



Forestry Commission Scotland
Coimisean na Coilltearachd Alba

Long Term Forest Plans

Applicant's guidance



**Greener
Scotland**
Scottish
Government





'A Long Term Forest Plan is a 20 year strategic management plan that aims to deliver long term benefits through sustainable forest management'

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A summary of the Long Term Forest Plan (LTFP) preparation process

Step 1 – Initial preparation

- Consider your management objectives
- Familiarise yourself with the forest planning process in Section 6 of the UK Forestry Standard
- Consider what information you have and any new requirements
- Are there any sensitive site specific issues that may require extra consideration

Step 2 – Scoping

- Agree key scoping issues, interested parties and scoping method with FCS Woodland Officer
- Prepare scoping documents (it may be helpful to review this with the FCS Woodland Officer)
- Conduct scoping
- Review responses and prepare draft scoping report (it may be helpful to review this with the FCS Woodland Officer)
- Send draft scoping report to FCS
- Agree final scoping report with FCS Woodland Officer

Step 3 – Producing the draft LTFP

- Conduct the relevant surveys and analysis and refer to key documents such as design techniques for forest management planning
- Ensure that issues raised in scoping are addressed
- Survey/Analysis/Prepare Draft Plan
- Submit Draft LTFP to FCS Woodland Officer
- FCS and applicant agree any required changes to be consistent with UKFS

Step 4 – Public consultation of draft LTFP

- 4 week consultation period on Register of Grant Schemes
- FCS and applicant consider comments received and agree required changes to enable approval

Step 5 – LTFP Approval

- FCS approves LTFP and provides up to 10 years licence for felling and thinning

Step 6 – LTFP amendment

- Amendments required to keep the LTFP up to date should be progressed in the line with the agreed Tolerance Table
- Where significant amendments are proposed, a formal review of the LTFP may be required

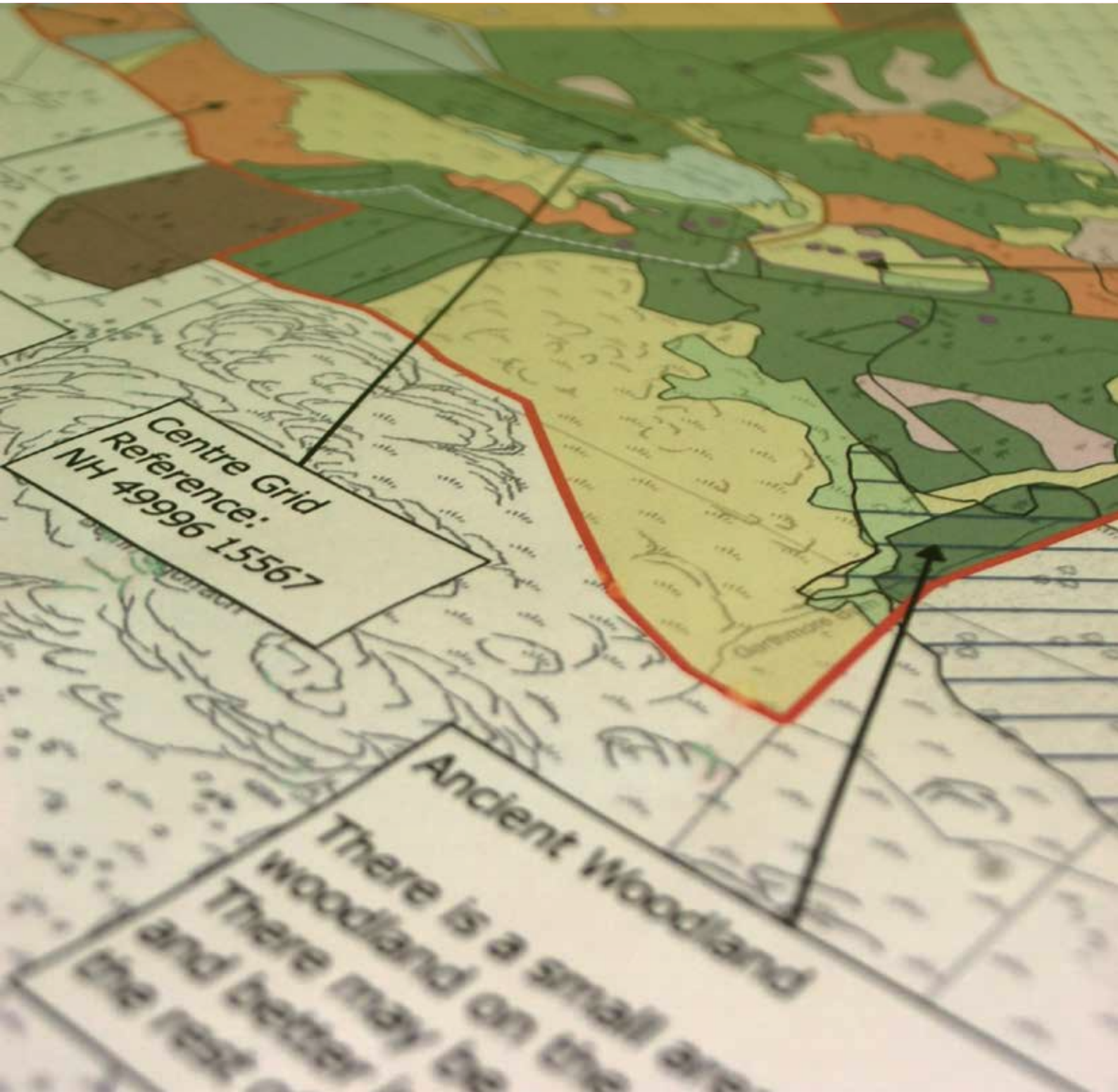
Step 7 – 5 year review

- Submit a progress report on the Forest Plan at Year 5 to FCS

Step 8 – 10 year renewal

- For continuity, consider starting the renewal process 1-2 years prior to expiry of your current LTFP

Introduction



Centre Grid
Reference:
NH 49996 15567

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Introduction

A Long Term Forest Plan (LTFP) is a 20 year strategic management plan that brings together the management objectives, the environmental, economic, and social functions and the silvicultural prescriptions into a comprehensive plan to deliver long term benefits through sustainable forest management.

A LTFP should provide an understanding of the broader context within which a plan is prepared and describe the precise balance of objectives for sustainable forest management between timber production, biodiversity and recreation provision. The Long Term Forest Plan translates the strategic and management objectives into detailed site operations through a process of forest level assessment, analysis and design.

A Long Term Forest Plan is an effective management tool that:

- sets out your plans for a 20 year period
- provides 10 year approval for felling, thinning and associated restocking
- gives access to Forestry Grant Scheme
- helps you to obtain forest certification

The detail 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 show what is expected in a range of different situations. These are available on our website (www.forestry.gov.uk/scotland).

KEY REQUIREMENTS

The detail in your plan should be in line with the scale, complexity and sensitivity of the woodland.

NOTE: Key requirements highlight the main elements that we are looking for in a Long Term Forest Plan

When do I need a Long Term Forest Plan?

If your woodland is 100 hectares or more, you will require an approved Long Term Forest Plan to be eligible for grants within the Forestry Grant Scheme (FGS).

If your woodland is less than 100 hectares then you require a simpler approved Management Plan to apply for the same grants. However, you may still prepare a Long Term Forest Plan for areas less than 100 hectares, where there is high level of forest activity such as felling and thinning.

You should use the Long Term Forest Plan template and the Management Plan template available from our website to help prepare your plan.

Grant support

Grant support is available for helping to prepare a new Long Term Forest Plan or for renewing an existing Long Term Forest Plan. Please note that there is no grant available for preparing a Management Plan.

What areas should be included in the Long Term Forest Plan?

Your Long Term Forest Plan should generally include all woodlands within your ownership. Where woodlands are in widely separate geographical areas which impacts management, more than one plan may be appropriate. You should include any areas that are approved or are planned for woodland creation (although the woodland creation area does not attract a grant payment).

Open ground that is integral to the LTFP up to a maximum limit of 20% of the total Forest Plan area is allowed. This should not include areas such as open farmland, areas of water or open hillsides.

