

6 September 2018**Agenda Item: 11****REPORT OF THE SERVICE DIRECTOR, INVESTMENT AND GROWTH****MINER TO MAJOR LANDSCAPE PARTNERSHIP SCHEME DELIVERY****Purpose of the Report**

1. To inform Members of the Heritage Lottery Grant Award for the Miner to Major Landscape Partnership Scheme.
2. To seek approval for recruitment of the staff and consultants required to deliver the Scheme in accordance with the Approved Purposes, as contained in the Grant offer.
3. To seek approval for Nottinghamshire County Council's Communications and Marketing team to work with the Scheme Office in undertaking activities relating to communications and publicity on behalf of the Partners, and in accordance with Heritage Lottery Fund requirements.

Information

4. Following the submission of the Stage 2 application for Miner to Major: the Real Sherwood Forest Landscape Partnership Scheme (M2M) in February 2018, the application was assessed by the Heritage Lottery Fund (HLF) and a grant of £2,450,400 was awarded on the 26th June 2018. The grant award is 63% of the total eligible project costs, including in-kind contributions, and 69% of the total cash requirement. The total value of the Scheme, including in-kind contributions, is £3,871,735.
5. The grant award is for delivery of the Scheme's Approved Purposes, as set out in the application and associated documents, including the delivery of four programmes of work:
 - Celebrate Sherwood – a programme of events and activities celebrating the landscape and heritage of Sherwood Forest and acting as a gateway to volunteering and learning opportunities for local people.
 - Skilful Sherwood – practical opportunities for people to learn, volunteer and develop skills; providing training and accreditation; and addressing skills gaps and long-term landscape management needs.
 - Connecting Sherwood – recruiting and training volunteers to support large-scale landscape creation, restoration and enhancement; and improving access, signage and interpretation.
 - Understanding Sherwood – practical opportunities and training for local people to investigate, record and explain their heritage.
6. The Scheme will be delivered over 5 years and must be completed by 31 December 2023. Delivery will not commence until formal Permission to Start has been obtained from HLF.

7. The funding will also cover the costs of a Scheme Office to manage the programme and the overarching strands of Communication, Interpretation and Evaluation. The Scheme Office comprises four members of staff:
- Scheme Manager – full-time, fixed term contract from January 2019 to December 2023 with a salary of £34,538 per annum and a retention payment of £3,000 payable on successful completion of the fixed term.
- Engagement Officer – Access to Nature - full-time, fixed term contract from July 2019 to December 2023 with a salary of £25,951 and a retention payment of £1,750 payable on successful completion of the fixed term.
- Engagement Officer – Heritage - full-time, fixed term contract from July 2019 to December 2023 with a salary of £25,951 and a retention payment of £1,750 payable on successful completion of the fixed term.
- Finance and Administration Officer - full-time, fixed term contract from January 2019 to December 2023 with a salary of £21,962 per annum and a retention payment of £1,000 payable on successful completion of the fixed term.
8. The Scheme Office staff will be recruited by the County Council, acting as lead partner and Accountable Body, on behalf of the Partnership and in accordance with HLF requirements for external recruitment.
9. The Scheme Office will be responsible for co-ordination of communications and publicity for M2M with the Partners, including the County Council's Communications and Marketing Team, as set out in the application and any agreed Communications Strategy, and in accordance with the requirements of HLF.
10. The Scheme also makes provision for the recruitment of consultants to deliver specialist works related to evaluation, interpretation and fundraising. Procurement for consultants will be carried out in line with HLF and NCC financial regulations.

Other Options Considered

11. No options have been considered, other than accepting the grant offer.

Reason/s for Recommendation/s

12. To enable the County Council, as lead partner and Accountable Body for Minor to Major: the Real Sherwood Forest, to recruit the staff and consultants required to deliver the Scheme, including activities relating to communications and publicity, in accordance with the Approved Purposes of the Grant and the requirements of HLF.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

14. The Partnership Agreement makes provision for the County Council to enter into Data Sharing Agreements with all the Parties to the Partnership Agreement for any Personal Data as defined in the Data Protection legislation.

Financial Implications

15. The County Council is the lead Partner and Accountable Body for the Scheme. Payment of Grant by HLF will be quarterly in arrears following successful submission of evidenced claims. Any payments due to Partners will be made following receipt of money from HLF. The costs of staffing for the Scheme Office and any consultants required for project delivery are contained within the overall Project budget of £3,871,735. This includes the Heritage Lottery Fund grant award of £2,450,400 and a County Council match funding contribution of £150,000 agreed by Committee in January 2018."

Human Resources Implications

16. All Scheme Office staff will be employed by the County Council on fixed term contracts as set out in paragraph 7 of this report. Day to day line management of the Scheme Manager will be carried out by the Conservation Team Manager. Job Descriptions, Person Specifications and salaries have been agreed by the Partners and HLF. Recruitment to the posts will be in line with NCC's recruitment policy and procedures noting the requirement to advertise the posts externally

Implications for Sustainability and the Environment

17. The Scheme will make connections between habitats to improve their resilience and long-term sustainability; engage members of the community in ensuring that their heritage is better-managed and more sustainable; provide communities with the skills and understanding they need to do so; and, find innovative approaches to engage new audiences, particularly young people.

RECOMMENDATION/S

- 1) That Committee approves the recruitment of the Scheme Office staff and consultants as set out in paragraphs 7, 8 and 10 of this Report.
- 2) That Committee gives approval for Nottinghamshire County Council's Communications and Marketing team to work with the Scheme Office to carry out activities in relation to communications and publicity as set out in paragraph 9 of this report.

David Hughes
Service Director, Investment and Growth

For any enquiries about this report please contact: Heather Stokes, Team Manager
Conservation, T: 0115 99 32592

Constitutional Comments [LM 09/08/2018]

18. The Communities and Place Committee is the appropriate body to consider the contents of the report.

Financial Comments [CSB 28/08/2018]

19. The financial implications are contained in the report.

HR Comments [JP 29/08/2018]

20. The HR implications are set out in paragraph 16 of the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

Electoral Division(s) and Member(s) Affected

- All