

# Activity Plan

## Hidden Heritage Secret Streams



**HG-17-00967**

**Submitted: August 2018**

**Front page photos:** Volunteers who came to a clean-up day on the River Hipper, 15<sup>th</sup> August 2018, organised in partnership with Transition Chesterfield. 20 people helped clean up the river, including adults with learning difficulties. We pulled out rubbish and shopping trollies, and also cleaned up litter from the surrounding floodplain and footpath. Lots of people stopped to say hello and asked if we going to organise more days so they could come and help!



**By investing £777,136 into  
*Hidden Heritage Secret Streams*  
the Heritage Lottery Fund  
(and match funders) will:**

Re-meander **700m** of straightened  
channel

Run **6 strands** of activity

Recruit and enthuse **170 volunteers**  
with our river heritage

Train **150 people** a year  
in heritage skills

They will be helped by  
**3 project staff** and a trainee

Work with **18 community groups**  
and businesses

Run **60 community activities**, that  
will engage **3,100 participants**

Lever **£41k** of academic support for  
the catchment



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## Introduction

**The Don Catchment Rivers Trust (DCRT) was established in 2008 and achieved charitable status in 2010. We are part of the Rivers Trust – a national umbrella body of all the local rivers trusts across the country. We work locally within the Don and Rother Catchment across NE Derbyshire and South Yorkshire.**

We now have an established track record of delivering river improvement projects. This includes '*Living Heritage of the River Don*' (LHRD) - a major HLF funded project to support the return of salmon to the River Don through the installation of fish passes on several un-owned weirs in the Sheffield area. This has enabled the Trust to engage local communities with the heritage of the River Don.

Thanks to HLF support we have become a very capable organisation that is keen to develop and deliver major projects that engage local communities with their local heritage, so that it becomes better protected and valued into the future.

**John Housham**  
**DCRT Trustee**  
**Chair, *Hidden Heritage Secret Streams* project board**

This activity plan for '*Hidden Heritage Secret Streams*' (HHSS) builds on all the learning and experience acquired from our community engagement activities over the last two and a half years. It charts the development of the project, an illuminating journey, uncovering a community appetite to become reconnected to the natural and built heritage around them.

The community consultation we have undertaken has shaped the six activity themes of our project:

- Re-meandering the Rother
- Community river industry project
- Citizen Science
- Catchment volunteering
- Accessing the Rother
- Getting to know your river heritage

The development of this project has uncovered a great deal of interest and enthusiasm amongst our local communities. It has excited and empowered our own staff and created a good feeling about the aims of the project. Everyone is really keen to get started!

## Section 1 - Our Current Position

### 1.1 Don Catchment Rivers Trust – our mission

DCRT is a grassroots organisation formed by members of the local community who wanted to make a positive difference to the rivers in our catchment. Our mission is:

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*To conserve, protect, rehabilitate and improve the Rivers Don, Dearne and Rother and the associated non-tidal systems that might influence their fauna, flora, water quality and hydrology.*

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In 2016 DCRT began delivery of the ‘Living Heritage of the River Don’ project – supported and funded by the Heritage Lottery Fund and match funders. This project saw a transformational change in the way people were engaged with the River Don in particular. It was a step change in how the Trust approached our mission, with a strong commitment towards community engagement. DCRT now has an ambition for our catchment:

Our ambition is to **reconnect** people, communities and decision makers back to our rivers and their **rich natural, cultural, built and industrial heritage**.

We want to **change beliefs and attitudes** so that our rivers and their heritage will be **better valued** and **better protected** into the future.



## 1.2 Our current and potential audiences

During the development phase of *Hidden Heritage Secret Streams* the project team looked at our current audiences, how we might develop them as part of the *Hidden Heritage Secret Streams* project, and logged any potential new audiences. This informed who we specifically targeted and talked to throughout our community consultation, how we identified barriers to access (section 1.4), and ultimately the aims of the project (section 2.1.3) and our target audiences for the project (section 2.1.4).

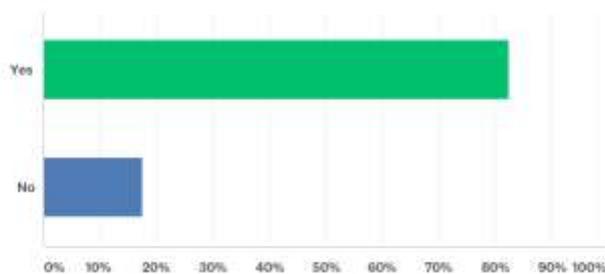
Our current audiences	How could we develop and support these audiences further
<p><b>Schools</b> Primary schools, mostly on the River Don between Doncaster and Sheffield</p>	<ul style="list-style-type: none"> <li>• Widen the current geographical area</li> <li>• Target secondary schools and home learners</li> <li>• Offer more links to the curriculum through different sessions</li> </ul>
<p><b>Young people</b> We have had some engagement with young people via youth art days. Some were from the general public and some were from referral services. We also have young people come on volunteer days with their guardians.</p>	<ul style="list-style-type: none"> <li>• Create more opportunities for young people to learn from and enjoy the river outside of school</li> <li>• Strengthen relationships with youth services through sustained (not 'one off') activities</li> </ul>
<p><b>Land owners</b> Permissions sought to work on land and assets</p>	<ul style="list-style-type: none"> <li>• Take more of a 'Catchment Based Approach' to engage landowners in good land management techniques</li> </ul>
<p><b>Community Groups</b> We have good engagement with community groups within the <i>Living Heritage of the River Don</i> project area, and some contact with community groups through our role as catchment hosts. They tend to have a river or environmental remit.</p>	<ul style="list-style-type: none"> <li>• Broaden our geographical focus</li> <li>• Work together with community groups whose remit is not necessarily based on the river. E.g. civic societies, local history groups, town teams.</li> </ul>
<p><b>Volunteers:</b>  <b>Corporate</b> A number of volunteers from businesses have helped on volunteer days as part of their corporate responsibility  <b>Retired people</b> People who have recently retired and are now able to spend the time volunteering  <b>Health &amp; Wellbeing</b> People who find a benefit from physical / outdoor work. Tend to self-refer.</p>	<ul style="list-style-type: none"> <li>• Create relationships with local businesses and tailor volunteer days for larger groups of employees</li> <li>• Link with organisations that refer volunteers. Ensure the Trust has correct policies and working practices in place.</li> <li>• Create a more diverse range of volunteering opportunities and ensure the Trust has correct</li> </ul>

<p><b>Students</b> Particularly interested in training and work experience</p>	<p>policies and working practices in place for new activities or audiences.</p> <ul style="list-style-type: none"> <li>• Link with youth volunteering organisations</li> </ul>
<p><b>Geocachers</b></p>	<ul style="list-style-type: none"> <li>• A surprising audience for LHRD was the geocaching community. Our trackable salmon have travelled all over Europe and hundreds of people have visited the river as a result of placing our caches near the weirs. By promoting volunteer days as 'cache in-trash' out events we have found an audience that has goal for the natural environment that align very well with our own. To develop this audience we could ask for volunteers from the geocaching community to set up and manage cache trails for the Trust</li> </ul>

### Potential New Audiences

Before embarking upon the *Hidden Heritage Secret Streams* project we wanted to find out how many people visit the river already. From the community survey we found that up to 80% of people visited one of the rivers in the project area – either the River Rother itself or one of the smaller tributary streams.

Q1 Do you ever visit the River Rother or any of its associated streams?



When we asked people the same question at one of our consultation events, this figure dropped to about 60% of people visited the river. This percentage is seemingly quite positive, but when we asked why they visited we realised that visits to the river were quite passive and there was potential to increase the depth of engagement with local communities. The following table considers the new audiences we have identified:

<b>Potential new audiences</b>	<b>Comments</b>
<b>Families</b>	Over the course of the past few years DCRT has attended many events that have been family focused. It is clear to see that lots of families are looking for activities and trips out that connect them to their surroundings, so HHSS has the potential to do this on a local level, based around streams.
<b>Landowners and tenants</b>	Because DCRT does not own the land we work on, time needs to be spent in tracking down ownership to get permissions to carry out works, and building good working relationships with those owners. In lots of instances, particularly on farm land, the owners are the key to improvement works and we feel having the time to engage them with campaigns and promote the community benefits of catchment management will dramatically improve our natural heritage and how people engage with it in their local community.
<b>Secondary schools</b>	<p>All of DCRTs educational work has been focused on Key Stages 1&amp;2. Whilst we have not been approached by secondary schools, we have considered if this is just because we have not had anything to offer them.</p> <p>We have been asked if we could host work experience placements for secondary schools, but with currently staffing and office arrangements we have not had the capacity.</p>
<b>Informal education providers / uniformed groups</b>	In promoting our primary school activities on social media we have been working with local Beavers Groups. To do this we have adapted our sessions to suit, but because these groups are not working to a curriculum they are much freer in what they can do, and there may be more ways in which they could be involved.
<b>Non river-based community groups</b>	Through the <i>Living Heritage of the River Don</i> project DCRT has worked with many community groups to achieve its aims. However, they have all tended to be based around the river or natural heritage. We realise that there are community groups that we could partner with that have different interests, but similar goals for people and communities.

<p><b>People not in education, employment or training (NEETS)</b></p>	<p>A small number of our current volunteers decided to volunteer with us for the training and work experience opportunities this would give them access to, and have then gone on to find paid employment. We have also opened up spare training places to students. There may be potential for <i>Hidden Heritage Secret Streams</i> to give NEETS experience that will be helpful for them progressing into formal training or employment.</p>
<p><b>Health &amp; Wellbeing Groups</b></p>	<p>Whilst DCRT has worked with individuals that have told us their health and wellbeing has improved as a result of being part of the project, we have rarely worked directly with organisations of this nature that might refer people to us. Over the course of the LHRD project we have attended conferences etc. where interesting links were being made between volunteering in natural heritage / around rivers and improving health and wellbeing.</p>
<p><b>Tourists and recreational groups</b></p>	<p>Links are now being made between projects that are improving natural heritage, and the organisations that promote our area to tourists. For example Welcome to Yorkshire was filmed as part of an Environment Agency film about how fish passage work on the Don is improving the area to explain the positive impacts the scheme is having on local tourism and economy. It will be interesting to explore how a potential increase in tourism and recreation will be balance with a need to protect natural and built heritage assets.</p>

### 1.3 Our current activities

Don Catchment Rivers Trust are joint catchment hosts (with the Environment Agency) and we run 'The Don Network'. The Don Network is part of the 'Catchment Based Approach' campaign, and we run an annual conference, a small grants scheme and a newsletter.

The Trust does not have core funding, so tends to work on a project basis - our current activity is very much focused around the HLF supported '*Living Heritage of the River Don*', due to finish in December 2018.

LHRD is specifically focused on the River Don between Doncaster and Sheffield, and we have rarely worked outside of this project area over the three years of the project. Capital works on the project included major engineering works to complete five fish passes on weirs in Sheffield, with the aim of attracting salmon back to live in the Don for the first time in 200 years.

LHRD has also enabled us to run a community engagement programme, which has included the following activities:



Figure 1 LHRD activity photos



#### Volunteer Programme

Volunteers have been recruited and trained to undertake clean-up work on the River Don, as well as to help run educational sessions and events.

As well as keeping paths accessible volunteers have also tackled 'hot spot' areas where more intensive work was needed to improve on long standing problem areas.

Youth groups have tackled heavily graffitied areas by creating murals in order to make places looked cared for and reduce antisocial behaviour.



Community events have included 'Don Discovery Days' organised with community partners, DCRT attending shows and fairs as well as guided walks and talks.

### Educational sessions

We have encouraged schools to engage with their local river and allowed pupils to enjoy learning outside of the classroom. Beavers groups have also been involved with the sessions doing practical tasks such as building habitat hotels and going on bat walks.



**The Don Valley Way** walking route enables access to the river. A route map has been published online and leaflets distributed. A smart phone app was created to help guide people and enable them to learn about the natural and built heritage of the River Don.

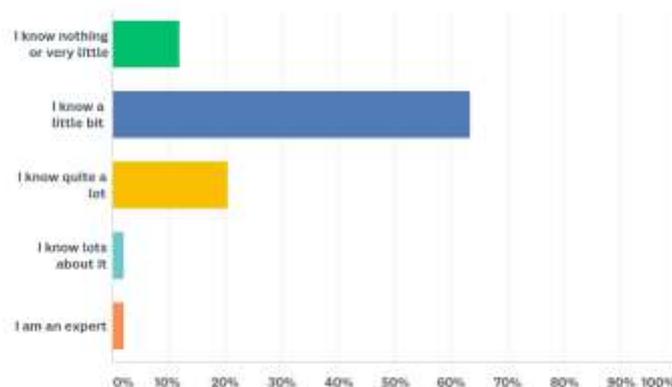


## Knowledge and understanding

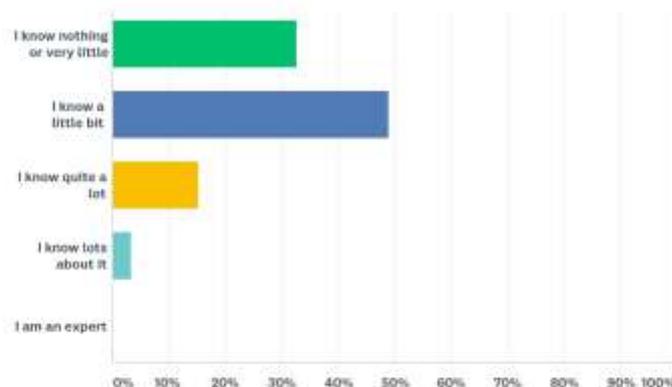
Some of the issues that the river is facing are not common knowledge. People are now getting interested and involved with the issue of littering via the 'plastics in the ocean' campaign, but we have found that issues such as invasive non-native species (INNS) and the long term effects of weirs and straightened channels are not quite in the public consciousness. People understand that 'river restoration' is important in its widest sense, but often artificial structure such as weirs and 'goits' look like natural features, and it can be difficult to explain what the benefits of river restoration can be in these circumstances.

When we asked how much people knew about wildlife in the river, and the history / heritage of the river, people felt slightly more confident about the wildlife, possibly because this is more observable. But people felt less confident about the history of the river – it will be important to find ways of communicating how actions in the past are affecting the environment today.

Q7 How much do you know about the wildlife of the rivers and streams?

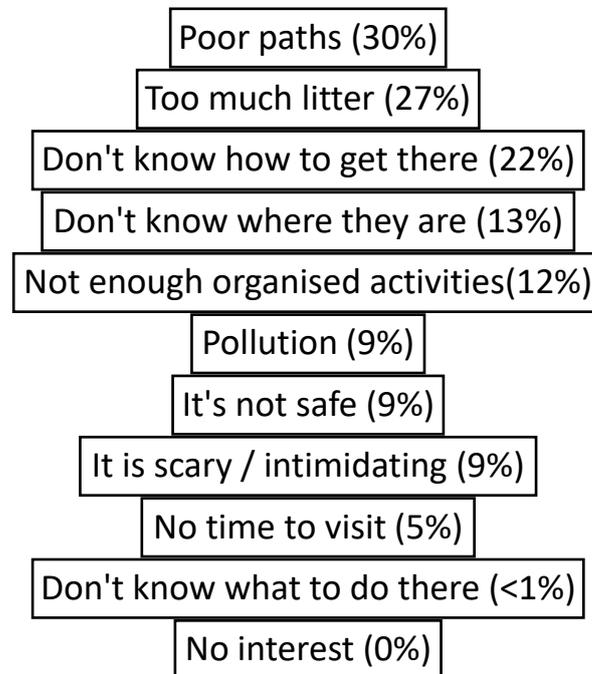


Q9 How much do you know about the history and heritage of the river?



## Physical barriers

We also learnt that there are physical barriers that are putting people off visiting the river. Whether these are real or more of a perception, it will be important to show that these problems can be tackled.



Encouragingly very few people told us they weren't interested or that they didn't have time to visit the river, the barriers were more to do with access. For example, when we talked to a parent / toddler group we found out that changes in family circumstances were preventing people enjoying the river, as it was difficult to negotiate some of the existing routes with small children or push chairs.

In terms of volunteers getting to sites for work days, some of the locations are quite rural and not easily accessible by public transport. Not all volunteers will be able to drive, so we will encourage car sharing and will purchase a project vehicle that is capable of transporting people from agreed meeting points.

## Social and cultural barriers

For some people volunteering for the first time can be a daunting or intimidating experience, particularly for people with anxiety or conditions that make socialising a challenge. The volunteer programme and how it is promoted needs to be friendly, flexible and welcoming to encourage people to take the step to getting involved.

An issue DCRT has faced is making sure that people are volunteering within the rules of the benefit system. People that volunteer to improve their mental health and confidence are often then asked to make themselves available for employment when things do improve for them. If people do not feel ready to do this it can be an emotional time, particularly if they enjoy being part of a team and have made friends. Project staff need to be aware of such issues and manage expectations of various stakeholders, particularly if there is a loss of a volunteer that has been trained.

## 1.5 Organisations and volunteer opportunities in the project area

In order to assess the need of our project, the potential impact it could make and the types of audience we could target we researched which groups were operating in and around the project area. We found that there are a few groups that have been set up to specifically look after a section of river. However more often a community group is set up with a broad remit of 'natural environment' or 'heritage' and even though they are located near a river, are not actively engaged with it.

<b>Name of group or organisation</b>	<b>Works on rivers</b>	<b>Operating near a river</b>	<b>Volunteer opportunities</b>
<b>RIVER ROTHER</b>			
Chesterfield Canal Trust		✓	✓
Barrow Hill Community Trust		✓	
Rother Valley Country Park (just out our area)	✓		
<b>MOSS BROOK</b>			
Moss Valley Wildlife Group	✓	✓	✓
<b>RIVER DRONE</b>			
Dronfield Heritage Trust		✓	✓
<b>BARLOW BROOK</b>			
-			
<b>HOLME BROOK</b>			
Friends of Holmebrook Valley Park		✓	✓
Friends of Queens Park	✓		✓
Loundsley Green Park Community Trust		✓	
Monkey Park Community Interest Company		✓	
<b>RIVER HIPPER</b>			
Friends of Somersall Park		✓	✓
<b>SPITAL BROOK</b>			
Friends of Spital Cemetery		✓	✓
<b>RED LEADMILL &amp; TRICKETT BROOK</b>			
-			

In our research we also found that there are a number of ways people could participate with nature, natural heritage or local heritage within our proposed project area.

Name of group or organisation	Volunteer opportunities
<b>HERITAGE ATTRACTIONS</b>	
Barrow Hill Roundhouse	✓
Renishaw Hall	✓
Hardwick Hall (nearby)	✓
Chatsworth House (nearby)	✓
Chesterfield Museum	
Revolution House	
Abbeydale Industrial Hamlet (nearby)	✓
<b>SCHOOL VISITS</b>	
Derbyshire Wildlife Trust	✓
Derbyshire Environmental Studies Service	
<b>WALKS AND ROUTES</b>	
Chesterfield area walking festival	
Westthorpe Colliery & River Rother Walk	
Hipper Green Way	
Trans Pennine Trail	
Rother Valley Way	
Clay Cross Heritage Trail	
Ford Pond & Moss Valley Walk	
<b>PARKS AND NATURE RESERVES</b>	
Derbyshire Wildlife Trust – Duckmanton Railway Cutting, The Avenue Washlands and North Wingfield Nature Reserves	✓
Norbriggs Flash Local Nature Reserve	
Brearley Wetland Local Nature Reserve	
Bluebank Pools Local Nature Reserve	
Williamthorpe Ponds Local Nature Reserve	
Dronfield Nature Park	
Linacre Reservoirs	
<b>CONSERVATION GROUPS</b>	
Wild Trout Trust	
Campaign to Protect Rural England	✓
Groundwork Trust	✓

**From looking at existing groups and their activities there is a clear need and opportunity to engage people and community groups with the heritage of the River Rother and its wider catchment. We believe *Hidden Heritage Secret Streams* can:**

Complement the work of a number of existing community groups, building a network of project champions that can get involved and help to improve the river for people, wildlife and communities

Fill significant gaps where there are no opportunities to engage with a local river or stream, and help turn the natural environment into an asset for communities

Provide active, hands-on opportunities for people that want to get involved in their communities and that want to help their natural environment

Provide training and support for groups that want to look after their rivers but don't know how to, increasing their capacity and confidence for working on the river.



## 1.6 How we created our Activity Plan

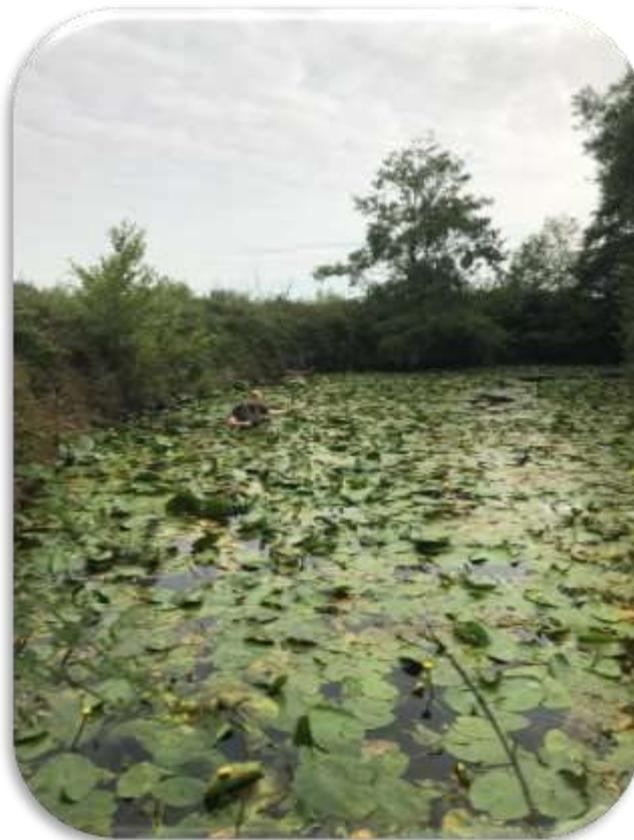
### 1.6.1 Who was involved

Activity Planning and its associated community consultation events were delivered in-house by the Project Manager and Director of Don Catchment Rivers Trust, supported by staff, the project board and DCRT trustees.

To support the Activity Planning and fill gaps in expertise we worked with consultants:

- Walk unlimited: Research into the feasibility of suggested walking routes and their accessibility, and options for interpretation
- cbec: Carried out the feasibility study for the re-meandering scheme and supported with stakeholder engagement for the final designs
- BSG Ecology: Carried out ecological feasibility for the re-meandering project which informed planning permissions and consents essential for the project to go ahead

The Water Mills research project was developed by North East Derbyshire Industrial Archaeology Society, with support from Chesterfield Civic Society.



*Cbec carrying out surveys, camouflaged in the meander!*

## 1.6.2 The Community Consultation Process

### Stage 1 application:

In order to assess the need and scope of our project when considering a stage 1 application, DCRT organised a consultation evening for interested parties. This gave initial feedback on what we were proposing and was particularly valuable in deciding what the geographical project area should be.

### Development Phase:

During the development phase of the project, we carried out a series of consultation activities:

- **Community Survey**

First, we designed a community survey to gather general feedback, assess the need and appetite for the project and establish a baseline for people using the rivers. This took place between February and March 2018, and was sent to project contacts, who in turn sent it to their networks and included it on their newsletters. We promoted the survey on social media, on our website and took it as a paper copy to events. We received 121 responses in total. A copy of the survey and a summary of result is included in appendix 1.

- **Primary School Survey**

A survey was sent out to a selection of 20 primary schools in the area.

- **Consultation Events**

Following the results of the survey we set up targeted consultation events. We wanted to make sure that we were reaching the people who did not engage with rivers or their local heritage. We organised the following events:

- Eckington Library, Friday 9<sup>th</sup> March 2018. Information stall asking members of public to fill out surveys, and feedback from parents and guardians from a toddlers story time group
- Chesterfield Market, Monday 9<sup>th</sup> April 2018



Figure 2 Photos from Chesterfield consultation event

- **Meeting the community**

A deciding factor on embarking on the *Hidden Heritage Secret Streams* project was our work with the Moss Valley Wildlife Group on the Moss Brook. They have been an inspirational, forward thinking group active for many years on the Moss Brook, but explained that they were finding it difficult to get new volunteers. As such, we wanted to understand the appetite for the overall project, and volunteering & participation in general to inform what the take up from the community would be. So, an important part of the consultation was contacting and arranging face to face meetings with members of community groups and landowners. A full list of community consultees is included in appendix 1.

- **Trialling activities**

We wanted to test out if some of the activities were going to be appealing to volunteers and to understand the logistics of recruiting and getting people to site in a fairly rural area. We took the opportunity whilst doing a small scale project on the Moss Brook to get some volunteers involved and this helped to guide our volunteer engagement strategy. We also organised a volunteer clean-up day on the River Hipper in Chesterfield – 20 people came to help, which is encouraging in terms of appetite for this kind of project.



*Figure 3 DCRT volunteer helping with a short term project in the Moss Valley*

- **Engaging stake holders**

On 26<sup>th</sup> June 2018 cbec led a stakeholders meeting to consult on four possible options for the re-meandering site (see section 2.6). Attendees included the landowner, and neighbouring estate owner, the consultant ecologist, members of the local authority and departments from the Environment Agency (fisheries, asset performance, catchment officer), and DCRT staff. There were no objections to any of the potential schemes, and although the meeting was unable to reach a consensus on which option to pursue, clear actions were identified for cbec to follow up on in order for the decision to be made. After careful consideration, option 3 was chosen by the project board to re-meander the channel and leave banks intact.

## Gaps and Limitations

Whilst we endeavoured to be thorough with our consultation, there are a few areas where we were unable to get detailed feedback.

- **Landowners:** Whilst we know that we have contacted the main landowners in the area and have their permission for re-meandering work, the access survey work highlighted some areas where land ownership is not clear and therefore we may not have been in contact with absolutely everyone. We have made provision within the project timetable for time to be spend on landowner liaison, particularly in year one. This will be an important part of both the Project Manager and Catchment Officers job role.
- **School responses:** There was a low response rate for the school survey which was disappointing but understandable considering the time pressures and workloads of teachers. However all the respondents gave similar responses, and we have supplemented this general feedback by discussing plans in more details with a small number of schools, as well as education professionals. Based on these discussions we are confident that the low response rate was not a reflection of disinterest from schools.
- **Young people:** We did not get responses from young people for the community survey, despite promoting it on social media. To remedy this we have had conversations with group leaders, as direct communication with young individuals was challenging. Whilst we would have preferred young people to speak for themselves about the project, we recognise that we have talked more to their leaders and supervisors, and they have relayed young people's aspirations for the project.
- **Geographical coverage:** approximately half of the community survey responses gave postcodes, and from those we got a fairly even geographical coverage, but there were gaps in the lower part of the project area, which is much more sparsely populated.
- **Parish Councils:** We talked in depth with district councils both at stage 1 and development phases because we wanted to get 'buy in' from the local authorities, and also to get the relevant permissions in place. We also wrote to each parish council about the project, but did not receive responses. Whilst it would have been helpful to show support for the project, we shall take the lack of responses or attendance at the stakeholder meeting to mean there are no objections to what we are proposing for the project at a local level! Staveley Town Council (the local council on the re-meander site) have been in touch with the development team and are supportive overall.



### 1.6.3 Appetite for the project

The feedback from our consultation was overwhelmingly positive, with plenty of interest in participating and helping. We feel *Hidden Heritage Secret Streams* has caught the zeitgeist in a movement towards actively looking after our natural heritage. We purposely left an open comments section at the end of the survey for people to write whatever comments they liked, and were pleasantly surprised with the amount of encouraging comments we received about the aims of the project:

*"What a great inspiring project"*

*"I am delighted that there is an initiative to reclaim our streams as a community asset"*

*"It sounds like a brilliant idea"*

*"Fantastic idea. Be fantastic to take my children on a guided tour of the local river. Get them out in fresh air and learn something about the area"*

*"Great you are doing something in Chesterfield. Good to work with local groups who have a mutual interest in this, or who can promote to their members"*

*"Sounds like a great project, well done and good luck!"*

The number of existing community groups ready and waiting to join in the project is very positive. We feel that we have a solid network to start up activity straight away and the development phase of the project has given the Trust an excellent opportunity to forge new relationships with people and groups they had not had contact with before.

## 1.6.4 Changes we made to our round 1 application

During the development phase of the project the team made the following changes to the round 1 application submitted:

What is the change?	How did we reach this conclusion?	What is the impact?
<p><b>The Trust has greater community stakeholder engagement than in stage 1</b></p>	<p>In stage one we identified a small number of community groups that we might work with.</p> <p>During development phase the Trust has made strong links with community groups and local organisations that want to work with the Trust on <i>Hidden Heritage Secret Streams</i>. For example, the development of the community industry project has been led by North East Derbyshire Industrial Archaeology Society.</p>	<p>HHSS is ready to go as soon as a permission to start is received.</p> <p>The aims of HHSS will filter through existing community groups to build a strong network of champions for river heritage.</p> <p>Non-traditional audiences will get involved with heritage.</p> <p>Long term sustainability of the project has a good chance of success.</p>
<p><b>HHSS has established a partnership approach</b></p>	<p>DCRT have learnt that partnership working can achieve meaningful, long lasting impacts. The Trust has sought out and grasped opportunities and offers to work collaboratively with other organisations.</p>	<p>Strong, evidence led input into catchment management plan throughout HHSS will help planning of where to base the work of catchment volunteering. This will achieve the best improvements for the river catchment, through iCASP partnership.</p>
<p><b>Project Apprentices</b> Change from having two apprentices (one after the other), to one apprentice leading on to become a project assistant.</p>	<p>Having two apprentices, one after the other, did not allow for progression into employment and a longer term role within the Trust.</p>	<p>Better progression and employment opportunities for the candidate.</p> <p>Greater capacity within the staff team to have work experience students, thus allowing more young people to get experience of working within heritage.</p>

<p><b>Project Assistant role</b> The project assistant role written into stage 1 has become a Catchment Officer role</p>	<p>After developing all the project activities, it was clear that the Project Assistant written in at stage 1 would actually be working much more independently than could reasonably be expected of an assistant. So, the role of Catchment Officer was developed instead to work alongside the Community Engagement Officer.</p>	<p>Ability for the project to have a broader skill set working with volunteers and on community events. This will result in better quality experiences for people.</p> <p>Better opportunity for a higher salary role within the heritage sector.</p> <p>Project Assistant role still within the HHSS project – to be a follow on role for the project apprentice.</p>
<p><b>Interpretation</b> Less emphasis on capital items</p>	<p>Originally we thought the interpretation scheme was going to be based around interpretation panels, and the conditions of grant stated that designs should be drawn up to RIBA stage 3. Having commissioned the access audit and listened to community groups, we decided it would be better to have one panel at the start of each route, and concentrate on finding lower impact ways of interpreting the heritage of the rivers. Therefore we have expanded on stage 1 by including an interpretation plan, section 2.3.</p>	<p>Less of an obvious physical and visual impact on the routes.</p> <p>More opportunity to use technology that will be geared towards our ‘young people’ target audience.</p>
<p><b>Formal educational activities</b> Expand the original offer to include uniformed groups and more informal group learning</p>	<p>When we wrote our stage 1 application we assumed that the educational activities would be targeted specifically towards schools. During the development phase we found out that a session was being offered by Derbyshire Council, but that take up was very low. We did however find out that ‘uniformed groups’ would also be interested in taking part in sessions. Our educational targets will therefore be made up of a mixture of school sessions and less formal sessions targeted towards uniformed groups.</p>	<p>Much more flexibility to work outside of the curriculum.</p> <p>A chance to inspire young people and encourage learning and participation with heritage as a lifelong hobby or interest outside of formal education.</p> <p>Better ability to lead sessions outside of the classroom on the riverside.</p>

<b>Redundancy budget</b>	We included a budget in case of redundancy in the stage one application. This was because it was included in the previous <i>Living Heritage of the River Don</i> project, when the Trust was unknown to the HLF and was not accustomed to having a staff team. HHSS project staff will be on a fixed 3 year contract and DCRT is on a sound financial footing. Therefore they see no circumstances arising where the Trust would have to pay redundancy.	Budget re-allocated towards supporting volunteers and community participation within the project.
<b>Project office</b>	In the stage 1 application we did not consider having a base in the project area (The Trusts office is in Doncaster). When we talked to the Volunteer Centre in Chesterfield they advised that it would be very difficult to recruit volunteers locally if we had a Doncaster address. Combined with this we realised it would be very difficult to meet with volunteers without a base. Therefore in the stage 2 application we have included a budget for a base in Chesterfield.	<p>Better presence and visibility within the community.</p> <p>Chance to work collaboratively with local organisations.</p> <p>Reduction in the amount of staff travel, and carbon footprint.</p> <p>No risk of isolating staff through working at home.</p> <p>Tools, vehicle and equipment will be safe.</p>
<b>Project vehicle</b>	In the stage 1 application we recognised that we would need a van to get tools around the work sites. We looked at the public transport links for volunteers getting to site and realised that having a vehicle that could transport volunteers would be of great use and cut down on the amount of cars driving to site. Unfortunately 'crew cabs' are expensive to lease and not within our budget. We discussed this issue with the project board & HLF, and decided the best course of action would be to purchase a used vehicle.	<p>More cost effective: buying used rather than leasing new saves c. £1,500 over three years.</p> <p>Ability to transport volunteers saves on expenses and reduced carbon footprint of multiple vehicles travelling to site.</p> <p>Enables people to volunteer in areas where public transport is not viable for volunteers who do not own a vehicle.</p>

## Section 2 - Our approach to Hidden Heritage Secret Streams

### 2.1 Our vision for the heritage of the River Rother

**We want the Rother to be loved again. We want to prove to communities that the river can be brought back to life and that our heritage is worth protecting and celebrating.**

**We have a chance for the next generation to inherit a natural heritage that is in better condition than it was for the previous.**

**We want people to get involved and feel confident & empowered to be part of the solution.**

## 2.1.1 The project area

Our project area can be described as the ‘Upper Rother Catchment’.

