

**LONG TERM FOREST PLANNING
STRATEGIC FOREST PLANS
APPLICANT'S GUIDANCE**

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**STRATEGIC FOREST PLANS
APPLICANT'S GUIDANCE**

Section 1 Introduction

The Forest Plan aims to deliver long-term environmental benefits through sustainable forest management and consists of a strategic plan describing the major forest operations over a 20 year period.

We can provide support to help you prepare the Forest Plan, through the Woodland Improvement Grant (WIG) for long-term forest planning. An approved Forest Plan will give you a 10 year approval for felling, thinning and the means of accessing grants for restructuring felling and regeneration. It will also provide access to other grant support through Rural Development Contracts – Rural Priorities (see Other Grant Support).

Information on Woodland Improvement Grants including long term forest planning can be found at
<http://www.scotland.gov.uk/Topics/Rural/SRDP/RuralPriorities/Options/WoodlandImprovementGrant>

The format of the Forest Plan has been designed for use in any woodland. Your Plan will not necessarily need to be complex but the detail included in your Plan should be in line with the scale, complexity and sensitivity of the woodland. We have prepared a number of Forest Plan Examples to give an indication of what is expected in a range of different situations. These are available as follows:

- Large Upland Mixed Conifer Forest:
<http://www.forestry.gov.uk/forestry/INFD-7KUGMG>
- Small Community Woodland:
<http://www.forestry.gov.uk/forestry/INFD-7R4GUK>
- Native Woodland:
<http://www.forestry.gov.uk/forestry/INFD-7SVJ93>

Who can apply?

Individual woodland owners or lessees. Groups of owners or lessees can also create a single Forest Plan for all their neighbouring woodland.

Woodlands over 1 hectare are eligible.

What areas should be included in the Plan?

Generally, we expect your application to include all woodlands on your property. However, in some cases, more than one Plan may be necessary when woodlands are widely separated or management is substantially different. Situations for more than one plan should be discussed with Forestry Commission Scotland. Your Plan should also include any areas planned for woodland creation. Open ground that is integral to the Forest Plan up to a maximum limit of 20% of the total Forest Plan area is allowed. This should not include areas such as open farmland or open hillsides.

Your Forest Plan should outline felling, thinning and restructuring over a 20 year period although we will only approve these proposals for the first ten years.

UK Forestry Standard

The UK Forestry Standard (UKFS) sets out the criteria and standards for the sustainable management of forests and woodlands in the UK and aims to promote good forestry practice. Your proposals must meet the minimum requirements set out in the UK Forestry Standard and will be measured against this Standard.

You can view a copy of the UK Forestry Standard at www.forestry.gov.uk

Integrated Administration and Control System (IACS)

IACS is the system of control developed to administer EC grants under the Common Agricultural Policy. All businesses that receive support under the Scotland Rural Development Programme (SRDP) need to be IACS registered. This applies to all woodland proposals including Forest Plans.

We recommend that you initiate this process as soon as possible.

Getting expert advice

The Forest Plan process places an emphasis on quality and accuracy. A Plan produced from a superficial survey or poor analysis of the information will not be approved. We recommend that you engage the services of a professional forestry agent to assist, for example, with landscape analysis and design and to produce the Forest Plan.

Grant Support

The grant for preparing the Forest Plan is £20 per hectare for the first 200 hectares and £5 per hectare for any remaining hectares. There is a minimum payment of £400 and a maximum payment of £15,000.

These new grant rates came into force on 1st February 2009 due to an amendment of the Rural Development Contracts (Rural Priorities) (Scotland) Regulations 2008.

The grant is paid once the Forest Plan is approved which includes the work involved in producing the Scoping Report. Payment is based on the area of woodland including up to 20% open ground. Any areas planned for woodland creation are excluded from the payment area.

Other Grant Support

Other grant support is available in order to carry out forest operations within woodlands under other options within Rural Development Contract – Rural Priorities. Where an approved Forest Plan is required as part of the eligibility criteria of an Option (ie Sustainable Management of Woodlands and

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Improving the Economic Value of Forests) then you should first obtain approval for your Forest Plan before applying for other options.

Information on Rural Priorities can be found at

www.scotland.gov.uk/Topics/Rural/SRDP/RuralPriorities

Grant Support under former schemes

If you have existing commitments under former grant schemes eg Scottish Forestry Grants Scheme (SFGS) or Woodland Grant Scheme (WGS) then these cannot be waived and you must carry out any outstanding work. Any existing WGS or SFGS contracts will be paid according to the terms and conditions specified within these contracts.

Current Forest Plan Holders

If you currently have an approved Forest Plan, this can continue until the expiry date. Payment at the current SFGS restocking rates will apply for any areas 'notified' to us before 1 April 2008 and these must be claimed within financial year 2008/09. All restocking notified after April 1 2008 will be paid at an equivalent rate to that which is contained in the RDC-RP forestry options.

You will also be eligible to apply for support under the new RDC forestry options.

