| Customer Reference Number (CRN) | Expression of Interest (EOI) Reference number |
| --- | --- |
|  |  |

| **1. Property, Applicant and Planner / Agent Details** | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| New Woodland Property Name | | Applicant Name | | | | | Status | | |
|  | |  | | | | | *Owner / tenant / manager \** | | |
|  | |  | | | | | | | |
| Email Address | | | | Contact Number | | | | | |
|  | | | |  | | | | | |
|  | |  | | | | | | | |
| Registered Woodland Planner Name | | | Email Address | | | | | Contact Number | |
|  | | |  | | | | |  | |
|  | |  | | | | | | | |
| Agent Name and Company (If Applicable) | | | Email Address | | | | | Contact Number | |
|  | | |  | | | | |  | |
|  | |  | | | | | | | |
| **Planting Site Details** | | | | | | | | | |
| Has the Woodland Planner carried out a site visit to all field parcels tree planting is proposed? | | | | | | | | | *Yes / No \** |
|  | |  | | | | | | | |
| Area (Ha) | WCPP Woodland Category | | | | | Six-figure Grid Reference for Planting Site | | | |
|  |  | | | | |  | | | |
|  | |  | | | | | | | |
| Local authority of Planting Site | | | | | Nearest town | | | | |
|  | | | | |  | | | | |
|  | |  | | | | | | | |

*\* Delete as appropriate*

| **Information for Environment Impact Assessment (Forestry)** |
| --- |

New planting areas in the following designations – only include the actual amount of planting within that designation regardless of the overall size of the scheme unless applicable (fill in areas if known):

|  |  |
| --- | --- |
| **Designated areas** | **Area (hectares)** |
| a. Site of Special Scientific Interest (SSSI) |  |
| b. SSSI with Nature Conservation Order (Section 29 of Wildlife and Countryside Act 1981) |  |
| c. National Park |  |
| d. World Heritage Site |  |
| e. Scheduled Monument (SM) |  |
| f. Area of Outstanding Natural Beauty (AONB) |  |
| h. National Sites Network (formerly known as Natura 2000 Sites i.e. Special  Areas of Conservation (SAC) or Special Protection Areas (SPA) |  |
| h. National Nature Reserve (NNR) |  |
| h. RAMSAR Site |  |

|  |  |
| --- | --- |
| a. Has there been any recent afforestation (in the last 5 years) adjoining your proposed woodland creation? | *Yes / No \** |
| b. What is the adjoining project’s size (Hectares)? |  |
| *\* Delete as appropriate* | |
| If there is more than one afforestation project, list all that would apply and their individual sizes: | |
|  | |

**Information Sharing**

We use the information that you have given us in order to assess and approve your Woodland Creation Planning Pilot Plan.

We will also share this information along with any relevant accompanying information with the Natural Resources Body for Wales (NRW) Permitting Service so that they may give their Opinion as to whether your Woodland Creation Plan is a Relevant Project under the Environmental Impact Assessment (Forestry) Regulations 1999. Should NRW require more information to inform their Opinion they may contact you directly.

Under the General Data Protection Regulation (GDPR), the lawful basis we rely on for sharing this information with NRW is:

(e) We need it to perform a public task.

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| **2. Long term Vision and Objectives** | |
|  | |
| **Describe your long-term vision for the proposed planting** | |
|  | |
| **Set out the objectives for the proposed planting** | |
| **1.** |  |
| **2.** |  |
| **3.** |  |
| **4.** |  |
| **5.** |  |
| **6.** |  |

| **3. Potential impacts of proposed planting** | | | | | |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
| **Sensitivities**  **layer \*** | **Field Parcel**  **Sheet and**  **Field Number** | **Description of**  **layer in proposed planting** | **How will the layer and**  **area to be planted be**  **dealt with in accordance**  **with UKFS?** | **Are any priority habitats, as listed under section 7**  **of the Environment (Wales) Act 2016, present**  **in the area to be planted?** | **Is consultation required for this layer? (See Section 6)** |
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\* Needs to include Woodland Opportunities Map layers, other potential sensitivities and other determining factors - public rights of way, wayleaves, rivers and lakes as per NRW’s GN002 Woodland Creation Planner’s guide. Note that scoring layers do not need to be listed here.