Your plan must show the areas of felling and thinning that you intend to carry out over the first 10 year period and for which you would like approval with outline proposals for a further 10 years to provide a total 20 year period. Restocking proposals must cover the whole forest so that the proposals can be assessed against the requirements of the UK Forestry Standard.

UK Forestry Standard

Your LTFP must meet the requirements and follow the guidelines set out in the UK Forestry Standard. The UK Forestry Standard (UKFS) and associated suite of Forest Guidelines sets out the criteria and standards for the sustainable management of forests and woodlands in the UK and aims to promote good forestry practice.

Section 6 of the UKFS describes the forest planning process for producing a forest management plan.

It is a condition of approval of your LTFP that it is implemented in accordance with the UK Forestry Standard. Where significant breaches of the UKFS occur, Forestry Commission Scotland will require forest managers to take appropriate corrective action and in extreme cases plan approval may be suspended or withdrawn.

An independent UKFS Implementation Review of approved Long Term Forest Plans was carried out in Scotland during 2014 and a summary of the key findings is shown in Appendix 1. The preparation of your LTFP should take account of these key issues as this will help to avoid delays in the plan approval and reduce the cost of preparing your plan. You are also recommended to have early discussions with your local Conservancy in preparing your plan.

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



KEY REQUIREMENTS

Your LTFP must meet the requirements and follow the guidelines set out in the UK Forestry Standard.



Environmental Impact Assessment regulations and forestry

Forestry Commission Scotland has specific responsibilities under the Environmental Impact Assessment (Forestry) (Scotland) regulation 1999 for afforestation, deforestation, forest roads and forestry quarries. Where the effects of such projects are considered to pose a significant impact to the environment then an EIA will be required. In addition, for sensitive areas a Landscape and Visual Impact Assessment may also be required as part of the EIA process. Further details on EIAs are available on the Forestry Commission Scotland web pages.

An 'EIA determination' will be undertaken as part of your LTFP application and you should include full details of afforestation, deforestation, forest roads and forestry quarries projects.

Any EIA consents will cover the work undertaken within the first 5 years of the plan.

Prior notification of forestry private ways

Forest roads are also now subject to local Planning Authority scrutiny through 'Prior notification of forestry private ways'. This process is administered by local Planning Authorities through the Town and Country Planning (General Permitted Development) (Scotland) Amendment (No. 2) Order 2014 (SSI 2014 No. 300). This Order came into place on 15 December 2014 and requires that, prior to the formation, or alteration, of agricultural or forestry private ways the developer or landowner must notify the relevant planning authority to ascertain if the proposal can be considered as permitted development or if prior approval is required. This process is known as 'prior notification'. Our aim is to align the necessary information for prior notification with the forestry approval process.

Forestry Commission Scotland consultation process

Before deciding whether to approve a Long Term Forest Plan, Forestry Commission Scotland has a formal consultation process with local Planning Authorities and other organisations with statutory powers such as Scottish Natural Heritage in particular for designated sites and European protected species, Scottish Environmental Protection Agency for 'CAR' and diffuse pollution aspects, and Historic Scotland for archaeology. These bodies have up to 4 weeks to comment on proposals.

During this 4 week period details of the Long Term Forest Plan are placed on our Public Register and during this time anyone may provide comments on the plan. Responses to Forestry Commission Scotland are duly considered and discussed with the applicant and where appropriate proposals may be changed. Full details on our consultation arrangements can be found on the Forestry Commission Scotland website (www.forestry.gov.uk/scotland).

Tree felling undertaken as part of a Planning Authority approval

Felling of trees approved as part of a formal planning application through a Planning Authority (PA) will not normally require Forestry Commission Scotland felling approval. For example, windfarm developments in forests will often require tree removal to allow turbines to be erected together with access and this will be subject to formal PA approval and will also be subject to Scottish Government's policy on 'Control of Woodland Removal' including compensatory planting. Such tree felling will normally require an amendment or in extreme cases termination of an existing LTFP.

Felling of trees to enhance wind flow to wind turbines is not considered development and should be dealt with under normal Forestry Commission Scotland tree felling permissions, including the preparation or amendment of a LTFP. It is considered good practice for wind farm developers proposing windfarms located in forests to follow the 'Control of Woodland Removal' policy and to consider how best to incorporate windfarms into existing forests. Woodland removal and accompanying compensatory planting should be considered as a last resort.

Getting expert advice

The Long Term Forest Plan process places an emphasis on quality and accuracy. We will not approve a LTFP produced from a superficial survey or poor analysis of the information. We recommend that you engage the services of a professional forestry agent to help prepare your LTFP. You may also want to consider seeking other expert advice where there are environmental or landscape sensitivities to be dealt with in the LTFP.

Existing Long Term Forest Plan holders

If you have an existing Long Term Forest Plan, approved under a former grant scheme this can continue until the expiry date.

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.

KEY REQUIREMENTS

An 'EIA determination' will be undertaken as part of your LTFP application and you should include full details of afforestation, deforestation, forest roads and forestry quarries projects.



UKWAS and existing management plans

We will accept UKWAS and existing management plans such as native woodland plans as Long Term Forest Plans where they are up to date and meet the LTFP guidance requirements. An addendum to your existing plan will normally be required to ensure the following key issues have been satisfactorily addressed:

- Management Planning – outline felling and thinning proposals over 20 years with first 10 years in detail. Restocking proposals for the whole forest.
- Consultation – relevant stakeholders have been involved otherwise you might need to carry out a scoping exercise.
- A Tolerance Table (see Table 2).
- Summary tables showing areas of felling and restocking (see Appendix 2).
- Production Forecast – basic crop data for input to the Private Sector Forecast is required for woodlands of 100 hectares or more.
- Maps are clear and accurate and adhere to mapping guidance in Appendix 2– felling and thinning maps showing outline for 20 years and detail for 10 years. Restocking map showing proposals for the whole forest.
- Timber transport map.

Where an existing plan is accepted as a Long Term Forest Plan, the LTFP or Forest Plan Renewal Planning grants are not available.

SUMMARY

- A Long Term Forest Plan (LTFP) is a 20 year strategic management plan that aims to deliver long term benefits through sustainable forest management. A felling licence for 10 years is issued with an approved plan.
- The detail in your LTFP should be in line with the scale, complexity and sensitivity of the woodland.
- You must have an approved LTFP if your woodland is 100 hectares or larger and you want access to grants within the Forestry Grant Scheme.
- You should familiarise yourself with the UK Forestry Standard and the suite of Forest Guidelines.
- You should have early discussions with your local Conservancy in preparing your plan and seek expert advice especially where there are environmental or landscape sensitivities.

Preparing a Long Term Forest Plan



Overview

This section gives a step by step guide about preparing your Long Term Forest Plan. You should provide concise descriptions with a clear rationale for management decisions. Good use of tables, charts and maps will reduce the need for long text explanations. You should use the LTFP template which follows the layout in Table 1 and will enable individual elements of your plan to be assessed by Forestry Commission Scotland Woodland Officer and consultees against key criteria. Additional sub-sections should only be added if they will add value to the plan.



Appendix 2 describes the tables and maps that are expected within your Long Term Forest Plan.

We recommend that you read the Forestry Commission Practice Guide 'Design techniques for forest management planning'. This will help you prepare your LTFP. You can download a copy from the publication section on our website (www.forestry.gov.uk/publications).

KEY REQUIREMENTS

You should provide concise descriptions with a clear rationale for management decisions. Good use of tables, charts and maps will reduce the need for long text explanations.

Step 1 > Initial preparation

Consider your management objectives

Within the context of the UKFS, the first stage is to clarify what your short and long term objectives are for your forest. These will inform the remainder of the process. These might, for example, include sporting use, revenue requirements, capital appreciation, recreational areas or to provide for wildlife habitats. See pages 10-11 of 'Design techniques for forest management planning'.

Consider what information you have and any new requirements

You are expected to collect information about the woodlands to inform the LTFP process. The relevance and degree of detail will depend on the context of the woodland and assessments should include appropriate aspects of the physical conditions, growing stock, biodiversity, historic environment, landscape and public access.

