# 

**Forest Expansion Scheme**

**Woodland Creation Plan**



1. Property Details

|  |  |  |  |
| --- | --- | --- | --- |
| Property Name |  | | |
| Nearest Town / Village |  | Townland |  |

Applicant(s) Details

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title |  | Forename |  | | | | Surname | |  | | | |
| Dard Business ID | |  | | | | Owner or Tenant | | |  | | | |
| Business Name | |  | | | | | | | | | | |
| Business Members | | 1.  2. | | | | 3.  4. | | | | | | |
| Contact Tel No | |  | | | | Mobile Number | | |  | | | |
| Address | |  | | | | | | | | | | |
| Postcode | |  | | Email |  | | | | | | | |
| VAT registration number or complete section 9. | | | | | | | |  | | | | |
| How would you like us to contact you? | | | | | | | | Email | |  | Post |  |

Agent Details (if you have an Agent)

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title |  | Forename |  | | | | Surname | |  | | |
| Organisation | |  | | | | | | | | | |
| Contact Tel No | |  | | | Mobile Tel No | | |  | | | |
| Address | |  | | | | | | | | | |
| Postcode | |  | | Email | |  | | | | | |
| Would you like us to copy correspondence to your agent? | | | | | | | | | | Yes / No |  |

Grant Application Summary

|  |  |
| --- | --- |
| **Scheme** | **Funding Bid** |
| Forest Expansion Scheme- Establishment Grant |  |
| Forest Expansion Scheme- Annual Premia |  |

Woodland Creation Plan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 10 Year Plan | Start date | **2016/17** | End date | **2026/27** |
| Plan Area (hectares)\* |  | | | |

|  |
| --- |
| \*May be larger than establishment area if it includes existing woodland |

**User Support:** The functionality in this version is compatible with Word 2003.This document is not protected and as such rows can be added & deleted from tables where needed. Blue underlined script within this document denotes a web link.

1. Forest Expansion Scheme-

Annual Premia by field number

|  |  |  |  |
| --- | --- | --- | --- |
| Field Number | Maximum Eligible Area\* | Part or entire field- (specify) | Current land use  (Arable / Pasture) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

\* Defined by DAERA Land Parcel Identification System

3. Woodland Survey

This section is about collecting information relating to your woodland and its location, including any statutory constraints e.g. designations.

3.1 Description

|  |
| --- |
| Brief description of the site (Refer to elevation, vegetation, exposure & slope) |
|  |
| Soil type(s)- including peat depth, if appropriate. |

3.2 Information

Use this section to identify features or sensitivities that are present within your site or close to your proposed woodland. Where appropriate, you should identify the features below on an accompanying map.