|  |  |
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| **4. Design of Proposed Planting** | |
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| **Brief description of proposed planting site** |  |
| **Pre-planting ground preparation** |  |
| **Design of proposed planting scheme** |  |
| **Type of planting stock and size of trees/shrubs** |  |
| **Tree protection – what type**  **of tree shelters/spiral guards will be used and why?** |  |
| **Fencing (livestock)** |  |
| **Deer protection (if an issue)** |  |
| **Open ground** |  |
| **Is the proposed planting within an open access area?** |  |
| **Are standing trees present?** |  |
| **Timing of proposed planting** |  |

| **5. Maintenance and monitoring of proposed planting site** | | | |
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| **Maintenance Operation** | **What needs to be maintained?** | **Who will maintain the new planting site?** | **When will the maintenance be undertaken?** |
| **Control of vegetation around trees** |  |  |  |
| **Tree replacement** |  |  |  |
| **Fencing** |  |  |  |
| **Tree protection** |  |  |  |
| **Removal of tree protection** |  |  |  |
| **Rides and paths**  **through wood** |  |  |  |

| **6. Consultation and Public Participation** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | |  | |  | |
| **Consultation** | | | | | | | | |
| **Organisation** | **Date contacted** | **Date of Feedback** | **Their Response** | | **How did the consultation response impact on this plan?** | | **Your Action** | |
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| **Public Participation**   | **Date Commenced** | DD/MM/YYYY |  | **Date Concluded** | DD/MM/YYYY | | --- | --- | --- | --- | --- | | | | | | | |
| **Individual or Organisation** | **Connection to new planting**  **(e.g. neighbour, community council, interested party)** | **Method of communication**  **(e.g. event, letter, email, phone)** | **Date contacted** | **Date of Feedback** | **Their Response** | **Your Action** |
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| **If you feel that no public participation is required, please state why** | | | | | | |
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| **Specialist Surveys Undertaken** | | | | | | | |
| If a specialist habitat or species survey is required as part of developing the plan, you can claim 80% of the cost of this survey. See Section C of the WCPPS Rules Booklet for further information.  You will not be able to claim for any survey that has been paid for prior to successful selection at EOI.  Please confirm any specialist surveys undertaken in support of this application with a brief explanation of why you considered they were required (if in doubt, we would advise speaking to NRW before arranging the survey). Provide details of date survey undertaken and supplier. Surveys funded include bats, peat depth, breeding birds, vegetation and habitats. | | | | | | | |
| **Special Survey** | **Date Survey Undertaken** | **Quote 1** | | **Quote 2** | | **Quote 3** | |
| **Supplier** | **Quote** | **Supplier** | **Quote** | **Supplier** | **Quote** |
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|  | | | **7. Plan of Operation** | | | | | | | |
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| **Compartment**  **No.** | **Sheet Reference** | **Field**  **Parcel** | | **Unique ID**  **(Reference to Shapefile Mark-up)** | **Woodland Category or Fencing** | | | **Species** | **Species**  **%** | **Proposed Quantity**  **(Ha / m)** |
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| **8. Information Required to Support Plan Verification** | |
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| **Documents** | **Attached: Yes / No**  Please note that plans will be returned unchecked if required supporting documents are not present or where errors are found in initial checks of the shapefile submitted |
| Woodland Creation Planning Pilot Shapefile |  |

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| **Consents and Consultation responses** | **Provided: Yes / No /**  **Not applicable** |
| Natural Resources Wales: consent within Sites of Special Scientific Interest (SSSI) |  |
| Cadw: response within 50m of Scheduled Monument |  |
| Public consultation / participation |  |
| Welsh Archaeological Trust consultation |  |
| Additional documents  e.g. ecological survey, community consultation, landscape design map |  |
| Consultation responses  e.g. National Parks and Areas of Outstanding Natural Beauty over 2Ha |  |
| Other non-designated areas (e.g. RIGS, Historic Parks and Gardens etc.) |  |

**Woodland Planner Declaration**

**This declaration must be completed by the woodland planner before submitting the finalised plan to the Welsh Government for verification by NRW.**

I confirm all of the information contained in this Woodland Creation Planning Pilot Plan is true, accurate and complete to the best of my knowledge and belief. I confirm I have visited all proposed planting sites. I understand and accept it is my responsibility to ensure this is the case. I confirm if there is any change to the information I have provided, I will notify the Welsh Government of the change within 10 working days. I accept, if any information is outdated, incomplete, misleading or false, the plan may be withdrawn by Welsh Government and passed to another Woodland Planner to complete. Where considered necessary, the Application of Sanctions of the Terms & Conditions for the Registration of Woodland Planners will be initiated.

**The Registered Woodland Planner declaration must be signed by the Registered Woodland Planner submitting this plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Signed:** |  | | **Date:** |  |
|  |  |  | |  |
| **Printed Name:** |  | | | |

**Declaration**

Unless an agent has the authority to do so, this declaration must be signed by an applicant. Where an agent is signing this declaration, the agent must be registered with the Welsh Government to act on behalf of the applicant.

I confirm that all of the information contained in this Woodland Creation Plan is true, accurate and complete to the best of my knowledge and belief. I understand and accept that it is my responsibility to ensure that is the case. I confirm that if there is any change to the information I have provided. I will notify RPW online of the change within 10 working days. I accept that if a contract is awarded on the basis of outdated information, that contract may be withdrawn by the Welsh Government.

