

From: [REDACTED] <[REDACTED]@scottishwoodlands.co.uk>
Sent: 03 August 2023 11:48
To: [REDACTED]
Subject: FGS Funding signs

Hi [REDACTED]

We were wondering if the publicity guidance for FGS funding has been updated since leaving the EU? It looks like our signage may still have the EU logo but we cant find anything to suggest which government body should be credited in place of this....Note pasted below from the FGS Update December 2020 was the only reference I could find to the change.

Any digging you can do would be helpful.

Many thanks,
[REDACTED]

- AS a result of recent Scottish Government funding announcements for tree plant forestry grants we have updated the FGS Clearing and Budget Categories to confirm the availability of funding in 2021 and 2022.

Contract arrangements - what changes:

- The legal basis for FGS will change after 1 January 2021. The wording for new contracts agreed after 1 January 2021 will be revised slightly to update the legal references and remove the direct references to the EU. However some reference to EU regulations will remain in the contract text as we will be agreeing contracts upon the Agriculture (Retained EU Law and Data) (Scotland) Act

What does this mean for FGS customers:

- All contracts agreed before 31 December 2020 (i.e. status recorded by SF in FGS as 'Contract Agreed' by that date) will have a legal basis of the current EU rules for the lifetime of that contract.
- All contracts agreed from 1 January 2021 will be based upon new legislation for our exit from the EU.

[REDACTED] MICFor | Senior Forest Planner

8 Fodderty Way | Dingwall Business Park | Dingwall | IV15 9XB

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Name and Registered Office: Scottish Woodlands Limited, Research Park, Riccarton, Edinburgh EH14 4AP.
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From: [redacted]
To: [redacted] <[redacted]@scottishwoodlands.co.uk>
Cc:
Subject: RE: Lost Forest Claim
Date: 04 October 2023 12:32:00
Attachments: [image002.png](#)
[image005.png](#)

Good afternoon, [redacted]

In [redacted] absence ([redacted] on leave) I would like to let you know that on the basis of the information supplied to date we'll approve the claim. As per the email exchange between [redacted] and [redacted] earlier in the year, we'll accept trees from seed zones 105 & 106 as suitable. However, as per [redacted] and [redacted] emails, the trees from more distant zones 204, 302, 405 and unspecified 40 can't be accepted. Given the high rate of tree mortality on site and the scale of beat up operation required, we're progress the claim on the basis that trees from suitable seed zones will be used.
Could you supply, at your earliest convenience, the remedial plan, as per [redacted] email below, please?

Kind regards

[redacted]
Operations Manager
Scottish Forestry
Highland & Islands Conservancy
📍 Woodlands | Fodderty Way | Dingwall | IV15 9XB
📞 Mobile: [redacted]
📧 [redacted]@forestry.gov.scot

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Annual average temperatures for Scotland from 1884-2018 using data from UK Met Office. <https://showyourstripes.info/>

From: [redacted] <[redacted]@scottishwoodlands.co.uk>
Sent: Wednesday, September 27, 2023 5:25 PM
To: [redacted] <[redacted]@forestry.gov.scot>; [redacted] <[redacted]@scottishwoodlands.co.uk>
Cc: [redacted] <[redacted]@forestry.gov.scot>
Subject: RE: Lost Forest Claim

Hi [redacted]

I am confused over the 105 zone (which makes up >50% of your unsuitable trees). We had emailed [redacted] on this on the 6th February and got a response on the 7th February.

We will get the location of the 106 stand and clarify this.

[redacted] has explained the situation regarding how we ended up with the trees so we know where they are on site. We can get plugs and address this over the coming weeks. Would this be acceptable?

Kind regards

[redacted]

From: [redacted] <[redacted]@forestry.gov.scot> <[redacted]@forestry.gov.scot>
Sent: Wednesday, September 27, 2023 4:18 PM
To: [redacted] <[redacted]@scottishwoodlands.co.uk>
Cc: [redacted] <[redacted]@scottishwoodlands.co.uk>
Subject: Lost Forest Claim

This email came from an external sender - Is it legitimate? does the address match the sender?
Think carefully before clicking on links or attachments.

Hi [redacted]

Thanks for updating me re. seed certificates.