|  |  |  |
| --- | --- | --- |
| **Feature** | **Within Site** | **Adjacent to Site** |
| [Areas of Special Scientific Interest](http://maps.ehsni.gov.uk/naturalheritage/) | Yes/No | Yes/No |
| [Special Areas of Conservation](http://maps.ehsni.gov.uk/naturalheritage/) | Yes/No | Yes/No |
| Tree Preservation Order | Yes/No | Yes/No |
| [Special Protection Areas](http://maps.ehsni.gov.uk/naturalheritage/) | Yes/No | Yes/No |
| [Ramsar Sites](http://maps.ehsni.gov.uk/naturalheritage/) | Yes/No | Yes/No |
| [National Nature Reserve](http://maps.ehsni.gov.uk/naturalheritage/) | Yes/No | Yes/No |
| Local Nature Reserve | Yes/No | Yes/No |
| Site of Local Nature Conservation Importance | Yes/No | Yes/No |
| Other (please Specify): | Yes/No | Yes/No |
| **Notes** |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Feature** | | **Within Site** | | **Comments** |
| **Biodiversity -** [European Protected Species](http://www.forestry.gov.uk/eps) | | | |  |
| Bat | Species (if known) | Yes/No | |  |
| Otter | | Yes/No | |  |
| **Biodiversity –**Priority Species | | **Within Site** | |  |
| [Birds](http://www.habitas.org.uk/priority/splist.asp?Type=Birds) (e.g. heronry, raptor nests, breeding waders) | | Yes/No | |  |
| [Mammals](http://www.habitas.org.uk/priority/splist.asp?Type=Mammals%20) incl breeding areas (badger sett, red squirrel drey) | | Yes/No | |  |
| [Butterflies](http://www.habitas.org.uk/priority/splist.asp?Type=Butterflies) e.g. marsh fritillary | | Yes/No | |  |
| Other (please Specify): | | Yes/No | |  |
| [Freshwater Pearl Mussel](http://jncc.defra.gov.uk/protectedsites/sacselection/species.asp?FeatureIntCode=S1029) | | Within Catchment  Yes/No | |  |
|  | |  | |  |
| [**Historic Environment**](http://maps.ehsni.gov.uk/MapViewer/Default.aspx) | | **Within 20m of Site** | |  |
| Scheduled Monuments | | Yes/No | |  |
| Unscheduled Monuments | | Yes/No | |  |
| Register of Parks, Gardens & Demesnes | | Yes/No | |  |
| Ancient or Veteran Trees | | Yes/No | |  |
| Listed Buildings | | Yes/No | |  |
| Other (please Specify): e.g. derelict building, ruin | | Yes/No | |  |
|  | |  | |  |
| [**Landscape**](http://www.forestry.gov.uk/pdf/FCGL004.pdf/$FILE/FCGL004.pdf) | | | | |
| [Landscape Character Areas](https://www.doeni.gov.uk/topics/land-and-landscapes/landscape-character-areas) (please Specify): | | |  | |
| UNESCO Park (Giants Causeway, Marble Arch Caves Global Geopark) | | Yes/No | |  |
| [Areas of Outstanding Natural Beauty](https://www.doeni.gov.uk/topics/land-and-landscapes/areas-outstanding-natural-beauty) | | Yes/No | |  |
| Features (please Specify): | | Yes/No | |  |
|  | |  | |  |
| [**People**](http://www.forestry.gov.uk/pdf/FCGL005.pdf/$FILE/FCGL005.pdf) | | **Within Site** | |  |
| Public Rights of Way (any) | | Yes/No | |  |
| Other Access Provision | | Yes/No | |  |
| Visitor Information | | Yes/No | |  |
| Public Recreation Facilities | | Yes/No | |  |
| Anti-social Behaviour | | Yes/No | |  |
| Other (please specify): | | Yes/No | |  |
| Neighbours | | **Close to site**  Yes/No | |  |
| [**Water**](http://www.forestry.gov.uk/pdf/FCGL007.pdf/$FILE/FCGL007.pdf) | | **Within 20m of Site** | |  |
| Watercourses | | Yes/No | |  |
| Lakes | | Yes/No | |  |
| Ponds | | Yes/No | |  |
| Other (please specify) | | Yes/No | |  |
|  | |  | |  |
| **Utilities** | | **Within 20m of Site** | |  |
| Powerlines | | Yes/No | |  |
| Pipeline – sewage, gas, water | | Yes/No | |  |
| Other (please specify): e.g well, septic tank, borehole | | Yes/No | |  |

3.3 Habitat Types

This section is to consider the habitat types within or adjacent to your site that might impact/inform your management decisions. Woodlands should be designed to achieve a diverse structure of habitat, species and ages of trees, appropriate to the scale and context of the woodland.

|  |  |  |
| --- | --- | --- |
| **Feature** | **Adjacent to site** | **Comments** |
| [Ancient/ Long-established woodland sites](http://www.backonthemap.org.uk/woodland/interactive+map) | | |
| Ancient Semi-Natural Woodland | Yes/No |  |
| Planted Ancient Woodland Site (PAWS) | Yes/No |  |
| Semi-natural features in PAWS | Yes/No |  |
| Long-established woodland site | Yes/No |  |
| **Native Woodland** | | |
| Mixed ash woods\* | Yes/No |  |
| Oakwood\* | Yes/No |  |
| Wet woodland\* | Yes/No |  |
| Wood-pasture and parkland\* | Yes/No |  |
| **Open Habitat (not wooded)** | **Within site** |  |
| Bog – blanket/raised\* | Yes/No |  |
| Heathland\* | Yes/No |  |
| Lowland calcareous grassland\* | Yes/No |  |
| Lowland dry acid grassland\* | Yes/No |  |
| Lowland meadows\* | Yes/No |  |
| Rush pasture\* | Yes/No |  |
| Wetland habitats- fen, reedbed\* | Yes/No |  |
| Other unimproved grassland | Yes/No |  |
| **Other Habitat** : e.g hedgerow, single mature trees, veteran trees | Yes/No |  |