Summarise any survey data you hold, such as aerial photographs, tree health, soil and conservation surveys. Ensure you record the source and date of the survey and where any full survey data is kept.

If there are designated sites or features that influence your LTFP, additional information may be required; these could include historic environment, biodiversity, landscape, water environment or other interests.

See pages 12-13 of 'Design techniques for forest management planning'.

Are there any sensitive site specific issues that may require extra consideration?

The need for specific surveys such as particular species or historic environment surveys will usually be highlighted during the scoping process and we will not normally expect you to fund surveys simply to look for features of interest in the woodlands.

Evidence suggests that areas with a high sensitivity may benefit by providing additional information for scoping in order to assist in the preparation of the LTFP. For example, in areas of high landscape sensitivity it is advisable to provide a draft landscape appraisal to complement your concept map.



Step 2 > Scoping

Introduction

Scoping provides an opportunity to explain your objectives and plans to other relevant parties and for you to take account of their views. Scoping is an informative process that helps to identify the key factors that should be included within the LTFP. It seeks to avoid any unexpected issues arising during the later formal consultation phase. It is important to engage local and neighbouring interests in your plan. It is your responsibility to carry out the scoping exercise but we will agree with you which stakeholders should be involved and the type of scoping that should take place.

This is the opportunity for stakeholders to raise issues so that they can be addressed in the plan preparation process. If stakeholders decide to raise issues at a later stage in the process these points may not receive the same level of scrutiny within the plan.

To add value to this process it is important that Woodland Officers are familiar with the LTFP area and a site visit would normally be undertaken at this stage of the process.

Agree key scoping issues, interested parties and scoping method with Woodland Officer

Before undertaking scoping it is essential to agree with the Woodland Officer the key issues, level of detail, and interested parties such as consultees, neighbours and local communities.

You are encouraged, as part of the preparation for scoping a plan, to prepare an assessment of the impact of any forestry proposals on the local community and local interests and the steps to be taken to mitigate such impacts. This is part of good forestry practice as articulated under the UKFS (p35-39) and the assessment will help clarify and summarise likely impacts and mitigation proposals and demonstrate that you have factored these aspects into your proposals. The assessment should cover such things as:

- Neighbours likely to be affected by proposed forestry operations
- Specific legal interests (eg water supplies; servitude rights of access; rights of way, etc)
- Impact on local amenity (visual, recreational, access)

- Impact on neighbouring communities such as increased timber traffic on minor rural roads (for which you will probably have prepared a Timber Traffic Management Plan)

In many situations this may simply be a short statement whilst in other locations the scale and likely impact on local communities may be much greater. In either situation it will be important that you have fully assessed such impacts and factored mitigation into your plan as required by the UKFS and other Forestry Commission Scotland good practice guidance.

Scoping method

The method of scoping will need to take into account the size, extent of operations and sensitivities in your woodland. Where a meeting is to be held this should take place early in the scoping process to allow interested parties adequate time to respond. There are four methods of scoping:

No scoping

In cases with low sensitivity scoping may not be necessary and formal consultation of the LTFP is sufficient.

Scoping by letter or Email

For most cases, scoping can be carried out effectively through correspondence by letter or Email. This is the normal type of scoping to expect.

Scoping by formal meeting

Scoping can be carried out by inviting relevant statutory consultees, neighbours, local community, and other interested parties to a formal meeting. Appendix 3 provides further information on the format for scoping meetings.

Scoping by public meeting

In high level and sensitive cases a public meeting may be required, either during the day or in the evening, or both, in a convenient location. Written submissions should be accepted from parties unable to attend.

Information to stakeholders – Concept Map and short summary

You must give sufficient information to allow stakeholders to consider the issues and it is important that you review and agree the scoping documents with the Woodland Officer especially where scoping is by correspondence. You should provide a copy of a Concept Map, together with a short summary of your key proposals such as felling, thinning and replanting, timber transport access and public access. It is critical that the information to stakeholders is clear and understandable.

Concept map

This map should show the main factors that will impact the management of the woodland. Highlight the constraints (factors which reduce the freedom of action) and opportunities (factors which allow greater flexibility).

This should include relevant aspects of the physical conditions, growing stock, biodiversity, historic environment, landscape, timber transport access and public access.

A broad indication of activities such as felling, thinning and replanting should be included at this stage. For example, an overview of felling would be helpful although not necessarily individual felling coupes. The detail on the Concept Map must be clear with well identified keys and legends.

You must update the Concept Map with any new information as a result of the scoping exercise.

KEY REQUIREMENTS

You must carry out scoping which gives an opportunity to explain your objectives and plans to other relevant parties and for you to take account of their views.

Conduct scoping

Conduct scoping in accordance with agreed method and timescale. Interested parties should be given 28 days to provide their comments although a longer time may be made available following suitable representation.

Potential contentious issues should be considered and how these can be presented, for example through a simple landscape plan.

Review responses and prepare draft scoping report

It may be helpful to review this with the Woodland Officer. A short Scoping Report summarising the results from the Scoping process should be produced. It should include all the issues raised through the scoping process and their relevance and how they will be addressed and followed up within the Forest Plan.

You should set the issues out using a table, similar to the one in Appendix 3.

KEY REQUIREMENTS

It is critical that the information to stakeholders is clear and understandable.

Scoping reports should:

- Identify the key issues and explore desired outcomes.
- Describe any concerns expressed, requests for surveys or new information offered by participants.
- Describe any existing or potential access including any customary access, which may not be on a statutory or permissive basis.
- 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.

Addressing the key issues

- Try to make an objective assessment of the likely impact that each issue could have on the planning and the management of the forest. This should recognise and highlight areas of potential conflict between the various objectives of the participants and the proposed forest management objectives.
- State how each issue could be planned for within your LTFP and how you might resolve any conflicts (this might include any proposed amendments to management policies).
- The 'Notes' column in the table can be used not only to record comments about issues raised but also issues which are not expected to be resolved as well as prompts for follow up action.
- Give an outline of any surveys to be undertaken as a result of the scoping exercise.

Agree scoping report with Woodland Officer

- You should send a copy of the Scoping Report to your Woodland Officer and once agreed make the final Scoping Report available to stakeholders, respondents and invite participants either electronically or for viewing at the applicants' address/office.
- Forestry Commission Scotland will make the report available at the local Conservancy Office.

Step 3 > Producing the draft LTFP

You should again refer to the Forestry Commission Practice Guide 'Design techniques for forest management planning' which provides guidance to the techniques for the preparation of a LTFP in particular the analysis of information and its use in the preparation of a Design Concept (see pages 14-39).

KEY REQUIREMENTS

The analysis is an important part of the design and communication process that will underpin your LTFP and it is critical that this stage is done correctly.

Survey

You are expected to collect information about the woodlands to inform the planning process. The relevance and degree of detail will depend on the context of the woodland and assessments should include appropriate aspects of the physical conditions, growing stock, biodiversity, historic environment, landscape, and public access.

The need for specific surveys such as particular species or archaeological surveys will usually be highlighted during the scoping process and we will not normally expect you to fund surveys simply to look for features of interest in the woodlands.

Analysis

The analysis is an important part of the design and communication process that will underpin your LTFP and it is critical that this stage is done correctly. Your analysis of all the information gathered – including at scoping – will inform how the management objectives and stakeholder aspirations for your forest could be delivered. Conversely, however, the analysis may demonstrate why current constraints limit what your forest could deliver during the period of the plan; hence its interpretation will contribute towards stakeholder understanding of your proposals. Your analysis should include using the information from the updated Concept Map produced following Scoping. The scoping report summary table should be completed to show how the issues will be resolved and refer to the sections in the plan where they are addressed.

Draft Long Term Forest Plan

The development of the draft LTFP involves the integration of the defined management objectives with the analysis of the forest area and appreciation of the site's opportunities and constraints.

Where a forest is visible or important in the landscape it should be designed so that it relates to the character of the surrounding landscape. In these situations a landscape character analysis is also required as described in 'Design techniques for forest management planning' (see pages 14-18). To show the visual consequences of the felling restructuring process an existing forest perspective illustration should be done to show how the woodland will look during and after the felling restructuring process.

