

RDPE LEADER Coast, Wolds, Wetlands and Waterways Programme

Rural Community Heritage Co-ordinator OUTLINE WORK PROGRAMME 2011 – 2012

This post has been created to support the delivery of the rural heritage elements of the LEADER CWWW programme in the East Riding of Yorkshire, as well as Ryedale and Scarborough in North Yorkshire. The main purpose is to increase the understanding of, and active participation in, the heritage of the LEADER CWWW area, and to co-ordinate support for rural heritage organisations and local communities in conserving and managing the area’s heritage.

Work area	Objectives	Deliverables/ Tasks	% Role allocated
<p>Ensure the progression and delivery of the Fast Track Grant Scheme</p> <p>Develop community heritage outreach events within the LEADER area including ‘Your Community Your Heritage’ workshops LEADER area and develop Heritage Open Days events..</p> <p>Research and work towards developing a Landscape Partnership (HLF) project and explore the needs and objectives of future landscape designation for the Wolds.</p> <p>Develop an East Yorkshire Heritage Network.</p> <p>Explore further ways of delivering conservation and management of @ Risk sites in the LEADER area in line with English Heritage aspirations.</p>	<ul style="list-style-type: none"> • With support from the Capacity Building Offices supervise the delivery of current applications while seeking new applications in line with the schemes current criteria, with particular focus on projects in priority areas. • Develop workshops and rural community heritage awareness events. Identify and target key local heritage/community groups in order to deliver rural heritage outreach events in the LEADER Area • Produce a paper on the future of landscape designation for the Wolds. 	<ul style="list-style-type: none"> • Aim to deliver a variety of projects and to have spent or committed £30/40k by the end of the six month period. • Deliver 6 ‘outreach/workshop events spread across the LEADER area working with local heritage organisations and key community groups. • Co-ordinate the development and promotion of Heritage Open Days events in association with the Cultural Partnership. • Produce a draft brief for a paper/feasibility study outlining the issues relating to landscape designation and landscape partnerships for discussion at the first Steering Group meeting of 2011. • Produce a paper/feasibility study outlining the issues relating landscape designation for the Wolds. Either as part of this paper or as a separate document produce a paper/feasibility study considering the possibilities of a Landscape Partnership project. • Prepare for submission an expression of interest application with the HLF for a Landscape Partnership project. 	

	<ul style="list-style-type: none"> • Work towards the development of a Landscape Partnership project application focussing initially on the Wolds. • Promote and establish a heritage network to include those parts of East Yorkshire outside of the LEADER area but not Hull City. • Explore further ways of addressing issues relating to the English Heritage @Risk register. 	<ul style="list-style-type: none"> • Deliver a heritage network conference or series of events in order to establish the need for a heritage network for East Yorkshire. • Undertake a detailed assessment of the @Risk register sites within the LEADER area, identifying conservation and management opportunities within community organisations. 	
<p>Strategic support to the LAG</p> <p>Specifically on the development of the rural heritage of the LEADER area</p> <p>(Further detail to be provided following outcome of mapping exercise detailed above).</p>	<p>Development of appropriate strategic objectives.</p>	<ul style="list-style-type: none"> • Organise, attend and present to Steering Group meetings. • Prepare Project progress reports and claims including evidence of outputs and records. 	<p>10%</p>
<p>Develop capacity to work with heritage assets</p> <p>Outreach and community activities, project development and delivery including support for heritage at risk. A series of awareness raising events are planned for summer 2010 to bring together communities and landowners. Local area maps (including English Heritage aerial maps) will be used to help people identify what they would like to see happen. The events will be delivered by the Rural</p>	<p>Develop a programme of activities based around the English Heritage, Heritage At Risk Register.</p>	<ul style="list-style-type: none"> • Work with English Heritage and local authority conservation staff, the LAG and appropriate voluntary and community groups to develop this programme of activities. • Organise, attend and present to Steering Group meetings. • Prepare project progress reports and claims including evidence of outputs and records. 	<p>60%</p>

Capacity Building officers along with the Rural Community Heritage Co-ordinator. (Further detail to be provided following outcome of mapping exercise detailed above).			
Delivery of the Fast Track Grants Scheme Take the lead on delivering the scheme and working with the LEADER CWWW programme Rural Capacity Building Officers and the East Riding of Yorkshire Council's (ERYC) business team.	Provide a practical scheme to deliver the objectives of the programme.	<ul style="list-style-type: none"> • Publicising the scheme/launch. • Supporting applicants, the Rural Heritage Steering Group Decision Making Panel and funded projects. • Monitoring and final sign off. • Producing management and evaluation material. • Claims. 	10%
Business Maximisation Programme Co-ordinate and manage sub contract of business maximization through ERYC business advisers.	Delivery of subcontract through ERYC.	<ul style="list-style-type: none"> • Agree and monitor the Quarterly Action Plans. 	10%
Leader Team activities Including: communication, team meetings, self development, conferences, delivering contractual objectives, outputs, milestones, budget and finance claims.	Ensure this project works effectively within the context of the wider programme.	<ul style="list-style-type: none"> • Attend and present to the Steering Group meetings • Prepare project progress reports including evidence of outputs and records • Contribute to claims • Attend LEADER and Departmental Team Meetings as required. 	10%

Note:

The Preparatory Work area has been developed in some detail in order that the project has an initial focus. The remaining areas of the work plan with the exception of the Leader Team Activities should be refined and expanded by the Worker in association with the Steering Group and based upon the findings of the initial 6 months.

Outline Work Plan based on English Heritage Offer Letter.