I have worked out which trees are from unsuitable seed zones and have the following:

seed zone	
106	7050
105	15000
204	300
302	1550
405	2550
40?	1650
unknown	50
Total	28150

This is equivalent to approximately 17.5ha.

Seed zones 106 and 105 aren't agreed and are unsuitable, unless you can demonstrate that the seed was collected from a similar location to the planting site.

We will require a remedial plan which will state how this will be rectified and a time scale for completion. You will also need to provide seed certificates for the replaced trees showing they are from the suitable seed zone.

We are seeking further clarification from National Office on the payment.

If you have any questions regarding this feel free to get in touch.

Best Regards

[Redacted]

[Redacted]
Woodland Officer

Scottish Forestry
Highland and Islands Conservancy
Fodderty Way | Dingwall | IV15 9XB
Direct: [Redacted]
Mobile: [Redacted]
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[@scotforestry](https://www.facebook.com/scottishforestry)

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[Redacted] **MICFor | Director North**

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2023 SAF FGS Inspection year

Forestry Grant Scheme

Forestry Options Inspection Report



This Inspection Report will record the Forestry Annual Recurrent grants, and must be completed manually on site at the time of the joint inspection carried out by both RPID and Scottish Forestry (SF) inspectors. (One form per site visit / FGS Scheme reference)

Main Location Code:

Location Code:

Forestry Grant Scheme Reference:

Business Reference Number:

Business Name:

Business Address:

Inspection Date:

Present

Inspecting Officers	Beneficiary/representative
<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value=""/>	<input type="text" value=""/>
<input type="text" value=""/>	<input type="text" value=""/>

Completed inspection reports should be sent via email to the RPID inspecting officer. SF staff should notify National office that the inspection report has been sent by completing the shared area spreadsheet.

**SECTION 1 – WOODLAND CREATION: Option – Woodland Creation
Annual Recurrent Maintenance
(FGS081-01 to 09)**

Please apply the below guidance to the completion of the Annual Recurrent Inspection Form for Woodland Creation (Annual Recurrent Management Items) on the following pages:

1. Organisational Roles

All staff must refer to the specific [Option guidance](#) to be clear about why the mapping work/inspections are being carried out. If it is related to a claim then you need to understand the nature of the Option being claimed and the requirements thereof.

SF should **not** engage in the remapping and creating of new Land Parcels (LPIDs – land Parcel Identifiers) unless the need is obvious, appropriate and necessary. The ideal is to create LPIDs for forestry/woodland areas and for agricultural areas and not to retain LPIDs that have both land classifications within.

The defined FGS Contract/Case boundary will be identified by the applicant at the application stage. They should ensure that the Woodland Creation (WC) area boundary (that will include all the eligible grant-aided components of the species & Open Ground (OG) within the Options) is designed to coincide with permanent geographical features (eg: fence, road, watercourse, etc..). If no permanent feature exists, and a new fence will not be erected on the WC area boundary, then permanent markers should be erected to allow a LPID boundary to be aligned to the WC area. These markers should be selected to ensure they will be in position throughout the life of the grant awards so as to verify the boundary of the associated WC grant aid. Permanent markers used will not be grant aided. We will also not allow fences to be grant aided if they are not being used as a protection measure (ie: an internal fence marking out WC ineligible ground).

1.1 RPID: When measuring with the paying agency GPS equipment, RPID will, wherever possible in the presence of a SF inspector, measure the external boundary of the WC Area within a FGS contract that they will derive from:

- a) The presence and verification of LPID boundaries that are created along each permanent geographical feature. (Roads, rivers, rocky out crops etc)
- b) Identifying the need to create any new LPID boundaries that will wholly contain the WC area within a FGS contract.

Please note that balancing areas across land parcels is not allowed within FGS. Therefore, where parcels are merged, it is important that areas of woodland are returned against the original declared parcel in order to avoid unintended over/under-declaration penalties.

- c) The WC FGS Contract/Case area may include internal permanent features but these will not be recorded nor mapped as LPID boundaries as they are integral to the WC area which is now defined as forestry. The objective is to create a single WC LPID boundary around each woodland block that encompasses all the WC components of the Case.

Please note –The inspection of FGS contracts over 6 years old (as part of a WC contract) can be carried out and verified by either a SF inspector or a RPID GPS inspector. The inspector is simply confirming *‘that there is no agricultural activity, and that site can still be described as woodland’*. In situations when the inspector is a RPID GPS inspector and they are unsure whether or not the area can be described as a woodland then they should contact the local SF Conservancy office and ask for support.

