

Farm Waste Grant Scheme – England



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Introduction

1. The Farm Waste Grant (Nitrate Vulnerable Zones) Scheme provides help to farmers in Nitrate Vulnerable Zones who are installing or improving farm waste facilities. This booklet describes the general rules of the Scheme; it should help you to find out whether you qualify and how to apply for grant. From 15 October 2003 there have been a number of changes in the way the Scheme operates, so you should read this booklet carefully. **Do not commit yourself to expenditure before obtaining approval from Defra.** Should you require any further information about the Scheme, please contact: Rural Development Service (RDS), Block 7, Government Buildings, Chalfont Drive, Nottingham NG8 3SN. Tel: 0115 929 1191.

- Please note that applications must be submitted for approval within specified deadlines before work can start (see paragraphs 16–22).
- Please read this booklet carefully before committing yourself to any expenditure or before completing the application form NVZ 7 or the claim form NVZ 6. You should keep the booklet for future reference.
- Please note that grants at 40% are available under this Scheme only on eligible expenditure incurred, or to which you have committed, *after* your land, or part of your land, came within the boundaries of a designated Nitrate Vulnerable Zone.
- Please note that the **Scheme will end on 31 March 2006** but all claims must be submitted by 31 October 2005.
- Please note that this booklet can only be a guide to the Scheme – we may have to change the rules from time to time. We therefore strongly advise that you check the latest position with RDS at Nottingham before submitting an application under the Scheme.

Advice

2. You are strongly recommended to seek advice on the operation of the Scheme from RDS before committing yourself to any expenditure. **RDS staff will do their best, on the basis of the information given by you at the time of any enquiry, to provide comprehensive advice. A decision on eligibility of work will be made after your application has been received. Definitive decisions on specific items may only be made following receipt of a claim. You are reminded that it is your responsibility to ensure that properly completed application and claim forms are submitted and that you and your application and claim comply with the rules of the Scheme.**
3. Guidelines on estimating the minimum storage requirements needed to comply with the closed periods for spreading slurries in Nitrate Vulnerable Zones are provided in Defra booklet *Manure Planning in NVZs – England* (Code PB 5504, available free from Defra Publications, Admail 6000, London SW1A 2XX, tel: 08459 556000). It can also be viewed on the publications page of the Defra nitrate webpages: www.defra.gov.uk/environment/water/quality/nitrate. For more detailed advice, for example on design of facilities, you will need to employ a suitably qualified consultant.

What grants are available?

4. Grant is available on the items listed in Annex 1. It is not available to meet the cost of maintenance or normal wear and tear but replacement or renewal of major capital items, where they relate to an eligible item, may be eligible for grant.

5. To qualify, your work must generally be designed to have a minimum life of 10 years, comply with the relevant legislation and meet the appropriate British Standards or other relevant or equivalent standards. You are advised to read the further details at Annex 2 very carefully.

Who is eligible for grant?

6. The aim of the Scheme is to help farmers to comply with the restrictions on the spreading of livestock manures in Nitrate Vulnerable Zones. In principle, therefore, all established agricultural businesses with all or part of their land within the designated boundaries of a Zone are eligible for grant. However, in those cases where the site of the investment is located **outside** the boundaries of a Zone, you will be asked to explain on the application form how the investment will help you to comply with the measures applying in the Zone. In this context you should note that your application may be refused in those cases where only a small amount of your land lies within the Zone. If you are unsure as to whether or not this restriction applies to your circumstances, you should seek advice from RDS **before** submitting an application.
7. If you are unsure about the locations and boundaries of the Zones, RDS will be able to advise you and provide a map of the relevant area.
8. When you submit your application form, you must enclose a map showing both your holding and the location of the proposed farm waste facilities. The map may be, for example, an Ordnance Survey map or a detailed sketch map, as long as it enables RDS staff to correctly identify the location of your holding and the site of your proposed investment. If the boundary of the Zone runs through or close

to your holding, it would be helpful if you could also show this on the map.

9. Exchequer-supported businesses, such as farms owned and run by local authorities and other public bodies, or run by colleges, hospitals, prisons etc., may not be eligible for grant. If you intend to apply for grant for such a business, please contact RDS **before** submitting an application form.

How much grant is available?

