PEFC
PEFC/16-01-01

PEFC UK ST 001: 2024

PEFC UK
Trees Outside Forests
Certification Standard

PEFC UK Limited
Sheffield Technology Parks
Cooper Buildings
Arundel Street
Sheffield S1 2NS

t +44 (0)114 3072334
e info@pefc.co.uk
w www.pefc.co.uk

Contents

Introduction 3
1. Background and purpose 3
2. Procedures for use of the certification standard 3

1. Legal compliance and PEFC TOF standard conformance 7
1.1 Compliance and conformance 7
1.2 Protection from illegal activities 10
1.3 Genetically modified organisms 10

2. Management planning 11
2.1 Long-term policy and objectives 11
2.2 Documentation 13
2.3 Consultation and co-operation 15
2.4 Productive potential of the management unit (TMU) 17
2.5 Assessment of environmental impacts 18
2.6 Tree species selection 19
2.7 Protection 19
2.8 Implementation, amendment and revision of the plan 21
2.9 Monitoring 21

3. Operations 24
3.1 General 24
3.2 Harvest operations 25
3.3 Pesticides, biological control agents and fertilisers 27
3.4 Waste 30
3.5 Pollution 31

4. Natural, historical and cultural environment 32
4.1 Environmental Statutory designations and protected species 32
4.2 Watershed management and erosion control 33
4.3 Protection of cultural and historic environment sites 36
4.4 Game and fisheries management 37

5. People, communities and workers 38
5.1 Access and recreation including traditional and permissive use rights 38
5.2 Minimising adverse impacts 39
5.3 Local economy 40
5.4 Health and safety 41
5.5 Training and continuing development 42
5.6 Workers' rights 43
5.7 Insurance 44

Glossary of terms 45

References 55

Introduction

1. Background and purpose

The following standard is an adapted version of UKWAS 5 (UK Woodland Assurance Standard) to act as an appendix to the PEFC UK scheme documents for the certification of Trees Outside Forests

Primarily, the UKWAS certification standard was designed to reflect the applicable requirements for Forestry set out in the governmental UK Forestry Standard and thereby the General Guidelines adopted by European Forestry Ministers at Helsinki in 1993, the Pan-European Operational Level Guidelines (PEOLG) subsequently adopted at Lisbon in 1998 and other relevant international agreements.

In response to the demand from the UK Public Authorities and owners of Trees Outside Forests (TOF), this appendix is designed to reflect the requirements of the Programme for the Endorsement of Forest Certification (PEFC) standard PEFC ST 1003:2018 Appendix 2, using the UKWAS as a baseline document.

PEFC UK takes responsibility for submitting this appendix to their international parent body for assessment and provided the appendix is judged to be conformant with the scheme's requirements it will provide a certification standard for certification for Trees Outside Forests within the UK. PEFC UK already have UKWAS endorsed as their national forest certification scheme for sustainable forest management and have therefore used the UKWAS (with the grateful agreement of the UKWAS Steering Group) as a basis of the TOF certification appendix, with applicable amendments. As approximately 80% of this appendix is the same as UKWAS 5 the same standard setting and development may be applied. Only a separate consultation process and the work of a small working group was different.

Document name: PEFC UK Trees Outside Forests Certification Standard
Approved by: PEFC UK Board of Directors
Approval Date: 05 July 2022
Updated on: 08 February 2024
Effective Date: 01 September 2024
Revision Date: 05 July 2027

For more information or feedback about this standard please contact **info@pefc.co.uk** or phone **0114 3072334**

2. Procedures for use of the certification standard

The Tree Management Unit

The unit of certification is a Tree Management Unit (TMU) given as an area where trees are in an urban environment (street trees), parkland, orchards or other TOF. A TMU is a clearly defined area, or areas, with mapped boundaries, managed to a set of explicit long-term objectives. The TMU is covered by management planning documentation.

The scope of the TMU will be established by the certification body. The scope may be limited to a department, or departments within an organisation where management control prevents a whole organisation becoming certified. All activities and all operators within the scope of the certificate will be subject to all requirements of this standard. If a certificate includes as part of the certified area both TOF and SFM areas, the TOF and the SFM areas shall be clearly identified from each other.

Flexibility in meeting requirements

Not all requirements will be applicable to every TMU.

While all applicable requirements must be met, there may be a judgement by the certification body in exactly how requirements are fulfilled. Any different approach taken must be an equally or more effective way of achieving the objectives intended by the requirement. The impacts of the approach taken shall be carefully monitored and recorded.

The certification body carrying out the audit shall make a professional judgement as to the acceptability of the flexibility.

Use of the certification standard by certification bodies

When using this appendix, all certification aspects of the PEFC UK Scheme documents shall be followed.

Research

The owner/manager shall consider contributing to and/or supporting relevant research activities which benefit the future management of trees where appropriate. The establishment of research trials or plots may be undertaken only in the context of a research policy and should conform to the spirit of the certification standard.

Establishing the threshold for intensive and extensive TOF systems at the National level

Whilst developing this standard it was understood that all PEFC ST 1003:2018 requirements are applicable with the potential exception of some requirements in the case of TOF-agriculture extensive and/or TOF-settlement extensive system. In this case, the standard-setting process has built agreement around the appropriate threshold between "intensive" or "extensive" TOF systems, based on clear rationale. The eligibility of a particular TOF system is clearly communicated within the standard.

When establishing the threshold between the intensive and extensive categorisation of TOF systems, the national standard-setting process has considered:

a) size of management unit
b) tree cover/hectare
c) economic value of production
d) intensity of management
e) scale of cultural, ecological and conservation value

Whilst taking into account the five points above, the working group and the consultation decided that all instances of urban TOF systems within the UK, will be deemed to be 'extensive'. Elsewhere where income generation is a primary objective of the TMU and at least one threshold stated below is met, the TOF system will be intensive.

The intensive threshold

- Where income generation is a primary objective of the TOF management unit
- Where annual income from the TOF management unit exceeds £200,000

Using the Glossary of terms and references

In using this appendix, owners/managers and certification bodies shall also take full account of the introduction, glossary and appendix of references. Please note the definition of 'forests' and 'TOF.'

The certification standard is set out as follows:

Requirements

These are the compulsory elements of the certification standard and are stated as 'shall.' Tree management must meet all relevant requirements and certification bodies will check that each requirement is being met.

Example verifiers

These are examples of objective evidence – documents, actions or discussions – that owners/managers may present to the certification body for their consideration in order to demonstrate that the requirement is being met. Certification bodies are required to undertake audits and owners/managers should be able to present sufficient evidence to allow the auditor to report conformance. It will not always be necessary to use any or all of the verifiers suggested, and conformance to requirements may be demonstrated in other ways. The selected verifiers should be appropriate to the scale and intensity of management of the TMU and the risk of negative impacts.

The three most common example verifiers are:

- **Discussion with the owner/manager.**
  The owner/manager may explain in conversation with the auditor their understanding of the standard, their knowledge of the TMU or the rationale for management decisions, or they may describe actions they have taken to conform to the standard.

- **Field observation.**
  The auditor may look for tangible evidence in the TMU of conformance to the standard.

- **Management planning documentation.**
  The owner/manager may demonstrate conformance through written documents, records, maps, their knowledge of the TMU, the rationale for management decisions, or the actions they have taken to conform to the appendix. Note that if specific management planning documentation is expected to be produced it will be described in the requirements of the appendix. Documentation may include that produced by third parties, for example a felling licence.

Guidance notes

These aim to help both the owner/manager and the certification body to understand how requirements should be applied in practice. More information is provided to elaborate some requirements, the meaning of certain terms or phrases is explained, and examples of appropriate action are given. Where guidance is stated as 'should' it indicates a recommendation. Where it is stated as 'may' it indicates an option or a list of options.

Note: The guidance note can include 'advice to owners/managers' on related matters which are beyond the direct scope of this TOF certification appendix, e.g. owners/managers are advised to check the specific requirements of PEFC UK in relation to chain-of-custody certification matters. Such information is clearly marked and is provided as an advisory note only: it shall not be considered by certification bodies when assessing conformance with the certification standard.

Abbreviations

The following abbreviations are used frequently in the text:

NWTP – Non-Wood Tree Products
SFM – Sustainable Forest Management
TOF – Trees Outside Forests
TMU – Tree Management Unit
UKFS – UK Forestry Standard

1. Legal compliance and PEFC TOF standard conformance

1.1 Compliance and conformance

1.1.1 Requirement

There shall be compliance with the law. There shall be no substantiated outstanding claims of non-compliance related to tree management.

Example Verifiers

- No evidence of non-compliance from audit
- Evidence of correction of any previous non-compliance
- A system to be aware of and implement requirements of new legislation.

Guidance

The certification standard does not go into detail in all areas covered by UK legislation. The appendix of references provides a non-exhaustive list of relevant legislation.

Certification bodies will be checking that there is no evidence of non-compliance with relevant legal requirements including that:

- Management and workers understand and comply with all legal requirements relevant to their roles and responsibilities
- All documentation including procedures, work instructions, contracts and agreements meet legal requirements and are respected
- No issues of legal non-compliance are raised by regulatory authorities or other interested parties.

In the event of a perceived conflict between the requirements of the certification standard and legal requirements, owners/managers should seek guidance from PEFC UK.

1.1.2 Requirement

There shall be conformance to the spirit of any relevant codes of practice or good practice guidelines.

Example Verifiers

- No evidence of non-conformance from audit
- Evidence of correction of any previous non-conformance
- A system to be aware of and conform to new codes of practice and good practice guidelines.

Guidance

The appendix of references provides further information on good practice guidelines and codes of practice. Conformance to the spirit means that the owner/manager is aiming to achieve the principles set out in relevant codes of practice or good practice guidelines and that:

- Management and workers understand and conform to the spirit of codes and guidelines relevant to their roles and responsibilities
- All documentation including procedures, work instructions and contracts conform to the spirit of relevant codes and guidelines.

In the event of a perceived conflict between the requirements of the certification standard and relevant codes and guidelines, owners/managers should seek guidance from PEFC UK.

1.1.3 Requirement

a) **The legal identity of the owner/manager shall be documented.**

b) **The boundaries of the owner's/manager's legal ownership or tenure shall be documented.**

c) **The scope of the owner's/manager's legal rights to manage the trees and to harvest products and/or supply services from within the certified area shall be documented. The scope of the certified area, including the boundaries of the TMU shall also be documented.**

d) **Legal authority to carry out specific operations, where required by the relevant authorities, shall be documented.**

e) **Payment shall be made in a timely manner of all applicable legally prescribed charges connected with tree management.**

Example Verifiers

- Long-term unchallenged use
- A signed declaration detailing nature and location of tenure documentation
- Solicitor's letter
- Title deeds
- Land registry records
- Companies House records
- Licences
- Written permissions from competent authorities
- Records of payments.