1.2 SF: Accompanying RPID in verifying the LPID boundary. Our advisory guidance to potential applicants will state that if a fence is being erected, it should contain within it all the WC Options and the associated Designed OG.

SF staff should not engage in broader remapping or unrelated forestry issues just because we are present.

SF will verify the internal WC planted areas and if no differences evident between found and claimed then the claim/contract measurements would be used for the Annual Recurrent Grant (ARG) claim. SF verification should be undertaken adhering to a SF protocol. Check that:

- a) the submitted claim map is consistent with the approved Contract map
- b) The species boundaries on the claim map correspond accurately to what's found on the ground.
- c) Undertaking plots for minimum stocking densities (FC Operational Guidance Booklet No.4 'Plant Density: Right First Time'.)
- d) Areas supplied by the claimant in the Table 'Woodland Creation Component Areas' supporting the claim are consistent with the claim map and correspond accurately to what's found on the ground.
- e) Any designed Open ground allocated to each Woodland Creation option is not greater than the maximum percentage allowed for that Option.
- f) That there has been evidence of ongoing maintenance works.

2. Guidance on sites to be inspected / measured for first time with GPS:

The WC area for the FGS contract will become the LPID boundary which must encompass all WC components contained within the FGS contract including any Designed Open Ground. Typically this would be a fenced enclosure or obvious permanent geographical feature.

A single Land Parcel must be created for each WC block of the FGS Contract based on geographical boundaries or new permanent features – which include fencing.

Ideally, if an applicant erects a new fence, they should apply for a LMF to register this 'permanent feature' and receive a new LPID. RPID must verify this LPID.

For all GPS measuring visits, time inspection to avoid vegetation hiding trees.

3. Breaching WC maintenance

WC maintenance is paid annually for the first five years of WC following the initial planting capital payment as there are many reasons why WC sites are not correct first time and the maintenance grants allows for issues to be corrected. Breaches should not be applied if there is evidence of maintenance work occurring over the past year unless the specifics of the failures were already reported and there is no evidence of any remedial maintenance works.

FGS081-01
Woodland Creation: Conifer
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Conifer				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Confirmed	Yes:	If Breach	No:	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.			Over-claim / under-claim		
* Comment:					
All Inspections: The found Option area is in excess of the individual Option's minimum eligible area. For the Conifer option, the minimum block size is two hectares in any one year.			Over-claim		
* Comment:					
Inspecting Maintenance: the tree species and layout are as agreed in the contract.			Scheme breach		
* Comment:					
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.			Scheme breach		
* Comment:					
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees .			Scheme breach		
* Comment:					

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-02
Woodland Creation: Diverse Conifer
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Diverse Conifer				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Confirmed	Yes: Breach	No: N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Diverse Conifer, this is a minimum of 2Ha per planted block in any one year.		Over-claim	
* Comment:			
Inspecting Maintenance: the tree species and layout are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.		Scheme breach	
* Comment:			

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-03
Woodland Creation: Broadleaves
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Broadleaves				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Confirmed	Yes: Breach	No: /	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim		
* Comment:				
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Broadleaves, this is a minimum of 2Ha per planted block in any one year.		Over-claim		
* Comment:				
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.		Scheme breach		
* Comment:				
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.		Scheme breach		
* Comment:				
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.		Scheme breach		
* Comment:				

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings

FGS081-04
Woodland Creation: Native Scots Pine
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Native Scots Pine				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment
NH/84625/13218	138.54	138.54	138.54	
NH/85980/10004	6.58	6.58	6.58	
NH/86252/10177	0.37	0.37	0.37	
NH/86901/11464	2.62	2.62	2.62	

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Confirmed	Yes: Breach	No: N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.	Yes	Over-claim / under-claim	
* Comment: The option boundary and area found on site were the same as in the planting plan and contract. All works done up to contract standard, although high mortality of trees on site.			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Native Scots Pine, this is a minimum of 0.25Ha per planted block in any one year.	Yes	Over-claim	
* Comment: The option area found is in excess of the options minimum eligible area.			
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.	Yes	Scheme breach	
* Comment: The tree species found and the layout are as agreed in the contract and shown on contract maps.			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.	Yes	Scheme breach	
* Comment: The stocking densities of tree spp were as agreed in the contract, with an average stocking density of 1600 stems per hectare (despite 50-56% mortality found).			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.	Yes	Scheme breach	