In preparing your draft plan you should be mindful that the proposals will be assessed by your local Conservancy against the legal and good forestry practice requirements of the UKFS and ensure the plan contains sufficient information to enable this assessment – please note earlier reference to Environmental Impact Assessment on page 8.

Your LTFP should meet the requirements of UKFS and you should clearly identify those issues where the existing woodland management is not currently compliant with UKFS e.g. species diversity or age diversity between restocked felling coupes and describe the actions that will be taken to move towards UKFS compliance by year 20.

Applicant submits Draft LTFP to Woodland Officer

The applicant produces a Draft LTFP in accordance with Section 3. The Woodland Officer will assess the plan against UKFS including issues highlighted at scoping. The Woodland Officer will discuss any issues with the applicant for resolution prior to public consultation.

Please note that we will return submitted Long Term Forest Plans that do not meet the requirements of this guidance.

Step 4 > Public consultation of LTFP

4 week consultation period on the Forestry Commission Scotland Public Register

When we are content with the LTFP and that it meets the UK Forestry Standard we will consult with local authorities and other statutory consultees.

Details of our consultation arrangements are available on the Forestry Commission Scotland website.

The statutory bodies have 4 weeks to consider the LTFP and let us have their comments. During this 4 week period details of the plan are placed on our Public Register and during this time anyone may provide comments on the LTFP.

You should notify the people or groups involved at the scoping stage that the plan has been placed on the Forestry Commission Scotland Public Register.

It is vital that responses are received within the 4 week consultation period as late responses may not be considered.

Where felling/thinning or new planting are not being carried out then consultation is not required.

Woodland Officer and applicant consider comments received and agree any changes required for approval

If we receive comments or other information about the application we will discuss and resolve these with you before approving your LTFP.

Step 5 > LTFP approval

Forestry Commission Scotland approves LTFP and provides up to a 10 years felling licence for felling and thinning. There is a presumption that all clear felling and selective felling areas will be subject to restocking conditions that will form part of your LTFP approval unless exceptions are justified within the plan.

You should notify the people who attended the scoping meeting that the plan is now approved and that a copy of the plan is available for viewing at your address/office or the local Forestry Commission Scotland Conservancy Office.

Step 6 > LTFP amendment

Amendments required to keep the LTFP up to date

Your LTFP must be maintained to reflect any changes throughout the life of the plan and should be progressed in line with the agreed Tolerance Table.

Tolerance table

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 2 on page 26-27. 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 component of a LTFP 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.

Where significant amendments are proposed a review of the LTFP may be required

A review of the LTFP may be required where significant amendments or frequent minor amendments are submitted.

Step 7 > Five year review

Progress report required at Year 5

A report on the progress of the Long Term Forest Plan will be required at year 5. This should summarise the progress of felling and restocking so that we can check that this is in line with the approved plan. The 5 year review is likely to involve a site visit and we may also visit at other times to see how the plan is progressing.

Step 8 > Ten year renewal

For continuity consider starting the renewal process 1-2 years prior to expiry of the current LTFP

Once your Long Term Forest Plan reaches 10 years, we would expect a new plan to be prepared that would cover the next 10-20 years.

This is a major timeline and it is important to consider the following:

- What has and has not been achieved in terms of major operations such as thinning, felling and restocking within the existing plan?
- The management objectives going forward. Are these broadly similar or is there a major change in direction due to owner aspirations?
- Are there any new constraints or opportunities?
- The need for scoping. This would generally be required but would depend on how much change has taken place and future plans.
- The requirement for any surveys to update woodland data and mapping.

You are advised to discuss renewal with your local Conservancy well in advance of the 10 year stage to ensure a smooth transition. We would also expect you to supply an updated restock map showing the areas of replanting / regeneration that have taken place and any areas that have been delayed.

KEY REQUIREMENTS

A report on the progress of the Long Term Forest Plan will be required at year 5.

SUMMARY

In addition to this guidance, you should read the Forestry Commission Practice Guide 'Design techniques for forest management planning' to help you prepare your LTFP.

Decide your short and long term objectives for your forest.

Carry out any necessary surveys to ensure you have all the information about the woodlands to inform the LTFP process.

Undertake Scoping which aims to engage stakeholders and to identify the key factors to take account of within your plan.

Good analysis of all the information including from scoping is critical as this underpin your long term management decisions.

We will consult local authorities and other statutory consultees about your plan.

Layout of a Long Term Forest Plan

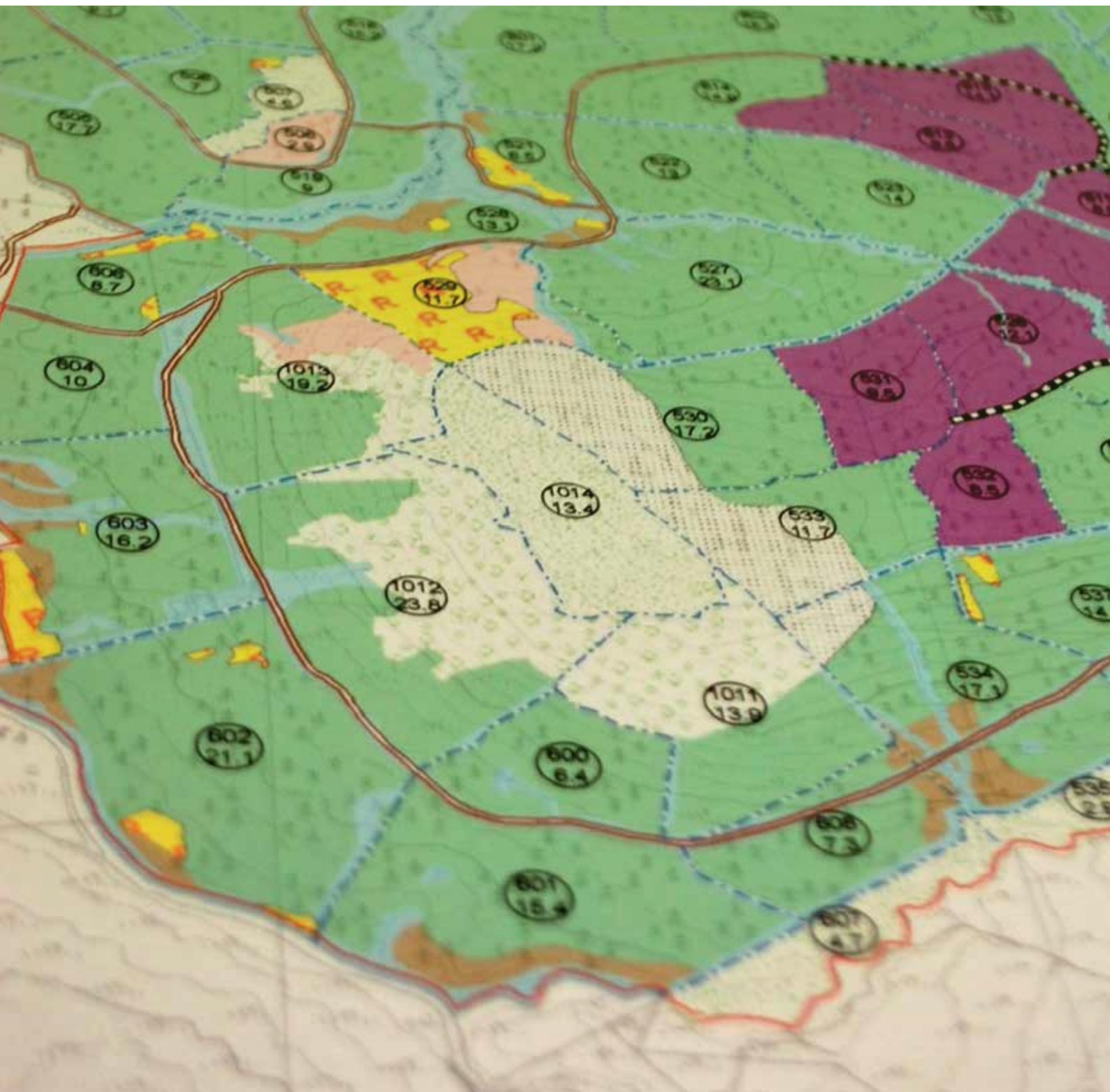


Table 1 lists the main components we need to see in your LTFP. Your plan may contain other information but the core information, tables, maps and assessments described in Table 1 must be present. Laying out your plan using the LTFP template will help facilitate the consultation and approval process. As a guide, your plan should be about 15-20 pages long.

