

# Thinking about...

## Biodiversity

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## Thinking about... Biodiversity

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### Contents

<b>1</b>	<b>Introduction</b>	<b>3</b>
<b>2</b>	<b>Our aims</b>	<b>3</b>
<b>3</b>	<b>Biodiversity in your HLF project</b>	<b>4</b>
	3.1 Projects conserving habitats and species	4
	3.2 Projects focusing on biological information and improving our understanding of natural heritage	4
	3.3 Biodiversity as part of a wider conservation project	5
<b>4</b>	<b>What we can fund</b>	<b>5</b>
	4.1 Projects that conserve habitats and species	5
	4.1.1 Habitat projects	6
	4.1.2 Importance of your site	7
	4.1.3 Species	8
	4.2 Biological recording, data and information projects	9
	4.2.1 Volunteers	10
	4.2.2 Learning	10
	4.2.3 Biological records, data and information projects	11
	4.3 Land acquisition for nature conservation	12
<b>5</b>	<b>Other issues</b>	<b>13</b>
	5.1 Access and voluntary dedication	13
	5.2 Working on private land	14
	5.3 Third party management agreements	15
	5.4 Third party funding and state aid	15
	5.5 Designated sites	16
	5.6 Specialist help	16
	5.7 Evaluation	17
	5.8 What we will not fund	17
<b>Appendix A</b>		
	Sources of advice and help with your project	18
<b>Appendix B</b>		
	Our grant programmes	26
<b>Our offices</b>		<b>28</b>

## Thinking about... Biodiversity

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### 1 Introduction

The Heritage Lottery Fund (HLF) was set up in 1994 to distribute money raised by the National Lottery to heritage projects throughout the UK. We have awarded £4.4 billion in grants to over 33,900 projects, from multimillion-pound investments in well-known sites and buildings to small grants making a big difference to community groups. We have a range of grant programmes for projects of different types and sizes – see Appendix B for more information.

We have produced this short guidance note to help you think about biodiversity in your heritage project. We can offer advice **before you apply**, but first please use our website [www.hlf.org.uk](http://www.hlf.org.uk) to:

- read the guidance in the application materials for the grant programme you are interested in;
- decide broadly what you want to do and roughly how much money you are likely to ask us for;
- fill in a pre-application enquiry form online or in hard copy; and
- send it through our website or send it to your country or regional HLF team who will then contact you to offer advice on your project.

### 2 Our aims

HLF gives grants to support a wide range of projects involving the local, regional and national heritage of the United Kingdom.

We have three main aims which relate to learning, conservation and participation.

To receive a grant your project must:

- help people to learn about their own and other people's heritage.

Your project must also do either or both of the following:

- conserve the UK's diverse heritage for present and future generations to experience and enjoy;
- help more people, and a wider range of people, to take an active part in and make decisions about heritage.

## Thinking about... Biodiversity

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### 3 Biodiversity in your HLF project

Biodiversity is the total variety of life on earth. It includes all genes, plant and animal species, and the ecosystems of which they are part; biodiversity is a fundamental part of our heritage. HLF has funded thousands of projects conserving important habitats and species in the UK, as well as projects helping people to participate in and learn more about the natural world.

It is crucial for the survival and wellbeing of all of us, yet this rich diversity is being lost at a fast rate because of human activities. The United Nations have designated 2011–2020 as the International Decade of Biodiversity, encouraging people all over the world to safeguard the global natural heritage and reduce further biodiversity loss.

At HLF, we support the initiative, and we want to encourage more people to apply to us for funding for projects that conserve the UK's valuable natural heritage. We also want to ensure that opportunities for maximising biodiversity are taken into account in other types of heritage projects.

There are three main ways in which biodiversity can be part of an HLF-funded project:

#### 3.1 Projects conserving habitats and species

If your project mainly involves the conservation of habitats and species and this work is not part of a wider heritage and activity project, then your project must also meet our aims for learning. We would also encourage you to investigate all opportunities for bringing participation into your project. See the range of guidance for participation and learning for more ideas about how you can do this, and look at our website [www.hlf.org.uk](http://www.hlf.org.uk) for examples of other projects we have funded.

#### 3.2 Projects focusing on biological information and improving our understanding of natural heritage

All projects that we fund have to meet the learning aim mentioned above. We will support projects that meet this aim well and that enable people to learn about, explore and develop greater understanding of biodiversity and the natural world. This may be through projects with a strong educational focus, either working with schools and children or through opportunities to promote lifelong learning to broader audiences.

Your project may support volunteers to develop biological identification and recognition skills, or involve them in site-survey or monitoring activities. Or your project might help to convert 'raw' biological data (such as distribution of habitats and species) and interpret it in a way that can be more easily and widely understood by a greater range of people. If your project includes interpretation of biological or site information, you should refer to our guidance *Thinking about interpretation*, available from our website.

## Thinking about... Biodiversity

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### 3.3 Biodiversity as part of a wider conservation project

If your project involves work on a historic building, park or landscape, you may need to do some ecological surveys. This initial work will help you to develop the project and make sure that it does not harm the heritage or biodiversity. You might need special licences or consent for this work. See our guidance *Thinking about conservation* for further details on how to take account of biodiversity in your wider project.

## 4 What we can fund

### 4.1 Projects that conserve habitats and species

HLF is keen to encourage projects that will directly and measurably help to further the conservation of UK Biodiversity Action Plan (UKBAP) priority habitats or species, locally, regionally and/or at a country level, or that are on statutory lists for each UK country.

Following the *Species and Habitats Review* in June 2007, all four UK administrations have adopted and published a revised UK list of priority species and habitats. This list now identifies 1,150 species and 65 habitats as priorities for conservation action. A new delivery framework<sup>1</sup> recognises the importance of targeted action for priority species and habitats. The UK list can be viewed at [www.ukbap.org.uk/NewPriorityList.aspx](http://www.ukbap.org.uk/NewPriorityList.aspx)

Each administration has also supplemented this list with additional country priority habitats and species to create separate lists for each country. See Appendix A for information on where you can view these lists.