<p>* Comment: The scheme was well protected by a perimeter fence. However, the applicant will need to manage deer which have been fenced in (evident from tracks and browsing).</p>			
<p>Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.</p>		<p>Over-claim / under-claim</p>	<p>n/a</p>
<p>* Comment: Scheme is <6 yr</p>			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-05
Woodland Creation: Native Upland Birch
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Native Upland Birch				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment
NH/84625/13218	127.68	127.68	127.68	
NH/88287/11139	2.63	2.63	2.63	

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Confirmed	Yes: No:	If Breach	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.	Yes		Over-claim / under-claim	
* Comment: The option boundary and area found on site were the same as in the planting plan and contract. All works done up to contract standard.				
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Native Upland Birch, this is a minimum of 0.25Ha per planted block in any one year.	Yes		Over-claim	
* Comment: The option area found is in excess of the options minimum eligible area.				
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.	Yes		Scheme breach	
* Comment: The tree species found and the layout are as agreed in the contract and shown on contract maps.				
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.	Yes		Scheme breach	
* Comment: The stocking densities of tree spp were as agreed in the contract, an average stocking density of 1700 stems per hectare was found.				
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.	Yes		Scheme breach	
* Comment:				

The scheme was well protected by a perimeter fence. However, the applicant will need to manage deer which have been fenced in (evident from tracks and browsing).

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	N/A
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*** Comment:**
Scheme is <6 yr

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-06
Woodland Creation: Native Broadleaves
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Native Broadleaves				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment
NH/84625/13218	10.08	10.08	10.08	
NH/85980/10004	19.02	19.02	19.02	
NH/86252/10177	1.9	1.9	1.9	

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.	Yes	Over-claim / under-claim	
* Comment: The option boundary and area found on site were the same as in the planting plan and contract. All works done up to contract standard, although high mortality of trees on site.			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Native Broadleaves, this is a minimum of 0.25Ha per planted block in any one year.	Yes	Over-claim	
* Comment: The option area found is in excess of the options minimum eligible area.			
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.	Yes	Scheme breach	
* Comment: The tree species found and the layout are as agreed in the contract and shown on contract maps.			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.	Yes	Scheme breach	
* Comment: The stocking densities of tree spp were as agreed in the contract, despite high mortality (95%).			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.	Yes	Scheme breach	

<p>* Comment: The scheme was well protected by a perimeter fence. However, the applicant will need to manage deer which have been fenced in (evident from tracks and browsing).</p>			
<p>Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.</p>		<p>Over-claim / under-claim</p>	<p>N/A</p>
<p>* Comment: < yr 6.</p>			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-07
Woodland Creation: Native Low-density Broadleaves
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Native Low Density Broadleaves				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment
NH/84625/13218	11.92	11.92	11.92	

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.	Yes	Over-claim / under-claim	
* Comment: The option boundary and area found on site were the same as in the planting plan and contract. All works done up to contract standard.			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Native Low-density Broadleaves, this is a minimum of 0.25Ha per planted block in any one year.	Yes	Over-claim	
* Comment: The option area found is in excess of the options minimum eligible area.			
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.	Yes	Scheme breach	
* Comment: The tree species found and the layout are as agreed in the contract and shown on contract maps.			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.	Yes	Scheme breach	
* Comment: The stocking densities of tree spp were as agreed in the contract.			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.	Yes	Scheme breach	
* Comment: The scheme was well protected by a perimeter fence. However, the applicant will need to manage deer which have been fenced in (evident from tracks and browsing).			

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	n/a
* Comment: Scheme is <6 yr			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-08
Woodland Creation: Native Broadleaves in Northern and Western Isles
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Native broadleaves in Northern and Western Isles				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Native Broadleaves in Northern and Western Isles, this is a minimum of 0.25Ha per planted block in any one year.		Over-claim	
* Comment:			
Inspecting Maintenance: The tree species, and layout are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.		Scheme breach	
* Comment:			

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS081-09
Woodland Creation: Small or Farm Woodland
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 1?

