



## RURAL STEWARDSHIP SCHEME

### ENVIRONMENTAL AUDIT

Name of business: .....

Code Number (Main IACS No): .....

Name of farm/croft/common grazing: .....

.....

Name of farmer/crofter: .....

.....

Address: .....

.....

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.....

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# NOTES ON COMPLETION

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1. The Environmental Audit is a pre-requisite to entry to the Rural Stewardship Scheme (RSS). You should:
  - a. identify on the Descriptive Map all of the habitats and features detailed in paragraph 5 below which occur on the farm, croft or common grazings and which will be subject to the General Environmental Conditions;
  - b. identify on the Management Map and specify in Section I those habitats and features listed in Annex C which are to be included in a RSS application, and capital works associated with management (see paragraph 9 below for how to deal with moorland); and
  - c. specify in Section II other capital works of conservation value.
  - d. describe in Section III what measures you are adopting for the disposal of farm waste products.
  - e. Specify in Section IV: (a) the hectareage of permanent grassland (PGRS and RGR) on your farm or croft declared on your most recent AAA application and (b) the overall annual stocking density on the permanent grassland.
2. All of the habitats and features listed in paragraph 5 below which occur on the farm, croft or common grazing should be clearly detailed on a Descriptive Map which must accompany the completed audit. Where existing habitats or features occur on more than one site, each of these should be shown separately and the total extent detailed in the table shown alongside the colour key at the end of Section III. The habitats, features and capital items which the farmer, crofter or common grazings committee wish to include in the RSS application should each be allocated a letter on a second map, the Management Map, and the required details included at Section 1. For areas to be managed under the Scheme, details of the proposed grazing/cutting regimes (including dates for stock exclusion or cutting and information about livestock usage outwith the stock exclusion period) should be entered as appropriate, along with any additional requirements necessary to achieve the aim of the option.
3. The maps should be at a recognised scale, normally 1:10,000 or 1:25,000. The keys for these maps, to be found at the end of Section III, should be completed in accordance with the example colour keys in the Explanatory Booklet. The table alongside the colour key should also be completed. An example of a completed map key (in colour) for a Descriptive Map and a Management Map is provided in the Explanatory Booklet.
4. The RSS also includes payment for a range of capital items as detailed in paragraph 6 below. Where capital items are proposed in association with conservation management, details should be provided where indicated in Section I of the audit. For standalone capital items, details should be shown in Section II.

## Audit Requirements

5. The habitats and features to be detailed on the Audit Descriptive Map are:
  - i. Moorland
  - ii. Unimproved grassland, species-rich grassland, coastal and lowland heath
  - iii. Wetland and lowland raised bog
  - iv. Water margins
  - v. Native or semi-natural woodlands, ancient wood pasture and scrub
  - vi. Hedgerows
  - vii. Drystone dykes
  - viii. Historic/Archaeological Sites

## NOTES ON COMPLETION *(continued)*

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### 6. The capital items that may be included in a RSS application are:

- 6.1 Bracken eradication - primary treatment required in 2<sup>nd</sup> or, exceptionally, 1<sup>st</sup> year of Bracken Eradication Programme
- 6.2 Rhododendron Control
- 6.3 Erection of:
  - a. Stock fence
  - b. Gate and posts
  - c. Single stile
  - d. Double stile
  - e. Convert stock fence to deer fence
  - f. Scare, temporary or rabbit fence
  - g. Deer fence
  - h. Deer fence marked to reduce bird collision
  - i. Marking of deer fence to reduce bird collisions
  - j. Dismantling deer fences
  - k. Post and rail fencing for guarding trees/water gates
  - l. Sand blow fencing
- 6.4 Building or restoring drystone or flagstone dykes or walls (including mortared walls)
- 6.5 Native-species tree planting
- 6.6 Tree guard and stake  
Self supporting guard for hedge plants
- 6.7 Planting of marram grass
- 6.8
  - a. Water trough (required because water margin management will result in stock being denied access to waterings)
  - b. Water pipe and trench
- 6.9 Planting, replanting, coppicing or laying of hedge (minimum: 6 plants/metre)
- 6.10 Creation or restoration of a pond (max area 2,000m<sup>2</sup>)
- 6.11 Sowing of Species-rich grassland

### Additional items for Designed Landscapes only

- 6.12 Restoration of parkland gate piers and/or Ha Has
- 6.13 Amenity tree planting (exotic trees/standard trees)
- 6.14 Post and rail fencing or metal tree guard to protect parkland trees

## NOTES ON COMPLETION *(continued)*

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### Management Requirements

7. The management prescriptions available for each habitat are detailed in the Explanatory Booklet. The management regime to be adopted for each habitat should be set out in Section I of this Audit.
8. Where the management requirements necessitate a calculation of stocking density, the calculation should be based on the table and guidance at Annex A.