We will ask you to show that your proposed project is based on sound planning and that it will contribute to the delivery of the relevant country, regional and local targets, and make a measurable difference to the conservation of priority habitats or species in a realistic timetable. We would normally expect your project to contribute to UKBAP and/or country priorities if you are seeking funding at a Heritage Grant level (over £50,000). It is also helpful for applications at this level to be accompanied by supporting letters from relevant parties such as country or regional biodiversity fora or partnerships, country-level habitat or ecosystem groups, Local Biodiversity Action Plan (LBAP) Partnerships or the relevant nature-conservation agency, for example Natural England, Scottish Natural Heritage, Countryside Council for Wales or the Northern Ireland Environment Agency.

For smaller grant requests, you should demonstrate that the habitat or species that your project will focus on is of at least local importance, and features in the relevant LBAP.

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<sup>1</sup> Defra (2007) *Conserving Biodiversity – The UK Approach*. October 2007. Published by Defra on behalf of the UK Biodiversity Partnership.

## Thinking about... Biodiversity

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All projects must enable people to learn about biodiversity, and opportunities should be identified to help people to participate with nature. Activities could include:

- encouraging volunteer help for research on the historical distribution of a species;
- providing training and support for a community group to survey the habitat condition of a site;
- supporting a Friends group to monitor the size and distribution of a population of a rare plant;
- persuading the local community to become custodians, and restore and manage a site; or
- providing training, guidance and support to enable a group to write and implement a conservation management plan for a project site (see our guidance *Conservation management planning* and also have a look at the Conservation Management Systems Consortium (CSMC) [www.cmsconsortium.org/index.html](http://www.cmsconsortium.org/index.html) which provides information and support for communities producing management plans).

Wherever possible, we will encourage you to involve volunteers in working with experienced specialists, and provide training, mentoring and help to develop skills.

HLF cannot fund 'stand-alone' species-recovery or habitat-conservation projects without additional learning and, usually, participation outcomes. Some species and habitats are particularly rare and vulnerable to damage or disturbance, and HLF would not encourage public participation in a way that is likely to compromise the future recovery and survival of a species, or damage a habitat. Increasingly there are examples of innovative interpretation. With new developments in Information Communication Technologies (ICT), there are imaginative opportunities to have some kind of virtual access to a sensitive species or habitat, or where direct access and mass public involvement may be intrusive and/or detrimental.

We strongly encourage projects that contribute to UKBAP, country or LBAP targets through the Biological Action Reporting System (BARS) to report on project progress. For further information and to register on BARS please refer to the website [www.ukbap-reporting.org.uk](http://www.ukbap-reporting.org.uk). Records should meet the minimum standards of data quality and accessibility established by the National Biodiversity Network (NBN). Data should also be provided to your country (eg CEDar in Northern Ireland), regional or local record centre.

### 4.1.1 Habitat projects

When you are thinking about what to include in your project proposal, think carefully about what you will need to do in order to be able to understand, restore and enhance your priority habitats. The ongoing costs of management and maintenance for a site are not eligible to be funded.

## Thinking about... Biodiversity

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In planning your project, you should take advice from the LBAP officer for your area or an ecologist with relevant expertise and knowledge of the region. This is particularly important in relation to the contribution your project will make to local biodiversity priorities. You must think about the size and complexity of the project and the area that you wish to focus on. Consider, before you commit yourselves to action, whether you will have the capacity and future finances to sustain the management and benefits of the project. Working through the LBAP partnership could help secure the project in the long term.

Your project may include a variety of different habitats. You should seek to reduce fragmentation, link priority habitats to provide larger areas, or provide networks, corridors or 'stepping stones' to help species have suitable habitat to move into – especially in the face of climate change.

You must make sure that you comply with the ownership requirements set out in the help notes of the grant programme that you intend to apply through. If the land proposed for the focus of the project is in private ownership and not publically owned, you must also meet the requirements outlined in the section *Working on private land* below.

There is likely to be a range of heritage on your site. We would expect you to consider how you will manage these additional interests, either within the same project or through other means. HLF encourages projects which demonstrate an integrated approach to learning and the conservation of the cultural, built and natural heritage.

You must also take into account how your project relates to key local, regional and national plans, strategies and designated and protected areas, such as Spatial Frameworks, Green Infrastructure and Community Strategies and LBAPs. Do make sure that you communicate with the Regional Biodiversity Fora or Partnership and other conservation, access and community bodies in the area, to minimise overlap of effort and to maximise opportunities.

### 4.1.2 Importance of your site

In order to be considered for funding from HLF for a biodiversity conservation project, you must make sure that any land or site that you want to include in your project area is:

- of local, regional, national or international importance for biodiversity; or
- immediately adjacent to land which is of local, regional, national or international importance for biodiversity.

In addition, your project will:

- help to deliver priority-habitat and -species conservation that will help to maintain the population and range of priority species or the extent and condition of priority habitats; or

## Thinking about... Biodiversity

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- increase the population or range of priority species; or
- enhance, restore or re-create habitats to meet habitat and species targets.

HLF supports the concept of larger landscape scale approaches to biodiversity conservation. However, in working across more extensive areas, it is important that you have a good understanding of the landscape character of the area you are planning to focus your project in, and that what you propose will also be appropriate to the local area. You will be able to find a general description of the landscape character of the area that your project falls within by referring to the relevant country nature-conservation/landscape agency website or other specialist sources of information (see Appendix A). This information should describe the features and patterns of features, such as a particular range of habitats typical of the area, or banks, hedges or ditches that you should take into consideration when planning your project. Check with your local authority whether more detailed Landscape Character or Historic Character Assessments (or LANDMAP in Wales) exist for your area.