Summary of Found Areas				
Woodland Creation: Small or Farm Woodland				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
All Inspections: The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
All Inspections: The found Option area is in excess of the individual Option's minimum eligible areas. For Small or Farm Woodland, this is a minimum of 0.25Ha per planted block in any one year.		Over-claim	
* Comment:			
Inspecting Maintenance: the tree species and layout are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The stocking densities of tree species are as agreed in the contract.		Scheme breach	
* Comment:			
Inspecting Maintenance: The site is well protected and allows the ongoing establishment of the trees.		Scheme breach	
* Comment:			

Inspecting FGS contracts after year 6: That there is no agricultural activity, and that site can still be described as woodland.		Over-claim / under-claim	
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

SECTION 2 – SUSTAINABLE MANAGEMENT OF FORESTS OPTIONS (FGS151 01-09)

(Annual Recurrent Management Items)

Please apply the below guidance to the completion of the Annual Recurrent Inspection Form for the appropriate SMF Option(s) on the following pages:

FGS151-01 Native Woodland
FGS151-02 Livestock Exclusion
FGS151-03 Woodland Grazing
FGS151-04 Low Impact Silvicultural Systems (LISS)
FGS151-05 Public Access – Rural Woods
FGS151-06 Public Access – Woods In and Around Towns (WIAT)
FGS151-07 Species Conservation – Grey Squirrel Control
FGS151-08 Species Conservation – Predator Control for Capercaillie and Black Grouse
FGS151-09 Species Conservation – Reducing Deer Impact

1. Organisational Roles

All staff must refer to the specific Option guidance to be clear about why the mapping work/inspections are being carried out. If it is related to a claim then you need to understand the nature of the Option being claimed and the requirements thereof.

SF should **not** engage in the remapping and creating of new Land Parcels (LPIDs – land Parcel Identifiers) unless the need is obvious, appropriate and necessary. The ideal is to create LPIDs for forestry/woodland areas and for agricultural areas and not to retain LPIDs that have both land classifications within.

In general, the creation of new LPIDs to reflect such changes as felling coupes within forests is not desirable as, in real terms, it is likely to create more room for subsequent errors and will also add to processing requirements in respect to such areas as subsequent contract variation, etc.

Such areas are typically not permanent 'land parcels' which have clear defined and robust boundaries. Without such characteristics they will add little and it is highly likely that any subsequent measurements (eg: associated with an adjacent felling coupe boundary) will inevitably lead to errors. Rather they should normally be treated as areas which are being managed in a certain way within larger, clearly defined LPIDs.

1.1 RPID: When arriving on site, RPID will, wherever possible in the presence of a SF inspector, identify the location and appropriateness of current LPIDs in respect to the land-use differences of woodland and non-woodland. The suitability of LPID boundaries will be derived from:

- a) The presence and verification of LPID boundaries that are created along permanent geographical features.
- b) Identifying the need to create any new LPID boundaries that will wholly contain the Sustainable Management of Forests (SMF) areas within a FGS contract by removing non woodland areas.

Please note that balancing areas across land parcels is not allowed within FGS. Therefore, where parcels are merged, it is important that areas of woodland are returned against the original declared parcel in order to avoid unintended over/under-declaration penalties.

- c) The SMF FGS Contract/Case area (ie: existing woodland blocks) may include internal permanent features but these will not be recorded nor mapped as LPID boundaries as they are integral to the existing woodland area which is defined as forestry. The objective is to create a single woodland LPID boundary around a woodland block that encompasses all the SMF components of the Case.

1.2 SF: Accompanying RPID in verifying the LPID boundaries.

SF staff should not engage in broader remapping or unrelated forestry issues.

Prior to the visit SF can assess the suitability of LPIDs boundaries representing woodland and non-woodland land classifications by viewing the LPID layer on the SF internal map browser.

SF will verify the internal management prescription boundaries on site to determine the found area of the SMF option claimed and will verify that the relevant Option eligibility criteria has been complied with. If no differences are evident between found and claimed then the claim/contract measurements would be used for the annual management claim.

