure plot	£136/unit
FG12	Wooden field gate	£390/gate
FG13	Stone gate post	£280/post
FG14	Badger gates	£135/gate
FG15	Water gates	£240/gate
LV1	Cattle grid	£835/item
LV2	Livestock handling facilities	up to 80% of costs
LV3	Hard bases for livestock drinkers	£110/base
LV4	Hard bases for livestock feeders	£170/base
LV5	Pasture pumps and associated pipework	£220/pump
LV6	Ram pumps and associated pipework	£1,480/pump
LV7	Livestock troughs	£110/trough
LV8	Pipework for livestock troughs	£2.65/m
PA1	Implementation plan	£1,100/plan
PA2	Feasibility study	up to 100% of actual costs



Code	Capital Item Name	Capital item Payment Rate
RP1	Resurfacing of gateways	£92/gateway
RP2	Gateway relocation	£340/gateway
RP3	Watercourse crossings	£300/crossing
RP4	Livestock and machinery hardcore tracks	£33/m
RP5	Cross drains	£245/drain
RP6	Installation of piped culverts in ditches	£340/culvert
RP7	Sediment ponds and traps	£10/m ²
RP8	Constructed wetlands for the treatment of pollution	50% of costs
RP9	Earth banks and soil bunds *1 (one unit equals 100m of bund)	£155/unit *1
RP10	Silt filtration dams or seepage barriers	£75/unit
RP11	Swales	£5.95/m ²
RP12	Check dams and woody debris structures	£42 for each dam
RP13	Yard – underground drainage pipework	£5.50/m
RP14	Yard inspection pit	£200/unit
RP15	Concrete yard renewal	£27.14/m ²
RP16	Rainwater goods	£11.40/m
RP17	Storage tanks underground	£350/m ³
RP18	Above ground tanks	£100/m ³
RP19	First-flush rainwater diverters/downpipe filters	£125/unit
RP20	Relocation of sheep dips and pens	£3,675/unit
RP21	Relocation of sheep pens only	£1,830/unit
RP22	Sheep dip drainage aprons and sumps	£18.25/m ²
RP23	Installation of livestock drinking troughs (in draining pens for freshly dipped sheep)	£68/unit
RP24	Lined biobed plus pesticide loading and washdown area	£118/m ²
RP25	Lined biobed with existing washdown area	£77/m ²
RP26	Biofilters	£990/unit
RP27	Sprayer or applicator load and wash-down area	£40/m ²
RP28	Roofing (sprayer washdown area, manure storage area, livestock gathering area, slurry stores, silage stores)	£62/m ²
RP29	Self-supporting covers for slurry stores	£30.50/m ²
RP30	Floating covers for slurry stores and lagoons	£5.60/m ²
RP31	Equipment to disrupt tramlines in arable areas	£1,500/machine
RP32	Small leaky woody dam (1m to 2.99m)	£461.39/dam*2
RP33	Large leaky woody dam (3m to 5m)	£764.42/dam*2
SB1	Scrub control and felling diseased trees	See *3 below
SB2	Scrub control - difficult sites	80% of actual costs
SB3	Tree removal	£144/tree
SB4	Chemical bracken control	£170/ha
SB5	Mechanical bracken control	£169/ha

Code	Capital Item Name	Capital item Payment Rate
TE1	Planting standard hedgerow tree	£8.80/tree
TE2	Planting standard parkland tree	£24.50/tree
TE3	Planting fruit trees	£22.50/tree
TE4	Supply and plant tree	£1.28/tree
TE5	Supplement for use of individual tree-shelters	£1.60/unit
TE6	Tree guard (tube and mesh)	£4/guard
TE7	Tree guard (wood post and rail)	£59.50/guard
TE8	Tree guard (wood post and wire)	£84/guard
TE9	Parkland tree guard - welded steel	£170/tree
TE10	Coppicing bank-side trees	£52/tree
TE11	Tree surgery *4 (£96.50/tree when cutting limbs up to and including 20cm in diameter)	*4
TE12	Stump grinding	£24/stump
TE13	Creation of dead wood habitat on trees	£175/tree
TE14	Identification of orchard fruit tree varieties	£29/variety
AC1	Access capital items	Up to 100% of actual costs
AC2	Countryside Educational Visits Accreditation Scheme (CEVAS)	£175 once/ agreement
FM1	Management of geodiversity features	Up to 100% of actual costs
FM2	Major preparatory work for priority habitats (creation and restoration) and priority species	Up to 100% of actual costs
HE1	Historic and archaeological feature protection	Up to 100% of actual costs
HE3	Removal of eyesore	£290/item
WB1	Small wildlife box	£28.50/box
WB2	Medium wildlife box	£39/box
WB3	Large wildlife box	£100/box
WN1	Blocking grips or drainage channels	£14.80/block
WN2	Creation of scrapes and gutters	£2.80/m ²
WN3	Ditch, dyke and rhine restoration	£7.30/m
WN4	Ditch, dyke and rhine creation	£8.40/m
WN5	Pond management (first 100 sq m)	£270/pond
WN6	Pond management (areas greater than 100 sq m)	£170/100m ²
WN7	Restoration of large water bodies	Up to 100% of actual costs
WN8	Timber sluice	£315/sluice
WN9	Brick, stone or concrete sluice	£2,480/sluice
WN10	Construction of water penning structures	Up to 100% of actual costs
FY1	Deer high seat	£300/unit



Code	Capital Item Name	Capital item Payment Rate
FY2	Woodland infrastructure	40% of actual costs

*2 – Find indicative designs for small and large leaky woody dams at Annex 2c

*3 – Scrub control and felling trees (SB1) rates:

Method of removal	Stem diameter	Percentage covered/ha	Payment/ha
Machine cut	Less than 7cm	Under 50%	£260
Machine cut	Less than 7cm	50% and over	£520
Machine cut	7cm and above	Under 50%	£520
Machine cut	7cm and above	50% and over	£1,040
Machine cut	Not applicable	Under 50%	£980
Machine cut	Not applicable	50% and over	£1,680



Annex 2c: Indicative designs for leaky woody dams

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Annex 2c: Indicative designs for leaky woody dams

Small leaky woody dam (RP32): 1m to 2.99m wide

Indicative design for 1-3 m wide, leaky woody dam

Top log positioned on top of bank and extending 3-4 m out onto either side of the floodplain to enhance flood water storage

Lower logs slotted 50 cm into bank on either side of channel or braced against a bankside tree or stump; two rows of logs installed for added strength, one behind the other - see cross section

River channel 1-3 m wide

Top log secured into place using cross stakes driven into ground and wired together. Bundle of five logs also fixed together with wire

Cross-section view of woody dam showing arrangement of stacked logs; dashed line represents ground level

Three log high stack, with base of lower log positioned at mid-point between channel bed and bank top, to permit the unhindered passage of low-medium flows and fish; scope for adjusting size of lower gap to maximise effectiveness of dam in relation to critical flood flows.

Large leaky woody dam (RP33) – 3m to 5m wide

Indicative design for 3-5 m wide, leaky woody dam

Top two logs positioned on top of bank and extending 5-6 m out onto either side of the floodplain to enhance flood water storage; two rows of logs used at ground level for added stability

Lower logs slotted 50 cm into bank on either side of channel or braced against a bankside tree or stump; two rows of logs installed for added strength, one behind the other - see cross section

River channel 3-5 m wide

Top two logs secured into place using cross stakes driven into ground and wired together. Bundle of seven logs also fixed together with wire

Cross-section view of woody dam, showing arrangement of stacked logs; dashed line represents ground level

Four log high stack, with base of lower log positioned at mid-point between channel bed and bank top, to permit the unhindered passage of low-medium flows and fish; scope for adjusting size of lower gap to maximise effectiveness of dam in relation to critical flood flows.

Annex 3: Scoring Higher Tier Applications

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Annex 3 – Scoring Higher Tier Applications

All eligible initial applications for Higher Tier are scored, apart from where they only include organic management and conversion options.

Agri-environment only

We score these applications, as shown in Tables 1 to 3 below, and then rank them by score. A national threshold is set based on the budget that is available. If your application scores above this threshold, a Natural England adviser will offer support to help you develop a final application. At Defra's discretion, Natural England may be able to offer support to develop some applications that score below the national threshold.

We give a score only for features that need management that is only available in Higher Tier. You can include features suited to Mid Tier management in your Higher Tier application, but they will not contribute to your score.

If we reject your application following Higher Tier scoring, Mid Tier may be more suitable for your holding.

Organic management and conversion options are not scored. If your application contains these options and you meet the eligibility requirements, we will offer you an agreement. If your Higher Tier application fails the overall scoring process, you will be given the option to continue with an agreement that contains just the organic management and conversion options.

Woodland only

If you are applying for Higher Tier woodland improvement (WD2 or capital items), you will need to score your initial application yourself. Follow the guidance in Annex 5 and in 'How to complete the Countryside Stewardship Higher Tier application form' that is included with your application pack. The Forestry Commission ranks the applications by score and a national threshold is set. If your application scores above this threshold, a Forestry Commission adviser will offer support to help you develop a final application. The adviser will confirm the final score for your application for woodland improvement while working with you.

Once the deadline for submitting final applications has passed, applications will be ranked by their agreed scores and a threshold set. If your application scores above this threshold, we will offer you an agreement.

Mixed

Natural England and/or the Forestry Commission use a combination of the methods detailed above to score an initial application that contains both agri-environment and woodland parts. If the agri-environment part of your mixed application is rejected, you might be able to continue with a woodland only application or the Mid Tier may be more suitable for your holding. If the woodland part is rejected you may be able to continue with an agri-environment only application.



Table 1: Higher Tier scoring process for agri-environment only and mixed initial applications

Step	Criteria	Scoring Process	
<p>Step 1 – Basic score for land-based features</p> <p>This is for Priority Habitats, Water Quality and Historic Environment features/issues.</p> <p>To receive a score they must be included in the initial application and require management only available under Higher Tier.</p> <p>Most Priority Habitats also have a minimum area requirement below which they are not scored – see Table 2.</p>	<p>Each of these features on the holding has a priority level of High, Medium or Low. These are taken at the Rural Payments service land parcel level. They are as described in local priority statements and targeting maps and in Table 2. Each priority level has an associated Baseline Priority Score.</p> <p>Historic Environment features simply score their Baseline Priority Score for each parcel (field) offered supporting that feature.</p> <p>Each Priority Habitat feature or Water Quality issue has its own Value per unit to consider in addition to the Baseline Priority Score. These values are based on the priority level, location and comparative rarity of each feature. These are shown in Table 2 and in most cases the units are hectares. For each of these features/issues, the score is calculated as:</p> <p>Baseline Priority Score + (number of units x value per unit)</p> <p>Where multiple features/issues appear in a parcel, that parcel can score for each feature/issue.</p> <p>The sum of all these scores provides the Basic Score for land-based features</p> <p>Where Priority Habitats occur on SSSIs an additional score will be applied (see Additional Scores below).</p>	<p>Priority Level</p>	<p>Baseline Priority Score</p>
		High	1,000
		Medium	100
		Low	10
		<p>Example 1: Priority Habitat</p> <p>4 hectares of lowland heathland Priority Habitat.</p> <p>Lowland heathland is a High priority so its Baseline Priority Score is 1000 points.</p> <p>Its Value per unit is 100 points per hectare.</p> <p>The score is calculated as:</p> <p>$1000 + (4 \times 100) = 1,400$ points</p> <p>Example 2: Historic Environment (HE)</p> <p>1 High Priority HE feature across 2 parcels and 3 Medium Priority HE features on 3 parcels.</p> <p>The score is calculated as:</p> <p>$(2 \times 1,000) + (3 \times 100) = 2,300$ points</p>	



Step	Criteria	Scoring Process	
<p>Step 2 – Species score</p> <p>This is for the WPFWP, Section 41 (S41) Species requiring bespoke management (as defined in the NERC Act), Woodland Bird assemblage and Breeding Wader assemblage (as referred to in the statement of priorities).</p> <p>To receive a score they must be included in the initial application.</p> <p>These features have minimum area requirements, below which they are not scored – see Table 3.</p>	<p>These are scored in the same way as Priority Habitats in Step 1:</p> <p>Baseline Priority Score + (value per unit x the number of units)</p> <p>Except that if the area has already been scored for biodiversity, the Baseline Priority Score alone is counted.</p> <p>See Table 3 for the priority levels and value per ha scores for these features. They are all High Priority features so the Baseline Priority Score is 1,000 points for all of them.</p> <p>For the Wild Pollinator and Farm Wildlife Package (WPFWP) the Value per unit is 30 points per unit. The unit to be scored is the area, in hectares, of the arable, temporary grass and permanent grassland parcels to be included, excluding any areas of Priority Habitat grassland.</p> <p>For S41 species requiring bespoke management, Woodland Bird assemblage and Breeding Wader assemblage the value per unit is 100 points per unit. The unit to be score is the area in hectares being managed for the species or assemblage³.</p> <p>Three species in the Breeding Wader assemblage are also S41 species requiring bespoke management. These species score as above as an S41 species and additionally receive the Baseline Priority Score (1,000 points) for the assemblage.</p> <p>The sum of the individual species category scores provides a Species Score.</p>	Species category	Species Score Calculation:
		WPFWP	Baseline Priority Score + (value per unit x units)
		S41 or Woodland Bird assemblages or Breeding Waders on Priority Habitat	Baseline Priority Score
		S41 or Woodland assemblage Birds or Breeding Waders on non-Priority Habitat	Baseline Priority Score + (value per unit x units)
		S41 and Breeding Waders	Baseline Priority Score + S41 score
		<p>Species Score = sum of Species category scores</p> <p>Example 1: 50 hectares farmed land proposed for the WPFWP in a target area.</p> <p>Baseline priority score (high) = 1000 points Value per unit = 30 points per hectare Score = 1000 + (30 x 50) = 2,500 points</p> <p>Example 2: 20 hectares rough grazing land proposed for management to benefit Curlew.</p> <p>Curlew is an S41 species requiring bespoke management and is in the Breeding Wader Assemblage. S41 species Baseline priority score = 1,000 points S41 species Value per unit = 100 points per hectare S41 score = 1000 + (100 x 20) = 3,000 points.</p> <p>The score for the Wader Assemblage is only the Baseline priority score (1,000 points) because the area has already been scored for S41 species.</p>	



Step	Criteria	Scoring Process
Step 3 Calculating the Total Basic Score	The Total Basic Score is calculated by adding together the Basic score for land based features and the Species Score.	Total Basic Score = Basic score for land based features + Species Score
Step 4 Calculating the Additional Score	1. SSSI: Applicant has included SSSI features.	Add 10% of Total Basic Score, but only for the SSSI area
	2. Genetic conservation: Applicant has included priority habitats where native Breeds at risk are appropriate and have been proposed.	Add 5% to the Total Basic Score
	3. Educational access proposed.	Add 5% to Total Basic Score
	4. Facilitation fund: Applicant confirmed as being part of a Facilitation Fund group.	Add 10% to Total Basic Score
Step 5 Calculate Final Score	The Final Score is calculated by adding the Total Basic Score and any Additional Scores. Where no Higher Tier features are proposed the application will be ineligible and a score of 0 will be applied.	Final Score = Total Basic Score + any Additional Scores
Step 6 Ranking of all initial applications	If resource limitations require a threshold to be set, the final score is used to rank all the initial applications in the 'pipeline' for Higher Tier agreements.	
Step 7 Final applications are scored in the same way as the initial application.	If there is an issue resourcing the final agreements the scores between the final application and initial application are compared to confirm the offer remains the same.	
Step 8 Ranking of all applications	If resources are available all eligible final applications will be taken forward	



Table 2: Value scores for habitats, water quality and historic environment

Priority habitats

Habitat	Option type	Minimum Area	Priority Level	Value per ha Score
Lowland calcareous grassland	Management/ restoration	0.5 ha	High	100
Lowland calcareous grassland	Creation	0.5 ha	High	90
Lowland dry acid grassland	Management/ restoration	0.5 ha	High	100
Lowland dry acid grassland	Creation	0.5 ha	High	90
Purple moor-grass and rush pasture	Management/ restoration	0.5 ha	High	100
Purple moor-grass and rush pasture	Creation	0.5 ha	High	90
Lowland meadows	Management/ restoration	0.5 ha	High	200
Lowland meadows	Creation	0.5 ha	High	180
Upland hay meadows	Management/ restoration	0.5 ha	High	200
Upland hay meadows	Creation	0.5 ha	High	180
Calaminarian grassland	Management/ restoration	0.5 ha	High	200
Calaminarian grassland	Creation	0.5 ha	High	180
Upland calcareous grassland	Management/ restoration	2 ha	High	100
Upland calcareous grassland	Creation	2 ha	High	90
Lowland heath	Management/ restoration	2 ha	High	100
Lowland heath	Creation	2 ha	High	90
Upland heath (heather moorland)	Management/ restoration (no creation option)	5 ha	High	10
Blanket bog	Management/ restoration (no creation option)	part of upland heath	High	67
Mountain heath and willow scrub	Management/ restoration (no creation option)	part of upland heath	High	100
Inland rock outcrop and scree	N/A - Inland rock and scree does not score separately, but it is scored - as part of the upland heath/heather moorland mosaic	-	N/A	N/A



Habitat	Option type	Minimum Area	Priority Level	Value per ha Score
Limestone pavement	Management/ restoration (no creation option)	2 ha	High	100
Upland flushes, fens and swamps	Management/ restoration (no creation option)	0.5 ha	High	100
Lowland fens	Management/ restoration	0.5 ha	High	100
Lowland fens	Creation	0.5 ha	High	90
Reedbeds	Management/ restoration	2 ha	High	100
Reedbeds	Creation	Creation	High	90
Lowland raised bogs	Management/ restoration (no creation option)	Management/ restoration (no creation option)	High	200
Coastal and floodplain grazing marsh where part of a wetland complex identified in the Breeding Wader Strategy as an important focus area and either currently supports, or is capable of supporting, breeding waders; or on individual sites which support breeding wader assemblages and where water level management is part of proposal; or on areas with networks of ditches of high nature conservation value	Management/ restoration	Management/ restoration	High	67
Coastal and floodplain grazing marsh (as above)	Creation	5 ha	High	60
Maritime cliff and slope	Managed as grassland or heathland	250m	High	4/m (length of cliff, not height)
Coastal saltmarsh	Management/ restoration	5 ha	High	67
Coastal saltmarsh	Creation	5 ha	High	60
Coastal sand dunes	Management/ restoration	5 ha	High	67
Coastal sand dunes	Creation	5 ha	High	60
Saline lagoons	No direct management options under the scheme	Would score as a scheme priority under water quality measures below, if applicable		N/A



