

Angling Improvement Fund 2019-20 ROUND 1

Guidance Notes for Applicants:

FISH PROTECTION & PREDATION MANAGEMENT

Introduction

Angling Trust, with the support of the Environment Agency, is inviting applications to a new round of the Angling Improvement Fund (AIF), which is funded from coarse and trout fishing licence sales in England and aims to provide a direct benefit to anglers.

In this round of funding we are only looking for projects aimed at safeguarding angling participation by tackling unsustainable predation of fish stocks at venues, particularly by cormorants and otters.

£100,000 of new funding will be available for this theme, enough to fund 20-30 projects. **The maximum award available is £5,000 per project**, which applicants should try to match with other sources of funding or 'in-kind' contributions (e.g. volunteer time).

Successful applicants will be expected to complete their project works by the end of March 2020 at the very latest, or ideally by the end of this year given the nature of this issue.

What types of project are we looking to fund?

We are looking for well-designed and planned projects that demonstrate a good understanding of the current impacts of the predatory species (or likelihood of incursion) at the venue and evidence a real need for action.

The best proposals will have sought **independent expert advice** to assess the scale of the problem and recommend courses of action (see page 5). They will also have evaluated a number of solutions or alternative designs, and chosen the one best suited to their site.

Projects should provide sustained benefits over a number of years. In general, preference will be given to projects likely to safeguard the highest number of angling opportunities, which would otherwise be lost due to decline of fish stocks and angling quality.

The best projects will also match any award with a similar amount of 'match funding'. This can take the form of money contributed by the applicant and/or obtained as additional grants and/or be an in-kind contribution e.g. volunteer time and expertise, donated materials or services given at a reduced rate or preferably a combination of both money and volunteer time etc.

Crucially, the applicant must convince the judging panel that they have the means and ability to deliver the project as set out in their application.

The Fund cannot pay for work already completed or pay for materials/services already purchased. However, we welcome projects, which while discrete and useful in isolation, form part of a wider ongoing programme of improvements at the same venue.

In the assessment process, additional weighting will be given to projects that have plans to use their own match-funding contribution to promote their project and its benefits it will bring.

Who may apply?

Any established organisation with an interest in promoting angling.

This can include angling clubs, angling projects, commercial angling venues, community organisations etc. We also welcome applications from local authorities or other public bodies offering angling on their waters. A joint application between two or more organisations would be most welcomed.

We anticipate that **all** applicants will already offer angling at the venue.

To be eligible, the projects **must** be in England and involve a form of angling covered by a valid EA non-migratory trout and coarse Rod Licence, thus projects principally benefiting salmon or sea trout angling, sea angling projects or projects at tidal locations are not eligible.

It is not necessary to be an Angling Trust member club or affiliated organisation to apply.

Eligible predator species:

Funding is available to support non-lethal and legal techniques to manage unsustainable feeding at venues by mammals, including otters and mink, and by cormorant, goosander, merganser, heron and other fish-eating birds. Funding may also be requested for control of signal crayfish where this is having a detrimental effect on angling. Please note the Fund is unable to consider requests for funding for the removal of zander, catfish or other non-native species of predatory fish from waterways.

It is important and highly recommended that applicants should seek expert advice on legal methods of control suitable for the site e.g. AT Fishery Management Advisors (FMA), EA Fishery Managers and/or professionally recognised fishing consultants.

Eligible items:

We are looking to fund items that provide a sustained benefit over a period of years. A wide range of improvements are eligible for funding, including:

- Otter-proof fencing materials and installation costs;
- Repairs/improvements to an existing otter fence - the assessment panel will consider applications from organisations wishing to complete and/or undertake essential repairs to an existing fence etc. Where this applies, you will need to provide details of the design and materials used in the existing fence and what has happened to it. We may ask you to discuss your plans with one of the Angling Trust's Fishery Management Advisors if you have not already done so;
- Materials (wire & netting) to create and install fish refuges;
- Removal or modification of bird loafing and roosting sites (where consents have been obtained);
- Non-lethal equipment including auditory and visual deterrents;
- Mitigatory work to ensure access by disabled anglers is maintained (or enhanced) following installation of fencing or other structures;
- Fees to bona-fide professional contractors to implement the above.
- Other measures to address risk factors for predation;

If the type of work you are considering does not appear on this list, it may still be eligible for funding! To find out please contact the AIF Admin Team on AIFAdmin@anglingtrust.net before starting your application.