### Moorland Management

9. Where moorland management is proposed this should be mentioned in Section I of the audit and a detailed Moorland Management Plan in the required form should be drawn up separately and submitted with the RSS application. Where there is moorland that it is not proposed to enter into the RSS, the location and extent of the moorland must still be shown on the EA Descriptive Map as these areas will be protected by the General Environmental Conditions.

### Measurement of linear features and management and creation options

#### *Linear Features*

10. Care should be taken to ensure linear features, which are included in Sections I and II, are measured as accurately as possible. Payment under the scheme will be made on the approved length or actual length whichever is the smaller.  
Where the actual length of the linear feature is smaller than the approved length, the annualised payment will have to be recalculated. Any over payments made will be recovered with interest.  
There will be no provision for area/number/length of items to be balanced between 'like for like' items in the plan.

#### *Management and creation options*

11. Establishing the area of management and creation options that cover the whole of an existing field will not be a problem. The area used must be the Field Identification System (FIS) area where available, if not, the recognised area of the field should be used.
12. Where a management or creation option does not cover the whole of an existing field, the area to be entered in the scheme must be pegged out by the applicant/adviser and the area measured as accurately as possible. This proposed area will be verified at inspection stage by the Department.
13. If the application is successful, the participant is required to confirm the actual size of the new area(s) as soon as the necessary works to establish them have been completed, normally within the first 6 months of entry into the scheme.
14. Any discrepancies between the areas claimed and the actual areas will be investigated by the Department and depending on the reasons given for the discrepancy, action may be taken under the scheme's breach procedures, see Part 1 Section 8 of the Explanatory Booklet.

### Other Relevant Information

Please indicate for each habitat if the management proposed will benefit a Natura 2000 site or a nationally designated site (e.g. SSSI, NVZ or National Park) or UK BAP species or habitats or species or habitats identified in the LBAP.



## AUDIT SECTION 1 (continued)

2. a. Habitat ..... Tick box for habitat creation
- b. Area ..... ha/m<sup>2</sup>
- c. Letter on map .....
- d. FID number(s) .....
- e. Management requirements.....  
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- f. Cutting/grazing dates.....
- g. Capital works associated with management .....
- h. Capital works to be completed: Year\* .....
- i. The management regime described at (e) will benefit the following:
- i UK Biodiversity Action Plan habitats and/or species:  
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.....  
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- ii Local Biodiversity Action Plan habitats and/or species:  
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.....
- iii Natura 2000 site (SPA/SAC) or Ramsar wetland  
Name of site: .....
- iv Nationally designated site (e.g. SSSI, NVZ or National Park)  
Name of site: .....
- j. If joint management proposed, the holding numbers of the neighbouring units involved  
.....  
  
(Use as many copies of this page as necessary)

\* The year referred to means 1 April to 31 March

## AUDIT SECTION 1 (continued)

3. a. Habitat ..... Tick box for habitat creation
- b. Area ..... ha/m<sup>2</sup>
- c. Letter on map .....
- d. FID number(s) .....
- e. Management requirements .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....
- f. Cutting/grazing dates .....
- g. Capital works associated with management .....
- .....
- .....
- h. Capital works to be completed: Year\* .....
- i. The management regime described at (e) will benefit the following:
- i UK Biodiversity Action Plan habitats and/or species:
- .....
- .....
- .....
- .....
- .....
- .....
- ii Local Biodiversity Action Plan habitats and/or species:
- .....
- .....
- .....
- .....
- .....
- iii Natura 2000 site (SPA/SAC) or Ramsar wetland
- Name of site: .....
- iv Nationally designated site (e.g. SSSI, NVZ or National Park)
- Name of site: .....
- j. If joint management proposed, the holding numbers of the neighbouring units involved
- .....

\* The year referred to means 1 April to 31 March







# AUDIT SECTION II

## OTHER CAPITAL WORKS

Note: The FID number of the field or area containing any proposed Amenity Tree Planting, Bracken Treatment and Creation or Restoration of Ponds options **must** be entered.