Following centuries of human influence, it is likely that your project area may contain valuable archaeological evidence which can help us to understand the historic patterns of land use and settlement. Or similarly, many habitats may have survived as part of 18th- or 19th-century designed and ornamented estate landscapes. Where sites have national significance for their archaeological, natural and designed landscape and community values, a balance must be achieved in the project proposals, that should aim to conserve and enhance all the elements and features that have been identified as being of importance. It is crucial that other things of heritage value are not damaged as a consequence of carrying out conservation actions for a rare habitat or species.

### 4.1.3 Species

HLF encourages the conservation of species through habitat restoration, re-creation and enhancement projects wherever this is possible. This is because the provision of well-managed habitat is likely to support a greater diversity of species and be more sustainable in the longer term.

However, there are certain species that are now so threatened and their futures so fragile, that they need individual positive intervention. In general, these will be priority BAP species whose needs cannot be met through traditional management, or whose populations are now so small, that there is a strong likelihood they will be lost without direct help.

Species that have been identified as priority species in the revised list of UKBAP priorities from June 2007 and in the subsequent statutory country lists are eligible for HLF support. To be supported at a Heritage Grant level (over £50,000), we would normally expect species to be on UKBAP or country lists.

Focusing on priority BAP species will help to address the needs of those species that are most at risk and in need of action. We do however recognise that the criteria of HLF grant programmes might mean that not all BAP species will be suitable to benefit from HLF funding.

## Thinking about... Biodiversity

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HLF will consider funding reintroduction projects where a strong conservation case can be made which is supported by the relevant country nature-conservation agency. The project should normally meet the guidelines established by IUCN/SSC for species introductions. HLF will not fund costs that would be incurred outside of the UK, such as overseas travel or posts based abroad.

We do not fund research. For example, we would not fund a stand-alone ecological study for a priority species. We do, however, realise that, for some species, particular management and conservation requirements are unknown or untried. You can incorporate an element of specialist input in your proposals, but only within the framework of a species recovery project, and this should be a relatively minor proportion of total project activity and costs. For example, there might be a need to develop links and collaborate with research institutions such as a botanic garden, zoological organisation, or university department. It is important to understand that we will expect this work to be linked to delivering specific project outcomes and actions. Examples include investigations into habitat requirements for a priority BAP insect that will inform site management actions, or producing a sufficient quantity of viable seed for a priority BAP plant so that it can be reintroduced to former sites and will have a good chance of establishment and survival.

We will expect your project to promote the recovery of a species within a sustainable-management framework. For example, if a species is dependent on supporting vegetation to be grazed, we will not fund recovery work on a site where grazing is not already in place or the likelihood of introducing grazing in the near future is small.

Many projects may involve a combination of activities to conserve habitats, combined with specific actions focused on a priority species, eg a wetland-restoration project incorporating a discrete otter-conservation project.

Some species have an economic value in their own right, particularly fish such as salmon or birds such as grey partridge. Applications for species projects involving game species or species with a commercial value, must demonstrate to HLF's satisfaction that the public benefit arising as a result of HLF's support for a project far outweighs any private or commercial gain, and that there will be significant and sustained benefit attained for that species. Applicants must ensure that they satisfy any State Aid requirements (see Section 5.4 below).

### 4.2 Biological recording, data and information projects

Projects that are covered by this heading tend to involve the following:

- projects that help **volunteers** to participate in and develop biological-identification, recording and survey techniques
- projects that involve people in **learning** and exploring the biodiversity around them; and
- projects that involve the collation, management and provision of local **biological data** and information.

## Thinking about... Biodiversity

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### 4.2.1 Volunteers

We are keen to encourage people to take an active interest and participate in projects with good opportunities to enjoy and contribute to sustaining the UK's biodiversity. One of the ways of meeting our participation aim is through volunteering. By giving people enjoyable experiences of nature, it is hoped that some may be inspired to become the next generation of naturalists and biological recorders. HLF will support projects that train volunteers to equip them with new skills. Advice encouraging volunteering in your project can be provided by the various National Societies and Schemes, Local Record Centres or through organisations such as your local wildlife trust, Royal Society for the Protection of Birds (RSPB), Bat Conservation Trust (BCT) and Butterfly Conservation (BC).

HLF will support projects that:

- provide a good-quality volunteering experience and a useful contribution to UK biodiversity;
- aim to increase and develop volunteer skills, whether of new participants or experienced volunteers; and
- increase the number and diversity of volunteers involved in biological recording.

Your project is likely to be more successful if you can show that:

- you have followed the advice set out in *Thinking about volunteering* as well as your own organisation's volunteering policies;
- your project is informed by consultation and research with current and potential volunteers ;
- you have sought to attract new volunteers; and
- training in identification, recognition and survey and monitoring skills reflects the advice given in *Thinking about training*.

### 4.2.2 Learning

All HLF's projects encourage people to learn about their own and other people's heritage. Biological data is often produced for a specialist audience, but if we are to convince more people to care for biodiversity and the natural world, it is important that this information is made more accessible to more people who are not researchers or experts. HLF can support learning projects that make the data available in an accessible form to a broader audience, in a way that it can be easily understood. Good interpretation can also help to give visitors a better understanding of what they are seeing and experiencing. You will find further information on this in our guidance *Thinking about interpretation*.

In order to meet this learning aim, projects should:

- show a strategic approach to making data from Local Record Centres and the NBN useful as an education and learning resource;

## Thinking about... Biodiversity

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- provide activities targeted at specific groups of learners, based on analysis of their needs and showing evidence of demand;
- develop links with and resources for students, teachers and lifelong learners, as part of wider projects. We do not fund stand-alone education packs; and
- meet the standards and principles set out in our guidance *Thinking about learning*.