Advice on otter predation and the design and construction of fencing:

The Angling Trust employs two Fishery Management Advisors; Richard Bamforth (North & Midlands) and Jake Davoile (South & East) who can offer bespoke free advice to clubs and fisheries. To contact Richard or Jake, which is strongly recommended, please follow the link below;

<http://www.anglingtrust.net/page.asp?section=1764§ionTitle=Fishery+Management+Advisors>

The best design & choice of fencing at your fishery, if this is what is recommended (there may be other options available), will depend on the site of the proposed fence, ground conditions, inflow/outflows, availability of manpower and machinery, existing security measures and of course price.

More information about otter predation can be found by following the link below;

<http://www.anglingtrust.net/page.asp?section=1818§ionTitle=Otter+Predation>

Advice on cormorant and goosander predation:

The Angling Trust is very concerned about the damage being done to fish stocks by these predatory birds. Again, applicants are advised to speak to the two Fishery Management Advisors mentioned above, in order to get further expert advice on how to try and limit the damage caused. Further details can be found by following the link below;

<https://www.anglingtrust.net/page.asp?section=1763§ionTitle=Predation+by+Cormorants+and+Goosanders>

Items we cannot fund:

The following will not be eligible for AIF funding:

- Equipment, fees and expenses for routine maintenance/upkeep services, e.g. grass cutting, routine inspections etc;
- Stillwater habitat improvements such as improvements to bankside vegetation and marginal planting (please consult with your local EA Fisheries Team);
- Advertising, marketing or promotion costs - Applicants are encouraged to document promotional activities within their application as this is crucial to a successful project. Exactly how and where you propose to do this should be included within your application (see question 6 of the application form);
- Stocking: The judging panel will not approve requests to cover the costs of new or replacement fish stock;
- Costs associated with surveys of piscivorous fish species e.g. zander, catfish etc or their removal or translocation.
- Work already completed or pay for materials/services already purchased;

Assessment criteria:

Assessment will be based entirely on what the Judging Panel reads on the Application Form.

Applicants are encouraged to attach to their application copies of any photographic or other evidence that helps demonstrate the impacts of predation at the venue.

The Panel will judge proposals on how well they meet the following criteria:

- 1) **Evidence of predation** and the impact this is having on angling, e.g.
 - a. Loss of stock/ species or sizes of fish;
 - b. Wounded fish;
 - c. Behavioural changes in fish;
 - d. Effects on other wildlife;
 - e. Decline in catch results;
 - f. Decline in fishing attendance/ membership;

Applicants are encouraged to attach to their application copies of any photographic or other evidence that helps demonstrate the impacts of predation on the fishery

- 2) Confirmation that you have sought **expert advice** (e.g. AT Fishery Management Advisors, Natural England, the Environment Agency or independent fishery consultants) on the problem and likely success of the proposed solution. Again, applicants are encouraged to attach copies of any reports/letters/messages from the experts they have consulted with, that support the project
- 3) **How you intend to make the project happen.** Please give the judges confidence that you will deliver a successful project using people with the correct and relevant skills and experience, within the time stated, using the available budget etc

If installing fencing, fish refuges etc, show us that you are using an **effective design**, ideally one that has been shown to be effective in similar settings elsewhere

- 4) Confirmation that the project can be **completed by the 31st March 2020 at the very latest**
- 5) Confirmation that **any required consents** will be in place before the project starts

- 6) Explain how you intend to **measure the effects** of your project on predation rates
- 7) Provide estimates of **number of angling visits** safeguarded or new visits created, because of doing the work, or better still, generated by doing the project
- 8) **Other benefits** from doing the project e.g. development and use of volunteers
- 9) The level of **match funding** you can contribute. A financial contribution from your own organisation plus volunteer time, donation of materials and other forms of in-kind contributions will be required. Additional marks will be available to projects that have secured at least one other form of external funding e.g. a grant from a council, sports or environmental body towards the project. **Ideally, we are looking at applicants who commit a comparable amount of match funding i.e. a minimum 50% of the project costs**

Award payments

The maximum award will be £5,000.