Public Access

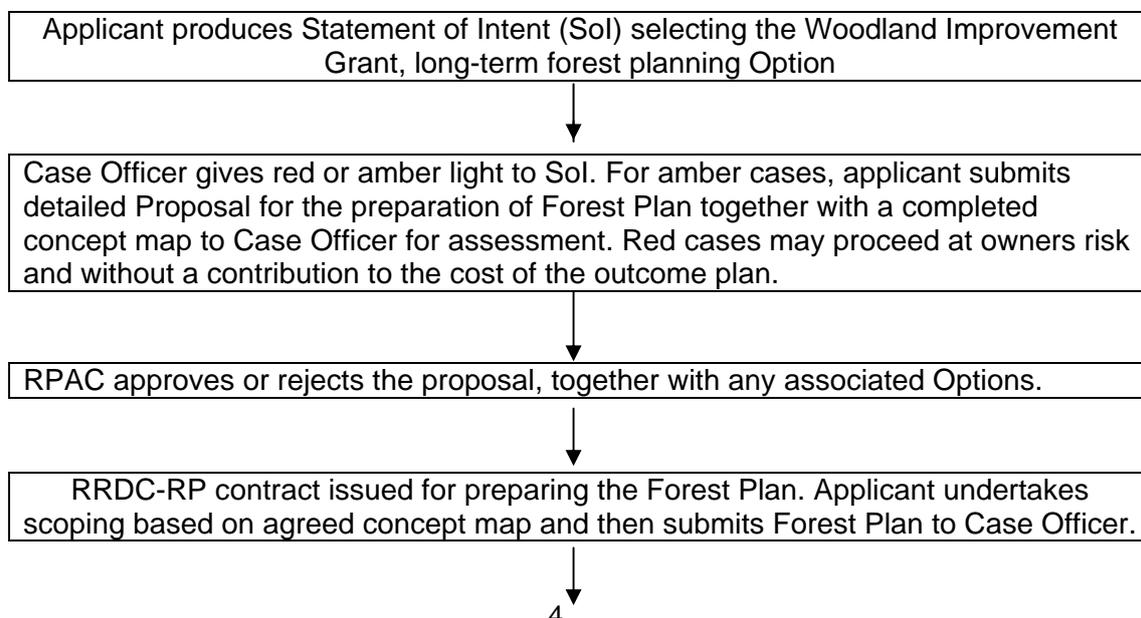
You must make provision for public access, where it has been customary or where there is local interest, and management of public access to woodland must be in line with the Scottish Outdoor Access Code.

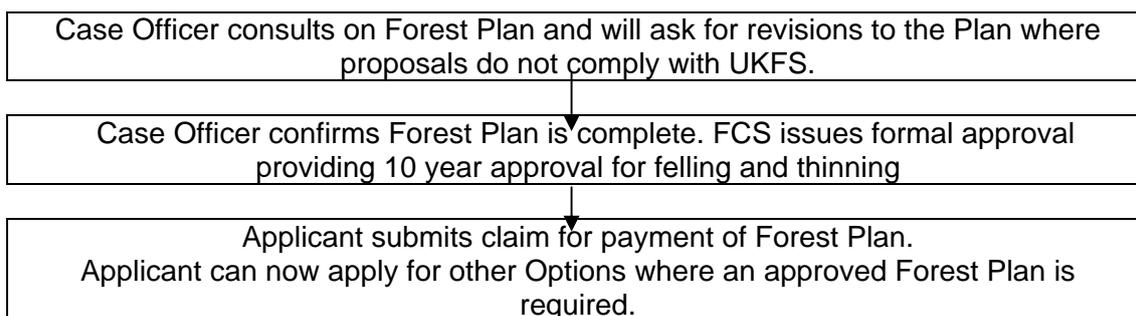
The Forest Plan Process

The stages involved in preparing a Forest Plan are shown in Chart 1.

Please Note - Options that do not require an approved Forest Plan can be applied for at the same time as the Forest Plan. However, where an approved Forest Plan is required as part of the eligibility criteria of an Option then you must first obtain approval for your Forest Plan.

Chart 1 – The Forest Plan Process within Rural Development Contracts-Rural Priorities





General information on how to apply for funding through Rural Development Contracts can be found at www.scotland.gov.uk/Topics/Rural/SRDP/RuralPriorities/HowItWorks/HowtoApply

Section 2 Scoping Report

Introduction

The main purpose of the scoping process is to enable you to explain your objectives and plans to other parties that are interested in your proposals. Scoping provides the opportunity to identify the key issues that should be included within the design process. Interested parties may be able to give you details of any sensitivities or information, which you are not aware of.

The aim is to seek to agree a balance between these constraints and your objectives.

Getting started

We will agree with you, which organisations and other interested stakeholders should be involved in the scoping exercise. Depending on the size and sensitivities in your plan, you may need to hold a public meeting, either during the day or in the evening, or both, in a convenient location. In some cases a meeting will not be required.

You must give sufficient information in advance to those attending the scoping meeting to allow them to consider the issues from their point of view. In particular, you will be required to prepare an overall Concept Map, to illustrate the key issues and actions proposed, as part of your Proposal for RDC-RP funding. This Concept Map should show the main constraints, those factors which reduce freedom of action such as protected sites or overhead powerlines and opportunities where there is greater flexibility such as areas of potential woodland expansion or species diversification. You will also require to indicate in broad terms the scale and location of felling, restructuring proposals, areas of woodland creation and other main forest activities as well as identifying areas proposed for public access. This map should be issued to interested parties prior to the scoping meeting. The map should be updated with any new information as a result of the meeting.

It is important to engage local interest in your Plan especially from recreational users.

You may need to allow the scoping participants access to the property to see the situation on the ground.

You should accept written submissions from consultees if they are unable to attend the meeting.

Format for a scoping meeting

The following list will help you to open the meeting and explain the purpose to those attending.

- FCS and applicant should agree who should chair the meeting. The Case Officer should always be present at the scoping meeting.
- Ask for introductions from those present. They should give their name and who they represent.
- Ask if those present know of anyone who should be there, but is not.
- Give apologies received from those who could not attend.
- Outline the purpose of the meeting (“...*To outline the main proposals and to identify the key issues that need to be considered during preparation of the Forest Plan.....*”)
- Give the order that the meeting will follow.
- Outline your proposals.
- Ask the representatives to present their comments about your proposals, particularly any areas of significance and their relevance to the Plan. You should note down the issues raised and any relevant comments. Explore solutions to any sensitive issues.
- Discuss and clarify and points and issues raised – this can be a very informative process.
- At the end of the meeting, summarise the main points.

Preparing your written report

Include all the issues raised by the participants, their relevance and how you will deal with them. Any supporting letters, documentation, photographs and maps should be included as appendices.

The preferred structure for the report is set out below.

1. Introduction

- Name of the property
- RDC Proposal Number
- Business Reference Number
- Main Location Code
- Forest Plan Area
- Summary or arrangements you made for the scoping process

2. Participants:

- Your name, address and phone numbers, same information for your agent or any other participants in the Forest Plan.
- Name of the organisation/groups participating and those representing them.
- Contact addresses
- Correspondence references.