I confirm that I have management control of the land that is the subject of this Woodland Creation Plan. I am aware of, and have complied with, the conditions that apply to my application and the Woodland Creation Plan. I declare that I have read, understood and complied with all of the relevant guidance and information relating to Woodland Creation.

I undertake to keep for a period of 10 years from the date of the final payment and to provide officers of the Welsh Government or their duly authorised agents, within such period as they may determine, such records and information as may be required in respect of this application and in order to determine my compliance with these declarations and undertakings. I agree to repay any aid received together with any interest, if I am asked to do so by the Welsh Government, as a consequence of a breach of any rule, declaration made or undertaking given in this application. I agree to repay, on demand, any overpayments made to me as a result of a miscalculation by the Welsh Government or otherwise.

I will allow duly authorised officers of the Welsh Government, or their duly authorised agents, access to any land or any woodland areas included in the Woodland Creation Plan in order to inspect the land, any relevant equipment, storage facilities and records (including computer records), and any other aspect of the land within the Woodland Creation Plan in order to verify the accuracy of the information in this application, and I will give them all reasonable assistance for that purpose.

I understand that the use of an agent or Woodland Planner does not affect my personal responsibility for the accuracy of the information provided in this application, nor does it absolve me of responsibility to comply with the terms of any contract should my application be successful.

I have read the Fair Processing Notice of the Woodland Creation Planning Pilot Rules Booklet. I understand that the Welsh Ministers may share, publish or disclose information, including personal information, about my application and Woodland Creation Plan with other organisations. I agree to any necessary disclosure or exchanges of information and this extends to the use of information, which is created or obtained in connection with my application (including details of payments made to me/my business).

I understand that the publication and disclosure of information by the Welsh Government will be in accordance with the obligations and duties under the Freedom of Information Act 2000, the Data Protection Act 1998, the Environmental Information Regulations 2004 and Commission Regulation (EC) 908/2014. I understand that the Welsh Government may produce and publish maps showing the areas of land that have been brought into the agreements and other information provided may also be disclosed where permitted by law.

I understand that the Welsh Government may also obtain information about me from other organisations, or provide information about me to them, in order to verify the accuracy of the information, prevent or detect crime and protect public funds. These other organisations include government departments, local authorities and other bodies as appropriate.

I understand that any person who makes a false declaration or fails to notify the Welsh Government of a material change to the information set out in the Woodland Creation Plan may be liable to prosecution. A false, inaccurate or incomplete statement, or failure to notify the Welsh Government of any material changes to the information given in this Woodland Creation Plan, may result in termination of the contract and/or recovery of any payments.

I have disclosed details of all other management agreements or grants that I receive, or intend to apply for, that may raise the possibility of me receiving double funding.

Once my plan has been verified, I understand I am able to apply for Welsh Government funding for up to 5 years from the date of verification. Any changes to the plan that would require further verification by NRW are at my own cost and not eligible for Welsh Government support.

I am responsible for informing RPW via RPW Online if I subsequently choose to create the woodland without Welsh Government funding.

If required, I agree to take part in an evaluation of the pilot, which may include an interview to talk through my experience of the pilot.

**Applicant’s Declaration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant Signature:** |  | | **Date:** |  |
|  |  |  | |  |
| **Printed Name:** |  | | | |

**or**

**Agent’s Declaration**

Where the application is submitted by an agent, I, the agent, confirm that:

(a) I have drawn the attention of the applicant to the finalised Woodland Creation Planning Pilot Plan and the conditions that apply to this application, including the Applicant’s Declarations set out above, and have informed the applicant that they are responsible for complying with the same; and

(b) I am authorised by the applicant to make the Applicant’s Declarations set out above on their behalf.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agent Signature:** |  | | **Date:** |  |
|  |  |  | |  |
| **Printed Name:** |  | | | |

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| **Before submitting, have you:** | **Yes / No / Not applicable** |
| Made an application for at least 2ha of eligible land for woodland creation |  |
| Undertaken and provided evidence of consultation with the relevant Welsh Archaeological Trust AT |  |
| Undertaken the required level of a Public Participation exercise and provided evidence |  |
| Undertaken and attached evidence of any other required pre-submission consultation (refer to GN002 for guidance).  Please ensure that you provide the dates that communication was attempted, even where there hasn’t been a response. |  |
| Any consent required has been applied for/given and evidence attached (e.g. S38 permission for planting on common land, fencing across PROW, protected sites) |  |
| Attached shapefiles showing all elements of your proposal, ensuring that any open areas >0.1ha have been mapped out and deducted from the total |  |
| Ensure that the species mix complies with the WCPPS Woodland Category specification |  |
| Checked your maths (e.g. that tree species % total 100, and that quantities (area / length) applied for are consistent throughout the plan) |  |
| Have reflected on all consultation responses received – if you are not following the recommendations, have you provided your reasoning? |  |
| Attached any other relevant documentation? (e.g. ecological survey, community consultation, landscape design map) |  |