Habitat	Option type	Minimum Area	Priority Level	Value per ha Score
Wood pasture and parkland	Management/ restoration	5 ha	High	20
Wood pasture	Creation	5 ha	High	18
Traditional orchards	Management/ restoration	2 ha unless part of orchard network	High	500
Traditional orchards	Creation	2 ha unless part of orchard network	High	450
Riparian habitats associated priority lakes and rivers	Management/ restoration	0.5 ha	High	100
Riparian habitats associated priority lakes and rivers	Creation	0.5 ha	High	90
Woodland - high priority	Management/ restoration	0.5 ha	High	100
Woodland - medium priority	Management/ restoration	0.5 ha	Medium	10
Woodland - low priority	Management/ restoration	0.5 ha	Medium	1

Water quality

Water Quality and Flood Risk management	Minimum Area	Priority Level	Value per ha Score
Nitrogen	none defined	High	50
Phosphorous	none defined	High	50
Sediment	none defined	High	50
Faecal coliforms	none defined	High	50
Pesticides	none defined	High	50
Flood risk management	none defined	High	50
Nitrogen	none defined	Medium	5
Phosphorous	none defined	Medium	5
Sediment	none defined	Medium	5
Faecal coliforms	none defined	Medium	5
Pesticides	none defined	Medium	5
Flood risk management	none defined	Medium	5
Nitrogen	none defined	Low	0.5
Phosphorous	none defined	Low	0.5
Sediment	none defined	Low	0.5
Faecal coliforms	none defined	Low	0.5
Pesticides	none defined	Low	0.5
Flood risk management	none defined	Low	0.5



Water Quality and Flood Risk management	Minimum Area	Priority Level	Value per ha Score
Unmanaged Conifer to meet UKFS within catchments subject to eutrophication and acidification to reduce pressure on the water environment	0.5 ha	High	100

Historic environment

Historic Environment	Priority Level	Value per parcel Score
Heritage at risk - designated HE features that appear on the EH register as 'High Risk'	High	1000
Prioritised historic buildings - high priority for restoration	High	1000
SHINE 4 high significance	High	1000
National designations at medium and low risk - designated HE features that are currently rated as 'medium' or 'low' risk on the EH register.	High	1000
SHINE medium and low significance	Medium	100
Designated and undesignated traditional farm buildings in need of maintenance	Medium	100
Priority undesignated historic parklands	Medium	100

Table 3: Value scores for biodiversity priorities

Biodiversity Priority	Minimum Area	Priority Level	Value per ha Score
Wild pollinator and farm wildlife package	5% of relevant land under WPFWP options	High	30
S. 41 species with bespoke management needs ^{*5}	0.5 ha	High	100
Woodland bird assemblage	0.5 ha	High	No area score
Breeding wader assemblages	0.5 ha ^{*6}	High	100/ha unless area already scored for PH, WPFWP or s. 41

^{*5} The 100 points per ha area score and 0.5 hectares minimum threshold only apply to bespoke species occurring on non-Priority Habitats and outside WPFWP areas where we have sufficiently detailed data - in 2015 this was for birds and butterflies. Where bespoke species occur on Priority Habitat they will score the area score for that habitat and will need to meet the minimum threshold for that habitat, which may be different, as listed earlier in the annex

^{*6} The 0.5 hectares minimum threshold only applies to breeding wader assemblages occurring on non-Priority Habitats. Where breeding wader assemblages occur on Priority Habitat they will need to meet the minimum threshold for that habitat, which may be different, as listed earlier in the annex.



Annex 4: Applying for the Higher Tier Wild Pollinator and Farm Wildlife Packages

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Annex 4 Applying for the Higher Tier Wild Pollinator and Farm Wildlife Packages

The Higher Tier Wild Pollinator and Farm Wildlife Package (WPFWP) groups selected management option together. These options help you to provide farmland wildlife with the essential resources they need to thrive and breed successfully.

If you include the WPFWP in your application, it will increase your application's score. Applications with a higher score are more likely to be offered an agreement.

Benefits for wildlife

A Higher Tier WPFWP will help you to support your local wildlife, including:

- wild pollinators - such as solitary bees and bumble bees
- farmland birds - such as grey partridge, skylark and yellowhammer
- other farmland wildlife - such as rare arable plants, great crested newts, bats and brown hare.

How it works

The package focuses on the farmed land on your holding and includes a range of management options. These options help you to provide essential resources for wildlife.

- Essential Resource 1: Nectar and pollen sources for insect pollinators and insect-rich foraging for birds
- Essential Resource 2: Nesting, hibernation and shelter for insect pollinators and birds
- Essential Resource 3: Winter food for seed-eating birds.

You can read the details of these options in Table 1. You can also choose from the list of additional options in table 2

Choosing more options is usually better for wildlife because you will provide a greater range of habitats and food/nesting resources. As with all Higher Tier, you must meet the management requirements for each of the options you choose.

Section 4.2 sets out the support that is available when choosing options.

The minimum requirements for the package are as follows:

- you must meet the minimum requirements for each of the essential resource categories. These are expressed in hectares (or in metres for the hedge and ditch options)
- make sure that the area covered by the package options is at least 5% of the total area of farmed land included in your application. Depending on the options you choose you may be required to commit more than 5%.

You can add a range of other management options and capital items in addition to your WPFWP package with Higher Tier.



Who can apply for Higher Tier WPFWP

You must meet **one** of the following criteria to be considered for the Higher Tier WPFWP:

1. Have an Environmental Stewardship agreement that is coming to an end. Your agreement must have included management options that focused on farmed wildlife. Your agreement must have been successful based on the quality of options delivered and/or evidence of biological responses by key farmland species.
2. Have a holding that meets the qualifying criteria for range-restricted farmland bird assemblages and/or wild bee species. You should check your holding on Magic maps on [the MAGIC website](#). To qualify, your holding must be partly or wholly located in tetrad (2 x 2 kilometres recording square) that supports one or both of the following.
3. 3 of the 6 range-restricted farmland bird assemblages
4. 7 of the 13 wild bee species associated with the wider countryside.

Scoring and the WPFWP

If you meet the minimum requirements of the WPFWP, your application score will automatically receive an increase.

You can read information on scoring in Annex 3.

Eligible land

The WPFWP can only be located on BPS declared arable land, temporary grassland and permanent grassland. All other land uses are excluded from this package. You must also meet the eligibility criteria for the Higher Tier. Read Section 3.

Tools to help you decide how much land to include

You can use the information in the tables on the following pages to make your calculations.

- Not all land needs to be included in your application for WPFWP, it can cover either the whole or part of your farm.
- You must meet the minimum requirements of the package.
- You can choose to include more land than the minimum in your application.

Wild Pollinator and Farm Wildlife Package options and their relationship to the Basic Payment Scheme (BPS)

Higher Tier options you apply for as part of the WPFWP cannot overlap with Ecological Focus Area (EFA) land at any time during the term of the Countryside Stewardship agreement. However, co-location within the same land parcel is allowed where the options do not overlap.

Maximise the benefit for farmed wildlife

To increase the impact of the WPFWP package:

1. choose more options and spread the location of the options across the farm
2. select both legume and perennial flower-based mixes as these will provide nectar and pollen sources for a longer period of time over the summer and autumn



3. spread options delivering nectar and pollen across the farm, so that it benefits as many wild pollinators and birds as possible
4. choose the hedgerow management option. Well-managed hedgerows can provide valuable spring foraging for wild pollinators, as well as good nesting habitat for birds
5. create a mixture of habitats, from tussocky, uncut grass to areas of warm, dry, bare ground that remains undisturbed for the breeding cycle. These will provide wild pollinators and farmland birds places to nest and, shelter and overwinter/hibernation areas for pollinators
6. provide both annual and biennial wild bird seed mixes as they will benefit a broader range of farmland birds
7. place skylark plots over some/all of the area of winter cereal crops
8. stubble works best if the preceding crop is barley and spring- sown.
9. consider selecting one or more additional options to focus on particular species or features
10. you can find some typical option combinations for arable, pastoral and mixed farms in Table 3 .

How to build a Higher Tier Wild Pollinator and Farm Wildlife Package

1. Work out the area of land that is eligible and decide how much to include in your application.
2. Use Table 1 below to choose your options. You must choose options that meet the minimum requirements for each Essential Resource.
3. Choose how many hectares you want to enter into each option (how many metres for hedgerows and ditches). You must meet the minimum requirements for each Essential Resource.
4. Generally choosing more options is better for farmed wildlife. Consider whether you can include more than the minimum requirements. You may wish to include additional options from Table 2.
5. Check carefully that you have met the minimum requirements of the package. You can use the information in the tables below to make your calculations.
6. Fill in your Higher Tier application form as set out in Section 4, adding in any other options and capital items that you wish to apply for.

Using the Wild Pollinator and Farm Wildlife Package tables

Read the guidance above to understand how the package works. There is a table below for each of the Essential Resources, and a table for additional options.

The minimum and maximum amounts of each resource (for 100 hectares of eligible land) are given in the tables. You should adjust these on a 'pro rata' basis. For example, if you have 250 hectares of eligible land, then multiply the quantities by 2.5.



Table 1: Essential resources to be provided in every Higher Tier Wild Pollinator and Farm Wildlife Package agreement

Essential resource 1: Nectar and pollen sources for insect pollinators and insect-rich foraging for birds		
You must meet the minimum quantity for BOTH spring flowering AND summer/ autumn flowering		
		Minimum quantity per 100 ha
A - Spring Flowering	The following options can be used on their own or in combination to achieve the minimum¹	
	BE3 Management of hedgerows	500 m
	WT3 Management of ditches of high environmental value	500 m
	WT1 Buffering in-field ponds and ditches in improved grassland	0.5 ha
	WT2 Buffering in-field ponds and ditches on arable land	0.5 ha
	WD3 Woodland edges on arable land	0.5 ha
	AB11 Cultivated areas for arable plants (autumn-cultivated only)	0.5 ha
	¹ Example combination - 250m of BE3 and 0.25ha of AB11	
B - Summer/Autumn Flowering	The following options can be used on their own or in combination to achieve the minimum²	
	AB1 Nectar flower mix	1.5 ha
	AB8 Flower-rich margins and plots	
	AB11 Cultivated areas for arable plants	
	AB15 Two-year sown legume fallow	
	AB16 Autumn sown bumblebird mix	
	GS4 Legume and herb-rich swards (or OP4 Multi-species ley)	
	² Example combination – 0.5ha each of AB1, AB8 and AB11	



Essential resource 2: Nesting, hibernation and sheltering habitat for insect pollinators and birds

You must choose at least one of the following options to meet the minimum quantity

		Minimum quantity per 100 ha
Nesting, hibernation and sheltering habitat for insect pollinators and birds	Chose at least one of the following options to achieve the minimum quantity	
	SW1 4-6m buffer strip on cultivated land	1 ha
	SW4 12-24 m watercourse buffer strip on cultivated land AB3 Beetle banks	
	AB5 Nesting plots for lapwing and stone curlew	
	AB11 Cultivated areas for arable plants	
	AB14 Harvested low input cereal	
	GS1 Take field corners out of management (outside SDA)	
	GS13 Management of grassland for target features	
	GS17 Lenient grazing supplement	

Essential resource 3: Winter food for seed-eating birds

You can chose to deliver this option through AB9 or you can combine AB9 with other options.

		Minimum quantity per 100 ha
Winter food for seed-eating birds	You can choose	
	AB9 Winter bird food (or OP2 Wild bird seed mixture)	2 ha
	Or	
	AB9 Winter bird food (or OP2 Wild bird seed mixture)	1 ha
	And one of the following ^{*3}	
	AB10 Unharvested cereal headland	1 ha
	GS3 Ryegrass seed-set as winter/spring food for birds	1 ha
	AB6 Enhanced overwinter stubble	2.5 ha
	AB13 Brassica fodder crops	2.5 ha
	AB16 Autumn sown bumblebird mix	2.5 ha
	AB2 Basic overwinter stubble (or OP1 Overwintered stubble)	5 ha
	AB7 Whole crop cereals	5 ha
	Or a mix of AB2 and AB7	5 ha in total
^{*3} This is based on the following formula: 1 ha of AB9/OP2, AB10 or GS3 = 2.5 ha of AB6/AB13 = 5 ha of AB2/OP1/AB7		



Table 2: Additional options focussing on specific species or features on the holding that may require management

The options below are voluntary. You can use them to help you to manage specific species on your holding. You could improve your application over-all by adding these options.

Species or feature requiring management:	Select one or more of the following options:
In-field trees	BE1 Protection of in-field trees on arable land
	BE2 Protection of in-field trees on intensive grassland
Ponds	WT4 Management of ponds of high wildlife value (100 square metres or less)
	WT5 Management of ponds of high wildlife value (more than 100 square metres)
Supplementary food for seed-eating birds	AB12 Supplementary winter feeding for farmland birds (or OP3 Supplementary feeding for farmland birds)
In-field breeding habitats for skylarks in landscapes dominated by winter cereals	AB4 Skylark plots
Traditional orchards	BE4 Management of traditional orchards
Nest/roost boxes for insects, tree sparrows and bats	WB1 Small wildlife box,
	WB2 Medium wildlife box,
	WB3 Large wildlife box
	(all are capital items)



Table 3: Example Higher Tier Wild Pollinator and Farm Wildlife Package option combinations for different holding scenarios

Holding scenario	Criteria (plus additional priorities)	Options (areas are per 100 ha of farmed land entered into the agreement)	Rate (£) per annum	Essential resources			Additional options	% of farmed land covered by options	Total value of the agreement per annum per 100 ha of farmed land entered into the agreement, plus comments
				Food / fuel and insect food	Nesting	Winter bird food			
1. Arable holding on medium-heavy land (all winter cropping) with good hedgerows. Coming out of an HLS agreement that was effectively delivering the HLS Farmland Bird package and is within 3/6 farmland bird tetrad.	Meets both criteria A and B (No bespoke species present but within an area of high ELS/Mid Tier uptake)	1500m BE3 Management of hedgerows of high environmental value (both sides)	240	spring	x			4.5% of arable	Total cost pa = £3,285.50 100m of extra hedgerow negotiated Flower-rich margins, nectar mix and buffer strips should be spread around the holding, adjacent to managed hedgerows where possible Winter bird food should be a mix of annual and biennial mixtures
		0.5ha AB8 Flower rich margins and plots	539	summer/autumn	x				
		1ha AB1 Nectar flower mix	511	summer/autumn					
		1ha SW1 4-6m buffer strip on cultivated land	353		x				
		2ha AB9 Winter bird food	1280			x			
		AB12 supplementary feeding on 2ha of Winter bird food	632				x		



Holding scenario	Criteria (plus additional priorities)	Options (areas are per 100 ha of farmed land entered into the agreement)	Rate (£) per annum	Essential resources			Additional options	% of farmed land covered by options	Total value of the agreement per annum per 100 ha of farmed land entered into the agreement, plus comments
				Food / fuel and insect food	Nesting	Winter bird food			
2. Mixed holding on light soil which retains some spring cropping and unimproved grassland, but with no decent hedgerows. Coming out of an HLS agreement that was effectively delivering the HLS Farmland Bird package, including fallow plots which support breeding lapwing, and is within 3/6 farmland bird tetrad.	Meets both criteria A and B. (Lapwing present and there is a small area of decent unimproved grassland)	1ha AB1 Nectar Flower mix	511	summer/autumn				10% of arable, although 5ha as stubble still in production with spring cropping; plus 1% of grassland (but still productive)	Total cost pa = £3,561 Cultivated plots are autumn-sown Cultivated arable plant plots, fallow plots and grassland provide multiple nesting opportunities for pollinators. Lapwing nesting plots should, ideally, be located near to unimproved grassland (provided arable fields are suitable)
		0.5ha AB11 Cultivated areas for arable plants	266	spring	x				
		0.5ha AB8 Flower rich margins and plots	270	summer/autumn					
		1ha AB9 Winter Bird Food	640			x			
		5ha AB2 Basic overwinter stubble	420			x			
		AB12 supplementary feeding on 1ha of Winter bird food	316				x		
		2ha AB5 Nesting plots for lapwing and stone curlew	1048		x				
		1ha GS13 Management of grassland for target features	90		x				



Holding scenario	Criteria (plus additional priorities)	Options (areas are per 100 ha of farmed land entered into the agreement)	Rate (£) per annum	Essential resources			Additional options	% of farmed land covered by options	Total value of the agreement per annum per 100 ha of farmed land entered into the agreement, plus comments
				Food / fuel and insect food	Nesting	Winter bird food			
3. 100% grass holding that has some fields cut for silage and some high quality hedgerows and ponds, and areas of semi / unimproved grassland. Within 7/13 pollinator tetrad	Meets criteria B. (Decent unimproved grassland, bats present and has several decent ponds)	1000m BE3 Management of hedgerows of high environmental value (both sides)	160	spring				5.5% of grassland, but only 0.5% taken completely out of production (as field corners). Only 3.5% if don't do rye-grass seed- set option (see comment)	Total cost pa = £1,817 extra hedgerow and pond buffering negotiated. Rye grass seed- set option could be removed on farms outside of farmland bird target areas
		1.5ha GS4 Legume and herb-rich swards	463.5	summer/ autumn					
		1 WT4 Maintenance of ponds of high wildlife value <100 sq m	103				x		
		1ha of WT1 Buffering in-field ponds on improved grassland	201	spring					
		0.5ha GS1 Take field corners out of management (outside SDA)	182.5			x			
		0.5ha GS13 Management of grassland for target features	45			x			
		2ha GS3 Ryegrass seed- set as winter/ spring food for birds	662				x		



Annex 5: Woodland improvement

Multi-year option (WD2) and capital items including
Woodland Infrastructure (FY2)

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Annex 5: Woodland improvement multi-year option (WD2) and capital items including Woodland Infrastructure (FY2)

Purpose

This annex provides information to support Higher Tier applications for woodland improvement using multi-year options and/or capital items.