1.	a.	Description.....
	b.	Number or length.....
	c.	Letter on map.....
	d.	FID Number(s).....
	e.	Capital works to be completed:      Year <sup>*</sup> .....
2.	a.	Description.....
	b.	Number or length.....
	c.	Letter on map.....
	d.	FID Number(s).....
	e.	Capital works to be completed:      Year <sup>*</sup> .....
3.	a.	Description.....
	b.	Number or length.....
	c.	Letter on map.....
	d.	FID Number(s).....
	e.	Capital works to be completed:      Year <sup>*</sup> .....
4.	a.	Description.....
	b.	Number or length.....
	c.	Letter on map.....
	d.	FID Number(s).....
	e.	Capital works to be completed:      Year <sup>*</sup> .....
5.	a.	Description.....
	b.	Number or length.....
	c.	Letter on map.....
	d.	FID Number(s).....
	e.	Capital works to be completed:      Year <sup>*</sup> .....

(Use as many copies of this page as necessary)

\* The year referred to means 1 April to 31 March

# AUDIT SECTION III

## WASTE MANAGEMENT

Please describe under the appropriate heading what steps you are taking to dispose of the following farm waste products:

1. Slurry .....

2. Farm Yard Manure .....

3. Silage effluent .....

4. Spent Sheep Dip .....

5. Other (please specify) .....

## ENVIRONMENTAL AUDIT MAP KEY

Rural Stewardship Scheme Descriptive Map	Colour Key	Area/Length (Ha/m)	
		Total on Farm	To be managed or created
Farm Boundary			
Rough grazing/Inbye Boundary			
Flood Plain Boundary			
Unimproved Grassland			
Species-rich Grassland			
Coastal Heath			
Lowland Heath			
Moorland of conservation interest			
Wetland			
Lowland Raised Bog			
Water Margin			
Cropped Machair			
Scrub			
Native or Semi-natural Woodland			
Site of Archaeological or Historic Interest			
Ancient Wood Pasture			
Bracken Cover			
Hedgerows		m	m
Dykes		m	m

# ENVIRONMENTAL AUDIT MAP KEY

Rural Stewardship Scheme Management Map	Colour Key		Area/Length (Ha/m)	
			Total on Farm	To be managed or created
Farm Boundary				
Bracken Eradication Programme (maximum extent)				(1)
Mown Grassland Managed for Birds				
Open Grazed Grassland Managed for Birds				
Mown Grassland Managed for Corncrakes				
Early & Late Cover Managed for Corncrakes				
Wet Grassland Management for Waders				
Species-rich Grassland				
Creation & Management of Species-rich Grassland				
Coastal Heath				
Lowland Heath				
Moorland Regeneration by stock reduction				
Moorland Management by Muirburn or Swiping				
Wetland				
Creation and Management of Wetland				
Lowland Raised Bog				
Water Margin				
Flood Plain				
Grass Margin or Beetlebanks in Arable Fields				
Conservation Headlands Management				
Extended Hedgerow				m (2)
Hedgerow Management				m (3)
Extensive Cropping				
Spring Cropping				
Cropped Machair				
Unharvested Crops				
Scrub				
Native or Semi-natural Woodland				
Management of Ancient Wood Pasture				
Site of Archaeological or Historic Interest				
Dykes to be rebuilt				
Hedgerows to be re-planted, New Hedgerows				m
Tree Planting				
Stockproof fence to be erected				m
Scare/Temporary Electric Fence to be erected				m

- (1) It will be assumed that 15% of this area (*maximum* extent of area to be covered by the Bracken Eradication Programme) will not be treated with herbicide – to protect sensitive species and habitats. Consequently, the area (in hectares) upon which the management payment for the BEP option is based is calculated as follows: multiply the area of maximum extent by 0.85.
- (2) The area (in hectares) upon which the management payment for the Extended Hedgerow option is based is calculated as follows: multiply the length of the hedge (in metres) by the width of the strip to be managed (min. 3m; max 6m) and divide by 10,000.
- (3) The area (in hectares) upon which the management payment for the Hedgerow Management option is based is calculated as follows: multiply the length of the hedge (in metres) by 2 and divide by 10,000.

## AUDIT SECTION IV - MANAGEMENT OF PERMANENT GRASSLAND

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1. Area (in hectares) of permanent grassland on the farm/croft.  
(See 1(e) of Notes on Completion).

2. Average annual number of livestock units maintained on the farm/croft.

3. Average annual number of livestock units apportioned to the permanent grassland.

4. Overall annual stocking density on permanent grassland  
(divide 3 by 1) above.

Maximum annual stocking density (see Annex A) on the permanent pasture during the course of your agreement must not exceed the figure entered at 4.