The project area has two main constituencies – Chesterfield and North East Derbyshire. Derbyshire County Council is the overall local authority, with the area being split into two district councils – North East Derbyshire District Council, and Chesterfield Borough Council.

There are several parishes in our project area and they tend to cluster around one of the many smaller streams and tributaries of the River Rother – a sign that local communities were once reliant on the streams for their supply of fresh water.

To the west is the Peak District which is looked after by the National Park authority, and to the north is the borough of Sheffield where there is an abundance of current projects. To the south is the River Trent catchment, which is outside of the remit of Don Catchment Rivers Trust.

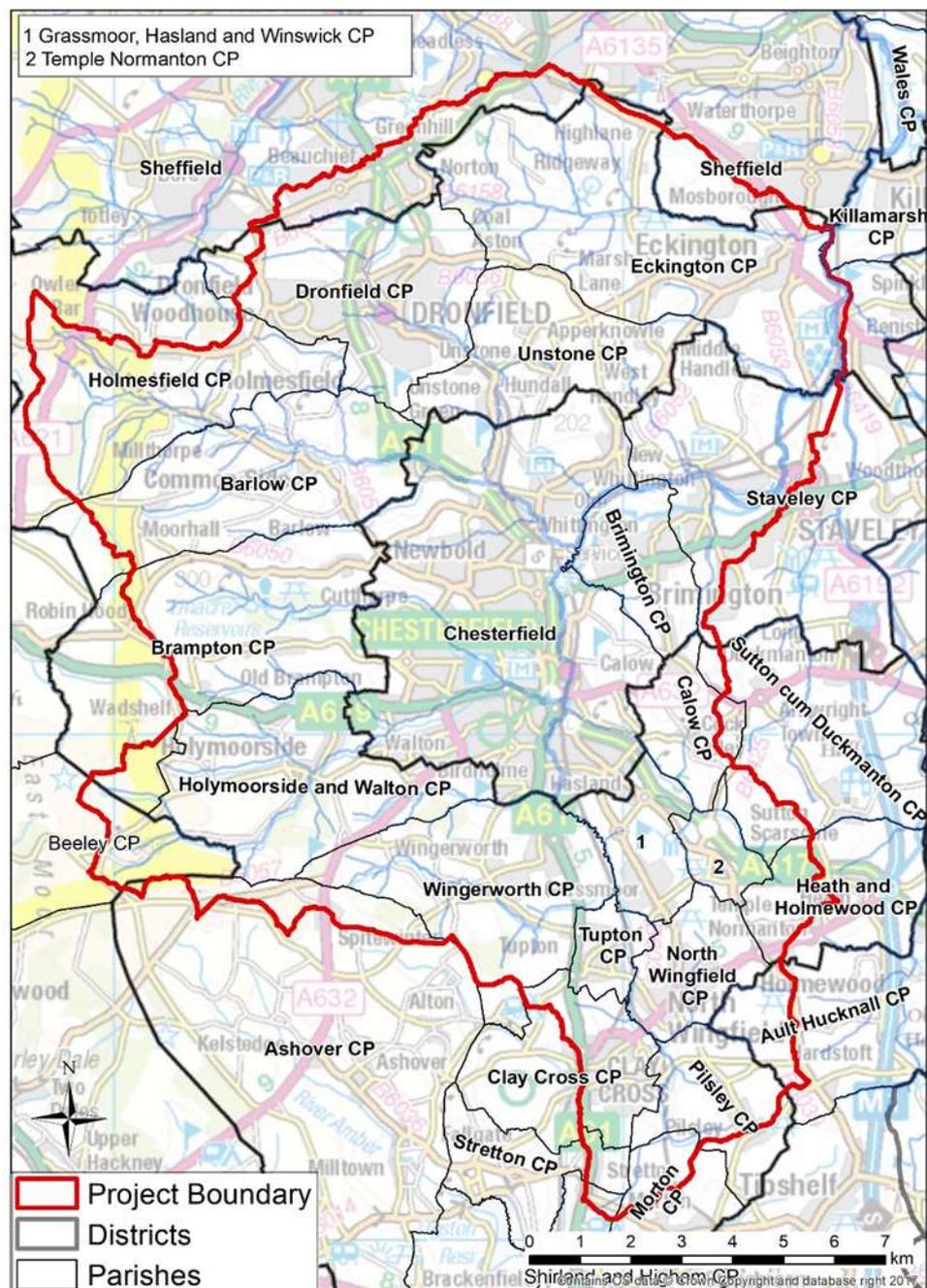


Figure 4 Map of the project area – parish boundaries

We learnt from our development phase that communities do not necessarily base their sense of belonging along the borders of counties, parishes or catchments, and we have taken this into account when drawing the project area border.

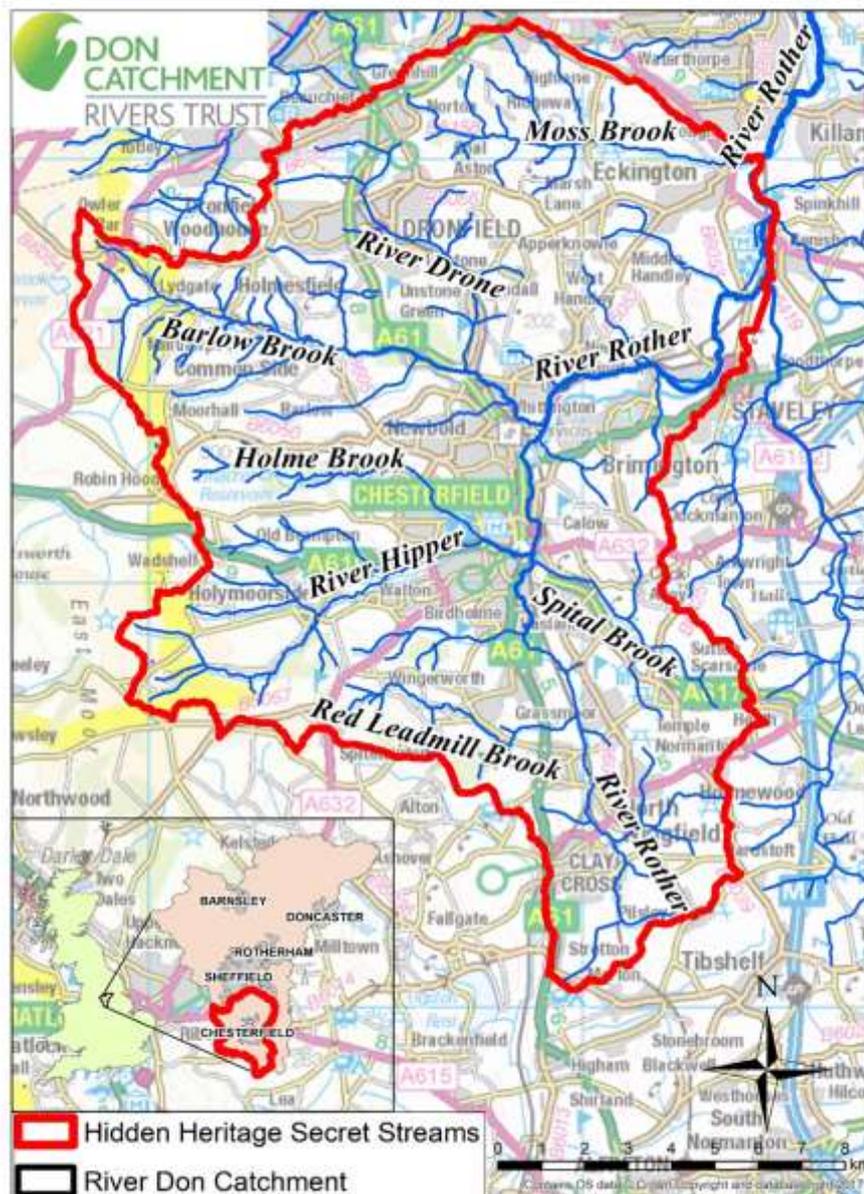


Figure 5 Map of the Project area – rivers and settlements

Whilst we have drawn a border to define the project area, there is a wider zone of engagement and we are expecting that people from the wider communities will want to be involved with the project, particularly from villages to the east of the border and also Rotherham and Sheffield because of their connection with the Rother (as shown by the locations of the responses to our community survey).

The *Hidden Heritage Secret Streams* area borders other projects which were being developed at the time of writing. Once the project begins staff should keep in touch with neighbouring projects to establish exactly where there is cross over.

Areas of the Upper Don Catchment are in the 10% most deprived in the country – particularly the areas east of Chesterfield running along the River Rother. These are the areas where the Community Engagement Officer will focus engagement and participation activities.

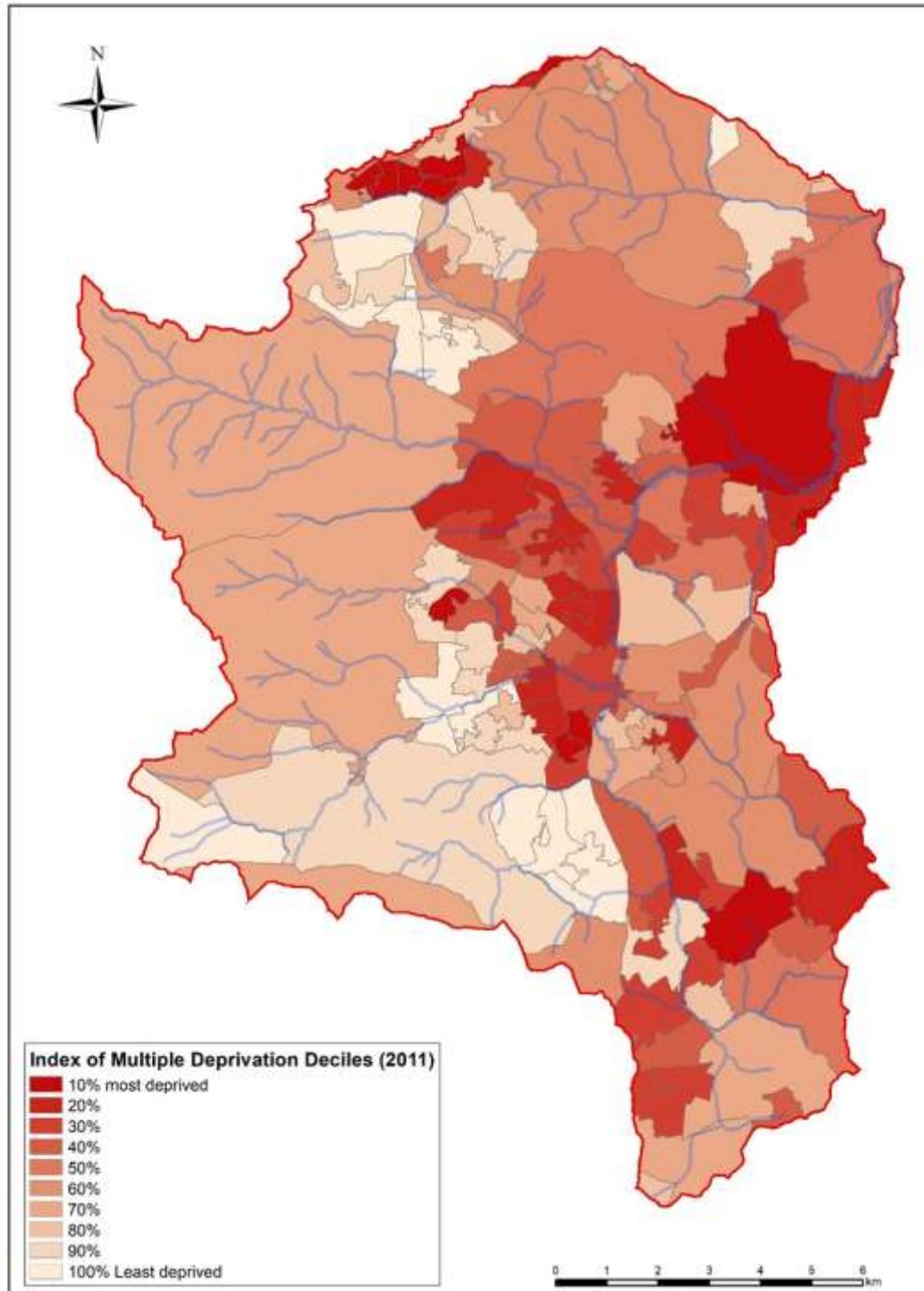


Figure 6 Project area - Index of Multiple Deprivation

## Future developments in the project area

During the development phase of *Hidden Heritage Secret Streams* we found out that some large scale developments would be happening over the three years of the project, and beyond.

The new HS2 railway line route will pass to the east of the project area and will include a spur line to a maintenance depot near Staveley, to be opened in 2021. This is very close to one of the proposed walking routes. While the HS2 route has been confirmed, care should be taken to keep track of any alterations that could affect access to the river or walking routes before route maps are published. There will be mitigation funds available to bid for towards the end of the *Hidden Heritage Secret Streams* project.

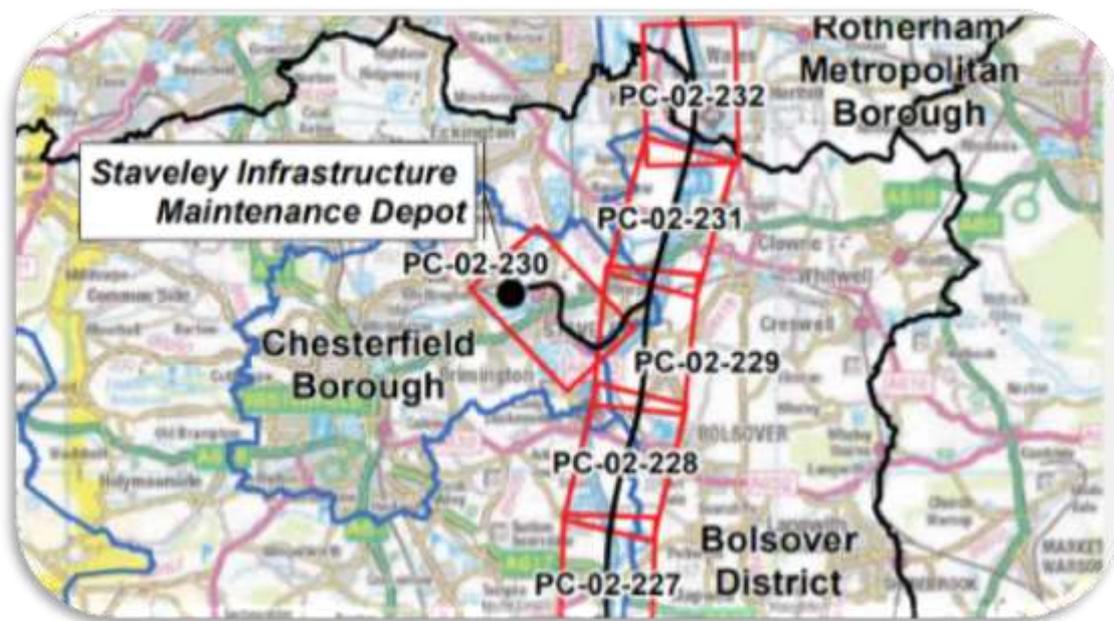


Figure 7 HS2 spur line to Staveley

There are at least three large scale housing developments due to be built close to the River Rother

- Chesterfield Waterside: 170 houses and 310 apartments at the newly developed Canal Basin, along with offices and retail units
- The Avenue in Wingerworth: 469 homes confirmed, with a view to over 1000 houses and a new primary school by 2030
- Staveley Works regeneration scheme: up to 2000 dwellings, a primary school and commercial & leisure facilities, with a green and blue infrastructure scheme

Developers are drawing attention to the fact people can live close to the River Rother in these new homes, so it will be important to engage owners and tenants in the heritage of the area as they get built and occupied.

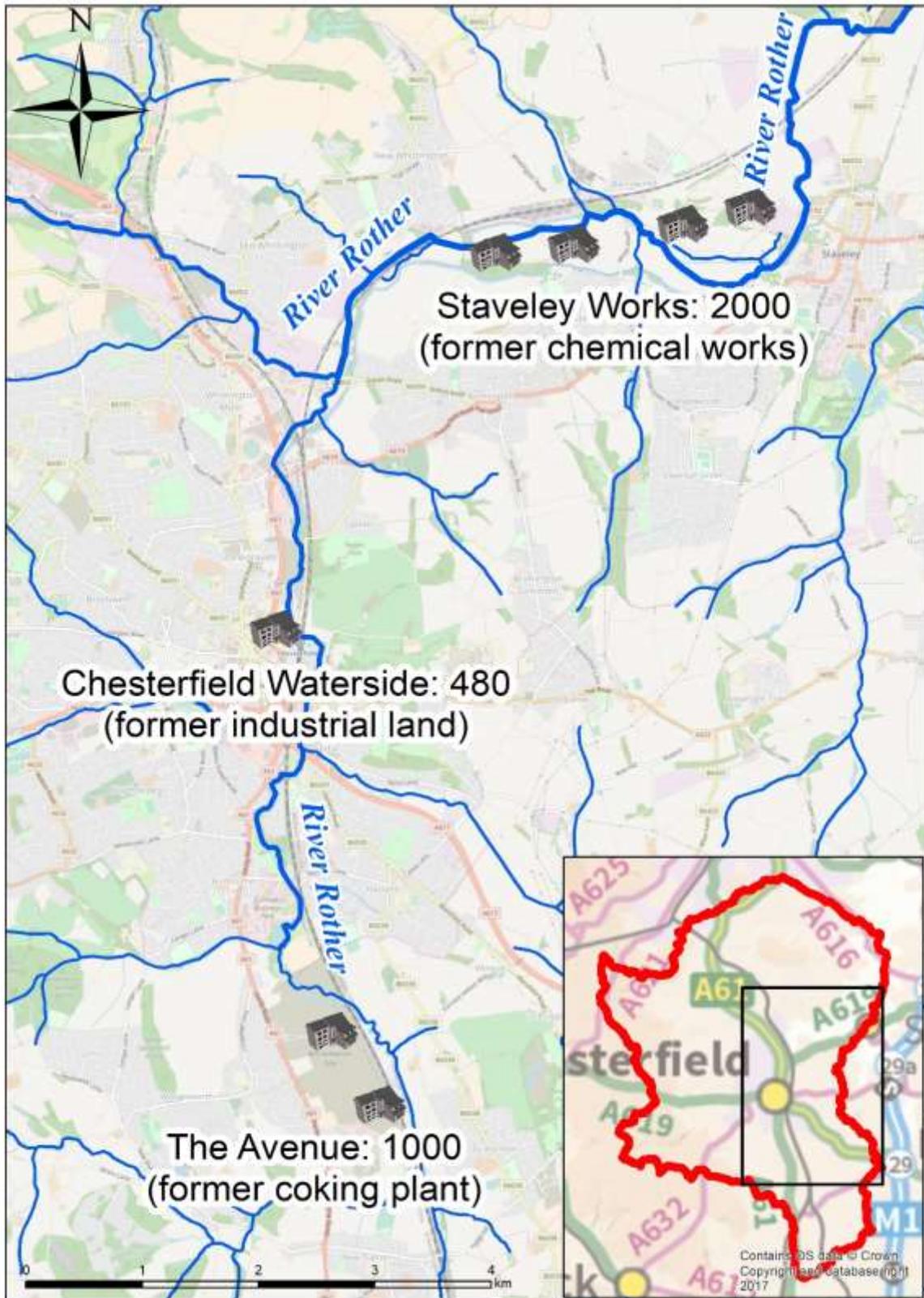


Figure 8 Location of housing developments along the Rother

## 2.1.2 Heritage in the Upper Rother Catchment

There is a wealth of industrial, community and natural heritage in the Rother catchment. There has often been a complicated, intertwined, relationship between these three strands with different priorities for different communities and organisations. Perhaps the biggest impact on the area was the industrial revolution, which devastated the natural heritage of its rivers and streams, and also the traditional way of life for communities. Now, people are glad that nature is returning but sometimes lament the decline in industry and the lack of jobs and prosperity that has caused in the area.

Below is an overview of heritage in the area, with a particular focus on the rivers and streams that make up the Rother catchment.

### Community Heritage

The main settlement in our project area is Chesterfield. Traditionally it was the market town for the surrounding villages, and it is still a bustling hub. It is in the county of Derbyshire although there is a strong connection with the area south of Sheffield / South Yorkshire, as they have shared much of the same industrial heritage over the past few hundred years and used to be in the same county (they have the same 'Sheffield' postcode!).



**Chesterfield Parish Church with its famous crooked spire**

The communities around Chesterfield were historically part of the estates of three landed families based around Chatsworth House, Renishaw Hall and Hardwick Hall. These were agricultural estates with later interests in industry and the lives of their tenants were inevitably tied into the prosperity and activities of the estates.

There is an ancient tradition of 'well dressing' around the project area, whereby villages placed decorations around the wells and springs to give thanks for the water supply and ask for a good flowing stream for the year ahead. This is thought to be a pagan tradition that became Christianised. The tradition of well dressing has all but disappeared because the streams were too polluted or not flowing properly, and tapped water was more common (leading to 'tap dressing' instead!). There has been a revival in recent years though and some wells are now dressed again.

## Industrial Heritage

During the 17<sup>th</sup> century traditional agriculture and farming based around the estates of the landed gentry gave way to the early industrial revolution. The fast flowing brooks running to the River Rother and an abundance of natural resources fed industry and made the area an important industrial hub. Lead ore was mined in the White Peak and transported to the area to take advantage of the plentiful wood and waterpower needed for smelting and metal working. Rich seams of coal and iron ore were worked, and the valleys became hives of activity, with forges, charcoal making, mining and milling producing renowned scythes, saws and cauldrons.

The Sitwell Estate started extracting minerals from their land from the 1630s, and in 1652 the family built Foxbrook furnace which quickly became one of the largest ironworks in Derbyshire, making Eckington a leading producer of iron nails. In 1656 Sitwell built a rolling and slitting mill to turn bars of iron into rods, to in turn produce nails. Industry on this site was continuous as was the altering of the course of the river to meet the needs of industry. Even into the 1950s the natural meanders of the River Rother were being straightened out to suit the needs of industries such as chemical works. Some of the old meanders can still be seen in the adjoining fields.



*Figure 9 Remnant meanders on the River Rother (bottom of photo)*

To power the mills and 'wheels' (the local name for a grinding workshop) weirs were placed into rivers to direct water along dug out 'goits' and mill chases. This water was often held in artificial dams or mill ponds ready to be used to turn waterwheels to power machinery. These manmade features changed the flow and ecology of the rivers, as well as the natural landscape.



Figure 10 Mill ponds and 'wheels' on the Moss

**ORDNANCE SURVEY SIX-INCH ENGLAND AND WALES, 1842-1952, SHOWING THE MILL PONDS AND 'WHEELS' PLACED ON THE MOSS BROOK DURING THE INDUSTRIAL REVOLUTION. REPRODUCED WITH THE PERMISSION OF THE NATIONAL LIBRARY OF SCOTLAND**

As the industrial revolution progressed, the river-fed Chesterfield Canal was opened in 1777 to transport finished goods to the River Trent and then across the globe. Then, in the 19th and 20<sup>th</sup> centuries industry became progressively heavier. Hundreds of collieries, coking and chemical works developed along the Rother. The river was devastated – it was being straightened, dammed and extremely polluted by toxic effluent that wiped out all aquatic life.

## Natural Heritage

Although there is still some industry in the area, their outputs and emissions are heavily regulated to not cause harm to the environment. We are now left with a post-industrial landscape which is of great interest to historians and archaeologists, but also to nature conservationists.

By the 1980s industrial decline had set in. As a result river water quality improved, and nature started to return remarkably quickly. The table below shows the status of the catchments rivers as of 2016, along with the Environment Agency's targets for improving water quality in the river.

Watercourse	2009	2016	Hydromorphological designation	Objective
Rother - source to Redleadmill Brook	Poor	Poor	Not designated artificial or heavily modified	Good by 2027
Rother - Redleadmill Brook to Spital Brook	Moderate	Moderate	Heavily modified	Moderate by 2015
Rother - Spital Brook to Doe Lea	Moderate	Moderate	Heavily modified	Moderate by 2015
Rother - Doe Lea to River Don	Moderate	Moderate	Heavily modified	Moderate by 2015
River Hipper	Moderate	Moderate	Heavily modified	Good by 2027
Shire Brook	Moderate	Moderate	Heavily modified	Good by 2027
Moss Brook	Moderate	Moderate	Not designated artificial or heavily modified	Good by 2027
Redleadmill Brook	Good	Moderate	Not designated artificial or heavily modified	Good by 2027
Holme Brook	Moderate	Moderate	Heavily modified	Good by 2027
Barlow Brook	Moderate	Moderate	Not designated artificial or heavily modified	Good by 2027
Spital Brook	Bad	Poor	Not designated artificial or heavily modified	Moderate by 2027
River Drone	Moderate	Moderate	Heavily modified	Moderate by 2015

Figure 11 Overall waterbody classification table

(Data from Environment Agency Catchment Data Explorer)

Although not many of the original mill buildings remain above ground, many of the mill streams, dams and weirs that made up the industrial landscape are still visible. To members of the public they can look like natural features, but their presence in the river system can cause issues for fish because they act as obstacles. For example, hundreds of years ago salmon would have lived in the River Rother, but eventually they were unable to jump the weirs to get to their spawning grounds.



*Figure 12 Slitting Mill weir on the River Rother*

Despite these barriers the Rother is of increasing value to wildlife, as otter has reappeared along with many other species, and it is hoped that salmon will soon follow. Life fared better up in the tributaries, away from the worst of the pollution, and in these refuges (e.g. the SSSI designated Moss Brook) species of conservation note such as Bullhead, Brown Trout, and the endangered White-clawed Crayfish persist. Patches of ancient woodland conserved for charcoal and timber still stand, such as the SSSI designated Whinacre and Brownstorth Woods, and alongside the brooks are examples of species-rich wet meadows, such as the Moss Valley Meadows SSSI.

However, a threat to the recovery of the river is the rise of invasive non-native species. Himalayan Balsam and Japanese Knot weed is prevalent, and Signal Crayfish are outcompeting the native species.



*Figure 13 Non-native crayfish found in the Moss Brook during project development*

### 2.1.3 The aims and outcomes of Hidden Heritage Secret Streams

During the development phase of the project, the team based a project activity plan on the results of the community consultation. Taking into account attitudes towards the rivers and the types of activities the community wanted to see, there are three main project aims, with a set of outcomes for each aim.

*Hidden Heritage Secret Streams* will:

Change attitudes towards **heritage** and encourage a positive impression of our rivers

- Heritage will be better managed
- Access to heritage will have improved
- Natural heritage will be in a better condition
- Our heritage will be better interpreted and explained
- Our heritage will be better identified and recorded
- People will have learnt about their heritage

Enable **people** to have the power to make a difference

- People will have confidence to get involved; barriers to participation removed
- People will have developed new skills, gained a certificate or qualification
- They will have learnt about their natural and built heritage
- People will have engaged with heritage
- People will have enjoyed an experience
- People will have volunteered time

Spark **community** pride and mobilise action

- A wider part of the community will have been involved with heritage
- Communities will have better access to their heritage
- Communities will have learnt about their heritage
- People will feel pride and more connected to their community heritage
- The natural environment will be improved
- The local area will be a better place to live and visit



## 2.1.4 Our target audiences

The *Living Heritage of the River Don* project helped DCRT to work with audiences we had not worked with before, and gave the Trust confidence and experience of working with different types of people with different needs.

*Hidden Heritage Secret Streams* has the potential to engage a wide cross section of people, but we want to build upon the Trusts experience and increased capacity, stretch ourselves, and target some groups of people that will benefit greatly from the project.

In choosing target audiences we considered:

- Where the need was greatest, taking into account the areas of deprivation
- What the project area can reasonably offer in terms of activity and how that matched the needs of an audience
- How much alignment there was between a potential audience and competing needs and priorities for a site
- How suitable potential activities would be for a target audience

Having taken these points into account we believe *Hidden Heritage Secret Streams* will be best targeted towards:

### People whose health and wellbeing will be improved through participation in heritage

We will link with groups that help people achieve a good sense of wellbeing, giving them opportunities to volunteer with the Trust and to participate with the project.

*“Going to miss my Moss valley volunteer days with DCRT - hard work but worth it to see the difference made. Plus it gave me a good workout for body and mind.”*

DCRT volunteer after helping with a short term project on the Moss Brook

### Young People growing up in deprived areas

*“Young people: They care. They know that this is the world that they're going to grow up in, that they're going to spend the rest of their lives in. But, I think it's more idealistic than that. They actually believe that humanity, human species, has no right to destroy and despoil regardless.” – David Attenborough*

Primary schools, uniformed groups, young people not in employment, education or training will be able to engage with their heritage and improve their communities

### Community Groups

We will bring together existing community groups, creating a network of people that actively care for their rivers and local natural environment. This will immediately include Moss Valley Wildlife Group, Derbyshire Wildlife Trust local volunteers, North East Derbyshire Industrial Archaeology Society, Transition Chesterfield, building up with groups that said they want to work with the Trust, as identified in the community survey.