Contents

- a. Requirements for a Woodland Management Plan
- b. Area and value eligibility thresholds
- c. Application timeline for Higher Tier woodland applications
- d. Woodland improvement multi-year option (WD2), woodland infrastructure (FY2) and capital items
- e. Works required under WD2 (Objectives and Prescriptions)
- f. Maps (Agreement maps and annotated maps)
- g. Scoring
- h. Woodland creation maintenance option (WD1)

a) Requirements for a Woodland Management Plan

If you want to apply for a Countryside Stewardship Higher Tier agreement on woodland, you must have a Forestry Commission approved Woodland Management Plan (WMP). Your WMP must be approved or approved in principle before you submit your Higher Tier initial application on or before 3 May. Your approved WMP must cover the 5 year period of the Higher Tier agreement. If your WMP is approved in principle when you make your initial application, the WMP must be fully approved with any associated felling licence in place by the final application deadline on 30 September.

Your WMP must support and validate your Higher Tier application. It must support the prescription choices you have applied for under the WD2 option and/or explain why you need the capital items you have included in your application.

There are 2 Forestry Commission WMP templates for you to choose from:

- 'Full' Woodland Management Plan – for woodland that is equal to 10 hectares or more
- 'Small' Woodland Management Plan – for woodland areas that are less than 10 hectares

You can read more information about WMPs including information about funding and download the templates from [Create a woodland management plan](#) on GOV.UK.

You can use other templates to meet the requirement for a Forestry Commission approved UKFS compliant WMP, for example, a WMP produced to gain access to the UK Woodland Assurance Scheme (UKWAS).

If you use a template other than the Forestry Commission templates, we cannot provide grant aid for your WMP through the [Countryside Stewardship Woodland Management Plan grant](#).



Your WMP will meet any requirements for management of the parkland/wood where this is needed under a Registered Parks and Garden designation, provided Historic England have been consulted on the draft WMP and have given consent for the proposed management of the wood.

Amending Woodland Management Plans to support Countryside Stewardship applications

You may find your current WMP does not support your Countryside Stewardship Higher Tier application. For example, an older WMP might not:

- accurately reflect the current woodland management objectives
- fully address the current constraints and threats affecting woodland management
- be compliant with the current UKFS standard (revised 2017).

You may be able to make amendments to your WMP as part of making your Higher Tier application. This will depend on the type of amendment(s) you need to make to your WMP. You need to discuss any changes you want to make with your Woodland Officer as soon as possible. The Forestry Commission will decide if you can make changes or not. Any amendments must be approved by the Forestry Commission before 30 September.

To get this approval you might have to:

- hold discussions with relevant stakeholders
- apply for and get additional felling permissions by 30 September
- arrange for any other consents needed before 31 August.

You should submit your amended WMP to your local Forestry Commission Woodland Officer, allowing sufficient time for approval, including the steps above to be completed, by 30 September.

You may find that it is not possible to get approval for substantial amendments before 30 September. In these cases, if you are eligible for the Countryside Stewardship Woodland Management Plan grant (standalone capital item PA3), you may be encouraged to apply for support to create a new WMP. You can read the [Woodland Management Plan grant manual](#) on GOV.UK.

It is unlikely that major amendments to an existing WMP successfully funded through PA3 could be approved by 30 September. Forestry Commission Woodland Officers can advise if you are eligible for PA3 or not and on the likelihood of amendments being approved before 30 September.

Key points:

- a Forestry Commission WMP must be approved or approved in principle to support an eligible Countryside Stewardship application by the initial application submission deadline of 3 May
- where a WMP is approved in principle at the deadline for initial applications, the felling consents and permissions must be completed and a felling licence in place by the final application deadline on 31 August
- where the WMP needs an amendment so that it supports specific options/item requests (for example if using WD2 to support a priority objective that is not within the existing WMP), the WMP must be amended and approved by 30 September
- it may not be possible for substantial amendments to WMPs to be approved before this deadline, but they may be funded through the [Countryside Stewardship Woodland Management Plan grant](#) on GOV.UK.



b) Eligible Area and Value Thresholds

To be eligible for Higher Tier the total area of woodland in your application must be 3 hectares or more (unless the woodland is a Site of Special Scientific Interest, in which case this threshold is lowered to 1 hectare). The total area for the application can be made up of separate blocks of woodland, but the minimum size for these blocks is 0.5 hectare.

To be eligible for Higher Tier Woodland Improvement, the land parcels must be registered with a land use of WO12 – woodland on the Rural Payments service. Read Forestry Commission [Operations Note 42](#) for more information about this.

If you are making a mixed application for both agri-environment and woodland options the 3 hectare minimum application size still applies, but this can be made up of land containing both woodland and agri-environment options and/or items. The 0.5 hectare minimum block size for woodland still applies in this case.

The table below lists the minimum agreement and block sizes, as well as the minimum total value of capital items within a single agreement.

		Minimum requirement	
		Block (ha)	Agreement(ha)
Higher Tier woodland applications	Overall area	0.5	3 ha woodland-only 1 ha woodland SSSI 0.5 ha of woodland within a mixed application
	Capital items (including infrastructure applications)	0.5	Minimum value £500

c) Application timeline for Higher Tier woodland applications

All woodland applications must be made using the map and application pack available on request from us – Annex 9 lists contact details. Guidance and sample forms referred to in this manual are available on GOV.UK at: www.gov.rpa/cs

The timeline for woodland applications is:

Action on applicant	Timeline
Request an agreement map and Higher Tier application pack	As soon as possible and by 31 March to allow initial applications to be received by the 3 May
Sign and submit application form, including woodland annex and agreement map	By 3 May
Develop your initial application with a Forestry Commission Woodland Officer, including a site visit, to create a final application, with maps, scoring form and work specifications agreed).	After submission of an eligible initial application
Sign and submit final application with all requested supporting documentation to Forestry Commission Woodland Officer, including maps, quotes, agreed revised score forms and work specifications.	By 31 August



Action on applicant	Timeline
Submit all outstanding requested evidence and necessary consultations, consents, licences and permissions.	By 30 September
Sign and return your negotiation declaration slip to the Forestry Commission Woodland Officer.	Within 14 days of receipt or by (30 September)
Confirm your acceptance of the agreement offered.	From November onwards

You must send your application to us by 3 May. We will not accept applications after this date. You should apply as early as possible.

d) Woodland Improvement multi-year option (WD2), woodland infrastructure (FY2) and capital items

Countryside Stewardship provides support for woodland improvement under the Higher Tier through the woodland improvement option (WD2) and/or capital items, including woodland infrastructure (FY2).

You can apply for WD2 and/or capital item(s) where work will support the following priority objectives:

- enhancing priority habitats
- enhancing priority species
- restoring plantations on ancient woodland sites
- improving water quality in acid sensitive water catchments.

Woodland Improvement option (WD2)

This is a multi-year option with payments of £100 per hectare per year for 5 years. You can find the [WD2: Woodland improvement guide](#) to support this option on GOV.UK.

Capital items

A number of capital items can be applied for to support woodland improvement. Some of these can be applied for on their own, and others have to be applied for with other capital items or the WD2 option.

Find more information in the following table.



Capital items that can be used stand alone or in association with WD2	Capital items that can only be used in association with WD2	Supplementary capital items that can only be associated with other capital items
FG1 – Fencing FG2 – Sheep netting FG9 – Deer fencing FG10 – Temporary deer fencing FG11 – Deer enclosure plot FY2 – Woodland infrastructure RP32 – Small leaky woody dam (1m to 2.99m) RP33 – Large leaky woody Dam (3.0m to 5m) Stand-alone only: SB1 – Scrub control and felling diseased trees SB2 – Scrub control - difficult sites SB6 – Rhododendron control	RP5 – Cross drains WN5 – Pond management (first 100 sq m) WB1 – Small wildlife box WB2 – Medium wildlife box WB3 – Large wildlife box RP3 – Watercourse crossings RP6 – Installation of piped culverts in ditches FY1 – Deer high seat WN8 – Timber sluice SB4 – Chemical bracken control SB5 – Mechanical bracken control	FG4 – Rabbit fencing supplement FG5 – Fencing supplement - difficult sites FG12 – Wooden field gate FG14 – Badger gate FG15 – Water gates
Further details for each capital item can be found using the Countryside Stewardship grant finder on GOV.UK		

Multi-year and capital woodland improvement options and items can be applied for on the same land if they are complementary and not used to fund the same work.

Capital items funding scrub control or rhododendron control cannot be applied for on the same area of woodland as WD2. If you need these capital items you are encouraged to apply for them separately. Once the work is completed, claimed and paid for you can then apply for WD2. It is possible to selectively apply for WD2 on parts of woodland that are not receiving support from these capital items.

Evidence and quotes for capital items

If you apply for woodland capital items, you might need photographs that show the proposed location of the capital item object or operation. You must keep this evidence as we may ask to see it.

If you apply for any of the capital items listed below you will need photographs to show the absence of the items you are applying for. You must keep this evidence as we may ask to see it.

Code	Capital item
FG1	Fencing
FG2	Sheep netting

Code	Capital item
FG4	Permanent electric fencing
FG5	Rabbit fencing supplement
FG12	Wooden field gate
FG14	Badger gates
FG15	Water gates
RP32	Small leaky woody dam (1m to 2.99m)
RP33	Large leaky woody dam (3.0m to 5m)
SB4	Chemical bracken control
SB5	Mechanical bracken control
WN5	Pond management (first 100 sq m)
WB1	Small wildlife box
WB2	Medium wildlife box
WB3	Large wildlife box

If you apply for the capital item Woodland Infrastructure (FY2) you will need to give 3 quotes in your final application (by 31 August). You should keep this deadline in mind as you put your application together.

We recommend that you check all requirement details for all capital items at [Countryside Stewardship grants](#) on GOV.UK.

Woodland infrastructure (FY2)

This capital item supports woodland management by making the woodland accessible by road, allowing timber and other forest products to be moved or stored for transport more easily. Your WMP must identify the need for the proposed access.

We will pay 40% of actual costs for this item (including VAT and agents' fees, where applicable). You must submit at least 3 written quotations with your final application. Each quote should clearly show an itemised specification of the proposed work (for example, length of road, construction method and length).

If you want to use your own labour and machinery to carry out the work, please refer to Section 6.2 of this manual. You will still be required to provide at least 3 written quotations, with the quotation for your own work based on labour costs, hourly rates and the cost of using your own machines with an explanation to support the rates.

Your application maps must clearly show the location of the proposed infrastructure. You will need to prepare a detailed specification for the road/infrastructure, tailored to the site and explain why the specification has been chosen. Your specification needs to:

- set out the work that will be carried out on site showing how the soil conditions have been considered.
- meet national legislation, following the Construction, Design and Management (CDM) regulations for forest roads and tracks. You can read further information in Forestry Commission [Operations Note 25](#) on GOV.UK.

You need to give clear reasons in your application why the road specification you've chosen is

appropriate. This will be assessed by the Forestry Commission.

Before applying for this item, you must:

- notify the local planning authority and the relevant highways authority so they can decide whether the work can be classified as a permitted development. Read [Planning permission for Farms](#). This requires you to submit a description of the work to the Local Authority
- get consent for work from the local planning authority (or internal drainage boards within an internal drainage district) where the road crosses a watercourse or uses culverts during construction, use or maintenance. Where a new road in a forest needs access to the public highway the relevant highways authority may need to be notified too. You must send a copy of the local planning authority’s advice and any permits with your application.

The Forestry Commission will decide whether the work requires consent under the Environmental Impact Assessment (Forestry) Regulations. This depends on whether the proposal is likely to have a significant effect on the environment.

Read [FY2: Woodland infrastructure](#) on GOV.UK for guidance to support this item.

Scrub control – difficult sites (SB2)

This capital item supports scrub control on sites that either need specialist operations or machinery, or where scrub control is a requirement of your Forestry Commission approved WMP. Up to 80% of actual costs will be paid (including VAT, where applicable). You must provide at least 3 written quotations with your final application. Read [SB2: Scrub control - difficult sites](#) on GOV.UK for guidance to support this item.

e) Work required under WD2 (Objectives and Prescriptions)

To support delivery of the priority objectives in Section (b) there are both mandatory and optional sets of work requirements, or ‘prescriptions’ under WD2. Mandatory Prescriptions and evidence needed

Monitoring and recording evidence

Prescription 2008	Evidence needed
Management time – evidence of activities undertaken: monitoring, photography, marking.	Retention of monitoring reports at years 3 and 5 where identified below as we may ask to see them. Retention of other supporting documents, for example, Operational Site Assessments, sales receipts to be available on request during inspection.

Compliance with UK Forestry Standard

Prescription 2012	Evidence needed
UKFS compliant operational activities evidenced by completion of an Operational Site Assessment or similar.	Retention of Operational Site Assessment or similar to be available during inspection.



Monitor change

Prescription 4006	Evidence needed
Provide monitoring reports in years 3 and 5 to confirm progress (for example providing before and after photographs, a record of the number of deer culled, and the results of squirrel monitoring).	Retention of reports in years 3 and 5 to include photographic evidence. We may ask to see this evidence.

The following will also apply to woodland improvement activity unless they are not relevant to the woodland. This will be agreed with your Forestry Commission Woodland Officer:

Thin or selectively fell trees

Prescription 2011	Evidence needed
Thin or selectively fell [X] hectares of trees.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence.

Regeneration felling

Prescription 2013	Evidence needed
Undertake regeneration felling to encourage crown development and/or natural regeneration.	On site visual checks to show compliance with management plan proposals.

Regeneration planting

Prescription 2003	Evidence needed
If, in spaces exceeding 0.25ha, 2 years after the removal of conifers, natural regeneration of native species has not begun, or conditions to support natural regeneration of native species are not in place, replant with [species] at 1100 trees per hectare (note: there is a regulatory requirement that felled areas are restocked.)	On site visual checks to show compliance with management plan proposals.

Silvicultural transformation

Prescription 2004	Evidence needed
Implement silvicultural transformation as informed by the Woodland Management Plan.	On site visual checks of conversion activity and associated record keeping to show compliance with management plan proposals.

Reduce conifers

Prescription 2018	Evidence needed
By year 5 reduce the percentage of coniferous species from [x%] to [y%].	On site visual check that percentage reduction has been achieved through sampling.



Manage successional scrub

Prescription 2007	Evidence needed
Manage successional scrub through cyclical cutting.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check that management has been undertaken

Coppicing

Prescription 2009	Evidence needed
Re-coppice [x] ha of [y] species.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check that re-coppicing has taken place

Squirrel monitoring

Prescription 2016	Evidence needed
Within red squirrel strongholds monitor red and grey squirrel presence through current best practice, for example, hair tubes.	Retention of monitoring reports in years 3 and 5 as we may ask to see them.

Veteran trees

Prescription 2010	Evidence needed
Release [x] existing and/or recruitment veteran trees from competing tree growth.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check to show compliance with management plan proposals.

Deer control

Prescription 2015	Evidence needed
Where deer control has been identified as required in the woodland management plan, by the end of year 1 of the agreement have in place a deer management plan. Manage deer populations to allow the establishment of appropriate ground flora and understory, preferably by means of lethal control but if this is not effective through fencing deer out of the woodland. Monitor such management and provide reports including, for example, deer cull numbers and photographic evidence from deer exclusion plots in years 3 and 5.	Deer management plan in place at the end of the first year of the agreement. Monitoring reports to be retained at year 3 and 5 including, for example, deer cull numbers and photographic evidence of deer exclusion plots. We may ask to see this evidence.



Remove non-native/ invasive species

Prescription 2014	Evidence needed
Vegetation management - remove [x] ha of competing and/or non-native or invasive vegetation of [y] species by appropriate mechanical or chemical control.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check to show compliance with management plan proposals.

Permanent open space

Prescription 2000	Evidence needed
Create and/or manage [x] ha of permanent open space.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check to show compliance with management plan proposals.

Access Tracks

Prescription 2001	Evidence needed
Create and/or manage [x] metres of access rides.	On site visual check to show compliance with management plan proposals.

Ride management

Prescription 2006	Evidence needed
Manage [x] metres of ride edges through an [x] zone cutting regime.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check to show compliance with management plan proposals.

Deadwood

Prescription 2002	Evidence needed
Create and/or maintain appropriate levels of deadwood habitat in line with UKFS.	Retention of reports in years 3 and 5 to include before and after photographic evidence. We may ask to see this evidence. On site visual check to show compliance with management plan proposals.



Grey squirrel control

Prescription 2016	Evidence needed
Where grey squirrels are identified as a threat in the woodland management plan they will be controlled by live or lethal trapping. Trap type and trapping methods must follow any best practice with respect to legality, checking frequency and dispatch method. In areas with red squirrels, only live trapping is permitted. Shooting may be undertaken as an additional method of control.	On site visual check to show compliance with management plan proposals.

Operational Site Planning

Prescription	Evidence needed
UKFS compliant operational activities evidenced by completion of an Operational Site Assessment (OSA) or similar.	Retention of Operational Site Assessment or similar to be available during inspection.

Key points:

- If you include deer control in your agreement, you must have a deer management plan in place at the end of the first year of your agreement.
- You need to produce monitoring reports in years 3 and 5. Your reports should contain information for each of the prescriptions in your agreement, as identified in the table above. You must keep this evidence as we may ask to see it.
- You need to keep other evidence such as Operational Site Assessments, deer management plans and invoices. You will need to have this evidence available for any inspection that may take place during the life of your agreement.

f) Maps

Agreement Maps

An Agreement Map for Woodland Improvement must be created and submitted with every initial application by 3 May.

You will be sent a map with the application pack requested before 31 March. You may then choose to use the supplied map as a base on which to mark items, boundaries and/or other details or to create your own Agreement Map using GIS software. In either case, the Agreement Map must meet the minimum mapping standards outlined below. You need to print 2 copies of your Options/FER map. This is so that you can show your options choices on one copy, and show the environmental features on your holding on the other copy. After you've done this, scan them into your computer.

When you request an application pack, we will ask you to confirm the presence of any existing Environmental Stewardship agreements on the land. All land parcels that are in an existing Environmental Stewardship agreement due to expire after 31 December 2019 are not eligible for Countryside Stewardship and cannot be included in a Higher Tier agreement. Land in an Environmental Stewardship agreement that expires before 31 December 2019 can be included in the application.



The woodland option WD2 is only available for **established** woodland. To make sure this requirement is met land must be:

1. fully established – your Woodland Officer will check this during their site visit, we expect the trees to be at least 15 years old to qualify
2. not used to claim either Farm Woodland Payments (FWP), Farm Woodland Premium Scheme (FWPS) or Farm Woodland Scheme (FWS).

In established woodland, if there is a live multi-annual English Woodland Grant Scheme (EWGS) agreement on the land, you should speak to your Forestry Commission Woodland Officer to confirm if the land is eligible to be included in your application.