The protocol for verifying and defining management prescription boundaries that will deliver the eligibility requirements of the particular SMF Option will include, within the woodland boundary, the normal proportion of Open Ground that is compatible with good forest practice and UK Forestry Standard compliance. When defining the woodland LPID and/or management prescription boundaries, the following guidance should be applied:

- Measure from the inside edge of a road, watercourse, external boundary fence (LPID boundary) or non-wooded 'other land' area such as scree, or small lochs
- Measure from the middle of an internal forest ride / gap

2. Guidance on sites to be inspected / measured with GPS:

- If the SMF Boundary area(s) are not completely enclosed in a woodland LPID (ie: the LPID boundary includes woodland and non-woodland areas) then both RPID and SF inspectors in conjunction with the claimant should identify the woodland boundary. RPID would then create a new LPID for the woodland & for the remaining non-woodland areas.

FGS151-01
Sustainable Management of Forests: Native Woodland
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Native Woodland				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the Forest/Management plan, and contract.		Over-claim / under-claim	
* Comment:			
A Deer Management Plan is available on the contract file for this site		Over-claim	
* Comment:			
There is an approval letter for the Forest Plan or FCS approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
Deer control complies with best practice guidance.		Scheme breach	
* Comment:			
Habitat monitoring and recording of culls are being carried out in accordance with the requirements and/or the appropriate period as identified Deer Management Plan and Woodland Management Plan/Forest Plan.		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-02
Sustainable Management of Forests: Livestock Exclusion
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Livestock Exclusion				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the contract.		Over-claim / under-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
The works carried out on site have been done in accordance to the requirements and/or for the appropriate period as identified in the Forest Plan / Management Plan.		Scheme breach	
* Comment:			
Boundary fences have been checked to ensure that livestock are excluded from the woodland		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-03
Sustainable Management of Forests: Woodland Grazing
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Woodland Grazing				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the contract.		Over-claim / under-claim	
* Comment:			
The area found, as managed, is >5Ha or is in an eligible exception area?		Over-claim	
* Comment:			
An approved Woodland Grazing Management Plan which is in accordance with the Woodland Grazing Toolbox is available on the case file		Over-claim	
* Comment:			
The works carried out on site have been done in accordance to the requirements and/or for the appropriate period as identified in the Woodland Grazing Management Plan		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-04
Sustainable Management of Forests:
Low Impact Silvicultural Systems (LISS)
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Low Impact Silvicultural Systems (LISS)				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the contract.		Over-claim / under-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
An approved Deer Management Plan is available on the contract file. All deer control complies with best practice guidance and cull records are provided.		Over-claim	
* Comment:			
The works carried out on site are in accordance with the operations proposed in the LISS Supporting Information.		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-05
Sustainable Management of Forests:
Public Access – Rural Woods
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Public Access – Rural Woods				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
The works carried out on site have been done in accordance the activities proposed in the Public Access Rural Woods Supporting Information and the Management Plan / Forest Plan		Scheme breach	
* Comment:			
Annual tree safety survey(s) have been carried out and an annual monitoring form of time inputs retained, including days spent litter picking and undertaking path, sign and furniture maintenance.		Over-claim	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-06
Sustainable Management of Forests:
Public Access – Woods In and Around Towns (WIAT)
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Public Access – Woods In and Around Towns (WIAT)				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
The minimum block size within the area claimed is 0.5ha.		Over-claim	
* Comment:			
There is an approved Woods In and Around Towns – Urban Woodland Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
The works carried out on site been done in accordance with the activities proposed in the Urban Woodland Management Plan.		Scheme breach	
* Comment:			
Annual tree safety survey(s) have been carried out and an annual monitoring form of time inputs retained, including days spent litter picking and undertaking path, sign and furniture maintenance.		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-07
Sustainable Management of Forests:
Species Conservation – Grey Squirrel Control
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Species Conservation – Grey Squirrel Control				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
The minimum block size within the area claimed is 0.5ha.		Over-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
The works carried out on site have been done in accordance with the work programme in the Species Conservation – Grey Squirrel Control Supporting Information		Scheme breach	
* Comment:			
The following evidence is available on the case file: •a 1:10,000 map showing the area that has been controlled •the trapping dates •numbers of grey squirrels caught (recorded on the Grey Squirrel Control monitoring form)		Scheme breach	

<ul style="list-style-type: none"> •details (date and location) of sightings as evidence of the continued presence of grey squirrels within the funded area. 			
<p>* Comment:</p>			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS151-08
Sustainable Management of Forests:
Species Conservation – Predator Control for Capercaillie and Black
Grouse
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Species Conservation – Predator Control for Capercaillie and Black Grouse				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
The works carried out on site been done in accordance with the activities proposed in the Predator Control supporting information		Scheme breach	
* Comment:			
An annual monitoring form that records the date, method, time spent, number and species controlled is available on the contract file. The form must contain a map showing the trap and cull locations.		Scheme breach	
* Comment:			

*** The Comment fields are mandatory.**
The inspector must provide positive or negative comments on their findings.

FGS151-09
Sustainable Management of Forests:
Species Conservation – Reducing Deer Impact
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 2?