## 2.1.5 Linking to policies, strategies & campaigns

**Hidden Heritage Secret Streams** has potential to link into a number of national, regional and local strategies and policies.

The governments **A Green Future: Our 25 Year Plan to Improve the Environment** is a very important policy which our project will be able to contribute to on a local scale. In particular we can make links with the 'using and managing land sustainably', 'connecting people with the environment to improve health and wellbeing' and 'reducing pollution and waste policies.

Aside from government policy, there has recently been a huge surge in interest nationally about **single use plastics** and how they end up in the ocean. By making the connection between oceans and the inland river systems that carry litter to the sea we will encourage people locally to care about their natural environment.



The European Union's **Water Framework Directive** continues to be the driver for improvements to rivers. Although at the time of writing it is not known if this legislation will be adopted by the British Government after we leave the European Union, the project team should keep up to date with what national objectives are going to be.



At a catchment level The Environment Agency has shown its commitment to the **Catchment Based Approach** (Caba), and DCRT hope to continue its role as joint hosts for the **Don Network**. This is a valuable network bringing together groups and organisations working at all levels and raises awareness of rivers and the contribution they make in communities.

Regionally there are two important local plans which we intend to link up with. The **North East Derbyshire Local Plan 2014-2034** talks about how improvements are needed in water quality to meet the Water Framework Directives standards. It says that we need to protect and enhance natural environment assets in the face of growth pressures and that we need to protect heritage assets and archaeological remains.

The **Chesterfield Borough Council Local Plan: Core Strategy 2011-2031** refers to the River Rother as a green route. The Plan states that the regions rivers are one of its best assets, but also one of its biggest challenges. Chesterfield Council recognise that the waterways have potential for biodiversity, tourism, walking, cycling and recreation.

Chesterfield Council have also published the **Staveley & Rother Valley Area Action Plan** which outlines regeneration proposals for industrial sites along the River Rother around Brimington and Staveley.

There are a number of other regional strategies that *Hidden Heritage Secret Streams* links to. For example the '**Healthy North East Derbyshire Locality Public Health Plan**', which aims to promote physical activity, health and wellbeing in the community and talking social isolation – all of which can be achieved for people through our volunteer activity programme.



Derbyshire County Council have also adopted the '**Five Ways to Well Being**' strategy which *Hidden Heritage Secret Streams* links in well with: Connect; Be Active; Take Notice; Learn; Give.

Within the project areas there are organisations with complimentary aims for rivers. Derbyshire Wildlife Trust have a **Living Landscapes** project for the Rother and Doe Lea. The National Trust have a neighbouring Riverlands project to be funded for the **River Doe Lea**. Further downstream both Rotherham and Sheffield City Councils have a **Waterways Strategy**.

An excellent way to create impact with *Hidden Heritage Secret Streams* will be to link up and join in with **national and regional campaign days**. Examples include Heritage Open Days, the Great British Spring Clean, invasive non-native species week, National Volunteers Day, Chesterfield Walking Festival and Love Your River Day.

## 2.2 Delivering the Activity Plan

### 2.2.1 Project Ownership

Don Catchment Rivers Trust have formally agreed that the *Hidden Heritage Secret Streams* project will form a central part of DCRTs business over the three years of its delivery from 2019 to 2021.

The Trust is committed to working with other people, community groups and organisations to achieve their ambition for the upper Rother catchment:

Our ambition is to **reconnect** people, communities and decision makers back to our rivers and their **rich natural, cultural, built and industrial heritage**.

We want to **change beliefs and attitudes** so that our rivers and their heritage will be **better valued** and **better protected** into the future.

### 2.2.2 Governance and management

The Project Manager will report to the project board, who will meet quarterly.

The project board will be made up from a selection of DCRT trustees and project partners, including a designated contact from the Environment Agency. Each member will have a particular skill and experience in an area of the project delivery (see pen portraits on page 45). The remit of the project board will be:

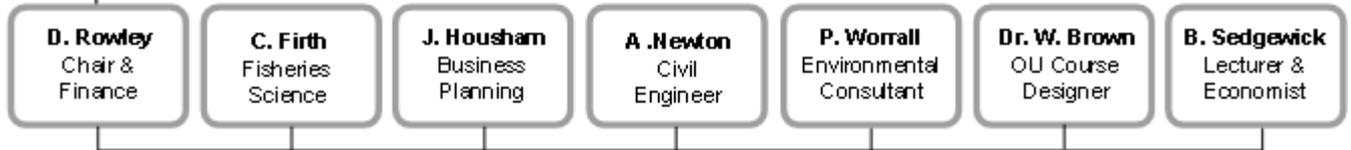
- to monitor performance against targets
- mitigate risk
- approve designs
- commission contractors and consultants
- ensure good financial management.

The project board will in turn report to the DCRT board of Trustees. The diagram overleaf shows the reporting structure of the project.



(National Body)

**Don Catchment Rivers Trust Trustees**



**Hidden Heritage Secret Streams Project Board**



**HHSS Project Delivery Team**

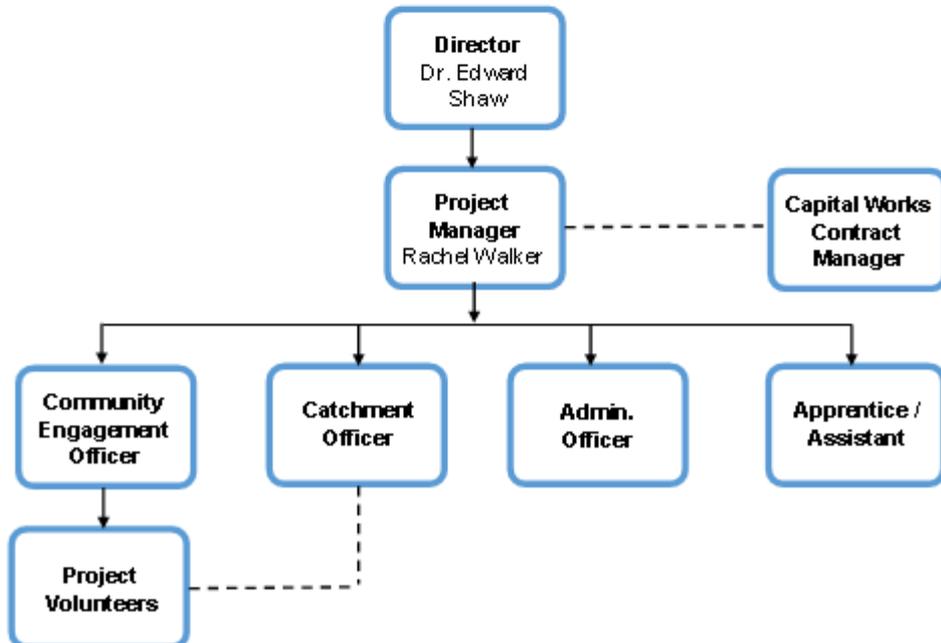


Figure 14 Project staffing structure

## Project Board Pen Portraits

### **John Housham, Project Board Chair**

John qualified in Environmental Science and River Quality Engineering before starting work in the Water Industry in 1976. He moved to the National Rivers Authority in 1989 and joined the Environment Agency on its formation in 1996.

Before retiring in 2011 he managed a group of dedicated staff protecting and improving the environment across South Yorkshire and North East Derbyshire for 14 years.

### **David Rowley, DCRT Chair of Trustees**

David became involved in the Rivers Trust movement through his passion for fly fishing. It was through fishing that he first became interested in fly tying and invertebrates. He fairly quickly realised that without protected rivers there may not be a future for invertebrates, fish or fishing.

David is the chairman of the South Yorkshire branch of Salmon & Trout Association and the Yorkshire representative on the S&TA Management Council.

### **Chris Firth, MBE, DCRT Trustee**

Chris began his working life as an engineer, and in 1975 he took up a post as a Fisheries Bailiff working in the West Cumbria area of the Lake District. In 1977 he moved to Beverley where he began work with the Yorkshire Water Authority as a Fisheries Inspector. Here his responsibilities included all aspects of fishery management including the management of the licenced salmon net fishery along the Yorkshire coast. In 2000 he was awarded an MBE for services to Fisheries and the Environment and in 2004 helped to set up DCRT.

### **Pete Worrall, DCRT Trustee**

As a consultant hydro-ecologist and Director of Penny Anderson Associates Ltd (Consultant Ecologists) Peter has worked with rivers and wetlands in many parts of the UK as well as other countries including Portugal, Italy and Saudi Arabia.

Peter has become an expert ornithologist with a particular specialism in the behavioural ecology of wetland birds. This passion has led Peter to be involved in the creation of ponds, lakes, marshes and reedbeds in both rural and urban areas.

### **Carys Hutton**

Carys has a BSc in Ecology and a PGCert in Environmental Water Consultancy. She has eight years of industry experience specialising in nature conservation and river restoration.

Carys has worked for The Wildlife Trusts and is currently employed as an Ecological Consultant.

### **Anthony Downing**

Anthony has worked for the Environment Agency, and its predecessor, for almost 25 years in a range of environment management roles. He worked as Water Quality Planner for the Yorkshire Area during the planning of the WFD investigation programme and coordinated the delivery of investigations in the River Don catchment. He currently works as a project manager for the Environment Programme team on a range of projects including fish passage, diffuse pollution and habitat improvements.



## 2.2.3 Staffing the Project

A staff team with the right mix of skills will be critical in delivering *Hidden Heritage Secret Streams*. The project will require people with experience of community engagement, as well as working with volunteers on practical tasks, and an understanding of river processes. We also want to be able to offer an opportunity for a member of staff to learn and train on the job, so have built in a trainee role with a view to them becoming a project assistant.

The overall structure of the project board and staff delivery team is shown in figure 14, with job descriptions for new project staff included in appendix 6. The table below gives an overview of the roles of the project staff.

Post & Salary	FTE	Role summary
Director [£35,000 pro rata]	0.4	<ul style="list-style-type: none"> <li>Oversee re-meandering scheme</li> <li>Catchment Management Opportunities Plan</li> <li>Main contact for iCASP partnership</li> <li>Citizen Science</li> <li>Oversight of Invasive Species work</li> </ul>
Project Manager [£31,000 pro rata]	0.8	<ul style="list-style-type: none"> <li>Lead contact with HLF</li> <li>Ensure effective delivery of the project</li> <li>Manage budgets and procurement</li> <li>Plan the work programme</li> <li>Ensure targets are being met</li> <li>Line manage project staff</li> <li>Access and Interpretation</li> <li>Oversee evaluation programme</li> <li>Marketing and media engagement</li> <li>Report to project board</li> </ul>
Community Engagement Officer [£25,750, equating to £20,600 pro rata]	0.8	<ul style="list-style-type: none"> <li>Oversee volunteer recruitment, retention and training</li> <li>Build partnerships with community groups</li> <li>Plan and deliver community, education and participation programme of events</li> <li>Supervise project apprentice on community units</li> </ul>
Catchment Officer – Rother [£22,000]	1.0	<ul style="list-style-type: none"> <li>Contribute to volunteer recruitment</li> <li>Lead on practical task days</li> <li>Plan and deliver volunteer days in conjunction with Community Engagement Officer</li> <li>Engage with landowners</li> <li>Supervise project apprentice on practical units</li> </ul>
Administration Officer [£19,570, equating to £11,742 pro rata]	0.6	<ul style="list-style-type: none"> <li>To provide administrative support for DCRT</li> <li>To assist with project claims and returns for HLF and match funders</li> <li>To co-ordinate meeting agendas and minute taking</li> </ul>
Apprentice [£4 per hour]	0.8	<ul style="list-style-type: none"> <li>To train as an a Level 2 or 3 Apprentice in Environmental Conservation and Business, with a view to becoming Project Assistant</li> </ul>
Project Assistant [£8.75 per hour]	0.8	

Figure 15 Staff roles and responsibilities

## 2.2.4 Volunteer Engagement Strategy

This section of the Activity Plan outlines how DCRT will recruit, retain and involve volunteers with the *Hidden Heritage Secret Streams* project. HHSS will benefit greatly from the leaning and experiences gained in our *Living Heritage of the River Don* project. DCRT has well tested policies, procedures and working practices when it comes to volunteering, as well as a strong commitment to working safety and safeguarding. This will be complemented by continuous professional development of the project staff, and reflecting on lessons learnt to improve how we work with volunteers.

### How will we recruit volunteers?

Volunteers need to feel comfortable getting involved with an organisation. Becoming a volunteer can be a daunting step, particularly if they have never volunteered before or have no experience of a particular area of an organisations work. People have different motivations for volunteering: to gain work experience; to help with health and wellbeing; to put something back into society; to do something different after retiring. Sometimes people *have* to volunteer – for example because they owe community service.

Some people like the formality of an application process, while others want a chance to see what a project is about before committing to becoming a volunteer. The *Hidden Heritage Secret Streams* project will provide as many gateways as possible for people to approach us, and our volunteer roles (see appendix 5) will be advertised in the following ways:

- On the DCRT website
- Through social media
- With Chesterfield Volunteer Centre
- Third party websites, for example countryside jobs services
- At events and volunteer recruitment fairs
- On leaflets and flyers
- Through referrals from other organisations

Once people have found out about volunteering opportunities and want to commit to becoming a project volunteer, a process will be followed to capture essential details and provide an induction. DCRTs volunteering policy (see appendix 4) outlines the full procedure for recruiting volunteers once an expression of interest has been received.

I thoroughly enjoy my time with DCRT. The group is so friendly and welcoming, you feel part of the team from the first day. I've met so many interesting new people, made friends and learnt so much about plants and flowers, birds and even bats.

Rowena – DCRT LHRD volunteer



## What volunteer roles will be available?

- **Research volunteers – archaeology and archives**

Working on the community river industry aspect of the project, volunteers will find physical and historical evidence for the watermills, forges, and their associated structures, with a view to creating an exhibition.

- **Citizen Scientists**

After initial training in how to identify species, volunteers will be able to monitor the impacts of the re-meandering part of HHSS. Working alongside events and education volunteers, our Citizen Scientists will set up 'bioblitz' events to engage members of the public. They will monitor our social media accounts and identify the creatures and plants that members of the public have spotted and want to know more about

- **Catchment volunteers – land management, access and INNS**

Working alongside the catchment officer and project apprentice / assistant catchment volunteers will carry out the physical works needed to improve the rivers in the project area. They will also improve and take care of the walking and access routes that will be established.

- **Events and education**

Working alongside the community engagement officer, our events and education volunteers will concentrate on working with our 'young people' target group as well as members of the public. They will assist with and eventually lead River Guardian sessions and community activities, and also help with running the HHSS stall at local shows and events.

- **Work experience placements**

Students will be able to spend an intensive period of time with DCRT, getting involved with the project activities, and also the 'back office' aspects of running a project such as administration and marketing.

Full role descriptions and a volunteer 'expression of interest' form is included in appendix 5.

## What will we provide for volunteers?

- A volunteer hand book that outlines what volunteers can expect from us, and the rules we expect volunteers to adhere to.
- Regular updates about their activities via newsletters
- A uniform (t-shirt, fleece, hat)
- PPE if this is required for their role (for example safety boots, gloves, waders)
- Refreshments when volunteering for the project
- Travel expenses to get to sites
- Training and certifications
- Celebration events to thank volunteers



## How will we involve volunteers with the project?

- Regular volunteer meetings to set dates and organise activities to be carried out
- Shaping the project and volunteer experience through feedback surveys
- Training people to work independently of staff and set their own priorities for areas to improve
- Opportunities to contribute to social media and project blog

## DCRT experience, training and track record

The Trust recognises that in choosing the target audiences they have, there will be challenges. It will be important to safeguard delivery staff as well as vulnerable volunteers.

Our delivery team for *Living Heritage of the River Don* has gained a wealth of experience of handling challenging situations and volunteers. We have a good track record of working with volunteers, both in retaining people and volunteer satisfaction. The Trust is very proud to have received the Rotherham Volunteer Kitemark Plus award, and the Duke of York Community Initiative Award. These are marks of quality that show the Trust's commitment to providing a quality volunteering experience and working for the benefit of communities.



Within the Trust we have received training on safeguarding children, working safely near water with groups, emergency first aid, recruiting and retaining volunteers, and social action. Once the project delivery team for *Hidden Heritage Secret Streams* has been recruited, there will be a skills audit to highlight any gaps in experience. Based on current experience within the staff team, the Trust will provide staff training on adult safeguarding including working with people with mental health problems and people with learning difficulties or additional needs.

DCRT has a clear reporting structure for issues involving volunteers and safeguarding. There is now a Rivers Trust network for staff delivering community engagement work, where people can network and ask questions about best practice.

## 2.2.5 Marketing, promotion and communications

### Project branding & promotion

Don Catchment Rivers Trust refreshed its branding in 2016 to coincide with the *Living Heritage of the River Don* project. The colours, logo and strap line '**working to protect and restore your rivers**' work well and show the values of our Trust.



We want to give *Hidden Heritage Secret Streams* a clear identity by means of a project logo that will tie in and complement the overall DCRT branding. The logo will be used on all project materials, along with the Heritage Lottery Fund logo in line with the HLF branding guidelines. This will include items such as a pop-up banner, printed literature, project resources and volunteer clothing. To further the aims of the project and get communities involved we will run a logo design competition.

The Trust will pro-actively look for opportunities to promote HHSS and its activities by means of press releases and building up a working relationship with local media outlets – newspapers and local radio & television stations. We will also look for opportunities to link into national media campaigns (see section 2.1.5) to increase the reach and impact of our project.

### Communicating with volunteers

Good communication with volunteers is essential in retaining people and making them feel valued. Our volunteering strategy is set out in section 2.2.4, and specifically we will use the following methods to engage and communicate with volunteers:

- **Volunteer mailing list** - This will be a subset of our main mailing list so that we can create specific emails targeted for volunteers. It will include items such as advance notice of volunteer days, project milestones, good news stories and achievements. This will be linked to a dedicated [volunteer@dcrt.org.uk](mailto:volunteer@dcrt.org.uk) email address.
- **Volunteer texts, calls and posted letters** - Not all volunteers have or want access to emails or the internet, so we will also take into account peoples preferred communication methods.
- **Volunteer flyer** - Although we have an online calendar of dates, from previous projects we have learnt that volunteers often prefer a printed set of dates for volunteer days, training and events. We will provide a quarterly flyer to volunteers, which will also serve as general promotion for new volunteers.
- **Volunteer meetings and events** - it is important to us that our volunteers are involved and eventually lead on the planning on their volunteer programme. To make this possible we will organise regular meetings, and also celebrate key milestones with our volunteers.



## Promoting our events and activities

The Trust wishes to strike the right balance between promoting our events and activities widely, whilst ensuring we are reaching our target audiences. We will use the following methods to let people know about how they can participate in *Hidden Heritage Secret Streams*:

- **DCRT website** – [www.dcr.org.uk](http://www.dcr.org.uk) has general information about the Trust, as well as a HHSS project page (used for community consultation during the development phase) and an online calendar for dates of volunteer dates and events.
- **Social Media** – DCRT makes use of Facebook and Twitter. On Facebook we post events and activities, and we tend to use Twitter daily to post what we have been up to as well as keeping in touch with community groups and retweeting relevant campaigns and interest stories. For HHSS we will make social media links with project partners and community groups, as well as communication departments in the local authorities in our project area.
- **Project newsletter** – We will set up a monthly newsletter using current and HHSS project contacts. The purpose will be to let people know about upcoming events and opportunities, keep people informed and engaged with the project, and celebrate achievements and milestones.
- **External websites** – as well as the Trusts websites we will make use of other organisations websites to promote events and activities. For example ‘Riverlution’, Visit Chesterfield and Derbyshire Life.
- **Posters and flyers** – as well as digital content it will be important to place posters and flyers in local communities. Look for opportunities to display material near to lottery ticket machines.
- **Press releases** – this will highlight project milestones, and pre-warn people about any disruptions the project may cause (particularly in relation to the re-meandering scheme).
- **Shows and events** – we will attend local shows and events with a stall and activities to promote the project. As a thank you to national lottery players, we will have a small giveaway for people who produce a lottery ticket.

## Responsibilities

Overall responsibility for marketing and communications with media will lie with the Project Manager, who will ensure that promotion of the project is on brand, and that Trust communications are compliant with the General Data Protection Regulation.

Whilst it is anticipated that all project staff will be involved with promotion and communications, the Community Engagement Officer will have specific responsibility for managing volunteer relationships.

## 2.3 Access & Interpretation

In the project development phase Walk Unlimited researched four access routes to the river and possible ways to interpret the heritage. Out of the proposed routes we opted to take two through to the delivery phase, and to allocate staff and volunteer time in year one of the project to fully research options for the remaining two walks.

The two routes chosen to include are based around the 'Brindley Loops' and the Moss Valley:

### The Brindley Loops Walk

This walk will tell the story of how transport from our industrial heritage has shaped the landscape. It passes by the river, an old mill dam, the Chesterfield Canal, and the Brindley Loops (which were cut off from the canal when the railway was built).

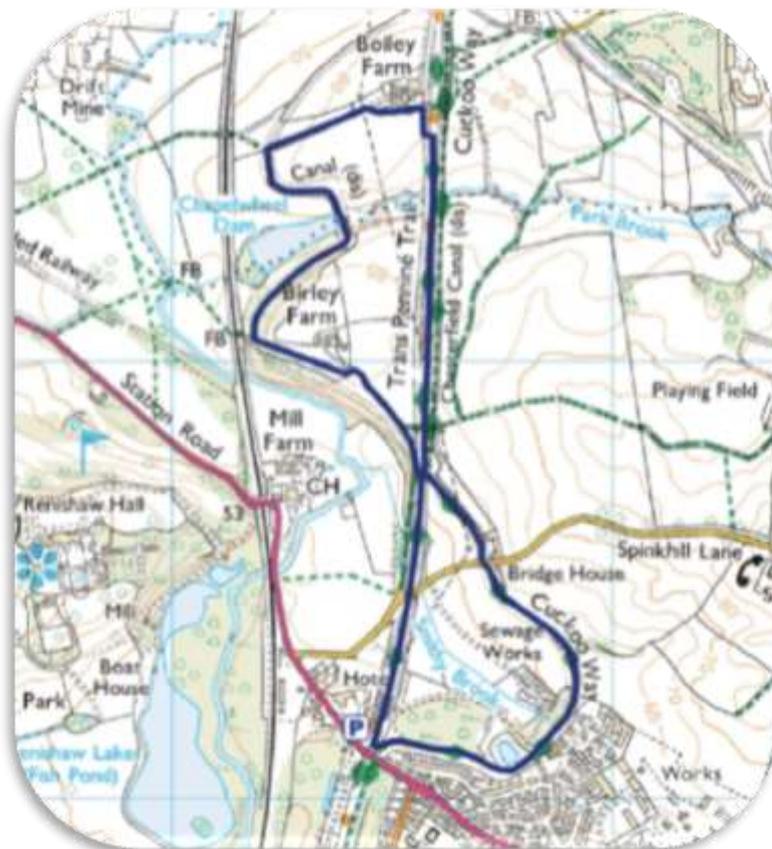


Figure 16 Brindley Loop walking route

This route is mostly based on public footpaths, with part of it on the Trans Pennine Trail and part on existing access through the Sitwell Estate.

The Chesterfield Canal Trust will be a major stake holder with this route, as they have interest in the remainder sections of the canal.

Walk Unlimited have surveyed the route and suggested where waymarkers would be best placed (see appendix 2).

## Moss Valley Walk

The Moss Valley has a long history of quarrying and mining and there are several mills in the valley that will be investigated as part of the 'community river industry project' section of *Hidden Heritage Secret Streams*. The walk will start at the Bridge Inn at Ford, take in Never Fear Dam (said to be named after a group of workmen saw a spectre there one evening), and then skirts around the Moss Valley SSSI, known for

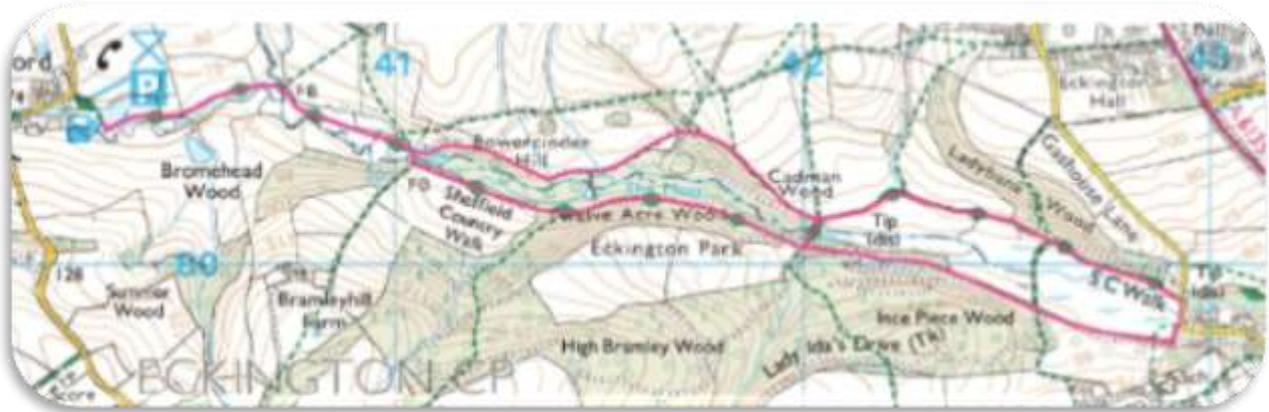


Figure 17 Moss Valley walking route

The Moss Valley route is partly public foot path, partly promoted route, and partly a permissive path. The land owner of the permissive path have indicated that they are happy to have to route promoted as part of the *Hidden Heritage Secret Streams* project, as this will encourage member of the public not to create desire paths that encroach onto fields.

Having surveyed three different options, Walk Unlimited settled on this particular route because other potential routes in the area were waterlogged and impassable. With some improvements by volunteers, this route is the most suitable to promote as a walking route.

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One walk that will need time to develop is based around Staveley. Owing to a large housing development and a HS2 branch line planned for the area, it is unclear how current access arrangements will change once work starts, and we will look out for opportunities to work with developers as the project progresses.

The re-meander site is not part of an existing access network, so it was decided to not include this as a public walk, but to arrange with landowners permission to lead guided walks to the site instead.

## Interpretation

To interpret the heritage of the sites, each walk will have:

- A printed leaflet, including a map of the route, and information about the natural and built heritage along the way. This will be distributed locally.
- A copy of the walking route, and more detailed downloadable information on a dedicated page of the DCRT website. This will be linked to QR codes out on the routes
- An interpretation panel at the start of the walk, with an illustration of the route and things to look out for. The panels will be produced from vandal resistant material, will be fade resistant, and will be fixed onto metal lectern stands to make them easy and accessible to read
- Waymarkers and/or finger posts to give people directions when on the route
- An app, including routes to follow and information about points of interest along the way



Figure 18 Example of interpretation panel style



Figure 19 Example waymarker

To interpret the heritage of the Rother for people who do not want to or cannot complete the walking routes, we will create a pop-up display that can be borrowed by local organisations, such as parish halls, and community centres. The exhibition will be launched at Chesterfield Museum.

The content of interpretation will be guided by project volunteers and local communities, under the guidance of project staff. A brief for a contractor to produce finished leaflets, waymarkers and panels is included in appendix 3.

A summary of work required to on the Brindley Loop and Moss Valley walks are included in appendix 2, access audit.

The majority of work required to make the routes accessible will be able to be carried out by project volunteers. This will include:

- Fallen tree and hanging branch removal
- Strimming and mowing
- Invasive non-natural species removal
- Small scale path improvements
- Fixing fences, gates and stiles
- Waymarking

## 2.4 Risks

Organisational Risks				
Risk	Likelihood	Impact	Mitigation	Who will lead this
Insufficient capacity in the Trust to deliver the project	Low	High	There is considerable experience of HLF projects within the DCRT. The Trustees will coordinate with the core staff to ensure relevant skills and expertise is in place. We will review our capacity at regular board meetings and adapt if necessary e.g. by arranging training.	Director Project Manager Project Board
Loss of Trustees	Low	High	The Trustees provide significant expertise and support. To ensure this continues we will maintain an open dialogue between Trustees. We have established cover for the financial expertise provided by David Rowley by recruiting an Admin Officer and a retired accountant volunteer.	Trustees
Lack of support from communities and stakeholders	Low	Medium	Communities and stakeholders have been actively engaged during the phase 1 application, and this will continue in round 2 and delivery. An Engagement Officer will be employed to build on current good relations with local people.	Project Manager

Legal Risks				
Risk	Likelihood	Impact	Mitigation	Who will lead this
Landowners refuse permission to work on their land	Medium	Low	Many more potential sites for interventions have been identified than will be needed meaning that if a landowner will not give permission an alternative site will always be easy to find.	Project Manager

### Resource Risks

Risk	Likelihood	Impact	Mitigation	Who will lead this
Unable to retain key staff	Medium	Medium	We will endeavor to ensure staff satisfaction through a culture of respect and openness. Our open plan office encourages communication. We will provide good working conditions and set realistic work timetables. Succession planning will be considered for key persons. A multi-skilled team will be maintained so key tasks can be covered in house (or contracted out). We will also implement a staff training programme. If necessary replacement staff can be recruited. Experience has taught us that there is a considerable pool of talented individuals available.	Director Project Manager Project Board
Funding application not successful	Medium	High	DCRT staff and trustees working to the best of their ability to ensure that funding applications are high quality and relevant to funders.	Director
Costs are not controlled and the budget exceeded	Low	High	We will obtain realistic costs for each major project element. Expenditure against budget allocations will be closely monitored.	Director Project Manager Project Board
Timetable slippage	Medium	Medium	A timetable with clear lines of responsibility for the delivery of each project element will be monitored. Projects will be started as early as possible. Regular reporting and evaluation will occur at Board Meetings to highlight any potential issues and ensure the overall project delivers the intended outcomes.	Director Project Manager Project Board

Unable to recruit volunteers or poor participation rates	Low	High	High quality engagement activities will be run with a strong focus on reaching, attracting and maintaining target audiences. Especially important will be our website and social media in publicising volunteering opportunities. Hard to reach communities will be targeted. Volunteers will be supported, encouraged and adequately trained. Regular monitoring and evaluation will be undertaken to pick up early warnings of developing issues. A small travel bursary will be offered where possible so low income volunteers are not excluded.	Project Manager
Too many volunteers	Low	Low	Review progress in volunteer uptake regularly and maintain flexibility and seek additional funds/staff if demand substantially greater than expected.	Project Manager

<b>Human Factors</b>				
<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Who will lead this</b>
Vandalism	Low	Low	Engagement will encourage communities to value heritage. Contractors will secure their equipment. Vandalised assets will be swiftly removed or repaired.	Project Manager
Inappropriate behavior towards anyone involved in the project	Low	High	We will ensure appropriate safeguarding procedures are used. All project staff and volunteers in contact with children or vulnerable adults providing an activity that needs clearance will be cleared through the Disclosure and Barring Service.	Project Manager
Theft of tools or materials	Medium	Low	Ensure safe secure storage and appropriate insurance is in place.	Project Manager

Working with high risk groups and vulnerable people	High	Medium	Skills and experience audit of project delivery team to identify training required. Regular cpd. Clear reporting structure for project staff.	Project Manager and Community Engagement Officer
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Project Risks				
Risk	Likelihood	Impact	Mitigation	Who will lead this
Scheme doesn't improve perceptions of the Rother, or meaningfully engage the community with river heritage.	Medium	Medium	We will ensure all Trustees, staff, partners and public involved are aware and understand the needs that the project addresses. There will be an emphasis on promoting river heritage as attractive, interesting and valuable. Events, lectures, workshops, and the Trust's online presence and the media will be used to publicise the recovery of the Rother ecosystem.	Project Manager
Scheme does not deliver long-term sustainable benefits for heritage and communities	Medium	Medium	We will focus on developing a culture of use and appreciation of the natural and historic river heritage. We will seed local groups and upskill them through training opportunities. The success of our project will be evaluated against our strategic aims and objectives, with a robust framework put in place to track progress and outcomes. Each element of our project will also be properly evaluated to understand what worked and what would need adapting if replicated.	Project Manager
Monitoring & Evaluation Framework fails to deliver intended results	Medium	Low	An experienced independent expert will conduct the monitoring and evaluation. Effectiveness will be reviewed at board meetings	Project Manager
Poor take up of participants	Low	Medium	Effective promotion of high quality events.	Project Manager

Partner / community group priorities change	Medium	Medium	Regular communication with partners and groups will flag up any changing priorities. Project activities will remain relevant to local plan and priorities.	Community Engagement Officer
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<b>Natural Risks</b>				
<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Who will lead this</b>
Flooding or other adverse event delays the re-meandering project	Low	High	Significant contingency is included for the re-meandering project.	Project Manager
Access to walking routes or work sites are flooded or become over grown	Low	Medium	Proposed walking routes are monitored throughout a year before publishing. Regular maintenance checks carried out and volunteers trained in correct use of tools to clear vegetation.	Project Manager

## 2.5 Sustaining outcomes and project continuation

### Project continuation

DCRT, taking a long term view, have already identified opportunities for project continuation. Throughout the three years of HHSS, the Director and Project Manager will track opportunities and allocate time to cultivating working relationships with funders and organisations. Current identified opportunities include:

- Section 106 and mitigation funding from large scale housing developments along the river corridor
- Mitigation funding from the HS2 spur line and maintenance depot being built near the River Rother in Staveley
- Working relationship with Derbyshire Council and the potential funding of a Natural Flood Risk Management post via the Council
- Developing partnership with Yorkshire Water to have a mutual member of staff working on catchment issues from 2021.