When we receive your initial application we will check if the land included in your application is eligible.

When contacting us, you must have the following information to hand:

- applicant's Single Business Identifier (SBI).
- applicant's personal details.
- County Parish Holding (CPH) number.
- land parcel numbers for the land you want to include in your application.
- whether or not a live Environmental Stewardship agreement is present on any land parcels in the application.

Minimum mapping standards

If you use the map we sent you you'll need to:

- mark the location of the proposed area of WD2 and/or any capital items using a coloured pen. List the capital item code(s) next to the areas you mark
- mark fence lines – make a note on the map to show the type of fence (code) you are applying for
- write on the top right of the map:
 - your SBI
 - the business name (this is the name registered with the SBI in the Rural Payments service)
 - application year and agreement title (as detailed on the application form)
- use black ink when you write on the Agreement Map.
- if you make a mistake do not use correction fluid, strike through the mistake instead.

If you create a map using GIS software, instead of using the map supplied by us, you need to meet the following minimum standards in addition to those listed above:

- if there are no numbered Ordnance Survey (OS) grid lines, you must write the 6 figure OS grid reference for the centre of the map on the bottom left
- the scale of the map must be clearly shown.

You will be responsible for providing updated maps following any agreed changes to the proposed scheme or capital items.



Annotated maps

You must submit a supplementary set of high quality, colour maps when you are developing your final application. You must write/mark on the maps:

- the locations of the capital items
- the specific locations where the work prescriptions will be carried out - for example, ride mowing
- the specification of the work if required, for example, 2 and 3 zone ride mowing.

You must include a clear and concise key on your map so that we understand your marks and notes.

You can make your annotated maps by using one of the following:

- a copy of the base map we sent you
- an appropriate OS map.

Your map can show a mixture of information but must be clear and easy to read. A single annotated map can cover the following elements:

- ride creation
- ride mowing
- open space creation and management
- veteran trees to be worked on.

Annotated maps will help the Forestry Commission Woodland Officer's site visit.

When you submit your final Agreement Map and the annotated map(s), it is your responsibility to make sure that areas marked on the maps are accurate and agree with the details of your application. We will identify any mapping discrepancies through our inspections and checks. Penalties, reductions or recoveries may be applied – read Section 6.3 of the manual.

g) Scoring

Overview

Countryside Stewardship is a targeted, competitive scheme. We will give priority for funding to those offering the greatest environmental benefits particularly in relation to biodiversity, water and climate change resilience. Not all eligible applications will be offered an agreement.

Woodland applications and the woodland elements of mixed applications, will be scored on the basis of:

- if your application deals with an environmental priority for your area – if it does, we will give it a higher score
- how your plans will help the environmental priorities for your area.

The capital items you apply for must go with the WD2 specifications you include on your application. Your application must show how you will deal with one or more of the 4 priority objectives (priority habitat, priority species, restoring plantations on ancient woodland sites and improving water quality in acid sensitive water catchments).

All scoring has an area-based element so you will need to identify:

- which priority objective(s) for your area you will deal with in your application



- which land parcels in your application you will use for this priority objective.

You can check this by visiting the [Land Information Search \(LIS\)](#) on GOV.UK

Process

Action	Responsibility	When
Complete and submit score form (Annex 2e of the application form)	Applicant	By 3 May
Confirm that the self-score meets or exceeds 1,100 points	RPA	On receipt of initial application
Initial Ranking + Threshold Setting	Forestry Commission National Office	By early June
Final Ranking + Threshold Setting	Forestry Commission National Office	After 30 September

- You must submit a completed, self-scoring form as part of your woodland application by 3 May.
- We will rank initial applications against a nationally determined threshold score. This threshold score will take into account the value of initial applications submitted and the funding available to support agreements for that year.
- After the initial application deadline has passed (3 May) we will rank all applications received by their scores. We will tell you if it is likely that your application will be considered in the final ranking in October.
- Your Final application must include a final score, agreed with the Woodland Officer, by the deadline for submitting final applications (30 September).
- We will rank final applications against a nationally determined threshold score that takes into account the value of final applications submitted and the funding available to support agreements for that year.
- The woodland and agri-environment elements of your application will be ranked separately. Natural England will carry out the ranking for agri-environment elements and Forestry Commission will carry out the ranking for the woodland elements. If you have a mixed application, it will need to pass the initial ranking for each element.

Scoring multi-year options and capital items

If you declare multi-year options and capital items on the same piece of land, we will score only the multi-year option.

Multi-year options

We will give a base score and an additional area based score. We may give a supplementary score if your application includes a woodland bird assemblage and/or a woodland SSSI and/or it deals with more than one priority objective.

Formula: base score + (area based score x ha of activity) + supplementary score(s) = total score

Scoring capital items

'Stand-alone' capital items will be scored if they are not on the same area of land as a multi-year option. The area-based element of the score is determined using an 'area of influence'.

Formula: base score + (area-based score x ha of influence) + supplementary score(s) = total score.

The table below shows the 'area of influence' for each 'stand-alone' capital item:

Capital item	Description of area of influence
BN13 - Top wiring	The area of woodland protected by the top wiring
FG1 – Fencing	The area of woodland protected by the fence
FG2 - Sheep netting	The area of woodland protected by the fencing
FG9 – Deer fencing	The area of woodland protected by the fence
FG10 – Temporary deer fencing	The area of woodland protected by the fence
FG11 – Deer enclosure plot	The area of woodland around the enclosure(s) where deer impact is being assessed. You will need enough plots to allow the impacts of deer to be assessed across the woodland.
FY2 – Infrastructure	The area of woodland that the infrastructure will provide access to and bring into management
SB1 – Scrub control	The area of land receiving support for scrub control
SB2 – Scrub control – difficult sites	The area of land receiving support for scrub control
SB4 – Chemical bracken control	The area of land receiving support for bracken control
SB5 – Mechanical bracken control	The area of land receiving support for bracken control
SB6 – Rhododendron control	The area of land receiving support for rhododendron control

h) Woodland Creation Maintenance (WD1)

Woodland Creation Maintenance (WD1) is a Countryside Stewardship Higher Tier option to support the maintenance of newly created woodland resulting from a Countryside Stewardship Woodland Creation Grant agreement. Read the guidance [WD1: Woodland creation - maintenance payments](#) on GOV.UK.

WD1 is a multi-year option that is for a period of 10 years. You submit an annual claim and will then receive an annual payment. If your application is successful, the agreement will start on 1 January 2020. It will end on 31 December of the tenth year.

The grant is only available if you are a Countryside Stewardship Woodland Creation Agreement Holder. If you are, when your capital grant agreement ends, we will send you a WD1 application pack. You can then apply for a WD1 agreement if you meet the following eligibility requirements:

- you met your Woodland Creation objectives and your final claim will be paid
- the land is not owned by a public authority - this includes land owned by the state, the Crown, county councils, district councils and local authorities. You can find more information about eligible land in Section 4 of the Countryside Stewardship [Woodland Creation Grant Manual](#) on GOV.UK.

The WD1 application is separate from the other Higher Tier applications so may have a different deadline for returning it to us. You will find the deadline date in the application pack sent to you.



Agreement Management

Agreement Holders must comply with the mandatory elements set out in Section 6 of this manual. They must also be familiar with the Terms and Conditions in Annex 1 of this manual.

Work can start on or after the 1 January 2020 agreement start date, you can find more information on the required record keeping in the [WD1: Woodland creation - maintenance payments guidance](#) on GOV.UK.

Claims process – multi-year agreements

Revenue Claims (for Woodland Creation Maintenance): must be received by midnight on 15 May of the relevant claim year (except where 15 May falls on a Bank Holiday, other public holiday or weekend. In such cases the deadline is the next working day).

Agreement Holders can make a late payment claim for annual maintenance payments after the deadline of 15 May each year, until midnight on 9 June (except where 9 June falls on a Bank Holiday, other public holiday or weekend. In such cases the deadline is the next working day) but they will incur a penalty.

For each working day the payment claim is late, the size of the penalty will be 1%. Agreement Holders cannot make payment claims after midnight on 9 June (apart from in cases of Force Majeure). For more information about the claims process, please refer to section 6.1 of this manual.

You must keep the evidence listed below to support your claim. We may ask to see this evidence:

- photographs showing the level of maintenance in years 2, 4, 6, 8 and 10
- a self-certification checklist after planting in years 4, 7 and 10 confirming that all the agreed operations have been carried out.

Payments for all agreements

RPA will make all payments directly into the Agreement Holder's nominated bank account.



Annex 6: Common land and shared grazing additional requirements

Countryside Stewardship

Protecting the natural environment for future generations



www.gov.uk/rpa/cs

Annex 6 Common land and shared grazing: additional requirements

Introduction

This annex contains important additional requirements relevant to a Higher Tier Countryside Stewardship application on common land and shared grazing.

You must read and meet the requirements detailed in this section as these are mandatory for all Higher Tier Agreement Holders.

If you want to apply for Countryside Stewardship on common land or shared grazing you must read this annex along with the relevant sections of the Higher Tier Manual. Where the common land or shared grazing application process requires a different approach, you must follow the requirements set out in this annex.

Definitions

In the context of this manual 'common land' means either:

- land registered as common land in a register of common land kept under Part 1 of the Commons Act 2006, or
- land to which Part 1 of that Act does not apply and which is subject to rights of common within the meaning of that Act.

This is taken from the definition of 'common land' given in schedule 5 of the Commons Act 2006.

'Shared grazing' means communal pasture where graziers have a legal entitlement to graze (for example, a pasture used jointly by tenants) where the land is not registered as common land.

In the term 'commons association' the word 'association' is used to cover landowners, sporting tenants and graziers working together in an association or group unless otherwise stated.

Main points

- Common land and shared grazing agreements are only available through Higher Tier Countryside Stewardship and for a term of 10 years.
- Agreements can only include land that is part of the common. Any non-common land parcels must be applied for as part of a separate Mid or Higher Tier application.
- Agreements may consist of one or more whole or part commons, provided they form a single grazing unit.
- An internal agreement must be set up, signed by all the parties to the Countryside Stewardship application, listing each person's responsibilities and the payments they may expect to receive (see below).
- The parties to the Countryside Stewardship application must appoint a representative to be the main business contact for the Countryside Stewardship application and subsequent Countryside Stewardship agreement. Throughout the remainder of this annex this person will be referred to as 'the applicant or you'. (see below)



- You must complete a [common land and shared grazing supplementary application form](#) on GOV.UK
- A Natural England adviser will work with you to build a suitable application.
- Organic maintenance and conversion options in Countryside Stewardship are not available for common land or shared grazing.

Commons Association and/or Internal Agreement

Setting up an effective internal agreement between applicants is a requirement of a Countryside Stewardship agreement offer. You must have a signed copy of the agreement, including financial information, before the Countryside Stewardship agreement can begin. You must send a signed copy of the internal agreement to us before the Higher Tier agreement's start on 1 January 2020.

Natural England or RPA cannot be involved in drafting the document or in any dispute about its operation.

The internal agreement must be fit for purpose, fair and reflect the respective parties' contribution to the scheme. If it is not and parties cannot agree on amendments, then we may not offer a Countryside Stewardship agreement. During the agreement term, we may ask to see formal evidence that the internal agreement operates effectively, for example, minutes of recent meetings and distribution of funds.

In all cases where there are 5 or more parties benefiting from or contributing to the delivery of the Countryside Stewardship agreement, a more formal Commons Association must be set up with officers to manage the association. You must keep evidence that shows that this formal Commons Association has been set up. We may ask to see this evidence.

If there is already an association in place, it can continue as long as it meets the minimum requirements set out in this annex. If an existing commons association covers a number of commons, a separate group of members must be set up (under the umbrella of the association) to create an internal agreement for the common that is the subject of the Countryside Stewardship application.

Requirements of an internal agreement or Commons Association

The association must effectively represent all those who have a legal and active interest in the management of the land:

- the landowner,
- all the active commoners or graziers, and
- other people who may have a legal or active interest in managing the common or shared grazing, for example the owner of the shooting rights.

You must consult with them when preparing the Countryside Stewardship application. Some landowners may not wish to be involved, but prefer to be represented by their agents or their tenants who are permitted to graze or utilise rights. You should always consider the landowners' surplus in any negotiations.

The internal agreement must involve all the active rights holders but you must also consider inactive rights holders, especially those who can use their rights, as they may wish to do so during the period of the agreement. You must also consider that some rights holders may lease their rights. Rights of common attached to land cannot be leased for a term longer than 2 years



(although the lease can be renewed at the end of each term). An RPA inspector or other inspector or auditor may ask to see evidence of any lease.

You must also contact anyone who does not want to participate in the Countryside Stewardship agreement or anyone who has a grievance. You must consider their existing management practices and proposals for changes in case they put the objectives and requirements of the internal agreement and Countryside Stewardship application at risk. It may be possible to address their concerns and make them a party to the internal agreement and Countryside Stewardship application. Or, as they can legally exercise their rights on the common, it may be necessary to negotiate ways to fulfil their aims without risking the internal agreement and Countryside Stewardship application. You must keep a record of any decisions so you can deal with any disputes that occur at a later date.

To make sure all potential participants, landowner, sporting rights holders and graziers in the Countryside Stewardship agreement are consulted and briefed, you can consult the potential participants in the Countryside Stewardship agreement individually, in small groups, or at a general meeting. A general meeting can also serve to brief individuals and organisations that have an interest in the land, for example Natural England (if the land or part of it is a Site of Special Scientific Interest (SSSI)), or members of the community. You can place notices in local newspapers and at access points to the common.

Where the group will have 5 or more members, you must appoint officers to manage the association – a chairman, secretary and a treasurer are essential. These must not all be from one family or enterprise (for example, they must have separate single business identifiers (SBIs)), and they must reflect the range of beneficiaries in the agreement. The written constitution must authorise these officers and the applicant to carry out certain specified business on behalf of the association, for example to open and operate a bank account.

You must agree a formula to allocate payments to members of the association or group. This formula can make payments according to their contribution and levels of responsibility.

You must have a written constitution. Whilst any bodies or individuals providing assistance may be able to provide a draft or template constitution, you must make sure that the constitution meets the needs of the particular circumstances of the group. The constitution must:

- describe membership requirements and list the members
- list responsibilities and officers
- set out governance for decision making and meetings
- identify group commitments
- set out how the Countryside Stewardship agreement payments will be paid
- describe how the multi-annual options and requirements for capital items will be complied (met) with on the common or shared grazing
- describe a management mechanism for decision making and the resolution of disputes, and
- set out how changes in membership will be dealt with.

The internal agreement must make provision for increases in grazing livestock numbers by those not involved in the Countryside Stewardship agreement. Where there is a maximum level of stocking set in the Countryside Stewardship agreement, you must add a clause in the internal agreement to state that the graziers already involved in the Countryside Stewardship agreement will, if necessary, reduce their stock numbers in order for the overall level of stocking to stay within this maximum. Negotiation of the internal agreement can provide the opportunity to agree husbandry practices that help participants work together to manage the common or shared

grazing.

You must keep full records of all the meetings at which the decisions set out above were agreed.

Compliance with the Countryside Stewardship agreement will be the shared responsibility of those who are party to the internal agreement, but day to day administration will be the particular responsibility of the applicant.

No known landowner

Where there is no known landowner, and ownership is recorded as unknown on the commons register, you should contact us to discuss the circumstances. Where there is no known landowner, ownership will almost always be with the local authority.

In addition, responsibility for management of some commons is with the local authority under a scheme for the regulation and management of a common made under the Commons Act 1899, including in some cases where the common has no known owner. In these cases, you will need agreement for your application from the local authority.

Where the landowner cannot be identified or contacted, you will need to give us a full explanation for the application to progress.

Part-commons

Part-common agreements are only allowed under exceptional circumstances, on a case-by-case basis, as agreed with us.

Normally commons coincide with habitat and management boundaries, but exceptionally parts of a single common may be managed in different ways. In such circumstances, it may be more appropriate to progress applications representing 'part-commons'.

Part-commons agreements must satisfy all the requirements for commons agreements:

- they must cover a defined area of land with its own Rural Payments service parcel number(s)
- the agreement area must either be visibly distinct or be bounded by a physical barrier to mark it out from the non-agreement area
- they must be subject to a separate and binding association and group internal agreement.

In addition, part-commons agreements must also:

- be managed as a separate and single grazing unit, where land management practices on the remaining part of the common will not put delivery of the agreement at risk
- have an audit trail justifying splitting the common, and a clear explanation as to how the Countryside Stewardship agreement works that also covers any non-participation by any rights holders.

Areas of common cannot be left out of a Countryside Stewardship agreement to create 'sacrifice places' for unsuitable supplementary feeding (which can be within the limits of cross compliance tolerances), or to provide grazing areas for non-signing commoners which may then not be compliant with the Countryside Stewardship agreement whilst the rest of the common is compliant.

We keep a central register of all part-common agreements.



Before making an application

In addition to the requirements outlined elsewhere in this manual, to make an application in respect of common land or shared grazing you must carry out each of the steps set out below.

Step 1: consult stakeholders

Where a common has not previously been subject to an agri-environment agreement, or where consultation is required to bring the land owner(s), rights-holders and other stakeholders together in support of the management proposals, activities to develop awareness, understanding and agreement across these interest groups will be required before you can make a Countryside Stewardship application. The extent of public engagement required will depend upon the level of management change which is being considered within the Countryside Stewardship agreement. You can find more guidance on this in Note A at the end of this annex.

Step 2: select a representative or agreement signatory

Once potential applicants have read this guidance, and have decided to pursue a Countryside Stewardship application, they will need to agree on the person who will make the application on their behalf. We need a letter of authority signed by all potential participants in the Countryside Stewardship agreement: landowner, sporting rights holders and graziers. This person (who can be an agent) will be the main business contact for the Countryside Stewardship application and subsequent Countryside Stewardship agreement. This person will sign the Countryside Stewardship agreement on behalf of the group or association, act on behalf of the association and receive the payments.

Step 3: start to establish a group with an internal agreement

Establish a Commons Association or internal agreement, in line with the requirements set out above. If there is already an association in place, you can continue with it, as long as it can fulfil the minimum requirements set out in this annex.

If help is needed to set up an association, this may be available from farmers' representative bodies, a federation of commoners, commons councils, a land or agricultural agent or surveyor, or a solicitor specialising in rural practice. Associations may be able to apply for the [Administration of group managed agreements supplement' \(SP10\)](#) on GOV.UK to cover some of these administrative costs in establishing and managing a Countryside Stewardship agreement where there are 2 or more parties involved.