### 4.2.3 Biological records, data and information projects

Local Record Centres (LRCs) and National Societies and Recording Schemes often provide a focus for the collation, management and provision of local biological data and as such are often custodians of data. They are critical components of the National Biodiversity Network (NBN) and contribute to the network as a series of 'nodes'. Through links to other LRCs and national datasets, an LRC can provide access to data for its local area wherever the records are held.

There is an aim to provide a network of local and national data nodes (Local Record Centres or National Societies and Recording Schemes) across the UK, each making use of ICT to manage databases of wildlife information in a way that will:

- improve access to relevant wildlife information to anyone who wants or needs it;
- ensure that decisions affecting our wildlife are based on reliable, quality data; and
- link the collection of wildlife information to demand.

There is no single model that a Local Record Centre conforms to in regard to funding, make-up of partners, organisational structures, and where they are established, etc. Some are predominantly local-planning-authority-led, others are based with the county wildlife trust or a museum service. Other areas may not have any current form of biological-record provision at all. Likewise with National Societies and Recording Schemes: some may be very well developed, whereas others have quite small memberships and limited capacity at present.

HLF encourages projects involving biological information to:

- make data more accessible physically and intellectually to more people;
- provide volunteering and learning opportunities;
- manage data to support delivery of LBAP, UKBAP and country targets;
- have a clear understanding of how data will be managed in the future;
- offer a range of products, services and activities that will meet the needs of local people; and

## Thinking about... Biodiversity

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- uphold the principles of the NBN by working towards enhancing the quality of and access to information.

Further information can be found on the NBN website [www.nbn.org.uk](http://www.nbn.org.uk)

### 4.3 Land acquisition for nature conservation

We can fund projects which involve the purchase of land that is important for its biodiversity. The principal reasons for purchase must involve the improvement of public access and long-term management in line with our aims.

We can help you to make the purchase if:

- any risks to its conservation will be reduced by your purchase;
- the price accurately reflects the condition and value;
- the purchase will contribute to increasing access, enjoyment and understanding of the biodiversity of the site;
- you have adequate plans for management and maintenance over a period of at least ten years; and
- you can demonstrate its significance for biodiversity in a local, regional or national sense.

In addition to the above general purchase criteria, we will only help you to buy land for nature conservation:

- a) if you can provide evidence from the relevant agency that the land:
  - is designated as being of local, national or international importance for its habitat value; or
  - is a site which meets the conditions for being designated of national importance for nature conservation; or
  - would extend an existing nationally designated area and enable this area to be brought into positive and long-term management (this land area must be proportional to the size of the designated site and strategically located in order to give maximum biodiversity benefit); and
- b) if the purchase will:
  - conserve the heritage value;
  - increase access, enjoyment and understanding;
  - improve long-term management; and contribute to meeting the UKBAP, country or LBAP targets; and
  - expand the strategic significance of a heritage area.

## Thinking about... Biodiversity

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It should be noted that HLF will not fund the purchase of land for the sole benefit of individual BAP species. All land acquisition proposals must meet HLF's existing criteria, as outlined in the Heritage Grant application packs and the guidance note *Thinking about buying land and buildings* downloadable from our website.

HLF welcomes applications for land acquisition where the applicant is also willing to voluntarily dedicate this land for public access in perpetuity (England and Wales only), although this is not a requirement for grant support. Please see Section 5.1 for further information.

## 5 Other issues

### 5.1 Access and voluntary dedication

HLF promotes the principle of securing public access to biodiversity and can help to fund some of the infrastructure and activities that will make suitable sites accessible to a greater range of people. Further guidance can be found in *Thinking about audience development*.

In addition, in England and Wales the Countryside and Rights of Way Act (CROW) 2000 provides public access to areas known as 'access land'. The Act also allows for voluntary dedication for land to be held for public benefit in perpetuity (or where relevant for the duration of a long lease) – this means that even if land is not mapped as 'open country' or registered common land, landowners and long leaseholders can dedicate this land for public access.

This opportunity to voluntarily dedicate their land for public access is particularly relevant to potential land acquisitions with the support of HLF funds. The willingness to voluntarily dedicate land purchased with HLF funds will be regarded positively, especially as this means that access to a site will be guaranteed in perpetuity. Making a dedication under Section 16 of the Act does not prevent you from changing use of the land, or prevent its development but it:

- gives a legal public right of access to land that would not otherwise be covered by the CROW Act, such as woodland;
- offers you the opportunity to share public access to the land forever (or for the duration of a long lease), and also offers public landowners the opportunity to demonstrate their commitment to public access;
- ensures that the right of access to such land remains in force if the land changes hands;
- ensures that the right of access to dedicated land that has been mapped as open country or registered common land continues, even if the land loses those characteristics at some point in the future; and
- can, at your discretion according to the terms of the dedication, create a higher right of access, for example for horse riding or canoeing.

## Thinking about... Biodiversity

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If you are interested in making a dedication you can find out more information from the guidance available on the Defra website at [www.defra.gov.uk/rural/countryside/crow/dedicate.htm](http://www.defra.gov.uk/rural/countryside/crow/dedicate.htm)

This sets out further information and the steps you need to take to register the dedication. If you are applying to HLF for funds to acquire land and intend to provide access through voluntary dedication, make sure that this intention is clearly laid out in your application.

### 5.2 Working on private land

HLF does not generally fund the conservation of privately owned assets. However, we may award grants to promote access and biodiversity to projects that are partly on privately owned land that is adjacent to land owned by a not-for-profit organisation or a public body, or land that is accessible under the Countryside and Rights of Way Act 2000 in England and Wales or the Land Reform (Scotland) Act 2003 in Scotland, for the benefit of biodiversity. This recognises that many priority habitats and species occur on private land and not solely within reserves and land holdings owned by not-for-profit organisations or public bodies. It is important to note that HLF funding should not replace existing agri-environment and other sources of grant and should only be used to add value to existing mechanisms. We may support projects that will reduce the fragmentation of habitats and will expand and link core areas of high biodiversity value.