Summary of Found Areas				
Sustainable Management of Forests: Species Conservation – Reducing Deer Impact				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the planting plan, and contract.		Over-claim / under-claim	
* Comment:			
There is an approval letter for the Forest Plan or SF approved Management Plan available on the contract file for this site.		Over-claim	
* Comment:			
There is a Scottish Forestry approved Deer Management Plan on the contract file.		Over-claim	
* Comment:			
Reducing Deer Impact Supporting Information has been provided to support unfunded Deer Management Plans		Scheme breach	
* Comment:			
Evidence is available on the contract file including: <ul style="list-style-type: none"> • a map showing the area that is being claimed and the stratified areas that have been surveyed • annual damage assessment survey results • a map of the recorded plots within stratified areas, and the starting points • cull records for verification 		Scheme breach	
* Comment:			

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*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

SECTION 3 – AGROFORESTRY OPTIONS (FGS082-01 & FGS082-02) (Annual Recurrent Management Items)

Please apply the below guidance to the completion of the Annual Recurrent Inspection Form for Agro-Forestry (Maintenance) on the following pages:

1. Organisational Roles

All staff must refer to the specific Option guidance to be clear about why the mapping work/inspections are being carried out. If it is related to a claim then you need to understand the nature of the Option being claimed and the requirements thereof.

SF should **not** engage in the remapping and creating of new Land Parcels (LPIDs – land Parcel Identifiers) unless the need is obvious, appropriate and necessary. The ideal is to create LPIDs for forestry/woodland areas and for agricultural areas and not to retain LPIDs that have both land classifications within.

The defined SF Contract/Case boundary will be identified by the applicant at the application stage. They should ensure that the Agroforestry (AF) area boundary (that will include all the eligible grant-aided components of the Options) is designed to coincide with permanent geographical features (eg: fence, road, watercourse, etc..). If no permanent feature exists and a new fence will not be erected on the AF area boundary, then permanent markers should be erected to allow a LPID boundary to be aligned to the AF area. These markers should be selected to ensure they will be in position throughout the life of the grant awards so as to verify the boundary of the associated AF grant aid. Permanent markers used will not be grant aided. We will also not allow fences to be grant aided if they are not being used as a protection measure (ie: an internal fence marking out AF ineligible ground).

1.1 RPID: When measuring with the paying agency GPS equipment, RPID will, wherever possible in the presence of a SF inspector, measure the external boundary of the AF Area within a FGS contract that they will derive from:

- a) The presence and verification of LPID boundaries that are created along each permanent geographical feature.
- b) Identifying the need to create any new LPID boundaries that will wholly contain the AF area within a FGS contract.

Please note that balancing areas across land parcels is not allowed within FGS. Therefore, where parcels are merged, it is important that areas of woodland are returned against the original declared parcel in order to avoid unintended over/under-declaration penalties.

- c) The AF FGS Contract/Case area may include internal permanent features but these will not be recorded nor mapped as LPID boundaries as they are integral to the AF area which is now defined as agroforestry. The objective is to create a single AF LPID boundary around each field with AF components in the Case.

1.3 SF: Accompanying RPID in verifying the LPID boundary. Our advisory guidance to potential applicants will state that if a fence is being erected, it should contain within it all the AF Options.

SF staff should not engage in broader remapping or unrelated forestry issues just because they are present.

Then SF will verify the internal AF planted areas and if no differences evident between found and claimed then the claim/contract measurements would be used for the ARG claim. SF verification should be undertaken adhering to a SF protocol. Check that:

- a) the submitted claim map is consistent with the approved Contract map
- b) The species boundaries on the claim map correspond accurately to what's found on the ground.
- c) Undertaking plots for minimum stocking densities.