The table below outlines how we proposed to sustain key community activities after HLF funding ends in December 2021. Further details can be found in the project management and maintenance plan.

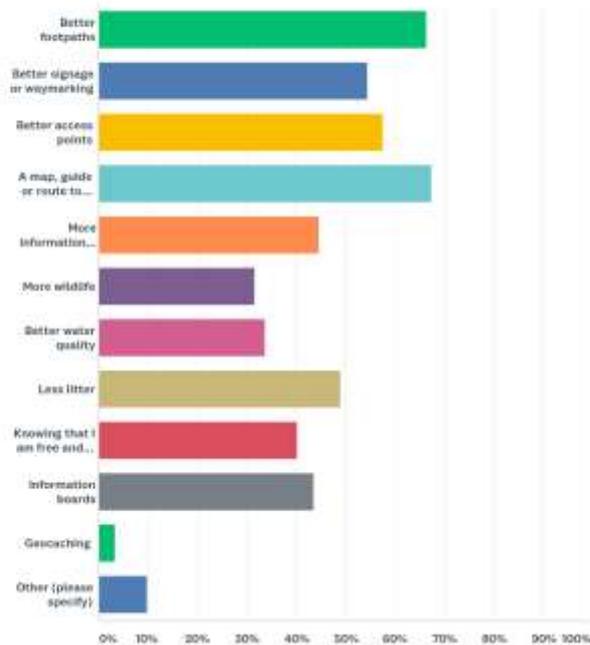
Activity	How will we sustain outcomes?
<b>Aim 1 – Change attitudes towards heritage &amp; encourage a positive impression of our rivers</b>	
Walking routes and access to the river	<p>Longer term maintenance of walking routes will be carried out by volunteers (see activity 2). This will include ensuring vegetation does not become over grown, maintaining steps and stiles, ensuring waymarkers and signage remain in good condition &amp; keeping track of any developments that are likely to affect the routes.</p> <p>Walking route leaflets will be distributed widely, and funding sought after the project for any subsequent re-prints.</p> <p>Local authorities will be asked to keep public rights of way accessible and to host the walking routes on their own websites.</p> <p>Land owners who have a responsibility to tackle invasive species on their land will be encouraged to do so during the life of the project.</p>

Interpretation	<p>Maintenance of panels will be carried out by DCRT volunteers.</p> <p>Downloads and the app will be hosted by DCRT, with money from the management and maintenance budget.</p>
Re-meandering scheme	Maintenance of the site will revert back to landowners as part of their section 106 agreement.
Recording memories	Edited sound clips will be hosted on the DCRT website. Original recordings will be lodged with a local archive.
River Guardians	School resources will be available to download from the DCRT website.
<b>Activity 2 – Enable people to have the power to make a difference</b>	
Volunteer programme	<p>The training given during the three years of HHSS will enable a volunteer team to be self-sustaining, with minimal input from DCRT.</p> <p>This will be important as the INNS work in particular will not be successful if work does not continue. We will work with landowners and local authorities throughout HHSS to highlight INNS as an issue and make sure they are tackled in the long term.</p>
<b>Activity 3 – Spark community pride and mobilise action</b>	
Citizen science	Findings will be hosted on the DCRT website, and also lodged with biological recording centres.
Community river industry project	<p>Findings from the project will be hosted on the DCRT website, as well as being lodged with Derbyshire Council Archaeology department, NEDIAS, and Historic England as appropriate.</p> <p>The exhibition will be available after the project, so that it can continue to be loaned to community spaces.</p>

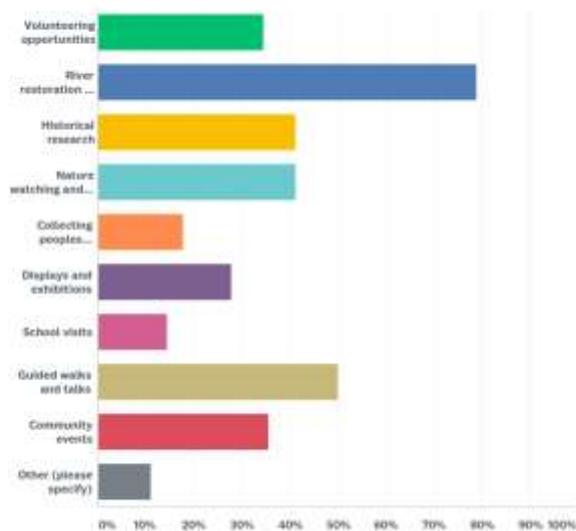
## 2.6 Summary of project activities

In order to develop a programme of activity that we knew the local community would be interested in and engaged with, we asked two questions during our community consultation: What would encourage you to visit the river, and what activities would you like to see happen. We used the findings below to focus our development:

Q11 Which of the following would encourage you to visit the rivers and streams of the area more often? (tick all that apply)



Q12 What activities would you be interested in or like to see happen?



## Re-Meandering the Rother

**When we asked people what they would like to see happening the Rother, ‘river restoration’ was the top answer (78%). With the help of the Environment Agency we investigated possibilities for a restoration project, and settled upon further investigation of a site near Slitting Mill that had been straightened in the 1960s, that had its old meanders intact, but not attached to the channel.**

Straightening the river meant that any natural river processes had been eradicated. This is not good for the ecology or biodiversity of a river, but shows how industry was favoured over the natural heritage in the past.



Now, the site is being managed as a Local Wildlife Site by the landowners as part of a mitigation programme. With the co-operation of the landowners, tenants, Derbyshire Council, the Environment Agency and the neighbouring estate we commissioned cbec, an eco-engineering company to carry out a feasibility study of four different options:

1. No restoration at all
2. Retain the current channel and meanders separately, but introduce some natural processes into the straightened channel
3. Reconnect the meanders, retaining embankments
4. As option 3, with embankments removed

For all four options, the removal of a weir was also considered.

Following detailed research and modelling, and stakeholder engagement, the preferred option settled upon was option 3.

Having decided upon a preferred course of action, it was carefully considered how a capital, civil engineering project could be combined into the activity plan. Whilst volunteers will not be able to be directly involved with the ground works, there will be numerous ways for people to volunteer and participate with river restoration in the overall *Hidden Heritage Secret Streams* project:

- Volunteers will carry out monitoring of the impact of the works through a programme of Citizen Science
- There will be numerous, smaller scale opportunities for volunteers to be directly involved with river restoration via the catchment volunteering programme.
- Whilst permanent public access will not be possible owing to the surrounding arable land, we will negotiate access for guided walks to see the site

## **Community River Industry Project**

A multi-disciplinary project to research the history and impact of industrial heritage on the River Rother and its tributaries, and interpret for the community.

### **Rationale:**

Our community consultation told us that people knew a little about the history and heritage of the area, but that there were few opportunities to learn about industrial heritage or the river. However, people would get involved if there were planned activities such as community events, walks and talks, and volunteering opportunities.

### **Who will be involved?**

The development of this aspect of the project was guided by NEDIAS and Philip Riden (University of Nottingham) who helped to identify possible locations of archives, and how the activity will link back to the Derbyshire Archaeology department.

- Volunteers from North East Derbyshire Industrial Archaeology Society (NEDIAS)
- Local historians and archivists
- Landscape students
- Community volunteers
- Derbyshire Council archaeology department

### **How can people volunteer time and learn new skills?**

- Field walking and learning to spot archaeological clues
- Researching archives and collecting local history knowledge
- Contributing to creating an exhibition

### **How can people participate?**

- Attending a walk and talk
- Coming to a community event

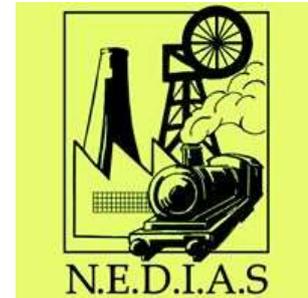
### **How can people learn?**

- Visiting the project exhibition

### **Where will data be deposited?**

- With NEDIAS and the Derbyshire Historic Environment Record
- The exhibition will travel around venues

In partnership with



*Figure 20 remains of a saw mill at Renishaw Hall*

# The Moss Catchment

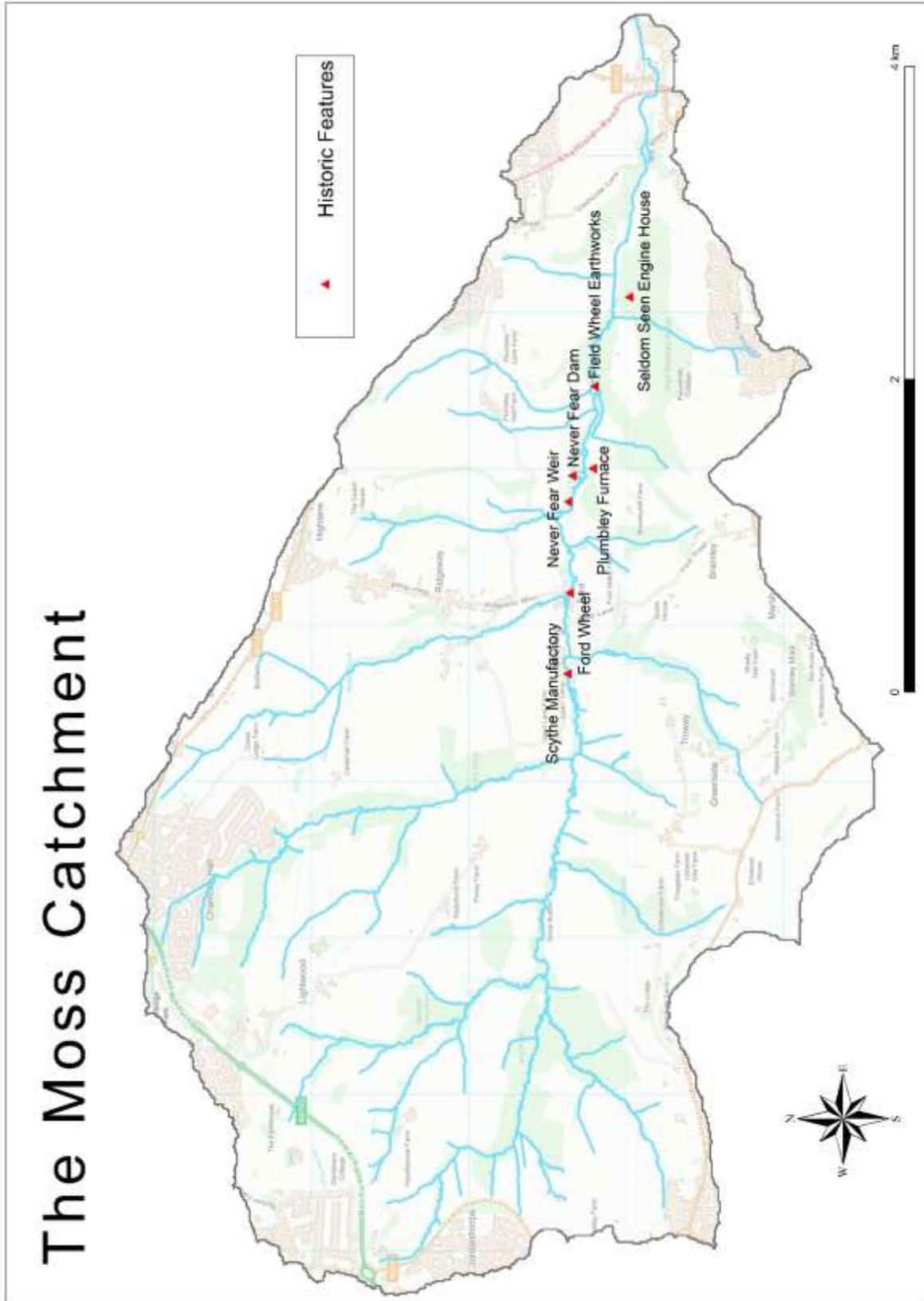


Figure 21 Example of known archaeological sites in the Moss Valley

## Citizen Science

### **Rationale:**

Re-meandering the Rother at slitting mill will improve the ecology of the river. To track the improvements we will set up a citizen science project so that volunteers can learn how to sample and identify river life. Members of the local community will be encouraged to Tweet in animals and plants that they see out on the river to build a picture of the local ecology and increase peoples understanding of their local natural environment.

### **Who will be involved?**

- Sorby Natural History Society
- Project Volunteers
- Support from Environment Agency ecology team

### **How can people volunteer time and learn new skills?**

- Volunteers will be trained on how to survey rivers and associated health and safety of working in and around rivers.

### **How can people participate?**

- Community events (see Brook Explorers) will encourage people to try sampling sections of their local river to see what is living in it.
- People from the local community will be encouraged to Tweet in wildlife that they are seeing for identification by project volunteers and other members of the public.

### **How can people learn?**

- The findings of the citizen science project will be made into blogs, social media posts and articles.
- The social media citizen science will build an informal bank of knowledge that people can learn about while they are browsing social media

### **Where will data be deposited?**

- Findings will be sent to the local biological records office
- Blogs will be written for social media

## Catchment volunteering

### **Rationale:**

The River Rother and its streams have been altered, polluted and neglected over centuries. People tell us they are put off from going to the river because of poor access and litter. Encouragingly people and community groups told us that they were willing to volunteer to help improve and look after their rivers.

Often, river improvements don't cost a lot in material, but having enthusiastic volunteers, well trained, guided by knowledgeable people can make a positive impact on the environment.

### **Who will be involved?**

- Project volunteers
- Volunteers from local businesses & organisations
- Local community groups
- Land owners

Working in partnership  
with

iCASP

### **How can people volunteer time and learn new skills?**

There will be three strands to our catchment volunteer programme. Using and updating the 'Catchment Management Opportunities Plan', volunteers will:

- Improving access – this will include tackling the litter in and around the rivers and streams, and making sure access to riverside paths are clear. Access volunteers will help to set up and look after a series of walking routes that will be promoted to local people.
- Tackling invasive non-native species (INNS) – building on the work of the Moss Valley Wildlife Group we will build knowledge about the problems of INNS and train people to remove them. This will include, Himalayan Balsam, Giant Knotweed, and American Signal Crayfish.
- River and land management improvements – historically the rivers in the catchment have been straightened and altered for the needs of industry. This is not good for biodiversity, but small scale works in the catchment will allow volunteers to improve their local rivers. Placing woody debris into channels and thinning trees will improve habitats and help to restore natural processes in river channels.



*Figure 22 A straightened section of the Rother at Wingerworth*

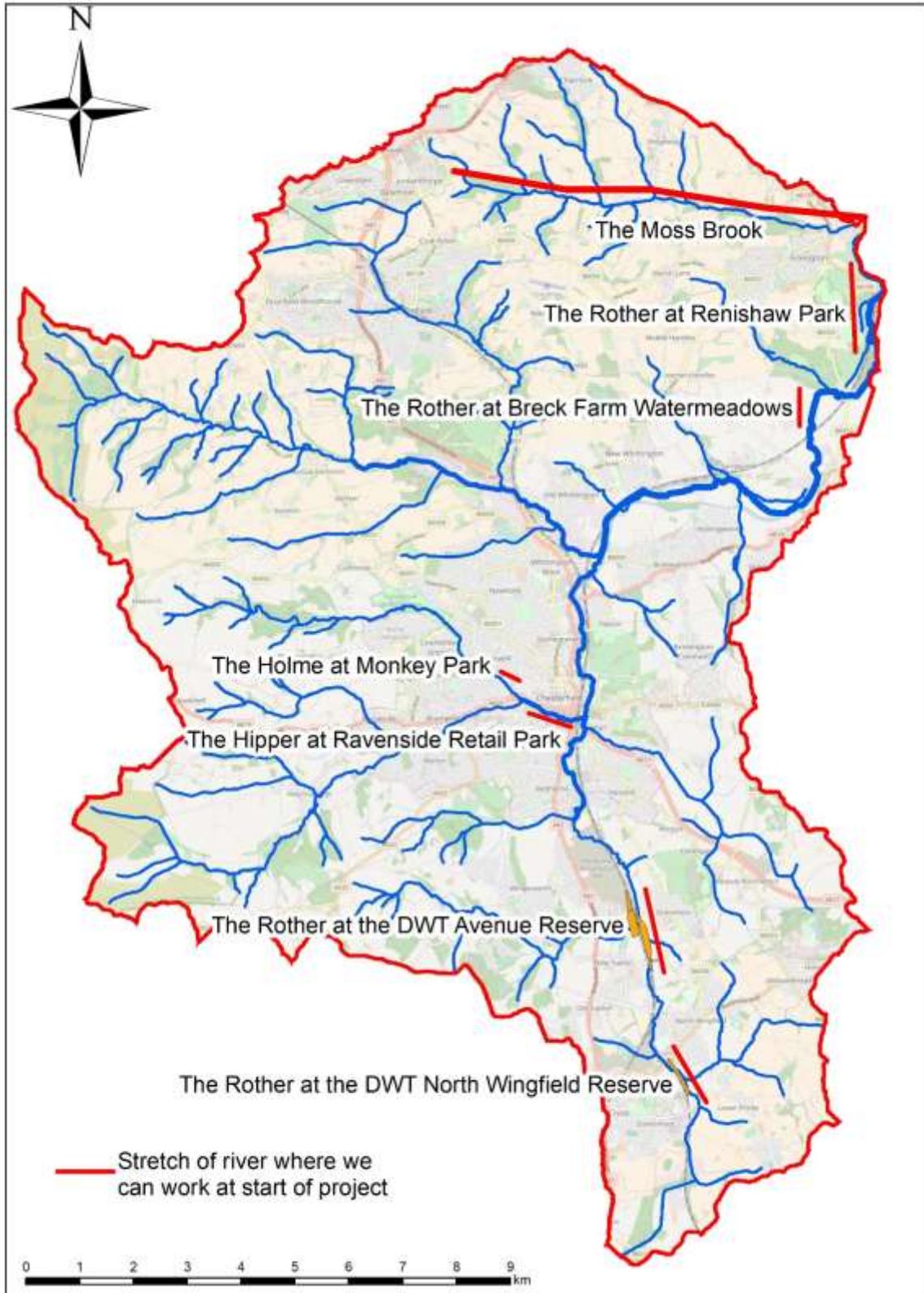


Figure 23 Identified immediate start volunteering sites

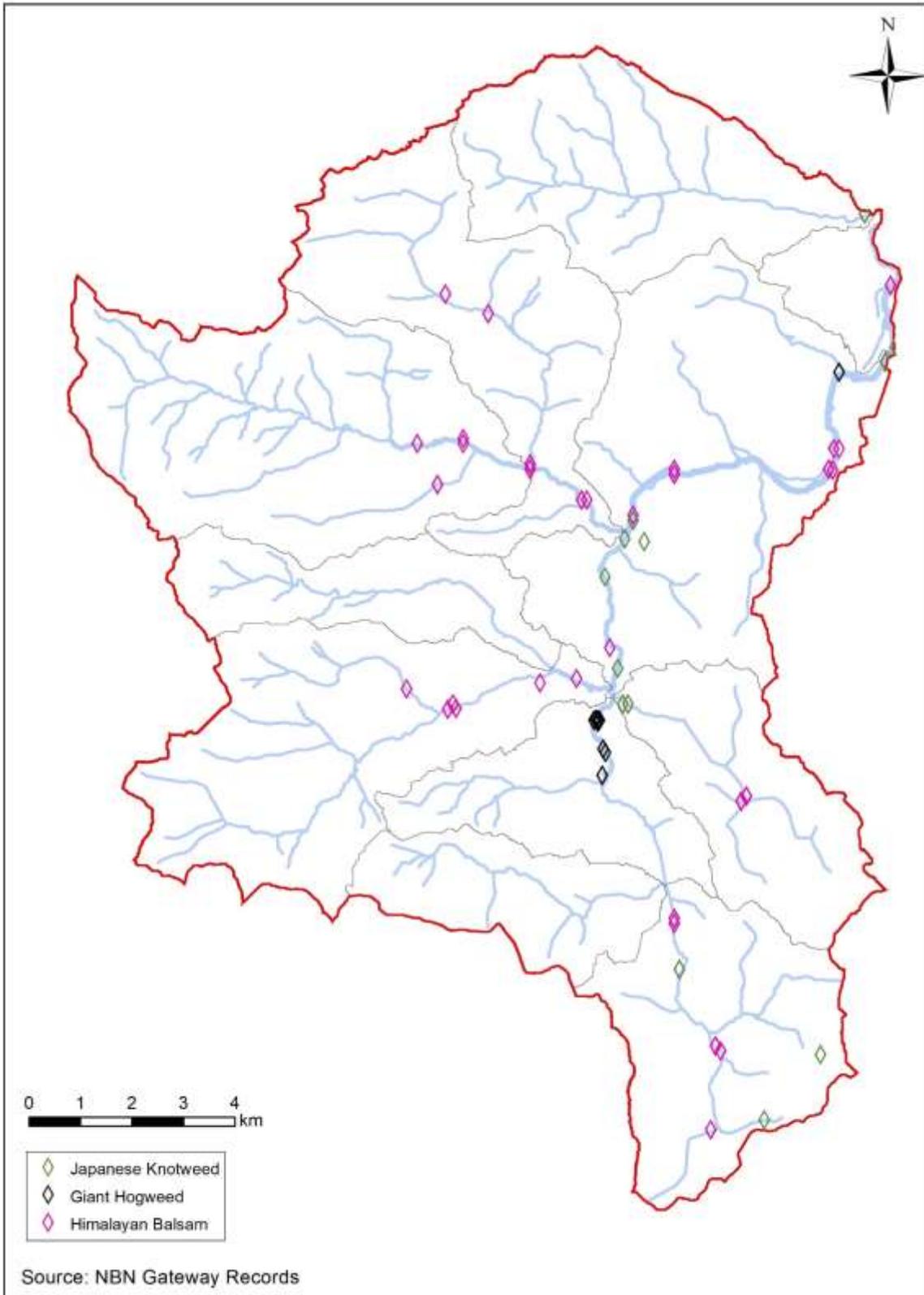


Figure 24 Priority areas for tackling INNS

## Accessing the Rother

### **Rationale:**

Our community survey highlighted that people were put off going to the river because of poor footpaths, or they didn't know where to access the rivers. However, they would be encouraged to visit by knowing where access points were, having a map or route to follow, having signage and information along the way, and knowing they were allowed to be on the land.

### **Who will be involved?**

Building on the access report carried out by Walk Unlimited, staff and project volunteers will finalise four walking routes and research the natural and built heritage that can be seen along the way. Local community groups and members of the community will be asked to contribute their local knowledge to the project, to draw out the hidden heritage of the rivers.

### **How can people volunteer time and learn new skills?**

Project volunteers will make improvements to the access routes – for example removing overgrown vegetation and overhanging branches, laying paths and fixing fences and stiles. Volunteers will mark out the route using waymarkers and signage. They will then keep up maintenance of the trails.



*Figure 25 A missing step on a stile on the Brindley Loop walk*

### **How can people participate?**

Members of the public will have improved access to the river and will feel safe and confident in walking the routes.

### **How can people learn?**

Interpretation along the route will enable people to learn about their heritage – both built and natural. See section 2.3 (Access & Interpretation) for further details.

## Getting to know your river heritage

### **Rationale:**

When we asked what people would be interested in they said 'nature watching and recording, and that guided walks and talks & community events would be activities that would draw them to the river. Therefore, DCRT will increase engagement and participation with the rivers with the following events and activities:

- **Brook Explorers**

In out-of-the-way streams relatively unscathed by industrial pollution, rare and unusual species such as white-clawed crayfish and brook lamprey can still be found. We will encourage communities to take an interest in their local brook by organising community events and activities to explore their natural heritage. This will also include activities linking to the heritage of the river, such as well dressing.

- **Events**

We will create a stall to take to local events and shows that will engage people with the project, the issues the river is facing and how they can become involved either by volunteering or participating in an activity.

- **Guided Walks**

Linking in to the access strand of HHSS we will organise guided walks and talks to show people the local area. People said that they would visit the river more often if they knew they were allowed access, so by organising walks we will break down the barrier of people not knowing how to access the river. As we will not be able to get permanent public access to the re-meander site, it will be a priority to negotiate access to the site for organised walks to this area.

- **River Guardians**

We will develop a session that can be delivered to local primary schools and uniformed groups such as Beavers. The session will link to the curriculum or to gaining a badge, and will encourage learning to take place out on site rather than in the classroom.

- **Bioblitz**

Bioblitz events will link with both the Citizen Science and Brook Explorer themes. Day long events collecting information about species to be found in riverside locations will give people a range of activities to get involved with.



- **Geocaching**

We will set up a geocaching trail around the project area. Geocachers tend to have a predisposition for looking after and exploring the natural environment, so our trail will highlight the heritage of the river for existing and new geocachers. We will also advertise some of our volunteering days as 'cache in – trash out' events.

- **Recording people memories**

When we were carrying out our consultation events people like to tell their stories about the river, including how they have noticed the improvements to the quality of the water and the number of animals returning. To capture this we will record people's memories as sound bites to include on the project webpage and social media platforms.

- **Work experience**

Young people will be able to gain experience of working in the heritage sector by spending an intensive period of time with DCRT. We hope to raise aspirations for young people in the most deprived areas of the catchment, and engage young people with their natural heritage.

## 2.7 Summary of volunteer training

*Hidden Heritage Secret Streams* will train the following number of volunteers:

 To be delivered by project staff

 To be delivered by an external trainer

Training	Year 1			Year 2			Year 3		
	No. of sessions	No. of vols.	Total vols.	No. of sessions	No. of vols.	Total vols.	No. of sessions	No. of vols.	Total vols.
Conservation Management	3	12	36	3	12	36	3	12	36
Vegetation Management	2	12	24	3	12	36	3	12	36
Using hand tools	2	12	24	2	12	24	2	12	24
Citizen Science Identification	1	6	6						
Identification skills	4	12	48	4	12	48	4	12	48
Outdoor Emergency First Aid				1	10	10	1	10	10
Working safely near water	1	10	10	1	10	10			
Brushcutter License				1	4	4			
Pesticide License				1	5	5			
Work Experience	1	1	1	1	1	1	1	1	1
<b>TOTALS</b>	<b>14</b>	<b>65</b>	<b>149</b>	<b>17</b>	<b>78</b>	<b>174</b>	<b>14</b>	<b>59</b>	<b>155</b>

## 2.8 Summary of volunteer and participant contributions

Over three years we will work with the following number of volunteers:

Activity	Year 1			Year 2			Year 3		
	No. of vols.	No. of days	No. of vol days	No. of vols.	No. of days	No. of vol days	No. of vols.	No. of days	No. of vol days
Community river industry project – archaeology	8	15	120	8	15	120	8	15	120
Community river industry project – archives	2	6	12	2	6	12	2	6	12
Citizen Science	6	1	6	6	2	12	6	2	12
Catchment volunteering – land management	12	14	168	12	28	336	12	28	336
Catchment volunteering – INNS	12	8	96	12	16	192	12	16	192
Catchment volunteering – access	12	11	132	12	22	264	12	22	264
Community events	3	10	30	3	10	30	3	10	30
Education	2	10	20	2	10	20	2	10	20
<b>TOTALS</b>	<b>57</b>	<b>75</b>	<b>584</b>	<b>57</b>	<b>109</b>	<b>986</b>	<b>57</b>	<b>109</b>	<b>986</b>

We will work with the following number of community groups and businesses:

Group	Year 1			Year 2			Year 3		
	No. of groups	No. of people	Total	No. of groups	No. of people	Total	No. of groups	No. of people	Total
Community Groups	4	10	40	4	10	40	4	10	40
Businesses	2	10	20	2	10	20	2	10	20
<b>TOTALS</b>	<b>6</b>		<b>60</b>	<b>6</b>		<b>60</b>	<b>6</b>		<b>60</b>

The following number of participants will engage with a *Hidden Heritage Secret Streams* activity or event:

Activity	Year 1			Year 2			Year 3		
	No. of events	No. of parts.	Total parts.	No. of events	No. of parts.	Total parts.	No. of events	No. of parts.	Total parts.
River industry projet community days	2	20	40	2	20	40	2	20	40
Citizen Science – bioblitz	1	50	50	1	50	50	1	50	50
Brook Explorers	6	20	120	6	20	120	6	20	120
Guided walks and talks	6	12	72	6	12	72	6	12	72
Shows attended	5	100	500	5	100	500	5	100	500
River Guardian session	6	30	180	8	30	240	8	30	240
Recording memories		2	2		4	4		4	4
Geocaching	3	10	30	3	10	30	3	10	30
<b>TOTALS</b>	<b>29</b>	<b>234</b>	<b>994</b>	<b>31</b>	<b>236</b>	<b>1056</b>	<b>31</b>	<b>236</b>	<b>1056</b>

## 2.9 Summary of finances

Cost Heading	Cost £k	VAT 20%	Total £k
<b>Capital work</b>	£177,660.00	£36,132.00	£213,792.00
<b>New staff costs</b>	£203,313.25	£0.00	£203,313.25
<b>Training for staff</b>	£3,200.00	£640.00	£3,840.00
<b>Paid training placements</b>	£6,738.00	£0.00	£6,738.00
<b>Training for volunteers</b>	£7,800.00	£1,060.00	£8,860.00
<b>Travel for staff</b>	£9,125.00	£1,560.00	£10,685.00
<b>Travel and expenses for volunteers</b>	£34,080.00	£4,780.00	£38,860.00
<b>Equipment and materials</b>	£6,696.00	£1,339.20	£8,035.20
<b>Recruitment</b>	£450.00	£90.00	£540.00
<b>Publicity &amp; promotion</b>	£11,257.00	£2,551.00	£13,808.00
<b>Evaluation</b>	£8,000.00	£1,600.00	£9,600.00
<b>Other</b>	£30,768.94	£4,804.80	£35,573.74
<b>Full cost recovery</b>	£176,503.00	£933.00	£177,436.00
<b>Contingency</b>	£17,766.00	£3,613.20	£21,379.20
<b>Inflation</b>	£12,563.01	£2,512.60	£15,075.61
<b>Management &amp; maintenance</b>	£8,000.00	£1,600.00	£9,600.00
	<b>£713,920.20</b>	<b>£63,215.80</b>	<b>£777,136.00</b>

## 2.10 Evaluating success and sharing learning

The *Hidden Heritage Secret Streams* staff team will work alongside an appointed evaluation consultant to embed evaluation into the project from the start.