Projects that we fund must promote benefits for the public. Any private gain must be outweighed by public benefit. In order to achieve these principles and to meet HLF's main aims, an application should be from a lead applicant who is a not-for-profit organisation or public body who owns land within the project area, and who can demonstrate that funding across the proposed area would be a priority for HLF.

The premise is that there would be a benefit in expanding the quality and extent of habitat beyond the land under direct control of the lead applicant. A successful not-for-profit or public body lead applicant may make payments to private owners to conserve, restore, or enhance the biodiversity of their land, and enable people to have improved access and to enjoy nature. The successful lead applicant is responsible for ensuring that specific project benefits are delivered by private land owners and this is formalised through third party agreements. In order to include private land, your overall project must:

- have a core of good-quality priority habitat or support a significant population of priority species from which to extend out from; this core land must be designated as being of national, regional or local importance;
- enhance and/or expand the extent and quality of habitat that will help to meet UKBAP habitat and species targets;
- contribute to long-term sustainable management of the area; and
- demonstrate a strategic approach to the conservation of a priority habitat or species.

## Thinking about... Biodiversity

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A project must meet HLF's aims and your project must show that there are significant benefits beyond delivering conservation targets as a consequence of including private land. Your project must meet our learning aim and wherever possible we would encourage projects that enable participation too. Your project can also include the costs of providing infrastructure and activities to support learning and participation on your land and any private land included within your project area.

We will accept the principle of 'zoned' levels of physical access within your project area. There will already be public access to the land that you own, and you may also have some infrastructure, for example paths or hides that can help to accommodate increased public access. There must be public benefit from including the privately owned land in the project, such as improved access and interpretation, educational visits, open days, demonstration days, guided walks and training in skills where and when appropriate. The increased public benefit should outweigh any private gain the owner of the land might have as a result of carrying out the works.

### 5.3 Third party management agreements

If part of your project takes place on privately owned land, as the grantee you will be responsible for ensuring that the terms of grant are complied with in relation to this land, including repayment of the grant if necessary. You will need to make sure that, if you are funding private owners to deliver part of the project on their land, suitable mechanisms are put in place to make sure that they will keep to our terms of grant.

You must have a formal third-party agreement with the private owner, that defines the public benefits to be delivered on their land and secures the management and maintenance of capital works for 10 years following the date of your agreement with that private owner. This should be a legal agreement between you and the freeholder or you and the long leaseholder or both (whichever is relevant). In exceptional circumstances the period of the third-party agreement may be longer. This agreement must ensure that you can fulfil your obligations under our terms of grant including grant repayment if necessary.

We would advise you to get legal advice beforehand on how any such third-party contractual arrangements might be set up. You may include the costs of adapting and setting up third party agreements as part of the development costs in your application if you are applying through the Heritage Grants programme.

### 5.4 Third party funding and state aid

The regulations of other funding organisations or schemes, or European legislation, may mean you need to match their funding in different ways, or limit the percentage of funding you can offer to private landowners for certain operations or products under EU State Aid regulations. It is your responsibility to keep to these regulations and be aware of their requirements when you are putting together your project. If Agricultural or other State Aid clearance is required, this should be obtained after the first-round pass and before the second-round

## Thinking about... Biodiversity

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application if you are applying through the Heritage Grants programme. If you think your project might require State Aid clearance, advice can be sought from Defra. Further guidance can be sought from the following website

[www.defra.gov.uk/farm/policy/state-aid](http://www.defra.gov.uk/farm/policy/state-aid)

### 5.5 Designated sites

Some biological sites are protected, by law, as Sites of Special Scientific Interest (SSSI) or Areas of Special Scientific Interest (ASSI in Northern Ireland) and these may also be designated as Special Areas of Conservation (SACs) or Special Protection Areas (SPAs) This means that you may need to obtain consent for any work that you do on a site with these designations, including conservation works or accessing the site with machinery, from the relevant country nature conservation agency. Your local nature conservation agency office or local biological records office will be able to tell you whether a site is designated and if you should seek consent for any proposed activities.

Similarly some areas of biological importance may also be of archaeological importance too and may be protected as scheduled ancient monuments (as well as listed buildings).

The statutory agency responsible for the historic environment or some local authorities may have an archaeological service and will be able to tell you whether a site is scheduled (or a listed building), and whether you will need consent for any work.

We would expect you to have acquired all necessary consents before being awarded a grant.

You can find further details about SSSIs and ASSIs from the websites of the statutory agencies, CCW, SNH, NE and NIEA (see Appendix A) for contact details. Information about scheduled monuments can be found on the websites of the relevant statutory agencies, Cadw (Wales), Historic Scotland, English Heritage and NIEA.

### 5.6 Specialist help

If you are a community group thinking about carrying out a biodiversity project you may need specialist help. You should contact your LBAP officer to explore how your project will contribute to local, regional or even country priorities. Other organisations that maybe able to help you plan and develop your project include the local wildlife trust, the British Trust for Conservation Volunteers (BTCV) or CVNI in Northern Ireland. Sometimes your local authority may have a countryside management department that may be able to help with initial advice. Your group may benefit from some training in biological identification skills and management techniques as well as help to ensure that your project is of a high quality. It is surprisingly easy to damage biological sites. You can include the costs of a skilled advisor as part of your project.

## Thinking about... Biodiversity

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### 5.7 Evaluation

Your project should include proposals for survey, monitoring and evaluation of the impact and benefits of your project. We have further guidance on project evaluation called *Evaluating your HLF project* which is downloadable from our website.

### 5.8 What we will not fund

HLF cannot fund costs that are associated with a new development, such as the costs of complying with planning conditions, unless those costs relate to a project that HLF is already funding. Nor can HLF generally pay for ongoing management work or publication of biological/ecological work that does not relate to an HLF project. We won't fund stand-alone projects concerned with data verification, data standards and the digitisation of backlogs of data, although these might form small elements of a broader application where need can be demonstrated.