Applications requesting smaller amounts – e.g. £1,000, £2,000 etc. are taken just as seriously as those requesting £5,000 and indeed may be more attractive, if accompanied by a similar amount of match or in-kind funding.

While we will try to offer an award sum that matches the amount requested, Angling Trust may contact organisations with promising proposals to discuss whether the project can be delivered with a smaller award. Angling Trust reserves the right to offer any award sum up to the maximum £5,000.

We will ask to see receipts for all materials or services purchased. The Fund Admin Team will also request each successful applicant to complete an 'End-of-project' report. We may also request a visit to your project at any point in its delivery to see how you are getting on.

Treatment of VAT

As most angling clubs will not be VAT-registered (and therefore unable to recover VAT on purchases), any that are selected for funding will receive an award sum which covers costs plus VAT, up to a maximum of £5,000 per project.

Where the organisation is VAT-registered (and so able to recover VAT) the award will only cover the net amount, which again must not exceed £5,000.

Match Funding

Preference will be given to projects that offer a significant match-funding commitment (e.g. other grants, cash donations or contribution from the organisation applying), or which promise significant non-financial 'in-kind' support (e.g. labour, materials or expertise donated to the project). Most winning projects will include both a significant financial and in-kind contribution i.e. **the judging panel would like to see parity between the amount requested from the AIF and the contribution secured by the applicant from other sources.**

It helps to think creatively about match funding: whilst a project needs hard cash to pay for items, there are other forms of support that are just as critical to a project's success. Everything that goes into a project has a value!

Voluntary Time

The following monetary 'rates' are suggested to help you estimate the value (in monetary terms) of time donated by your volunteers. If you choose to apply different multiples, please tell us why.

Unskilled/labour = £50 per day

Semi-skilled = £75 per day

Skilled (e.g. project manager) = £150 per day

Professional (e.g. architect/legal) = £300 per day.

Where volunteers are donating their time, a contribution towards refreshments and reasonable out of pocket expenses, can be requested as part of the AIF award.

Projects should try to maximise the value of this 'match-funding' Ideally, the judging panel would like to see parity between the amount requested from the AIF, and the contribution secured by the applicant from other sources.

Proposals which fail to include matched funding, either directly as cash / a grant or as 'in kind' support, are highly unlikely to be selected for funding.

Promotion of the Project

Marketing and promotion of the new facilities is a key part of delivering a successful project but cannot be funded directly by the AIF grant. For this reason, we encourage applicants to include the costs of promoting the project as part of your match-funding contribution.

Before completing the Budget Section (page 9 on the application), please see an example below;

28. PROJECT COSTS		
ITEMS OR SERVICES YOU NEED TO PURCHASE TO DELIVER THE PROJECT (INCLUDE MATERIALS, SERVICES AND CONTRACTOR/ PROVIDER FEES)	COST OF ITEM (EXCLUSIVE OF VAT) (£)	VAT (£)
<i>Example: Fencing materials – 50 posts, 600m wire, 3 gates</i>	4,000	800
<i>Example: Equipment hire – Plant and machinery</i>	1,000	200
<i>Example – Contractors Fees</i>	2,000	400
TOTAL COST OF ITEMS (EXCLUDING VAT)	7,000	
TOTAL VAT PAYABLE	1,400	
(A) TOTAL COSTS INCLUSIVE OF VAT	8,400	

29. OTHER GRANTS OR FINANCIAL SUPPORT IN PLACE – E.G. CLUB/FISHERY'S OWN CASH CONTRIBUTION OR OTHER GRANTS OBTAINED		
NAME OF FUNDER	VALUE OF FUNDING (£)	CONFIRMED? (Y/N)
<i>Example - applicant's own contribution</i>	2,400	Y
<i>Example – Grant ABC Fund</i>	2,000	Y
(B) TOTAL FUNDING FROM OTHER SOURCES	£4,400	
IF YOU ARE PROPOSING TO USE MATCHED FUNDING OR YOUR ORGANISATION'S OWN FUNDS TO PAY FOR PARTICULAR ITEMS IN TABLE 28 ABOVE, PLEASE SAY WHICH ONES: Contractors Fees		