3. Identifying the Key Issues

- Identify the key issues and explore desired outcomes.

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- Describe any concerns expressed, requests for survey or assistance and any support offered by each participant.
- Describe any existing or potential access (including any customary access, which may not be on a statutory or permissive basis).
- Appendix – Provide an updated Concept Map at 1:10,000 or a scale that is suitable to clearly show the areas affected by any of the issues raised

4. Addressing the Key Issues

- Try to make an objective assessment of the likely impact each issue could have on the planning and the management of the forest work. This should recognise and highlight areas of potential conflict between the various objectives of the participants.
- State how each issue could be planned for within your Forest Plan, and how you might resolve any conflicts (this might include any proposed amendments to management policies). This can be set out in a table as shown below. The ‘ Notes’ column can be used not only to record comments about issued raised but also issues which are not expected to be resolved as well as prompts for follow up action.

Main Issues	Detail any likely Impact	Detail measure(s) to be taken	Notes
Water supply to forest cottages	Potential damage to water supply from harvesting operations	<ul style="list-style-type: none"> • Water supply to be clearly marked on forest plan and on ground. • Harvesting contractors to be notified 	
Raptor breeding site identified (previously unknown)	Disturbance of nesting site	<ul style="list-style-type: none"> • Schedule operations to avoid site in breeding season 	<ul style="list-style-type: none"> • Incorporate into the Conservation Plan

- Give an outline of any surveys to be undertaken.
- The Scoping Report should be circulated to participants who will have up to 21 days to comment on the Report.

Invited participants should be notified that a copy of the Scoping Report is available electronically or available for viewing at the applicants’ address/office and the local Forestry Commission Scotland Conservancy Office.

Submitting your report

A copy of your completed Scoping Report should be sent to Forestry Commission Scotland for approval.

Summary

- Contact your local Forestry Commission Scotland Conservancy office to discuss scoping arrangements for your plan.
- If a meeting is being held, agree a convenient date with all of your main stakeholders.
- If someone cannot attend, ask for their comments in writing.
- Agree with the Forestry Commission Scotland who will chair the scoping meeting.
- In certain circumstances and in agreement with the Forestry Commission Scotland a scoping meeting may not be required.
- We will agree with you which organisations or other interested parties that should be involved in discussions.
- You must prepare a Concept Map, identifying the main constraints and opportunities. This should be updated with any new information as a result of the meeting.
- If a meeting is being held, structure the meeting to consider each subject over the whole Plan.
- You must prepare a Scoping Report, which should include any issues raised and identify all the relevant issues that the Forest Plan must take into account.
- A copy of your completed Scoping Report should be sent to Forestry Commission Scotland for approval.
- The cost of the Scoping Report is included in the payment of the Forest Plan. Payment for the Forest Plan is made once the Plan is approved.

Section 3 – Preparing your Forest Plan

Introduction

It is essential that you read this section thoroughly and carefully. It gives advice about the requirements for preparing your Forest Plan and how to complete the schedule of areas to be felled, thinned and restructured.

You are encouraged to provide concise descriptions with a clear rationale for management decisions. Good use should be made of tables and maps. We would expect three main maps – Constraints and Opportunities, Phased felling including thinning and Restructuring/Woodland Creation Proposals. Where a Plan is more complex other maps may be required.

Survey of the Woodland

You are responsible for collecting your own data about the woodlands on which your planning decisions are based. The Forest Design Planning guide has a useful section and appendix on this subject. This document can be downloaded from the publication section on our web site

<http://www.forestry.gov.uk/publications>

What to include in your survey

You must prepare a complete record of basic forest stand and crop data, as this will be essential information for your Forest Plan. If you have these records already, we will expect you to check and update them as necessary.

The need for any surveys will usually be highlighted during the scoping process and some scoping participants may legitimately ask you to seek more information on certain issues relevant to their objectives. We advise that you discuss such requests with us and we will agree what you should undertake to inform the planning process.

You will be expected to fund any surveys required and the grant for preparing the Forest Plan includes an element to contribute to the cost of this work. These surveys will usually be needed to determine the location or extent of known features such as important wildlife species or archaeological remains so that appropriate protection can be planned. Surveys may also be needed where known features exist at the forest edge and are likely to continue into the forest area.

We will not normally expect you to fund surveys to simply look for features of interest in the woodlands.

It has been shown that recent aerial survey photographs are a very cost-effective way of ensuring that the mapped areas match the property accurately. It is recommended that you get a recent set of aerial photographs. These are usually available from Ordnance Survey.

You should include a list of any surveys carried out in preparing the plan. We may ask to see the full data to help us approve the plan.

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Table 1 shows a list of the main components we need to see in your Forest Plan. Your plan may contain other information but the core information and assessments described in the table must be present. See the Forest Planning Design Guide for further information.

Table 1 Main components of a Forest Plan

COMPONENTS	FORMAT
<p>Part A Description of woodlands</p> <ul style="list-style-type: none"> • Property details including ownership, agent, payee. • Location and background. A 1:50,000 map showing wider context and Forest Plan area. Stakeholder engagement. Grid reference of the main forest entrance. • Long Term Vision and Management objectives • Site and Species description 	<p>Text Text & Map</p> <p>Text Text</p>
<p>Part B Survey Data (refer to Forest Design Planning Guide)</p>	Text
<p>Part C Analysis (refer to Forest Design Planning Guide)</p> <ul style="list-style-type: none"> • 1:10,000 scale Updated Concept Map <ul style="list-style-type: none"> - Updated Concept Map from the Scoping Meeting, that highlights the key management issues. - Constraints and opportunities should be identified, including existing grant and felling licence commitments and all public access provision. - This must include assessments of the archaeological, visual, ecological, herbivore and social impacts of the woodland, as well as practical and silvicultural issues. • A 1:10,000 Environment Impact Map, if requested. 	<p>Map(s)</p> <p>Text</p> <p>Map</p>
<p>Part D Management Proposals</p> <ul style="list-style-type: none"> • Outline of silvicultural policy and techniques to be employed. This should include strategies to address the issues identified during the analysis stage. Consider felling (for example delayed, advance or retained areas etc), restructuring, new planting, protection and maintenance and public access. • Felling and Restructuring. Use 1:10,000 maps (larger scale only where appropriate for clarification around sensitivities) to show the following: <ul style="list-style-type: none"> - Felling map showing separation of 5 year felling phases by colour or other means (see Forest Design Planning Guide) including compartment and sub compartment areas. This map should show any areas that will be felled permanently (ie deafforestation) - Restructuring map showing separation of successor crop types by colour or other means. - Thinning map showing all areas to be thinned in the first 10 years. - Schedule of felling, restructuring and areas for thinning. For Forest Plans over 100 hectares this data should be provided via the production forecast template (see Part E) 	<p>Text</p> <p>Map</p> <p>Map</p> <p>Map</p> <p>Table</p> <p>Table Text</p>

