

PRIVATE & CONFIDENTIAL

**INDEPENDENT CONSULTANCY CONTRACT
FOR
BEXHILL WILD DOMESDAY PROJECT**

Between

David EP Dennis BA (Hons) FCIPD LCGI RAF
[REDACTED]
[REDACTED]

and

Bexhill-on-Sea Town Council

Period of Contract: 1 June 2023 to 31 May 2024

Contract Payment Dates: The first day of each month
[REDACTED]
[REDACTED]
[REDACTED]

Contract Payments:

1 June 2023: £1,225.00 (to include £200.00 for electronic maps and £250.00 for website annual fee)

1 July 2023 and each month of contract thereafter: £775.00

Total contract cost: £9,750.00

Contract Supply

David EP Dennis is appointed as Bexhill Wild Domesday Project Manager. He will provide the following services:

Research and evaluation reports derived from the sources at Appendix A, to be submitted to a named councillor on the following dates:

30 September 2023 – Summer Report

31 December 2023 – Autumn Report

31 March 2024 – Winter Report

30 June 2024 – Spring Report (Note: see explanation below)

Each report will detail the results of scientific and local organisation research for the periods, Summer, Autumn, Winter, and Spring. It takes one month to evaluate the findings so each report will be given one month after the end of the relevant research period.

Website

The current Bexhill Wild Domesday website was created free of charge by David EP Dennis.
<https://davidbexhill.wixsite.com/bexhill-wild>

To remove advertising from the online name and develop the public-facing website to a high professional standard an annual fee is required (see above). This will include a separate email address for the project.

The website contract with Wix will permit from June 2023:

- A wide range of photographs and information about the project and its progress within each ward.
- A blog (narrative diary) detailing points of interest in the development of the project.
- A list of all wildlife and landscape conservation organisations who have agreed to participate in the project research.
- Details of the East Sussex County Council Local Nature Recovery Strategy as it affects Bexhill - please see:
[Local Nature Recovery Strategies: how to prepare and what to include - Defra - Citizen Space](#)
- A set of nine (or more) electronic online maps for the project website developed by Bexhill-OSM (fee £200.00 already agreed – see above). Maps to include: One or more maps per ward showing: (1) All woods and water courses, (2) Flood risk areas (3) Ward streets (4) Tree preservation orders.
- A set of free PDF information and education leaflets for the public to download, covering the research aspects detailed in Appendix A to this contract.
- A leaflet for schools to show the Project's relevance to learning about conservation.
- A possible electronic shop to sell goods to raise ring-fenced part funds for the project – payments received given to Bexhill Town Council. Subject to future discussion.
- A PDF copy of the 3-monthly report to the council (see above) subject to confidentiality of content.

All design elements, photographs, and leaflets on the website or in print remain the copyright of David EP Dennis.

Insurance

David EP Dennis will pay for and hold public liability and professional indemnity insurance policies commencing cover on 1 June 2023 to 31 May 2024. No claim against any policy will be permitted or accepted for any project research work or co-operation prior to 1 June 2023.

All previous work including writing, meetings, presentations, walking journeys around each ward, and website photography and design for the last two years (2022-2023) was given free of charge.

Income Tax

David EP Dennis undertakes to pay his own income tax for the project fees received.

Contract Duties of the Council

Bexhill-on-Sea Town Council will:

- Act in a positive and encouraging manner towards the project throughout its duration and accept the rationale set out in Appendix B subject to vote.
- Following local elections in May 2023, ensure that the Clerk or nominated officer for project liaison who will make themselves available at a reasonable time and location for meetings and discussions concerning all aspects of the project.
- Receive recommendations for future projects and funding from the Project Manager to be considered.
- Review the work of the project manager regularly.
- Check the insurance policies of the project manager.
- Be willing to read the four major seasonal reports described above and look at the project website and electronic mapping information.
- Make the relevant officers available to meet with representatives of ESCC, Rother District Council, the Environment Agency and other organisations listed below in Appendix C if appropriate.
- Be willing to consider procedural or structural changes to their policies where they consider that it is in the best interests of Bexhill's wildlife and landscape conservation and enhancement.
- Be open to listening to key information on climate change, sea level rises, wildlife, and landscape matters as these may affect the town, without voicing or seeking to apply any political dimensions which may prevent the scientific results from supervening purely politically driven policies.