Again, we recommend you reading 'Design techniques for forest management planning' as this will help you prepare your LTFP.

Felling proposals

The felling proposals must be carefully designed to meet the plan objectives as well as address the requirements of the UK Forestry Standard and any constraints and issues identified at scoping. A map must clearly show the next 20 years felling in 5 year phases as detailed in Appendix 2.

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

If you will manage the woodland or part of the woodland under a low impact silvicultural system (LISS) then your proposals should only show the LISS areas that will be actively worked during the plan – these should be identified as 'LISS Fell' areas that will have a final felling (ie removal of final overstorey) or as 'LISS thinning'.

Your felling and thinning proposals must be consistent with the crop data provided for the production forecast.

The species to be felled must be described on the felling map and in the Production Forecast. Where the species group is more than 10% of the coupe area it must be listed on the Production Forecast. Where a coupe is approved to be felled

within the Forest Plan we expect you to fell all the trees within the coupe boundary apart from any small groups of broadleaves.

Special attention should be given to the visual impact of clear felling especially in sensitive areas. In your plan, consideration should also be given to mitigate the visual impact of tree harvesting residues following felling operations as these can have a significant impact on both the scenic quality and amenity value of a local landscape.

Restocking proposals

There is a presumption that all felled areas will be restocked unless exceptions are justified within the plan. Your plan must give a clear description of your restocking species proposals over the whole forest with more detailed information on timing and stocking densities for areas being restocked within the first 10 years. A key consideration when restocking the woodland is to ensure that the tree species is suitable to the site. Your chosen species must be either 'very suitable' or 'suitable' based on the www.forestry.gov.uk/esc Ecological Site Classification Decision Support System.

Summary tables, as shown in Appendix 2, are required to show how the species composition changes over the plan period. Details of restocking must also be included as part of your Production Forecast data.

If you plan to use natural regeneration then you should describe your strategy and management for any natural regeneration areas which should include a commitment to review progress at year 5 and plant if regeneration fails.

Windblow

Where windblow occurs you must contact your local Conservancy Office who will approve clearance of windblow and any associated standing trees (up to 5 hectares) by exchange of letters. A map showing the location and extent of windblow will be required but there will be no requirement to enter this felling onto the public register.

Where windblow is extensive (greater than 5 hectares) a formal plan amendment will be required.

Windblown areas must be replanted according to the agreed restocking map.

Production forecast

We are interested in getting an improved forecast of timber production from private woodlands. Long Term Forest Plans are an ideal way of assisting in this process. For all LTFPs, you must give basic crop data covering felling and thinning for the first ten years for all woodland 100 hectares or more. This data will be used in 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 website. Where the species group is more than 10% of the coupe area it must be listed on the Production Forecast.

Send the completed Excel spreadsheet electronically to your local Conservancy Office along with your LTFP. A production forecast based on this information will be provided to you. A revised Excel spreadsheet will be required, if there is a formal amendment to adjust felling periods or felling coupe boundaries.

KEY REQUIREMENTS

Laying out your plan using the LTFP template will help facilitate the consultation and approval process.

SUMMARY

You are encouraged to provide concise descriptions with a clear rationale for management decisions. Use the LTFP template to lay out your plan as this will help facilitate the consultation and approval process.



Felling proposals must be carefully designed to meet the plan objectives and meet the requirements of the UK Forestry Standard.



There is a presumption that all felled areas will be restocked unless exceptions are justified within the plan.



Your plan must contain the tables and maps set out in Appendix 2.



FCS will provide a 10 year production forecast based on your basic crop data.



Guidelines, data sources and policy documents to help you prepare your Long Term Forest Plan

There are a number of documents that give good background information and that will help you prepare your Forest Plan (see Appendix 4).

- UK Forestry Standard and associated Forestry Guidelines
- Forest & Woodland Strategies (FWS)
- Design techniques for forest management planning
- Native Woodland Survey of Scotland
- Historic land-use assessment
- Rationale for Woodland Expansion
- Policy on Control of Woodland Removal
- Peatland Management
- FCS Guidance and other documents including 'Deer and fencing' and Wildfire



Long Term Forest Plans

The information, tables, maps and assessments described in Table 1 must be present. You are encouraged to provide concise descriptions with a clear rationale for management decisions. Your plan and maps must be based on up to date information and management practice to ensure amendments to a plan are kept to a minimum. A good use of tables, charts and maps will reduce the need for long text explanations. As a guide, your plan should be about 15 to 20 pages long.

Table 1 Components of a Long Term Forest Plan

Section/ Sub Section	Header	Guide to Contents	Notes
Section A	Description of Woodlands		
A.1	Property Details	Ownership Agent Contact person	Contact person for the LTFP who will act as the key contact for any stakeholders' queries during the implementation of the LTFP.
A.2	Location and Background	Text and a 1:25,000 or 1:50,000 map with contours showing wider context and LTFP area. Grid reference of the main forest entrance.	Location Map should show the ownership and woodland boundary. Where ownership and woodland boundary differ – this should be clearly identified on the map. Widely separate geographical areas within an ownership may require more than one plan.
A.3	Existing Schemes & permissions	Details of any existing forestry permissions / grants or EIA approvals or cases in progress or other required consents from other public authorities. Details of any previous plans. Collaborative schemes should be mentioned where appropriate.	
A.4	Stakeholder Engagement	Stakeholder engagement including summary of main points from Scoping Report and where they are addressed in the plan. Full Scoping Report to be included as an appendix.	Pre & post scoping maps (where impacted show major neighbours and main rights of way).
A.5	Long Term Vision and Management Objectives	Use concise and clear text.	
A.6	General Site Description		
A.6.1	Topography	General description of the character of the local landscape, describing the site area in context with its surroundings.	Ordnance Survey maps should be at an appropriate scale (eg. OS MasterMap, Vector Map Local or 1:10,000 maps).
A.6.2	Geology and Soils	General description and highlight areas where soils will be a factor in planning e.g. deep peat.	Include soils map if appropriate.
A.6.3	Climate	Describe general climate including average rainfall.	
A.6.4	Hydrology	Consider all watercourses both within and out with the forest that may be affected by forest operations.	Show all wetland areas on map.
A.6.5	Windthrow	Describe susceptibility to windthrow. This may help explain issues where UKFS compliance may be difficult to achieve for example adjacency.	Provide a DAMS map if wind may be a factor in planning.

Section 3 - Layout of a Long Term Forest Plan

Section/ Sub Section	Header	Guide to Contents	Notes
Section A	Description of Woodlands		
A.6.6	Adjacent Land use	Mention details of adjacent land use where this is relevant to the forest planning process.	Consider adjacent forestry, in particular approved felling coupes, as well as other land uses, including windfarm consents and other development.
A.6.7	Access	Describe public access within the forest.	Show all recognised access points and route ways through the forest on a map at an appropriate scale.
A.6.8	Historic environment	Describe historic environment features with reference to historic environment records, such as PastMap and HLA.	Show location and extent of historic environment features such as Scheduled Monuments.
A.6.9	Biodiversity	Include designated sites, native woodlands, plantations on ancient woodland sites (PAWS), protected and priority species and habitats.	Include map if appropriate.
A.6.10	Invasive Species: e.g. Rhododendron ponticum	Brief description of extent.	Include a map if appropriate.
A.7	Woodland Description	Brief description of woodland types such as conifer, broadleaves and native woodland. Include a table to show LTFP area, area to be felled, thinned and restocked over 10 years and area of new planting.	Include summary tables as shown in Appendix 2. Include a map of the current species composition and pattern.
A.8	Plant health	Identify known plant health issues and their effect on the plan.	Plant health is an issue that may justify felling adjacent coupes.
Section B	Analysis of Information		
B.1	Constraints and Opportunities Analysis	<p>Analysis (refer to 'Design techniques for forest management planning' including the section on Design Concept)</p> <ul style="list-style-type: none"> Updated Concept Map from the Scoping process that highlights key constraints and opportunities. Consider aspects such as physical conditions, growing stock, biodiversity, historic environment, landscape, public access, existing grant, and any felling licences. In sensitive landscape areas assess the visual impact of felling and replanting. 	<p>Short written description outlining how you intend to incorporate the constraints and opportunities into the management objectives.</p> <p>Use maps and photographs where they help present a clear picture.</p> <p>Map showing agreed vantage points if appropriate.</p> <p>See Appendix 2 for information.</p>