Guidance

Examples of circumstances which may affect the scope of the owner's/manager's legal rights to manage the Trees and to harvest products and/or supply services from them include:

- The owner/manager is bound by a restrictive covenant

Depending on the nature of operations, the competent authorities providing legal authorisation may include statutory nature conservation and countryside agencies, statutory environment protection agencies, statutory historic environment agencies, or local authorities. Legally prescribed charges connected with tree management may include fees for licences or permissions, or grant repayments where grant conditions have not been fulfilled.

1.1.4 Requirement

a) **Mechanisms shall be employed to identify, prevent and resolve disputes over tenure claims and use rights through appropriate consultation with interested parties.**

b) **Where possible, the owner/manager shall seek to resolve disputes out of court and in a timely manner.**

Example Verifiers

- Use of dispute resolution mechanism.

Guidance

Unresolved disputes of substantial magnitude involving a significant number of interests will normally disqualify an entity from being certified.

- Boundary rights and responsibilities
- Joint access route.

1.1.5 Requirement

a) **The owner/manager shall:**
   - **Commit to conformance to this certification standard, and**
   - **Have declared an intention to protect and maintain the trees and their ecological integrity**

b) **A statement of these commitments shall be made publicly available upon request.**

Example Verifiers

- Signed declaration of commitment
- Dissemination of the requirements of this certification standard to workers, licensees and leaseholders
- Public statement of policy.

Guidance

Workers, licensees and leaseholders should be informed of the aim of the certification standard and, to the degree that is relevant, of the practical implications for them in carrying out their activities. This might be done through, for example, meetings or briefings and the provision of appropriate written material.

If a substantial failure has led to withdrawal of a TOF certification to this standard in the past, then substantial changes in ownership, policy commitment and management regime should have been implemented or a two-year track record of conformance established.

1.1.6 Requirement

a) **There shall be conformance to guidance on anti-corruption legislation.**

b) **The owner/manager shall have and implement a publicly available anti-corruption policy which meets or exceeds the requirements of legislation.**

Example Verifiers

- Discussion with the owner/manager
- Written procedures
- Public statement of policy.

Guidance

Guidance on procedures to prevent bribery is available from the Ministry of Justice.

1.1.7 Requirement

There shall be compliance with legislation relating to the transportation and trade of timber products, including relevant timber regulations and phytosanitary requirements.

Example Verifiers

- Relevant procedures and records.

Guidance

The owner/manager should comply with any relevant phytosanitary movement licences and other statutory plant health requirements.

UK-grown planting stock, preferably from seed of UK origin, should be sourced where it is available, commercially viable and aligned with management objectives.

Where possible, trees should be sourced from nurseries with accredited biosecurity practices, as demonstrated by adherence to recognised assurance standards.

Where stock is imported, best practice and protocols regarding quarantine periods and treatments should be followed.

Relevant timber regulations are the UK Timber Regulation (UKTR) in Great Britain and the European Union Timber Regulation (EUTR) in Northern Ireland. Plant passports may be required before moving regulated plant material. The requirements are different in Great Britain and Northern Ireland.

In rare cases the provisions of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) may apply. The import, export and use for commercial gain of certain species requires a CITES permit. CITES species present in the UK include Snowdrops (Galanthus spp.) and Monkey-puzzle (Araucaria araucana).

1.1.8 Requirement

Where foodstuffs are produced as non-wood forest products there is compliance with legislation relating to their handling, transportation and trade

Example Verifiers

- Relevant procedures and records

1.2 Protection from illegal activities

1.2.1 Requirement

The owner/manager shall take all reasonable measures, including engagement with the police and statutory bodies, to prevent or stop illegal or unauthorised uses of the trees that could jeopardise fulfilment of the objectives of management.

Example Verifiers

- Evidence of response to actual current problems
- Evidence of a proactive approach to potential and actual problems including follow-up action
- Engagement with statutory bodies.

Guidance

The scope of illegal activities which the owner/manager may encounter is so diverse that it is not possible to prescribe actions in every case. In specific cases a legal opinion may be required in order to prescribe 'reasonable measures.'

Illegal activities may include vandalism or ant-social behaviour.

1.3 Genetically modified organisms

1.3.1 Requirement

Genetically modified organisms (GMOs) shall not be used.

Example Verifiers

- Plant supply records
- Discussion with the owner/manager.

2. Management planning

2.1 Long-term policy and objectives

2.1.1 Requirement

a) **The owner/manager shall have a long-term policy and management objectives which are environmentally positive, socially beneficial and economically viable and take full account of the need to embed tree resilience.**

b) **The policy and objectives, or summaries thereof, shall be proactively communicated to workers consistent with their roles and responsibilities.**

c) **The owner/manager shall provide a publicly available commitment to continuously improve the Tree Management Unit (TMU) and its management system.**

Example Verifiers

- Discussion with the owner/manager and workers
- Management planning documentation
- Toolbox talks.

Guidance

The long-term policy should articulate the overall vision for tree management in terms of economic, environmental and social outputs. Management objectives should set out tangible, shorter-term steps towards achieving that vision and management planning should demonstrate a commitment to continuous improvement.

The owner/manager should be aware that long-term tree resilience will underpin environmental, social and economic objectives. Management planning should take into account the positive and negative impacts on the carbon sequestration and storage in trees and soils.

Economic viability need not be based on, or solely on, the sale of products. Income from other sources, such as membership subscriptions, government funding or private investment, may be sufficient to achieve the policy and objectives of management.

The level of detail required in the policy and objectives should be proportionate to the scale and intensity of management.

Workers should be aware of the policy and objectives to the extent necessary for them to contribute to achieving the aims of management; they should understand how their actions might have positive or negative effects on meeting those aims.

Means of communicating the policy and objectives to workers should always be proportionate to the extent of their influence on the outcomes of management and might range from detailed notes or staff meetings to a simple verbal briefing. Where contractors are used, the emphasis should be on ensuring that those responsible for supervising them are appropriately briefed and can instruct them accordingly.

2.1.2 Requirement

Management planning shall take fully into account the positive and negative economic, environmental and social impacts of proposed operations, including potential impacts outside the certified area.

Example Verifiers

- Discussion with the owner/manager
- Management planning documentation.

Guidance

Management planning should be proportionate to the scale and intensity of management, and to the potential economic, environmental and social impacts of management activities. This will include guidance around sightlines.

Management planning should take into account the positive and negative impacts on the carbon sequestration and storage in trees, soils and wood-based products.

2.1.3 Requirement

The owner/manager shall aim to secure the necessary investment to implement the management plan in order to meet this standard and to ensure long-term economic viability.

Example Verifiers

- Discussion with the owner/manager
- Management planning documentation
- Financial records relating to the resource
- Budget forecasting, expenditure and potential sources of funding.

Guidance

Management planning should be proportionate to the scale and intensity of management.

Management planning should show how the stated policy and objectives of management can be achieved and sustained economically in the long term, for example from future timber production, other ecosystem services or alternative sources of income. Detailed projections are not required but there should be evidence that the longer-term resourcing of essential operations has been considered.

Management planning should indicate that sufficient resources are available for the implementation and maintenance of the management plan so that it continues to be suitable and effective in ensuring that the requirements of this standard are met.

2.2 Documentation

2.2.1 Requirement

All parts of the certified area shall be covered by management planning documentation which shall be retained for at least ten years and shall incorporate:

a) A long-term policy for tree management.

b) Assessment of relevant components of the resource, including potential products and services which are consistent with the management objectives.

c) Assessment of environmental values, including those outside the certified area potentially affected by management, sufficient to determine appropriate conservation measures and to provide a baseline for detecting possible negative impacts.

d) Identification of special characteristics and sensitivities of the trees and appropriate treatments.

e) Identification of community and social needs and sensitivities.

f) Prioritised objectives, with verifiable targets to measure progress.

g) Rationale for management prescriptions.

h) Where applicable, annual allowable harvest of Non-Wood Tree Products (NWTPs).

i) Rationale for the operational techniques to be used.

j) Plans for implementation, first five years in detail.

k) Appropriate maps.

l) Plans to monitor at least those elements identified under section 2.9.1 against the objectives.

Example Verifiers

- Management planning documentation
- Appropriate maps and records.

Guidance

The subsequent sections of this standard provide additional guidance and information on how to meet this requirement.

Where a TMU is being managed for non-timber ecosystem services there should be an assessment of what these are and how the level of service is to be permanently maintained.

There should be a link between features and sensitivities identified in (b), (c), (d), (e) and (f) and the setting of management objectives. Equally, monitoring should be linked to potential positive and negative impacts of management on these features and sensitivities and to the delivery of management objectives.

The documentation and level of detail associated with the planning process should be appropriate to scale, intensity and risk.

The documentation might include:

- A brief statement of intent and an annotated map
- A plan covering a 20-year period and incorporating an assessment at the landscape level
- An overarching plan.
- Veteran tree management
- Deadwood conservation plan
- An invasive species control plan
- Historic environment site management plan.

The management planning documentation should cover all elements of the requirement but may refer to other documents as appropriate.

2.2.2 Requirement

a) The owner/manager provides details of a public contact point.

b) While respecting the confidentiality of information, the owner/manager shall, have a mechanism to make publicly available either:

- **Management planning documentation, or**
- **A summary of the management planning documentation.**

Example Verifiers

- Evidence of fulfilling requests for management planning documentation or summaries
- A public contact point
- Summary management planning documentation.

Guidance

Owners/managers may demonstrate that they are receptive to requests to make documentation available by providing details of a public contact point in a manner proportionate to the scale and intensity of their operations. Examples might include provision of an email address, a website or on-site notices.

This requirement deliberately gives the owner/manager discretion as to how they make management planning documentation available to allow for situations where they are happy to provide documentation in full and where producing a summary may be an unnecessary administrative burden.

2.2.3 Requirement

a) Management planning documentation shall be kept current taking into account changes required as a result of:

- **Monitoring results**
- **Results of certification audits**
- **Results of stakeholder engagement**
- **New research and technical information, and**
- **Changed environmental, social, or economic circumstances.**

b) All management planning documentation is reviewed at least every ten years.

Example Verifiers

- Management planning documentation.

2.3 Consultation and co-operation

2.3.1 Requirement

a) Local people, relevant organisations and interested parties shall be identified and made aware that:

- **The TMU is being evaluated for initial certification**
- **New or revised management planning documentation, as specified under section 2.2.1, is being produced**
- **High impact operations are planned**

b) The owner/manager shall ensure that there is full co-operation with the relevant authority's consultation processes.

c) The owner/manager shall consult appropriately with local people, relevant organisations and other interested parties, and provide opportunities for their engagement in planning, sharing knowledge and monitoring processes.

d) Methods of consultation and engagement shall be designed to ensure that local people, relevant organisations and other interested parties have reasonable opportunities to participate equitably and without discrimination.

e) The owner/manager shall respond to issues raised or requests for ongoing dialogue and engagement and shall demonstrate how the results of the consultation including community and social impacts have been taken into account in management planning and operations.

f) At least 30 days shall be allowed for people to respond to notices, letters or meetings before certification.

g) The owner/manager engages with local people, and takes action to identify, avoid and mitigate significant negative social, environmental and economic impacts of their management planning.