<ul style="list-style-type: none"> • Agreed operational tolerances for amendment purposes • Other information. Outline of other forest management work you intend to carry out 	
<p>Part E Production Forecast</p> <ul style="list-style-type: none"> • For all Forest Plans of 100 hectares and above, supply basic crop data to feed into the Private Sector production forecasting exercise. An Excel spreadsheet template is available at: <p>www.forestry.gov.uk/pdf/ProductionForecastSpreadsheet.xls/\$FILE/ProductionForecastSpreadsheet.xls</p>	<p>Excel spreadsheet</p>

Environmental Impact Assessment

If your proposals include woodland creation, road, quarry building or deforestation then we will make a determination under the 1999 EIA Regulations about whether you will require our consent under these Regulations.

How to prepare the components of the Forest Plan

Part A – Description of Woodland

Property Details

This should include the names and addresses of all applicants, the agent dealing with the Plan and the Payee to whom grants will be paid. These details will be used to make the Forest Plan contract for grants and the felling licence.

Location and background

This should be a brief description of the area covered by the Plan including the size and number of woodlands. In particular this should set the Plan area in the context of the surrounding environment as well as the features actually contained within the Plan area. It should include any existing grant schemes and felling licences. Give the Forestry Commission reference numbers and the date the agreement was made. If a scheme has been completed and the contract has expired, it is not necessary to identify it separately.

Stakeholder engagement

This should summarise the stakeholder engagement and conclusions arising from the Scoping Report. Any issues arising since the completion of Scoping should be covered. The Scoping Report should be included as an Appendix.

Long Term Vision and Management objectives

This should describe the long term vision for the woodland and set out the management objectives.

Site and species description

Describe the current woodland cover in terms of species, age, area and yield class including open ground. Information such as geology, soils, windthrow

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hazard class or exposure indices might be useful to include in this section where the information is important to support your planning decisions.

What to show on the maps for Part A

- Location map at 1:50000 scale to show the woodlands in their wider setting. Identify any major local features such as other forests and woodlands, large water bodies, special landscape, recreational or holiday sites, major access routes etc and any linkages with your woodland. Show the ownership boundary of the woodlands and, if different, show the area to be brought into the Forest Plan. If there are several owners show clearly the different ownership boundaries and annotate the map with their names.

Depending on the complexity of the issues being dealt with, and issues raised during scoping, other maps may be required in support of the Plan application. FCS will not digitise these.

Part B Survey data

Summarise any survey data held, such as aerial photographs or soil or conservation surveys. Ensure that the source and date of the survey is recorded and where any full survey data is kept. If there are SSSIs on your woodland property, include a copy of the Site Management Statement.

Part C Analysis of the Information

This is a very important part of the Plan and you should use the information in the previous sections along with the conclusions of the Scoping Report to develop a rational plan for the felling and restructuring of the woodlands. This should include using the information from the updated Concept Map produced at Scoping.

It is of utmost importance that this stage of the Plan preparation is done correctly. A Plan produced from inadequate analysis of the site will not be useful long term, and will not get our approval.

We will expect the analysis to be thorough and the rationale for your management decisions to be clear.

We will use the documents you produce to assess your proposals.

When a landscape analysis is required we will expect this to be carried out as described in the Forest Design Planning Guide. Panoramic photographs are also useful devices for describing the impact of proposed actions and you will need to produce perspective presentations for key sensitivities.

In the preparation of your Forest Plan, you should consider Indicative Forestry Strategies (IFS) and Local Forestry Frameworks (LFF) (Appendix 1), the relevant Landscape Character Assessment (Appendix 2) and the Historic land-use assessment (Appendix 3).

What to show on the maps for Part C

- Forest Plan Concept Map at 1:10,000 scale. This is an updated version of the Concept Map produced during the Scoping exercise and provides a

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summary of the constraints and opportunities specific to the Plan area over at least 20 years and not just the 10 year FP approval period.

This map should include wider designations such as Special Protection Areas (SPA) and National Scenic Areas (NSA) and site features such as roads, dwellings, water, underground and over-ground wayleaves, archaeology, open ground, SSSIs, NNRs, Tree Preservation Orders, conservation areas etc.

- Environmental Impact Map, if required, should give an accurate representation of the scale and location of any activities proposed such as afforestation, deforestation, road / track building and quarrying for approval within the FP which fall within the scope of the Forestry EIA Regulation and, therefore, require determination on the need for an EIA.

Part D – Management Proposals

Silvicultural policy

State the silvicultural policy for the woodlands. This should accord with the objectives of management and outline the prescriptions to be employed for major operations such felling, thinning, restructuring, new planting, protection and maintenance and public access.

Protection and maintenance should include a description of the significance of rabbit, squirrel, deer or other herbivore activity and the measures to control them.

Felling and Restructuring

(refer to Forest Planning Design Guide)

Use 1:10,000 scale maps or a map with a scale that is suitable to illustrate the felling and restructuring proposals. These must clearly be derived from the descriptions, information and analysis set out in previous sections.