\*Please refer to

* [Native Woodland-Definitions & Guidance: NI Native Woodland Group 2008](https://www.dardni.gov.uk/publications/native-woodlands-definitions-and-guidance)
* [Descriptions of priority habitats](http://jncc.defra.gov.uk/PDF/UKBAP_PriorityHabitatDesc-Rev2011.pdf)

4. Woodland Protection

Woodlands face a range of risks; this section allows you to consider the potential risks that could affect your woodland(s). You must use the Risk Assessment process below to consider these risks and whether there is a need to take action to protect your woodland.

4.1 Risk Matrix

The matrix below provides a system for scoring risk. The matrix also indicates the advised level of action to take to help manage the threat.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Impact** | High | Plan for Action | Action | Action |
| Medium | Monitor | Plan for Action | Action |
| Low | Monitor | Monitor | Plan for Action |
|  |  | Low | Medium | High |
|  |  | **Likelihood of Presence** | | |

4.2 [UK Plant Health](http://www.forestry.gov.uk/forestry/infd-6abl5v) / [Northern Ireland Plant Health](https://www.dardni.gov.uk/topics/plant-and-tree-health)

|  |  |
| --- | --- |
| Risk 1 (e.g. *P. ramorum*, Red band needle blight etc) |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

|  |  |
| --- | --- |
| Risk 2 |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

|  |  |
| --- | --- |
| Risk 3 |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.3 [Deer](http://www.bds.org.uk/index.php/about-the-society/local-branches/northern-ireland)

|  |  |
| --- | --- |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.4 [Grey Squirrels](https://www.doeni.gov.uk/topics/bio-diversity/northern-ireland-squirrel-forum)

|  |  |
| --- | --- |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.5 Livestock and Other Mammals

|  |  |
| --- | --- |
| Risk 1 (e.g. Livestock, Horse, Hare, Rabbit etc) |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

|  |  |
| --- | --- |
| Risk 2 |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.6 Water & Soil

|  |  |
| --- | --- |
| Risk 1 (e.g. Soil Erosion, Pollution, Acidification of Water etc) |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

|  |  |
| --- | --- |
| Risk 2 |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.7 Environmental

|  |  |
| --- | --- |
| Risk 1 (e.g. Pollution, Fire, Flooding, Wind, Invasive Species, Anti-social Behaviour etc) |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

4.8 Climate Change Resilience

|  |  |
| --- | --- |
| Risk 1 (e.g. Uniform Structure, Lack of species or provenance diversity etc) |  |
| Likelihood of presence (high/medium/low) |  |
| Impact (high/medium/low) |  |
| Response (inc protection measures) |  |

5.Plan of Operations

|  |
| --- |
| ***Briefly state how your planting proposals will take into account the sensitivities (e.g watercourses) and risks (e.g browsing mammals, grey squirrels) that you identified in sections 3 & 4.*** |

5.1 Planting Plan

Please provide details of your planned operations by completing the table below. A unique number (i.e. Block Number) must be assigned to all sites which do not have a contiguous boundary and the site boundaries must be clearly shown on your accompanying map. You must complete a planting plan for each block.

|  |  |  |
| --- | --- | --- |
| **Block Number (*Corresponding to area shown on map)*** | |  |
| **Operation** | **Work details** | |
| Site Preparation including drainage relating to soil and topography |  | |
| Fencing, Gates and Signage |  | |
| Tree Guards |  | |
| Method of planting & Planting design (location of species groups and open ground) |  | |
| Forest Protection (e.g. deer or hares) |  | |
| Maintenance to year 5 (e.g. control of competing vegetation, insect pests, formative shaping) |  | |
| Intended maintenance for 5 – 10 year period |  | |
| Tree Numbers | Please complete the calculator below.  Double click to begin, you should fill in the boxes highlighted in blue by either typing a value into the box or selecting an option from a drop down list provided. Remove unused Species rows when finished for the calculator to complete. | |