Example Verifiers

- Consultation with the relevant authority
- Evidence that users of the certified area are informed about high impact operations (e.g. signs, letters or other appropriate means)
- A list of interested parties
- Established means of proactive communication
- A public contact point.

Guidance

The owner should be able to justify the frequency and level of consultation and the certification body will look for corroborating evidence. Examples of methods for identifying and making local people and relevant organisations aware include:

- Statutory consultations by the relevant local authority or voluntary consultation with statutory bodies
- Letters to individuals or groups
- Temporary or permanent signs in or near the affected area
- Information in local newspapers or other publications
- Meetings and dialogue
- Internet

Consultation and engagement with local people should be sufficient to identify:

- their permissive or traditional uses of the trees
- sites or features of special cultural or historical significance.

For access issues, owners/managers should seek to identify and consult local representative groups or bodies which can represent users, including the statutory Local Access Forum where relevant.

For biodiversity issues, owners/ managers should seek to identify and consult local representative groups or bodies which can represent biodiversity interests, including the Local Biodiversity Partnership (or equivalent) where relevant.

In planning and undertaking consultation, the owner/manager should ensure that sufficient time is allowed to assess and consider the feedback and where appropriate to amend management objectives or proposed operations accordingly.

Owners/managers should take a balanced view of consultation responses and evaluate the information provided accordingly. It might not be possible to fully resolve all issues raised but it is good practice to inform consultees how their comments have been taken into account in refining plans.

Whether an operation is high impact depends very much on circumstances and must be assessed on a case-by-case basis. A proportionate, risk-based assessment of social impacts might be carried out in a similar way to the assessment of environmental impacts required in section 2.5. The owner/manager should be able to demonstrate that they have considered how many interests will be affected, to what degree and over what timescale.

For water supply issues, owners/managers should seek to identify and consult with statutory environment protection agencies, local authorities or appropriate inspectorates, water supply organisations and the owners of private (household or community) water supplies.

See also section 4.3.1 which covers sites and features of special cultural or historical significance and section 5.1.1 which covers permissive or traditional uses.

2.3.2 Requirement

a) Where appropriate, contact shall be made with the owners of adjoining properties to try to ensure that tree management complements and does not unreasonably compromise the management of adjoining land. Sharing of knowledge. Innovations and good practices shall also be encouraged.

b) Where appropriate and possible, the owner/manager shall consider opportunities for co-operating with neighbours in landscape-scale conservation initiatives.

Example Verifiers

- Awareness of potential problems and verbal description of appropriate action

Guidance

Where works or operations having a potential or actual impact were necessarily undertaken at short notice such as for emergency or health and safety reasons, the owner/manager should attempt to identify and inform the neighbouring landowner as soon as is reasonably practicable.

Equitable sharing of the benefits between neighbours and certificate holders, arising from the accrual of knowledge, innovations and practices shall be encouraged.

2.4 Productive potential of the management unit (TMU)

2.4.1 Requirement

a) **Harvesting of Products including timber and Non-Wood Tree Products (NWTPs) or use of ecosystem services from the TMU shall be at or below a level which can be permanently sustained.**

b) **The average annual allowable cut is quantified and justified unless the TMU is undergoing significant restructuring.**

c) **The average annual allowable cut is quantified, and actual harvesting levels are justified.**

d) **The owner/manager shall maintain and enhance eco-system services that arise from the TMU**

Example Verifiers

- Evidence from records and discussion with the owner/manager that quantities harvested are in line with sustainable growth rates and that there are no significant adverse environmental impacts.

Guidance

Non-Wood Tree Products (NWTP) include foliage, moss, fungi, berries, fruit, seed, venison and other animal products.

It is recognised that objective information on sustainable harvesting levels for NWTPs is limited. However, in all cases the owner/manager should give careful thought to the annual allowable harvest and should be able to justify harvest levels on the basis of their objectives and best practice.

Regeneration or planting is adequate to ensure that quantity and quality of TOF resources are enhanced or maintained.

2.4.2 Requirement

Areas converted from ancient semi-natural and other semi-natural woodlands to TOF or non-forested land after 1994 shall not normally qualify for certification.

2.4.3 Requirement

Conversion to or from non-tree landscapes to TOF shall not occur unless in justified circumstances, where;

a) **allowed by legislation, including local land use planning and where it does not impact on ecologically important forest and non-forest areas, including threatened species or habitats and culturally and socially significant areas**

b) **any conversion to or from non-tree landscape does not destroy areas of significantly high carbon stock**

c) **any conversion to or from a non-tree landscape entails no more than 5% of the TMU**

d) **it makes a contribution to long-term conservation, economic and social benefits**

e) **the decision making process includes consultation as outlined in 2.3**

Guidance

Conversion to non-forested land should be planned and implemented in accordance with the UKFS guidelines and regional policy on biodiversity, landscape and historic environment.

2.5 Assessment of environmental impacts

2.5.1 Requirement

a) **The impacts of new planting and other plans on environmental values shall be assessed before operations are implemented, in a manner appropriate to the scale of the operations and the sensitivity of the site**

b) **The results of the environmental assessments shall be incorporated into planning and implementation in order to avoid adverse environmental impacts of management activities, and to minimise or repair impacts that do occur.**

c) **Tree planting activities that contribute to the improvement and restoration of ecological connectivity shall be promoted.**

Example Verifiers

- Management planning documentation
- Documented environmental impact assessment or Appropriate Assessment where such has been requested by the relevant authority
- Documented environmental appraisals
- Discussion with the owner/manager
- Field observation.

Guidance

- Brief environmental appraisals for planting or felling which might affect sites recognised for cultural, landscape, hydrological or ecological value
- Ecological assessments
- Specific assessments for unusual and/or extensive operations
- Checks against relevant country-level plans for priority habitats and species.

It may be appropriate to seek specialist advice on the potential impacts of operations, for example in relation to:

- Priority habitats and species
- Historic environment sites and landscapes
- Flood risk and mitigation potential in accordance with local flood risk management plans or strategies.

2.5.2 Requirement

a) **The owner/manager shall assess the potential negative impacts of natural hazards on the trees and their associated eco-system services, including drought, floods, wind, fire, invasive plant and animal species, and other pests and diseases.**

b) **Planting plans shall be designed to mitigate the risk of damage from natural hazards.**

Example Verifiers

- Management planning documentation
- Discussion with the owner/manager.

Guidance

Evaluation should consider:

- Robust planting design
- Long-term resilience
- Species Choice

2.6 Tree species selection

2.6.1 Requirement

a) The range of species and genetic provenance selected for new planting shall be suited to the site and shall take into consideration:

- **Improvement of long-term tree resilience**
- **Management objectives**
- **Landscape character.**

b) Native species shall be preferred to non-native. If non-native species are used it shall be shown that they will clearly outperform native species in meeting the owner/manager's objectives or in achieving long-term resilience.

Example Verifiers

- Discussion with the owner/manager demonstrates that consideration has been given to a range of species, including native species
- Management planning documentation
- Field observation.

Guidance

Results of research into site suitability of different species' origins and provenances and their resilience to climate change should be used to assist species choice. Because of the uncertain effects of climate change, selecting a range of genotypes may be prudent. Reasons for selection of non-native species in an urban environment may be due to:

- Space constraints
- Unfavourable site conditions

2.7 Protection

2.7.1 Requirement

There shall be an emergency response plan appropriate to the level of risk.

Example Verifiers

- Discussion with the owner/manager
- Emergency response plans

Guidance

Incidents may include:

- Extreme weather events
- Outbreaks of pests, diseases or invasive species
- Accidents
- Chemical spills and other pollution.

Where appropriate, plans may be as simple as a reference card, but as a minimum should include:

- Responsibilities for action
- Contact details
- Emergency procedures.

Plans should take into account best practice guidance and issues such as the remoteness of some sites, which may affect both communication and the ability of emergency services to reach them in a timely manner.

2.7.2 Requirement

The choice of tree protection methods and the products selected to achieve effective tree establishment is appropriate to the herbivore risk and minimise environmental impacts.

Example Verifiers

- Discussion with the owner/manager
- Herbivore population and impact surveys and risk assessment
- Field observation
- Policy documents
- Evidence that recyclable products have been placed into a suitable recycling system.

Guidance

When choosing an appropriate tree protection method, owner/managers should consider the lifetime costs including the requirement to remove redundant materials from the woodland. Wildlife management and/or fencing may be a more suitable option than individual tree protection for larger areas and dense planting may also provide a more suitable option for smaller areas.

Where tree shelters or vole guards are used consideration should be given to using:

- Recycled and readily recyclable materials
- Biodegradable materials
- Products made from sustainable natural materials rather than oil-based plastics.

The use of non-recyclable or non-biodegradable products should be avoided. Managers should be aware that not all biodegradable plastics will degrade in the woodland environment and may require industrial composting to break down which will require their collection before they begin to break up.

2.7.3 Requirement

There is a biosecurity policy appropriate to the level of risk.

Example Verifiers

- Discussion with the owner/manager
- Biosecurity plan
- Procurement policy.

Guidance

Owners/manager should consider biosecurity measures when:

- Ordering and purchasing plants and materials
- Planning operations where a pest or disease may be present
- Letting and managing sporting and other leases or agreements.

Biosecurity involves preventing the spread of tree diseases such as larch dieback, ash dieback, non-native plants such as Himalayan balsam, Japanese knotweed, and species such as North American signal crayfish and killer shrimp.

Owners / managers should also be aware of the potential to import new pests and diseases to the UK. For example, *Xylella fastidiosa.*

UK-grown planting stock, preferably from seed sourced in the UK, should be sourced where it is available, commercially viable and aligned with management objectives. Where possible trees should be sourced from a nursery that is compliant with the Plant Health Management Standard. Where stock is imported, good practice and protocols regarding quarantine periods and treatments should be followed.

2.8 Implementation, amendment and revision of the plan

2.8.1 Requirement

The implementation of the work programme shall be in close agreement with the details included in the management planning documentation. Any deviation from prescription or planned rate of progress shall be justified, overall objectives shall still be achieved and the ecological integrity of the trees maintained.

Example Verifiers

- Cross-correlation between the management planning documentation, annual work programmes and operations seen on the ground
- Owner's/manager's familiarity with the management planning documentation.
- Documentation or owner's/manager's explanation of any deviation.

Guidance

Changes in planned timing of operations should be such that they do not jeopardise the delivery of the management objectives.

