



Evidence Project Final Report

- **Note**

In line with the Freedom of Information Act 2000, Defra aims to place the results of its completed research projects in the public domain wherever possible.

The Evidence Project Final Report is designed to capture the information on the results and outputs of Defra-funded research in a format that is easily publishable through the Defra website. An Evidence Project Final Report must be completed for all projects.

- This form is in Word format and the boxes may be expanded, as appropriate.

- **ACCESS TO INFORMATION**

The information collected on this form will be stored electronically and may be sent to any part of Defra, or to individual researchers or organisations outside Defra for the purposes of reviewing the project. Defra may also disclose the information to any outside organisation acting as an agent authorised by Defra to process final research reports on its behalf. Defra intends to publish this form on its website, unless there are strong reasons not to, which fully comply with exemptions under the Environmental Information Regulations or the Freedom of Information Act 2000.

Defra may be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations or the Freedom of Information Act 2000. However, Defra will not permit any unwarranted breach of confidentiality or act in contravention of its obligations under the Data Protection Act 1998. Defra or its appointed agents may use the name, address or other details on your form to contact you in connection with occasional customer research aimed at improving the processes through which Defra works with its contractors.

Project identification

1. Defra Project code
2. Project title
3. Contractor organisation(s)
4. Total Defra project costs (agreed fixed price)
5. Project: start date
end date

6. It is Defra's intention to publish this form.

Please confirm your agreement to do so..... YES NO

(a) When preparing Evidence Project Final Reports contractors should bear in mind that Defra intends that they be made public. They should be written in a clear and concise manner and represent a full account of the research project which someone not closely associated with the project can follow.

Defra recognises that in a small minority of cases there may be information, such as intellectual property or commercially confidential data, used in or generated by the research project, which should not be disclosed. In these cases, such information should be detailed in a separate annex (not to be published) so that the Evidence Project Final Report can be placed in the public domain. Where it is impossible to complete the Final Report without including references to any sensitive or confidential data, the information should be included and section (b) completed. NB: only in exceptional circumstances will Defra expect contractors to give a "No" answer.

In all cases, reasons for withholding information must be fully in line with exemptions under the Environmental Information Regulations or the Freedom of Information Act 2000.

(b) If you have answered NO, please explain why the Final report should not be released into public domain

Executive Summary

7. The executive summary must not exceed 2 sides in total of A4 and should be understandable to the intelligent non-scientist. It should cover the main objectives, methods and findings of the research, together with any other significant events and options for new work.

The executive summary is presented as a separate appendix entitled "Hedgerow Management: A survey of land managers' and contractors' practices and attitudes".

Project Report to Defra

8. As a guide this report should be no longer than 20 sides of A4. This report is to provide Defra with details of the outputs of the research project for internal purposes; to meet the terms of the contract; and to allow Defra to publish details of the outputs to meet Environmental Information Regulation or Freedom of Information obligations. This short report to Defra does not preclude contractors from also seeking to publish a full, formal scientific report/paper in an appropriate scientific or other journal/publication. Indeed, Defra actively encourages such publications as part of the contract terms. The report to Defra should include:
- the objectives as set out in the contract;
 - the extent to which the objectives set out in the contract have been met;
 - details of methods used and the results obtained, including statistical analysis (if appropriate);
 - a discussion of the results and their reliability;
 - the main implications of the findings;
 - possible future work; and
 - any action resulting from the research (e.g. IP, Knowledge Exchange).

The project report is presented as a separate appendix entitled "Hedgerow Management: A survey of land managers' and contractors' practices and attitudes".

References to published material

9. This section should be used to record links (hypertext links where possible) or references to other published material generated by, or relating to this project.

Britt, C; Sparks, T; Roberts, A & Kirkham, F (2011). Hedgerow management in England and Wales: Current practice and factors influencing farmers' decisions. *Aspects of Applied Biology* **108**. *Vegetation Management*. 133-143.

Britt, C; Tuffnell, N; Kirkham, F; Roberts, A & Sparks, T (2011). Hedgerow Management: A survey of land managers' and contractors' practices and attitudes. Final report of Defra research project BD2117. November 2011. Department for the Environment, Food and Rural Affairs, London.