Step 4: open a bank account

Open a bank account on behalf of the association.

Step 5: contact us and complete an application form

Either RPA and/or Natural England will contact you in good time to discuss your Countryside Stewardship application. If the common or shared grazing is in an existing agri-environment agreement, you will need to check this annex to make sure that you are able to meet the new agreement requirements.

If you are not an existing Higher Level Stewardship Agreement Holder, please contact us to discuss your proposed application. The application would then follow the same timetable as any other Higher Tier application.

Potential applicants should read the Higher Tier Countryside Stewardship Manual so that they can consider their options and begin discussions within their association at an early stage.

If you decide to proceed, you must submit an application form by 3 May 2019. If the application is successful and you subsequently accept an agreement offer your Countryside Stewardship agreement will start on 1 January 2020.

Step 6: register a Single Business Identifier and check the Land Management System

There must be a separate Single Business Identifier (SBI) for the association (even if members of the association already have their own SBIs). The individual beneficiaries who are part of the association will also need to be registered with us in the [Rural Payments service](#).

You should make the application to register the commoners' or graziers' association with us.

You will need to check that the common is registered correctly in the Rural Payments service, liaising with the other participants to agree how to enter the land into a Countryside Stewardship agreement. You will have to resolve any boundary issues with neighbouring commons and farms before you apply.

Step 7: negotiate an application with Natural England and RPA

We will work with you and Natural England to develop the details of the proposed agreement. In doing so, we will need to see the details of the internal agreement, as this may affect the options for inclusion in the agreement.

You must fill in the [Common land and shared grazing supplementary application form](#) from GOV.UK and send it with your final application. On this form you must be able to declare on the supplementary form that:

- the landowner of the common or shared grazing consents to the Countryside Stewardship agreement, and
- the RPA customer registration (SBI) for the common or shared grazing includes the names and SBIs of all people who will benefit from or contribute to the delivery of the Countryside Stewardship agreement.

You must send us this final application (and accompanying documentation) by 31 August. As with any successful Higher Tier application, we will issue an agreement offer, with a declaration for you to sign and return.

You must send a signed copy of the internal agreement to us before the Higher Tier agreement starts on 1 January 2020.

Step 8: Site of Special Scientific Interest consent

Where the land includes an area of SSSI, the Countryside Stewardship agreement offer will be subject to a formal notice and consent process.

If new members wish to join the association during the Countryside Stewardship agreement period, to deliver management as part of the Countryside Stewardship agreement, the association must refer the matter to Natural England, since the changes may need to be covered by a consent.

Anyone carrying out activities on an SSSI without consent may be acting in breach of the Wildlife and Countryside Act 1981.



Note A: public engagement

The extent of public engagement required will depend upon the management change which is being considered within the Countryside Stewardship agreement and the impacts that the changes may have on features of interest on the common and on local and national stakeholders. Almost all commons have features of public interest, these include but are not limited to:

- public access rights
- historic features
- landscape
- nature conservation

Guidance [Carrying out works on common land](#) is available on GOV.UK. This sets out the type of work that requires consent from the Planning Inspectorate, exemptions and how to apply.

Where work is proposed that needs consent from the Planning Inspectorate you must follow the principles set out in the guide called '[A common purpose: a guide to agreeing management on common land \(CP1\)](#)' on Historic Englands website.

Where management changes do not require consent from the Planning Inspectorate public consultation is still required. In these circumstances you do not need to follow the principles in 'A common purpose' but it may be helpful to do so, particularly where there is considerable public interest in your site, for example, if there are significant numbers of visitors.

You should identify relevant stakeholders, contact them, supply information about the proposed scheme, what the intended outcomes will be (for example for biodiversity), and give them the opportunity to give feedback, especially if the proposals would affect them. It may be helpful to prepare a summary of the scheme proposals, including maps and pictures that you can send to stakeholders, posted on relevant websites and handed out at public meetings.

You should consult:

- the owners of the land
- the commons council or association (if there is one)
- others with a legal interest, for example tenants, anyone who has easements or other rights and covenants over the land
- all known commoners (whether they're actively using their rights or not)
- any parish, district, city or county council in the same area as the land
- [Natural England](#)
- [Historic England](#)
- [National Park Authority](#) (if the area you want to work on is in a National Park)
- [Area of Outstanding Natural Beauty \(AONB\) Conservation Board Joint Advisory Committee](#) (if the area of land you want to work on is in an AONB)
- the [Open Spaces Society](#)
- the [Local Authority Historic Environment Record \(HER\)](#)



You may also need to talk to:

- [Wildlife Trusts](#)
- [Local Access Forums](#)
- [Campaign to Protect Rural England](#)
- [Ramblers' Association](#)
- local amenity societies if there are any in the area where the land is
- anyone living on the land or on neighbouring land who could be affected by your planned works.

You should hold public meetings in local venues and invite stakeholders to hear more about the proposals and comment upon them.

You should keep a record of feedback and comments received about the proposals. You should consider how concerns from stakeholders about the proposals could be addressed by alterations to the scheme and implement these if they do not significantly compromise the outcomes sought. You should be able to demonstrate how you have adapted the scheme proposals where this is appropriate.

These are some examples of changes to scheme proposals which could be made in response to feedback:

- agreement on limitation of use of existing tracks in bad weather to reduce potential damage to track surfaces so as not to inconvenience other users
- agreement to retain certain trees (for example on heathland) where these are of significance to the local community
- alteration of grazing calendar to reduce conflict with public recreation
- avoidance of operations on non-protected historic features
- provision of new/improved access points where a common is already fenced
- provision of seating at a viewpoint
- alteration of felling proposals to retain screening of buildings, roads or industry adjacent to the common
- alteration of the location of tree planting proposals to provide screening of buildings, roads or industry
- agreement to tie back gates when these are not required to secure livestock.



Annex 7: Options and capital items to address water quality issues

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www.gov.uk/rpa/cs

Image © Peter Wakely

Annex 7 Options and capital items to address water quality issues

You can identify the types of options and capital items that you can use to deal with water quality priorities in your local area by using:

- the tables in this annex
- the [water quality sections of the Statements of Priorities](#) on GOV.UK.
- the [Countryside Stewardship grants](#) on GOV.UK

You can get water quality information for your land on [the MAGIC website](#) by following the steps below:

1. 'Countryside Stewardship Targeting & Scoring Layers', then
2. 'Water', then
3. 'Countryside Stewardship Water Quality Priority Areas' (you can make this layer transparent by using the slider under 'Countryside Stewardship Targeting & Scoring Layers')
4. navigate to your land
5. use the 'Identify' tool in order to check the information specific to your land parcels.

Catchment Sensitive Farming (CSF) provides advice to farmers in High Quality Water priority areas on the appropriate use of the options and items to address water pollution, based on local priorities and issues. For details visit [Catchment Sensitive Farming: reduce water and air pollution](#) on GOV.UK.

Water quality options that address pollutant pressures affecting water quality and for flood and coastal risk

Option	Code	Impact on pollutants affecting water quality in protected areas						Flood and Coastal Risk Management and Physical Modification
		Faecal Indicator Organisms - Bathing water	Nitrate - Ground water	Pesticides - Ground water	Pesticides -Surface Water	Nitrate - Surface water	Phosphate and Sediment -Surface water	
Nectar flower mix	AB1						x	
Beetle banks	AB3						x	
Enhanced overwinter stubble	AB6			x	x			
Two year sown legume fallow	AB15			x	x		x	
Take field corners out of management	GS1						x	
Permanent grassland with very low inputs (outside SDA)	GS2	x				x	x	
Permanent grassland with very low inputs in SDAs	GS5	x				x	x	
Take historic and archaeological features currently on cultivated land out of cultivation	HS2		x			x		



Option	Code	Impact on pollutants affecting water quality in protected areas						Flood and Coastal Risk Management and Physical Modification
		Faecal Indicator Organisms - Bathing water	Nitrate - Ground water	Pesticides - Ground water	Pesticides -Surface Water	Nitrate - Surface water	Phosphate and Sediment -Surface water	
Organic conversion - improved permanent grassland	OR1			x	x			
Organic conversion - unimproved permanent grassland	OR2			x	x			
Organic conversion - rotational land	OR3			x	x			
Organic conversion - horticulture	OR4			x	x			
4-6m buffer strip on cultivated land	SW1						x	
Seasonal livestock removal on grassland in SDAs next to streams, rivers and lakes	SW10	x				x	x	x
Riparian management strip	SW11	x				x	x	x
Nil fertiliser supplement	SW14		x			x		
4-6m buffer strip on intensive grassland	SW2						x	
In-field grass strips	SW3						x	x
12-24m watercourse buffer strip on cultivated land	SW4						x	x
Enhanced management of maize crops	SW5							x
Winter cover crops	SW6		x					x
Arable reversion to grassland with low fertiliser input	SW7		x	x	x	x	x	x
Management of intensive grassland adjacent to a watercourse	SW8					x	x	x
Seasonal livestock removal on intensive grassland	SW9	x				x	x	x
Buffering in-field ponds and ditches in improved grassland	WT1				x	x	x	
Buffering in-field ponds and ditches in arable land	WT2				x	x	x	
Livestock and machinery hardcore tracks	RP4	x					x	
Livestock troughs	LV7	x					x	x
Above ground tanks	RP18	x	x	x	x	x		x
Bio filters	RP26			x	x			
Check dams	RP12	x					x	x
Concrete yard renewal	RP15	x	x	x	x		x	
Cross drains	RP5	x					x	x
Earth banks and soil bunds	RP9	x					x	x
Fencing	FG1	x						
First flush rainwater diverters or downpipe filters	RP19	x	x	x	x	x		x



Option	Code	Impact on pollutants affecting water quality in protected areas						Flood and Coastal Risk Management and Physical Modification
		Faecal Indicator Organisms - Bathing water	Nitrate - Ground water	Pesticides - Ground water	Pesticides -Surface Water	Nitrate - Surface water	Phosphate and Sediment -Surface water	
Floating covers for slurry stores and lagoons	RP30	x	x			x		
Gateway relocation	RP2	x					x	x
Hard bases for livestock drinkers	LV3	x					x	x
Hard bases for livestock feeders	LV4	x					x	x
Installation of livestock drinking troughs (in draining pens for freshly dipped sheep)	RP23			x	x			
Installation of piped culverts in ditches	RP6	x					x	
Lined bio bed plus pesticide loading and wash down area	RP24			x	x			
Lined bio bed with existing wash down area	RP25			x	x			
Pasture pumps and associated pipework	LV5	x					x	x
Permanent electric fencing	FG3	x						
Pipework associated with livestock troughs	LV8	x					x	x
Rainwater goods	RP16	x	x	x	x	x	x	
Ram pumps and associated pipework	LV6	x					x	x
Relocation of sheep dips and pens	RP20			x	x			
Relocation of sheep pens only	RP21			x	x			
Resurfacing of gateways	RP1						x	
Roofing (sprayer wash down area, manure storage area, livestock gathering area, slurry stores, silage stores)	RP28	x	x	x	x	x	x	
Sediment ponds and traps	RP7	x					x	x
Self-supporting covers for slurry stores	RP29	x	x			x		
Sheep dip drainage aprons and sumps	RP22			x	x			
Sheep netting	FG2	x						
Silt filtration dams or seepage barriers	RP10	x					x	x
Sprayer or applicator load and wash down area	RP27			x	x			
Storage tanks underground	RP17							x
Swales	RP11	x					x	x
Water gates	FG15	x	x	x	x	x	x	x
Watercourse crossings	RP3	x					x	
Yard - underground drainage pipework	RP13	x	x	x	x	x	x	
Yard Inspection pit	RP14	x	x	x	x	x	x	



Annex 8: Livestock record-keeping requirements on arable and grassland

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Annex 8 Livestock record-keeping requirements on arable and grassland

You must read and meet the requirements detailed in this annex as these are mandatory for all Higher Tier agreement holders.

This annex provides the detail of the livestock record keeping requirements that apply to Countryside Stewardship agreement holders. This will help you show that you are managing the land in accordance with your agreement.

The requirements are in addition to those set out in Sections 5.2.4 and 5.5.1 of this manual.

If you have a Countryside Stewardship agreement that has options with prescriptions about grazing management (including prescriptions that say 'do not graze' or 'exclude livestock') the prescriptions for these options may require you to keep livestock records. The individual option requirements are in your Agreement Document, or can be found at [Countryside Stewardship grants](#) on GOV.UK.

If you do not keep the required livestock records

It is a breach of the option management rules and we may apply reductions and penalties – read Section 6.3 of this manual.

How to keep livestock records

At parcel level

You must keep livestock records for each land parcel or grassland unit that includes at least one of the options in Tables 1A or 2A of Annex 8A and at least one of the options in Table 3A of Annex 8B (if you choose to graze livestock). You do not need to keep parcel specific records for parcels that do not contain these options.

If you manage several adjacent parcels as one grassland unit, in a block or on rotation, you may keep one record for that grassland unit as long as any stocking limits that apply (usually set out in a calendar) have been set for the unit or block as a whole. Where there's a minimum stocking level, it is acceptable for there to be no grazing animals in an individual parcel at a given time, as long as the minimum level is met when averaged across the block as a whole. Where there's a minimum stocking level, it is acceptable for there to be no grazing animals in an individual parcel at a given time, as long as the minimum level is met when averaged across the block as a whole. You should also keep farm level livestock records unless that grassland unit represents your whole farm (see definition of farm below).

At farm level

If your agreement contains at least one of the options in Tables 1B or 2B of Annex 8A or Table 3B of Annex 8B, you must make sure there is no over or undergrazing, or intensification of grazing, due to carrying out the option management requirements. Read Section 5.2.4 for more information.

You must keep livestock records as evidence that you have kept to the maximum stocking density required on your farm. The maximum stocking density is:



Mid Tier: do not stock more than:

- 2.5 livestock units (LU) per hectare on non-Severely Disadvantaged Area (SDA) land and
- 2.0 LU per hectare on SDA land

on average over the year across all agricultural land on the farm or production unit where the agreement is located.

Higher Tier: do not stock at more than the rates specified in the Agreement Document on average over the year across all agricultural land on the farm or production unit where the agreement is located.

Recording and retention of livestock records

You can keep livestock records either electronically or on paper. However, your records must include all the required information (see below) as you may be asked to produce these when inspected.

Use the livestock tables and spreadsheets published at [Livestock record-keeping](#). When you have filled these in, they will give you information to help you explain how you have met your agreement requirements at both the parcel level and farm level.

It is important to keep your records up-to-date, so that you can produce them if requested.

You must keep these records for the period of your agreement and for at least 7 years after it ends. If a problem occurs you can use your records as evidence of when the problem started, and its extent. This may limit any penalties.

Information you must record

Your records must include:

- the agreement reference number, agreement holder's name and the calendar year (so the data can be linked to a particular agreement and the correct year)
- the name of the person who entered the record (to make it easier to check if there is a difference)
- the date of the record (to show the data has been recorded in a timely way).
- Your **parcel level** records must clearly show:
 - the parcel number(s) so that the data is linked to the relevant parcel (or parcels - when adjacent parcels are managed as one unit)
 - the option code that applies to the parcel(s) so that the data is compared with the relevant requirement
 - the area of the relevant option within that parcel(s) so that livestock density calculations are carried out correctly
 - the dates when grazing takes place and (where appropriate) the livestock present on the option parcel to show that grazing has taken place within the prescribed periods and (where appropriate) that the livestock density has been calculated correctly.

You may need to record the following information:

- the species, age bracket and number of livestock on each option parcel - if your agreement includes a minimum or maximum livestock density or a livestock calendar
- the breed - if you have the native breeds supplement (SP8).



You only need to keep records for the livestock types set out in Annex 8C. You will need to consider the age of the livestock so that you can convert livestock numbers into Livestock Units. You can assess the age of the animals visually or use any other records available.

Your **farm level** records must include:

- livestock present on farm on the 15th of each month - to show that livestock density calculations are carried out correctly. You will need to record the species, age bracket and number of all the livestock on your farm. Making a record each month will mean you can calculate an annual stocking density. You only need to keep records for the livestock types set out in Annex C. You will need to consider the age of the livestock so that you can convert livestock numbers into Livestock Units. You can assess the age of the animals visually or use any other records available
- area of farm - to make sure that livestock density calculations are carried out correctly, the area of your 'farm' is the agricultural area (the area of arable land, permanent grassland and permanent pasture, or permanent crops) of all agricultural land on the farm or production unit where the agreement is located (temporary grazing/summer grass keep does not count towards the 'area of the farm').

If you take on more agricultural land you must email or write to us within 90 calendar days of taking over the land. We will then check that the change has not affected the stocking density requirement. (You should also make sure that the land has been registered with us.)

Options with restrictions

You only need to keep parcel level livestock records for the period when the restrictions on grazing apply. You will find these periods in your option management prescriptions.

How often you should update your records

Options listed in Table 1A of Annex 8A

Each time you move animals on or off a land parcel or grassland unit covered by an option listed in Annex 8A Table 1A, you should update your records to show the new total number, species and age bracket of the animals present.

Options listed in Table 2A of Annex 8A

You should update your records to show when grazing periods start and stop. This will provide evidence that you are meeting the required numbers in the option prescription.

Options listed in Annex 8B (options that require exclusion of livestock)

You will make an annual declaration on your Countryside Stewardship claim form that you have met the requirements of your agreement, which will be evidence that the exclusion has taken place. If your agreement allows you to graze, and you choose to graze, at some point in the year then you need to follow the guidance for options listed in Table 2A.

Agreements on common land

If you are the agreement holder on a common (the signatory to the Countryside Stewardship agreement), you will need to make sure that livestock records are kept for the whole common. It is up to you how you get the necessary information from individual graziers on the common. In most cases there will already be a requirement on graziers to keep their own records. The number of animals on the common, at different times of the year, will be set out in the individual agreement.



Records on commons should treat the common as a single grazing unit and records do not need to be broken down to the level of the individual land parcel or grassland unit.

If your Countryside Stewardship agreement requires a minimum stocking level on the common, and stock are moved off the common, you will need to make sure that there is no breach of the required minimum stocking density.



Annex 8A - Countryside Stewardship livestock record keeping requirements

Table 1 – Countryside Stewardship options with a livestock calendar; and/or a livestock density requirement

(Use the [Parcel level record-keeping template](#) on GOV.UK).

