

Information checklist of minimum information requirements that need to be met for a valid notice in respect of organised events for the Natural England East Midlands team.

When an event or activity can impact upon Sites of Special Scientific Interest* (SSSI) there is a requirement for land owners/occupiers to notify Natural England (NE) in order to gain consent. Avoidance of activities during the bird breeding season is preferable (1 April – 31 July).

Does the event take place wholly on Public Rights of Way (PRoW) within SSSI's?

- If yes then the event does not require NE's consent to be issued to the land owners/occupiers. However, it is always best practice to liaise with landowners, especially if there is livestock grazed on land through which the event will pass.
- If no and parts of the event are on concessionary paths, permissive paths or non-PRoW then **event organisers will need to obtain land owner/occupiers permission. The land owner/occupiers must then give notice to NE to obtain consent**

If you are unaware of who the land owners/occupiers are, you could use HM Land Registry services <https://www.gov.uk/search-property-information-land-registry> to find out.

If you are organising a cycle race on a road or byway, then you may need permission from the Police. Cycle races on bridleways and footpaths is an offence unless authorised in accordance with Section 31 of the Road Traffic Act 1988.

A SSSI consent from NE can only be issued to the land owner or a legitimate occupier (such as a tenant) and **not to an event organiser**. The notice that the land owner/occupier provides will need to detail the following information in order for NE to assess the proposals:

- Dates
 - Start and finish times and dates
 - Staggered or a single start
 - Set-up and take-down times (if different from start and finish)
- Maximum number of participants
- Provide a clear map(s) showing:
 - Route(s) or area of event if no defined route(s)
 - SSSI boundaries and ideally individual units*
 - Out of bounds areas, if necessary for avoiding sensitive habitats
 - Congregation areas (e.g. start and finish) and parking locations
 - Location of marshalls/support staff and the numbers
 - A map key
 - Refreshment/hydration points/other temporary structures
- Details of marshalling/support and signage:
 - Signage - details of how it will be installed and what it will be attached to
 - Locations and number of marshalls/support staff
 - How out of bounds areas will be enforced
 - Evidence of clear consideration of placement/proximity of way markers with regard to routing and footfall in sensitive areas
 - Contingency procedures for casualties and drop outs

- Details of any temporary structures proposed to be erected on the SSSI
- Are dogs allowed as part of the event?
 - If yes, dogs should be kept on a lead and restricted to PRow during the bird breeding season, (1 April to 31 July inclusive)
- Procedures for removing signs, way markers (including tape), associated event infrastructure and litter from the site

Sensitive habitats

Protected sites can include sensitive habitats such as blanket bogs, restoration areas & wet flushes, where events are not appropriate and may not be consented. If protected sites have been designated for breeding birds, then disturbance might be reduced by organising the event outside the bird breeding season (1st April to 31st August).

TIMESCALES

Natural England have **four months** to consider a valid notice but if all the necessary information is provided we do try to turn them round in a shorter period of time, approximately 28 working days. Please try to submit notice well in advance of the event, to allow time to sort out any issues there may be.

If your event covers a large area with multiple landowners, has a lot of participants or is required very quickly then you may wish to use Natural England's new charged Discretionary Advice Service, further information can be found here <https://www.gov.uk/guidance/protected-areas-sites-of-special-scientific-interest>

*To find out where relevant SSSIs are in relation to the event, you can use <http://magic.defra.gov.uk/>

Click "Get Started" to open the application, use the map search function to find the location, then using the left hand Table of Contents, extend Designations, extend Land Based Designations, extend Statutory, then tick the Sites of Special Scientific Interest (England) box. This will layer the SSSI areas onto the basemap. There is a separate layer called 'Sites of Special Scientific Interest Units (England)' – which will provide information on the SSSI unit number.

More information on SSSI's sites including the habitats and their condition can be found here: <https://designatedsites.naturalengland.org.uk/> type the site name into the search box and press enter.