Appendix A

Project research areas:

- (1) Mammals
- (2) Birds
- (3) Reptiles & Amphibians
- (4) Fish
- (5) Insects that are butterflies or moths
- (6) Other insects, spiders
- (7) Molluscs, terrestrial land freshwater crustaceans, seashore crustaceans, other terrestrial and freshwater invertebrates, other seashore invertebrates
- (8) Trees and shrubs
- (9) Wildflowers
- (10) Grasses, rushes, sedges, lower plants, fungi
- (11) Climate overview
- (12) Weather records for Bexhill
- (13) Sea Levels, Tidal and Coastal Conservation
- (14) Coastal assets
- (15) Rainfall trends
- (16) Humidity records
- (17) Ground Water levels and flooding risks
- (18) Landscape types and definitions
- (19) Farming
- (20) Roads and streets per ward
- (21) Parks and Gardens
- (22) Natural water courses
- (23) Sewage and drainage
- (24) Private Gardens
- (25) Dark Skies & Light pollution
- (26) Food chain survival water
- (27) Drought and Cyanobacteria
- (28) Air Quality
- (29) Landscape pollution and Fly Tipping
- (30) Bathing Water Quality

Appendix B

Project Rationale

Humanity's existence depends on plants and animals. The food chain needs to be intact for a healthy biosphere. Bexhill cannot escape from the implications of climate change and sea level rises, so we need a plan to ensure our local future.

On 19th April 2023 Bexhill Town Council unanimously approved Year 1 of the Bexhill Domesday Project without a formal commitment to Years 2 and 3.

However, the whole point of Year 1 is to obtain the information and guidance for Years 2 and 3. Therefore this contract needs to be seen as building a platform for future action by the council. It is accepted that the council may not vote to continue the project.

Nevertheless, the Project Manager advocates that a three-phase approach to the conservation of Bexhill's wild and plant life and landscapes, involving young people, local residents and experts working together, is the best way ahead for the Town Council.

The Bexhill Wild Domesday Plan will conform to the East Sussex County Council (ESCC) Responsible Authority Local Nature Recovery Strategy (LNRS) for the county.

The various data parameters to be investigated in Year 1, are shown in Appendix A. How data will be obtained was detailed in the council voting document for the project which was accepted in its entirety on 19th April 2023.

Year One - a comprehensive scientific evaluation phase, identifying the types of landscape and ecology we have within the nine Town Wards: Central, Collington, Kewhurst, Old Town, Sackville, St Mark's, St Michael's, St Stephen's, and Sidley. If we do not know what nature there is in Bexhill, we cannot preserve it. The assessment of Bexhill's plant and wildlife and natural environment will be divided into four seasonal research tranches – Summer 2023, Autumn 2023, Winter 2024, Spring 2024. Funding bids will be made for Year 2 funding.

Year Two - Using the data obtained from multiple sources in Year 1, then recruiting a team of 18 volunteers (two per ward) from interested residents including young people. The team would then conduct street-by-street and landscape surveys looking for problems in trees, plant types, wildlife, coastal areas, streams, water courses and pollution of the environment.

Under supervision from experts a conservation management phase would be planned, using the Bexhill Wild Domesday Survey data and volunteer local ward data as a base, to ensure relevant planting and landscaping, and additional water in the landscape for animals, insects, and tree survival in drought conditions.

If Year 1 & 2 are successful and the council is minded to vote for Year 3 then:

Year Three - An evaluation phase which searches for successes and problems in order to make any necessary revisions to long-term strategy. This project would have aspects which

could attract match funding from external sources such as East Sussex County Council grants programme, the National Lottery, the Environment Agency, and some of the local charities supporting green issues. Some bids will be made in Year 1 to ensure funding for Year 2.

Appendix C Liaison with Organisations

The Project manager will be free to contact the following organisations and persons without prior reference to the council.

A number of organisations are already working on conservation in our town, including Bexhill Environmental Group, Friends of Combe Valley, Combe Valley Nature Facebook Group, Hastings and East Sussex Natural History Society, Sussex Wildlife Trust, Sussex Ornithology, Sussex Bat Group, Bexhill Heritage, Bexhill Maritime Group, Mantel Farm Bees. However, it is the Environment Agency, East Sussex County Council and Rother District Council who have primary responsibility at present for the local environment.

To these organisations must be added the many landowners and residents who also need to be consulted before the Bexhill Wild Domesday Plan can be implemented. Some of Bexhill's current environmental organisations have carried out their own small surveys and these would be considered when assessing the overall picture of wildlife and landscape issues.

Furthermore, it may be necessary to open discussions or consult with Sussex University, the Meteorological Office and the British Oceanographic Institute and similar national organisations to obtain key climate data.

Final Signatures

The Project Manager undertakes to do his level best to answer all questions from councillors and the public. He also undertakes to produce quality reports and to liaise with local and national organisations in a professional manner.

Bexhill Town Council undertakes to act in an open and positive manner towards this project.

Contractor Signed..... D E P DENNIS

On.....(Date)

David EP Dennis BA (Hons) FCIPD LCGI RAF
Bexhill Town Council Wild Domesday Project Manager



Bexhill-on-Sea Town Council Signed.....

.....

On.....(Date)

By

..... (Name & Initials)

For Bexhill-on-Sea Town Council.

This contract is legally binding.