How to mark the map – felling

- Show the next 20 years' felling in 5-year blocks using colour coding as shown in Table 2.
- Do not use black hatching as an alternative to block colours as it can hide detail. Use fine boundary lines and clear labels instead. The result must be unambiguous and clear and should relate directly to your Felling/Thinning schedule.
- Show the type of felling for each coupe eg CF = Clearfelling, LISS = Low Impact Silvicultural System, T=Thinning.
- Show any areas of woodland removal. Woodland removal is defined as the permanent removal of woodland for the purposes of conversion to another type of land use. It does not include the removal of trees associated with the internal re-design of woodlands to meet the UK Forestry Standard. See <http://www.forestry.gov.uk/forestry/infd-7hyhwe>

The UK Forestry Standard recommends that adjoining crops should not be felled before restocked crops have reached an average of at least 2 metres in conifer crops.

Table 2 - Recommended Colours for Felling Phases

Felling phase	Colour
1	Red
2	Gold
3	Yellow
4	Light Green
5	Dark Green
6	Light Brown
7	Dark Brown
Long term retention	Blue
Low Impact Silviculture System	Lilac

How to mark the map – restructuring regeneration

On another map show the successor crop types proposed for the felling areas using colour coding as shown in Table 3.

Indicate the planting year (P Year) of stands adjacent to the restocking areas.

Table 3 – Recommended colours for Successor Crop Types

Crop Types	Abbreviation	Colour
Sitka Spruce	SS	Light blue
Other conifer	XC	Lilac/purple
Mixed broadleaves	MB	Dark Brown
Native mixed broadleaves	NMB	Light brown
Caledonian Scots Pine	SPC	Red
Natural regeneration	NR	Purple
Open space	OG	Grey

Areas to be thinned

Show all the areas to be thinned during the **first ten years** only.

Other Forest Operations

You should give a brief summary of work envisaged for the first five year phase.

Prepare summary schedules

Using the maps created, prepare schedules to summarise the felling, thinning and restructuring work in the **first ten years** of the Plan.

The schedule should be a simple table or a spreadsheet (preferably MS Excel) and it can include any information you feel will be useful to you. However, it should be presented by felling coupes within each felling period

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and should include at least the column headings shown in the example below because we will use these for your felling approvals.

For successor crops enter the **net** area for each species to the nearest 0.1 hectare eg: a subcompartment gross area is 5.0 hectares. The successor crop will be 50% mixed broadleaves and 50% open space. The area entered under mixed broadleaves column is 2.5 hectares. The 2.5 hectares of open space is entered under other land.

Table 4, shows an example for recording felling, thinning and Restructuring

FOR FOREST PLANS OVER 100 HECTARES THIS INFORMATION SHOULD BE SUPPLIED AS PART OF THE PRODUCTION FORECAST DATA (SEE PART E)

Table 4 – Summary Schedule of Felling, Thinning and Restructuring by Felling Period (complete for Forest Plans less than 100 hectares)

Felling Period	Area of thinning	Area of Felling (Net Area)	Restructuring Areas by successor crop types						
			Sitka Spruce	Other conifer	Mixed broadleaves	Native broadleaves	Caledonian Scots pine	Natural regeneration	Other land
2007 –2011									
Coupe 1	10	5				4			1.0
Coupe 2	0	10	4	4					2.0
Total for 2007-2011	10	15	4	4		4			3
2012-2016									
Coupe 1	5	12		5		5			2
Coupe 2	7	8			5		2		1.0
Coupe 3	0	5		4					1.0
Total for 2012-2106	12	25		9	5	5	2		4

Tolerances

Because of the longer period over which you have approval to carry out the work it is likely that you will need to make changes to the planned work. To reduce the need for amendments, we have set out working ‘tolerances’ - See Table 5. These working tolerances will set agreed limits, within which you will have some flexibility in how you carry out the work. They are an essential

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component of a Forest Plan as they will form part of the felling permission but they cannot in any way be interpreted or used to override the requirements of the UK Forestry Standard.

You must discuss the tolerances for your plan with Conservancy staff before your draft plan is finalised. We will agree what is appropriate for inclusion in your Forest Plan and you must prepare a table showing what has been agreed.

Part E – Production Forecast

We are interested in obtaining an improved forecast of timber production from private woodlands. Forest Plans are an ideal way of assisting in this process. For all Forest Plans of 100 hectares and above, basic crop data covering felling and thinning for the first ten years will be required to feed into the Private Sector production forecasting exercise. The format is linked to the Forestry Data Transfer Standard and is a simple MS Excel spreadsheet downloadable from our web at <http://www.forestry.gov.uk/forestry/infd-7egc3u#pf>

The completed Excell spreadsheet should be submitted electronically to your local Conservancy Office along with your Forest Plan. A production forecast based on this information will be provided to the applicant.

An updated production forecast will be required at the mid term review.

Summary

- Prepare an updated Concept Map. This should include any new information as a result of the Scoping Meeting.
- Prepare a landscape character analysis, if required
- Determine appropriate successor crops.
- Set out the main management prescriptions for the woodland and ensure the rationale for your management decisions is clear.
- For Plans less 100 hectares, provide a Summary Schedule of Felling, Thinning and Restructuring (see Table 4).
- For Plans of 100 hectares and above, provide basic crop data for production forecasting using the customised Excell spreadsheet from our web site.
- Discuss any issues with your Case Officer.
- Payment for the Forest Plan is made once the Plan is approved.

