Version 11 – July 2026

Restoration

Working together with the Canal & River Trust

Introduction

We warmly welcome the passion, commitment and ambition that restoration societies bring to reopening canals and returning them to navigable use. Restoration can transform places, reconnect communities with their waterways, protect heritage, create social and economic value, and bring neglected stretches of the network back to life. We share that vision and recognise the important role restoration can play in securing a stronger future for the canal network. Successful restoration is at its best when it is built on strong partnership, clear planning and a shared understanding of what is needed to deliver lasting outcomes.

Bringing a canal back into use is a significant achievement, but it also creates long-term responsibilities. Newly restored sections can sometimes increase maintenance and water supply demands, so these factors need to be considered carefully from the outset and plans may need to include funding for the future sustainability of restored canals including maintenance and asset management. This helps ensure that restored waterways can be cared for over the long term, without diverting funds or resources away from the current network the Trust cares for, and that they can be maintained to the agreed standards.

Restoration projects are often complex and, in many cases, will include major civil engineering work. Delivering them successfully requires compliance with relevant legislation, alongside the right skills, knowledge, experience and time. Many restoration groups already bring considerable expertise and dedication to this work, and where specialist input is needed, the Trust strongly recommends securing professional support with the appropriate insurance in place. This gives projects the best chance of being delivered safely, effectively and to a standard that will stand the test of time.

If your organisation is looking to carry out restoration work on land owned by the Trust, this plan sets out the key requirements and competency checks that need to be met under the Construction (Design and Management) Regulations 2015 . It is intended to provide a clear route through the process, helping groups understand what is needed and how we can work together effectively.

We have listened to your feedback and we acknowledge that our need to recover the costs of colleague time or resources has been an issue for some restoration groups. Our primary concern is that any work on Trust canals is undertaken safely and in order to progress with the implementation of the Restoration Delivery Plan, we have appointed a Restoration Engineer to support restoration groups with advice through this process. We recognise that we have a wide agreement in the sector that undertaking these works safely and meeting the legal requirements is of primary importance for everyone involved. Therefore, the Restoration Delivery plan offers a clear framework towards compliance for works on Trust property.

Note on cost recovery (for version 11)

The Trust has suspended cost recovery for its work on restoration projects until 31 March 2027 to ensure the focus on their work with societies is on following this plan, to ensure compliance.

The Trust will however continue to advise on the cost of our contribution on restorations for visibility and societies will be able to use this information for funding applications

The resources the Trust can provide are limited to a Restoration Engineer and their time will need to be shared across all projects. Any specialist input or support required beyond this engineer may need to be provided directly by or funded by restoration societies.

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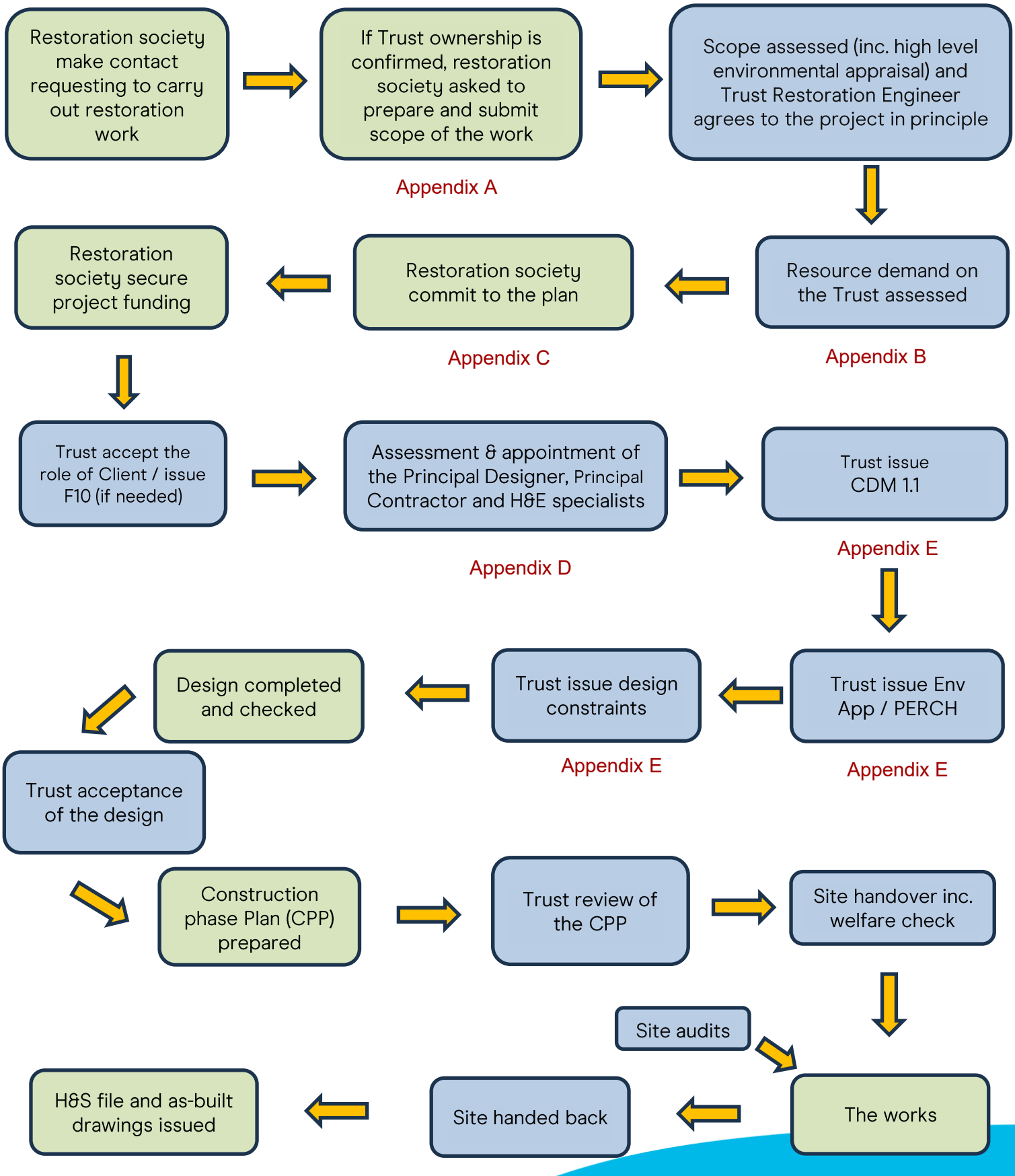
Process Flowchart