Changes in planned timing may be justified on economic grounds if overall management practices continue to conform to the other requirements of this certification standard.

Catastrophic events such as wind damage or pest and disease outbreaks may necessitate amendment of the work programme and management planning documentation.

2.9 Monitoring

2.9.1 Requirement

a) The owner/manager shall devise and implement a monitoring programme appropriate to the scale and intensity of management.

b) The monitoring programme shall be:

- **Part of the management planning documentation**
- **Consistent and replicable over time to allow comparison of results and assessment of change**
- **Kept in a form that ensures that results are of use over the long term.**

c) The owner/manager shall where applicable monitor and record:

- **The implementation of policies and objectives and the achievement of verifiable targets**
- **Implementation of operations**
- **Tree cover**
- **Social impacts**
- **Environmental impacts**
- **Changes in environmental condition**
- **Usage of pesticides, biological control agents and fertilisers and any adverse impacts**
- **Environmentally appropriate disposal of waste materials.**

d) Monitoring targets shall fully consider any special features of the certified area.

Example Verifiers

- A monitoring programme as part of management planning documentation
- Evidence of a consistent approach to recording site visits
- Discussion with the owner/manager
- Monitoring records.

Guidance

The primary purpose of monitoring is to help the owner/manager to implement and adapt the management of the trees to meet the management objectives.

Monitoring should be linked to potential and actual positive and negative impacts of management on the condition of features and sensitivities of the TMU identified in section 2.2.1, and to the delivery of management objectives.

Monitoring should include:

- Supervision during operations
- Regular management visits and systematic collection of information
- Longer-term studies on changes to the ecosystem, particularly for special environmental features.

Examples of appropriate monitoring include:

- Implementation of operations
    - Health and safety and workers welfare
    - Compliance with best practice guidelines
    - Worksite supervision
    - Training records
- Harvesting yields
    - Information from sales invoices
- Social impacts
    - Condition and accessibility of public access facilities
    - Impacts of operations on local communities
- Environmental impacts
    - Impacts of operations on priority habitats and species, landscape or water and soils
    - Impacts of non-native invasive species
    - Impacts of herbivore damage
- Changes in environmental condition
    - Tree health
    - Areas and features of conservation value
    - Condition of cultural heritage features.

Detail of information collected should be appropriate to the:

- Size of the enterprise
- Intensity of operations
- Objectives of management
- Sensitivity of the site.

The owner/manager may consider:

- Formal written records
- A less formal site diary
- Photographic records
- Verbally communicated records.

Note that there may be legal requirements for record-keeping in some cases, for example pesticide usage.

Owners/managers should be aware of the potential usefulness of information gathered for other purposes, for example to fulfil statutory requirements, which may meet or supplement monitoring needs. It may also be possible to make use of freely available information from sources such as statutory bodies or local interest groups.

2.9.2 Requirement

The owner/manager shall take monitoring findings into account, particularly during revision of the management planning documentation, and if necessary shall revise management objectives, verifiable targets and/or management activities.

Example Verifiers

- Monitoring records
- Management planning documentation
- Discussion with the owner/manager.

Guidance

Expert advice should be sought where necessary and taken into account.

2.9.3 Requirement

Monitoring findings, or summaries thereof, shall be made publicly available upon request.

Example Verifiers

- Written or verbal evidence of responses to requests.

Guidance

The monitoring findings or summaries may exclude confidential information.

The means of sharing monitoring findings should be appropriate to the nature of the records and to the needs of the interested parties.

Owners/managers of smaller management units, relying more on informal monitoring methods and records, may find it more appropriate to communicate results verbally.

Owners/managers of larger management units, relying more on formal surveys and reports, may find it more appropriate to produce a written summary.

3. Operations

3.1 General

3.1.1 Requirement

Operations shall conform to good practice guidance.

Example Verifiers

- Field observation
- Discussion with the owner/manager and workers
- Monitoring and internal audit records.

3.1.2 Requirement

a) The planning of operations shall include:

- **Obtaining any relevant permission and giving any formal notification required**
- **Assessing and taking into account on and off-site impacts**
- **Taking measures to protect water resources and soils, and prevent disturbance of and damage to priority species, habitats, ecosystems and landscape values, including adapting standard prescriptions where required. Any disturbance or damage which does occur shall be mitigated and/or repaired, and steps shall be taken to avoid recurrence**
- **Measures to maintain and, where appropriate, enhance the value of identified services and resources such as watersheds and fisheries.**

b) Roads and any timber extraction tracks, visitor access infrastructure and associated drainage shall be designed, created, used and maintained in a manner that minimises their environmental impact.

Example Verifiers

- Documented permissions
- Contracts
- Discussion with the owner/manager and workers
- Demonstration of awareness of impacts and measures taken
- Site-specific, documented assessment of impacts
- Operational site assessments.

Guidance

Particular attention should be given to ensuring that:

- Local people potentially affected are informed at the onset of operations
- Workers are involved in the planning of operations at the implementation stage.

Checks may be made against relevant country-level plans for priority habitats and species.

Consideration may be given to the choice of materials and fuels used in tree management operations. Particular attention should be given to the use of high embedded-carbon products such as:

- fertilisers
- pesticides
- plastics.

Particular attention should be given to reducing the use of high embedded-carbon products and the adoption of lower emission vehicles.

3.1.3 Requirement

Operational plans shall be clearly communicated to all workers so that they understand and implement safety precautions, environmental protection plans, biosecurity protocols, emergency procedures, and prescriptions for the management of features of high conservation value.

Example Verifiers

- Discussion with workers
- Records of pre-commencement meetings
- Field observation
- Biosecurity policy
- Relevant plans and procedures.
- Written contracts

3.1.4 Requirement

Operations shall cease or relocate immediately where:

- **They damage sites or features of conservation value or of special cultural and historical significance**
- **Operations in the vicinity shall recommence only when action has been taken to repair damage and prevent any further damage, including establishing buffer areas where appropriate**
- **They reveal previously unknown sites or features which may be of conservation value or of special cultural and historical significance. Operations in the vicinity shall recommence only when the sites or features have been investigated and appropriate management agreed, where relevant in discussion with statutory bodies and/or local people.**

Example Verifiers

- Discussion with the owner/manager
- Site diaries
- Field observation.

3.2 Harvest Operations

3.2.1 Requirement

a) Timber and Non-Wood Tree Products (NWTPs) shall be harvested efficiently and with minimum loss or damage to environmental values.

b) Timber harvesting shall particularly seek to avoid:

- **Damage to soil and water courses including loss of soil carbon during felling, extraction and burning**
- **Damage to standing trees, especially veteran trees and their root zones, during felling, extraction and burning**
- **Degrade in felled timber.**

Example Verifiers

- Field observation
- Discussion with the owner/manager.

3.2.2 Requirement

Harvesting and sales documentation shall enable all timber and Non-Wood Tree Products (NWTPs) that are to be supplied as certified to be traced back to their origin.

Example Verifiers

- Harvesting output records
- Contract documents
- Sales documentation.

Guidance

The purpose of this requirement is to ensure that certified products can be traced back to the point of sale. The responsibility of the owner/manager is limited to ensuring that certified products can be traced forward along the supply chain from the first point of supply.

Where certified products from other sources are being stored in the same area, appropriate records should be maintained to demonstrate the source and quantity of produce obtained.

Advice to owners/managers

Certification schemes may require owners/managers to provide additional information on sales documentation relating to:

- chain-of-custody certification, and
- the use of certification scheme trademark.

Certification schemes may also require documentation to be retained for a specific time.

Owners/managers are advised to seek guidance from their certification body.

3.2.3 Requirement

Stump removal shall be practised only where there is demonstrable management benefit, and where a full consideration of impacts shows that there are not likely to be any significant negative effects.

Example Verifiers

- Discussion with the owner/manager demonstrates awareness that impacts have been considered
- Documented appraisal.

Guidance

Significant negative impacts to consider include:

- Leaching
- Soil compaction
- Soil erosion
- Soil carbon loss
- Nutrient loss
- Damage to historical features and archaeological deposits.
- Presents hazard to existing infrastructure

3.2.4 Requirement

The use of fire shall be limited to regions where fire is an essential tool in tree management for regeneration, wildfire protection and habitat management. In these cases adequate management and control measures shall be taken.

Example Verifiers

- Discussion with the owner/manager
- Site inspection

3.3 Pesticides, biological control agents and fertilisers

3.3.1 Requirement

a) The use of pesticides and fertilisers shall be avoided where practicable.

b) The use of pesticides, biological control agents and fertilisers shall be minimised.

c) Damage to environmental values from pesticide and biological control agent use shall be avoided, mitigated and/or repaired, and steps shall be taken to avoid recurrence.

Example Verifiers

- Discussion with the owner/manager
- Pesticide policy or position statement.

Guidance

Note that a reduction in the use of pesticides and fertilisers reduces the embedded-carbon budget of tree operations.

3.3.2 Requirement

a) The owner/manager shall prepare and implement an effective integrated pest management strategy that:

- **Is appropriate to the scale of the certified area and the intensity of management**
- **Adopts management systems that shall promote the development and application of non-chemical methods of pest and crop management by placing primary reliance on prevention and, where this is not practicable, biological control methods**
- **Takes account of the importance of safeguarding the value of sites and features with special biodiversity attributes when considering methods of control, and**
- **Demonstrates knowledge of the latest published advice and its appropriate application.**

b) The strategy shall specify aims for the minimisation or elimination of pesticide usage, taking into account considerations of cost (economic, social and environmental), and the cyclical nature of management operations.

c) Where pesticides and biological control agents are to be used the strategy shall justify their use demonstrating that there is no practicable alternative, in terms of economic, social and environmental costs.

d) The strategy shall include a documented description of all known use over the previous five years, or the duration of the current ownership if that is less than five years.

Example Verifiers

- Discussion with the owner/manager
- Written policy and strategy or statement.

Guidance

Sites and features with special biodiversity attributes include:

- Valuable or diverse wildlife communities
- Priority habitats and species, including breeding sites and feeding areas
- Water courses, ponds and lakes
- Veteran trees
- Decaying deadwood habitat
- Any other valuable habitats or features.

Identification and mapping of areas and features may be carried out on an ongoing basis, provided that it has been completed for an area prior to operations taking place.

See also section 4 in relation to conservation values.

3.3.3 Requirement

Where pesticides and biological control agents are to be used:

- **The owner/manager and workers shall be aware of and implement legal requirements and non-legislative guidance for use of pesticides and biological control agents.**
- **The owner/manager shall keep records of pesticide usage and biological control agents.**

Example Verifiers

- COSHH assessments
- Risk assessments
- Record of reason for use and pesticide choice
- Personal protective equipment
- FEPA records
- Waste transfer notes
- Discussion with the owner/manager and workers
- Field observation, particularly in respect to storage, application sites, protective clothing, warning signs and availability of lockable boxes for transport of pesticides
- Operators are trained and competent, and hold pesticide operator certification
- Adequate written procedures, work instructions, and other documentation
- Availability of appropriate absorbent materials
- Emergency plan.