Table 1 Components of a Long Term Forest Plan

Section/ Sub Section	Header	Guide to Contents	Notes
Section C	Management Proposals		
C.1	Silvicultural practice	Outline silvicultural practice and management prescriptions. Include strategies to address the issues identified during the analysis phase.	
C.2	Prescriptions	Below are some suggested headings. Use where appropriate and add others if relevant.	
C.2.1	Felling	Outline felling proposals and specify how any adjacency issues will be addressed. Broadleaved species should be retained where they contribute significantly to the diversity of the forest.	Provide map showing felling phases. May be suitable to use one or more harvesting maps to provide clarity. See Appendix 2 and Table 3 for details.
C.2.2	Thinning	Outline thinning prescriptions.	Provide map showing thinning areas. See Appendix 2 and Table 3 for details.
C.2.3	LISS	Demonstrate suitability of using LISS and outline the type of LISS system and regeneration prescriptions.	Provide map showing LISS areas. See Appendix 2 and Table 3 for details.
C.2.4	Long Term Retentions (LTR) / Natural reserves	Provide rationale for LTR.	Identify LTR and Natural reserves on a map. See Appendix 2 and Table 3 for details.
C.2.5	Restocking Proposals/Natural Regeneration	Describe restocking and natural regeneration strategy. Species proposals over the whole forest with additional information on timing and minimum stocking densities for areas restocked within the first 10 years. For areas being naturally regenerated provide details on the seed source and ongoing remedial action including commitment to review (normally after 5 years) and timescale of intervention with planting, if regeneration fails.	Map showing restocking proposals over whole forest including species group - include year of restocking for areas restocked within first 10 years. See Appendix 2 and Table 4 for details.
C.2.6	Protection	Consider damage due to browsing and grazing mammals and the measures to control them.	In most forests, a deer management plan will be required.
C.2.7	Fence erection /removal	Mention how fences are going to be incorporated with the potential impact on black grouse/capercaillie.	
C.2.8	Road Operations	For new roads or timber haulage routes provide map including timber haulage exit points and tonnage.	Applicant should discuss and agree haulage routes on public roads with Local Authority before harvesting.
C.2.9	Public Access	General proposals to amend public access for example incorporating a new mountain bike trail.	

Section 3 - Layout of a Long Term Forest Plan

Section/ Sub Section	Header	Guide to Contents	Notes
Section C	Management Proposals		
C.2.10	Historic Environment	Management strategy for Historic Environment features, Scheduled Monuments and designated sites.	
C.2.11	Biodiversity	Management strategy for any designated sites, native woodlands, plantations on ancient woodland sites (PAWS), protected and priority species and habitats.	
C.2.12	Tree Health	Tree health should be monitored and results incorporated into management planning.	
C.2.13	Invasive species	Management strategy for control and eradication of invasive species.	Consider the impact and state the proposals used to control and monitor.
C.2.14	New Planting	Describe any areas of new or proposed woodland creation.	Show areas on map. See Appendix 2.
C.3	Environmental Impact Assessment and Permitted Development notifications	Woodland Creation Road Building Deforestation Quarries	Where you are asking for an EIA determination you must clearly set out planned activities. See Appendix 2 for map requirements. Where new roads and tracks require prior notification you must clearly set out planned activities.
C.4	Tolerance Table	Tolerance Table sets out the standard limits for key work activities within the plan.	See table 2.
Section D	Production Forecast	Provision of crop data for the thinning and felling covering the first ten years using downloadable spreadsheet.	FCS will provide you a 10 year production forecast.

Table 2 Tolerance Table

	Map Required (Y/N)	Adjustment to felling period*	Adjustment to felling coupe boundaries**	Timing of Restocking
FCS Approval normally not required	N	Fell date can be moved within 5 year period where separation or other constraints are met	Up to 10% of coupe area	Up to 2 planting seasons after felling
Approval by exchange of email and map	Y		Up to 15% of coupe area	Between 2 and 5 planting seasons after felling subject to the wider forest and habitat structure not being significantly compromised
Approval by formal plan amendment may be required	Y	Felling delayed into second or later 5 year period Advance felling into current or 2nd 5 year period	More than 15% of coupe area	More than 5 planting seasons after felling subject to the wider forest and habitat structure not being significantly compromised

NOTE

* Felling sequence must not compromise UKFS in particular felling coupe adjacency. Felling progress and impact will be reviewed against UKFS at 5 year review.

** No more than 1 ha, without consultation with FCS, where the location is defined as 'sensitive' within the Environmental Impact Assessment (Forestry) 1999 Regulations (EIA).

*** Tolerance subject to an overriding maximum of 20% designed open ground.

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

Changes to Restocking species	Changes to road lines	Designed open ground ***	Windblow Clearance ****
Change within species group eg evergreen conifers or broadleaves		Increase by up to 5% of coupe area	
	Additional felling of trees not agreed in plan Departures of more than 60m in either direction from centre line of road	Increase by up to 10% Any reduction in open ground within coupe area	Up to 5 ha
Change from specified native species Change between species group	As above, depending on sensitivity	More than 10% of coupe area Colonisation of open areas agreed as critical	More than 5 ha

Further advice on applying and preparing Long Term Forest Plans can be obtained by contacting our staff at Forestry Commission Scotland Conservancy Offices:

Further Advice

Highland & Islands Conservancy

Woodlands
Fodderty Way
Dingwall
Ross-shire IV15 9XB
0300 067 6950

(for Highland, Western Isles, Orkney Islands and Shetland Islands Councils)

Grampian Conservancy

Ordiquhill
Portsoy Road
Huntly AB54 4SJ
0300 067 6210

(for City of Aberdeen, Aberdeenshire and Moray Councils)

Perth & Argyll Conservancy

Upper Battleby
Redgorton
Perth PH1 3EN
0300 067 6005

(for City of Dundee, Perth & Kinross, Clackmannanshire, Stirling, and Argyll & Bute and Fife (pt) Councils)

Central Scotland Conservancy

Bothwell House
Hamilton Business Park
Caird Park
Hamilton ML3 0QA
0300 067 6006

(for North Ayrshire, Inverclyde, Renfrewshire, East Renfrewshire, North & South Lanarkshire, City of Glasgow, East & West Dunbartonshire, Falkirk, East, Mid- & West Lothian, City of Edinburgh and Fife (pt) Councils)

South Scotland Conservancy

55-57 Moffat Road
Dumfries DG1 1NP
0300 067 6500

(for Scottish Borders, Dumfries & Galloway, South Ayrshire and East Ayrshire Councils)

An aerial photograph of a lush, green forested valley. The foreground shows a dense canopy of trees, while the middle ground features a valley floor with more varied vegetation. In the background, rolling hills and mountains are visible under a clear sky. The entire image is overlaid with a semi-transparent green filter. The word "Appendices" is written in white, sans-serif font in the upper left quadrant.

Appendices

1 Appendix

Key findings of the UKFS implementation review 2014/15

The project was initiated to meet the commitment to monitor the practice of sustainable forest management in the UK through the implementation of the UK Forestry Standard.

The review involved the independent assessment of 34 approved plans against the requirements and selected guidelines from UKFS together with site visits and discussions with woodland managers to assess implementation on the ground against the UKFS.

The key findings and issues relevant to those preparing LTFP's were:

Separation/adjacency – General Forest Practice (GFP) Guideline (GL) 15

In ten cases GFP 15 was cited as the reason for LTFP's failing to comply with UKFS.