Each activity will have an evaluation technique assigned, that matches an intended audience. The aim will be to create a mosaic of quantitative and qualitative information, which will build a rounded picture of the outcomes and impacts of the project.

Our evaluation will be guided by the following principles:

- Work on the principle ‘prove and improve’
- Strengthen DCRT as an organisation, as well as the project
- Collect evaluation data all the way through the project not just at the end, and embed a culture of testing, trialling and evaluation into the project from the start
- Employ a mosaic approach to collecting and analysing data – a variety of data collection methods will be used
- Where possible, evaluation and monitoring techniques will be a well thought out integral part of the visitor experience, participation activity or training rather than ‘bolted on’
- Use baseline data where it exists and collect additional data to create a baseline from where it will enable us to effectively assess further progress
- Share our learning as widely as possible both inside and outside the DCRT via conferences, networks and partnerships.

The evaluation consultants role within our previous *Living Heritage of the River Don* project was designed so that DCRT could capitalise on learning from the project, develop professional skills to evaluate projects and enable the organisation to change its approach. As such, the role of the evaluation consultant for *Hidden Heritage Secret Streams* will be:

- At the beginning of the project, to guide staff in establishing which techniques will be used
- Prepare an interim report after the first year of the project, to provide independent and impartial information about the early success of the project, highlight any shortfalls and identify any areas for improvement.
- Identify any gaps in staff knowledge and provide a training session as necessary
- Produce a summative evaluation report, in line with the requirements of the Heritage Lottery Fund



The following evaluation techniques will be used, with others being adopted after the formal appointment of an evaluation consultant:

Monitoring of re-meandering site (via Citizen Science project)

Event evaluation

Registers

School pupil and teacher evaluation

Before and after photographs

Feedback / satisfaction surveys

Volunteer interviews / surveys / focus groups

Induction and exit surveys

Social media comments

Certifications and training records

Staff evaluations

Website traffic

Monitoring use of walking routes

### **Sharing knowledge:**

As well as using the information from the evaluation reports internally within the Trust, it is important that DCRT shares successes and lessons learnt widely within the sector and beyond. This will be achieved by:

- Networking with partner organisation and sharing information informally
- Attending events and conferences to speak about the project
- Submitting articles to journals and newspapers
- Regular social media and newsletter updates about project milestones
- A project sharing event in year 3 of the project

### **Documents to refer to:**

- Activity Plan: section three. Proposed evaluation techniques for each aim and activity.
- Appendix 3 – Evaluation Tender Brief

## Section 3 - Our Action Plan

### Aim 1 – Change attitudes towards heritage and encourage a positive impression of our rivers

Activity	Audience	Benefits for people	Outcomes	Resources	Costs in project budget (ex VAT)	Timetable	Targets & measures of success	Methods of evaluation
<b>Walking routes</b> establish four walking routes along the river. Carry out works to improve access, waymark and promote.	Health & wellbeing	Barriers to participation will be removed	Heritage will be better managed	Foot path improvements (surface & furniture)	£10,000	Year 1: routes prepared	4 walking routes established	Monitor web downloads
	Local community	People will have learnt about their natural and built heritage	Access to heritage will have improved	Signs and waymarkers	£860	Year 2: routes promoted		Visitor surveys
	Families	People will have engaged with heritage	The local area will be a better place to live and visit					
		People will have enjoyed an experience						



<b>Interpretation</b> research and create an interpretation scheme (interpretation panels, leaflets, exhibition and app)	Health & wellbeing	People will have learnt about heritage	Heritage will be better interpreted & explained	Exhibition	£2,000	Year 1: content creation for interpretation  Year 2: exhibition launched May	Exhibition visited 4 locations	Register visitors to exhibition
	Local community	People will have engaged with heritage	Access to heritage will have improved	panels	£4,800			
	Recreational groups	People will have enjoyed an experience		Leaflet designs	£2010			
		People will feel more connected to heritage		Leaflet printing	£500			
				App	£9,500			
<b>Re-meandering</b>	Local community		Natural heritage will be in a better condition  Heritage will be better managed		£156,000	Year 1: tender Jan – Mar, works Sep - Dec	700 metres of straightened river improved	Monitoring of species  Before & after photos



			Heritage will be better identified & recorded					
<b>Recording memories</b> People from the local community will record their memories of the river, to be included on the HHSS webpage and social media	Local community  Community Groups  Health & wellbeing	People will have the confidence to get involved  People will have engaged with heritage  People will have enjoyed an experience	Heritage will be better identified and recorded  Heritage will be better interpreted & explained	Web page	£1,000	Throughout project	10 memories captured	Social media comments  Web traffic
<b>Brook Explorers</b> Community activities on streams will be organised; river dipping, well dressing; bat walks	Young people  Local community  Families	People will feel pride & more connected to their heritage  People will have the confidence	Access to heritage will have improved  Heritage will be better interpreted & explained	Equipment	£300	6 sessions each year	3 volunteers per year  18 events organised  360 participants	Event evaluation  Social media comments  No. of participants



		to get involved	People will have learnt about their heritage					
		Barriers to participation will have been removed						
		People will have engaged with heritage						
		People will have enjoyed an experience						
<b>Walks and talks</b> Organised walks and talks, based around the access routes and to the re-meandering site	Health & wellbeing  Local community  Community groups  Recreational groups	People will feel more connected to their heritage  Barriers to participation will have been removed	Access to heritage will have improved  Heritage will be better interpreted & explained	Fees  Venue hire	£1,100  £750	6 per year	18 walks or talks organised  216 participants	No. of attendees  Event evaluation  Social media comments



		<p>People will have engaged with heritage</p> <p>People will have enjoyed an experience</p>	<p>People will have learnt about their heritage</p>					
<p><b>River Guardians</b> Organised sessions for primary schools and uniformed groups, for example Cubs &amp; Beavers</p>	<p>Young people</p> <p>School groups</p> <p>Uniformed groups</p>	<p>People will learn about their heritage</p> <p>People will develop a new skill</p> <p>People will have engaged with heritage</p> <p>People will enjoy an experience</p>	<p>Access to heritage will have improved</p> <p>People will have learnt about their heritage</p>	<p>Volunteer travel</p> <p>Equipment</p>	<p>£300</p> <p>£600</p>	<p>Year 1: 6</p> <p>Years 2&amp;3: 8</p>	<p>2 volunteers per year</p> <p>22 sessions delivered</p> <p>660 participants</p>	<p>Young people evaluation postcards</p> <p>Teacher / leader feedback form</p>



## Aim 2 – Enable people to have the power to make a difference

Activity	Audience	Benefits for people	Outcomes	Resources	Costs in project budget(ex VAT)	Timetable	Targets & measures of success	Methods of evaluation
<b>Produce logo</b>	Local community Young people		Clear identity for project	Design fees	£700	Year 1		
<b>Volunteer programme – access</b>	Health & wellbeing Local community groups Young people Organisations & businesses	People will have volunteered time People will learn about heritage People will gain confidence to get involved Barrier to participation will be removed	Heritage will be better managed Access to heritage will improve Heritage will be in better condition A wider part of the community	Catchment Officer salary Catchment Officer on costs Catchment Officer training Uniform Volunteer travel Volunteer PPE	£64334 £9447 £800 £750 £7020 £900	Year 1: 11 sessions Year 2: 22 sessions Year 3: 22 sessions Year 1: 8 sessions Year 2: 16 sessions Year 3: 16 sessions	12 volunteers per year 55 volunteer days organised 10km of access improvements 12 volunteers per year 40 volunteer days organised 31 km of river worked on	Before and after site photos Volunteer register Volunteer interviews and focus groups Social media Induction / exit interviews
<b>Volunteer programme – INNS</b>								



		People will develop new skills	will be involved	Contractor support	£3,000			
<b>Volunteer programme – land management</b>		People will engage with heritage	The local area will be a better place to live & visit	Materials	£4,600	Year 1: 14 sessions	12 volunteers per year	
		People will have enjoyed an experience		Tools	£4,600	Year 2: 28 sessions	70 volunteer days organised	
		People will feel more connected to their heritage		Volunteer uniform	£3,000	Year 3: 28 sessions	4 community groups (in overall volunteer events)	
				Volunteer events	£3,000			
				Van, insurance, service & MOTS	£8,650		2 businesses (in overall volunteer events)	
<b>Volunteer training</b>	Health & wellbeing Local community groups Young people Organisations & businesses	People will have the confidence to get involved People will learn about heritage	Heritage will be better managed Heritage will be better identified and recorded	Training costs	£7,800	Year 1: 14 days Year 2: 17 days Year 3: 14 days	202 people will have received training	Certificates and training records Volunteer interviews and focus groups



		People will learn a new skill  People will gain a certificate or qualification						
<b>Employ project trainee (leading to assistant role)</b>				Salary On costs Travel Training Uniform	£22,580 £1,275 £1,325 £800 £750	Year 1: apprentice  Year 2: Assistant		



### Aim 3 – Spark community pride and mobilise action

Activity	Audience	Benefits for people	Outcomes	Resources	Costs in project budget (ex VAT)	Timetable	Targets & measures of success	Methods of evaluation
Citizen Science	Health & wellbeing	People will learn a new skill	Heritage will be better managed	Community Engagement Officer salary	£63,679	Year 1: 2 sessions	6 citizen science events organised	Monitoring of sites
	Young people	People will have volunteered time	Heritage will be better interpreted and explained	Community Engagement Officer on costs	£9794	Year 2: 2 sessions		Volunteer interviews / focus groups
	Local community	People will have engaged with heritage	Heritage will be better identified and recorded	Community Engagement Officer training	£800	Year 3: 2 sessions		Social media
	Community groups	People will learn about natural heritage	A wider part of the community will have been involved	Uniform	£750			
		People will have the confidence						



		to get involved							
Community river industry project	Community groups Young people	People will have learnt about heritage	Heritage will be better identified & recorded	Community river industry materials	£2860	Year 1: Research and 2 community events	8 volunteers per year	Register of volunteers	
		People will have the confidence to get involved	Heritage will be better interpreted & explained	Community river industry venue hire	£300	Year 2: 2 community events	6 community events organised	Event evaluation cards	
		People will develop new skills	A wider part of the community will have been involved with heritage	Community river industry research costs	£1,500	Year3: 2 community events	120 participants	Volunteer interviews / focus groups	
		People will have engaged with heritage	Communities will have learnt about their heritage	Equipment (all activities)	£3,300			Social media	
		People will have enjoyed an experience							
		People will have							



		volunteered time People will feel connected to their community heritage						
Geocaching	Health & wellbeing Families Uniformed groups Local community	People will have learnt about their heritage People will have enjoyed an experience	Access to heritage will be improved Heritage will be better interpreted & explained	Cache materials	£100	Throughout project	60 cache finds 9 cache in trash out events	No of caches found Social media Event feedback
Attending Events & shows	Local community Young people	People will have learnt about their heritage People will have engaged with heritage	Heritage will be better interpreted and explained A wider part of the community will be	Show fees	£600	Year 1: attend 5 events Year 2: attend 5 events Year 3: attend 5 events	15 shows attended 1,500 participants	Event evaluation



		<p>People will enjoy an experience</p> <p>People will feel more connected to their heritage</p>	<p>involved with heritage</p> <p>Communities will learn about their heritage</p>					
Bioblitz	<p>Families</p> <p>Local community</p> <p>Health &amp; wellbeing</p> <p>Community groups</p> <p>Young people</p>	<p>People will have learnt about their natural heritage</p> <p>People will have confidence to get involved</p> <p>Barrier to participation will be removed</p> <p>People will have enjoyed an experience</p>	<p>Heritage will be better identified and recorded</p> <p>A wider part of the community will have been involved with their heritage</p> <p>Communities will have better access to their heritage</p>			1 event per year	<p>3 events</p> <p>150 participants</p>	<p>Event evaluation</p> <p>Social media</p>



		People will have volunteered time						
Practice sharing	Community Groups	People will have confidence to get involved	A wider part of the community will have been involved with their heritage	Venue hire and fees	£2,000	Year 3: sept	50 people attend event	Event evaluation

### Resources to support all aims:

Resource	Item	Cost (ex VAT)
Administration Officer	Salary	£35,315.50
	On costs	£3,626.75
	Training	£800.00
	Uniform	£250.00
Recruitment	Advertising	£450.00
Staff travel		£7,800.00
IT		£2,324.00
Office equipment & stationery		£1314.00
Phones	Mobile & landline	£1,482.00
Publicity & promotion	Flyers, banners etc	£8,047.00
Venue hires	Meetings & events	£1,200.00
Project office		£7,744.95
Evaluation	Interim & final reports	£8,000.00



## Appendices

<b>Appendix 1 – Consultation Summary</b>
<b>Appendix 2 – Access Audit</b>
<b>Appendix 3 – Tender Briefs</b>
<b>Appendix 4 – Volunteer Policy</b>
<b>Appendix 5 – Volunteer roles</b>
<b>Appendix 6 – Staff job descriptions</b>

## Appendix 1 – Consultation Summary

Below are the questions we asked in our community survey, with a graph showing the results after each question. The raw data is available from the project team on DCRT dropbox. 121 responses were received.

### Hidden Heritage Secret Streams

#### Community Consultation Questionnaire

Don Catchment Rivers Trust are developing a project called 'Hidden Heritage Secret Streams', funded by the Heritage Lottery Fund. We want to gather feedback from you so that the project can be tailored to the local

community and provide the sort of activities and opportunities you want. The project area covers the River Rother and communities along its associated streams.

We are hoping to develop a programme of volunteer days, activities and events, connected to improving the rivers and streams of the area, and celebrating our shared heritage.

Your views are very important to us and if you could spare 5 minutes to fill out this questionnaire we would be very grateful. As a thank you, if you enter our prize draw, you could win one of two boat trips along the Chesterfield Canal (departing from Tapton Lock Visitor Centre with the Chesterfield Canal Trust), for up to 5 people on Sunday 22nd April 2018, 3pm.

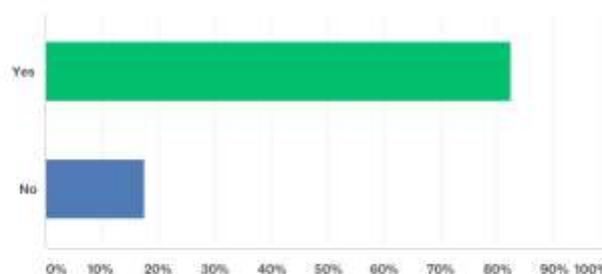
The information we gather is just for this project and we will not pass on any details to other people. If you would like to comment further you can contact us at [info@dcr.org.uk](mailto:info@dcr.org.uk).

### Thank you!

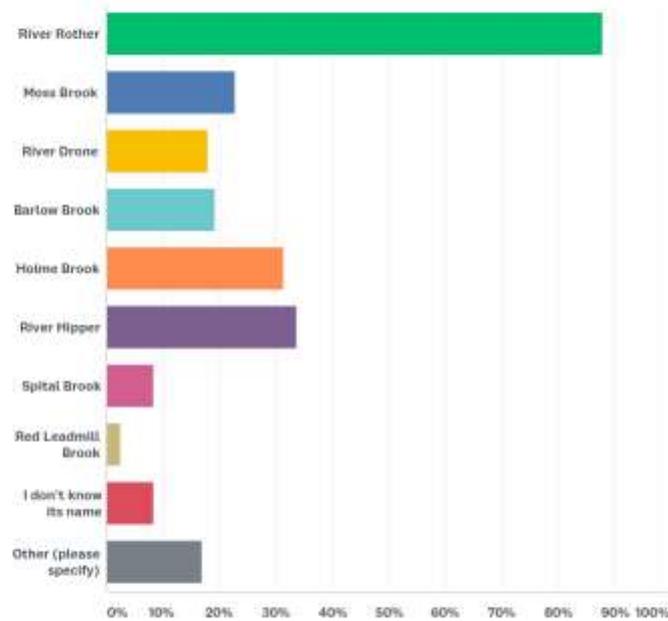
#### 1. Do you ever visit the River Rother or any of its associated streams?

- |   |                                       |   |
|---|---------------------------------------|---|
| <input type="checkbox"/> No (go to question 04)         | <input type="checkbox"/> River Rother | <input type="checkbox"/> Moss Brook         |
| <input type="checkbox"/> River Drone                    | <input type="checkbox"/> Barlow Brook | <input type="checkbox"/> Holme Brook        |
| <input type="checkbox"/> River Hipper                   | <input type="checkbox"/> Spital Brook | <input type="checkbox"/> Red Leadmill Brook |
| <input type="checkbox"/> Yes, but I don't know its name |                                       | <input type="checkbox"/> Other (please      |

Q1 Do you ever visit the River Rother or any of its associated streams?

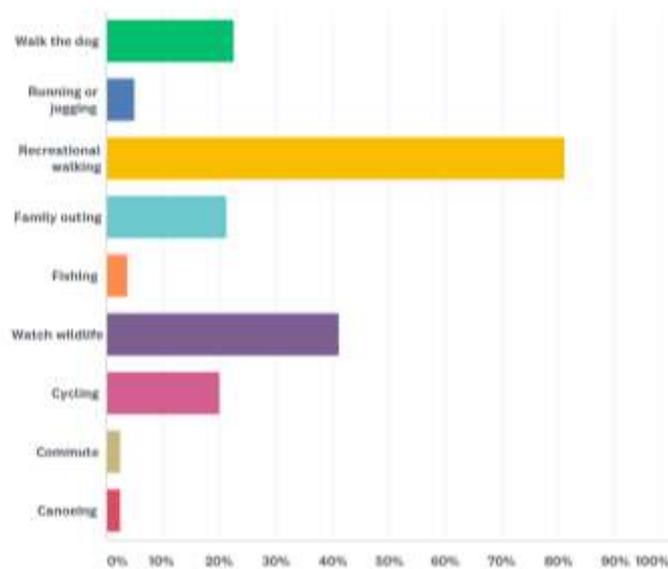


## Q2 Which rivers and streams do you visit?



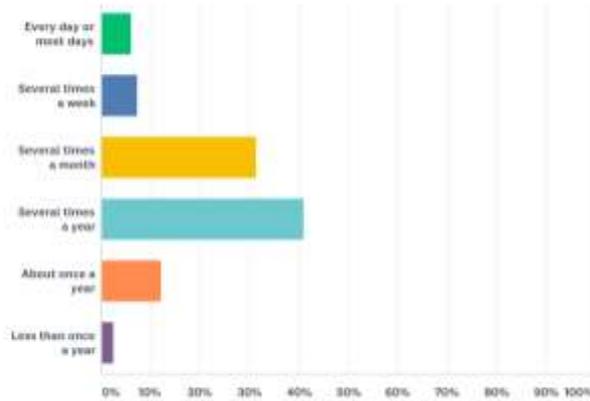
## 2. Why do you visit the above rivers and streams?

- Walk the dog
- Running or jogging
- Recreational walking
- Family outing
- Fishing
- Watch wildlife
- Cycling
- Commute
- Canoeing
- Others (please state)



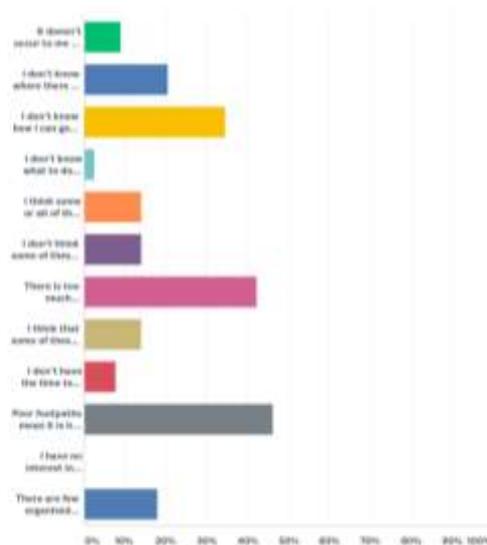
### 3. How often do you visit the river?

- Every day or most days
- Several times a week
- Several times a month
- Several times a year
- About once a year
- Less than once a year



### 4. Do any of the following things discourage or prevent you from visiting the rivers or streams in the project area? (tick all that apply)

- It doesn't occur to me to visit
- I don't know where there are streams or rivers that I can visit
- I don't know how I can get to some or any of these streams or rivers
- I don't know what to do there
- I think some or all of these streams or rivers are polluted
- I don't think some of these streams or rivers are safe to visit
- There is too much rubbish/litter at some of these streams or rivers
- I think that some of these streams or rivers are intimidating/scary places to visit
- I don't have the time to visit some or any of these streams or rivers
- Poor footpaths mean it is hard to visit some of these streams and rivers
- I have no interest in visiting some or any of these streams and rivers
- There are few organised events or activities
- Other



**5. Describe the River Rother in three words:**

Abused	Ecology	Ignored	Litter	Ours
Accessible	Enjoyment	Ignored	Litter	Peaceful
Adventure	Exciting	Improving	Litter	Picturesque
Alive	Fast flowing	Improving	Litter	Polluted
Alluring	Fast flowing	Improving	Little known	Polluted
Ancient	Fast flowing	Improving	Local	Polluted
Asset	Fast flowing	Inaccessible	Local	Polluted
Atmospheric	Fishing	Inaccessible	Local	Polluted
Balsam	Flooding	Inaccessible	Local	Polluted
Beautiful	Floods	Inaccessible	Long	Polluted
Beautiful	Flows	Industrial	Long	Polluted
Big	Forgotten	Industrial	Magical	Polluted
Cleaned	Free	Industrial	Majestic	Post industrial
Cleaner	Free	Industrial	Missed asset	Potential
Cleaner	Fun	Industrial	Motor bikes	Potential
Cleaner	Gentle	Industrial	Much improved river	Pretty
Cleaner	Graffiti	Industrial	Mucky	Quaint
Clear	Greenery	Industrial	Murky	Quiet
Colourful	Grey	Interesting	Mysterious	Ready to open to boats
Community asset	Grubby	Interesting	Narrow	Recovering
Damaged	Habitat	Interesting	Narrow	Recovering
Dangerous	Heritage	Interesting	Natural	Recovering
Deep	Hidden	Interesting	Natural	Regenerating
Deep and wide	Hidden	Interesting	Natural	Rejuvenated
Dirty	Hidden	Interesting	Nature	Relaxing
Dirty	Hidden	Interesting	Nature	Rubbish
Dirty	Hidden	Interesting	Needs input	Rural
Dirty	Hidden	Isolated	Neglected	Scenic
Dirty	Historic	Leisure	North-flowing	Scruffy
Dirty	Historic	Life	Old	Scruffy
Dirty	Historical	Lifeless	Opportunity	Secret
Diverse	Historical	Litter	Opportunity	Shallow
Easy access	Humble	Litter	Opportunity	Small

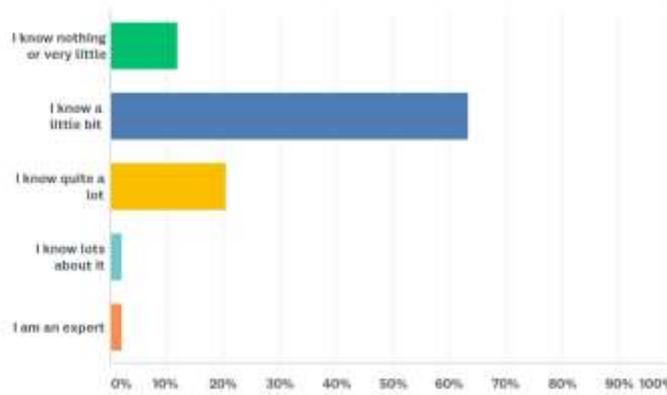
Small	Wildlife
Small	Wildlife
Small	Wildlife
Transformed	Wildlife
Turgid	Wildlife
Ugly	Wildlife
Unavigable	Wildlife
Under appreciated	Winding
under appreciated	Winding
Under- recognised	Woods
Underused	
Underused	
Underutilised	
Undervalued	
Undervalued	
Undervalued	
Undiscovered	
Unknown	
Unknown	
Unknown	
Unloved	
Unloved	
Unpredictable	
Untidy	
Vital	
Walking	
Walks	
Wet	
Wet	
wet	
Wet	
Wild	
wild life	

**6. How much do you know about the wildlife of the rivers and streams?**

- I know nothing or very little
- I know a little bit
- I know quite a lot
- I know lots about it
- I am an expert

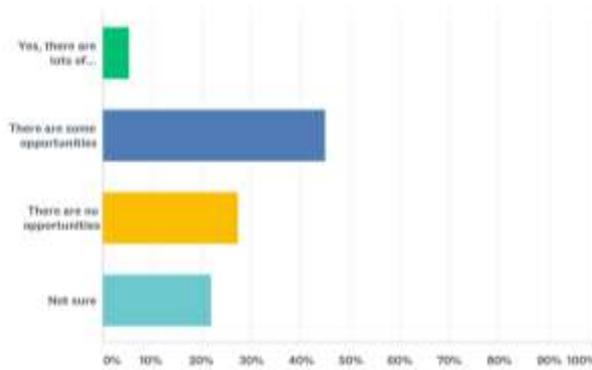
Also answer below if it applies:

- I am a member of a local group (please state) .....



**7. How far would you agree with the following statement? There are lots of opportunities near me to learn about my local streams and rivers:**

- Yes, there are lots of opportunities
- There are some opportunities
- There are no opportunities
- Not sure

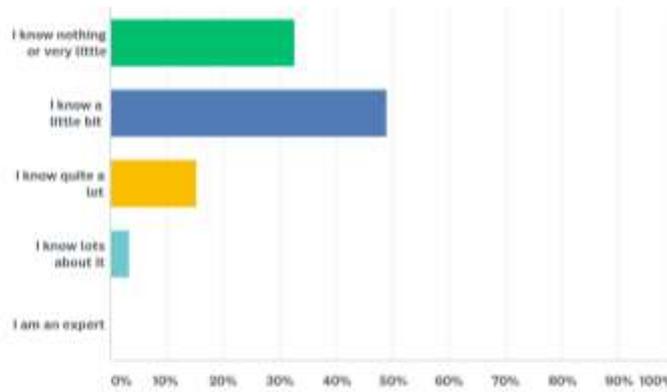


**8. How much do you know about the history and heritage of the river?**

- I know nothing or very little
- I know a little bit
- I know quite a lot
- I know lots about it
- I am an expert

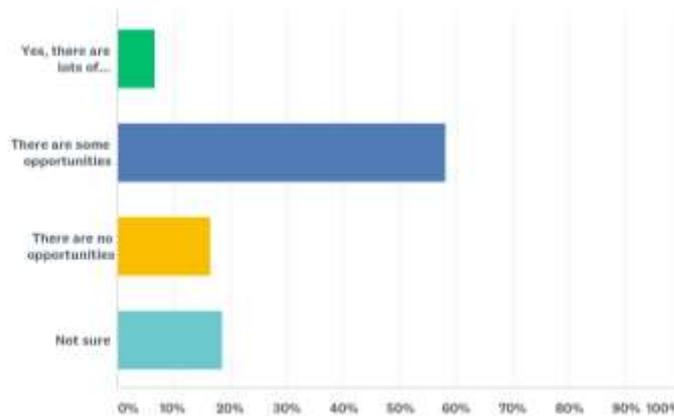
Also answer below if it applies:

- I am a member of a local group (please state) .....