Table 1A – Parcel level records
<p>A limited number of Countryside Stewardship options may require you to keep a stocking record to show how you have complied with the stocking rate requirements of an option (for example, minimum and maximum stocking rates by grazing animal type by month). For those options that include this requirement you will need to keep records that are detailed enough to identify the stocking density on the relevant parcels during these periods. If your option prescriptions do not include this requirement then your records should follow the conditions set out in tables 2 or 3 (whichever applies).</p>
<p>GS9, GS11, SP5, SP6, SP7, SP8, UP2, UP3, UP6</p>
<p>Your records must include the agreement reference number, Agreement Start Date, Agreement Holder’s name, the calendar year and the date of each record.</p>
<p>For each parcel, your records must link together the parcel number with the Countryside Stewardship option code, the area of the Countryside Stewardship option within the parcel, the number, species and age bracket of livestock present, and the dates when they are present. This data will allow you to calculate the livestock density on each parcel and thereby determine how you have met your stocking requirements. For SP6, SP7 and SP8 this data will allow you to determine the ratio of cattle to sheep.</p>
<p>Your records will need to take into consideration the age of the livestock to allow livestock numbers to be converted into Livestock Units. For this purpose you can make a visual assessment of the age of the animals concerned or use any other records available.</p>
<p>Parcel level livestock records only need to be kept for the period when the restrictions on grazing, within the option, apply. You will find these periods in your option management prescriptions.</p>
<p>If you are managing parts of a parcel differently – for example by using temporary fencing to exclude grazing from a buffer strip - your records need to reflect the relevant requirements for each part parcel.</p>
<p>If you run several adjacent parcels together as one grassland unit, in a block or on rotation, you may keep one record for that grassland unit provided that any associated stocking limits, (usually set out in a calendar), have been set for the unit or block as a whole.</p>
<p>If an option also has a stock exclusion period then your annual declaration on your Countryside Stewardship claim form (that you have complied with the provisions of your agreement) will be evidence that the exclusion has taken place (see Table 3A).</p>
<p>If you have an option and a supplement(s) such as SP6 (cattle grazing supplement) on an area of GS10 (Management of wet grassland for wintering waders and wildfowl) you will need to keep records that are relevant to both the underpinning option and the supplement on each parcel (or parcels if managed as a single unit).</p>



Table 1B - Farm level records (use the [Farm level record-keeping template on GOV.UK](#))

GS9, GS11, SP7, SP8, UP2, UP3, UP6

Section 5.2.4 of the Countryside Stewardship manual explains the maximum stocking density requirement for your farm. The maximum livestock density for your farm will be included in your Agreement Document.

Your records must demonstrate that you have kept within that limit. The methodology for calculating a farm livestock density is:

The maximum livestock density is an annual average figure and should be calculated by adding together the density for each month of the calendar year and dividing by 12.

This means that you could exceed the maximum at times during the calendar year as long as there are other times when you are sufficiently below the maximum.

Your records will need to include the age of the livestock on the farm or production unit where the agreement is located. You can then convert these livestock numbers into Livestock Units to calculate the livestock density. For this purpose you should make a visual assessment of the age of the animals concerned but you might find it easier to use other records that are available.

For calculating the livestock density on your farm the area of your farm is the agricultural area (the area of arable land, permanent grassland and permanent pasture, or permanent crops) of all agricultural land on the farm or production unit where the agreement is located.

Table 2 – Countryside Stewardship options with simple grazing requirements

Table 2A – Parcel level records

Some Countryside Stewardship options have simple grazing requirements that are not density specific. For example AB8 includes: “cut (and remove if dense) or graze, 90% of the area between 15 August and 31 October” or GS6 which includes: “manage the grassland by grazing, hay cutting, or a mixture of both” – if you choose to graze then your records need to show evidence of when this took place. If you choose to manage the land without grazing then there is no need to keep a grazing record for the parcel (but you will need to meet the relevant control requirements which might apply).

AB8, BE4, BE5, CT1, CT2, CT6, GS1, GS4, GS6, GS16, GS17, HS7, LH1, LH2, OP4, SP1, SP3, SW13, UP1, WD7, WD8, WT12

If you have managed the option land by grazing then you need to keep parcel level livestock records. These must include the agreement reference number, Agreement Start Date, Agreement Holder’s name, the calendar year and the date of each record. For each parcel, or grassland unit, the dates, between which, grazing took place should be recorded. If the option includes prescription P706 - ‘keep a monthly record of stock numbers grazing on parcels in this option’, you must also record livestock numbers present on the parcel or grassland unit.

If an option has a stock exclusion period then your annual declaration on your Countryside Stewardship claim form (that you have complied with the provisions of your agreement) will be evidence that the exclusion has taken place (see Table 3).

Parcel level Livestock Records only need to be kept for the period when the restrictions on grazing, within the option, apply. You will find these periods in your option management prescriptions.

Table 2B – Farm level records

If your agreement allows you to graze at some point in the year and you choose to graze you will need to keep a livestock record for your farm, as set out in Table 1B. This will show that you have complied with the maximum stocking density for your farm and that you therefore have not intensified livestock production.

If you don't graze this land at all during the calendar year you don't need to keep farm level records unless another option in your agreement requires that these records should be kept.

If you use grazing in some years to manage your options, but not in others, your requirement to keep farm level records might change from year to year.

BE4, BE5, CT1, CT2, CT6, GS1, GS4, GS6, GS17, HS7, LH1, LH2, SP1, SW13, UP1, WD7, WD8, WT12

Annex 8B

Table 3 – Countryside Stewardship Livestock exclusion options

Table 3A – Parcel level records

There is a group of options which require the exclusion of livestock for a part or the whole of the year.

AB1, AB6, AB7, AB13, CT3, CT4, CT5, CT7, GS3, GS7, GS8, GS10, GS12, GS13, GS14, GS15, LH3, OP1, SW3, SW4, SW7, SW8, SW9, SW10, SW11, SW12, WD4, WD5, WD6, WD9, WT7, WT9

If you have complied with the exclusion requirements then you do not have to keep parcel level livestock records. Instead, the annual declaration on your Countryside Stewardship claim form (that you have complied with the provisions of your agreement) will be evidence that the exclusion has taken place. If your agreement allows you to graze at some point in the year and you choose to graze, then you need to keep parcel level livestock records as set out in Table 2A.

Table 3B – Farm level records

If your agreement allows you to graze at some point in the year and you choose to graze you will need to keep a livestock record for your farm, as set out in Table 1B. This will show that you have complied with the maximum stocking density for your farm and that you therefore have not intensified livestock production.

If you don't graze this land at all during the calendar year you don't need to keep farm level records unless another option in your agreement requires that these records should be kept.

If you use grazing in some years to manage your options, but not in others, your requirement to keep farm level records might change from year to year.

AB1, AB6, AB7, AB13, CT3, CT4, CT5, CT7, GS3, GS7, GS8, GS10, GS12, GS13, GS14, GS15, LH3, OP1, SW3, SW4, SW7, SW8, SW9, SW10, SW12, WD4, WD5, WD6, WD9, WT7, WT9



Annex 8C

Animal numbers are converted into livestock units as follows:	LUs
Cattle over 2 years	1.0
Cattle over 6 months to 2 years	0.6
Lowland ewe and lamb / Ram	0.12
Store lamb, hill ewe and lamb / Hogg / Teg	0.08
Horse	1.0
Pony / Donkey	0.8
Goat	0.12



Annex 9: Contact details

Rural Payments Agency offices are open from 8:30 am to 5:00 pm Monday to Friday, excluding Bank Holidays.

Pre-populated application forms

To request a Higher Tier application form please contact us using our details below:

email: ruralpayments@defra.gov.uk

telephone: 03000 200 301

Completed Countryside Stewardship application forms

Please send your completed Countryside Stewardship application forms for Higher Tier to:

email: ruralpayments@defra.gov.uk

Rural Payments Agency (CS)
PO Box 324
WORKSOP
S95 1DF

To contact Natural England, please use the following contact details:

Natural England
County Hall,
Spetchley Road
Worcester
WR5 2NP

email: enquiries@naturalengland.org.uk

telephone: 0300 060 3900

Catchment Sensitive Farming Officer

[Catchment Sensitive Farming contact details](#)



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This document is also available on our website at www.gov.uk/rpa/cs

www.gov.uk/rpa

Produced by the Rural Payments Agency

Version 2.0
September 2020

These are the notes referred to on the following official copy

Title Number CU211952

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Dated *9th December* 2019

Deed of Grant

between

**Armeria (UK) LLP,
Castletown Trst LLP and
Giles Herchard Gubbins Mounsey-Heysham (1)**

and

National Grid Electricity Transmission plc (2)

relating to
easement to erect electric lines at
land at Castletown Estate, Rockcliffe, Carlisle

THIS DEED OF GRANT is made on

9th December. 2019

BETWEEN:

- (1) **ARMERIA (UK) LLP** (LLP registration number OC335345) of Castletown Estate Office, Rockcliffe, Carlisle CA6 4BN and **CASTLETOWN TRST LLP** (company registration number OC335221) care of Castletown Estate Office, Rockcliffe, Carlisle, Cumbria CA6 4BN and **GILES HERCHARD GUBBINS MOUNSEY-HEYSHAM** of Castletown Estate, Rockcliffe, Carlisle, Cumbria CA6 4BN (the "**Grantor**")
- (2) **NATIONAL GRID ELECTRICITY TRANSMISSION PLC**, a company incorporated and registered in England and Wales with company registration number 02366977 and having its registered office at 1-3 Strand London WC2N 5EH (the "**Company**")

IT IS AGREED as follows:

1. **DEFINITIONS AND INTERPRETATION**

- 1.1 In this Deed the following terms shall bear the following meanings unless the context otherwise indicates:-

"**Company's Undertaking**" means the Company's undertaking for the transmission of electricity including without limitation such land and hereditaments forming part of that undertaking as are accommodated by the rights granted by this Deed;

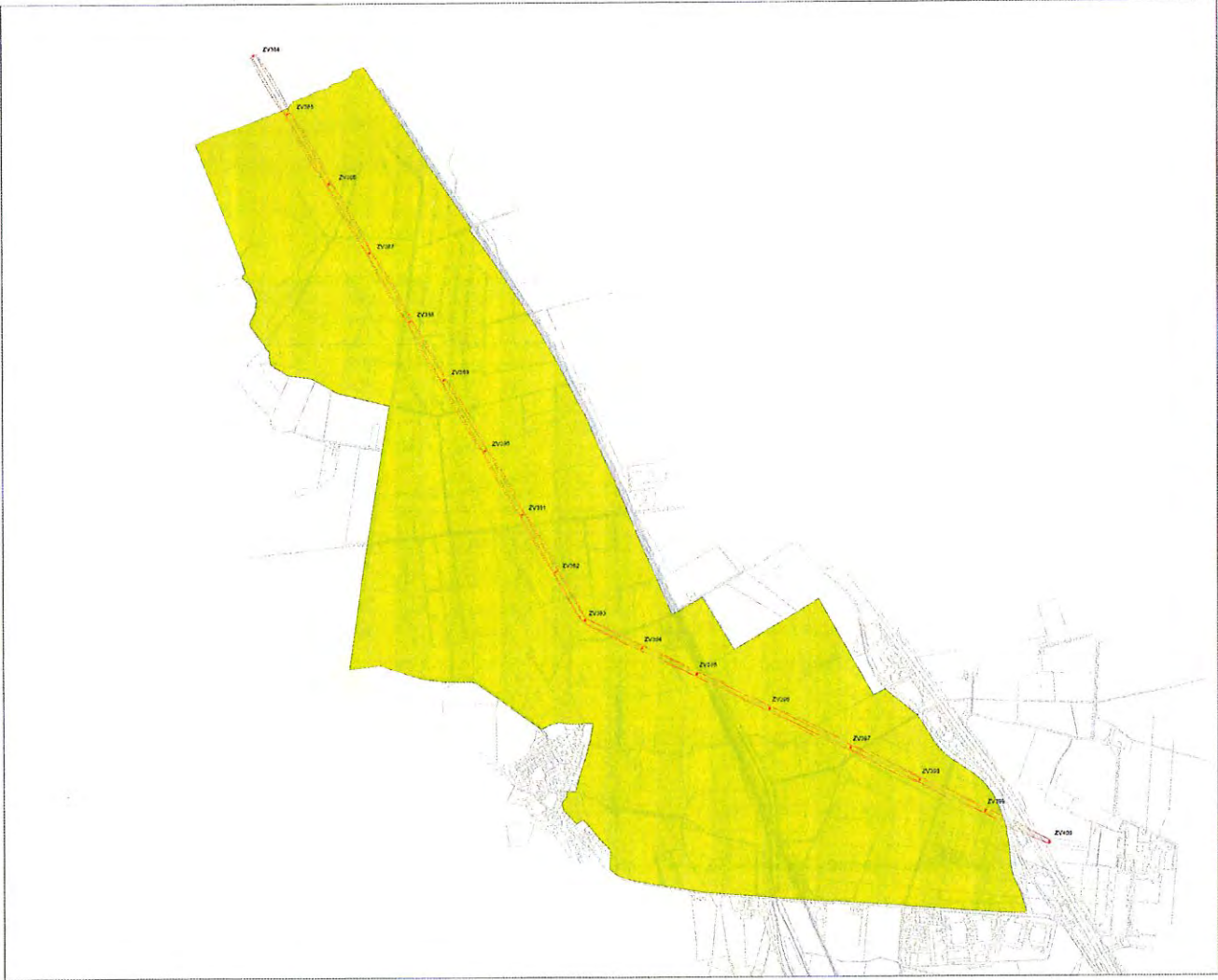
"**Easement Payment**" means £1.00 (one pound only);

"**Electric Lines**" means the conductors, Towers and other equipment identified in the Schedule;

"**Grantor's Land**" means all that freehold land and property owned by the Grantor at Castletown Estate, Rockcliffe, Carlisle shown coloured green on the Plan being all of that land registered at the Land Registry under title number CU266097 and part of that land registered at the Land Registry under title numbers CU237842, CU175728, CU211878, CU272371, CU237836, CU211952;

"**Injurious Affection Payment**" means £220,833.00 (two hundred twenty thousand eight hundred and thirty three pounds only);

"**Plan**" means the plan or plans annexed to this Deed;



nationalgrid

SCALE: ENGINEERING PLAN
 Case: North, Plan: North, Corner: East, Grid: 100

REF NO: 3403 PROJECT: 10214

APPROVED BY: [Signature]

DATE: 10/10/09

LEGEND:
 --- 40 Meters of grid
 --- Construction of square
 Yellow Shaded Area

PROJECT: 10214 DRAWING: 10214/01/01
 DATE: 10/10/09
 SCALE: 1:1000
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 DATE: 10/10/09

0 5 10 20 Meters

[Signature]
 [Signature]

"Rights" means those rights granted to the Company under Clause 2 of this Deed;

"Towers" means the towers either erected or to be erected in the positions approximately indicated by the red squares respectively on the Plan.

1.2 In this Deed unless the context otherwise requires:

1.2.1 References to **"the Grantor's Land"** mean each and every part of the Grantor's Land;

1.2.2 References to **"the Grantor"** include the Grantor's personal representatives, successors in title or permitted assigns;

1.2.3 References to **"the Company"** include the Company's assignees and the successors in title to the Company's Undertaking;

1.2.4 Where a party is placed under a restriction in this Deed the restriction is to be deemed to include the obligation on that party not to permit or suffer any infringement of the restriction;

1.2.5 Save where the context otherwise requires all obligations given or undertaken by more than one person in the same capacity are given or undertaken by them joint and severally;

1.2.6 The clause and paragraph headings are for ease of reference only and are not to be taken into account in the interpretation of the provisions to which they refer;

1.2.7 Unless the context otherwise requires references to clauses and schedules are references to the relevant clause in or schedule to this Deed;

1.2.8 Words denoting the singular include the plural and vice versa;

1.2.9 References to any statutes or statutory instruments include any statute or statutory instrument amending, consolidating or replacing them respectively from time to time in force, and references to a statute include statutory instruments and regulations made pursuant to it;

1.2.10 Words importing one gender include both other genders.

2. GRANT

In consideration of the Easement Payment (the receipt of which the Grantor acknowledges) the Grantor with full title guarantee grants the following rights to the Company and all those authorised by the Company from time to time for the benefit of the Company's Undertaking:

- 2.1 the right with or without vehicles plant and equipment to enter the Grantor's Land to erect the Electric Lines and thereafter retain, inspect, maintain, repair, alter, renew, replace and remove the Electric Lines;
- 2.2 the right with or without vehicles plant and equipment at the Company's expense and in a proper and woodmanlike manner to fell, trim or lop all trees and bushes on the Grantor's Land which obstruct or interfere with the exercise of the rights granted under this clause 2;
- 2.3 the right to enter the Grantor's Land to access any adjoining land in connection with the Company's Undertaking; and
- 2.4 the right to use the Electric Lines.

3. COMPANY'S COVENANTS WITH THE GRANTOR

3.1 The Company covenants with the Grantor so as to bind the Company's Undertaking and for the benefit and protection of the Grantor's Land:

3.1.1 when exercising the Rights, to comply with the requirements of Section 29 of the Electricity Act 1989;

3.1.2 to make good to the reasonable satisfaction of the Grantor any damage caused to the Grantor's Land or to any buildings, structures, trees, crops, deadstock or livestock on it caused by the exercise of the Rights or (if and to the extent that such damage cannot be made good) to compensate the Grantor for any such damage;

3.1.3 if required by the Grantor, to remove from the Grantor's Land all timber, etc, cut by the Company in accordance with clause 2.2 and to leave the Grantor's Land neat and tidy;

3.1.4 to keep the Grantor indemnified against all actions which may be brought against it and all claims and demands which may be made against it by reason of any negligence on the part of the Company or any breach by the Company of the Company's obligations in this Deed.