2. Guidance on sites to be inspected / measured for first time with GPS:

The AF area for the FGS contract will become the LPID boundary which must encompass all AF components contained within the FGS contract including any Designed Open Ground. Typically this would be a fenced enclosure or obvious permanent geographical feature.

A single Land Parcel must be created for each AF block of the FGS Contract based on geographical boundaries or new permanent features – which include fencing.

Ideally, if an applicant erects a new fence, they should apply for a LMF to register this 'permanent feature' and receive a new LPID. RPID must verify this LPID.

For all GPS measuring visits, time inspection to avoid vegetation hiding trees.

FGS082-01
Agroforestry - 400 trees/hectare
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 3?

Summary of Found Areas				
Agroforestry – 400 trees/hectare				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the contract.		Over-claim / under-claim	
* Comment:			
The minimum block size within the area claimed is 0.25ha.		Over-claim	
* Comment:			
The minimum initial stocking density of 400 trees per hectare has been maintained and the trees are evenly distributed within the application area.		Over-claim	
* Comment:			
The only grazing livestock on the site are sheep. There are no cattle or other grazing animals on the site. If site is not being grazed during inspection, the land is nonetheless available for grazing.		Over-claim	
* Comment:			
Maintenance has been undertaken in accordance with the Agroforestry Operational Plan. A diary of time and dates for all maintenance activities undertaken has been kept.		Scheme breach	

<i>(i.e. suitable tree pruning and management until the trees are established. This includes singling of leaders from the second year. Maintenance will enable both tree establishment and pasture sward to thrive together. The aim of pruning is to get a minimum of four metres of clean stem)</i>			
* Comment:			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

FGS082-02
Agroforestry - 200 trees/hectare
(Annual Recurrent Management Items)

Have you read the guidance at start of Section 3?

Summary of Found Areas				
AgroForestry – 200 trees/hectare				
LPID	Area Claimed	Area Found	Area authorised for payment	Area ineligible for payment

*** Ensure the LPID and Area Found, recorded in the table above, corresponds with the original LPID detailed in the latest approved FGS contract/varied contract.**

Verify the following:	If Yes: Confirmed	If No: Breach	N/A
The Option boundary and area found on site are the same as in the contract.		Over-claim / under-claim	
* Comment:			
The minimum block size within the area claimed is 0.25ha.		Over-claim	
* Comment:			
The minimum initial stocking density of 200 trees per hectare has been maintained and the trees are evenly distributed within the application area.		Over-claim	
* Comment:			
The only grazing livestock on the site are sheep. There are no cattle or other grazing animals on the site. If site is not being grazed during inspection, the land is nonetheless available for grazing.		Over-claim	
* Comment:			
All planted trees are protected from grazing by domestic and wild animals.		Scheme breach	
* Comment:			

<p>Maintenance has been undertaken in accordance with the Agroforestry Operational Plan.</p> <p>A diary of time and dates for all maintenance activities undertaken has been kept.</p> <p><i>(i.e. suitable tree pruning and management until the trees are established. This includes singling of leaders from the second year. Maintenance will enable both tree establishment and pasture sward to thrive together. The aim of pruning is to get a minimum of four metres of clean stem)</i></p>		Scheme breach	
<p>* Comment:</p>			

*** The Comment fields are mandatory.**

The inspector must provide positive or negative comments on their findings.

SUMMARY BREACHES SECTION

Is there a scheme breach: NO

Is there a Cross Compliance breach: NO

Inspecting Officers Comments: (Detailing breaches of Cross Compliance seen at inspection).

No breaches were found on site inspection.

Inspecting Officers Comments: (Detail findings and any action taken.)

The scheme was found to be well protected by a perimeter deer fence in good condition. However deer management is needed within the fenceline as deer prints and browsing was evident.

The scheme unfortunately displayed a high level of seedling mortality with 50-95% mortality recorded. The works done, including planting density are up to contract standard however a major beat up is required to maintain stocking density going forward.

SF Officer(s) Name

[REDACTED]

Signature

[REDACTED]

Date:

08/09/23

When this Inspection form has been completed, and the SF Officer has provided the required comments, please ensure the form is sent to the GPS inspector at the relevant RPID area office, where it must be included in the Inspection file for this Business.

Please remember to upload a copy of this inspection report into the 'supporting documents' section of RP&S for this FGS case.