10. Grant is available, **at a rate of 40%**, on eligible expenditure up to an investment ceiling of **£85,000** for each agricultural business. You should note what may be included in the claim at paragraphs 37–49 and the list of eligible items at Annex 1.
11. The investment ceiling will apply for the life of the Scheme. However, expenditure which was grant-aided under previous schemes such as the Farm and Conservation Grant Scheme does not count towards the limit.
12. Two or more farms managed as a single unit, or in single ownership, or which to some extent have common management, accounts, livestock, machinery and/or feeding stores, will normally be subject to a single investment ceiling.
13. In the case of the land falling within the first tranche of NVZ designations in 1996, work to which you were committed before 30 November 2000 is not eligible for grant at 40%. Work to which you were committed between 17 April 1996 and 29 November 2000 is only eligible for grant at 25%.

Special rules for pig, poultry, beef and dairy farms

14. If you are increasing production, you must be aware of the following rules.

Pigs, poultry and beef

- If you are expanding your herd or flock, or increasing production you will only be eligible for grant if you have a normal market outlet for all of your production. You will be asked to provide details of your production on the application form.

Dairy cows

- If you are increasing production you will only be eligible to apply if you have sufficient milk quota to match the increase in production. Again, you will be asked to provide details of your production on the application form.

Grant from other sources

15. It is a normal rule of grant schemes that grant should not be paid from more than one source for the same work. However, in a few special cases other organisations may be able to supplement Defra grants. If you think this might apply to you, before making an application under the scheme, you should contact the relevant body to see whether extra grant is available. RDS will be able to advise you on the compatibility of any grant you may receive from other sources.

How do I apply to the Scheme?

Need for prior approval before you commit yourself to work

16. From 15 October 2003 applications under the Scheme must be submitted and approved by

Defra **before** you commit yourself to, or start, work. Where a commitment to work has been made before 15 October 2003, no prior approval from Defra will be necessary and a claim form NVZ 2 should be submitted following completion of the work in line with the procedures in place before 15 October 2003. However, you will be required to provide proof that a such a commitment has been made to work before 15 October 2003. The date on which work is committed to is defined by either:

- actually starting work;
- accepting delivery of or ordering materials;
- entering a binding contract or
- making any form of deposit payment.

If you are unsure about previous arrangements prior to 15 October 2003, you should contact the Rural Development Service at Nottingham (contact details at paragraph 1).

17. If you have not committed to work before 15 October 2003, you will be required to submit an application form by one of the specified deadlines at paragraph 18 below and receive approval to the work before you start.

Application deadlines

18. Applications *must* be submitted within two deadlines as follows:
- *By 31 December 2003* for work you propose to carry out before 31 October 2004; or
 - *By 31 August 2004* for work you propose to carry out before 30 September 2005.

*If you have land within a NVZ designated in 1996 (in which the NVZ Action Programme started on 19 December 1998) you **must** apply within the first deadline of 31 December 2003.* If you are not sure when your land was designated within a NVZ, you should contact the Rural Development Service in Nottingham for advice (see paragraph 1 for contact details).

Alternatively, maps of the NVZ areas are available via the Defra website at www.defra.gov.uk/environment/water/quality/nitrate.

19. If you have land in a NVZ designated in 1996 you must apply to the Scheme by the first application deadline of 31 December 2003. However, if you have land in a 1996 zone and there are reasons why you are unable to meet this deadline, you must submit a letter of intent to carry out works, and explain why a full proposal cannot be submitted by 31 December 2003. If this is the case, you are advised to contact the Rural Development Service at Nottingham (telephone 0115 929 1191) as soon as possible. In such cases, Defra will consider the reasons for not being able to submit a full proposal by the first application deadline and consider whether there are good grounds for accepting an application within the second application deadline of 31 August 2004.
20. If you have land in a NVZ designated in 2002, and you submit your application after the first deadline, your application will be considered with applications submitted for the second deadline.
21. Applications must be made, by the required deadline, on form NVZ 7. This form is available from the following sources:
 - RDS Nottingham – telephone 0115 929 1191
 - Defra Publications – telephone 08459 556000 or by writing to Admail 6000, London SW1A 2XX
 - Or it can be viewed and downloaded from the Defra nitrates web pages (see paragraph 3).
22. Applications will be considered as quickly as possible but we will aim to let you know whether your application for grant under the Scheme has been successful within two months of the relevant application deadline. If your proposed investment is on land in a NVZ designated in 2002, and you submitted your application by the first deadline of 31 December 2003, and it is subsequently unsuccessful, you may ask for your application to be considered with applications submitted by the second deadline. As paragraph 19 explains, all applications for work proposed in the original 1996 NVZs must be submitted within the first deadline and may not be carried over to the next deadline unless there are good reasons for doing so.
23. *Please note that the Scheme will end on 31 March 2006 and all claims must be submitted by 31 October 2005.* This is to enable all claims to be processed before the Scheme closes.
24. For all projects which include slurry storage systems or which could affect water supplies you should seek the agreement of the Environment Agency before committing yourself to the investment and before you submit an application form for grant under the Scheme. *In these cases you must enclose a copy of the Agency's written agreement to your proposals with your application for grant.*
25. You will be asked to provide details of the proposed work in your application form and how it will help you comply with the restrictions on the spreading of livestock manures in the NVZ.
26. If a large number of applications is received, we may need to prioritise applications within each deadline. In the event of this, the environmental benefits of the work will be assessed against a points scoring system. The greater the number of points awarded for each individual application means that the chances of approval are greater. Details of the points awarded are contained in the application form or from RDS Nottingham.