Table 5 Tolerance Table

	Adjustment to felling period*	Adjustment to felling coupe boundaries**	Timing of Restocking	Changes to species	Changes to road lines	Designed open space ***
FC Approval normally not required	Fell date can be moved within 5 year period. Where separation or other constraints are met	1.0 ha or 10% of coupe area – whichever is less	Up to 2 planting seasons after felling	Change within species group eg evergreen conifers or broadleaves		Location of temporary open space eg deer glades if still within overall Open Space design Increase by 0.5 ha or 5% of area - whichever is less
Approval by exchange of letters and map		1.0 ha to 5 ha or 10% of coupe area – whichever is less			Additional felling of trees not agreed in plan Departures of > 60m in either direction from centre line of road	Increase of 0.5 ha to 2 ha or 10% - whichever is less Any reduction in open space
Approval by formal plan amendment may be required	<ul style="list-style-type: none"> Felling delayed into second or later 5 year period Advance felling into current or 2nd 5 year period 	> 5 ha or 10% of coupe area	Over 2 planting seasons after felling	Change from specified native species Change between species group	As above, depending on sensitivity	More than 2 ha or 10% Any reduction in open space in sensitive areas Colonisation of open areas agreed as critical

Note

*Felling sequence must not compromise UKFS eg. adjacency. At mid term review detail of felling progress and impact will be reviewed against UKFS

** Where windblow occurs, FCS should be informed of extent prior to clearance and consulted on clearance of any standing trees

*** Tolerances subject to an overriding maximum of 20% open ground

**Section 4
Forest Plan Mid
Term Review**

We will formally review your progress against the Forest Plan in year 5 of the contract. We will ask for a record of your progress and a site meeting will be arranged. We also visit at other times to see how the Plan is progressing.

Detail of felling progress and impact will be reviewed against UKFS requirements. Access to Restructuring WIG or Restructuring Felling FEP for remainder of the Forest Plan period will depend on achieving adjacency requirements.

You must let us know immediately if circumstances arise that will affect the implementation of the Plan.

Appendix 4 shows a Decision Tree for the Mid Term Review.

Appendix 1

Indicative Forestry Strategies (IFS) and Local Forestry Frameworks (LFF)

Area	Relevant Indicative Forestry Strategies (IFS) & Local Forestry Frameworks (LFF)
Aberdeen City	Forest & Woodland Strategy for Aberdeenshire & Aberdeen City (IFS) http://www.aberdeenshire.gov.uk/natural/trees/forest_strategy05.pdf
Aberdeenshire	Forest & Woodland Strategy for Aberdeenshire & Aberdeen City (IFS) http://www.aberdeenshire.gov.uk/natural/trees/forest_strategy05.pdf The Forests of the Cairngorms – Forest & Woodland Framework (IFS) http://www.cairngorms.co.uk/resource/docs/publications/08042008/CNPA.Paper.613.Forests%20of%20the%20Cairngorms.pdf
Angus	The Forests of the Cairngorms – Forest & Woodland Framework (IFS) http://www.cairngorms.co.uk/resource/docs/publications/08042008/CNPA.Paper.613.Forests%20of%20the%20Cairngorms.pdf Tayside Indicative Forestry Strategy 1993 (IFS) N.B. Angus are currently in the process of preparing an IFS
Argyll & Bute	Indicative Forestry Strategy in Strathclyde Structure Plan 1995 http://www.argyll-bute.gov.uk/content/planning/developmentpolicy/structureplan (see page 33) N.B. A&B are currently in the process of preparing an IFS Loch Lomond & the Trossachs National Park Local Woodland & Forestry Framework (LFF) http://www.lochlomond-trossachs.org/upload/news/forestry_summary.pdf
Cairngorms National Park	The Forests of the Cairngorms – Forest & Woodland Framework (IFS) http://www.cairngorms.co.uk/resource/docs/publications/08042008/CNPA.Paper.613.Forests%20of%20the%20Cairngorms.pdf
Clackmannanshire	Clackmannanshire & Stirling Indicative Forestry Strategy (IFS) http://www.stirling.gov.uk/2nd_alteration_text-3.pdf
Dumfries & Galloway	Dumfries & Galloway Structure Plan – Forestry Strategy Diagram (IFS) http://www.dumgal.gov.uk/dumgal/documents.aspx?id=830 (see also pages 41-42 of the Structure Plan) Galloway Local Forestry Framework (LFF)

	Langholm/Lockerbie Local Forestry Framework (LFF)
Dundee, City of	Tayside Indicative Forestry Strategy 1993 (IFS) Dundee Urban Forestry Strategy Dundee Trees and Woods in Greenspace Action Plan http://www.dundeetwig.com/twigactplan.pdf
East Ayrshire	Ayrshire & Arran Woodland Strategy (IFS) http://www.ayrshire-jsu.gov.uk/download/aaws.pdf
East Dunbartonshire	Glasgow & Clyde Valley Forestry and Woodland Framework (IFS) www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf Central Scotland Local Forestry Framework (LFF) http://www.csft.org.uk/documents/645/645.pdf
East Lothian	None (although Edinburgh & Lothians Forest Habitat Network may be relevant - http://www.forestresearch.gov.uk/pdf/FHN_for_Edinburgh_and_Lothians.pdf/\$FILE/FHN_for_Edinburgh_and_Lothians.pdf)
East Renfrewshire	Glasgow & Clyde Valley Forestry and Woodland Framework (IFS) www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf
Edinburgh, City of	Central Scotland Local Forestry Framework (LFF) http://www.csft.org.uk/documents/645/645.pdf
Eilean Siar/Western Isles	None (although Western Isles Woodland Strategy may be relevant - http://www.cne-siar.gov.uk/woodlands/index.htm)
Falkirk	Falkirk Indicative Forestry Strategy (IFS) (see para 5.5, page 43 and Map 2, page 60 within Falkirk Structure Plan) http://www.falkirk.gov.uk/services/development/planning_and_environment/structure_plan/PDFs/structure_plan.pdf Central Scotland Local Forestry Framework (LFF) http://www.csft.org.uk/documents/645/645.pdf Falkirk Urban Woodland Strategy (consultative draft) http://www.falkirk.gov.uk/services/development/planning_and_environment/planning_initiatives/PDFs/falkirk_urban_woodland_strategying.pdf
Fife	Fife Indicative Forestry Strategy (IFS) (contained in Report of Survey to Fife Structure Plan 2006-2026) http://www.fifedirect.org.uk/publications/index.cfm?fuseaction=publication.pop&pubid=BCFBE682-E7FE-C7EA-0CA845E18CC6275E (see Appendix 1, page 140, and para 4.12, Policy Env 5 in Structure Plan)
Glasgow, City of	Glasgow & Clyde Valley Forestry and Woodland Framework (IFS) www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf
Highland	Highland Forest & Woodland Strategy (IFS)