Difficulty arose in the interpretation of the guideline and over what time period normal age class diversity and separation should be achieved.

Diversify forest composition - GFP GL 8

Six cases failed to comply with this guideline, mostly at the application stage. Generally, applicants specified too high a proportion of one species (SS) in restock plans.

Concern was raised with this guideline in discussion with applicants and Conservancy staff, specifically relating to the challenges of agreeing appropriate areas of secondary conifer species and open ground.

New detailed FCS guidance on GFP GL 8 and 15, available from 2016 will help with the interpretation of these points

Forests Biodiversity Guideline 6 Native woodlands

Some LTFP's covering native woodlands failed to include positive management of the native woodland habitats.

Forests and Landscape Requirement 1, 3 and 4

A number of LTFP's failed to take account of the landscape context or to apply the principles of forest design.

Forests and Historic Environment- GL 3 and 4

Some LTFP's failed to consider their impact on the historical environment and landscape character or to take advice on the historic environment/ check records.

Tables and maps for a Long Term Forest Plan

1. Tables

1.1 Area by species table

This shows the current and future species composition within the whole Long Term Forest Plan including open ground and will help to assess the species diversity requirements of the UK Forestry Standard.

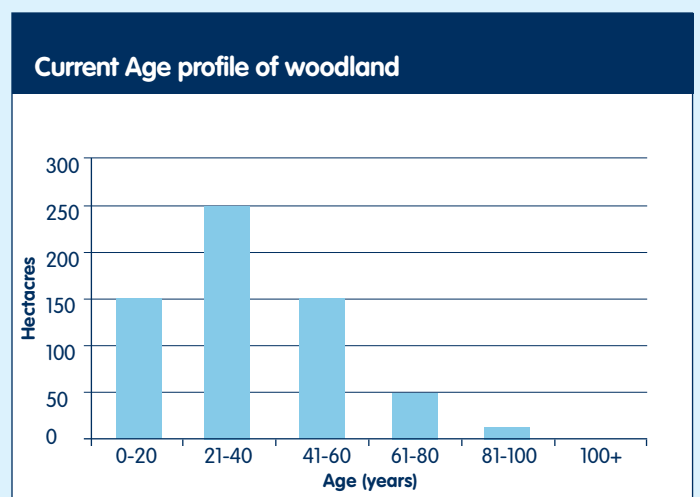
Area by Species						
Species (Add relevant species group)	Current*		Year 10*		Year 20*	
	Area (ha)	%	Area (ha)	%	Area (ha)	%
Sitka spruce						
Norway spruce						
Native Scots pine						
Fallow ground						
Open ground						
Woodland removal						
Total		100		100		100

* of whole Forest Plan. Any mixtures such as Mixed Conifer (MC) should be broken down and included as an individual species component where a species occupies more than 10%

1.2 Area by age table

This shows the woodland area broken down by age class and will show how well the woodland is distributed across the age classes. This can be provided as a chart.

Area by age		
Age class (years)	Current	Year 20
	Area (ha)	Area (ha)
0-20		
21-40		
41-60		
61-80		
81-100		
100+		
Total		



2 Appendix

1.3 Felling table

This shows the scale of felling within the felling phases in the context of the whole Forest Plan. This includes any areas of 'LISS –Fell' (ie removal of final overstorey).

Scale of Proposed Felling Areas including LISS final fell areas												
Total Forest Plan Area			ha									
Felling	Phase 1	%	Phase 2	%	Phase 3	%	Phase 4	%	Long Term Retention	%	Area out-with 20yr plan period	%
Area (Ha)												

1.4 Thinning table

This shows the area of thinning over the first 10 years of the Forest Plan.

Thinning areas	
Species	Thinning (ha)
(Add relevant species group)	
Sitka spruce	
Norway spruce	
Native Scots pine	
Total	

1.5 Restocking table

This table provides information on the restocking proposals for the first 10 years of your Forest Plan.

Felling Phase (No. and Year)	Map Identifier	Species to be planted	Area (ha) to be planted
Total Restocking area			

2. Maps

Your plan must have five main maps:

- Location map (Table 1 - A.2)
- Current species map (Table 1 - A.7)
- Concept map (Table 1 - B.1)
- Felling & Thinning Map (Table 1 - C.2.1/C.2.2/C.2.3/C.2.4)
- Timber haulage map for timber haulage exit points and tonnage. (Table C.2.8)
- Restocking/Woodland Creation Proposal map (Table 1 - C.2.5/C.2.14)
- Other maps may be required depending on the nature and complexity of your Forest Plan (see Table 1)

Examples of Forest Plan maps are shown on our web site.

General details for maps

- Your plan must be based on up-to-date Ordnance Survey Mapping (or mapping of a similar standard and detail). Ensure you have appropriate copyright permission.
- Ensure maps are at a scale appropriate for the detail being shown. Large scale maps (eg. OS MasterMap, Vector Map Local and/or 1:10,000) should be used for the majority of maps in your plan.
- Details and operations should be clearly and accurately shown and not obscured by any folds or marks on the map. If you have access to digital mapping software enabling you to produce maps to the required standard, then you can submit electronic maps in either pdf or jpeg format (if digital spatial data is available then you may submit this in addition to the electronic or hard copy maps).
- Ensure your maps have the name of the plan, the scale and the map legend to clearly identify what it is showing and that it is consistent with your plan.
- Include a grid reference for the centre of your plan.
- Please also see FGS General Mapping Guidance for additional information.

What to show on the maps

Location Map: - Location map at 1:25000 or 1:50000 scale to show the woodlands in their wider setting and contours. Identify any major local features such as other forests and woodlands, large water bodies, special landscape, recreational sites, major access routes and any linkages with your woodland. Where the estate or ownership boundaries differ from the LTFP boundary, this should be clearly identified on the map.

If several owners are preparing a joint plan, then show clearly the different ownership boundaries and annotate the map with their names. Each owner must apply separately to get approval.

Current Species Map: You should provide a map clearly showing the current species breakdown for the whole forest. Please indicate the planting year and use map identifiers (e.g. sub compartment numbers and letters). Please use the FCS species abbreviation list available on our website.

Concept Map: This is an updated version of the Concept Map produced during the Scoping exercise and provides a summary of the constraints and opportunities specific to the plan area (see Section 2:Step 2 -Scoping).

Phased felling including thinning map

- Felling areas should be shown on a separate map to restocking proposals.
- Show the next 20 years of felling in 5 year blocks using colour coding as shown in Table 3. Clearly indicate on the map the first 10 years of felling for which approval is being sought.
- Identify the type of felling intervention – felling should be identified as ‘Clearfell’ or ‘LISS Fell’. ‘LISS – Fell’ is low impact silvicultural system areas that will have a final felling (ie removal of final overstorey). This must be consistent with the crop data provided for the production forecast.
- You must clearly identify any features on your map using fine boundary lines and clear labels. All features must be unambiguous and be consistent with the rest of your application details.
- Show all areas to be thinned during first ten years only. Thinning should be identified as ‘thinning’ which is conventional thinning or ‘LISS thinning’ which is thinning within LISS areas. Only show LISS areas that will be actively worked during the plan.

3 Appendix

- For areas that are to be thinned and also felled within the first ten years, then these areas can be shown as felling and identified with a broader boundary line to highlight that these areas will be thinned and also felled.
- Mark on the map, the area in hectares to be felled by 5 year blocks and the area to be thinned in the first 10 years.
- Show any areas of permanent woodland removal – see ‘Control of Woodland Removal’ Appendix 4.

Restocking/Woodland Creation map

On another map clearly show the restocking species for the whole forest. Please indicate the year of restocking for the first 10 year period.

Use colour coding shown in ‘Table 4’. For any species not identified in the table, please use a separate colour and identify species.

Also indicate the planting year of stands adjacent to the restocking areas.

Environmental Impact Map

If required, it should give an accurate detail of the scale and location of any proposed activities for afforestation, deforestation, road building and quarrying for approval which fall within the scope of the Forestry Environment Impact Assessment Regulations and therefore require determination on the need for an EIA.

