



COETIROEDD  
GWELL  
I GYMRU



BETTER  
WOODLANDS  
FOR WALES

Grantiau a chymorth  
i greu a gwella coetiroedd

Grants and support for creating  
and improving woodlands

## FRAMEWORK AGREEMENT – Schedule 6

# Specialist Assessor Code of Practice

## Introduction

This Code of Practice outlines, and gives guidance on, the principles and conduct that Specialist Assessors need to follow when they undertake work within the Better Woodlands for Wales scheme. It will form part of the contract between Specialist Assessors, Management Planners and Forestry Commission Wales.

A similar Code of Practice has been published for Management Planners. Other Codes of Practice are being prepared for Forestry Commission Wales and Applicants for the Better Woodlands for Wales scheme.

## Principles

The principles below will apply to all work undertaken by Specialist Assessors within the BBW scheme. Specialist Assessors will:

### Integrity

Deal honestly and openly with Applicants, Management Planners and Forestry Commission Wales.

### Professionalism

Work conscientiously, within an agreed timetable, to meet the requirements of the Management Planner.

### Sustainability

Act with due regard to environmental, social and economic sustainability principles.

### Learning

Improve skills and knowledge and remain up-to-date with industry best practice, new developments and regulations.



# Conduct

The points below identify how Specialist Assessors will behave. Specialist Assessors will:

<b>Objectivity</b>	Provide impartial and objective specialist advice to Management Planners, ensuring that they understand the options available.
<b>Compliance</b>	Work within the rules and guidance of the BWW scheme and recognise the link to UKWAS and sustainability.  Adhere to the UK Forestry Standard and associated Forest Guidelines.  Recognise the Welsh policy framework within which BWW works as outlined in documents such as "Woodlands for Wales".
<b>Transparency</b>	If involvement in preparing an assessment is conditional on any other factors (eg. future work), make the Management Planner aware of this prior to commencing the work.
<b>Charging</b>	Agree charges with the Management Planner before commencing an assessment, and be explicit about VAT charges.  Be explicit about when and how fees are to be paid. In particular, how fees will be settled should an Applicant withdraw from the management planning process or dispense with a Management Planner's services.  Be explicit about charges for work additional to the preparation of the Plan and where applicable to implementing the Plan.
<b>Confidentiality</b>	Not voluntarily disclose an Applicant's or Management Planner's personal or business-sensitive information.
<b>Disclosure</b>	Not knowingly withhold information from a Management Planner that might affect their view of the Plan.
<b>Termination</b>	Accept a Management Planner's decision not to engage the Specialist Assessor for work beyond preparing the Management Plan.
<b>Competence</b>	Commit to work and provide services only within their areas of special knowledge and expertise.
<b>Availability</b>	Commit to work and services only when they can be completed within the agreed timescale.
<b>Timeliness</b>	Comply with BWW timescales set out in the table below.

## Response Times

Forestry Commission Wales, in conjunction with the Better Woodlands for Wales Steering Group, is currently preparing response times for the work of Management Planners, Specialist Assessors and Forestry Commission Wales staff within BWW. These will be published later in 2006.

# Enforcement

Specialists must act within the Code of Practice. Failure to do so could result in removal from the approved list. A procedure for dealing with breaches will be developed and published by Forestry Commission Wales during 2006.