3.2 The indemnity in clause 3.1.4 is conditional upon the Grantor:

3 2 1 giving to the Company written notice of any such actions claims or demands as soon as reasonably possible after the Grantor becomes aware of any such actions claims or demands

3 2 2 not admitting liability to any third party making any offer to settle settling or compromising any such actions claims or demands without the Company's consent (such consent not to be unreasonably withheld or delayed)

3 2 3 taking all reasonable steps to mitigate any liabilities relating to such actions claims or demands

3 2 4 keeping the Company informed in relation to the progress of any such actions claims and demands and paying due regard to the Company's reasonable representations in relation thereto

4 **THE Company HEREBY FURTHER COVENANTS** in respect of the land coloured green on the Plan (the said property) with the Grantor

4 1 That if the Grantor shall at any time while this deed remains effective obtain planning permission under the Town and Country Planning Act 1990 or any statutory modification or re enactment thereof for the time being in force for the development of the said property hereinbefore described or some part or parts thereof for residential or industrial purposes the Company will within 6 months of being served by the Grantor with written notice of the granting of such permission (such notice being accompanied by copies of the permission and of the application for the same together with copies of any plans or specifications referred to therein) pay to the Grantor compensation for any diminution in the value for such purposes of the said property or the part or parts thereof in respect of which planning permission shall have been obtained as aforesaid attributable to the existence of the electric lines upon the said property PROVIDED THAT the Company may deduct from such compensation the Injurious Affection Payment paid by the Company to the Grantor on the execution of this deed and of any compensation previously paid by the Company to the Grantor under this clause as it may be proper to deduct therefrom on the basis that the Grantor shall not be entitled to be compensated by the Company more than once in respect of the same loss

4 2 That if any dispute or difference shall arise between the Grantor and the Company as to the amount of any compensation payable by the Company to the

Grantor under this clause or the amount of any deduction therefrom or as to any other matter or question arising out of the provisions of this clause the same shall be determined upon the reference of either party by the Upper Tribunal (Lands Chamber) and the Land Compensation Acts 1961 and 1973

5 GRANTOR S COVENANTS

The Grantor covenants with the Company so as to bind the Grantor s Land for the benefit and protection of the Company s Undertaking

- 5 1 not to do or suffer to be done anything upon the Grantor s Land which may in any way interfere with damage or cause injury to the Electric Lines or interfere with or obstruct the Company s access thereto or use thereof and the Grantor shall take all reasonable precautions to prevent such interference obstruction damage or injury
- 5 2 not to erect any building or structure (whether temporary or permanent) or plant or allow to grow any plant or tree on the Grantor s Land within 5 3 metres of the conductors referred to in the Schedule when they are at a maximum temperature and/or maximum swing
- 5 3 not to erect any building or structure (whether temporary or permanent) or plant or allow any plant or tree within or under the Towers or within 5 metres of the outer edge of each of the foundations of the Towers without the written consent of the Company (such consent not to be unreasonably withheld or delayed and which consent may be granted subject to reasonable conditions)
- 5 4 not to store or place within or under the Towers or within 5 metres of the outer edge of each of the foundations of the Towers any goods or materials whatsoever without the written consent of the Company (such consent not to be unreasonably withheld or delayed and which consent may be granted subject to reasonable conditions)
- 5 5 not to raise the level of the surface of the Grantor s Land so as to make the distance between the level of the ground and the lowest conductor referred to in the Schedule at any point of the span less than 7 6 metres
- 5 6 not to carry out any works or excavations whether on the Grantor s Land or otherwise which may endanger the stability safety and integrity of the Electric Lines

6 AGREEMENTS AND DECLARATIONS

The Grantor and the Company agree and declare as follows

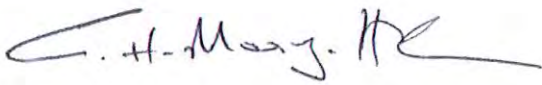
- 6 1 On completion of this Deed the Company shall pay to the Grantor the Injurious Affection Payment in full and final settlement of all claims whether under statute or otherwise to which the Grantor may now or in the future become entitled in respect of any injurious affection to the Grantor's Land caused by the Electric Lines for which payment the Grantor hereby agrees is a full fair and final settlement of all claims which the Grantor may now become entitled to make or may otherwise in the future become entitled to make against the Company in respect of injurious affection
- 6 2 If any question difference or dispute arises under clause 3 of this Deed it shall be referred to the determination of a sole arbitrator experienced in such matters to be agreed between the parties or failing agreement to be appointed on the request of either party by the President of the Royal Institution of Chartered Surveyors whose costs shall be borne as the arbitrator determines and any reference to arbitration shall be a reference within the meaning of the Arbitration Act 1996
- 6 3 Save as expressly provided in this deed in the case of successors to the parties to this Deed a person who is not a party to this Deed shall not have rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Deed
- 6 4 Subject to clause 6 2
- 6 4 1 this Deed and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non contractual disputes or claims) shall be governed by and construed in accordance with the laws of England and Wales and
- 6 4 2 the parties irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this Deed or its subject matter or formation (including non contractual disputes or claims)
- 6 5 This Deed may be executed in any number of counterparts each of which when executed and delivered shall constitute a duplicate original but all of the counterparts shall constitute the one agreement

EXECUTED as a **DEED** and delivered by the parties hereto on the date written at the head of this Deed

Schedule

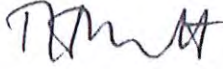
Up to 12 conductors (shown in the positions approximately indicated by the red lines on the Plan and subject to their maximum swing) for transmitting electricity at such pressure as the Company may from time to time require for the purposes of its operations together with earth wires fibre optic cables (in connection with the use of the Company's undertaking only) and the Towers for supporting the same and such ancillary equipment and apparatus as required by the Company (but excluding the right to install fibre optic cables for the use of any third party or commercial operator).

Executed as a Deed by)
ARMERIA (UK) LLP acting by)
GILES HERCHARD a member)
GUBBINS in the presence of:-)
MOUNSEY-HEYSHAM)



Witness: Signature R Elliott
Name RACHEL ELLIOTT
Address Burnetts, Victoria House, Waverley Drive,
Rosedale CH4 2ST

Executed as a Deed by)
CASTLETOWN TRST LLP acting)
by a member)
in the presence of:-)



Witness: Signature Emma Crichton
Name EMMA CRICHTON
Address Elmce House
Pilton
PE8 5SN

EXECUTED as a DEED by)
GILES HERCHARD GUBBINS)
MOUNSEY-HEYSHAM)
in the presence of:)

C. H. Mounsey

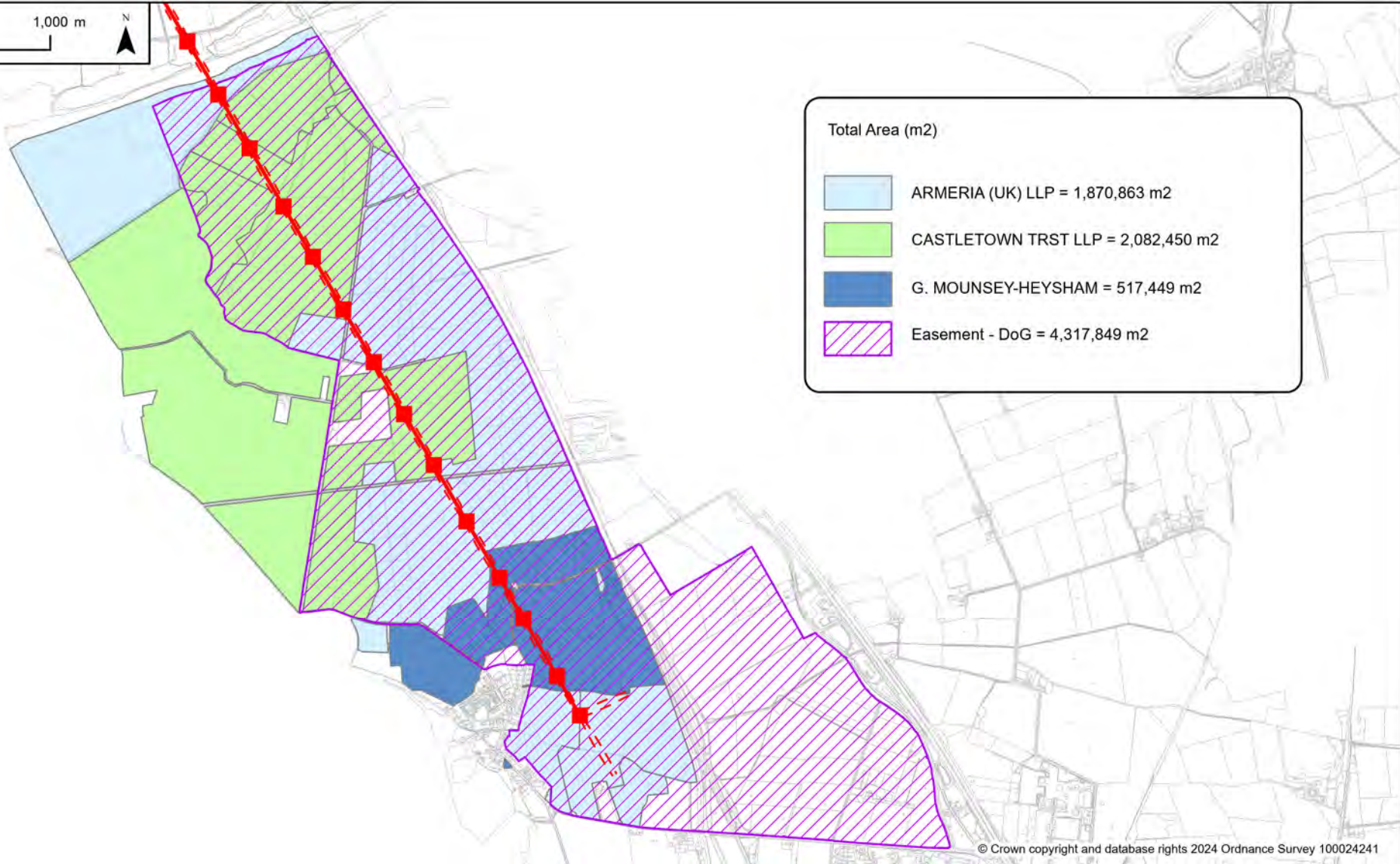
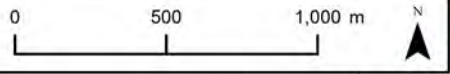
Witness: Signature *R. Elliott*
Name RACHEL ELLIOTT
Address Burnetts, Victoria Howe, Waverley Drive, Rosehill,
Canisla CAT 2ST

NGET 15742

THE COMMON SEAL of)
NATIONAL GRID ELECTRICITY)
TRANSMISSION PLC)
was affixed to this)
deed in the presence of:-)








Member of Board Sealing Committee
Authorised Signatory



Total Area (m2)	
	ARMERIA (UK) LLP = 1,870,863 m2
	CASTLETOWN TRST LLP = 2,082,450 m2
	G. MOUNSEY-HEYSHAM = 517,449 m2
	Easement - DoG = 4,317,849 m2

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Harker Energy Enablement
Plan Reference: NG-HEE-EP-226-1
EASEMENT Land at The Castletown Estate, Rockcliffe, Carlisle

LEGEND	
	Tower
	Centreline
	Conductor
	Swing
	ARMERIA (UK) LLP
	CASTLETOWN TRST LLP
	GILES HERCHARD GUBBINS MOUNSEY-HEYSHAM
	Easement - Deed of Grant 9/12/19

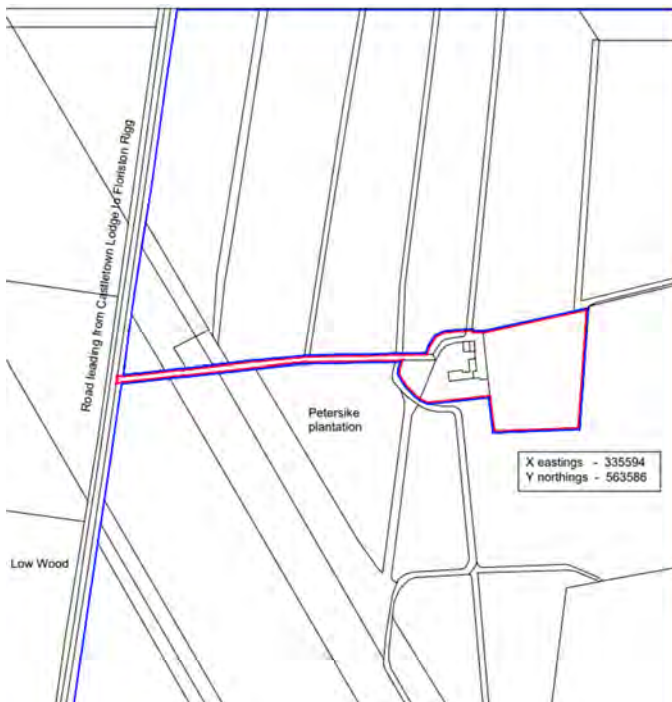


	Olympus House - Olympus Park Quedgeley Gloucester GL2 4NF T 01452 880000
MAP CENTRE: 336369E 562950N	
JOB: 534746	DRAWN: JK
DATE: 01/02/2024	CHECKED: PH
SCALE: 1:25,000 @A4	VERSION: 1

Location of Wedding barn re the electricity apparatus



- Location of Closest Tower in the Order – red
- Location of larger 400Kv Tower – yellow
- Wedding barn site – green



Extract from planning portal



View from north along public highway towards site entrance

Location of Wedding barn re the electricity apparatus



Distant view of tower on T route



View of tower on T Line (Order Line) in the context of Tower on AL line (existing deed Line)



Tower closest to Wedding venue – tower held on existing deed

Location of Wedding barn re the electricity apparatus



View to South from 10m North of access to Wedding venue – T line tower is behind tree



Access to Wedding venue and closest T line tower from North



Entrance to Wedding venue and AL line closest tower (tower on Existing Deed)

List of contact with objectors

Mode of Communication	Date	From	To	Meeting Attendees	Details
Letter	17/09/2021	Fisher German	James Marshall - Castletown Estates		Letter re proposed surveys and seeking confirmation of land ownership
Letter	27/01/2022	Fisher German	James Marshall - Castletown Estates		Without Prejudice contact with Grantor
Letter	25/03/2022	Fisher German	James Marshall - Castletown Estates		Without Prejudice contact with Grantor
E-mail	31/08/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		BK contacted Grantor concerning upcoming surveys.
E-mail	31/08/2022	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		Grantor contacted BK requesting further details for surveys
E-mail	31/08/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		BK contacted Grantor with further details of surveys
E-mail	05/09/2022	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		Grantor contacted BK confirming contact details for surveys
Letter	21/09/2022	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		Without Prejudice contact with Grantor
E-mail	07/10/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		e-mail sent to Grantor re surveys and written correspondence
E-mail	14/10/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		e-mail sent to Grantor re surveys and written correspondence - follow up to email sent 07/10/22
E-mail	14/10/2022	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		email confirming contact for Castletown Estates

List of contact with objectors

E-mail	14/10/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		email sent to Grantor proposing meeting at Castletown on 2nd November 2022
E-mail	17/10/2022	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		email from Grantor proposing meeting at Castletown on 2nd November 2023
E-mail	18/10/2022	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		email confirming meeting of 2nd November 2023
E-mail	18/10/2022	Ruari Martin - Castletown Estates	Patrick Hackett - Bruton Knowles		email from Grantor proposing meeting at Castletown on 2nd November 2023
E-mail	20/10/2022	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		email advising forthcoming foundation surveys
E-mail	01/11/2022	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		email confirming arrival time for meeting of 2nd November 2023
Meeting	02/11/2022			Patrick Hackett - Bruton Knowles, Ruari Martin - Castletown Estates	Without Prejudice BK meeting with Grantor to discuss the Scheme.
E-mail	10/11/2022	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		email from agent re surveys and to advise they will be representing Castletown Estates
E-mail	14/11/2022	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email from BK concerning deed of easement and surveys
E-mail	14/11/2022	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		email from agent confirming they will be representing three ownerships of Castletown Estates

List of contact with objectors

E-mail	17/11/2022	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	17/11/2022	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		email requesting existing deed for ZV Route which crosses the estate
Meeting	21/11/2022			Leanne Graves - Bruton Knowles, Matthew Wallace - Youngs RPS	without prejudice meeting with Agent
E-mail	21/11/2022	Leanne Graves - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	22/11/2022	Matthew Wallace - Youngs RPS	Leanne Graves - Bruton Knowles		Without prejudice contact with agent
E-mail	06/12/2022	Leanne Graves - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	07/12/2022	Matthew Wallace - Youngs RPS	Leanne Graves - Bruton Knowles		Without prejudice contact with agent
E-mail	19/01/2023	Matthew Wallace - Youngs RPS	Leanne Graves - Bruton Knowles		Without prejudice contact with agent
E-mail	26/01/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	02/02/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Without prejudice contact with agent
E-mail	02/02/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	08/02/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		BK contacted Agent inviting a meeting on 21st February 2023.