Guidance

Collection of information on pesticide usage should enable trends to be observed and future action to be targeted accordingly, including any necessary revision of the strategy.

Usage should be recorded in such a way that comparisons can be made year on year and fed back into the integrated pest management strategy to demonstrate that pesticide usage is avoided and/or minimised. Therefore, additional to the legal recording requirements (which include product, application rates and area treated), owners and managers may find it useful to sub-divide usage according to operations.

3.3.4 Requirement

a) **Pesticides and biological control agents shall only be used if:**

- **They are approved for use by the UK regulatory authorities**
- **They are not banned by international agreement,**
- **The producer's instructions are followed and applied with the correct equipment and training**

b) **Pesticides categorised as Type 1A and 1B by the World Health Organization shall not be used unless:**

- **No effective and practicable alternatives are available**
- **Operational plans incorporate the results of TMU-level risk assessments in the Integrated Pest management strategy**
- **Any such mechanism provides for their use to be justified and on the condition that usage shall be discontinued once effective and practicable alternatives are available.**

Example Verifiers

- Records of chemicals purchased and used
- Field observation
- Discussion with the owner/manager and workers.

3.3.5 Requirement

a) **Fertilisers (inorganic and organic) shall only be used where they are necessary to secure establishment or to correct subsequent nutrient deficiencies.**

b) **Where fertilisers are to be used the owner/manager and workers shall be aware of and shall be implementing legal requirements and best practice guidance for their use.**

c) **No fertilisers shall be applied:**

- **In priority habitats**
- **Around priority plant species, or**
- **Around veteran trees.**

d) **In addition, bio-solids shall only be used following an assessment of environmental impacts in accordance with section 2.5.**

e) **The owner/manager shall keep a record of fertiliser usage, including types, rates, frequencies and sites of application.**

Example Verifiers

- Discussion with the owner/manager and workers
- Field observation, particularly in respect to storage, application sites, protective clothing and warning signs
- Adequate written procedures, work instructions, and other documentation.

Guidance

Unnecessary use of fertilisers may be avoided through the appropriate choice of species.

Where appropriate, hand application should be preferred to aerial application particularly in sensitive catchments.

3.4 Waste

3.4.1 Requirement

a) **The owner/manager selects materials with consideration for material reduction and waste minimisation.**

Example Verifiers

- No evidence of significant impacts from waste disposal
- Documented policy or guidelines on waste disposal including segregation, storage, recycling, return to manufacturer.

Guidance

The owner/manager should consider adopting a circular economy approach to use of materials so as to maximise benefits whilst reducing negative environmental impacts through, for example, choice of low-carbon materials, efficient use of materials, reuse of materials, elimination of waste.

Plans for removal of redundant materials should take into account social, environmental and economic impacts, and legal requirements.

3.4.2 Requirement

a) **The owner/manager shall prepare and implement a prioritised plan to manage and progressively remove redundant materials.**

b) **Waste is produced, stored, transported and disposed of without harming the environment in accordance with current regulations.**

Example Verifiers

- Field observation
- Removal plan
- Budget.

Guidance

Plans for removal of redundant materials should take into account social, environmental and economic impacts.

Examples of redundant materials include:

- Tree shelters
- Fencing
- Culvert pipes
- Fuel and lubricant containers
- Wooden packaging
- Old equipment/parts
- General refuse

3.5 Pollution

3.5.1 Requirement

The owner/manager shall adopt management practices that minimise diffuse pollution arising from operations.

Example Verifiers

- Records of consultation with statutory environment protection agencies
- Field observation
- Operational plans
- Incident response plans
- Diffuse pollution risk assessment in high risk situations
- Use of biodegradable lubricants.

Guidance

Diffuse pollution may arise from:

- Oil spills and leaks
- Cutting-chain lubricants
- Pesticide or fertiliser run-off

Biodegradable cutting-chain lubricants should be used where practicable. Practicability encompasses operator health and costs of running machinery.

3.5.2 Requirement

Plans and equipment shall be in place to deal with accidental spillages of fuels, oils, fertilisers or other chemicals.

Example Verifiers

- Discussion with the owner/manager and relevant workers
- Appropriate equipment available in the field
- Written plans.

4. Natural, historical and cultural environment

4.1 Environmental Statutory designations and protected species

4.1.1 Requirement

a) **Areas and features of high conservation value having particular significance for biodiversity shall be identified by reference to statutory designations at national or regional level and/or through assessment on the ground.**

b) **Adopting a precautionary approach, the identified areas, species and features of high conservation value shall be maintained and, where possible, enhanced.**

c) **There shall be ongoing communication and/or consultation with statutory bodies, local authorities, wildlife trusts and other relevant organisations.**

d) **Statutory designated sites shall be managed in accordance with plans agreed with nature conservation agencies and shall be marked on maps.**

Example Verifiers

- All known areas and features mapped
- Field observation
- Approval of TMU by the relevant authority
- Workers are aware of such sites and of plans for their management
- For all potentially damaging operations, awareness is demonstrated of how areas will be protected and/or safeguarded
- Management plans for statutory conservation areas and monitoring of implementation of those plans
- Condition statements from statutory bodies
- Maps
- Discussion with the owner/manager demonstrates how areas will be safeguarded and/or enhanced
- Planning documentation shows how areas will be safeguarded and/or enhanced
- Pro-active approach to the identification of areas and features of significance for biodiversity, appropriate to likely biodiversity value.

Guidance

The system of designated sites in the UK forms a representative sample of existing ecosystems within the landscape.

These areas and features of high conservation value include:

- Special Areas of Conservation
- Special Protection Areas
- Sites of Special Scientific Interest or Areas of Special Scientific Interest
- Ramsar Sites
- National Nature Reserves

Identification and mapping of these features may be carried out on an ongoing basis, provided that it has been completed for an area prior to significant management operations taking place.

Where the boundaries of a designated site extend beyond the boundary under the control of the TMU, it may not be possible for the owner/manager to significantly influence or change the overall condition of the site.

Priority species include:

- Endemic species
- UK Red List species with red and amber status
- Species listed as a priority in the UK and/or country Biodiversity Action Plans.

UK Red Lists are lists of animals or plants naturally occurring within the UK which have been assessed using criteria based on the IUCN approach. Species are assigned a red, amber or green status, with red status being species of highest conservation concern and green of least concern, species of high conservation value are identified as red or amber and receive legal protection.

Cultural landscapes may include pollard landscapes, orchards, ancient wood pasture, and parkland.

4.1.2 Requirement

Appropriate measures shall be taken to protect identified priority habitats and species in accordance with plans agreed with nature conservation agencies. In planning and implementing measures within the certified area, the owner/manager shall take into account the geographic range and ecological requirements of priority species beyond the boundary of the certified area.

Example Verifiers

- Field observation
- Management planning documentation
- Discussion with the owner/manager.

Guidance

Measures should include steps to protect features such as breeding sites, resting places and display sites of priority species.

4.2 Watershed management and erosion control

4.1.1 Requirement

a) **Areas and features of critical importance for watershed management or erosion control shall be identified in consultation with relevant statutory bodies.**

b) **Where applicable, private water supplies and the associated legal responsibilities of the owner/manager are identified through engagement with local people.**

c) **Adopting a precautionary approach, identified water supplies are protected.**

d) **The identified water supplies are clearly marked on maps.**

e) **Where critically important areas or features are identified, their management shall be agreed with the relevant statutory bodies.**

Example Verifiers

- Records of consultation
- Management planning documentation
- Monitoring records
- Licences or consents.
- Field observation
- Workers are aware of water supplies and of plans for their management
- Maps
- Discussion with the owner/manager demonstrates how water supplies will be protected
- Planning documentation shows how water supplies will be protected.

Guidance

Situations where tree management is critical for watershed management or erosion control are relatively rare and are likely to be identified during consultation processes.

Further information is available in UKFS guidelines on soils and water.

The protection of water supplies in the context of this requirement encompasses:

- Legal obligations of the relevant parties
- Infrastructure (developed legally or on a permissive basis)
- Potential impacts of operations
- Management of the water source area.

4.2.2 Requirement

The owner/manager shall plan and take action to maintain continuity of veteran tree habitat by:

- **Keeping existing veteran trees, and**
- **Managing or establishing suitable trees to eventually take the place of existing veterans.**

Example Verifiers

- Field observation
- Harvesting contracts
- Discussion with the owner/manager and workers
- If there is a conflict with safety, the issues have been documented
- Management planning documentation.

Guidance

This requirement applies where there are existing veteran trees.

Owners/managers without veteran trees should choose to promote future veteran trees, as part of their wider management to maintain and/or enhance biodiversity value.

Actions may include:

- Freeing from shading and/or competition
- Pollarding younger trees or lopping older trees to prolong their life.
- Keeping and protecting old and/or previously pollarded trees alive through appropriate management

Veteran tree management should not conflict with safety of the public or workers.

Reference: Ancient and other veteran trees: Further guidance on Management (2013)

4.2.3 Requirement

a) **The owner/manager shall plan and take action to accumulate a diversity of both standing and fallen deadwood over time.**

b) **The owner/manager shall identify areas where deadwood is likely to be of greatest nature conservation benefit and shall plan and take action to accumulate large dimension standing and fallen deadwood and deadwood in living trees in those areas.**

Example Verifiers

- Field observation
- Harvesting contracts
- Discussion with the owner/manager and workers
- If there is a conflict with safety or tree health, the issues have been documented
- Management planning documentation.

Guidance

The owner/manager should refer to deadwood guidance produced by relevant statutory conservation agencies, forestry authorities and others when identifying areas of greatest nature conservation benefit and when planning actions to accumulate deadwood.

Deadwood management should not conflict with safety of the public or workers or the health of the certified area.

Actions may include:

- Keeping standing dead trees and snags
- Keeping naturally fallen trees or major branches
- When thinning or clearfelling, and where safe to do so, creating snags and providing fallen deadwood.

Retained deadwood should be matched to the requirements of those species likely to be important on the site. Habitat diversity is improved by having:

- Stems of greater than 20 cm diameter, particularly large dimension timber from native species
- Snags at variable height
- A range of tree/shrub species at varying stages of decay and in a variety of light conditions
- Deadwood in living trees.

4.3 Protection of cultural and historic environment sites

4.3.1 Requirement

Through engagement with the relevant statutory historic environment agencies, local people and other interested parties, and using other relevant sources of information, the owner/manager shall:

- **Identify sites and features of special cultural and historical significance,**
- **Assess their condition, and**
- **Adopting a precautionary approach, devise and implement measures to maintain and/or enhance them.**
- **Maintains ongoing communication and/or consultation with statutory historic environment agencies, local authority archaeology services, and other relevant organisations.**
- **Statutory designated sites shall be marked on maps.**

Example Verifiers

- Any known features mapped and/or documented
- Discussion with the owner/manager demonstrates rationale for management of relevant sites
- Records of consultation with statutory bodies, local authorities and interest groups to identify features
- Documented plans.