Applicants should ensure that this note is read in conjunction with the relevant guidance and help-notes of the programme that you will be applying through.

## Appendix A

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### Sources of advice and help with your project

#### England

##### England Biodiversity List

The England Biodiversity list can be found at  
[www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx](http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx)

##### England Biodiversity Group and Strategy

The England Biodiversity Group involves stakeholders from public, private and the voluntary sectors and advises the Government on the implementation of the UKBAP in England. It oversees development and delivery of the Biodiversity Strategy for England as set out in 'Working with the grain of nature'

For information about the England Biodiversity Strategy:  
[www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/biostrategy.aspx](http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/biostrategy.aspx)

##### Biodiversity Framework in England – 'Securing biodiversity'

The England Biodiversity Group has published a new framework to drive the work on priority species and habitats in England. The framework aims to build on the strengths of the UK Biodiversity Action Plan (UK BAP), promote landscape-scale delivery and help integrate species needs within habitat management in our delivery of BAP. 9 habitat based groups called "Biodiversity Integration Groups" (BIGs) have been established.

For information about the new framework:  
[www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/framework.aspx](http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/framework.aspx)

##### Regional Biodiversity Fora

For information on regional biodiversity partnerships and biodiversity targets in the English regions:

North East  
[www.nebiodiversity.org.uk](http://www.nebiodiversity.org.uk)

Yorkshire  
[www.yhbf.org](http://www.yhbf.org)

North West  
[www.biodiversitynw.org.uk](http://www.biodiversitynw.org.uk)

West Midlands  
[www.wmbp.org](http://www.wmbp.org)

## Appendix A

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East Midlands

[www.emra.gov.uk/publications/housing-planning-and-transport/environment/putting-wildlife-back-on-the-map-a-biodiversity-strategy-for-the-east-midlands](http://www.emra.gov.uk/publications/housing-planning-and-transport/environment/putting-wildlife-back-on-the-map-a-biodiversity-strategy-for-the-east-midlands) (temp link)

East of England

[www.landscape.org.uk/eebf/eebf.htm](http://www.landscape.org.uk/eebf/eebf.htm) (temp link)

London

[www.lbp.org.uk](http://www.lbp.org.uk)

South West

[www.biodiversitysouthwest.org.uk](http://www.biodiversitysouthwest.org.uk)

South East

[www.sebiodiversity.org.uk](http://www.sebiodiversity.org.uk)

Natural Areas

Natural England has defined a comprehensive series of Natural Areas describing the wildlife and natural features in each.

[www.naturalareas.naturalengland.org.uk/Science/natural/NA\\_search.asp](http://www.naturalareas.naturalengland.org.uk/Science/natural/NA_search.asp)

National Character Areas

England's natural environment includes a wide range of landscapes. England has been divided into areas with similar landscape character, which are called National Character Areas (NCAs).

[www.naturalengland.org.uk/ourwork/landscape/englands/character/areas/default.aspx](http://www.naturalengland.org.uk/ourwork/landscape/englands/character/areas/default.aspx)

Historic Buildings/Parks

Find out more about listing of historic buildings and other types of designation for parks and gardens, archaeology, marine wrecks, battlefields, World Heritage Sites and conservation areas.

[www.english-heritage.org.uk/server/show/nav.19322](http://www.english-heritage.org.uk/server/show/nav.19322)

## Northern Ireland

Northern Ireland Biodiversity Group and Strategy

The Northern Ireland Biodiversity Group published the Northern Ireland Biodiversity Strategy that was ratified in August 2002 can be viewed at [www.ni-environment.gov.uk/nibs2002.pdf](http://www.ni-environment.gov.uk/nibs2002.pdf) They report on progress and have recently produced the second report for 2005–09 which can be viewed at [www.ni-environment.gov.uk/ni\\_biodiversity\\_strategy.pdf](http://www.ni-environment.gov.uk/ni_biodiversity_strategy.pdf)

## Appendix A

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### Northern Ireland Biodiversity List

The biodiversity lists for Northern Ireland can be viewed at [www.ni-environment.gov.uk/biodiversity/habitats-2](http://www.ni-environment.gov.uk/biodiversity/habitats-2)

### Northern Ireland Biodiversity Website

You can find out up to date information about biodiversity in Northern Ireland from this website [www.biodiversityni.com](http://www.biodiversityni.com)

### Northern Ireland Environment Agency (NIEA)

NIEA takes the lead on advising on and implementing the Government's environmental strategy in Northern Ireland promoting sustainable development, biodiversity and climate change. Also has responsibility for the historic environment and built heritage.

[www.ni-environment.gov.uk](http://www.ni-environment.gov.uk)

### Conservation Volunteers Northern Ireland

Environmental charity supporting a range of projects across Northern Ireland, encouraging volunteering and helping people improve their environment.

[www.cvni.org](http://www.cvni.org)

## Scotland

### Scotland biodiversity list

Scotland's biodiversity list can be found at [www.biodiversityscotland.gov.uk](http://www.biodiversityscotland.gov.uk)

### Scottish Biodiversity Forum and Strategy

Scotland's biodiversity is recognised and addressed through the work of the partner organisations of the Scottish Biodiversity Forum.

The Scottish Biodiversity Strategy, 'Scotland's Biodiversity: It's in Your Hands' aims to conserve biodiversity for the health, enjoyment and well-being of the people of Scotland now and in the future. The Scottish Biodiversity Forum, have produced a second set of implementation plans which identify the priority actions to implement the Strategy.

[www.biodiversityscotland.gov.uk](http://www.biodiversityscotland.gov.uk)

### Scottish Natural Heritage

SNH is the Government body responsible for the natural heritage, help people to enjoy and value it, and encourage people to use it sustainably.