Canal & River Trust action

Restoration Society action

Process Table

This table summarises the restoration process in a staged format, showing the main actions for the restoration society and the Canal & River Trust, together with the key outputs at each stage.

Stage	Restoration society	Canal & River Trust	Key outputs
1. Initial enquiry	Make initial contact with the Trust and outline the proposed project, then prepare and submit a scope of works.	Confirm ownership, consider whether the project is suitable in principle. Carry out initial high-level review, including env. considerations.	Project scope agreed in principle
2. Resources assessed	Commit to funding any specialist resources needed	The Trust assess the demands upon its resources and availability	Clarity on the amount of resource needed and where these will come from
3. Funding secured	Secure Funding		Funding secured for the project
4. CDM and appointments	Identify Principal Designer and Principal Contractor and any necessary heritage or environment specialists.	Act as Client where required under CDM, issue F10 if needed, prepare pre-construction information, and assess the competence of proposed duty holders and specialists.	CDM and other roles appointed; F10 issued and pre-construction information issued.
5. Environmental, heritage and design requirements	Take account of environmental, heritage, planning and technical requirements in the developing the design. Obtain any approvals required from third parties.	Issue environmental appraisal / PERCH and communicate design constraints, standards and any other project requirements.	Environmental and heritage requirements understood; design constraints issued; statutory and third-party approvals identified.
6. Design development and review	Complete the design and ensure it has been checked appropriately.	Review the design and confirm whether it is acceptable to proceed.	Design completed, checked and accepted by the Trust
7. Pre-start site arrangements	Prepare the construction phase plan, finalise delivery arrangements, and ensure site welfare, supervision and controls are in place.	Review the construction phase plan, hand over the site where appropriate, and check welfare and readiness for works to start.	Construction phase plan reviewed site handover completed; site ready to start.
8. Delivery of works	Deliver the works in line with the design, environmental controls and safety requirements. Maintain appropriate supervision and site records.	Undertake periodic checks and provide oversight on compliance, water management and any agreed support activities.	Works delivered safely and in accordance with the agreed requirements.
9. Completion and handback	Hand the site back, and provide the health and safety file and as-built drawings.	Accept the site back, review completion information, and confirm any resulting maintenance or operational implications.	Site handed back; as-built information and H&S file issued;

Appendix A – Scope of Works.

A Scope of Works is a detailed and structured document outlining the tasks, activities, objectives and responsibilities of those involved in a restoration project. The purpose is to define what work will be done, the standards to be employed, timelines and the resources to be used to successfully complete the project.