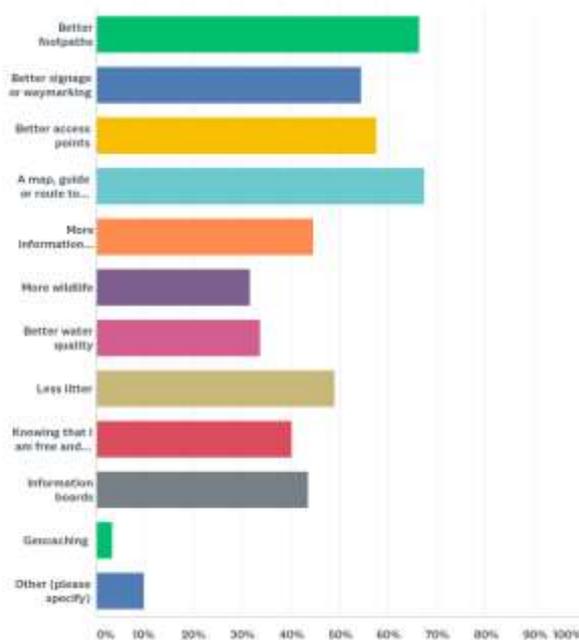
**9. How far would you agree with the following statement? There are lots of opportunities near me to learn about the industrial heritage of the rivers and streams of the area**

- Yes, there are lots of opportunities
- There are some opportunities
- There are no opportunities
- Not sure



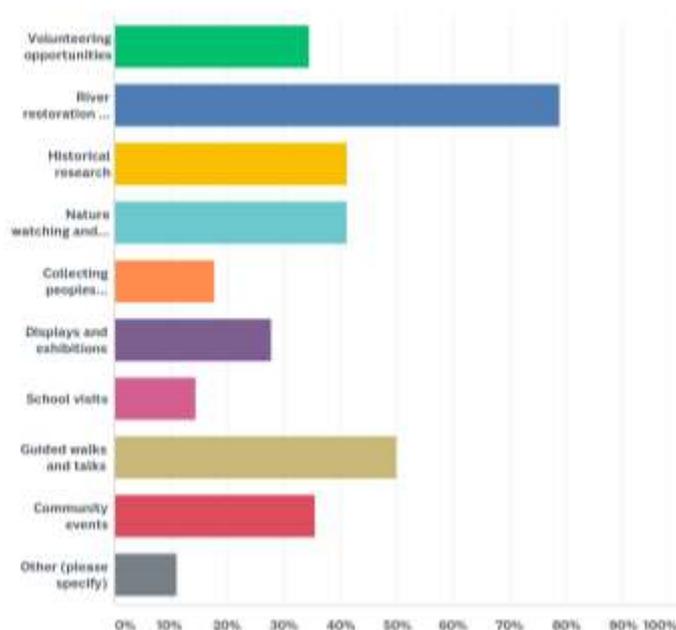
**10. Which of the following would encourage you to visit the rivers or streams of the area more often? (tick all that apply)**

- Better footpaths
- Better signage or waymarking
- Better access points
- A map, guide or route to follow
- More information online
- More wildlife
- Better water quality
- Less litter
- Knowing I am free and welcome to visit
- Information boards
- Geocaching
- Others (please state)



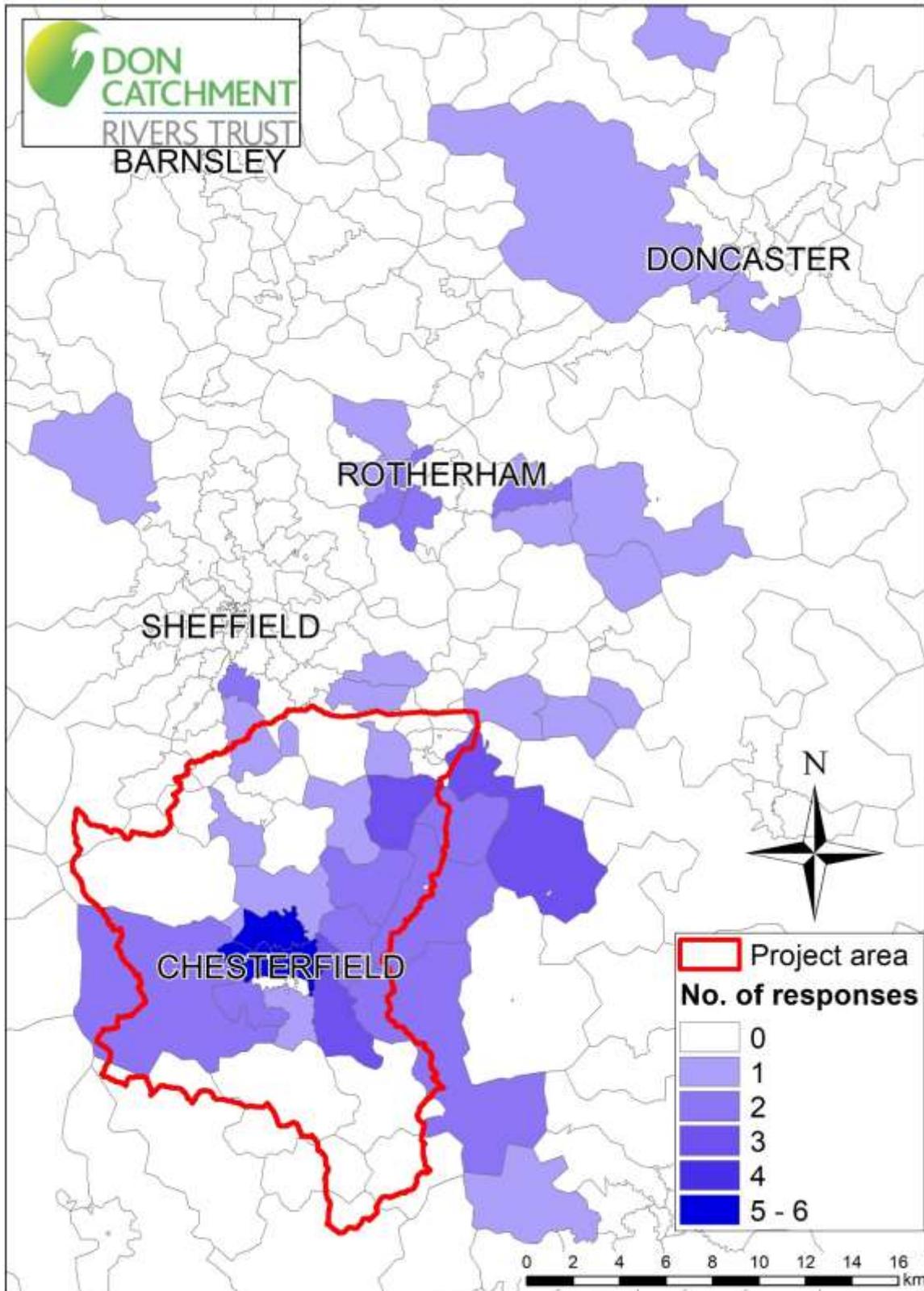
**11. What activities would you be interested in or like to see happen?**

- Volunteering opportunities
- River restoration and improvement
- Historical research
- Nature watching and recording
- Collecting peoples memories
- Displays and exhibitions
- School visits
- Guided walks and talks
- Community events
- Others (please state)



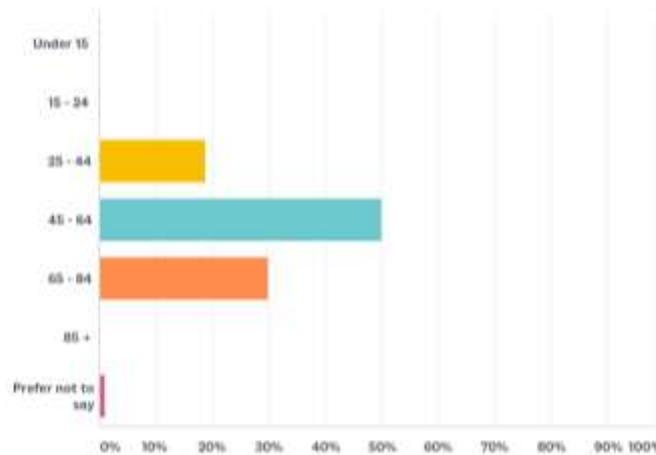
**ABOUT YOU** The following is optional, but will help us make sure we are gathering views from a fair, representative selection of people.

- Your postcode:



• Your age range:

- Under 15     15-24     25-44     45-64     65 +

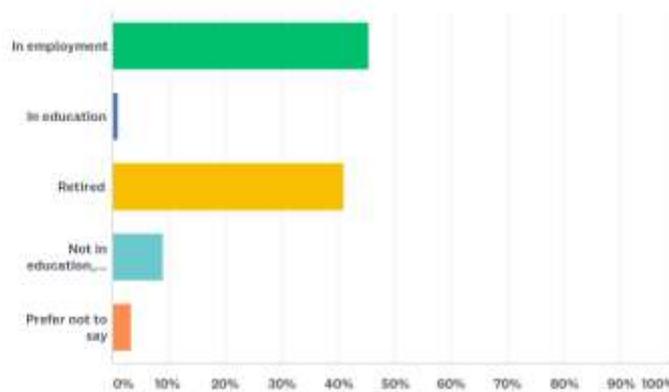


• Your gender:

Female 41% | Male 59%

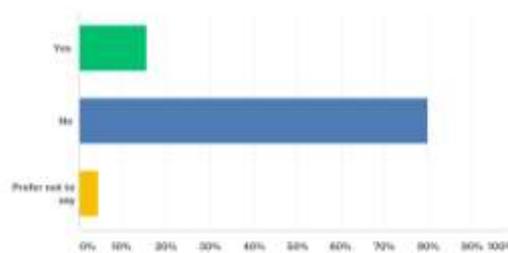
• Are you:

- In employment     In education     Retired  
 Not in education, employment, or training



• Within the Equality Act 2010 a disability is defined as 'a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities'. Do you have a disability?

- Yes     No     Prefer not to say



**List of consultees and people / groups / organisations DCRT have spoken to about HHSS:**

<b>Barlow Brook Fly Fishers</b>	<b>iCASP</b>
<b>Chatsworth Estate</b>	<b>Kakou</b>
<b>Chesterfield Borough Council</b>	<b>Monkey Park CIC</b>
<b>Chesterfield Canal Trust</b>	<b>Moss Valley Wildlife Group</b>
<b>Chesterfield Civic Society</b>	<b>National Trust</b>
<b>Chesterfield Cultural Education Partnership</b>	<b>Natural England</b>
<b>Chesterfield Cycle Campaign</b>	<b>North East Derbyshire County Council</b>
<b>Chesterfield Museum</b>	<b>North East Derbyshire Industrial Archaeology Society</b>
<b>Chesterfield Tourist Information Centre</b>	<b>Richard Godley, East Peak Associates</b>
<b>Chesterfield Volunteer Centre</b>	<b>River Stewardship Company</b>
<b>Chesterfield Youth Council</b>	<b>Sheffield &amp; Rotherham Wildlife Trust</b>
<b>Community Growth CIC</b>	<b>Sitwell Estate</b>
<b>Derby University (Chesterfield campus)</b>	<b>Sorby Natural History Society</b>
<b>Derbyshire County Council</b>	<b>Staveley Town Council</b>
<b>Derbyshire Wildlife Trust</b>	<b>Suon</b>
<b>Dronfield Civic Society</b>	<b>The Avenue - Avenue Coking Works</b>
<b>Dronfield Heritage Trust</b>	<b>Transition Town Chesterfield</b>
<b>Environment Agency</b>	<b>University of Sheffield</b>
<b>Friends of Spital Cemetery</b>	<b>Yorkshire Water</b>
<b>Holmebrook Conservation &amp; Improvement Group</b>	

## Appendix 2 – Access Audit

Below are the access reports for the Brindley Loop and Moss Valley walks. Reports for the two walks not included in this Activity plan are available on DCRT dropbox – please request a link.

### Brindley Loop

#### 1 Introduction

The Brindley Loops are remnants of the Chesterfield Canal. They lie between Renishaw and Killamarsh and were cut off out by the building of the Manchester, Sheffield & Lincolnshire Railway's Derbyshire Lines in the 1890s.<sup>1</sup>

Whilst the line of the Loop can be clearly seen on Ordnance Survey Explorer maps (shown in pink on map 1) and satellite imagery (map 2) it is not obvious to people walking in the area. If you are walking on the Loop you could be completely unaware of the history, and not know that you are walking along the line of an old canal. Interpretation here would bring the heritage and landscape to life, helping people see what it looked like in the past.



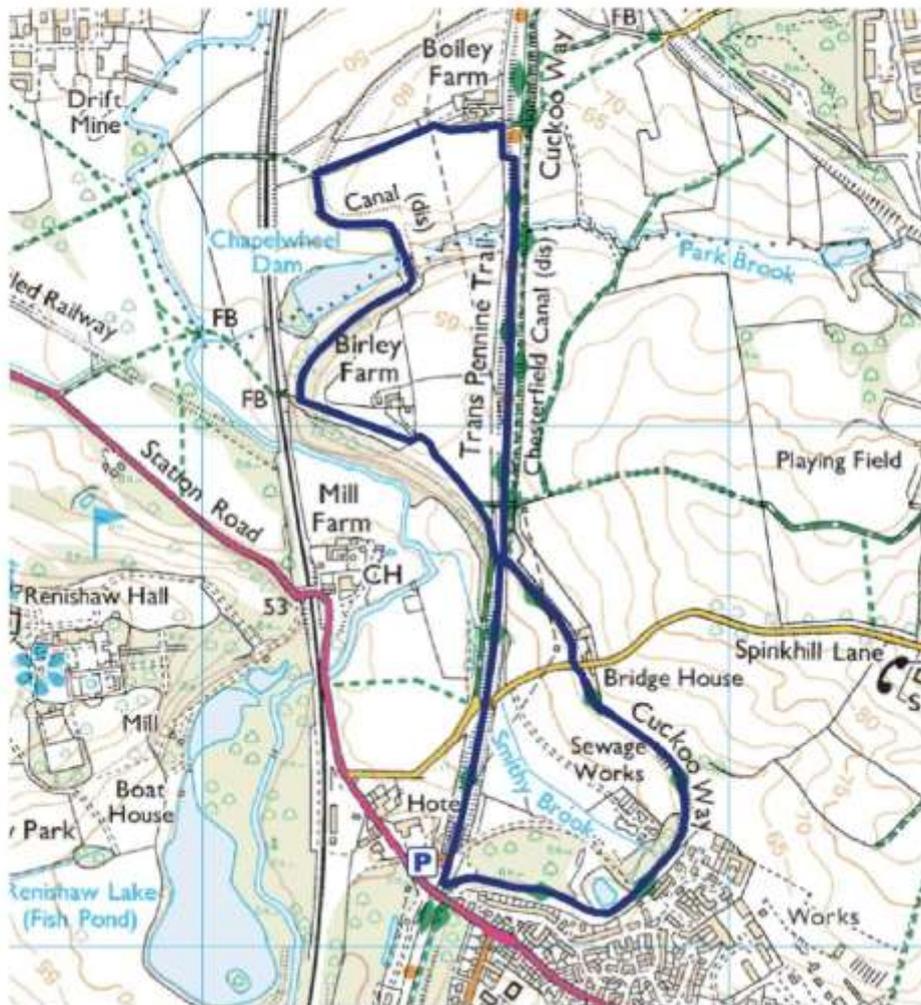
Map 1 Brindley Loop (highlighted) on OS 1:25 000



Map 2 Brindley Loop - Google satellite view

There is an extensive network of rights of way in the area. The proposed walk is a 2.7 mile long figure of eight walk with good links to nearby towns and villages. A longer walk can easily be created by extending the route along the Trans Pennine Trail and/or other rights of way.

<sup>1</sup> <http://www.chesterfield-canal-trust.org.uk/restoration/future-plans/will-the-brindley-loops-be-restored/>



Map 3 Proposed route

The proposed walk follows the former route of the Chesterfield Canal (the Brindley Loop). It follows a section of the Trans Pennine Trail (TPT) passing several sites of industrial heritage along the way.

A section of the walk follows the Cuckoo Way, a promoted route following the 240-year-old Chesterfield Canal, known locally as the Cuckoo Dyke.

The route has been previously promoted by NE Derbyshire District Council as part of a Hidden Gems audio trail project of 18 walks. It is also very similar to a walk included in the 'Walks along the Cuckoo Way' series created by The 3 Valleys Project and the Chesterfield Canal Partnership.

It can be accessed from the TPT car park at Renishaw or via short links from Eckington and Killamarsh.

The TPT is wide and mainly level although there are short sections of incline near Renishaw car park and where the walk leaves and joins the TPT. The section of walk off the TPT is on footpath so cannot be used by cyclists or horse riders. It has several barriers such as stiles and is not suitable for people using mobility scooters or wheelchairs.

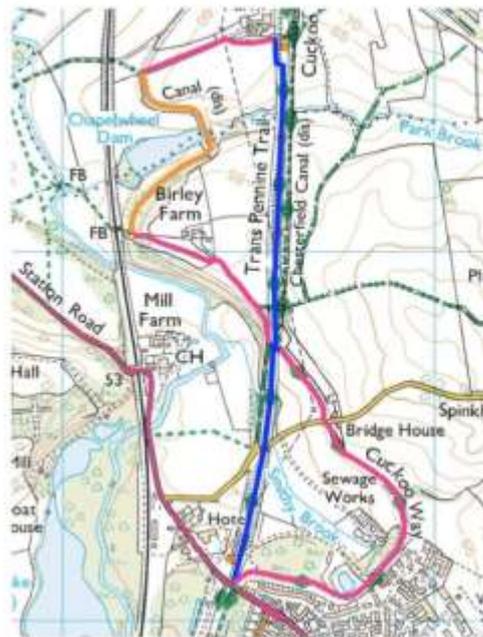
There are stiles and gates on this walk. Sections of the walk will be wet and muddy after heavy rain.

## 2 Rights of Way

The majority of the walk is on public footpaths (with the south eastern loop of footpath being the promoted route The Cuckoo Way). The multi-user Trans Pennine Trail forms part of the walk. The short stretch along the Brindley Loop has de facto access but no recognised legal right of access.

The landowner of the Brindley Loop is Sitwell Estates. Their representative is Struan McDougall at Fisher German, 01777 860755, [struan.mcdougall@fishergerman.co.uk](mailto:struan.mcdougall@fishergerman.co.uk)

-  Footpath
-  De facto access
-  Traffic-free cycle route / Trans Pennine Trail



Map 4 Waymarking

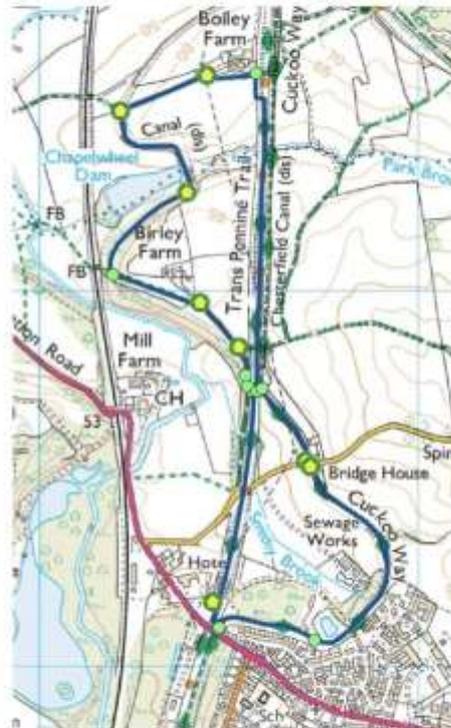
We have not contacted the landowner to confirm that they are happy with access on the Loop to be promoted, but as a very similar route has been promoted by other organisations in the past we believe the landowner is comfortable with the access situation. If the Don Catchment Rivers Trust have any concerns they may wish to contact the landowner.

### 3 Waymarking

Current waymarking consists of local authority rights of way waymarkers and finger posts, TPT signage, Eckington Heritage Walks waymarkers and Cuckoo Way waymarkers.

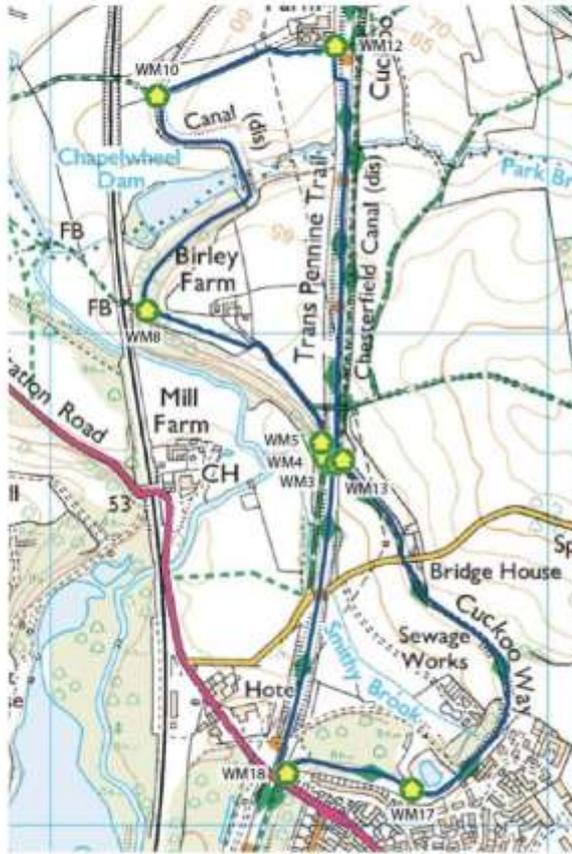
With a map and/or written directions most walkers should be able to walk the route however several locations were identified where waymarking/signage needs to be improved or added. These are shown on map 5 and 6 and described in the table below.

-  Existing waymarker / signage
-  New waymarker / signage needed



Map 5 Waymarking

4 Waymarking needed



Map 6 Waymarking needed

Ref	Details	
WM18	Junction of footpath with TPT – no existing signage. Waymarker needed.	
WM3	Walk leaves TPT – signage needed to indicate this	
WM4	Link from TPT joins footpath – waymarker needed	
WM5	Stile leads to route heading north west – waymarker needed to show walk continues ahead	
WM8	Junction of paths – waymarker needed	
WM10	Waymarker needed on southern side of stile	
WM12	Walk turns south along path to rejoin TPT – waymarker needed	
WM13	Walk leaves TPT – waymarker needed (no existing signage)	
WM14	At top of bank footpath crosses – waymarker needed	

WM17	Waymarker needed to show walk continues under footbridge rather than over	
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## 5 Waymarking - Actions & Costings

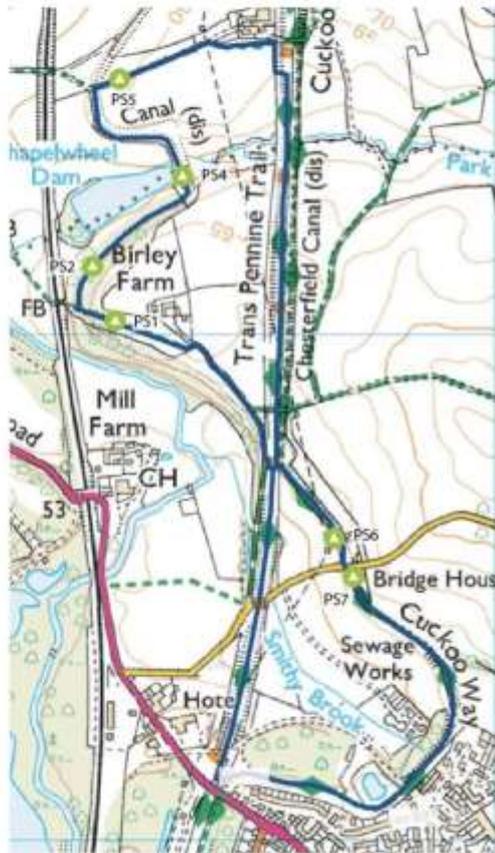
For all routes we recommend a volunteer or staff waymarking day – where 2 or more people walk the route and add waymarkers to all existing furniture (waymark both sides so that people walking the route either way can see where to go).

Depending on the skills of the volunteers and staff this waymarking day could also include installing waymarker posts, but it may be that these need to be installed by a contractor.

The costs in the 'volunteer' column are for materials, if volunteers are used these costs replace the ones in the 'cost' column. Adding waymarkers to existing furniture is costed at zero although there will be a small cost across all routes for the design and purchase of waymarkers.

Ref	Action required	Cost	Volunteer?
WM18	Waymarker and post needed	£80	£10
WM3	Waymarker required. Fix to existing furniture	£10	-
WM4	Waymarker required. Fix to existing furniture	£10	-
WM5	Waymarker required. Fix to existing furniture	£10	-
WM13	Waymarker required. Fix to existing seat or add new post.	£80	£10
WM8	Waymarker and post needed	£80	£10
WM12	Waymarker required. Fix to existing furniture	£10	-
WM10	Waymarker required. Fix to existing furniture	£10	-
WM14	Waymarker required. Fix to existing furniture.	£10	-
WM17	Waymarker and post needed	£80	£10
<b>Total</b>		<b>£380</b>	<b>£40</b>

6 Path Surface



Map 7 Path surface

Reference	Details	Photo
PS1	Path narrows and becomes muddy (approx. 60m)	

PS2	<p>Muddy path along Brindley Loop          Whole section is approx. 285m – some sections are worse than others. The worst section is 117m.</p>	
PS4	<p>Whole path is uneven in places - tree roots, stones etc. May wish to include warning in route description.           Section is 284m.</p>	
PS5	<p>Muddy track          Approx 215m.</p>	

PS6	Wet and muddy path. The path was worse in some places than in others. 80m in total	
PS7	Wet and muddy path. 40m.	

## 7 Path Surface - Actions & Costings

The initial surveys were carried out in March, later site visits in June revealed that apart from the section along the TPT the paths pass through ungrazed areas with a lot of soft vegetation growth. The paths would benefit from strimming at least once per year. The local highway authority may be happy to include them in their cutting contract if use levels are high enough.

Ref	Action required	Cost	Volunteer?
PS1	Drainage and aggregate used to top-dress path 60m	£700	Could be done by volunteers for the cost of the aggregate - £300
PS2	Install 1m wide aggregate path – between 150m – 285. Path was surveyed at the end of very wet period, it may be that only part needs to be surfaced.	£2,500 - £5,000	N/A

PS4	Include warning that section is uneven with tree roots and large stones. Possible volunteer task could improve the surface.	-	-
PS5	No action required. This is a track used by farm vehicles. Any repair work would be quickly damaged	-	-
PS6	First section of path from road is muddy and needs surfacing – 80m. Top dress with aggregate.	£1,000	Could be done by volunteers for the cost of the aggregate - £400
PS7	Short muddy section, top dress with aggregate 40m	£500	£200
<b>Total</b>		<b>£4,700 - £7,200</b>	<b>£900</b>

## 8 Furniture

Reference	Details	Photo
F1	Kissing gate (no longer needed)	
F2	Stile	

F3	Stile	
F4	Stile with missing step (see Issue 4)	
F6	Squeeze stile	

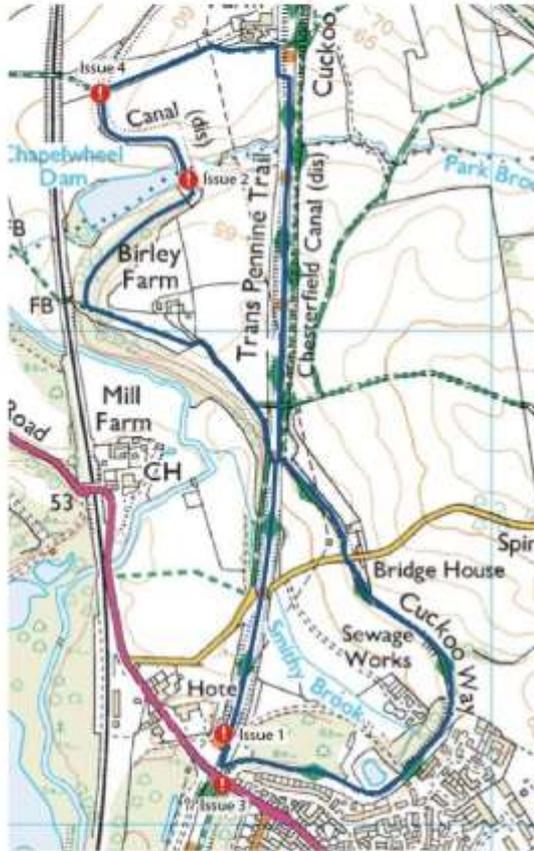
F7	Picnic bench	
F8	Seat	
F9	Remains of gate	

F10	Bench	
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**9 Path Surface - Actions & Costings**

No action required.

**10 Issues**



Map B - issues

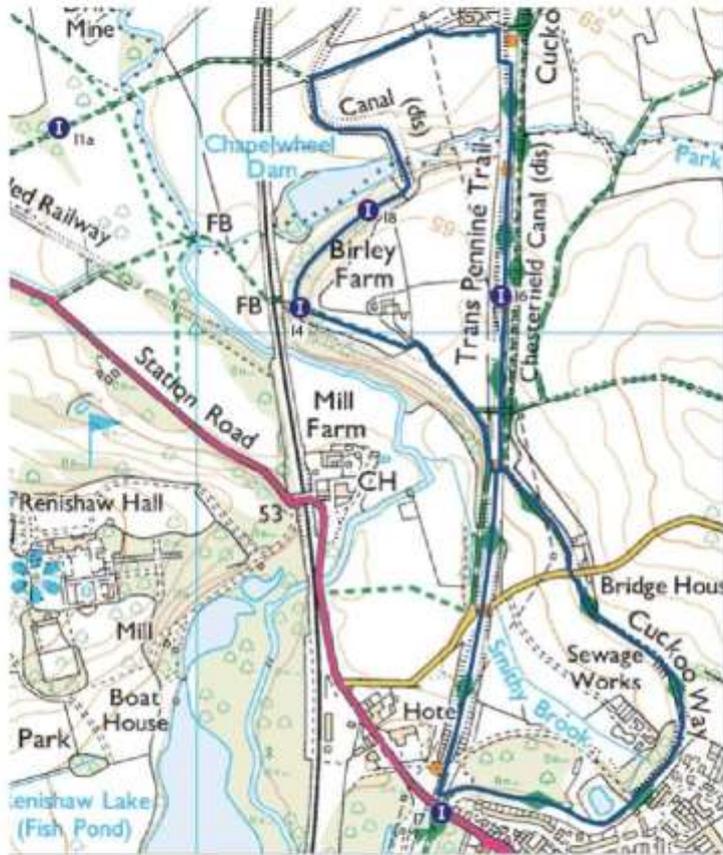
<p>Issue 1</p>	<p>Width restricted access (approx. 98cm) from car park.</p> <p>80cm is generally ok for most mobility scooters as long as access is straight, which it is here.</p> <p>Include warning and photo of this in the leaflet. Could be an issue for some partially sighted people.</p>	
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Issue 2	<p>Overhanging trees on Brindley Loop.</p> <p>Cut back branches and shrubby vegetation.</p> <p>This section is not public right of way so the landowner's permission is needed before any work begins and all timber should be left on site for the landowner.</p>	
Issue 3	Canal under road bridge is full of litter	
Issue 4	Needs repair. It may once have been a stile but it now has no step.	

#### 11 Issues - Actions & Costings

Ref	Action required	Cost	Volunteer
1	None – mention in leaflet	-	-
2	Cut back branches. Could be a volunteer task	£200	0
3	Clear rubbish from canal – volunteer task		0
4	Replace stile, ideally with more accessible alternative, gate or kissing gate.	£500	£150 for gate, posts & hinges
<b>Total</b>		<b>£700</b>	<b>£150</b>

## 12 Interpretation



Map 9 - interpretation locations

Reference	Details	Photo
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14	Built remains – described on one leaflet as remains of former bridge over the Chesterfield Canal, another leaflet says it is a gauging point, need to identify what it is.	
16	TPT runs alongside disused Chesterfield Canal, whilst not visible from TPT, users of the TPT may be interested to know about the canal	
17	Set of restored narrows Chesterfield Canal Partnership say they are a set of restored narrows complete with stop plank grooves. These narrows defined the width of the boats which could pass through them.	
18	Possible location for interpretation of Brindley Loop, Chapel Wheel Dam and Brindley's Embankment	
1a	Although not on the main route, the remains of the Setcup Tramway are worth noting. This is located on a link from the main route to Eckington crossing the golf course.	

### 13 Interpretation action and costings

QR codes have been used to provide information about several features in the area (Eckington Heritage Walks). The mobile phone reception is good which means that this is a possible way to provide information about the features identified above.

The simplest way to use QR codes is to have a web page with information about the feature. Each feature needs its own page and its own QR code. The information on the page needs to be short with key facts at the top, so anyone reading it can immediately find out what they are looking at and decide if they want to read for more information.

An alternative would be to use video – this has been done on the Eckington Heritage Walks, while this is a good way to communicate a lot of information they can be expensive to produce and unless they are very carefully planned people can lose interest before they get the key information. The Eckington Heritage Walk codes have been attached to trees in some locations – this is not good practice as it can harm the trees. Discs should always be attached to posts or existing furniture.

Each feature would also be described in the walk leaflet.

The costs for web pages and leaflets have not been included below. Web pages could either be located on an existing website or on a new website (created using a free website builder).

Ref	Action required	Cost	Volunteer
14	Identify structure, install post with QR code	£90	£20
16	Highlight in leaflet	0	0
17	Install post with QR code	£90	£20
18	Install post with QR code	£90	£20
1a	Install finger post sign from main route and post with QR code	£500	£330
<b>Total</b>		<b>£770</b>	<b>£390</b>

## **Moss Valley**

### **1 Introduction**

The proposed area for this walk, the Moss Valley, is popular with walkers, cyclists and horse-riders and is known for its wildlife and industrial heritage. The walk follows the Moss Valley SSSI (see map below) which has been designated as an SSSI due to its value as a high-quality habitat for invertebrates.