[www.snh.org.uk](http://www.snh.org.uk)

## Appendix A

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### Historic Scotland

Historic Scotland safeguards the nation's historic environment and promotes its understanding and enjoyment on behalf of Scottish Ministers. The website includes advice on scheduled ancient monuments.

[www.historic-scotland.gov.uk/index.htm](http://www.historic-scotland.gov.uk/index.htm)

### Wales

#### Biodiversity Lists for Wales

The biodiversity list for Wales can be found on the Wales Biodiversity Partnership website

[www.biodiversitywales.org.uk](http://www.biodiversitywales.org.uk)

#### Wales Biodiversity Partnership and Delivery Framework

Wales Biodiversity Partnership (WBP) brings together key players from the public, private and voluntary sectors to promote and monitor biodiversity action in Wales. BAP delivery now involves nine Ecosystem Groups, a Species Expert Group and a Wales Biodiversity Policy Group. Together with the Wales Biodiversity Partnership (WBP) and Support Team, the WBP Permanent and Task and Finish Groups (as WBP Support Groups), the Local Biodiversity Action Plan (LBAP) Partnerships and Local Record Centres (LRCs). Information on the WBP and framework can be downloaded from [www.biodiversitywales.org.uk](http://www.biodiversitywales.org.uk)

### LANDMAP

LANDMAP, is the Welsh approach to landscape assessment it is a GIS (Geographical Information System) based landscape resource where landscape characteristics, qualities and influences on the landscape are recorded and evaluated into a nationally consistent data set. Further information is provided at [www.ccw.gov.uk/landscape--wildlife/protecting-our-landscape/landmap.aspx](http://www.ccw.gov.uk/landscape--wildlife/protecting-our-landscape/landmap.aspx)

### Cadw

Cadw is the Welsh Assembly Government's historic environment division. Its aim is to promote the conservation and appreciation of Wales's historic environment. The website includes a section of advice for owners, including advice on scheduled monument consent.

[www.cadw.wales.gov.uk/default.asp?id=3&lang=en](http://www.cadw.wales.gov.uk/default.asp?id=3&lang=en)

## Appendix A

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### General Information

Lead partners for BAP habitats and species

For information of national lead partners for habitats and species action plans:

[www.ukbap-reporting.org.uk/plans/national.asp](http://www.ukbap-reporting.org.uk/plans/national.asp)

### Biological Recording information

Nature Societies online

This online directory lists a wide variety of general natural history and subject specific organisations in Britain and Ireland. Local, county and national groups and societies are represented.

[www.nhm.ac.uk/jdsml/research-curation/library/digital-library/nature-societies-online/](http://www.nhm.ac.uk/jdsml/research-curation/library/digital-library/nature-societies-online/)

National Biodiversity Network (NBN)

The NBN Gateway is a 'data warehouse' for biodiversity information. Individual records, covering plants, mammals, birds, amphibians, fish, reptiles and invertebrates, are stored on the NBN Gateway and can be displayed on a map of the UK in a number of different ways.

[www.nbn.org.uk](http://www.nbn.org.uk)

Local Record Centres (LRCs)

This online directory lists local record centres and their contact details.

[www.nbn-nfbr.org.uk/nfbr.php](http://www.nbn-nfbr.org.uk/nfbr.php)

Biodiversity Action Reporting System (BARS)

For information on BARS and BAP targets for habitats and species:

[www.ukbap-reporting.org.uk](http://www.ukbap-reporting.org.uk)

### Species information

The following list of national conservation organisations in the UK are involved in species conservation and can provide specialist advice.

Invertebrates

Invertebrates (general):

Buglife

[www.buglife.org.uk](http://www.buglife.org.uk)

## Appendix A

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Butterflies and moths  
Butterfly Conservation  
[www.butterfly-conservation.org](http://www.butterfly-conservation.org)

Bees, ants and wasps:  
Hymettus  
<http://hymettus.org.uk/>  
Bumblebee Conservation Trust  
[www.bumblebeeconservation.org](http://www.bumblebeeconservation.org)

Dragonflies:  
British Dragonfly Society  
[www.dragonflysoc.org.uk](http://www.dragonflysoc.org.uk)

### Vertebrates

Mammals:  
Bat Conservation trust  
[www.bats.org.uk](http://www.bats.org.uk)  
People Trust for Endangered Species  
[www.ptes.org](http://www.ptes.org)

Birds:  
British Trust for Ornithology  
[www.bto.org](http://www.bto.org)  
Royal Society for Protection of Birds  
[www.rspb.org.uk](http://www.rspb.org.uk)

Amphibians and reptiles:  
Herpetological Conservation Trust  
[www.herpconstrust.org.uk](http://www.herpconstrust.org.uk)  
Froglife  
[www.froglife.org](http://www.froglife.org)

### Plants

Plants:  
Plantlife International  
[www.plantlife.org.uk](http://www.plantlife.org.uk)  
Botanical Society of the British Isles  
[www.bsbi.org.uk](http://www.bsbi.org.uk)

### Marine

Marine:  
Marine Conservation Society  
[www.mcsuk.org](http://www.mcsuk.org)

## Appendix A

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### Local advice

#### Local Biodiversity Partnerships

For information on local biodiversity partnerships and the species and habitats plans being delivered locally:

[www.ukbap-reporting.org.uk/plans/lbap.asp](http://www.ukbap-reporting.org.uk/plans/lbap.asp)

#### The Wildlife Trusts

There are 47 Wildlife Trusts around the UK who are working locally for an environment rich in wildlife. Search for a wildlife trust in your area.