It acts as a guide for Canal & River Trust and other involved parties to understand the full extent of the project and allow an appropriate assessment of the competencies of the principal designer and principal contractor to take place. It also allows the Trust to prepare an environmental appraisal covering Planning, Environmental, Regulatory Consents and Heritage (PERCH). The works should be defined on a project-by-project basis. For example, restoration of lock 15 rather than restoration of the whole canal.

We recommend that your scope of work includes the following:

- Date of preparation of the scope of works
- A clear description of the goals/aims of the project
- The risks involved and planned mitigations
- Health & Safety considerations
- List of tasks needed i.e. specific aspects of the project
- Resources needed e.g. site compound and fencing
- Environmental, ecological and heritage considerations
- Waste management plans
- A provisional list of competent people, their experience and a list of other organisations involved.
- The allocation of work i.e. what is to be delivered by volunteer's and what will be delivered by contractors / consultants and the number of people involved
- Programme of works / predicted start and end date.
- Fundraising plans
- The budget for the project and the amount of contingency
- Water Management – both during the works and long term
- Changes in maintenance required as a result of the work i.e. a maintenance plan to confirm that the future costs to the Trust of a restored waterway wont be additional maintenance burden.

An initial conversation with the Restoration Engineer before preparation of the Scope is advisable. Please note, approval can only be given for works described in the Scope. There may be benefit in having your scope of works reviewed by, for example, the IWA or other appropriately experienced organisation before submission to avoid delays.

Appendix B – Resource / Cost Estimate

Based upon the scope of works, the Trust will prepare an estimate of the time requirements for Trust involvement

The table below illustrates the most common tasks that will be needed for a restoration project, but not all tasks will necessarily be needed for all projects and there could be some projects with specific tasks not listed below and so it should be considered as an example only.

Task	Estimate of hours / rate	Cost
Overall coordination of Trust involvement		
Check on water availability		
Prep of CDM 1.1		
Competency check on Principal Contractor		
Competency check on the Principal Designer		
Preparation of Environment Appraisals / PERCH		
Preparation of design brief		
Competency check on H&E specialists		
Periodic checks / support of H&E works		
Periodic checks on site for the works in general		
Trust review of the design		
Trust review of the CPP		
Site handover and check on welfare		
Check on works water management plan		
Check on funding		
Planning permission check		
Site hand back		
Other (e.g. water engineer, planner)		
Risk value to cover unforeseen issues		
TOTAL		

Appendix C – Confirmation of Commitment

To confirm the restoration society's agreement with the plan, the Chair of Trustees will need to send a letter on the society's letterheaded paper to the Restoration Engineer, containing the wording set out below. This confirmation is required before works can commence:

Dear .....

We write to confirm that we, name of restoration society, are proposing to carry out restoration works under the project named name of project and as described in the scope of works dated date

We confirm that we understand the roles and competency requirements under the CDM regulations 2015 and that we will work constructively with the Trust to comply with all legal requirements in delivery of the project.

We recognise that failure to comply or to commence works without approval or authorisation will result in suspension of activities.

Signed by xxxxxxxxxxx

Print name xxxxxxxxxx

On behalf of name of restoration society

This agreement has been entered into on the date

Appendix D – Appointments

Principal Contractor

The Principal Contractor will need the following

- 5-day CITB SMSTS qualification or equivalent in the field of construction - Site Management Safety Training Scheme (SMSTS) NB: This person is not expected to be on site permanently, rather periodically. Those leading site supervision should have the 2-day CITB SSSTS qualification.

- Each worker, at the start of their first day on site should receive a general induction to the construction project, covering the generic important site safety information such as the PPE needed, first aid arrangements, access route and emergency procedures. Then, for each specific task there should be adequate information, instruction and training provided from a suitably competent person and then adequate supervision for the task. For construction activities the Supervisor should not involved in delivering the task, but for low risk tasks involving a small number of people they can be a 'working' supervisor. The level of training needed will be determined from a risk assessment. Signed records of attendance of all inductions and training to be kept on site and stored for 3 years after the project is completed,

Principal Designer

The Principal Designer will need the following

- 2-day APS Principal Designer or equivalent in construction

The IWA Honorary Engineers may suitable for the design of works

Heritage and Environment specialists

Based upon the scope of works provided by the restoration society, the Trust will prepare and issue an environmental appraisal known as a PERCH. PERCH stands for Planning, Environment, Regulatory Consents and Heritage. The PERCH and the associated set of standards which will contain requirements to be followed.

Some of the actions from these may be onerous to understand / follow and so the restoration society may need specialist resources.

Once the PERCH has been issued, please provide details of the chosen Heritage & Environment specialists to allow a bespoke competency check to be carried out.