Information needed from you in your application

Assessment of business viability

27. It is a requirement of the Scheme that you provide information to demonstrate the viability of your business. To enable an assessment of your business viability to be made, all applicants are required to provide financial information covering three consecutive years from the most recent set of farm accounts, which must include information from a year ending within the last 18 months. Details of the information required are contained in the application form or from RDS Nottingham.
28. The proposed method for the assessment of business viability is based on the ability of a business to fund the trading process both now and in the future. An assessment will be made on the basis of the information provided in your application form. If this historic data is inconclusive, we may contact you for further information. On the basis of this assessment process, the short term future viability of the business may be gauged. *If the assessment concludes that your business is insufficiently viable, your application will not be approved.*

Agricultural skill and competence

29. It is also a requirement of the Scheme that you demonstrate adequate agricultural skill and competence. You will be asked to confirm that you either have farm management experience (full or part time) for five years or more, or else name relevant agricultural qualifications as evidence of competence (examples of acceptable agricultural qualifications are contained at Annex 4).

Who may apply?

30. The application form must be made by, or on behalf of, the person who runs the business. This will normally be a tenant, an owner occupier or a partner. In some cases it will be

someone who represents a company or other corporate body. A landlord may apply provided he has the written agreement of his tenant.

31. Tenants should ensure that the proposed work is permitted under the terms of their tenancy agreement. If your tenancy agreement is for less than five years, before you can claim grant you will need your landlord's written confirmation that the investment will be kept in agricultural use for at least five years from the date of completion of the works.
32. Share farmers are also eligible to apply but if one of you simply owns the land and the other works it under contract, you must agree in writing to continue this arrangement for at least five years and to keep the investment in agricultural use for at least five years. Similarly, if you occupy the land under licence, the licence must last for at least five years (without the licensor having the option to terminate it, except in circumstances such as the death of either party) and you must have full control over the management of the land. If you cannot meet these conditions, the licensor must confirm in writing that the investment will be kept in agricultural use for at least five years from the date of completion of the works.

After approval has been given

33. Applicants are advised not to commit themselves to any expenditure on which grant may be sought under the scheme until their application has been approved by Defra and an approval letter has been received. If you commit yourself to work before approval is given, you do so at the risk that your application will not be approved and that you will not receive a grant from Defra towards any expenditure you have incurred. You may begin work as soon as approval has been given. However, you will need to take account of the following before committing yourself to work.

Rules which must be satisfied before any commitment to expenditure takes place

- 34.** This is particularly important because there are some rules which you must satisfy before you commit yourself to work (see paragraph 16 for the dates regarded as committing yourself to work). The rules are as follows:

Land in Designated Conservation Areas

- If your investment is in a National Park, Site of Special Scientific Interest, National Nature Reserve or the Broads you must not commit yourself to investment without first getting a letter of consent from the relevant authority. This is explained more fully in Annex 3.

Management Agreements

- If your investment is on land for which you have a management agreement, for example under the Environmentally Sensitive Areas or Countryside Stewardship Schemes, you are recommended to consult your Project Officer before incurring expenditure.
- 35.** You must obtain any necessary planning consents and abide by any other relevant statutory requirements (e.g. building regulations and, for large pig and poultry units, the IPPC Directive). You may also need to check that your proposals do not break any by-laws, obstruct rights of way, affect oil or gas pipelines, etc. and you must avoid damaging the countryside or causing pollution. *Note: You must notify the Environment Agency in writing about a new, or substantially enlarged, or substantially reconstructed installation at least 14 days before it is used.*

How do I claim grant?

