

101661687

Document Reference Number: SZC-NEAP-MM-03-D

Revision 01

NOT PROTECTIVELY MARKED

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| Meeting: | Natural Environment Awards Panel |
| Date: | 05/06/2025 |
| Location: | Hybrid - |
| Chair: | Simon Amstutz |
| Attendees: | Sizewell C - Steve Manning (SM), Nick Stayt (NSt) East Suffolk - Councillor Tom Daly (CD), Chris King (CK), Hamish Liddle (HL) Suffolk County Council - Councillor Richard Rout (CR), Nick Dickinson (ND), Natural England - Kate Pearce (KP), National Landscapes - Simon Amstutz (SA), Natalie Singleton (NSi) |
| Apologies: | None |

Meeting Notes:

1 WELCOME & INTRODUCTIONS

SA opened the panel and outlined the meeting agenda.
This was followed by an introduction by all those present.

2 MINUTES OF PREVIOUS MEETING

NSt talked through previous action, noting that they were largely to be covered in the meeting but further action clarity was still required on the interface between the panel members and NSi as the Natural Environment Improvement Project Officer.

3 UPDATE ON TERMS OF REFERENCE

SA and NSt noted that these had now been approved by the Environment Review Group.
Action – NSt to share approved Terms of Reference with panel members

4 UPDATE ON SZC PROJECT

SM talked through the presentation and flythrough presented by NSt
SA queried interfaces with bridleway 19 and SMan explained the existing management procedure in place onsite.

5 UPDATED TIMELINE FOR NEIF LAUNCH

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NSi presented an updated timeline. It was agreed that the fund should be launched in summer 2025 noting the importance of public relations and communications around the fund.

The Panel discussed the 'application window' proposal and it was agreed the fund should always be open for application, however clear deadlines would be provided for review period related to each NEAP meeting.

The Panel also discussed initial applications within the first round. It was discussed that the first application window could be restricted to smaller applications in order to trial the process. No vote was held on this matter.

6 NEIPO RECOMMENDATIONS TO NEAP

NSi presented an overview of the appraisal process, including scoring matrix, that would be followed once an application has been received.

The Panel discussed the application process and whether smaller applications were required to follow the same process.

NSi proposed a guided approach to a minimum and maximum grant awards as the fund is targeted towards larger applications to address landscape scale impacts.

SA raised that ESC and National Landscapes have a number of smaller grant pots that would be suitable for smaller projects. It was noted that small applications would increase administrative burden on NEIPO and detract from other larger scale applications that require detailed consideration.

A vote was held and it was unanimously agreed that applications under £10,000 would follow the streamlined process. It was agreed that the smaller applications would all be presented at NEAP meetings within a single agenda item where the NEIPO is minded to recommend all applications in this category for approval for expedience.

The Panel then discussed the assessment criteria in further detail. It was noted that the fund would not be seeking to support project scoring less than satisfactory.

7 NEIF APPLICATION PACK

The Panel discussed the application pack in further detail. This included minimum and maximum project sizes, costs to develop proposals, contingency, eligible funding and match funding.

It was agreed by the Panel that there would be no limit to the number of applications by an individual or organisation, but judgement would be applied by the NEIPO and the Panel.

The Panel notes that legal costs could be included in an application but would be considered as part of the application review process. It was also agreed that second hand equipment was an eligible cost but maintenance would not be eligible.

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Minor comments were provided on the application form.

8 COMMUNICATIONS

The Panel discussed the communications plan and feedback was provided to NSi. The following actions were noted:

Action - NSt to check if SZC are happy to allow the NEIF area to be included as a downloadable file

Action - SZC to lead on PR aspects of communications

Action - NSi to draft communications sign off process

Action - NSi to circulate draft logos for comment

Action - SM to provide other images related to the Sizewell C Project to NSi for cover image of the webpage

9 ADDITIONAL MEMBERS DISCUSSION

The Panel discussed additional members, no further actions were noted at this stage. It was identified that the Panel may wish to seek advice from technical specialists to aid decision making.

10 AOB & DATE OF NEXT MEETING

HL noted the Farmland Bird Fund was progressing and was due to launch imminently.

SMan East Suffolk Trust (EaST) and noted the potential overlap between the two funds. Noting the EaST is entirely voluntary and not linked to mitigation.

NSt and NSi noted that the next Panel meeting date would be set following the fix of the launch date of the fund.

Actions raised during the meeting:

| Date Raised | Ref. | Description | Lead | Date Due |
|-------------|--------|-------------------------------------------------------------|------|-----------|
| 5/06/2025 | 2025/1 | NSt to share approved Terms of Reference with panel members | NSt | June 2026 |

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| Date Raised | Ref. | Description | Lead | Date Due |
|-------------|--------|----------------------------------------------------------------------------------------------------|------|-----------|
| 5/06/2025 | 2025/2 | NSt to check if SZC are happy to allow the NEIF area to be included as a downloadable file | NSt | June 2026 |
| 5/06/2025 | 2025/3 | SZC to lead on PR aspects of communications | SZC | June 2026 |
| 5/06/2025 | 2025/4 | NSi to draft communications sign off process | NSi | June 2026 |
| 5/06/2025 | 2025/5 | NSi to circulate draft logos for comment | NSi | June 2026 |
| 5/06/2025 | 2025/6 | SM to provide other images related to the Sizewell C Project to NSi for cover image of the webpage | SM | June 2026 |

Author: Nick Stayt (SZC/AECOM)