	http://www.highland.gov.uk/yourenvironment/agriculturefisheriesandforestry/treesandforestry/highland-forest-and-woodland-strategy.htm The Forests of the Cairngorms – Forest & Woodland Framework (IFS) http://www.cairngorms.co.uk/resource/docs/publications/08042008/CNPA.Paper.613.Forests%20of%20the%20Cairngorms.pdf
Inverclyde	Glasgow & Clyde Valley Forestry and Woodland Framework (IFS) www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf
Loch Lomond & the Trossachs National Park	Loch Lomond & the Trossachs National Park Local Woodland & Forestry Framework (LFF) http://www.lochlomond-trossachs.org/upload/news/forestry_summary.pdf N.B. LL&T are currently in the process of reviewing their LFF with a view to preparing an IFS
Midlothian	None (although Edinburgh & Lothians Forest Habitat Network may be relevant - http://www.forestresearch.gov.uk/pdf/FHN_for_Edinburgh_and_Lothians.pdf)
Moray	Moray Forestry Strategy (IFS) http://www.moray.gov.uk/downloads/file1782.pdf The Forests of the Cairngorms – Forest & Woodland Framework (IFS) http://www.cairngorms.co.uk/resource/docs/publications/08042008/CNPA.Paper.613.Forests%20of%20the%20Cairngorms.pdf
North Ayrshire	Ayrshire & Arran Woodland Strategy (IFS) http://www.ayrshire-jsu.gov.uk/download/aaws.pdf
North Lanarkshire	Glasgow & Clyde Valley Forestry and Woodland Framework (IFS) www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf Central Scotland Local Forestry Framework (LFF) http://www.csft.org.uk/documents/645/645.pdf
Orkney Islands	None (although Orkney Woodland Group Plan 2007-2010 may be relevant - http://www.orkney.gov.uk/media/v3/service/Planning%20and%20the%20environment/conservation/OWGplan20072010.pdf)
Perth & Kinross	Tayside Indicative Forestry Strategy 1993 (IFS) N.B. P&K are currently in the process of preparing an IFS Loch Lomond & the Trossachs National Park Local Woodland & Forestry Framework (LFF) http://www.lochlomond-trossachs.org/upload/news/forestry_summary.pdf
Renfrewshire	Glasgow & Clyde Valley Forestry and Woodland

	<p>Framework (IFS)</p> <p>www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf</p>
Scottish Borders	<p>Scottish Border Woodland Strategy (IFS)</p> <p>http://www.scotborders.gov.uk/life/planningandbuilding/plansandresearch/5660.html</p>
Shetland Islands	<p>None (although Shetland Woodland Strategy may be relevant -</p> <p>http://www.shetland-heritage.co.uk/amenitytrust/woodlands/woodlands.html)</p>
South Ayrshire	<p>Ayrshire & Arran Woodland Strategy (IFS)</p> <p>http://www.ayrshire-jsu.gov.uk/download/aaws.pdf</p>
South Lanarkshire	<p>Glasgow & Clyde Valley Forestry and Woodland Framework (IFS)</p> <p>www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf</p> <p>Central Scotland Local Forestry Framework (LFF)</p> <p>http://www.csft.org.uk/documents/645/645.pdf</p>
Stirling	<p>Clackmannanshire & Stirling Indicative Forestry Strategy (IFS)</p> <p>http://www.stirling.gov.uk/2nd_alteration_text-3.pdf</p> <p>Loch Lomond & the Trossachs National Park Local Woodland & Forestry Framework (LFF)</p> <p>http://www.lochlomond-trossachs.org/upload/news/forestry_summary.pdf</p>
West Dunbartonshire	<p>Glasgow & Clyde Valley Forestry and Woodland Framework (IFS)</p> <p>www.gvcvcore.gov.uk/downloads/GCVForestryandWoodlandFramework_24MB.pdf</p> <p>Loch Lomond & the Trossachs National Park Local Woodland & Forestry Framework (LFF)</p> <p>http://www.lochlomond-trossachs.org/upload/news/forestry_summary.pdf</p>
West Lothian	<p>Central Scotland Local Forestry Framework (LFF)</p> <p>http://www.csft.org.uk/documents/645/645.pdf</p> <p>(see also West Lothian Forest Habitat Network -</p> <p>http://www.westlothian.gov.uk/wlcv2/onlineservices/planning/policyandplans/environment/biodiversity/foresthabitatnetworks & Edinburgh & Lothians Forest Habitat Network -</p> <p>http://www.forestresearch.gov.uk/pdf/FHN_for_Edinburgh_and_Lothians.pdf)</p>

Appendix 2 - Guidance on the use of Scottish Natural Heritage Landscape Character Assessments in the preparation of a Forest Plan

What is landscape character?

Landscape character is defined as a distinct and recognisable pattern of elements that occur consistently in a particular type of landscape. Particular combinations of geology, landform, soils, vegetation, land use, field patterns and human settlement create character. Character makes each part of the landscape distinct, and gives each its particular sense of place.

Why should I consider using the SNH suite of landscape character assessments?
The UK Forestry Standard and Scottish Forestry Strategy 2006 make particular mention of the role of character in helping to guide decisions about the location and design of forests and woodlands.

The Scottish Natural Heritage (SNH) suite of landscape character assessments (LCA) are an established and recognised tool that can help forest and woodland managers achieve their general obligation to ensure that their proposals:

'Recognise local landscape characteristics and geodiversity, safeguard sensitive landscapes, and harness the potential of forestry to bring landscape improvements through high standards of forest design and operational planning.' (The Scottish Forestry Strategy 2006)

What is the SNH suite of landscape character assessments?