- 36.** After you have received approval and work has been completed and paid for, you will need to fill in a claim form, NVZ 6. We will send you a copy of the claim form with your approval letter but additional copies are available from the Rural Development Service at Nottingham. They can also be viewed and downloaded from the Defra nitrate web pages – see paragraph 3. Any ineligible items included in your claim will be excluded.

Minimum expenditure

- 37.** Individual claims must cover at least £1,000 of eligible expenditure and be based on the net costs of the work. Claims can relate to more than one item.

Procedures for claiming actual costs

- 38.** This Scheme does not provide for a system of standard costs. Your claim must therefore be made on the actual cost of your investment and you must enclose proof that you have spent the money. Such proof may be:
- the original invoice(s), receipted by an authorised member of the firm who has also indicated on the invoice the amount paid and the date received; or
 - the original invoice(s) with the cancelled paid cheques. If cancelled paid cheques cannot be obtained, photocopies of cheques certified by the bank can be provided; or
 - an accountant's report, which verifies the amount claimed, duly signed by a qualified accountant.

39. An invoice should provide sufficient details to enable us to confirm the eligibility of the items listed. Where an invoice is not sufficiently detailed, the quotation for the work or a contractor's breakdown of the work should be included so that we can see what was involved. We may check that the cost of the work is reasonable.
40. Your claim must be based on the net cost of the work. You must therefore deduct all discounts, trade-ins and other allowances (including any gifts or incentives you may have received), receipts from the sale of any items that your investment replaces (both those received and those you expect to receive), credit charges, any relevant insurance or compensation payments and VAT.
41. Other documents may also be required, as specified in paragraphs 31, 32 and 34.

Second-hand materials

42. You may use good sound second-hand materials in your building work. Home produced materials may be claimed at 85% of the current market price and ex-stock materials for which you no longer have receipts at 40% of the market price.

Regular and casual labour

43. Grant may be payable for the cost of your own regular labour force or your own casual employees if they have carried out the work. However, time you spent yourself (including supervision) is **not** normally eligible for grant. An exception is if you are an employee of a limited company and it is the company which is making the claim.

Own machinery

44. If you use your own machinery, you may claim grant at 40% of the current contractors' costs.

Deferred payments and hire purchase

45. You may be paying for your work on deferred payment terms. If so, the grant will be paid on the cash price and not the sum of the instalments and only when you can show legal entitlement to the item. You will have to send with your claim:
 - the agreement (or a certified copy) showing the full cost of the items less financing and arrangement charges; and
 - clear proof of the transfer of ownership to you: this may be either in the agreement itself or in a written statement from the finance company.
46. If you are buying under a hire purchase agreement, grant cannot be paid until you send us proof that you have met the last instalment (such as a certificate from a finance company). You must therefore ensure that your last instalment is made in time for you to submit your claim by 31 October 2005 (see paragraph 23).
47. Grant is not available for items held on a leasing agreement.

Insurance payments

48. You may normally claim grant on the cost of replacing or renewing a damaged facility. But if the damage was caused by a risk normally covered by insurance, your claim should cover only the difference between the insurance payment and the overall cost. If the facility was not insured or underinsured we will work out the net cost by deducting its value before the damage occurred.

VAT

- 49.** Your claim should not include VAT unless you are not registered for VAT and will not be able to reclaim VAT from your costs. You should explain this to RDS. They will need a declaration from you that you are not registered and if you provide the declaration they will normally arrange payment on a VAT-inclusive basis.

Conditions of grant

- 50.** Accounts and documents on which your claim is based must be kept by you for three financial years following submission of your claim. Defra must be allowed to inspect the work and documents at any reasonable time.

Withholding or recovery of grant

- 51.** In certain circumstances Defra is entitled to withhold grant or recover grant already paid.

Grant may be withheld or reduced if:

- grant for the work may be or has been obtained elsewhere;
- the work frustrates the purpose of grant previously given;
- the expenditure on the work is excessive; and
- the effect of the work has been to destroy or damage the natural beauty or amenity of the countryside to an unjustifiable extent.

- 52.** Grant may be withheld, reduced or recovered if:

- there has been a failure to comply with any condition of grant or of any undertaking;
- the work has been badly done;
- the claimant has given materially false or misleading information in support of the application or a claim for grant.