30. FUNDING REQUESTED FROM THE ANGLING IMPROVEMENT FUND (C)	£4,000	
NOTE – this figure will be automatically calculated for you (A) – (B) :		

31. NON-FINANCIAL / IN KIND CONTRIBUTIONS	
DESCRIBE ANY NON-FINANCIAL SUPPORT PROMISED TO THE PROJECT (E.G. DONATIONS OF MATERIALS, OR VOLUNTEER TIME GIVEN FREE OF CHARGE)	ESTIMATED MONETARY VALUE (SEE SUPPORTING GUIDANCE FOR CALCULATOR)
<i>Example – 10 day's labour by 5 club volunteers (10 x 5 x £50)</i>	£2,500
<i>Example – Plant/Machinery operator provider free of charge by a member</i>	£1,000
(D) TOTAL ESTD. VALUE OF IN-KIND CONTRIBUTIONS	£3,500

32. TOTAL VALUE OF THE PROJECT:	£11,900	
NOTE – this figure will be automatically calculated for you (A) + (D)		

Disability Access:

It is important that you consider the effects of any new features e.g. fencing and gates or paths or routes etc, on the ability of disabled people to access fishing areas. If disabled access is likely to be compromised, can this be remedied e.g. by changing the placement of fencing, modifying the design of access gates etc.

If you think your project will include access improvements for disabled users, we recommend that you consult these sources of specialist guidance at an early stage in your planning:

1) Access to Angling: best practice guidance. A unique guide for fishery owners and managers containing practical examples written jointly by the British Disabled Angling Association (BDAA) and the CAE. BDAA can also arrange to inspect your fishery and help draw up a plan to improve access in a coordinated way.

The Angling Trust has a small number of copies of the BDAA booklet guide to give away free of charge to angling clubs, fisheries and other angling providers. If you would like a copy, on a first come-first served basis, please contact the Fund Administrator, Angling Trust at AlFAdmin@anglingtrust.net. Alternatively, you can download a copy direct from the BDAA website at;

https://bdaa.co.uk/pdfguide/bdaa_guide.pdf

(2) Access for all: Opening Doors. A guide to support sports clubs to improve physical access for disabled people. Produced by Activity Alliance (formally English Federation of Disability Sport - EFDS) with the Centre for Accessible Environments (CAE) available on line at;

<http://www.activityalliance.org.uk/how-we-help/resources>

(3) Activity Alliance has also developed a handy tool kit for clubs (the 'Inclusion Club Hub'). You can use this to audit your club to see how inclusive you are;

<http://www.activityalliance.org.uk/how-we-help/programmes/68-inclusive-club-development>

Submitting an Application:

Only applications submitted via the on-line grant application system will be accepted, any other format such as a letter, email etc will not be accepted. If you have not already done so you will need to register your detail onto the system, please follow the link below;

<https://grants.anglingtrust.net/>

Please type your answers using a legible font e.g. Calibri 11.

Applications should be submitted no later than midday on 4th July 2019 when the fund will be automatically closed.

If you are shortlisted to receive a funding offer, we may ask to see copies of:

- The organisation's child protection/Safeguarding policy;
- The organisation's most recent audited accounts, recent bank statements, or equivalent;
- Evidence of prices or copies of quotations
- Confirmation of partnership funding, or offers/promises of funding
- A copy of the lease agreement for the site where the project will take place (if applicable)
- Confirmation that Public Liability Insurance cover is in place.

In the event of any queries or questions please contact the AIF Admin Team on; AlFAdmin@anglingtrust.net or ring 0115 822 4561 or 07495 433626.

Notification of Results

All communication will be with the main contact person as detailed on page 2 of the application, usually this will be by email or by phone.

It is expected that judging will be completed within 6 weeks of the submission deadline. Entrants will be notified of their result by the end of August or as soon as possible thereafter.