6. Stakeholder Engagement

The UK Forestry Standard includes a requirement that landowners considering planting woodland involve people in the development of forestry proposals who have a recognisable interest in the proposal or its outcomes. Use this section to identify people (e.g. neighbours) or organisations (e.g. Government departments, public utility companies) with an interest in your proposed new woodland and also to record any engagement that you have undertaken, relative to activities identified within the plan.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Work Proposal** | **Individual/ Organisation** | **Date Contacted** | **Response** | **Proposed Action** |
| e.g Neighbours | Consulted 3 neighbours along north boundary | 12/08/16 | Concerns raised with proximity of tree planting | Content with final planting design which includes open space by boundary |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

7. Mapping

Your map(s) must be of a scale not less than 1:10,000 with a scale and legend. It must clearly show the boundaries of your proposed woodland, block boundaries (if relevant), planting layout including open space, design and landscape features, access and hazards (e.g powerlines, steep and uneven ground) and constraints (e.g. neighbours, county roads, telephone lines, watercourses and archaeological features).

This is most clearly shown with 3 separate maps:

1. Boundary of the project also detailing new fence works, fence repairs and access into and around the site.
2. A map showing any hazards and sensitivities or constraints.
3. A planting design map showing how you have taken into account of features that you have identified.

**Assistance from Forest Service**

On receipt of a proposal map showing the project boundary and including LPIS field numbers (farm map) Forest Service will provide:

* A map showing the project boundary as described
  + Aerial photograph backdrop
  + LPIS field boundaries
  + Ordnance Survey features
  + A second map without the aerial photograph backdrop
* A proforma map showing environmental features and constraints that we are aware of and can make available using our Geographic Information System[[1]](#footnote-1) (GIS). Including these features:
  + Statutory designations e.g Area of Special Scientific Interest (ASSI)
  + Sites of Local Nature Conservation Importance (SLNCI)
  + Peat >50cm deep
  + Historic environmental features e.g monuments
  + Powerlines
  + Pearl mussel catchments
  + Landscape Character Area
  + AONB
  + RAMSAR
  + NNRS
  + Ancient/ Long established woodland
  + Fens
  + Register of Parks, Gardens & Demesnes

8. Forest Expansion Scheme – Scoring Criteria

Support payments are determined using a competitive bidding mechanism (referred to as a challenge fund mechanism) whereby applicants are assessed by judging which proposals contribute most to delivering the aims of the Forest Expansion Scheme at minimum cost i.e. those projects offering best value for money in the current bidding round will be prioritised and selected for funding . The scheme criteria are listed below:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Provision of public access close to where people live for the period of payment of the agreement.**   Maximum Score Available is 10   |  |  |  | | --- | --- | --- | | **Score** | **Scoring Requirement** | **Notes** | | 0 | No access provided |  | | 3 | Access is provided by invitation\* from the woodland owner | \*Invitation includes, but is not limited to; neighbours, voluntary / community groups and where access to the woodland is included as part of an entrance fee. | | 7 | Public access is provided and signposted from the public highway Projects providing public access (scoring 6 above) will be given additional points based on the number of people who live close to the woodland. Projects will be ranked and allocated a score based on quartiles. | See signage requirements below. The ranking will be determined by the number of people recorded in the NI Statistics & Research Agency *Small Area Population* estimate figures for *Small areas* that are within 500m of the site entrance. | | 8 | | 9 | | 10 |   Signage Specification & Content  Sizes can vary, A3 is a minimum and generally A2 size is the maximum size that is required. Specification may vary between projects. However, regardless of how a sign is manufactured it should be: robust, weatherproof, legible and located in a suitable place(s) on the site. Note that probably more than one sign will be needed throughout payment period in order to allow for the development of the wood and take into account the natural life span of signage materials.  The sign must include logos for (i) Department of Agriculture, Environment and Rural Affairs and (ii) Rural Development Programme. These are available from Forest Service. You may wish to include other logos or information on the sign. |
| **2. Carbon Capture (Sequestration)**  Maximum Score Available is 8  *Forest Service will calculate a carbon sequestration value per hectare for your woodland using the information you submit in your application. The calculation will be completed following the principles described in the Forestry Commissions Woodland Carbon Code.*   |  |  | | --- | --- | | **Score** | **Measure** | | 2 | Forest Service will calculate on a per hectare basis using and rank projects. Points will be allocated based on quartiles. | | 4 | | 6 | | 8 | |
| **3. Resilience**  Maximum Score Available is 6  *Projects that demonstrate good design maximising opportunities to increase resilience through further species diversification and by reducing woodland fragmentation. To meet minimum Scheme standard consult the Forestry Grant Schemes Information Booklet “Species diversity requirements”.*   |  |  | | --- | --- | | **Score** | **Measure** | | 2 | Meet minimum scheme standard –  3 tree species with each species component comprising 10% or more of the area (excluding open space). | | 4 | 5 tree species with each species comprising 10% or more of the area (excluding open space). | | 6 | 5 tree species with each species comprising 10% or more of the area (excluding open space) and  Your application demonstrates that your proposal extends existing woodland over 0.5 hectares in size and/or connects existing woodlands. For example extending woodland featured on [www.backonthemap.org.uk](http://www.backonthemap.org.uk) or Ordnance Survey map | |
| **4. Scale**  Maximum Score Available is 4  *Larger well designed projects will be given preference. All bids that pass essential criteria will be ranked by application area and allocated a score based on quartiles.*   |  |  | | --- | --- | | **Score** | **Method** | | 1 | Forest Service will rank projects by new woodland area and points will be allocated based on quartiles. | | 2 | | 3 | | 4 | |