Health and safety requirements

- 53.** Do not place yourself or others at risk near manure stores, pits, lagoons etc. Beware of falling into pits/gulleys, tanks, lagoons etc. Do not enter any confined space and especially do not put your head into any pit or tank – toxic gases do kill even if there is no smell.
- 54.** It is your responsibility to ensure that your investment complies with the relevant Health and Safety legislation. If we consider that health and safety issues have not been adequately addressed – for example an unguarded or unfenced pit or lagoon – we will bring this to your attention. We may require you to rectify the problem before grant can be paid on your investment. Safety fencing and slurry storage lids are eligible for grant under the scheme.
- 55.** The Health and Safety Executive (HSE) has free information sheets on health and safety issues relating to manure storage facilities. 'Preventing access to effluent storage and similar areas on farms' (AIS9) and 'Managing confined spaces on farms' (AIS26) can be viewed and downloaded from the HSE website www.hse.gov.uk/pubns/. Use the search facility to find the particular free leaflet by typing in 'AIS9' or 'AIS26' as required. These leaflets are also available via mail order from: HSE Books, PO Box 1999, Sudbury, Suffolk CO10 2WA.

Sale of grant-aided items

- 56.** In general, you must not change the use of facilities, sell or remove them or take them out of agricultural use within five years of claiming grant. If you do so without the written consent of Defra you will be liable to repay grant according to the sliding scale below:

Months from submission of claim	Repayment
0–12	100%
13–24	80%
25–36	60%
37–48	40%
49–60	20%
61+	nil

What is eligible for grant?

The provision, replacement or improvement of:

- Above and below ground storage tanks or chambers for slurry, including lids, covers, etc.
- Slurry storage compounds e.g. sleeper compounds, earth walled compounds or lagoons. Unless in impermeable soil (when you will need to provide the Environment Agency with appropriate evidence), earth walled compounds and lagoons must include a liner.
- Under-floor slurry storage systems, including tanks, manholes and safety covers situated outside the building. Slats or other floor constructions within a building are not eligible for grant.
- Manure stores including roofs. Stores should have retaining walls along at least two sides and include provisions for collecting liquid seepage to prevent pollution.
- Slurry reception pits.
- Slurry separators and associated fixed pumps and pipework.
- Fixed transfer and disposal facilities eg slurry channels and permanently fixed pipework and pumps, including small structures to protect the pump.
- Facilities for storing silage effluent.
- Channels and pipework to drain effluent from existing silage stores.
- Clean and foul water drainage systems, including guttering and downpipes (but excluding roofing), **as long as these items reduce the need to store slurry**. (You will be asked on the application form to explain how they reduce the amount of slurry you need to store.)

- Any capital contributions (but not annual charges) required by a local authority for the connection of agricultural buildings (excluding all dwellings) to a main sewer.

Slurry means:

- (a) excreta produced by livestock whilst in a yard or building; or
- (b) a mixture consisting wholly or mainly of such excreta, bedding, rainwater and washings from a building or yard used by livestock or any combination of these,

of a consistency that allows it to be pumped or discharged by gravity at any stage in the handling process.

Ancillary items

The following items are eligible only if they are an integral part of a waste storage facility which is itself being grant aided:

- Access ramps and aprons. However, yards and roads are not eligible for grant.
- Safety fencing.
- The provision of dedicated new wiring to the farm waste facility from the mains distribution board.
- The provision, alteration or uprating of an electricity supply between the grid supply and the farm, **provided that the supply is necessary to secure the full benefit of the farm waste facility**. (You will be asked on the claim form to explain how this item was necessary to secure the full benefit of the investment for which you are claiming grant.)

Other eligible costs

Conservation work

If, at the time of carrying out your eligible work, you incur additional costs for conservation or amenity reasons you may include these costs with your claim. For example, you may wish to landscape a new slurry lagoon by planting trees.

Fees

The fees of a consultant, solicitor, suitably qualified architect, engineer or surveyor, whom you employ to advise you or supervise your eligible work will qualify for grant provided they are:

- reasonable for the service given; and
- relate directly to the carrying out of your eligible work. For example, lawyer's fees for the preparation of easements and wayleaves would be eligible for grant, but general legal fees, accountants' fees or charges made for helping you to claim grant would be ineligible. Assistance towards securing planning consent is eligible for grant, but actual planning fees are not;
- within a maximum of 12% of total eligible expenditure.

What is not eligible?

- Maintenance and repair.
- Mobile plant and equipment – for example mobile irrigation systems.
- Automatic slurry scrapers.

RDS will be able to advise you on other items and activities which may be ineligible for grant.

What standard of work is required?

To meet the minimum standard acceptable for grant the work must:

- have a minimum design life of at least 10 years (20 years for those installations covered by the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 (as amended)*;
- be properly designed for the agricultural purposes for which it is to be used;
- comply with all relevant statutory requirements, in particular the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 (as amended)* and Health and Safety legislation; and
- satisfy all relevant British Standards (BS), or other relevant or equivalent standards. Your attention is particularly drawn to the provisions of BS5502 Parts 22 and 50.