Appendix E - Forms

CDM 1.1

This is the Trust standard CDM form covering pre-construction information

Environmental Appraisal (known as a PERCH)

The Trust will provide direction on activity-specific environment and heritage issues of which it is aware and that need to be taken into consideration in the delivery of the work in the form of an environmental appraisal document or similar. The restoration society should not rely on the Trust to resolve and provide advice on all environmental and heritage issues in relation to works. The PERCH will include information on which issues the Trust has resolved and what remains to be addressed by restoration society before works commence and during works. The restoration society must have, or have access to, knowledge of how to manage environment and heritage issues.

The nature of some projects will mean more than one Environmental Appraisal (PERCH) will be needed.

Design Constraints

The Trust will communicate design constraints, standards, principles, specifications or considerations it requires to be included or considered.

Appendix F - Notes

1. The RDP assumes the Construction Design & Management regulations 2015 apply i.e. it is construction work, that the Trust own the asset and will be the Client under CDM. In cases where CDM does not apply, a simpler version of this process can be followed. Some CDM projects will be relatively simple and although the process remains the same, the individual steps and associated paperwork will be quicker and more straightforward for simple projects.

2. The Trust will need to be satisfied that sufficient water resources are available to supply any newly opened section of waterway, and the design should include appropriate measures to manage water effectively, ensuring the site remains safe and that any downstream feed is maintained. The Trust will require assurance that suitable management arrangements are in place.

3. Partner group traffic light status is a separate system that allows self-constituted volunteer groups to carry out works unsupervised which have been agreed in advance with their regional Canal & River Trust contact. It is not applicable to restoration work.

4. If Temporary Works are part of the project, the Principal Contractor will need to ensure they have a designated individual (DI) for establishing and maintaining a procedure for their control. The DI is responsible for appointing a trained and experienced Temporary Works Co-ordinator, Temporary Works Supervisor and Temporary Works Designer. The Trust will need to see evidence of these appointments. The IWA has guidance on this subject.

5. Any changes to the scope may require the process to be restarted. It may therefore be advisable to include a feasibility stage in the works plan to identify and resolve any potential issues in advance.

6. Approvals may be needed from other bodies such as the Environment Agency (e.g. FRAP – a permit required when working near main rivers or a flood defence or in a flood plain) and Natural England which the restoration society will need to obtain, follow and provide details of to the Trust.

7. The Trust will undertake periodic compliance checks, which may be announced or unannounced. The works must be appropriately supervised at all times. The Trust will, upon request, review and sign off completed sections as work progresses. A spilling test may also be required (to check for water retention efficiency)

8. The Trust is unable to provide funding towards restoration works nor take on the lead role of a bid. The restoration society should therefore seek its own sources of funding. The Trust can, however, provide a letter of support for an application, provided this does not conflict with any bid being made by the Trust. The Trust will also need to review the build-up of any bid to ensure confidence around cost estimates and the deliverability of the proposed scope.

9. The Trust note that some funders of significant amounts require or prefer the land owner to be party to a bid. In such cases, subject to available resources and approval by the Trust's Executive, the Trust is willing to be a partner in a joint bid along the following lines (precise wording to be agreed per bid):

    a. The restoration group takes the lead in preparing the bid, assisted by Trust staff
    b. The restoration group is responsible for raising match funding required and budget overruns with no call on Trust resources.
    c. If required by the funder, the Trust will be the accountable body
    d. The Trust would expect the costs being funded to include a sum of the Trust's costs of supervising the construction works.

10. The completed works are likely to alter the maintenance requirements, which may result in either an increase or, in some cases, a reduction in maintenance needs. A maintenance plan should be prepared to set out these requirements. Based on this plan, if the maintenance requirements are significant, the Trust will need to assess whether it can accommodate the revised maintenance requirements and may, if necessary, require additional resources or funding from the restoration society. The preparation of the maintenance plan should be led by the Principal Designer with the Trust sharing examples to assist.

11. Using the scope of work, a check will need to be carried out to determine if planning permission is needed.

12. The Trust may require access to the site during the works for its own works.

13. Upon completion of the works the Trust will require a copy of the as-built drawings and the health & safety file.

14. Any public communication regarding these works to be shared with the Trust prior to publication.

15. In some cases, particularly for more complex works, the Trust may require collateral warranties.

16. The Trust are happy to consider leasing a section of canal to a restoration group subject to appropriate terms and conditions.

17. The Trust does not require any appointee to a restoration project to be on any of its approved lists of consultants or contractors.

18. The Trust will endeavour to reply to communications related to the project within 2 weeks; if specialist advice not dedicated to the project is required to assist with a detailed response, a holding response may need to be issued.

19. Once all approvals are in place, the Trust will issue a licence or similar for the works.