Angling Trust anticipates making award payments to successful applicants before the end of September.

Unsuccessful applicants will be informed of the Panel's decision as soon as possible and will be sent feedback on their application.

We strongly recommend against embarking on your project until an offer of an award is issued, and you have read and accepted the AIF terms and conditions.

Terms and Conditions:

Successful applicants will be asked to read and accept Terms and Conditions (T&C's) governing the delivery of the project.

Among these, you must allow Angling Trust to name your organisation and any partners and to feature the project in future Angling Trust or Environment Agency promotions or communications. Angling Trust staff may also contact you following the commencement of the work to arrange a site visit.

If you are successful in obtaining an AIF award, we will ask you to promote the project on your website and/or social media.

A copy of the T&C's are available on request.

Making Sure Your Project is Safe and Legal

It is essential that improvement works are carried out in a safe manner and that you obtain all necessary planning, safety, health and environmental consents and authorisations e.g. from the riparian owner, Environment Agency or Local Authority, before you begin any work. This should be built into your project planning and may influence your funding proposal. If you have any doubt that you can implement the project in a safe, legal way, don't start!

The award of a grant from the AIF is only one factor in preparing for a project: crucially it does not give you permission to begin a project that is unsafe, or awaiting consents. Indeed, under the Terms and Conditions of an AIF grant, Angling Trust may request the repayment of the full award in such circumstances.

Funded organisations should consider what responsibilities they have as a client under the **Construction (Design and Management) Regulations 2015 (CDM 2015)** and the **Health & Safety at Work Act 1974**. Remember, just appointing a contractor to do the work does not mean that you do not have responsibilities.

Complying with CDM 2015 will help ensure that no-one is harmed during the work, and that the building or installation is safe to use and maintain while giving you good value.

A free leaflet can be downloaded from the HSE website at;

<http://www.hse.gov.uk/pubns/indg411.pdf>

Under Common Law, voluntary organisations and individual volunteers have a **Duty of Care** to each other and to others who may be affected by their activities.

Where something goes wrong, individuals may, in some cases, sue for damages using the civil law if they are injured as a result of another person's negligence. **Please think about any machinery you have on site and who is using it and where. You must carry out a Risk Assessment before starting any work as without doing so may invalidate any insurance cover you have.**

A Risk Assessment and/or a method of works should always be completed by a person with the appropriate skills, knowledge, experience and training.

We would also advise any successful applicant to appoint a competent site manager to oversee any works.

The following is a selection of permissions or consents that you may need to obtain, and organisations you may need to consult, depending on the nature of the project:

Approvals and consents (could) include:

- Utility/Services Search
- Land Registry Search (if required)
- Flood Risk Environment Permit, refer to:

<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

External consultation (could) include:

- Landowner consultation, if entry or access over land is required;

- Local Authority (planning and potentially archaeology). The Local Authority Planner should always be consulted on construction projects. This will have cost and timescale implications and may require supporting information such as ecological surveys and a formal flood risk assessment;
- Natural England - if the project is located in a designated conservation area, if so, works are likely to need formal assent;
- Historic England;
- Forestry Commission;
- Other local interest groups.

A useful summary is available relating to Country Stewardship works but many of the issues could apply to AIF funded projects: www.gov.uk/guidance/countryside-stewardship-manual/4-getting-consents-and-permissions

Risks associated with the following environmental and health hazards should be assessed before beginning work and should be reviewed on an ongoing basis during the life of the project (this list is a minimum):

- Access route and assessment of designated work area;
- Overhead or underground services;
- Confined spaces;
- Hazardous materials;
- Working near water;
- Waste management requirement;

If you employ staff or are using volunteers to do part of the works, it is also sensible to compile a complete list of emergency contact details and have an agreed process in case an incident occurs.

Safety does not end with the completion of the project. An agreement should be in place stating who is (legally) responsible for any new, repaired or upgraded facilities, and a

maintenance plan agreed, which should include a schedule of safety inspections and maintenance checks. This is particularly relevant to fences, gates etc, but could include any part of your venue accessible to the public.