All work should be carried out in accordance with the Codes of Good Agricultural Practice for the Protection of Air, Soil and Water, and with any higher standards which apply. You will automatically be sent a copy of these codes if you indicate on your application form that you do not have all of them. The codes can also be viewed and downloaded from the Defra website (www.defra.gov.uk/environ/cogap/cogap.htm) Copies of the Codes are available free of charge from Defra Publications, Admail 6000, London SW1A 2XX, tel: 08459 556000 or, subject to availability, from RDS. When requesting the Codes it would be helpful to quote the publication references; Soil Code PB0617, Water Code PB0587, Air Code PB0618.

The Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 (as amended)

The construction standards in the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 (as amended)* apply to new slurry storage systems and to those which are substantially enlarged or reconstructed. The Regulations also require that the systems have a design life of 20 years and that, unless the Environment Agency agree otherwise, they have a minimum of four months storage capacity.

The Water Resources Act 1991

It is an offence under the Water Resources Act 1991 to cause or knowingly permit a discharge of any poisonous, noxious or polluting material or solid waste matter into any controlled waters without the proper authority. 'Controlled waters' include groundwaters and all coastal or inland waters, including lakes, ponds, rivers, streams, canals and ditches. 'Proper authority' is usually a consent to discharge granted by the Environment Agency.

*By the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) (Amendment) Regulations 1997.

Annex 3

National Parks, Sites of Special Scientific Interest, National Nature Reserves and the Broads

Special rules

There are special rules where you intend to claim any grant in these areas. Before starting work you must write to the relevant authority for your area and seek its agreement to your proposed investments. Grant can only be considered under this Scheme if you follow this procedure.

The information you supply to the relevant authority should include:

- a list of your proposed investment items;
- a clear location plan identifying your proposals by OS grid references or field numbers;
- a full description of your proposals including appropriate dimensions, detailed plans and a specification of design and materials to be used; and
- details of the expected timing of your investments.

If your proposed work is in a Site of Special Scientific Interest or National Nature Reserve which is also in a National Park or the Broads you must send your detailed proposals to both authorities. Each will consider your proposed works from a different point of view. The relevant authorities are:

- National Parks – the appropriate National Park Authority.
- Sites of Special Scientific Interest/National Nature Reserves – English Nature.
- The Broads – Broads Authority.
- Ancient Monuments – English Heritage.

If you wish to carry out work in an area covered by Article 1(6) of the Town and Country Planning (General Permitted Development) Order 1995, you must obtain the written consent of the relevant authority before you start work. On land within National Parks you must obtain consent from the relevant National Park Authority. Where the land is outside a National Park, the consent of the local planning authority is required.

What happens next?

The authority will normally reply within one month of receiving details of your proposals. But they may wish to discuss these with you and suggest changes.

If the authority writes to say that it has no objection or agrees any changes with you, then send us the letter of agreement or authorisation document you have received from the authority, when you make your claim.

Sometimes the authority will say that it wishes to inspect the work done when it is finished. If so, you must enclose its final clearance letter with your claim for grant.

Failure to agree with the authority

If you cannot reach agreement with the authority, you may ask RDS for help. If this does not lead to agreement you may nonetheless ask the Secretary of State to decide whether to accept your proposals. To do this you should write to RDS sending details of your proposals and the correspondence from the authority. RDS will let you know the decision of the Secretary of State.

Management agreements

If the Secretary of State decides not to approve your proposal because of the authority's objections, the authority may offer you a management agreement. This would compensate you for not making the investment. Further information about management agreements is available from the relevant authority.

Annex 4

Examples of Acceptable Agricultural Qualifications

First Degrees (or higher)

Agriculture

Countryside Management and Agriculture

Agricultural Engineering with Business Management

Agriculture Business Management

or equivalent qualifications

Higher National Diplomas and Level 3 National Certificates or Diplomas

Agriculture

Dairying

Poultry

or equivalent qualifications

Scottish or National Vocational Qualifications (S/NVQ) level 4

Agriculture related subjects

or equivalent qualifications

City and Guilds of London Institute

Advanced National Certificate in Agriculture Level 3

National Certificate in Agriculture Level 3

or equivalent qualifications

Foundation Degrees

Agricultural Business Management

Agriculture and Rural Business Management

or equivalent qualifications

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