List of contact with objectors

E-mail	16/02/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Agent contacted BK with new proposed meeting dates
E-mail	21/02/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		BK contacted Agent proposing new meeting dates
E-mail	02/03/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		BK contacted Agent proposing new meeting dates
E-mail	02/03/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Agent contacted BK to advise they will speak to client re proposed meeting
E-mail	02/03/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		BK contacted Agent proposing meeting dates
E-mail	07/03/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Agent contacted BK with new proposed meeting dates
E-mail	10/03/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Agent contacted BK to confirm meeting for 16th March 2023
Meeting	16/03/2023			Ruari Martin - Castletown Estates, Matthew Wallace - Youngs RPS, Patrick Hackett - Bruton Knowles,	without prejudice Meeting at the Estate Office with Agent and Grantor.
E-mail	21/03/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	31/03/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		concerning details non intrusive surveys
E-mail	31/03/2023	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		requesting further details of non intrusive surveys

List of contact with objectors

E-mail	05/04/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	13/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		providing further details non intrusive surveys
E-mail	13/04/2023	Ruari Martin - Castletown Estates	Patrick Hackett - Bruton Knowles		requesting details of statutes proposed for the CPO
E-mail	13/04/2023	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		email to advise the details of statutes proposed for the CPO have been requested from the client
E-mail	18/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email concerning access for non intrusive surveys
E-mail	18/04/2023	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning access for non intrusive surveys
E-mail	18/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email concerning access for non intrusive surveys
E-mail	18/04/2023	Matthew Wallace - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning access for non intrusive surveys
E-mail	19/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email concerning access for non intrusive surveys
E-mail	20/04/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		details of statutes proposed for the CPO provided
E-mail	20/04/2023	Ruari Martin - Castletown Estates	Patrick Hackett - Bruton Knowles		hyperlink to the schedule of statutes proposed for the CPO requested
E-mail	20/04/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		hyperlink to the schedule of statutes proposed for the CPO sent

List of contact with objectors

E-mail	24/04/2023	Matthew Wallace - Youngs RPS	Patrick Hackett - Bruton Knowles		email requesting extension to return RFI forms
E-mail	24/04/2023	Patrick Hackett - Bruton Knowles	Matthew Wallace - Youngs RPS		Without prejudice contact with agent
E-mail	27/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email concerning access for non intrusive surveys
E-mail	28/04/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		email concerning access for non intrusive surveys
E-mail	09/05/2023	Matthew Adcroft of Bruton Knowles	Matthew Wallace - Youngs RPS		e-mail advising of proposed foundation and borehole surveys
E-mail	09/05/2023	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		email asking if Matthew Wallace is still acting for Castletown as previous email would not send
E-mail	11/05/2023	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		email concerning access for non intrusive surveys
E-mail	12/05/2023	Ruari Martin - Castletown Estates	Patrick Hackett - Bruton Knowles		RFI returned by e-mail.
E-mail	12/05/2023	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		email confirming Katie Proctor has taken over from Matthew Wallace as agent
E-mail	12/05/2023	Katie Proctor - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning intrusive and non intrusive surveys
E-mail	12/05/2023	Katie Proctor - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning intrusive surveys
E-mail	16/05/2023	Matthew Adcroft of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive and non intrusive surveys

List of contact with objectors

letter (sent by email)	19/05/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		Without Prejudice contact with Grantor
E-mail	19/05/2023	Matthew Adcroft of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive and non intrusive surveys
E-mail	19/05/2023	Ruari Martin - Castletown Estates	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Grantor
letter (sent by email)	22/05/2023	Matthew Adcroft of Bruton Knowles	Ruari Martin - Castletown Estates		Letter sent to Grantor with details of intrusive surveys and request for entry
E-mail	26/05/2023	Matthew Adcroft of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning non intrusive surveys
E-mail	26/05/2023	Ruari Martin - Castletown Estates	Matthew Adcroft of Bruton Knowles		Without Prejudice contact from Grantor
E-mail	06/06/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		email concerning requirement for surveys
E-mail	06/06/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		Without Prejudice contact with Grantor
E-mail	08/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	08/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	08/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	08/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact with Grantor

List of contact with objectors

E-mail	08/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	08/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact with Agent
E-mail	09/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	14/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	14/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	14/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	14/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact with Agent
E-mail	14/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	14/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys/NGET Stat Powers
E-mail	16/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys/NGET Stat Powers
letter (sent by email)	20/06/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		letter concerning intrusive surveys/NGET Stat Powers
E-mail	21/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	21/06/2023	Patrick Hackett -	Katie Proctor - Youngs RPS		email confirm BK will revert on previous

List of contact with objectors

		Bruton Knowles			email sent by agent shortly
E-mail	22/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	22/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	23/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys and other matters relating to the Harker Scheme
E-mail	27/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	27/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	27/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	29/06/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning proposed meeting
E-mail	30/06/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning proposed meeting
E-mail	06/07/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning non intrusive surveys
E-mail	07/07/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning proposed meeting
E-mail	10/07/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning proposed meeting for 28th July 2023

List of contact with objectors

E-mail	11/07/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning proposed meeting for 28th July 2023
E-mail	11/07/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning alleged damage caused by intrusive surveys
E-mail	16/07/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning alleged damage caused by intrusive surveys
E-mail	21/07/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning alleged damage caused by intrusive surveys
E-mail	24/07/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Agent sent e-mail confirming he will be formally instructed soon.
E-mail	25/07/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning alleged damage caused by intrusive surveys
E-mail	25/07/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning alleged damage caused by intrusive surveys
E-mail	27/07/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
meeting	28/07/2023			Steven Hesketh of NGET, Nigel Billingsley of Bruton Knowles, Harrison Riddle of Landreeve, Katie Proctor - Youngs RPS, Patrick Hackett - Bruton Knowles	Meeting with Grantor at Castletown Estates office to discuss Scheme.
E-mail	02/08/2023	Ruari Martin -	Patrick Hackett -		query re RFI's recieved

List of contact with objectors

		Castletown Estates	Bruton Knowles		
E-mail	04/08/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		existing deeds/wayleaves provided to agent
E-mail	04/08/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		send meeting action points and request for surveys
E-mail	07/08/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact with Agent
E-mail	07/08/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact with Agent
E-mail	08/08/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	08/08/2023	Patrick Hackett - Bruton Knowles	Ruari Martin - Castletown Estates		response to query re RFI's recieved
E-mail	08/08/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive and non intrusive surveys, SSSI
E-mail	09/08/2023	Katie Proctor - Youngs RPS	Chris Renshaw of Bruton Knowles		email concerning intrusive surveys
E-mail	09/08/2023	Chris Renshaw of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	09/08/2023	Katie Proctor - Youngs RPS	Chris Renshaw of Bruton Knowles		Without Prejudice contact from Agent
Telephone Call	11/08/2023	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	14/08/2023	James Quilliam of Bruton Knowles	Katie Proctor - Youngs RPS		concerning proposed compound on Castletown Estates land

List of contact with objectors

E-mail	15/08/2023	Chris Renshaw of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	15/08/2023	Katie Proctor - Youngs RPS	Chris Renshaw of Bruton Knowles		email concerning intrusive surveys
E-mail	15/08/2023	Harrison Riddle of Landreeve	Nigel Billingsley of Bruton Knowles		Without Prejudice contact from Agent
E-mail	15/08/2023	Nigel Billingsley of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	16/08/2023	Chris Renshaw of Bruton Knowles	Katie Proctor - Youngs RPS		email concerning intrusive surveys
E-mail	16/08/2023	Harrison Riddle of Landreeve	Nigel Billingsley of Bruton Knowles		Without Prejudice contact from Agent
E-mail	17/08/2023	Katie Proctor - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning intrusive surveys
E-mail	18/08/2023	Katie Proctor - Youngs RPS	Matthew Adcroft of Bruton Knowles		email concerning intrusive surveys
E-mail	18/08/2023	Katie Proctor - Youngs RPS	James Quilliam of Bruton Knowles		concerning proposed compound on Castletown Estates land
E-mail	18/08/2023	Nigel Billingsley of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	20/08/2023	Harrison Riddle of Landreeve	Nigel Billingsley of Bruton Knowles		Without Prejudice contact from Agent
E-mail	21/08/2023	Nigel Billingsley of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	21/08/2023	Harrison Riddle of Landreeve	Nigel Billingsley of		Without Prejudice contact from Agent

List of contact with objectors

			Bruton Knowles		
E-mail	21/08/2023	Nigel Billingsley of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	21/08/2023	Harrison Riddle of Landreeve	Nigel Billingsley of Bruton Knowles		Without Prejudice contact from Agent
E-mail	22/08/2023	Nigel Billingsley of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
Telephone Call	25/08/2023	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	04/09/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning alleged damage caused by intrusive surveys
E-mail	05/09/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		email concerning intrusive surveys
E-mail	07/09/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact with Agent
E-mail	11/09/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Agent emailed requesting meeting
Telephone Call	12/09/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		BK spoke to Agent and discussed potential meeting dates.
E-mail	15/09/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	25/09/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		concerning proposed compound on Castletown Estates land

List of contact with objectors

meeting	12/10/2023			Steven Hesketh of NGET, Nigel Billingsley of Bruton Knowles, Harrison Riddle of Landreeve, Katie Proctor - Youngs RPS, Patrick Hackett - Bruton Knowles	Without Prejudice meeting with Agent
E-mail	12/10/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	13/10/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	16/10/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
letter (sent by email)	20/10/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	26/10/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	27/10/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
Letters	31/10/2023	Harrison Riddle of Landreeve	Secretary of State		Objections to Harker Scheme received on behalf of Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey-Heysam.
E-mail	04/11/2023	Patrick Hackett -	Harrison Riddle of Landreeve		Without Prejudice contact to Agent

List of contact with objectors

		Bruton Knowles			
E-mail	09/11/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	10/11/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	22/11/2023	Katie Proctor - Youngs RPS	Patrick Hackett - Bruton Knowles		Email from Agent concerning proposed use of land for a works compound.
E-mail	25/11/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Response sent to Agent from BK to advise queries concerning compound, reinstatement following surveys and fee invoices are being reviewed.
E-mail	30/11/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		Without Prejudice contact to Agent
E-mail	01/12/2023	Patrick Hackett - Bruton Knowles	Katie Proctor - Youngs RPS		E-mail to Agent concerning proposed use of land for a works compound.
letters (sent by email)	06/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Objection responses to Harker Scheme for Castletown Trust Lip, Armeria Uk Lip & Giles Herchard Gubbins Mounsey-Heysham sent in letters via email to Agent.
letter (sent by email)	06/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	09/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent

List of contact with objectors

E-mail	11/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	13/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	13/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	13/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	14/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	14/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	18/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	20/12/2023	Patrick Hackett - Bruton Knowles	Harrison Riddle of Landreeve		Without Prejudice contact to Agent
E-mail	29/12/2023	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
E-mail	16/01/2024	Harrison Riddle of Landreeve	Patrick Hackett - Bruton Knowles		Without Prejudice contact from Agent
Telephone call	16/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	18/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	22/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of		Without prejudice telephone call

List of contact with objectors

			Bruton Knowles		
Telephone call	23/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	23/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	25/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	26/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	26/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	29/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	29/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	30/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	30/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	30/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Email	01/02/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice correspondence
Email	01/02/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice correspondence

List of contact with objectors

WESTOLL					
Letter	21/09/2022	Bruton Knowles	Richard Westoll - Grantor		Letter to grantor with initial details.
Telephone call	13/10/2022	Bruton Knowles	Richard Westoll - Grantor		Without prejudice telephone call with grantor regarding deeds of easement. Provisional meeting date confirmed for 02/11/22.
Meeting	02/11/2022	Bruton Knowles		Bruton Knowles	Without prejudice meeting with Grantor discussing deed of easement proposal.
Telephone call	18/11/2022	Leanne Graves of Bruton Knowles	Richard Westoll - Grantor		Without prejudice telephone call with grantor to arrange 5 property viewings.
E-mail	18/11/2022	Leanne Graves of Bruton Knowles	Richard Westoll - Grantor		E-mail follow-up with summary of discussion and availability for inspections.
E-mail	18/11/2022	Richard Westoll - Grantor	Leanne Graves of Bruton Knowles		E-mail from grantor stating that the tenants are around and requesting call back.
Meeting (on site)	28/11/2022			Bruton Knowles	Without prejudice meeting on site with Grantor to complete x5 property inspections.
E-mail	31/03/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail informing grantor of the non-intrusive surveys.
Letter	05/04/2023	Bruton Knowles	Richard Westoll - Grantor		Letter sent to granor with Request For Information (RFI) - (first mailing - Table 1).
E-mail & letter	17/04/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		Without prejudice e-mail with offer sent to the grantor.

List of contact with objectors

Telephone call	18/04/2023	Bruton Knowles	Richard Westoll - Grantor		Without prejudice telephone call with the grantor who relayed their concerns about the two new towers. Informed BK they are looking to appoint an agent.
E-mail	18/04/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor with details of the ponds planned to be surveyed.
Letter	28/04/2023	Richard Westoll - Grantor	Bruton Knowles		Letter received from grantor with a completed copy of the RFI.
E-mail	05/05/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		E-mail sent to grantor detailing the locations of the new towers.
E-mail	05/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor with an update regarding the intrusive surveys dates.
E-mail	11/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor stating there are surveys planned for the pond on the 15th May 2023.
E-mail	09/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor with update on survey dates.
E-mail	12/05/2023	Richard Westoll - Grantor	Matthew Adcroft of Bruton Knowles		E-mail from grantor stating that the access road is not their land.
E-mail	12/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor with an alternative route proposed for the surveys.
E-mail	23/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor with letter relating to entry request and plan for surveys.

List of contact with objectors

E-mail	30/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to the grantor regarding the new tower location plans.
E-mail	31/05/2023	Richard Westoll - Grantor	Matthew Adcroft of Bruton Knowles		E-mail from grantor stating that the cattle can not be moved for the surveys. Provided alternative contact.
E-mail	31/05/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor seeking additional confirmations relating to surveys.
Telephone call	05/06/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		Telephone call to grantor. No answer.
E-mail	05/06/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor following up on whether they have reviewed the deed proposal, instructed an agent and their site meeting availability.
Site visit	18/08/2023			Bruton Knowles	Site visit to property, no answer. Calling card left.
Telephone call	19/06/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		Without prejudice telephone call to grantor. Poor signal and cut short early.
E-mail	19/06/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor following up on whether they have reviewed the deed proposal, instructed an agent and their site meeting availability.
E-mail	21/06/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail requesting further access for surveys.
E-mail	22/06/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor to follow up on the offer proposal and to arrange a site meeting.

List of contact with objectors

E-mail	30/06/2023	Matthew Adcroft of Bruton Knowles	Richard Westoll - Grantor		E-mail to the grantor requesting survey access for the following week.
Telephone call	12/07/2023	Bruton Knowles	Richard Westoll - Grantor		Without prejudice telephone call to grantor to arrange a meeting for the 17th July 2023.
Meeting (on site)	17/07/2023			Patrick Hackett, James Westoll, Richard Westoll	Without prejudice meeting with grantor (on site) to discuss the deed of easement offer and proposed works.
E-mail	27/07/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor following site meeting.
E-mail	27/07/2023	Richard Westoll - Grantor	Patrick Hackett of Bruton Knowles		E-mail from grantor informing BK that they have now appointed an agent.
Telephone call	28/07/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without prejudice telephone call between BK and agent regarding initial instruction.
E-mail	29/07/2023	Patrick Hackett of Bruton Knowles	Richard Westoll - Grantor		E-mail to grantor acknowledging the instruction of the agent.
E-mail	29/07/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent confirming they will be formally instructed soon.
E-mail	02/08/2023	Matthew Adcroft of Bruton Knowles	James and Richard Westoll - Grantors		E-mail to grantor, asking them to confirm all occupiers/tenants on the estate.
E-mail	11/08/2023	Matthew Adcroft of Bruton Knowles	James and Richard Westoll - Grantors		E-mail follow-up to grantor, asking them to confirm all occupiers/tenants on the estate.

List of contact with objectors

E-mail	16/08/2023	Matthew Adcroft of Bruton Knowles	James and Richard Westoll - Grantors		E-mail follow-up to grantor, asking them to confirm all occupiers/tenants on the estate.
E-mail	24/08/2023	Matthew Adcroft of Bruton Knowles	James and Richard Westoll - Grantors		E-mail follow-up to grantor, asking them to confirm all occupiers/tenants on the estate.
Telephone call	25/08/2023	Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without prejudice telephone call with agent who mentioned they are due to inspect the estate in September and will revert back.
E-mail	04/09/2023	Matthew Adcroft of Bruton Knowles	James and Richard Westoll - Grantors		E-mail requesting signed copies of entry requests for surveys.
E-mail	04/09/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent requesting a plan.
E-mail	06/09/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail to agent with a copy of the relevant plans.
E-mail	07/09/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail to agent asking for an update on reviewing the offer proposal.
E-mail	07/09/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent informing BK that the offer will be reviewed next week.
E-mail	11/09/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent requesting in person meeting to discuss the offer proposal following their inspection.
E-mail	12/09/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail to agent detailing requirements for a temporary licence agreement.

List of contact with objectors

Telephone call	12/09/2023	Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without prejudice telephone call with agent to discuss potential meeting dates.
E-mail	12/09/2023	James and Richard Westoll - Grantors	Bruton Knowles		E-mail from grantor confirming the query relating to occupiers/tenants has been passed to the agent.
E-mail	26/09/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent stating they are still awaiting client instructions.
Meeting	12/10/2023			Patrick Hackett, Nigel Billingsley, Harrison Riddle	Without prejudice meeting with agent to discuss the offer.
E-mail	12/10/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without prejudice e-mail follow-up to agent with key discussion points from the meeting.
E-mail	16/10/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent regarding potential to object to the CPO.
E-mail	17/10/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent with comparable evidence for properties on the estate.
E-mail	20/10/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without prejudice email to agent with revised offer letter.
E-mail	26/10/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail follow-up requesting a response to the amended offer.
E-mail	27/10/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent confirming they are reviewing the offer. Requested further information and the inclusion of a development clause.

List of contact with objectors

E-mail	31/10/2023	Harrison Riddle of Landreeve - Agent	Bruton Knowles		Objection to Harker Scheme received.
E-mail	04/11/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without Prejudice contact to agent.
E-mail	09/11/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail requesting an update on the offer from the agent.
E-mail	10/11/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail from agent stating they will come back to BK on the offer over the weekend.
E-mail	11/11/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		Without prejudice e-mail response from agent relating to BKs offer.
E-mail	06/12/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Objection response sent in letter via email to agent.
E-mail	06/12/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without Prejudice contact to agent.
E-mail	08/12/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		Without Prejudice contact from agent.
E-mail	13/12/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without Prejudice contact to agent.
E-mail	13/12/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		Without prejudice e-mail from agent requesting further evidence.
E-mail	14/12/2023	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without Prejudice contact to agent regarding offer.
E-mail	14/12/2023	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		Without Prejudice contact from agent.

List of contact with objectors

E-mail	21/12/2023	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve - Agent		Without Prejudice contact to agent.
E-mail	29/12/2023	Harrison Riddle of Landreeve - Agent	Chris Renshaw of Bruton Knowles		Without Prejudice contact from agent relating to offer.
E-mail	02/01/2024	Patrick Hackett of Bruton Knowles	Harrison Riddle of Landreeve - Agent		E-mail contact to agent.
E-mail	16/01/2024	Harrison Riddle of Landreeve - Agent	Patrick Hackett of Bruton Knowles		E-mail contact from agent requesting further breakdown of offer.
Telephone call	16/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	18/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	22/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	23/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	23/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	25/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	26/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	26/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	29/01/2024	Chris Renshaw of	Harrison Riddle of Landreeve		Without prejudice telephone call

List of contact with objectors

		Bruton Knowles			
Telephone call	29/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	30/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
Telephone call	30/01/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice telephone call
Telephone call	30/01/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice telephone call
E-mail	01/02/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice correspondence
E-mail	01/02/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice correspondence
E-mail	07/02/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice correspondence from agent
E-mail	07/02/2024	Chris Renshaw of Bruton Knowles	Harrison Riddle of Landreeve		Without prejudice correspondence to agent relating to deed of easement.
E-mail	07/02/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		E-mail from agent confirming receipt of previous email.
E-mail	08/02/2024	Harrison Riddle of Landreeve	Chris Renshaw of Bruton Knowles		Without prejudice e-mail from agent accepting the offer.