[www.wildlifetrusts.org](http://www.wildlifetrusts.org)

#### BTCV

BTCV can provide advice on volunteering opportunities and practical environmental action in your local area:

[www2.btcv.org.uk](http://www2.btcv.org.uk)

### Other

#### Designated areas

There are a wide range of national and international statutory and non-statutory designations protecting the UK's natural environment. Find about more about site designations from the Joint Nature Conservation Committee website:

[www.jncc.gov.uk/page-1527](http://www.jncc.gov.uk/page-1527)

#### Magic

This website contains maps with information about the countryside including protected areas. Originally it was designed to only cover England but it has expanded to include some information on Scotland and Wales:

[www.magic.gov.uk/projectsummary.htm](http://www.magic.gov.uk/projectsummary.htm)

#### State Aid

If you think that your project might need agricultural state aid clearance please refer to this Defra website:

[www.defra.gov.uk/farm/policy/state-aid](http://www.defra.gov.uk/farm/policy/state-aid)

## Appendix A

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### Wildlife licensing

Many species are protected by national and international legislation. A wildlife license may be required from Natural England, SNH, CCW or NIEA for certain types of activities affecting species:

England

[www.naturalengland.org.uk/ourwork/regulation/wildlife/default.aspx](http://www.naturalengland.org.uk/ourwork/regulation/wildlife/default.aspx)

Northern Ireland

[www.ni-environment.gov.uk/biodiversity/wildlife\\_management\\_and\\_licensing.htm](http://www.ni-environment.gov.uk/biodiversity/wildlife_management_and_licensing.htm)

Scotland

[www.snh.org.uk/licences/Lic-intro.asp](http://www.snh.org.uk/licences/Lic-intro.asp)

Wales

<http://wales.gov.uk/topics/environmentcountryside/consmanagement/conservationbiodiversity/wildlifelicences/>

## Appendix B

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### Our grant programmes

#### General programmes

##### **Heritage Grants (above £50,000)**

This is our main programme for grants over £50,000 for all kinds of heritage, and is open to all not-for-profit organisations. All applications go through two rounds (unless you are unsuccessful at the first round) and you can apply for development funding to help develop your project to the second round. Assessment takes three months at each round and the outcome of your application will then be decided at the next available decision meeting.

##### **Your Heritage (£3000–£50,000)**

This is our general small-grants programme for all types of heritage project. It is a flexible programme, open to all not-for-profit organisations, but is particularly designed for voluntary and community groups and first-time applicants, with a much simpler application process and a shorter assessment timetable (10 weeks).

#### Targeted programmes

##### **Young Roots (£3000–£25,000)**

Young Roots is a targeted programme for 13–25-year-olds who want to explore their heritage and develop skills. Young Roots projects stem directly from young people's interests and ideas, harnessing their creativity and energy, building their confidence and helping them work with others.

##### **Parks for People (£250,000–£5 million)**

Parks for People supports the regeneration of existing public parks, garden squares, walks and promenades across the UK. In England this is currently a joint programme with £90 million additional investment from the Big Lottery Fund from 2006 to 2009.

##### **Townscape Heritage Initiative (£500,000–£2 million)**

Through our Townscape Heritage Initiative we make grants to help communities regenerate the historic parts of their towns and cities. The programme is designed for areas of particular social and economic need throughout the UK. Partnerships are funded to carry out repairs and other works to a number of historic properties within a defined area, some of which may be in private ownership, and improve the quality of life for all those who live, work or visit there.

## Appendix B

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### **Landscape Partnerships (£250,000–£2 million)**

Landscape Partnerships is our primary vehicle for promoting heritage conservation as an integral part of rural regeneration, delivered by partnerships representing a range of heritage and community interests to tackle the needs of landscape areas that may be in different ownerships. Each scheme is based round a portfolio of smaller projects, which together provide a varied package of benefits to an area, its communities and visitors.

### **Repair Grants for Places of Worship (£10,000 upwards)**

Through this programme we help conserve and sustain heritage at risk through urgent repairs to places of worship. The UK-wide scheme is delivered through four programmes in England, Northern Ireland, Scotland and Wales. Repair Grants for Places of Worship in England and Scotland are awarded up to £250,000 and in Northern Ireland and Wales up to £100,000.

You can get more information by:

- downloading application materials from **[www.hlf.org.uk](http://www.hlf.org.uk)**;
- emailing **[enquire@hlf.org.uk](mailto:enquire@hlf.org.uk)**;
- phoning our helpline on **020 7591 6042**;
- contacting us by textphone on **020 7591 6255**; or
- using Text Direct **18001 020 7591 6042**.

## Our offices

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13–15 Hills Road  
Cambridge CB2 1NL  
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Fax: 01223 224871

### East Midlands

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St Nicholas Court  
25–27 Castle Gate  
Nottingham NG1 7AR  
Phone: 0115 934 9050  
Fax: 0115 934 9051

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7 Holbein Place  
London SW1W 8NR  
Phone: 020 7591 6000  
Fax: 020 7591 6001

### North East

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St Nicholas Street  
Newcastle upon Tyne  
NE1 1RF  
Phone: 0191 255 7570  
Fax: 0191 255 7571

### North West

9th Floor  
82 King Street  
Manchester M2 2WQ  
Phone: 0161 831 0850  
Fax: 0161 831 0851

### Northern Ireland

51–53 Adelaide Street  
Belfast BT2 8FE  
Phone: 028 9031 0120  
Fax: 028 9031 0121

### Scotland

28 Thistle Street  
Edinburgh EH2 1EN  
Phone: 0131 225 9450  
Fax: 0131 225 9454

### South East England

7 Holbein Place  
London SW1W 8NR  
Phone: 020 7591 6000  
Fax: 020 7591 6001

### South West

Trinity Court  
Southernhay East  
Exeter EX1 1PG  
Phone: 01392 223950  
Fax: 01392 223951

### Wales

Hodge House  
Guildhall Place  
Cardiff CF10 1DY  
Phone: 029 2034 3413  
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Bank House  
8 Cherry Street  
Birmingham B2 5AL  
Phone: 0121 616 6870  
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