Map 1 Location of Moss Valley SSSI

The main Moss Valley SSSI consists of a 25.9 hectare strip of land along both banks of the Moss Brook. It contains wetland habitats of the valley bottom associated with the brook and its flood plain, and the bogs and open water of several derelict mill ponds. There are areas of open marshy grassland, shady wet woodland, old hedgerows, ditches, and scrub. The meanders of the brook produce high, shaley banks and pools. The woodland and field boundaries contain old and rotting trees and much fallen dead wood. This diverse mosaic of topographic features and vegetation types supports rich assemblages of invertebrates, including nationally rare species. The site provides essential habitats for the life cycles of these invertebrates, many of which are at the edge of their range here. The valley is also important for breeding birds.<sup>1</sup>

A local volunteer group, The Moss Valley Wildlife Group, has undertaken conservation work in the area however more recently they have been less active. They were formed in 1982 to resist the threat of urban development in the valley, when the City of Sheffield was expanding. Their main purpose now is to bring together people who have an interest in conserving the flora, fauna and habitats found in the valley and they carry out conservation work, surveys and walks throughout the Moss Valley.

### **2 About the Moss Valley**

Moss Valley has a long history of quarrying and mining and there are several mills in the valley. Moss Valley used to be renowned for its excellent sickle and scythe production.<sup>2</sup>

<sup>1</sup> <https://designatedsites.naturalengland.org.uk/>

<sup>2</sup> [https://en.wikipedia.org/wiki/The\\_Moss](https://en.wikipedia.org/wiki/The_Moss)

The valley has ancient woodlands, meadows, hedgerows, ponds and marshland, together with many tributary streams flowing into the Moss. The flora and fauna include the common and not so common, but you will see bluebells, lesser celandines, wood avens, betony, various fungi, and many species of trees. Mammals include fox, pipistrelle bat, stoat, bank vole, roe deer and brown hare. There are many bird species and a wide variety of insects.

Alongside the old farms the valley contains some interesting industrial archaeology. The Moss Brook and its ponds once powered eight water wheels when it was an important centre for the grinding of scythes and sickles. One of the dams (Never Fear Dam) is just a short walk downstream from the Bridge Inn at Ford. There is also evidence of charcoal burning and old drift mines which extracted coal from the underlying rocks, which form part of the coal measures. Seldom Seen Engine House, near Eckington, is a surviving relic of the industrial past.<sup>3</sup>

### 3 Moss Valley Walk

#### 3.1 Original Route (route 1)

The original proposed route (route 1) was a 5.4 mile circular walk from the village of Ford following rights of way and some permissive paths through High Bramley Wood. This is shown in map 2, below.



Map 2 Route 1

Unfortunately we were unable to complete this walk as we were unable to find the path in High Bramley Wood. A revised route (route 2) was devised and surveyed (see map 3).

<sup>3</sup> Moss Valley Wildlife Group <http://www.mossvalleywildlife.org.uk/>

### 3.2 Surveyed Route (route 2)



Map 3 Route 2 (route surveyed)

Route 2 starts at the car park near The Bridge Inn at Ford. It follows The Moss passing several mill ponds heading east towards Eckington. A short detour leads to Seldom Seen Engine House. The walk then takes permissive paths through High Bramley Wood. At Bramley the route follows a bridleway to the outskirts of Eckington where it turns north heading back into the woods. The route returns to the car park on the northern side of The Moss.

This route at the time of surveying was water logged, muddy and almost impassable in places. We do not recommend it should be promoted as a walk.

### 3.3 Proposed Route (route 3)

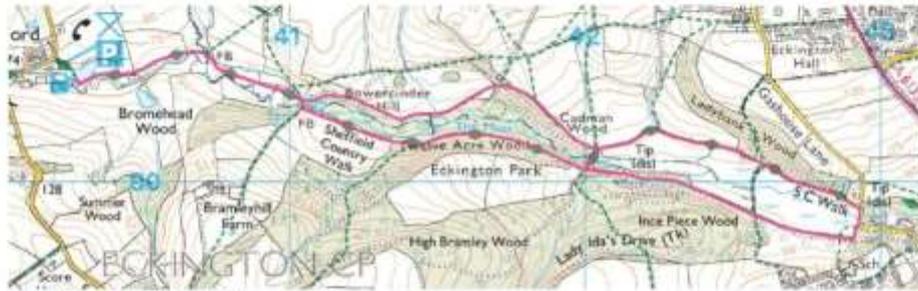
A final third route was investigated. This was the best of the three routes and is the route we recommend (see map 4, below).

The proposed route is 3.7 miles long and starts at Ford. It follows the Moss Brook to Eckington and then returns on the opposite side of the river. The final section (0.5 mile) retraces the start of the walk.

This walk was surveyed over three days. 29 March and 7 April 2018 were dry days but followed periods of heavy and prolonged rain. 14 June was a dry and sunny day following a period of dry weather.

The section from Ford to the footbridge can be water-logged. Local walkers told us that this section is very wet during winter and you need to wear wellingtons. During our first two

visits (March and April) we found standing water and large areas of deep mud. We propose that funds are spent to drain and improve this section.



Map 4 Proposed route (route 3)

#### 4 Rights of Way

The walk includes section of public footpath, promoted route (the Sheffield Country Walk) and sections of path with permissive access.



Map 5 Rights of Way

- Footpath
- Footpath - Promoted Route
- Permissive path

#### 5 Path Surface Issues



Map 6 Path Surface

Ref	Description	Photo
1	<p>Path from Ford Mill Pond            Path is muddy in places            Improve drainage and/or surface path</p>	
3	<p>Open field            Path is very wet and water running across field has created ditches into the river which are slippery and difficult to cross. Can see broken drainage pipes. Some walkers avoiding this by crossing field further away from river.             Improve drainage. Surface.</p>	



4 Path leading to small bridge  
Wet and muddy

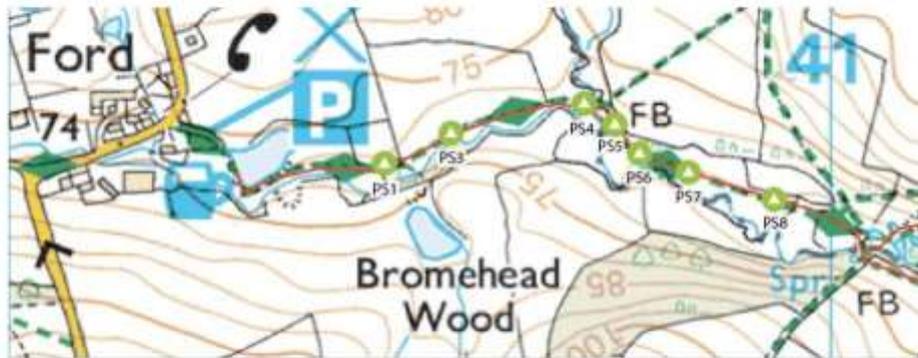


5	<p>Kissing gate Very wet around gate</p>	
6	<p>Section between kissing gate and bridge over The Moss Wide wet and muddy section. Deep mud.</p>	

7	<p>Section prior to pond (Neverfear Dam)          Very wet and muddy. Section to north          of path marshy.</p>	
8		

9	Section after footbridge	
10	Twelve Acre Wood Muddy but not as wet as previous section – horse riders are using this path	

## 6 Path Surface - Actions & Costings



Map 7 - detail of path surface works

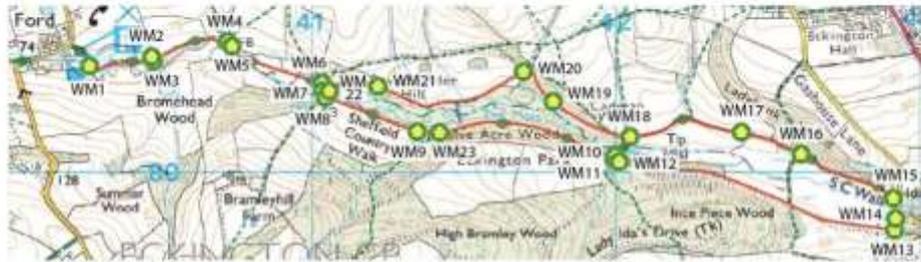
The start of the path is muddy and needs drainage and surfacing along the entire length from PS1 to PS8.

Ref	Action required	Cost	Volunteer?
1	60m of 3m wide track. Needs drainage and geotextile and aggregate surface.	£3,000	N/A
3	200m across field – needs 3 cross drains and possible top drain as path is in the bottom of a bowl. Surface with geotextile and aggregate 1m wide.	£4,200	N/A
4	65m path needed. Part has previously been surfaced, edge boards are visible. Surface with geotextile and aggregate	£1,200	N/A
5	35m needs vegetation clearance and surfacing - geotextile and aggregate	£600	N/A
6	240m x 2m wide path need drainage and surfacing	£9,000	N/A
7	80m x 1m wide path – drainage and surfacing	£1,400	N/A
8	20m x 1m path – drainage and surfacing	£400	N/A
9	Along field edge – drainage required	£500	N/A
10	Ok – does not need surfacing, possible drainage works	£500	N/A
<b>Total</b>		<b>£20,800</b>	

## 7 Other issues

Cyclists and horse riders using footpaths – contributing to poor path surface conditions.

## 8 Waymarking



Map 8 Waymarking

Ref	Description	Photo
1	<p>Car park behind Bridge Inn                      There is no waymarking on the car park side of the gate.                      On the opposite side of the gate is a Sheffield Country Park waymarker and an Eckington Heritage Walks waymarker with QR code.</p>	

2	<p><b>Start of field</b>          Large sign asking walkers to keep to path (likely that as path is so wet, walkers are finding an alternative path on drier parts of field).</p>	
3	<p>On opposite side of path to above is a gate post (no gate) and stile. The gate post and stile have been vandalised and an existing waymarker painted over.</p>	
4	<p><b>Footbridge</b>          Just after footbridge the path splits with a footpath heading north east across the field and a path continuing along the river. There is no waymarking at this point.</p>	

5	<p>Kissing gate Walk on the Wild Side waymarker in poor condition</p>	
6	<p>Area before footbridge to north of proposed route – two footpaths start from the stile (although only one path is waymarked). Consider adding new waymarker (to right of path?) to show route continues along river.</p>	
7	<p>Footbridge A footpath is waymarked heading north from the fence (although this path isn't parked on OS maps). There is a permissive path heading into the woods along the northern bank of the river (the return loop of this walk) and the path heading over the footbridge. Consider waymarking the path over the footbridge.</p>	

8	After footbridge Waymarker post	
9	West entrance to Twelve Acre Wood  Post with Moss Valley Wildlife Group sign and Walk on the Wild Side waymarker.	

23	Waymarker for footpath that joins from right	
10	<p>East entrance to Twelve Acre Wood</p> <p>Several paths meet here – including a private track into Eckington Park. There are several waymarker posts but the waymarkers are not clear. One appears to point into Eckington Park (which is private). Consider how waymarking could be improved. Some of the waymarkers are in poor condition (the permissive path waymarkers no longer have the arrow)</p>	

<p>11 (right ) and 12 (left)</p>		
<p>13</p>	<p>Walk continues to left but there is a visible path continuing ahead. Waymarker and post needed.</p>	

14	Walk turns left along road. Waymarker needed.	
15	Route leaves road. Add waymarker.	
16	Junction of paths. New waymarker needed.	

17		
18	<p>Existing post with several waymarkers (two of which are damaged). The proposed path continues ahead (permissive access). Add new waymarker.</p> <p>Consider adding second waymarker to show shorter loop (from Eckington) crosses river here.</p>	
19	<p>Add new waymarker (and post) to show walk continues on track ahead (rather than track to left).</p>	

20	Junction of paths. Add waymarker.	
21	Route continues over stile. Add waymarker to stile.	
22	End of permissive section where walk re-joins first section. Add waymaker and post.	

## 9 Waymarking - Actions & Costings

A volunteer could waymark the entire route, adding new waymarkers to existing structures and depending on the level of skill, adding new posts where needed.

Ref	Action required	Cost	Volunteer?
1	Add waymarker to car park side of the gate	£10	0

3	Add waymarker	£10	0
4	Add waymarker to show route continues ahead	£10	0
6	Path clearly continues ahead at this point although it is not waymarked. Add waymarker and post.	£80	£10
7	Add waymarker(s) to show route continues over footbridge or into woodland.	£10	0
10	Add waymarker(s) to show route continues ahead. Consider adding waymarker to show the shorter version of this walk crosses the river here.	£10	0
13	Add waymarker and post	£80	£10
14	Add waymarker	£10	
15	Add waymarker	£10	
16	Add waymarker	£10	
18	Add waymarker	£10	
19	Add waymarker	£10	
20	Add waymarker	£10	
21	Add waymarker	£10	
22	Add waymarker and post	£80	£10
<b>Total</b>		<b>£360</b>	<b>£30</b>

## 10 Furniture



Map 9 Furniture

Ref	Description	Photo
1	Start of route from car park Gate – not accessible to trampers or wheelchairs	

<p>2 Entrance to field Stile currently not needed as field gate has been removed. If gate is replaced some vegetation around stile may need cutting back</p>	 A photograph showing a wooden stile in a field. The stile is made of vertical posts and horizontal rails. A wooden gate is currently removed, leaving a gap in the fence. The ground around the stile is covered with fallen leaves and some green plants. In the background, there is a grassy field and a line of trees.
<p>3 Footbridge</p>	 A photograph showing a person standing on a wooden footbridge over a stream. The person is wearing a blue jacket and dark pants. The bridge is made of wooden planks. The stream is flowing through a wooded area with trees and bushes. The ground on either side of the stream is dirt and grass.

4	<p><b>Kissing gate</b> Does not move, stuck in the mud. Needs digging out.</p>	
5	<p><b>Kissing gate and footbridge</b> Bridge muddy and bit slippery (it does have handrails)</p>	
6	<p><b>Gate, horse stile and kissing gate</b> (inaccessible and broken).</p>	

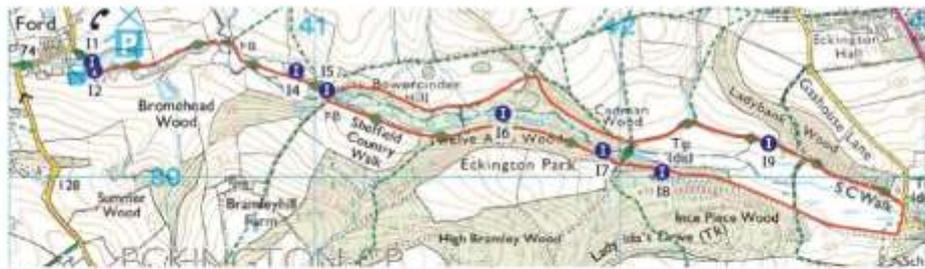
7	Horse stile, remains of kissing gate and vehicle barrier	
8	Footbridge	
9	Stile	

#### 11 Furniture - Actions & Costings

Ref	Action required	Cost	Volunteer?
2	There is currently not gate here. If the gate is replaced and locked the stile will need to be used. If that happens vegetation around the stile will need clearing.	-	-

	Currently no work needed		
4	Improve path surface around gate to allow gate to move freely. May need to reinstall gate as new path is constructed.	£150	0
<b>Total</b>		<b>£150</b>	<b>0</b>

## 12 Interpretation



From Ford to Seldom Seen Engine House has 4G mobile data with the exception of the junction of paths (to west of Engine House) which had 3G (EE). The signal at Seldom Seen Engine House was 4G.

Ref	Description	Photo
1	Faded/old panel about John Haslam's Donkey. This panel forms part of a set along a walk (we did not see any other panels) from Ridgeway to Seldom Seen Pumping House. The panel includes limited information about Ford Dam, Never Fear Dam, Field's Wheel Dam, Carlton Dam and Seldom Seen Engine House.	
2	Ford Dam. Opportunity to provide more information about the mill ponds in this area.	

4	Never Fear Dam	
5	Private woodland managed with support of the Forestry Commission	
6	View from path of river meandering. Opportunity for interpretation to show location of Field's Wheel Dam, Footrail Dam and weirs.	

7	Man-made boundary / dyke	
8	<p>Seldom Seen Engine House. Scheduled monument</p> <p><a href="https://historicensland.org.uk/listing/the-list/list-entry/1017746">https://historicensland.org.uk/listing/the-list/list-entry/1017746</a></p> <p>Other than a Derbyshire County Council sign giving the name there is no other information at this site. Opportunity to provide more information.</p>	
9	<p>Remains of sub-station that was used to power decoy lights (hung in the trees) during World War 2. An Eckington Heritage Walks waymarker displays a QR code which plays a video describing the ruin.</p>	

### 13 Interpretation action and costings

QR codes have been used to provide information about several features in the area. The mobile phone reception is good which means that this is a possible way to provide information about the features identified above.

The simplest way to use QR codes is to have a web page with information about the feature. Each feature needs its own page and its own QR code. The information on the page needs to be short with key facts at the top, so anyone reading it can immediately find out what they are looking at and decide if they want to read for more information.

An alternative would be to use video – this has been done on the Eckington Heritage Walks, while this is a good way to communicate a lot of information they can be expensive to produce and unless they are very carefully planned people can lose interest before they get the key information. The Eckington Heritage Walk codes have been attached to trees in some locations – this is not good practice as it can harm the trees. Discs should always be attached to posts or existing furniture.

Each feature would also be described in the walk leaflet.

The costs for web pages and leaflets have not been included below. Web pages could either be located on an existing website or on a new website (created using a free website builder).

Ref	Action required	Cost	Volunteer
1	Panel is old and in need of maintenance – at a minimum clean. If there is a desire to install a new panel here to replace this panel contact the organisation who originally erected it first before removing and replacing panel (costs of replacement are not included here).	£20	0
2	Install post with QR code, describe in leaflet	£90	£20
4	Install post with QR code, describe in leaflet	£90	£20
6	Install post with QR code, describe in leaflet	£90	£20
7	Describe in leaflet	-	-
8	This is an interesting structure and worthy of an information panel	£1,200	N/A
9	Mention existing QR code in leaflet	-	-
<b>Total</b>		<b>£1490</b>	<b>£60</b>

## Appendix 3 – Tender Briefs



# Evaluation Consultant Brief

Don Catchment Rivers Trust

*Hidden Heritage Secret Streams*

## **Don Catchment Rivers Trust wishes to appoint a consultant to evaluate our 'Hidden Heritage Secret Streams' project.**

### **About us:**

The Don Catchment Rivers Trust (DCRT) was established in 2008 and achieved charitable status in 2010 with a mission “to conserve, protect, rehabilitate and improve the Rivers Don, Dearne and Rother and the associated non-tidal and tidal systems that might influence their fauna, flora, water quality and hydrology”.

You can find out more about the Trust on our website [www.dcr.org.uk](http://www.dcr.org.uk) and on our Facebook and Twitter account @DonCatchmentRT.

### **The *Hidden Heritage Secret Streams* project:**

*Hidden Heritage Secret Streams* is a three year project and is being supported by the Heritage Lottery Fund and match-funders. The project area is in the upper river Rother catchment in the wider Chesterfield area, Derbyshire.

Our ambition is to reconnect people, communities and decision makers back to our rivers and their rich natural, cultural, built and industrial heritage. We want to change beliefs and attitudes so that our rivers and their heritage will be better valued and better protected into the future.

The aims of *Hidden Heritage Secret Streams* are to:

- Re-meander a 700 metre section of the River Rother
- Change attitudes towards heritage and encourage a positive impression of our rivers
- Enable people to have the power to make a difference
- Spark community pride and mobilise action

The project also has the potential to help DCRT as an organisation develop and become stronger for the future. In delivering this vision, the DCRT will use the '*Hidden Heritage Secret Streams*' project as a test-bed for trying out new approaches, ways of working and ideas. This process will help to inform the organisation as a whole and the results will be shared within the sector.

### **Project Evaluation:**

Our strategy for testing, evaluation and monitoring are based upon heritage sector best practice and guidelines. Guiding principles are to:

- Work on the principle 'prove and improve'
- Collect evaluation data all the way through the project not just at the end, and embed a culture of testing, trialling and evaluation into the project from the start
- Employ a mosaic approach to collecting and analysing data – a variety of data collection methods will be used
- Where possible, evaluation and monitoring techniques will be a well thought out integral part of the visitor experience, participation activity or training rather than 'bolted on'

- Use baseline data where it exists and collect additional data to create a baseline from where it will enable us to effectively assess further progress
- Share our learning as widely as possible both inside and outside the DCRT via conferences, networks and partnerships.

Project evaluation data must remain within the bounds of statistical acceptability for this type of HLF funded project. The consultant will help to ensure that the collection and analysis of the data reduces bias, will provide an external perspective and that the proper rigour is applied to all evaluation activities.

### **Evaluation deliverables:**

- A start up meeting at the beginning of the delivery phase to agree evaluation methods for each area of activity and to train project staff accordingly
- Interim Evaluation Report – at the half way point of the project. Summarising how far targets and aims are being met and highlighting areas for improvement. Presentation to the project board. Refresher training session for project staff
- Final Evaluation Report. To be written in accordance with HLF guidelines

At all stages supporting material should be made available to DCRT (i.e. interview transcripts, photographs, figures).

### **Responsibilities:**

The successful consultant will liaise with the Project Manager, giving regular updates on progress and plans.

Evaluation of activities will be undertaken by project staff and volunteers, after receiving training and guidance from the evaluation consultation.

### **Budget:**

The maximum budget, including fees and all incidental/sundry expenses is £8,000 (excluding VAT).

### **Project Timeline:**

The project will begin delivery phase in January 2019. Initial support and training will be provided for the project team and key volunteers during the period of January to April 2019. The interim evaluation must be complete by July 2020. The final evaluation report will be due in December 2021.

**Proposals:**

Appropriately experienced consultants are invited to submit a quotation to undertake evaluation for the *Hidden Heritage Secret Streams*: Please include in your submission:

- A two page covering letter including a description of your approach and methodology
- A CV or company profile including evidence of your experience and track record, and that of you/your team, in undertaking a project of this kind
- Breakdown of your fees and ability to work within the project timescale outlined in this brief
- Evidence of appropriate levels of insurance and public liability cover

**Assessment of submissions:**

Submissions will be assessed on both quality and cost against the following criteria:

- Relevant skills and experience and a proven track record of success
- Experience of evaluating HLF projects
- Experience of training, mentoring and coaching teams to effectively evaluate projects and develop their skills
- An understanding of the brief
- Value for money

**Supporting resources:**

- *Hidden Heritage Secret Streams* Activity Plan

**Proposal submission:**

Please email a copy of your proposal to [insert.namehere@dcr.org.uk]

Please post a copy of your proposal marked [tender submission] to:

The Project Manager  
Don Catchment Rivers Trust  
St. Catherine's House  
Woodfield Park, Tickhill Road,  
Doncaster  
DN4 8QP

A copy should arrive before [insert date here]

# Interpretation Production Brief

Don Catchment Rivers Trust

*Hidden Heritage Secret Streams*

## **Don Catchment Rivers Trust wishes to appoint a company to produce interpretation outputs for our 'Hidden Heritage Secret Streams' project.**

### **About us:**

The Don Catchment Rivers Trust (DCRT) was established in 2008 and achieved charitable status in 2010 with a mission “to conserve, protect, rehabilitate and improve the Rivers Don, Dearne and Rother and the associated non-tidal and tidal systems that might influence their fauna, flora, water quality and hydrology”.

You can find out more about the Trust on our website [www.dcr.org.uk](http://www.dcr.org.uk) and on our Facebook and Twitter account @DonCatchmentRT.

### **The *Hidden Heritage Secret Streams* project:**

*Hidden Heritage Secret Streams* is a three year project and is being supported by the Heritage Lottery Fund and match-funders. The project area is in the upper river Rother catchment in the wider Chesterfield area, Derbyshire.

Our ambition is to reconnect people, communities and decision makers back to our rivers and their rich natural, cultural, built and industrial heritage. We want to change beliefs and attitudes so that our rivers and their heritage will be better valued and better protected into the future.

The aims of *Hidden Heritage Secret Streams* are to:

- Re-meander a 700 metre section of the River Rother
- Change attitudes towards heritage and encourage a positive impression of our rivers
- Enable people to have the power to make a difference
- Spark community pride and mobilise action

## **Don Catchment Rivers Trust are looking for an individual or company to work with us on delivering interpretation for the Hidden Heritage Secret Streams project**

### **What we need from you:**

A cohesively designed suite of interpretation including:

- Design and production of 3 individual interpretation panels, to mark the start of walking trails, including a map of the route
- Design and production of 3 printed walking trail leaflets, including a route map and illustrations. Approx. 2000 print run of each.
- Design and production of 3 detailed downloadable information sheets for each walking route, for inclusion on our project webpage.
- Production of walking route app, including audio
- Design and production of walking route waymarkers (approx. 100)
- Design and production of information panels (approx. 15 x A0) for pop-up exhibition

**What we will provide:**

- Research and draft text content will be developed by project volunteers, under the guidance of project staff
- Historic photographs and maps
- A basic .gpx file of walking routes

**Budget:**

The maximum budget, including fees and all incidental/sundry expenses is £19,670 (excluding VAT).

**Project Timeline:**

- Start-up meeting: May 2019
- Design and production of walking route interpretation (panels, waymarkers, leaflet & app): to December 2019 ready for install and promotion early 2010
- Design and production of exhibition panels: December 2019 to April 2010, ready for exhibition to launch May 2010

**Proposals:**

Appropriately experienced companies are invited to submit a quotation to undertake the production of interpretation for the *Hidden Heritage Secret Streams*: Please include in your submission:

- A two page covering letter including a description of your approach and methodology – how will you work with our staff and volunteer team?
- A CV or company profile including evidence of your experience and track record, and that of you/your team, in undertaking a project of this kind
- Breakdown of how much of the budget you will allocate for each item

**Assessment of submissions:**

Submissions will be assessed on both quality and cost against the following criteria:

- Relevant skills and experience and a proven track record of success
- An understanding of the brief
- Value for money

**Supporting resources:**

- *Hidden Heritage Secret Streams* Activity Plan

**Proposal submission:**

Please email a copy of your proposal to [insert.namehere@dcr.org.uk]

Submissions should be received by [??/??/????]

## Appendix 4 – Volunteer Policy

### 1. Introduction

The mission of the Don Catchment Rivers Trust is to conserve, protect, rehabilitate and improve the Rivers Don, Dearne and Rother and the associated non-tidal and tidal systems that might influence their fauna, flora, water quality and hydrology.

By applying for project funding, The Trust has increased its capacity for volunteers to become involved with this work.

### 2. Principles

Don Catchment Rivers Trust:

Recognises that voluntary work brings benefits to volunteers themselves, to paid staff and to the community that the Don Catchment includes

Will ensure that volunteers are properly integrated into the organisational structure and that mechanisms are in place for them to contribute to the work of the Trust

Expects that staff will work positively with volunteers and, where appropriate, will actively seek to involve them in their work.

Recognises that volunteers require satisfying work and personal development and will seek to help volunteers meet these needs, as well as providing the training for them to do their work effectively.

Will endeavour to involve volunteers from a wide range of backgrounds and abilities and ensure our volunteering opportunities are as accessible as possible.

### 3. Recruitment

Volunteers will be asked to complete an expression of interest form appropriate to the role that they are applying for and to supply two references.

People interested in becoming a volunteer with Don Catchment Rivers Trust will then be invited for an informal talk or 'meet and greet' session with the appropriate contact person. They will be given information on the volunteer post in which they are interested, as well as a volunteer arrangement letter, if appropriate.

Where applicants are not placed in the role applied for, they will be provided with feedback and given the opportunity to discuss alternative volunteering roles.

For volunteer roles which involve 'regulated work', Don Catchment Rivers Trust has a legal obligation to ensure that volunteers are not barred from working with children or vulnerable groups. Potential volunteers for such roles may be required to have a DBS check. This information will be dealt with in the strictest confidence and will not necessarily prejudice the person being accepted for voluntary work.

### 4. Induction, training and support

Volunteers will be overseen by a named contact and given an induction to the Trust and their specific volunteer role. Training appropriate to the tasks to be undertaken will be provided – a record of training received can be noted in your volunteer hand book.

### 5. Data Protection

The Trust holds and uses any data comprised in your volunteer file to enforce its rights and

meet its obligations. This may include sensitive personal data. However, under the Trust's data protection registration, such data is not disclosed outside of the Trust except where disclosure is required by law.

Internally, the information is disclosed only to those who have a genuine reason to know. For example, the volunteers emergency contact list, (which is kept on our computer system but can only be viewed by authorised staff, or may be printed out to bring to site by the task day leader). You should also take care to protect any personal data you obtain while volunteering.

If you do not wish to be contacted by the Trust, please unsubscribe from emails – a link should be available at the end of emails, or alternatively reply 'stop'. To stop receiving texts, please reply 'stop'.

## **6. Expenses**

Reimbursement for public transport or vehicle mileage may be claimed at the rate of 25p per mile. Expenses should be claimed monthly by submitting a Volunteer Expense Form along with any receipts. Expenses will preferably be paid into a volunteers nominated bank account.

## **7. Insurance**

Volunteers will be covered by appropriate insurance while carrying out agreed duties.

## **8. Health and Safety**

Don Catchment Rivers Trust has a Health & Safety Policy, and will take all reasonably practicable steps to ensure a volunteers' health, safety and welfare while at work. All volunteer tasks are risk assessed, and we will not ask you to do anything deemed dangerous. Occasionally when out on site we will find sharp objects, asbestos or contaminated waste. Procedures for dealing with these situations will be outlined during task day briefings and training sessions.

Volunteers should wear supplied personal protective equipment when requested to do so, in the interests of their own, and others' safety. We will ask you to sign in to task days, to ensure you have received your ppe and understood the briefing.

## **9. Equal Opportunities**

Volunteers and staff will work in accordance with the Trust's equal opportunities policy and will prevent discrimination on any grounds.

## **10. Safeguarding**

Don Catchment Rivers Trust has a Safeguarding Policy, which covers children and vulnerable adults.

DCRT staff and volunteers have a DBS check where this is deemed appropriate.

Children under the age of 16 may attend volunteer days, but must be accompanied and supervised by an adult guardian at all times.

## **11. Confidentiality**

You must not disclose any information of a confidential nature relating to the Trust, except in the proper performance of your duties or as required by law.

You must return to the Trust upon request and, in any event upon the termination of your work experience, all documents and tangible items that belong to the Trust or that contain or refer to any confidential information and which are in your possession or under your control.

You must, if requested by the Trust, delete all information held in computer retrievable form which contains or refers to any confidential information and which is in your possession or under your control.

## **12. Computer & Internet use**

Sometimes volunteers need to use computers to carry out their role. When using the Trust's computers you must take all reasonable care to avoid computer viruses, which shall include maintaining and keeping updated any anti-virus software and not networking your computer with any unauthorised computer system. You must not download or store from the Internet or otherwise any material an illegal nature.

The use of social media is encouraged by the Trust. It is how we promote our events and celebrate achievements. We have a Facebook page and our Twitter handle is @DonCatchmentRT. Volunteers are welcome to interact on social media with us. We respectfully request that all content is 'family friendly', is not used in a political manner and is not contentious or likely to lead to controversy. DCRT staff monitor the Trusts social media accounts and will remove any inappropriate content.

## **13. Problems**

Don Catchment Rivers Trust will help deal with grievances that volunteers may have. Volunteers should discuss any concerns they may have with their named contact in the first instance, or else with the Project Manager.

## **14. Termination**

Although we do not anticipate any problems, for completeness we hereby notify you that if your contribution is not of a standard acceptable to the Trust, we will thank you for the contribution that you have made, but terminate any future volunteer services. There is no disciplinary or capability procedure that applies to you.