Table 3 – Required Colours for Felling Phases

Felling phase	Colour
1 (Years 1 – 5)	Red
2 (Years 6 – 10)	Orange
3 (Years 11 – 15)	Yellow
4 (Years 16 – 20)	Light Green
Thinning (1 st 10 years only)	Dark Green
LISS -Thinning (1 st 10 years only)	Lilac
Woodland Removal	Dark Brown
Long Term Retention	Blue

Table 4 – Required colours for Species

Crop Types	Abbreviation	Colour
Sitka Spruce	SS	Light blue
Norway Spruce	NS	Dark blue
Larch	L	Yellow
Scots pine	SP	Orange
Mixed broadleaves	MB	Dark Brown
Native mixed broadleaves	NMB	Light brown
Caledonian Scots Pine	SPC	Red
Natural regeneration	NR	Purple
Open space	OG	Grey

Additional information on scoping

The format for a scoping meeting

If a Scoping Meeting is required, the following list will help you to prepare:

- FCS and applicant should agree who should chair the meeting. The FCS Woodland Officer should always be present at a scoping meeting.
- Ask for introductions from those present. They should give their name and who they represent.
- 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 the Forest Plan preparation.....”)
- Give the order that the meeting will follow.
- Outline your proposals.
- Ask the representatives to present their comments. You should record the issues raised and any relevant comments.
- Discuss, clarify and explore solutions to any issues raised.
- At the end of the meeting, summarise the main points.

Scoping report

Part 1 – General details

Name of property	
FGS number	
Forest Plan area	
Type of scoping	
List of participants	

Part 2 – Key issues

Key Issues	Raised by	Detail any likely Impact	M Action(s) to be taken to address key issues and identify location within Forest Plan	Notes
Water supply to forest cottages	Mr Smith, local resident from 7a Forest Cottages	Potential damage to water supply from harvesting operations	<ul style="list-style-type: none"> • Water supply to be clearly marked on concept map and on ground. Highlight within Section C.2.1 Felling on Management Proposals • Harvesting contractors to be notified 	<ul style="list-style-type: none"> • Area Forester Alan White responsible for action
Raptor breeding site identified (previously unknown)	Scottish Natural Heritage	Disturbance of nesting site	<ul style="list-style-type: none"> • Schedule operations to avoid site in breeding season. • Highlight within Section C.2.1 on Felling Management Proposals 	<ul style="list-style-type: none"> • Incorporate into the Conservation Plan

4 Appendix

Information and data sources

The following range of data sources and policy documents will help you prepare a Forest Plan. Further information on each can be obtained by following the relevant links.

i. UK Forestry Standard and associated guidelines

The UK Forestry Standard and its associated Guidelines act as the foundation for sustainable forestry in all parts of the UK. The UKFS is agreed by all of the Governments within the UK and links international obligations on sustainable forest management with policies on implementation. It therefore sets the context for forestry policy and practice in Scotland.

The UKFS and guidelines apply to all woodlands/forests. As part of the current revision of the UKFS, seven guidelines have been published covering:

- Biodiversity;
- Climate Change;
- Historic Environment;
- Landscape;
- People;
- Soils; and
- Water

ii. Data sources and tools Indicative Forestry Strategies (IFS)

IFSs provide a focus for local authority responses to consultations on grant scheme proposals and inform those developing proposals for forestry of possible sensitivities when considering options for planting. IFS, where available, should be obtained via local authorities.

Landscape Character Assessment (LCA) – is an approach to understanding the differences between landscapes, and can serve as a framework for decision-making that respects local distinctiveness. Covering all regions of Scotland, some thirty LCAs have been prepared by Scottish Natural Heritage (SNH). Besides collectively describing over 360 distinct landscape character types throughout Scotland, they also usually identify potential ‘forces for change’ on the landscape, and provide associated summary guidance on managing such change. This usually includes the ‘force for change’ and associated guidance issues that should be considered when looking at the contribution forest and woodland management and expansion decisions make to a local landscape. Advice on LCA and copies of all regional LCAs are available at: www.snh.gov.uk/policy-and-guidance

Review the relevant LCA for your Forest Plan area and 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. 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.

Historic Environment Information and Advice

This booklet is a guide to the resources available to forest and woodland managers relating to the historic environment of Scotland. It has been designed as a route map to the most pertinent available information and advice.

Native Woodland Survey of Scotland (NWSS) is a comprehensive survey of all of Scotland's native woodlands and the data from the survey may be helpful in preparing native woodland plans. The full dataset is freely available to view online or download.

The survey is based on a digitised woodland map of Scotland and using field survey collects data on a range of woodland attributes. These attributes include woodland type (National Vegetation Community (NVC) and Habitat Action Plan (HAP) type), generic woodland type (whether the wood is semi natural or planted), species composition and structure, herbivore impact, deadwood and threats and damage. The data is collated to provide an assessment of woodland condition and can be analysed to ascertain the conservation value of the woodland.

Forestry Commission Scotland Map Viewer

This is an interactive map browser providing users with the ability to view a variety of FC datasets against OS mapping or aerial photography. (eg. National Forest Inventory, NWSS, Climatic Site Suitability and former forestry grant schemes and felling licences).

Forestry Commission Data Download site

The FC Data Download website provides access to a range of freely available FC spatial datasets for use within GIS systems.

Scotland's Environment Web 'Land Information Search'

A Land Information Search (LIS) tool is available via Scotland's Environment website and this will highlight the presence of a range of environmental features and designations such as Scheduled Monuments, Sites of Special Scientific Interest and Native Woodlands that may fall within or around your area of interest.

iii. Policy documents and guidance

Woodland Expansion Strategy

The Woodland Expansion Strategy lays out the Scottish Government's thinking on how woodland expansion can best increase the delivery of public benefits from Scotland's land.

Control of Woodland Removal

This describes the policy direction for decisions on woodland removal in Scotland.

Pest and Diseases

This web link takes you to a wide range of information on tree pests and diseases including biosecurity.

Peatland Management

The UK Forestry Standard requires managers to minimise soil disturbance, particularly on organic (peaty) soils. There is also a general requirement to consider the potential impacts of soil disturbance when planning operations involving cultivation, harvesting, drainage, and road construction.

iv. Forestry Commission Scotland Guidance and other documents

There is a wide range of documents available on specific issues including:

- **Deer and fencing**
- **Wildfire**

5 Appendix

Progress and compliance report

A Progress and Compliance Report is required to be submitted to Forestry Commission Scotland at year 5. Your report should include the following information and FCS will provide a template for you to use.

Progress on felling

- Area of felling completed within the period being reported on
- Comparison with area (both in total and in location) approved under the agreed LTFP
- Explanation for any divergence beyond agreed tolerances (including reference to agreed amendments)

Progress on restocking

- Area of restocking completed within the period being reported on
- Comparison with area/species (area/location/agreed species planting plan) approved under the agreed LTFP
- Explanation of any divergence beyond agreed tolerances (including references to agreed amendments)

Compliance with any other special conditions/consents approved under the agreed LTFP

This would include:

- Conditions/consents relating to Natura 2000 sites (SAC/SPA) and National Scenic Areas
- Conditions/consents relating to SEPA licences under the CAR regs over and above the GBRs
- Conditions/consents relating to SAMs (and probably Battlefield Inventory and Inventory of Historic gardens and Designed Landscapes)
- Consents relating to EIA determinations (such as forest roads, deforestation, quarries, etc)
- Prior notification for forestry private ways

Compliance with any special conditions agreed in the LTFP relating to mitigating local impact

Examples of such situations include:

- Neighbours likely to be affected by proposed forestry tree planting and/or felling operations
- Specific legal interests (eg water supplies, servitude rights of access, rights of way, sporting rights, etc)
- Impact on local amenity (visual, recreational, access)
- Impact on neighbouring communities such as increased timber traffic on minor rural roads (for which you will probably have prepared a Timber Traffic Management Plan)

A record of any significant incidents

This includes where action was required to be taken at the instigation of the LTFP applicant or an external party and any activities/operational incidents resulting in actual or potential breaches of the UKFS along with the outcome of each incident.



Forestry Commission Scotland serves as the forestry directorate of the Scottish Government and is responsible to Scottish Ministers

Contact

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