Please use the space below to describe your project against the scoring criteria.

|  |
| --- |
| **1. Provision of public access close to where people live** |
| 1. **Carbon Capture (Sequestration)**   Forest Service will calculate this. |
| 1. **Resilience** |
| 1. **Scale**   Forest Service will calculate this. |

9. VAT Declaration

Grant claimed under the Forest Expansion Scheme must normally be based on expenditure net of VAT. If however, you or your company are **not** registered for VAT, you may claim grant on gross expenditure. Completion by you of the declaration below (that you or your company are **not** VAT registered) will allow us to pay grant on your gross expenditure on this project.

I, the applicant declare that, I (or my company), as the applicant for a grant on this project, declare that I am **not** registered for VAT (Value Added Tax) because:

(a) I am / we are / the company is not eligible to register; or

(b) I / we have decided NOT to apply for voluntary registration.

Further, I / we hereby declare that I am / we are / **not** registered, nor have any application outstanding for the purposes of VAT and that I / we have not claimed and will not claim deduction or repayment as input tax for any amounts of VAT included in the price paid or expected to pay for goods, services or other expenditure related to this project.

I understand that when examining the above-mentioned claim, DAERA may have to ask HMRC about my VAT registration status, and I have no objection to any such enquiry.

|  |  |
| --- | --- |
| **Business Name** |  |
| **Name** |  |
| **Position** |  |
| **Signed** |  |
| **Date** |  |

10. Declaration

I/we declare that I/we have read and understood the Forestry Grant Schemes Information Booklets which describe the rules and procedures for the Forestry Grant Schemes.

I/we also declare that the information contained in this application form is correct and complete to the best of my/our knowledge and belief and that there are no legal and/or other restrictions which would prevent the specified work from being carried out.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Applicant Name** |  | **Signed** |  | **Date** |  |
|  | | | | | |
| **Applicant Name** |  | **Signed** |  | **Date** |  |
|  | | | | | |
| **Applicant Name** |  | **Signed** |  | **Date** |  |
|  | | | | | |
| **Applicant Name** |  | **Signed** |  | **Date** |  |

11. Data Protection and Freedom of Information

The Department takes data protection and freedom of information issues seriously. It takes care to ensure that any personal information supplied to it is dealt with in a way which complies with the requirements of the Data Protection Act 1998. This means that any personal information you supply will be processed principally for the purpose for which it has been provided. However, the Department may also use it for other legitimate purposes in line with the Data Protection Act 1998 and Freedom of Information legislation. These include:

* Administration of the Common Agricultural Policy and other aid schemes;
* The production and safety of food;
* Management of land and other environmental controls;
* Animal health and welfare;
* Occupational health and welfare;
* Compilation of statistics;
* Disclosure to other organisations when required to do so; and
* Disclosure under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004 where such disclosure is in the public interest.

1. All information is provided without guarantee and must be checked on the ground and where appropriate with the relevant statutory authority. [↑](#footnote-ref-1)