Environmental Audit undertaken by: .....

Date: .....

Based on: .....

(a) Survey of the unit \*

(b) Other environmental survey (specify) \*

\* Tick as appropriate

# ANNEX A

## CALCULATION OF STOCKING DENSITY

Some management options require grazing at or below a specified stocking density. The number of livestock units should be calculated using the following table:

Class of Stock	Livestock Units (per head)
Ewes* (including suckling lambs)	0.15
Other sheep	0.15
Goats	0.15
Cows (including suckling calves)	1.0
Other cattle (6-24 months)	0.6
Other cattle (24 months and over)	1.0
Horses or ponies (6 months and over)	1.0
<b>FARMED DEER</b>	
Adult stags (27 months and over)	0.4
Hinds, including suckling calves (27 months and over)	0.3
Juveniles (6 to 27 months)	0.2
Alpacas	0.3

\* female sheep at least one year old

All livestock in the above categories and maintained on the area in question, including heifers and other stock regardless of whether or not they receive subsidy, should be included in the calculation. The stocking density is arrived at by dividing the total number of livestock units by the area (in hectares).

Where the prescription involves a stocking density expressed as an annual equivalent the livestock units should be adjusted to take account of the length of time the stock are kept on the area (eg 10 cows maintained on 5 ha for 3 months equate to an annual stocking density of  $10/5 \times 3/12 = 0.5$  LU/ha).

For other prescriptions the prescribed stocking density is simply the number of livestock units divided by the area, and this figure cannot be exceeded at any time.

## ANNEX B

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### UK AND LOCAL BIODIVERSITY ACTION PLAN SPECIES AND HABITATS

For information on UK Biodiversity Action Plan species, please refer to the set of four volumes published by Scottish Natural Heritage entitled “ Local Biodiversity Action Plans – Technical Information on Species” and on UK BAP habitats the volumes published by the UK Biodiversity Group entitled “UK Biodiversity Group Tranche 2 Action Plans”.

Local Biodiversity Action Plan species and habitats that you consider will benefit from management proposed under the Scheme must be selected from the list of 30 LBAP habitats and species prepared by the LBAP Partnership covering the location of the holding that is the subject of this Audit.

## RURAL STEWARDSHIP SCHEME MANAGEMENT OPTIONS

### PRESCRIPTIONS PREDOMINANTLY FOR BIRD LIFE

1. Extensive Management of Mown Grassland for Birds
2. Management of Open Grazed Grassland for Birds
3. Extensive Management of Mown Grassland for Corncrakes
4. Management of Early and Late Cover for Corncrakes
5. Management of Wet Grassland for Waders

### PRESCRIPTIONS FOR SPECIES RICH AREAS

6. Management of Species-Rich Grassland
7. Bracken Eradication Programme
8. Creation and Management of Species Rich Grassland
9. Management of Coastal Heath
10. Management of Lowland Heath

### PRESCRIPTIONS FOR MOORLAND

11. Moorland Management
12. Stock Disposal
13. Muirburn and Heather Swiping
14. Bracken Eradication Programme

### PRESCRIPTIONS FOR WETLAND FEATURES

15. Management of Wetland
16. Management of Lowland Raised Bogs
17. Creation and Management of Wetland
18. Management of Water Margin
19. Management of Flood Plain

### **PRESCRIPTIONS FOR FIELD MARGINS AND BOUNDARIES**

20. The Management of Grass Margin or Beetlebank in Arable Fields
21. Management of Conservation Headlands
22. Management of Extended Hedges
23. Management of Hedgerows

### **PRESCRIPTIONS FOR ARABLE AREAS**

24. Introduction or Retention of Extensive Cropping
25. Management of Cropped Machair
26. Spring Cropping
27. Unharvested Crops

### **PRESCRIPTIONS FOR WOODLAND AND SCRUB**

28. Management of Scrub (including Tall Herb Communities)
29. Management of Native or Semi Natural Woodland
30. Management of Ancient Wood Pasture

### **PRESCRIPTIONS FOR HISTORIC AND ARCHAEOLOGICAL SITES**

31. Management of a Site of Archaeological or Historic Interest

### **SMALL UNIT PRESCRIPTIONS**

32. Conservation Management Plan with Special Measures for Small Units
33. Retention or introduction of Cattle of Scottish native and traditional breed(s)