Guidance

Examples of relevant sources of information include:

- Maps
- Databases
- Field observations.
- Local Authority Historic Environment Records
- Statutory designation records

Typical examples include:

- Prominent viewing points
- Landscape features
- Veteran and other notable trees
- Historical features and archaeological sites

Where relevant, a professional archaeological survey may be required to inform decisions and provide baseline evidence.

4.4 Game and fisheries management

4.4.1 Requirement

Game rearing and release, shooting and fishing shall be carried out in accordance with the spirit of codes of practice produced by relevant organisations.

Example Verifiers

- Field observation
- Relevant permissions and leases
- Discussion with the owner/manager/responsible person demonstrates awareness of the law and good practice
- Discussion with interested parties
- Permissions from statutory bodies where these are required
- Membership of sporting and conservation organisation.

Guidance

Consider impacts on priority habitats and species and other native species.

Release and feeding areas should be located in areas where there will be low impact on ground flora.

Predator control should be carried out in line with best practice.

The use of lead shot over wetland is restricted by regulations.

The use of non-toxic ammunition should be phased in for all shooting activities.

5. People, communities and workers

5.1 Access & recreation including traditional & permissive use rights

5.1.1 Requirement

a) **Existing permissive or traditional uses of the trees shall be identified and sustained except when such uses can be shown to threaten their integrity or the achievement of the objectives of management.**

b) **A precautionary approach shall be adopted in relation to water supplies.**

Example Verifiers

- Documentation or maps of all existing permissive and traditional uses of the certified area
- Discussion with interested parties
- Field observation of public rights of way
- Evidence presented to justify any restriction of permissive or traditional uses.

Guidance

Permissive and traditional uses include:

- Permissive access routes
- De facto access to well-known landmarks
- Gathering fruit or fungi by the public for their own consumption where this does not jeopardise the achievement of biodiversity objectives (having regard to codes of good practice)
- Water supplies.

Permissive routes can be closed annually to maintain their permissive status. Parks may be closed at night time or when required for prevention of anti-social behaviour.

5.1.2 Requirement

a) **There shall be provision for some public access subject only to limited exemptions.**

b) **Where there is a special demand for further public access for the purpose of specific types of access provision or community use, the owner/manager shall make reasonable efforts to meet this demand.**

Example Verifiers

- Field observation to confirm that access is available
- Maps show public rights of way and/or core paths through or beside the certified area
- Evidence of publicised annual open days or guided walks
- Access agreements with local authorities
- Evidence that account has been taken of local demand
- Evidence from consultation with interested parties
- Records of publicised annual open days or guided walks, school visits or research undertaken in the certified area
- Evidence of access provision, path maintenance, conservation management (particularly in regard to visitor erosion) and interpretation at significant cultural and historic environment assets.

Guidance

The owner/manager should take into account, and should seek professional advice on, necessary safety and insurance provisions.

Support and advice may be available for sustainable access and community use including educational visits and studies

Access may be restricted on a temporary basis:

- For the safe management of tree operations including tree harvesting and tree felling operations, where chemicals are being applied for tree management purposes, and during the construction and maintenance of roads and infrastructure
- For areas of the TMU that contain sites, species or features that would be particularly vulnerable to disturbance
- During organised events where they are not compatible with continued safe access
- In order to ensure public safety.

Unlike Scotland, there is no statutory right of general access to woodland in England, Wales and Northern Ireland thus emphasising the value of allowing some public access.

Public access, other than on public rights of way, may be restricted in certain situations. In Scotland these are clearly defined in the Scottish Outdoor Access Code. The following example situations could be applied in England, Wales and Northern Ireland:

- Woodland within the curtilage of houses and gardens, and non-residential buildings and associated land
- Land next to a forest school
- Land developed and in use for recreation and where the exercise of access rights would interfere with such use
- Places such as telecommunication sites and construction sites
- Visitor attractions or other places which charge for entry.

5.2 Minimising adverse impacts

5.2.1 Requirement

The owner/manager shall mitigate the risks to public health and safety and other negative impacts of operations on local people.

Example Verifiers

- No evidence of legal non-compliance
- Evidence that complaints have been dealt with constructively
- Documented evidence that owners/managers have considered actual and potential impacts of operations on local people and interest groups and have taken steps to mitigate them
- Use of risk assessment and site management with safety signs and diversions around active operational sites.
- Tree safety policy

Guidance

Examples of impacts include:

- Public safety and access implications of operations
- Natural hazards to workers and others identified as posing risks to the public, e.g. hazardous trees such as those infected with Ash dieback (Hymenoscyphus fraxineus)
- Management of hazards caused by visitor use.

5.2.2 Requirement

The owner/manager shall respond constructively to complaints, seek to resolve grievances through engagement with complainants in the first instance, and follow established legal process should this become necessary.

Example Verifiers

- Discussion with interested parties
- A complaints process
- A public contact point.

5.3 Local economy

5.3.1 Requirement

The owner/manager shall promote the integration of operations into the local economy by:

- **Making the best use of the trees' potential products and services consistent with other objectives**
- **Providing local people with equitable opportunities for employment and to supply goods and services.**

Example Verifiers

Evidence of:

- Local or specialist market opportunities
- Promoting and encouraging enterprises to strengthen and diversify the local economy
- Provision for local employment and suppliers.

Guidance

Promotion of integration into the local economy may be achieved by:

- Allowing local or specialist markets opportunities to purchase small-scale or specialist parcels
- Promoting and encouraging enterprises which will strengthen and diversify the local economy
- Making equitable provision for local employment for contractors and suppliers to provide services and supplies and making this known.

When considering local or specialist markets for different wood products, their potential for carbon storage and cascading uses should be taken into account.

The potential products include non-timber woodland products and recreational activities.

An example of how the owner/manager might help to diversify the processing industry is that a proportion of timber parcels are advertised and sold by open tender or auction.

Engagement with local woodland and community forest initiatives may highlight opportunities to fulfil this requirement.

5.4 Health and safety

5.4.1 Requirement

a) There shall be:

- **Compliance with health and safety legislation**
- **Conformance with associated codes of practice**

b) There shall be contingency plans for any accidents.

c) There shall be appropriate competency.

Example Verifiers

- Field observation that health and safety legislation and codes of practice are being implemented
- Discussion with workers demonstrates that they are aware of relevant requirements and have access to appropriate codes of practice
- Contracts specifying health and safety requirements
- Records maintained and up to date (e.g. accident book, site risk assessments, chemical record book, tree safety reports)
- System to ensure that anyone working in the certified area has had relevant instruction in safe working practice and that the appropriate number has had training in basic first aid and, where relevant, holds a certificate of competence
- Procedure for monitoring compliance with safety requirements (written for larger organisations) and for dealing with situations where safety requirements are not met
- Documented health and safety policy and consideration of issues in all procedures and work instructions
- Evidence of a systematic approach to accident prevention.

Guidance

This requirement relates to everyone on the work site; this includes all categories of workers and members of the public.

Advice to owners/managers

With respect to health and safety, it is important for owners/managers to be aware of their legal responsibilities.

5.5 Training and continuing development

5.5.1 Requirement

a) **All workers including volunteers shall have appropriate qualifications, training and/or experience to carry out their roles in conformance to the requirements of this standard, unless working under proper supervision if they are currently undergoing training.**

b) **Responsibilities for sustainable management of the TMU shall be clearly defined and assigned.**

Example Verifiers

- Copies of appropriate certificates of competence
- Discussion with workers
- System to ensure that only workers who are appropriately trained or supervised work in the certified area
- No evidence of workers without relevant training, experience or qualifications working in the certified area
- Documented training programme for employees
- Training records for all employees.

Guidance

Where requirements of the work are likely to change, a programme of ongoing training and development should be undertaken.

Where volunteers work on a site, they are treated equitably with employees in relation to this requirement.

5.5.2 Requirement

The owner/manager shall promote training and encourage and support new recruits to the industry.

Example Verifiers

- Documented policy
- Involvement with industry bodies promoting training.
- Records of training sessions, provision of sites for training, funding for training courses.

Guidance

Promotion of training may be achieved through:

- Providing sites for training courses
- Offering funding for training courses.
- Graduate training opportunities, apprenticeships, or sponsorships.

Owner/managers should promote equality so that all workers are able to access and enjoy the same recruitment, training, development and promotional opportunities.

5.6 Workers' rights

5.6.1 Requirement

a) **There shall be compliance with workers' rights legislation, including equality legislation.**

b) **Owners/managers promote equality, so that all workers are able to access and enjoy the same rewards, resources and opportunities**

c) **There is no use of child labour except as permitted under employment legislation.**

d) **There is compliance with modern slavery legislation.**

e) **Workers shall not be deterred from joining a trade union or employee association.**

f) **Direct employees shall be permitted to negotiate terms and conditions, including grievance procedures, collectively should they so wish.**

g) **Workers shall have recourse to mechanisms for resolving grievances which meet the requirements of statutory codes of practice**

h) **Wages paid to workers shall meet or exceed the statutory national living wage.**

i) **There is no use of child labour except as permitted under employment legislation.**

j) **There is compliance with modern slavery legislation.**

Example Verifiers

- Discussion with workers
- Documented policies.

Guidance

The statutory national living wage is defined in national minimum wage regulations. The owner/manager are encouraged to pay wages that are higher than the statutory national living wage, for example a voluntary living wage such as that calculated by the Living Wage Foundation.

UK equality legislation provides protection against discrimination, harassment and victimisation. Protected characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Owner/managers should promote flexible working practices.

5.7 Insurance

5.7.1 Requirement

The owner/manager and workers shall be covered by adequate public liability and employer's liability insurance.

Example Verifiers

- Insurance documents
- Self-insurance with a policy statement.

5.7.2 Requirement

For authorised events and licensed activities held in the TMU by third parties, the owner/manager requires that adequate insurance is held by the responsible party.

Example Verifiers

- Insurance documents
- Licence agreements.

Glossary of terms

Access (for public)
Refers to wooded areas and trees along with its associated land open to the public for recreational or educational use (sometimes subject to charges).

Accreditation service
An authoritative body which evaluates and recognises the competence of bodies to certify that woodland management conforms to the specific requirements of the UK Woodland Assurance Standard. The United Kingdom Accreditation Service (UKAS) provides an accreditation service in the UK. Those bodies which are accredited are referred to as certification bodies.