## **15. Monitoring and Evaluation**

Volunteering opportunities at Don Catchment Rivers Trust are usually supported by project funding. As such, DCRT will keep a record of your volunteering hours. We may ask you to complete monitoring forms from funders, and also contribute to project evaluation as required.

## **16. Policies and documents referred to in this Volunteering Policy:**

Available upon request:

- DCRT Health & Safety Policy
- Safeguarding Policy
- Equal Opportunity Policy
- Expression of Interest Form
- Volunteer Handbook
- Volunteer Expense Form
- Risk Assessments

**Thank you very much for volunteering with Don Catchment Rivers Trust!**

## Appendix 5 – Volunteer roles & eoi form

### Volunteer role description

#### EDUCATION & EVENTS VOLUNTEER

<p>Purpose of the Don Catchment Rivers Trust:</p>	<p>Don Catchment Rivers Trust was established to help protect and restore the rivers in the Don &amp; Rother catchment area. Our rivers are a valuable asset which tell the story of our culture and heritage. They are important for people, wildlife and the local economy, and form an integral part of our landscape.</p> <p>The Don Catchment Rivers Trust has applied for funding for the 'Hidden Heritage Secret Streams' project. Our ambition is to reconnect people, communities and decision makers back to the River Rother and its rich natural, cultural, built and industrial heritage. We want to change their beliefs and attitudes so that the River Rother and its heritage will be better valued as a major asset and better protected in the future.</p>
<p>Purpose of the Role:</p>	<p>Working alongside DCRT staff you will help co-ordinate and deliver events and educational activities in and around the River Rother Catchment.</p>
<p>Outline of tasks and activities:</p>	<p>Depending on experience and particular area of interest:</p> <ul style="list-style-type: none"> <li>• Delivering 'River Guardian' education sessions to primary schools</li> <li>• Promoting the sessions to schools and liaising with teachers to organise bookings</li> <li>• Attending events with a stall and activities</li> <li>• Assisting with the Trust's Book Explorer community activity and events programme (guided walks, community events etc.)</li> <li>• Assisting with the development of new educational activities and sessions</li> <li>• Maintaining education equipment</li> <li>• Contribute to gathering evidence for project evaluation</li> </ul>
<p>Location &amp; work hours:</p>	<p>Various locations and dates in accordance with the Trust's programme of events and school bookings. This will include evenings and weekends. The majority of our project will take place along the Rother valley corridor in the wider</p>

	Chesterfield area. This will include working in schools and at outdoor locations.
This role will suit people who:	<ul style="list-style-type: none"> <li>• Have experience of working in an educational setting, or have a transferable skill in this area</li> <li>• Are able to communicate with a wide range of people</li> <li>• Are willing to work as part of a team, and share experience and knowledge with other volunteers</li> <li>• Have the flexibility and availability to volunteer within a programme of events and bookings</li> </ul> <p>Knowledge of the environmental and built heritage of the River Rother is not essential, but a willingness to learn would be desirable, and training will be available.</p>
Training & support:	<ul style="list-style-type: none"> <li>• Our pool of education and event volunteers will be overseen by the Community Engagement Officer.</li> <li>• An induction and training on delivering DCRT sessions will be available</li> <li>• A DBS check may be required</li> </ul>
Reimbursement of expenses:	Volunteers will be able to claim public transport or vehicle mileage (payable upon monthly expense claim) as per the volunteering policy
Application procedure:	<p>Expression of interest form (below)</p> <p>Informal interview</p> <p>References and DBS check sought (if applicable)</p> <p>Induction and settling in period (to be mutually agreed)</p>
Contact information:	<p>Community Engagement Officer</p> <p>Don Catchment Rivers Trust</p> <p>volunteer@dcrt.org.uk</p> <p>01302 796173</p>

## Volunteer role description

### COMMUNITY RIVER INDUSTRY PROJECT

<p>Purpose of the Don Catchment Rivers Trust:</p>	<p>Don Catchment Rivers Trust was established to help protect and restore the rivers in the Don &amp; Rother catchment area. Our rivers are a valuable asset which tell the story of our culture and heritage. They are important for people, wildlife and the local economy, and form an integral part of our landscape.</p> <p>The Don Catchment Rivers Trust has applied for funding for the 'Hidden Heritage Secret Streams' project. Our ambition is to reconnect people, communities and decision makers back to the River Rother and its rich natural, cultural, built and industrial heritage. We want to change their beliefs and attitudes so that the River Rother and its heritage will be better valued as a major asset and better protected in the future.</p>
<p>Purpose of the Role:</p>	<p>Working alongside DCRT staff and North East Derbyshire Industrial Archaeology Society (NEDIAS) you carry out field walking or archives searches to find evidence for past industries on the Rother and its tributaries.</p>
<p>Outline of tasks and activities:</p>	<p>Depending on experience and particular area of interest:</p> <ul style="list-style-type: none"> <li>• Field walking</li> <li>• Test pitting</li> <li>• Recording evidence</li> <li>• Photography</li> <li>• Contributing to community events</li> <li>• Contribute to gathering evidence for project evaluation</li> </ul>
<p>Location &amp; work hours:</p>	<p>Various locations and dates in accordance with the Trust's programme of events. The majority of our project will take place along the Rother valley corridor in the wider Chesterfield area.</p>
<p>This role will suit people who:</p>	<ul style="list-style-type: none"> <li>• Have an interest in or experience of community archaeology</li> <li>• Are able to communicate with a wide range of people</li> <li>• Are willing to work as part of a team, and share experience and knowledge with other volunteers</li> <li>• Have the flexibility and availability to volunteer within a programme of events and bookings</li> <li>• Don't mind working outdoors and walking lots</li> </ul>

	Knowledge of the environmental and built heritage of the River Rother is not essential, but a willingness to learn would be desirable, and training will be available.
Training & support:	<ul style="list-style-type: none"> <li>• This activity will be overseen by the Community Engagement Officer, with day to day activities being run by NEDIAS</li> <li>• An induction and training will be available</li> <li>• A DBS check may be required</li> </ul>
Reimbursement of expenses:	Volunteers will be able to claim public transport or vehicle mileage (payable upon monthly expense claim) as per the volunteering policy
Application procedure:	<p>Expression of interest form (below)</p> <p>Informal interview</p> <p>References and DBS check sought (if applicable)</p> <p>Induction and settling in period (to be mutually agreed)</p>
Contact information:	<p>Community Engagement Officer</p> <p>Don Catchment Rivers Trust</p> <p>volunteer@dcrtr.org.uk</p> <p>01302 796173</p>

## Volunteer role description

### Catchment Volunteers

<p>Purpose of the Don Catchment Rivers Trust:</p>	<p>Don Catchment Rivers Trust was established to help protect and restore the rivers in the Don &amp; Rother catchment area. Our rivers are a valuable asset which tell the story of our culture and heritage. They are important for people, wildlife and the local economy, and form an integral part of our landscape.</p> <p>The Don Catchment Rivers Trust has applied for funding for the 'Hidden Heritage Secret Streams' project. Our ambition is to reconnect people, communities and decision makers back to the River Rother and its rich natural, cultural, built and industrial heritage. We want to change their beliefs and attitudes so that the River Rother and its heritage will be better valued as a major asset and better protected in the future.</p>
<p>Purpose of the Role:</p>	<p>Working alongside DCRT staff you will help to make physical improvements to the rivers in the catchment. This will include improving access, litter picking, removing invasive non-native species (INNS) and small scale works in rivers.</p>
<p>Outline of tasks and activities:</p>	<p>Depending on experience and particular area of interest:</p> <ul style="list-style-type: none"> <li>• Help local community groups to remove INNS from rivers</li> <li>• Physical works to rivers and their environs: thinning trees, removing debris etc</li> <li>• Improving access to rivers: litter picking, vegetation removal, creating paths, fixing fences and stiles</li> <li>• Maintaining education equipment</li> <li>• Contribute to gathering evidence for project evaluation</li> </ul>
<p>Location &amp; work hours:</p>	<p>Various locations and dates in accordance with the Trust's programme of events. The majority of our project will take place along the Rother valley corridor in the wider Chesterfield area.</p>
<p>This role will suit people who:</p>	<ul style="list-style-type: none"> <li>• Want to get outdoors and improve their local natural heritage</li> <li>• Are willing to work as part of a team, and share experience and knowledge with other volunteers</li> </ul>

	Knowledge of the environmental and built heritage of the River Rother is not essential, but a willingness to learn would be desirable, and training will be available.
Training & support:	<ul style="list-style-type: none"> <li>• Catchment volunteers will be overseen by DCRTs catchment officer</li> <li>• An induction and training will be available. For example there will be the opportunity to learn first aid, how to identify different species, how to work safely in water etc.</li> <li>• A DBS check may be required</li> </ul>
Reimbursement of expenses:	Volunteers will be able to claim public transport or vehicle mileage (payable upon monthly expense claim) as per the volunteering policy
Application procedure:	<p>Expression of interest form (below)</p> <p>Informal interview</p> <p>References and DBS check sought (if applicable)</p> <p>Induction and settling in period (to be mutually agreed)</p>
Contact information:	<p>Community Engagement Officer</p> <p>Don Catchment Rivers Trust</p> <p>volunteer@dcrt.org.uk</p> <p>01302 796173</p>

## Volunteer role description

### CITIZEN SCIENTISTS

<p>Purpose of the Don Catchment Rivers Trust:</p>	<p>Don Catchment Rivers Trust was established to help protect and restore the rivers in the Don &amp; Rother catchment area. Our rivers are a valuable asset which tell the story of our culture and heritage. They are important for people, wildlife and the local economy, and form an integral part of our landscape.</p> <p>The Don Catchment Rivers Trust has applied for funding for the 'Hidden Heritage Secret Streams' project. Our ambition is to reconnect people, communities and decision makers back to the River Rother and its rich natural, cultural, built and industrial heritage. We want to change their beliefs and attitudes so that the River Rother and its heritage will be better valued as a major asset and better protected in the future.</p>
<p>Purpose of the Role:</p>	<p>Working alongside DCRT staff you will help to monitor the improvements made to the Rother before and after a re-meandering' project. You will be able to help run community 'bioblitz' events and help to monitor DCRTs social media campaign for members of the public to send in photos of plants and animals they want identifying.</p>
<p>Outline of tasks and activities:</p>	<ul style="list-style-type: none"> <li>• Train in species identification</li> <li>• Actively monitor sites in the catchment</li> <li>• Help to run community days</li> <li>• Maintaining education equipment</li> <li>• Contribute to gathering evidence for project evaluation</li> </ul>
<p>Location &amp; work hours:</p>	<p>Various locations and dates in accordance with the Trust's programme, a minimum of 6 days of your time will be needed, in addition to helping with the trusts programme of community events. The majority of our project will take place along the Rother valley corridor in the wider Chesterfield area. This will include working at outdoor locations.</p>
<p>This role will suit people who:</p>	<ul style="list-style-type: none"> <li>• Who want to learn about their natural heritage</li> <li>• Are able to communicate with a wide range of people</li> <li>• Are willing to work as part of a team, and share experience and knowledge with other volunteers</li> <li>• Have an eye for detail</li> </ul>

	Knowledge of the environmental and built heritage of the River Rother is not essential, but a willingness to learn would be desirable, and training will be available.
Training & support:	<ul style="list-style-type: none"> <li>• Citizen Science volunteers will be overseen by the Community Engagement Officer.</li> <li>• An induction and training on how to survey and identify species will be delivered</li> <li>• A DBS check may be required</li> </ul>
Reimbursement of expenses:	Volunteers will be able to claim public transport or vehicle mileage (payable upon monthly expense claim) as per the volunteering policy
Application procedure:	<p>Expression of interest form (below)</p> <p>Informal interview</p> <p>References and DBS check sought (if applicable)</p> <p>Induction and settling in period (to be mutually agreed)</p>
Contact information:	<p>Community Engagement Officer</p> <p>Don Catchment Rivers Trust</p> <p>volunteer@dcrtr.org.uk</p> <p>01302 796173</p>

# Volunteer Expression of Interest Form

Which volunteer role are you interested in? .....

**Any information given on this form is confidential and covered by the Data Protection Act 1998.**

Name	Preferred Title Mr/Mrs/Miss/Ms
Tel. No.	Tel. No.
Address:	
E-Mail:	
Where did you hear about volunteering for Don Catchment Rivers Trust?	

Please tell us about yourself and your interest in volunteering for Don Catchment Rivers Trust in the boxes below:

Experience as a Volunteer
Work Experience

Courses or Training (if relevant)
Hobbies and Interests
Why would you like to be a volunteer with DCRT?
Do you have any unspent criminal convictions? Yes / No If yes, please state date and nature of conviction
Please indicate your availability to volunteer:  <b>Weekdays   weekends   evenings</b> (please delete as appropriate and include any exceptions):  An approximate <b>number of hours</b> per week you would be available:  <b>Preferred locality</b> (or willingness to travel) :

Please give two **independent** referees who would be willing to supply a character reference (these must not be family members)

Name	Name
Address	Address

Tel. no.	Tel. no.

Thank you for your interest. Once we have processed your expression of interest, we will notify you of any suitable opportunities. Please note that we do normally need two satisfactory references before you can start as a volunteer and we cannot always guarantee a suitable role. Some volunteering roles will be subject to a satisfactory DBS check.

Signed:

Date:

Please email this form to [volunteer@dcr.org.uk](mailto:volunteer@dcr.org.uk)

Or post to:

Don Catchment Rivers Trust  
St Catherine's House  
Woodfield Park, Tickhill Road  
Balby, Doncaster  
DN4 8QP

## Appendix 6 – Staff job descriptions



# Application Pack

## Administration Officer

(Hidden Heritage Secret Streams)

[www.dcrtr.org.uk](http://www.dcrtr.org.uk)  
@DonCatchmentRT

## Administration Officer

Don Catchment Rivers Trust (DCRT) has received a grant from the Heritage Lottery Fund to deliver our *Hidden Heritage Secret Streams* project.

Our project will bring together the natural heritage of the River Rother with the heritage of the industrial revolution that changed it. Our £660,000 project will primarily improve, protect and promote the fascinating natural and industrial heritage of the River Rother to benefit communities in North East Derbyshire. Our project will do this by:

- Re-meandering a section of the River Rother, to improve its natural processes and biodiversity
- Creating a volunteer programme that will improve local rivers and streams, and benefit people and communities
- Providing opportunities for people and communities to learn from the river heritage around them and to develop new skills and interact with their heritage in new ways.

DCRT are now looking for a suitable candidate to fill the post part-time post of Administration Officer for 3 years. Our main office is in Doncaster, and occasional travel to project office in Chesterfield will be necessary. Occasional weekend and evening working outside of agreed office hours will be required.

-----

<b>Job Title:</b>	Administration Officer
<b>Accountable to:</b>	Project Manager
<b>Hours:</b>	24 hours per week
<b>Salary:</b>	£19,570 (equating to £11,742 pro-rata), with 3% yearly increase
<b>Contract:</b>	Fixed term, 3 years
<b>Location:</b>	St. Catherine's House, Doncaster, and Chesterfield.

### **Job Purpose:**

To be the first point of contact for the Trust and to support the Trustees, Project Manager and Project Team in delivering the *Hidden Heritage Secret Streams* project

### **Main Responsibilities:**

- Provide administrative support for DCRT
- Assist with project claims: collating supporting documentation and the preparation of claim files
- Providing assistance in relation to DCRT finances and budgets
- Responding to initial enquiries about our work via phone and email
- Establishing and maintaining databases
- Assist with carrying out project evaluation
- Assistance with events planning and administration
- Preparing agendas and taking minutes of meetings

- Assistance in producing reports for funders and Trustees

### **Other Responsibilities**

- Promote the work, mission and vision of Don Catchment Rivers Trust and the *Hidden Heritage Secret Streams* project
- Ensure a high level of customer service in all dealings with the public.
- Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.
- Work within all the policies and procedures of the Trust, ensuring own compliance with the Trust's health and safety policies and procedures and that of any staff and resources for which you are responsible.
- Comply with all legal and contractual obligations concerning the responsibilities of your post.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by the Board of Trustees

### **Person Specification:**

#### **Essential:**

- excellent IT skills, including Office and administration software
- excellent organisational skills
- excellent communication skills, both oral and verbal
- experience of financial administration (preparing invoices and purchase orders)
- ability to work under your own initiative
- work well as part of a small team
- strong attention to detail and good analytical skills
- a flexible approach
- full, clean driving license

#### **Desirable:**

- experience of assisting with project evaluation or monitoring
- ability to produce attractive documents and resources
- ability to set up and maintain databases
- an interest in the natural environment

#### **Key Dates:**

Applications to be received by:

Interviews will be held on:

Job to commence on:



## Application Pack

Community Engagement Officer

(Hidden Heritage Secret Streams)

[www.dcrtr.org.uk](http://www.dcrtr.org.uk)  
@DonCatchmentRT



## Community Engagement Officer

Don Catchment Rivers Trust (DCRT) has received a grant from the Heritage Lottery Fund to deliver our *Hidden Heritage Secret Streams* project.

Our project will bring together the natural heritage of the River Rother with the heritage of the industrial revolution that changed it. Our £660,000 project will primarily improve, protect and promote the fascinating natural and industrial heritage of the River Rother to benefit communities in North East Derbyshire. Our project will do this by:

- Re-meandering a section of the River Rother, to improve its natural processes and biodiversity
- Creating a volunteer programme that will improve local rivers and streams, and benefit people and communities
- Providing opportunities for people and communities to learn from the river heritage around them and to develop new skills and interact with their heritage in new ways.

DCRT are now looking for a suitable candidate to fill the post Community Engagement Officer for 3 years. Our main office is in Doncaster, and you will need to be able to travel to the project area in North East Derbyshire and a project office in Chesterfield. Weekend and evening working outside of agreed office hours will be required.

---

<b>Job Title:</b>	Community Engagement Officer
<b>Accountable to:</b>	Project Manager
<b>Responsible for:</b>	Project Volunteers
<b>Working with:</b>	Catchment Officer and Project Apprentice / Assistant
<b>Hours:</b>	40 hours per week 4 days: HLF funded <i>Hidden Heritage Secret Streams</i> project 1 day: Don Catchment Rivers Trust
<b>Salary:</b>	£25,750, with 3% yearly increase
<b>Contract:</b>	Fixed term, 3 years
<b>Location:</b>	St. Catherine's House, Doncaster, and Chesterfield.

### **Job Purpose:**

To support the Trustees and Project Manager in delivering the Activity Plan for the *Hidden Heritage Secret Streams* project. Encourage support and participation with the project by engaging with the community and stakeholders. Manage project volunteers. Coordinate and deliver education and participation activities.

## **Main Responsibilities:**

- Recruit and manage volunteers and identify opportunities for them to actively contribute to the *Hidden Heritage Secret Streams* project
- Establish links with local residents, “friends of” groups, community groups, the local authority and other relevant organisations.
- Coordinate and deliver education and participation activities and engage with children, young people and local residents in a variety of settings in order to develop a greater sense of community ownership and enjoyment of the heritage of the River Rother
- Effective communication, negotiation and management of information, especially that required by HLF, for example for grant claims.
- Assist with ensuring that sufficient match funds are secured and all HLF financial procedures and claiming schedules are fully complied with.
- Represent the Don Catchment Rivers Trust at meetings and events as required and contribute to providing wide promotion and publicity for the Project through events, press releases, interpretation projects, promotional materials, reports and all forms of media.

## **Other Responsibilities**

Your main focus (4 days per week) will be on the *Hidden Heritage Secret Streams* project. In your other 1 day per week you will supervise the Trusts volunteer engagement programme on the River Don. In order to help deliver the community engagement programme you will be required to interact with other staff within the Trust and where appropriate:

- Promote the work, mission and vision of the HHSS Project, recognising and acknowledging the role of Don Catchment Rivers Trust and funders at all appropriate times.
- Ensure a high level of customer service in all dealings with the public.
- Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.
- Work within all the policies and procedures of the Trust, ensuring own compliance with the Trust’s health and safety policies and procedures and that of any staff and resources for which you are responsible.
- Comply with all legal and contractual obligations concerning the responsibilities of your post.
- Supervise and support volunteers as appropriate to your role.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by the Director and Board of Trustees

## **Person Specification:**

### **Essential:**

- Full driving licence, preferably clean, with access to a vehicle
- Understanding of the principles of community engagement
- Understanding of current cultural heritage and environment issues
- Working with communities and volunteers
- Delivering projects on budget and deadline
- Monitoring and evaluation of diverse projects
- Working with / co-ordinating a range of organisations
- Commitment for and practical experience of environmental conservation or enhancement
- Excellent written and verbal communication skills
- A wide range of IT skills including word-processing and spreadsheets
- The ability to work effectively with people from a wide range of disciplines
- Able to work co-operatively as part of a team
- Self-motivation
- Able to motivate others
- Knowledge of relevant Health and Safety regulations
- Physically able to get to sites not accessible by vehicle

### **Desirable:**

- Knowledge of the organisations involved in the Don Catchment and their roles
- Relevant degree or higher education qualification
- Giving presentations to a variety of audiences
- Experience and success in obtaining funding
- Understanding of training and education issues
- Preparing and managing budgets
- Negotiating and managing contracts
- Using computer database systems and social media

### **Key Dates:**

Applications to be received by:

Interviews will be held on:

Job to commence on:



# Application Pack

## Catchment Officer - Rother

(Hidden Heritage Secret Streams)

[www.dcrct.org.uk](http://www.dcrct.org.uk)  
@DonCatchmentRT



## Catchment Officer - Rother

Don Catchment Rivers Trust (DCRT) has received a grant from the Heritage Lottery Fund to deliver our *Hidden Heritage Secret Streams* project.

Our project will bring together the natural heritage of the River Rother with the heritage of the industrial revolution that changed it. Our £660,000 project will primarily improve, protect and promote the fascinating natural and industrial heritage of the River Rother to benefit communities in North East Derbyshire. Our project will do this by:

- Re-meandering a section of the River Rother, to improve its natural processes and biodiversity
- Creating a volunteer programme that will improve local rivers and streams, and benefit people and communities
- Providing opportunities for people and communities to learn from the river heritage around them and to develop new skills and interact with their heritage in new ways.

DCRT are now looking for a suitable candidate to fill the post of Catchment Officer - Rother for 3 years. Our main office is in Doncaster, and you will need to be able to travel to the project area in North East Derbyshire and a project office in Chesterfield. Weekend and evening working outside of agreed office hours will be required.

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<b>Job Title:</b>	Catchment Officer - Rother
<b>Accountable to:</b>	Project Manager
<b>Working with:</b>	Community Engagement Officer and Project Apprentice / Assistant
<b>Hours:</b>	40 hours per week
<b>Salary:</b>	£22,000, with 3% yearly increase
<b>Contract:</b>	Fixed term, 3 years
<b>Location:</b>	St. Catherine's House, Doncaster, and Chesterfield.

### **Job Purpose:**

To work with the Community Engagement Officer to deliver the Activity Plan for the *Hidden Heritage Secret Streams* project. Specifically focusing on leading conservation volunteers, river improvements and engaging stakeholders with the catchment based approach along the River Rother.

### **Main Responsibilities:**

- Lead and supervise volunteer conservation / working parties and in conjunction with the Community Engagement Officer, identify opportunities for them to actively contribute to the *Hidden Heritage Secret Streams* project
- Establish links with riparian landowners and stakeholders, to tackle issues and carry out improvement schemes as highlighted in the project Activity Plan
- Deliver education and participation activities as required
- Represent the Don Catchment Rivers Trust at meetings and events as required

### **Other Responsibilities**

- Promote the work, mission and vision of the HHSS Project, recognising and acknowledging the role of Don Catchment Rivers Trust and funders at all appropriate times.
- Ensure a high level of customer service in all dealings with the public.
- Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.
- Work within all the policies and procedures of the Trust, ensuring own compliance with the Trust's health and safety policies and procedures and that of any staff and resources for which you are responsible.
- Comply with all legal and contractual obligations concerning the responsibilities of your post.
- Supervise and support volunteers as appropriate to your role.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by the Director and Board of Trustees

### **Person Specification:**

#### **Essential:**

- Full driving licence, preferably clean, with access to a vehicle
- Understanding of and commitment towards current environment issues
- Current licenses and tickets for machinery in order to carry out practical tasks
- Understanding of catchment based approach and river processes
- Monitoring and evaluation of projects
- Working with / co-ordinating a range of organisations
- Excellent written and verbal communication skills
- A wide range of IT skills including word-processing and spreadsheets
- The ability to work effectively and communicate with people from a wide range of disciplines
- Able to work co-operatively as part of a team
- Self-motivation
- Able to motivate others
- Knowledge of relevant Health and Safety regulations
- Physically able to get to sites not accessible by vehicle

**Desirable:**

- Knowledge of the organisations involved in the Don Catchment and their roles
- Relevant degree or higher education qualification
- Giving presentations to a variety of audiences
- Understanding of training and education issues
- Negotiating and managing contracts
- Using computer database systems and social media

**Key Dates:**

Applications to be received by:

Interviews will be held on:

Job to commence on:



# Application Pack

## Project Traineeship

*Leading to*

## Project Assistant

(Hidden Heritage Secret Streams)

[www.dcrtr.org.uk](http://www.dcrtr.org.uk)  
@DonCatchmentRT

## Traineeship

Don Catchment Rivers Trust (DCRT) has received a grant from the Heritage Lottery Fund to deliver our *Hidden Heritage Secret Streams* project.

Our project will bring together the natural heritage of the River Rother with the heritage of the industrial revolution that changed it. Our £660,000 project will primarily improve, protect and promote the fascinating natural and industrial heritage of the River Rother to benefit communities in North East Derbyshire. Our project will do this by:

- Re-meandering a section of the River Rother, to improve its natural processes and biodiversity
- Creating a volunteer programme that will improve local rivers and streams, and benefit people and communities
- Providing opportunities for people and communities to learn from the river heritage around them and to develop new skills and interact with their heritage in new ways.

As part of the project we would like to offer a traineeship, with a view to becoming a Project Assistant after 18 months. Depending on your location and current experience, the traineeship could be a Level 2 or Level 3 Apprenticeship in Environmental Conservation (based at Askham Bryan College), or an internship. Our main office is in Doncaster, and you will need to be able to travel to the project area in North East Derbyshire, as well as the chosen training venue.

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<b>Job Title:</b>	Project Trainee
<b>Accountable to:</b>	Project Manager
<b>Working with:</b>	Community Engagement Officer and Catchment Officer
<b>Hours:</b>	32 hours per week (3 days <i>Hidden Heritage Secret Streams</i> project, 1 day Don Valley Way)
<b>Salary:</b>	Traineeship: apprentice wage or minimum wage per hour for your age. Project Assistant: £8.75 per hour
<b>Contract:</b>	Initial 18 month traineeship. Subject to satisfactory progress, a further 18 month contract as Project Assistant.
<b>Location:</b>	St. Catherine's House, Doncaster, and Chesterfield.

### **Job Purpose:**

Trainee: To train and gain experience in the skills needed to work in environmental conservation. You will receive a minimum of two equipment licenses, and if appropriate complete a Level 2 or 3 Apprenticeship.

Project Assistant: Assist the Community Engagement Officer and Catchment Officer with all aspects of delivering the project Activity Plan.

**Responsibilities:**

- Assist and eventually lead on volunteer conservation / working parties, under the supervision of project staff.
- Help with promotion and marketing of the project
- Look after the projects tools and equipment
- Help deliver education and participation activities as required
- Be responsible for the maintenance of the Don Valley Way and its volunteers
- Promote the work, mission and vision of the HHSS Project and DCRT.
- Ensure a high level of customer service in all dealings with the public.
- Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.
- Work within all the policies and procedures of the Trust, ensuring own compliance with the Trust's health and safety policies and procedures and that of any staff and resources for which you are responsible.
- Comply with all legal and contractual obligations concerning the responsibilities of your post.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by the Director and Board of Trustees

**Person Specification:****Essential:**

- Full driving licence, preferably clean. Or, a strong commitment to passing your driving test within 6 months of starting employment.
- Understanding of and commitment towards current environment issues
- Excellent written and verbal communication skills
- A wide range of IT skills including word-processing and spreadsheets
- The ability to work effectively and communicate with people from a wide range of disciplines
- Like to work outdoors
- Able to work co-operatively as part of a team
- Self-motivation
- Able to motivate others

**Desirable:**

- Knowledge of the organisations involved in the Don Catchment and their roles
- Knowledge of relevant Health and Safety regulations
- Using computer database systems and social media

**Key Dates:**

Applications to be received by:

Interviews will be held on:

Job to commence on:

## Application Form (all roles):

It is the policy of the Trust to employ the best qualified personnel and provide equal opportunity for the advancement of employees including promotion and training, and not to discriminate against any person because of race, ethnic origin, nationality, gender, sexuality, marital status, disability or age. If you object to any of the questions on the application form on the basis of discrimination, you are at liberty, without prejudice, to omit them.

### 1. Position applied for:

--

### 2. Personal Details:

<b>Surname:</b>		<b>Forenames:</b>	
<b>Address:</b>			
		<b>Postcode:</b>	
<b>Work Telephone Number :</b>	<b>Home Telephone :</b>	<b>Mobile Telephone:</b>	
<b>Honours and awards:</b>		<b>National Insurance Number:</b>	

### 3. Secondary/Further Education from age 11

Schools/Colleges attended	From	To	Examinations passed	Grade

### 4. University/College Higher Education and Professional Qualifications

Place of Education	From	To	Examinations passed (give dates and qualifications)	Grade

Proof of educational and professional qualifications may be requested.

**5. Employment history**

Please list in order, starting with the most recent, and give reasons for any breaks in employment.

Dates From	To	Name and address of employer	Job title and responsibilities	Reason for leaving	Final salary

Length of notice required by your present employer:

**6. Other skills / qualifications relevant to the post**

Description	When undertaken

## 7. General:

How did you hear of this job?

Why do you wish to leave your present employment?

How do you think your previous experience / interests will enable you to fill this post?

(500 words max)

Interests/Hobbies (give details of pastimes, sports, etc.):

Do you have a current full driving licence?

Do you have any current endorsements?

(Other than penalty points for parking or speeding offences)

Have you ever been convicted of a criminal offence, other than minor motoring offences (an affirmative answer will not necessarily disbar you from employment)

## 8. Health:

Do you or any of your dependants have any health problems?

How many days sickness per year have you had in the last 5 years?

### 9. References:

Please supply 2 references. One reference should be from your current/most recent employer. Referees should not be a relative. References will not be sought from your previous employer until an offer of employment is made.

<b>Name:</b>
<b>Address:</b>
<b>Occupation:</b>
<b>Telephone No.:</b>

<b>Name:</b>
<b>Address:</b>
<b>Occupation:</b>
<b>Telephone No.:</b>

I authorise the Trust to obtain references to support this application when an offer is to be made and I hereby indemnify the Trust against any liability related thereto.

I hereby consent to the Trust processing the data on this form, and (if applicable) subsequent data collected during the administration of my term of employment, for the purpose of considering my application for employment and (if applicable) administering and supervising my employment and any subsequent pension. I agree that such data may be made available to those who reasonably need to know the same within the Trust. The Trust will destroy my personal data once no longer required for current administrative purposes.

**Declaration: I confirm that the information given on this form is to the best of my knowledge, true and complete and accept that any false statement may be sufficient cause for rejection or, if employed, summary dismissal.**

<b>Signature</b>	<b>Date</b>
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Please return the completed form to: [info@dcr.org.uk](mailto:info@dcr.org.uk)