The SNH suite of landscape character assessments (LCA) classifies and describes the character of all of Scotland's landscapes. This national programme was initiated in 1994 and culminated with the publication of 29 separate regional studies. Each LCA was usually carried out in partnership with local authorities and other organisations, including Forestry Commission Scotland.

Besides collectively describing some 366 landscape character types throughout Scotland, for each landscape character type the suite of LCA also usually identify potential 'forces for change' on the landscape, and associated summary guidance on managing such change. This usually includes the 'force for change' and associated guidance issues that should be considered when assessing the potential effects from the restructuring and/or expansion of forest and woodland cover.

How can I obtain a copy of the relevant LCA to my Forest Plan area?

Copies of the suite of LCAs can be downloaded free from the SNH website
<http://www.snh.org.uk/pubs/results.asp?p=1&rpp=10&q=landscape%20character%20assessment>

How can LCA contribute towards the development of my Forest Plan?

The main value of an LCA is to help in the process of managing change in a particular place.

A Forest Plan describes the process of change for a forest in the context of the surrounding landscape. Used with other forest management planning and landscape considerations, such land-use change can be developed to achieve an appropriate

relationship and 'fit' with their surroundings, and contribute to landscape enhancement, and in some cases by creation of a new character.

How should I use LCA?

The majority of LCA studies are regional documents, carried out at 1:50,000 scale. The result is generally landscape character areas mapped and described as discrete geographical areas that convey a unique sense of place. To locate the landscape character area or areas relevant to your Forest Plan you should:

Review the relevant LCA for your Forest Plan area, all of which can be found following this link:

<http://www.snh.org.uk/pubs/results.asp?p=2&rpp=10&q=landscape%20character>

Read the general sections of the report that apply to the entire LCA area; these will provide you with essential background and contextual information for your landscape. Locate the landscape character type(s) relevant to your Forest Plan area and landscape environs using the map that describes the location and boundary of each in the LCA area.

Review and consider the landscape character type landscape description, forces for change and associated guidance; there are usually relevant sections on forest and woodlands.

Incorporate this information in your forest design planning process for your Forest Plan, specifically when developing the landscape character analysis for your Forest Plan (refer FC Forestry Practice Guide 'Forest Design Planning – A Guide to Good Practice' by following this link: [http://www.forestry.gov.uk/PDF/fdp.pdf/\\$FILE/fdp.pdf](http://www.forestry.gov.uk/PDF/fdp.pdf/$FILE/fdp.pdf)

Do the suite of LCA have limitations I should be aware of?

Although the SNH LCA programme is regarded as visionary and innovative, with a consistent strength in describing Scotland's diverse landscape, it is also acknowledged to have some shortcomings and weaknesses. Generally, there are variations between different LCAs, inconsistent and unreliable identification of 'forces for change', and some of the guidelines for forests and woodlands may appear simplistic and naive when compared to contemporary practice.

Appendix 3 Historic land-use assessment

Guidance on the use of the Historic Scotland / RCAHMS historic land-use assessments in the preparation of a Forest Plan

What is historic land-use assessment?

Historic Land-use Assessment (HLA) is a tool for exploring the historic or 'time-depth' dimension of the landscape.

What is the HS/RCAHMS HLA tool?

HLA is an ongoing project, jointly sponsored by Historic Scotland (HS) and the Royal Commission on the Ancient and Historical Monuments of Scotland (RCAHMS).

The HLA project is creating a digital map of the historic landscape of Scotland. This information can be accessed through HLAMAP, a web-based presentation of this data that allows the user to view the project information by Historic Land-use Type, Period or Category as well as by Relict Period, and to print out a report of any selected area. To date around 60% of Scotland has been analysed.

Why should I consider using the HS/RCAHMS HLA?

The UK Forestry Standard recognises that sustainable forest management includes taking due account of cultural, historic and designed landscapes, and the protection of heritage features. The Scottish Forestry Strategy 2006 contains the priority action for forest managers to:

'Identify and safeguard significant evidence of the historic environment, including historic landscapes (see Historic Land-use Assessment data), through the forest design planning process and by the sensitive management of forest operations.'

How can I access the HS/RCAHMS historic land-use assessments?

HLA can only be accessed through the RCAHMS HLAMAP web-site by following this link: <http://jura.rcahms.gov.uk/HLA/start.jsp>

How can HLA contribute towards the development of my Forest Plan?

HLA focuses on the effect of human activity on the landscape. It can contribute towards an appreciation of how the landscape has developed over time, and provide an enhanced understanding of the present day landscape.

Thus informed, HLA can be used in conjunction with landscape character assessment (LCA) to develop forest management proposals that are not only sensitive to known monument features, but also foster a positive relationship with established land-use patterns.

How should I use HLA?

To locate the HLA relevant to your Forest Plan you should:

Access the RCAHMS HLAMAP web-site by following the above link and follow the 'PROCEED TO HLAMAP' link

Review the HLA map of Scotland. Areas shown in grey are those that have been assessed and the data uploaded to the site; areas in green are those yet to be surveyed or data uploaded.

Familiarise yourself with the information on the lower line of the page, especially DISCLAIMER and GLOSSARY, both of which have useful background information to the project and data options

Review your Forest Plan area in the context of its landscape catchment through all the six options (note that you can change the map page size by scrolling down to the end of the key, and DOWNLOAD MAP and print out for your records)

Incorporate this information in your forest design planning process for your Forest Plan, specifically when developing the landscape character analysis for your Forest Plan (refer FC Forestry Practice Guide 'Forest Design Planning – A Guide to Good Practice' by following this link: [http://www.forestry.gov.uk/PDF/fdp.pdf/\\$FILE/fdp.pdf](http://www.forestry.gov.uk/PDF/fdp.pdf/$FILE/fdp.pdf))

Do the HLA have limitations I should be aware of?

HLA is an ongoing project, not due for completion until 2011. The HLA Steering Group that oversees the project is currently considering potential end-users requirements, specifically how HLA can be best applied and what associated guidance is needed.

Appendix 4: Forest Plan Mid Term Review - Proposed Decision Tree