Appropriate Assessment
Appropriate Assessment (AA) is a stage in the process associated with the statutory requirement to undertake a Habitats Regulations Assessment (HRA) under the applicable Habitats Regulations: Conservation of Habitats and Species Regulations 2017 (as amended) in England & Wales, The Habitats Regulations 1994 (as amended) in Scotland), The Conservation (Natural Habitats etc.) Regulations (Northern Ireland) 1995.

Arboriculture
Arboriculture is the practice of establishing and managing individual trees, generally for amenity purposes.

Area of Special Scientific Interest (ASSI)
A designated site providing statutory protection for the best examples of the flora, fauna, or geological or physiographical features of Northern Ireland. ASSIs also underpin other national and international nature conservation designations.

Ancient Tree
See Veteran Tree

Biodiversity
The variety of ecosystems and living organisms (species), including genetic variation within species.

Biological control agent
A living organism used to eliminate or regulate the population of another living organism. Their use can play an important role in an integrated pest management strategy.

Broadleaves
Broadleaved trees are characterised by their broad leaves and most are deciduous. They produce 'hardwood' timber.
Also see Conifers.

Buffer
An area of land where use and/or management is restricted to conserve or enhance the value of adjacent environmental, cultural or heritage assets.

Certification body
A body which is accredited by an accreditation service to certify (by giving written assurance) that woodland management conforms to the specific requirements of the UK Woodland Assurance Standard. Also sometimes referred to as a conformity assessment body.

Certification scheme
A scheme that establishes a set of standards and processes that govern a system to verify that its standards (e.g. for sustainable forest management and chain-of-custody) are met and thereby provide assurance to customers and stakeholders.

Chain-of-custody certification
Chain-of-custody certification is a traceability system that ensures that certified products come from a well-managed source. The chain starts at the forest and is maintained through every link of the chain through to the end user.

Circular economy
The circular economy is a model of production and consumption which involves sharing, leasing, reusing, repairing, refurbishing, and recycling existing materials and products for as long as possible. In this way, the life cycle of products is extended. In practice, it implies reducing waste to a minimum. When a product reaches the end of its life, its materials are kept within the economy wherever possible. These can be productively used again and again, thereby creating further value.

Compliance
In the context of this certification standard, the term 'compliance' refers to meeting legal requirements.

Conformance
In the context of this certification standard, the term 'conformance' refers to meeting the requirements of the certification standard.

Conifers
Coniferous trees are characterised by their needle or scale-like leaves and most are evergreen. They produce 'softwood' timber. *Also see Broadleaves.*

Conservation Area
The statutory definition of a Conservation Area is, 'an area of special architectural or historic interest, the character of which it is desirable to preserve or enhance.' Designated under the Planning (Listed Buildings and Conservation Areas) Act 1990.

COSHH
Control of Substances Hazardous to Health Regulations.

Cultural features
Historic environment sites, historic buildings and heritage assets and landscapes including ancient woodlands and veteran trees.

Deadwood
All types of wood that are dead including whole or wind-snapped standing trees, fallen branch wood and stumps, decaying wood habitats on living trees such as rot holes, dead limbs, decay columns in trunks and limbs, and wood below the ground as roots or stumps.

Diffuse pollution
Diffuse pollution comes from non-point source, widespread activities in the forest environment. Of particular relevance to woodland operations are oil spills and leaks, cutting-chain lubricants, siltation of water-courses, pesticide or fertiliser run-off and smoke.

Drainage
An operation to remove excess water from an area in a controlled way. In woodlands, drains are usually open, unlined channels.

Ecological integrity
The health and vitality of the tree's physical and biological components.

Ecologically important forest areas

a) Containing protected, rare, sensitive or representative forest ecosystems;

b) Containing significant concentrations of endemic species and habitats of threatened species, as defined in recognised reference lists;

c) Containing endangered or protected genetic in situ resources;

d) Contributing to globally, regionally and nationally significant large landscapes with natural distribution and abundance of naturally occurring species.

Ecosystem

A community of plants and animals (including humans) interacting with each other and the forces of nature.

Ecosystem services

The benefits people obtain from ecosystems. These include:

- provisioning services such as food, forest products and water
- regulating services such as regulation of floods, drought, land degradation, air quality, climate and disease
- supporting services such as soil formation and nutrient cycling; and
- cultural services and cultural values such as recreational, spiritual, religious and other non-material benefits.

Endemic Species

A species (or distinct sub-species) naturally occurring and confined to a specific geographical area or country. For the purposes of this standard this is the British Isles (Great Britain and the island of Ireland).

Environmental appraisal

Generic term for the process of assessing the impact of plans or operations on the environment.

Environmental impact assessment

Environmental impact assessment (EIA) is the process and documentation associated with the statutory requirement under the EU Environmental Assessment Directive.

Environmental values

The following set of elements of the biophysical and human environment:

- Ecosystem functions (including carbon sequestration and storage)
- Biological diversity
- Water resources
- Soils
- Atmosphere
- Landscape values (including cultural and spiritual values).

The actual worth attributed to these elements depends on human and societal perceptions.

Felling licence (Felling Permission - Scotland)

A permission or licence issued by the relevant forestry authority to permit trees to be felled. With certain exceptions it is illegal to fell trees without prior approval.

FEPA

Food and Environment Protection Act 1985.

Forest (also commonly referred to as 'Woodland' in the UK)

Predominantly tree-covered land whether in large tracts (generally called forests) or smaller units (also known by a variety of terms such as woods, copses and shelterbelts).

Those forests which are comprised mainly of locally native trees and shrubs, and have some structural characteristics of natural forests are referred to as **semi-natural woodland**.

Those forests which are derived principally from the human activity of planting, sowing or intensive silvicultural treatment but lack most of the principal characteristics and key elements of semi-natural woodland are generally referred to as **plantations** or **woodlands of planted origin**. They often include a proportion of naturally regenerated trees and are often managed to become more like natural forests over time.

A forest is referred to as an **ancient woodland** when it has been in continuous existence since before AD 1600 in England, Wales and Northern Ireland or since before AD 1750 in Scotland.

The term **ancient semi-natural woodland (ASNW)** is used to describe those semi-natural stands on ancient woodland sites. The precise definition varies according to the local circumstances in each country within the United Kingdom.

The term **ancient woodland site** refers to the site of an ancient forest irrespective of its current tree cover. Where the native tree cover has been felled and replaced by planting of tree species not native to the site it is referred to as a **plantation on ancient woodland site (PAWS)**.

Forestry authority(ies)

The competent body with responsibility for the regulation of forestry in each country of the United Kingdom: Forestry England, Department of Agriculture and Rural Development/Northern Ireland Forest Service, Forestry and Land Scotland and Welsh Government/Natural Resources Wales or their successor bodies.

Genotype

The genetic constitution of an organism, as contrasted with its expressed characteristics which are known as the phenotype.

General Licences

General licences are permissive licences, meaning that users do not need to apply for them, but they must comply with their terms and conditions.

They allow users to kill or take certain species for defined purposes such as preventing serious damage to certain commodities e.g. livestock and crops, for the purposes of conserving wild birds, plants and animals, or for public health and safety reasons.

Genetically modified organisms (GMOs)

Organisms in which the genetic material has been altered in a way that does not occur naturally by mating and/or natural recombination. This includes Gene-edited organisms.

Greenhouse gases

Gases that trap heat in the earth's atmosphere and cause warming that disrupts the world's climate. These include carbon dioxide, methane and nitrous oxides.

Harvesting and Harvest operations

Removal of trees including the removal of individual trees.

High conservation value
Areas and features of ecological and biodiversity interest identified in sections 4.1-4.3 and meets the definition of Ecologically Important Forest areas as defined in PEFC ST 1003:2018

Historic environment
All tangible evidence of past interactions between humans and their environment, incorporating heritage assets, archaeological sites, historic landscapes and natural heritage.

Interested parties
People directly affected by or who have a significant interest in the woodland being managed.

International agreement
An agreement under international law entered into by sovereign states and international organisations which may also be known as a treaty, protocol, covenant, convention, exchange of letters, etc. It provides a means for willing parties to assume obligations among themselves, and a party that fails to live up to their obligations can be held liable under international law. The Foreign & Commonwealth Office's 'UK Treaties Online' database on fco.gov.uk lists those involving the UK.

Invasive (species)
Introduced non-native species which spread readily and dominate native species.

IUCN Red List
The IUCN Red List of Threatened Species is widely recognised as the most comprehensive, objective global approach for evaluating the conservation status of plant and animal species. It provides a global context for the establishment of conservation priorities at the local level.

Landscape level
The level of the landscape unit.

Landscape unit
An area of broadly homogeneous landscape character.

Large enterprise
An organisation with at least 250 employees.

Local Authority
See Statutory body.

Local people
Anyone living or working in the vicinity who has an interest in the woodland. It is intentional that this term is not more closely defined, and the wider public is not excluded. It is particularly difficult to be precise about how local people are to be contacted or consulted. In some situations, it would be appropriate for this simply to mean those living beside the woodland (e.g. concerning noise disturbance). In other cases (such as using local services), a much wider geographical area will be appropriate. If there is difficulty in identifying local contacts, then the elected representatives should be the first choice.

Management planning documentation
See Tree management plan.

National Nature Reserve (NNR)
A designated site containing examples of some of the most important natural and semi-natural terrestrial and coastal ecosystems, managed to conserve their habitats or to provide special opportunities for scientific study of the habitats, communities and species represented within them. In addition, they may be managed to provide public recreation that is compatible with their natural heritage interests.

Native (species)
A species that has arrived and inhabited an area naturally, without deliberate assistance by man, or would occur had it not been removed through past management. For trees and shrubs in the UK this is usually taken to mean those species present after post-glacial recolonisation and before historical times. Some species are only native in particular regions. Differences in characteristics and adaptation to conditions occur more locally hence the term 'locally native'.

Natural conditions
Native species, associations of native species and other environmental values that are typical of the locality.

Non-Wood Tree Products (NWTP)
Non-wood tree products include plants or parts of plants, bark, sap, moss, fungi, fruits, seeds and nuts, honey, venison and other animal products. Also known as non-timber forest products.

Origin (of seed)
The original natural genetic source of those trees which are native to the site.

Owner/manager
The person or entity holding or applying for certification and therefore responsible for demonstrating conformance to this standard. This may be a Local Authority

Permissive (access/use)
Use is by permission whether written or implied, rather than by right.

Pesticide
Any substance, preparation or organism prepared or used, among other uses, to protect plants or wood or other plant products from harmful organisms, to regulate the growth of plants, to give protection against harmful creatures or to render such creatures harmless.

Precautionary approach
Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental damage. (Based on Principle 15 of the Rio Declaration on Environment and Development.)

Priority habitats
Habitats identified by statutory nature conservation and countryside agencies as required under Section 41 (England) and Section 7 of the Environment (Wales) Section 2(4) of the Nature Conservation (Scotland) Act 2004, and Section 3(1) of the Wildlife and Natural Environment Act (Northern Ireland) 2011. Lists of habitats identified by statutory agencies are published differently in each country.

Priority species
Protected, rare and endangered species which are:

- Identified by statutory nature conservation and countryside agencies as required under Section 41 of the Natural Environment and Rural Communities (NERC) Act 2006 (England) Section 7 of the Environment (Wales) Act 2016, Section 2(4) of the Nature Conservation (Scotland) Act 2004, and Section 3(1) of the Wildlife and Natural Environment Act (Northern Ireland) 2011. Lists of species identified by statutory agencies are published differently in each country; see the appendix of references.
- Protected under the Wildlife and Countryside Act 1981
- Protected under European law (European Protected Species), and/or
- Categorised as Near Threatened, Vulnerable, Endangered or Critically Endangered in the IUCN Red List
- Categorised as red or amber in the UK Red Lists
- Endemic species.

For UKWAS, IUCN Red List species will qualify as priority species only if they are within or geographically close to their natural range as described by IUCN in global or regional lists.

Also see Statutory body, endemic species, UK Red Lists and IUCN Red List.

Provenance
Location of trees from which seed or cuttings are collected. Designation of Regions of Provenance under the Forest Reproductive Materials regulations is used to help nurseries and growers select suitable material. The term is often confused with 'origin' which is the original natural genetic source.

Publicly available
Accessible to local people or other interested parties. For example, placing material on a website or on signage, providing electronic or hard copies of documents, or making documents available for inspection at a local office. In most cases, a charge may not be made for making material publicly available. However, where a summary of material has been made publicly available free of charge, a charge to cover costs of reproduction and handling may be made if any additional material is requested.

Public Rights of Way
In England and Wales Public Rights of Way are statutory rights of way and are recorded on Definitive Maps held by local authorities showing whether the right of way is by foot, horse or vehicle.

In Northern Ireland, records of Public Rights of Way are held by local authorities. There are three types: footpaths (walkers only), bridleways (walkers and horse riders), carriageways (walkers, cyclists, horse riders, horse-drawn and motor vehicles).

In Scotland, ScotWays maintains a National Catalogue of Rights of Way and local authorities hold their own records. The primary source of law relating to rights of way is the common law but they are also referred to in statute. It is not necessary for a route to be recorded for it to be a right of way; it simply needs to meet all the necessary criteria.

Recreation
Activity or experience of the visitor's own choice within a woodland setting. (Facilities may sometimes be provided and charges levied for their use.)

Also see Access.

Regeneration
Renewal of trees through sowing, planting, or natural regeneration.

Relict
A remnant of a formerly widespread species or habitat that persists in an isolated area from a previous land-use or vegetation cover.

Resilience
The capacity of an ecosystem to respond to a perturbation or disturbance by resisting damage and recover.

Restocking
Replacing felled areas by sowing seed, planting or natural regeneration.

Retentions
Trees retained, usually for environmental benefit, significantly beyond the age or size generally adopted by the owner for felling.

Root zones
Root zones include extend as a minimum to the area below the drip line/extent of the tree's crown.

Significantly high carbon stock
In the context of this certification standard, this term refers to those trees which store a particularly high volume of carbon, whether in veteran or other living trees, deadwood or soils, and where conversion of the trees to non-forested land would result in significant carbon loss over the long term.

Site of Special Scientific Interest (SSSI)
A designated site providing statutory protection for the best examples of the flora, fauna, or geological or physiographical features of England, Scotland and Wales. SSSIs also underpin other national and international nature conservation designations.

Snag
A standing dead tree that has lost its top.

Special Area of Conservation (SAC)
Area designated under the EU Habitats Directive.

Special Protection Area (SPA)
Area designated under the EU Birds Directive.

Spirit, conformance to
Conformance to the spirit means that the owner/manager is aiming to achieve the principles set out in the certification standard.

Statutory body(ies)
There are four categories:
- The statutory nature conservation and countryside agencies: Natural England, Scottish Natural Heritage, Natural Resources Wales and the Northern Ireland Environment Agency or their successor bodies
- The statutory environment protection agencies: Environment Agency (in England), Scottish Environment Protection Agency, Natural Resources Wales and the Northern Ireland Environment Agency or their successor bodies
- The statutory historic environment agencies: Historic England, Historic Environment Scotland, Cadw (in Wales) and the Northern Ireland Environment Agency or their successor bodies
- Local authorities responsible for a wide range of functions including highways and planning.

Timely manner
As promptly as circumstances reasonably allow; not intentionally postponed by the owner/manager.

Traditional rights
Rights which result from a long series of habitual or customary actions, which have, by uninterrupted acquiescence, acquired the force of a law within a geographical or sociological unit.

Trees Outside Forests (TOF)
Trees growing outside areas of nationally designated forests, predominantly in areas of land classified as agricultural or settlement. The scope of this standard covers TOF in settlement areas only.

Trees Outside Forests 'Settlement' (urban). (TOF)
Networks or systems comprising trees and individual trees located in urban, peri-urban, and settled areas. These include street trees, trees in parks and gardens, trees on allotments, trees along canals and rivers. They provide economic, environmental and sociocultural benefits.

Tree Management Plan
The collection of documents, reports, records and maps that describe, justify and regulate the activities carried out by any manager, staff or organisation in a management unit, including statements of objectives and policies.

Tree Management Unit (TMU)
A TMU is a clearly defined area, or areas, with mapped boundaries, managed to a set of explicit long-term objectives. Defined as an area where trees are in an urban environment (street trees), parkland, orchards or other TOF. If a certificate includes as part of the certified area both TOF and SFM areas, the TOF and the SFM areas shall be clearly identified from each other.

Tree Preservation Order (TPO)
A Tree Preservation Order is an order made by a local planning authority in England to protect specific trees, groups of trees or woodlands in the interests of amenity.

Tree resilience
The ability of trees to recover from short-term disturbances or to adapt to long-term changes, such as climate change, pests or diseases, while retaining or recovering the same basic structure and ways of functioning. Resilience should be considered in both ecological and economic terms.

UK General Data Protection Regulation
The GDPR controls how personal information is used by organisations, businesses or the government.

UK Red Lists
These are lists of animals or plants naturally occurring within the UK which have been assessed using criteria based on the IUCN approach. Species are assigned a Red, Amber or Green status, with red being species of highest conservation concern and green of least concern. The lists are maintained by the Joint Nature Conservation Committee (JNCC).

Species which are Red or Amber-listed usually receive legal protection as they are protected by statute or listed in the Annexes of EU conservation Directives and/or appear on the UK Biodiversity Action Plan (BAP) priority species list. A list of conservation designations for UK taxa is maintained by the Joint Nature Conservation Committee (JNCC).

United Kingdom (UK)
References to the 'United Kingdom' or 'UK' refer to the 'United Kingdom of Great Britain and Northern Ireland' which comprises England, Scotland and Wales (collectively referred to as 'Great Britain') and Northern Ireland.

Urban Trees
Urban forestry is the care and management of single trees and whole tree populations in urban settings for the purpose of improving the urban environment in towns and cities for the benefit of people who live in, work in and visit them. Urban forestry involves both planning and management, including the programming and maintenance operations of the urban forest to create a resilient, sustainable and long-lived resource.

Value(s)
The weights given to economic, biodiversity, recreational, environmental, social and cultural impacts when considering management options.

Veteran tree
A tree that is of interest biologically, culturally or aesthetically because of its age, size or condition, including the presence of deadwood micro-habitats.

Water course
Any natural or man-made channel through which water flows continuously or intermittently. References to forestry practice on adjacent land should be taken as applying also to adjacent water bodies e.g. ponds and lakes.

Windthrow
Uprooting of trees by the wind.

Windthrow risk

A technical assessment of risk based on local climate, topography, site conditions and tree height.

Woodland

See 'Forest' definition on Page??

Workers

All employed persons including public employees as well as self-employed persons and volunteers. This includes owners/managers, part-time and seasonal employees, of all ranks and categories, including labourers, administrators, supervisors, executives, contractor employees, self-employed contractors and sub-contractors and other licensed operators.

References

Main legislation, regulations, guidelines and codes of practice referred to in the TOF Appendix

The main legislation, guidelines and codes of practice relevant to the UKWAS TOF Appendix are shown here. These are correct and as complete as possible as at April 2022 but should not be treated as an exhaustive list. It is important at all times to refer to the most recent and/or new documents and relevant websites should be checked frequently.

The key main documents are listed below

Key Legislation

1967: Forestry Act 1967 (as amended)
1967: Plant Health Act 1967
1982: Forestry Commission Bye-laws
1953: Forestry Act (Northern Ireland) 1953
2010: Forestry Act (Northern Ireland) 2010
1990: Town and Country Planning Act (TPO and Conservation areas)
Conservation of Habitats and Species Regulations 2017 (as amended) in England & Wales,
The Habitats Regulations 1994 (as amended) in Scotland),
The Conservation (Natural Habitats etc.) Regulations (Northern Ireland) 1995.

Key Publications

2017: The UK Forestry Standard (fourth edition) which incorporates previously separate guidelines on seven themes:
Forests and Biodiversity
Forests and Climate Change
Forests and Historic Environment
Forests and Landscape
Forests and People
Forests and Soil
Forests and Water
Aboricultural Association guidance
https://www.trees.org.uk/Help-and-Advice
https://www.trees.org.uk/Help-Advice/Arboricultural-Resources
https://www.trees.org.uk/Help-Advice/Public/A-brief-guide-to-legislation-for-trees
Climate change and street trees guidance
https://www.forestresearch.gov.uk/publications/the-social-and-cultural-values-and-governance-of-street-trees/
Ancient Tree Forum Guidance
https://www.ancienttreeforum.org.uk/ancient-trees
National Tree Safety Group
https://ntsgroup.org.uk/publications
Tree Preservation Orders and trees in conservation areas
https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas
Well-managed Highway Infrastructure A Code of Practice
https://www.ciht.org.uk/ukrlg-home/code-of-practice
A Code of Good Agricultural Practice for Farmers, Growers and Land Owners
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/268691/pb13558-cogap-131223.pdf
Tree Design Action Group
https://www.tdag.org.uk/our-guides.html
Further legislation ma be found on the UKWAS web site Appendix – References.
https://ukwas.org.uk/wp-content/uploads/2018/05/UKWAS-4-Appendix-References-v1.0-FINAL.pdf

Further information sources

Information on the UK Forestry Standard and to download a copy

https://www.gov.uk/government/publications/the-uk-forestry-standard

Information on forestry grant schemes and regulations may be obtained from the relevant forestry authorities.

Guidance on environmental regulations is provided on the following websites:

England

https://www.gov.uk/government/organisations/environment-agency

Scotland & Northern Ireland

https://netregs.org.uk

Wales

https://naturalresources.wales/?lang=en