

National Forest Land Scheme

Application form for
Community Acquisition
and the Sponsored Sale
of Surplus Land

Application Form

Introduction

Please read the relevant parts of the National Forest Land Scheme Guidance before completing this form. See www.forestry.gov.uk/nfls for the guidance and further information.

Please answer all the questions. You can attach additional information as extra sheets or electronic documents. Please be specific. When answering the questions do not repeat any information you have already given, simply refer to an earlier answer or attached document.

You can complete this form electronically but you must print it off and send us a signed form. If you have completed the form electronically, please also send us an electronic copy. You can choose to send your supporting documents as electronic documents only.

Please return the completed form and supporting documentation to:

National Forest Land Scheme Team
Forestry Commission Scotland
231 Corstorphine Road
Edinburgh
EH12 7AT

E-mail: fcscotland@forestry.gsi.gov.uk

You will receive an e-mail within 7 days acknowledging receipt of your application. We may need to ask you for more information during the application process.

Section 1 – About your organisation

| | | |
|---|------------|---------|
| General Contact Details for Your Organisation | | |
| 1.1 Name of Community Body (CB) (or unincorporated association if applying under the Sponsored Sale of Surplus Land) | | |
| | | |
| Full postal address for your organisation | | |
| Address | | |
| | | |
| Postcode | | |
| Telephone | Fax | |
| E-mail | | |
| Your organisation's website | | |
| 1.2 Title and full name of the main contact in your organisation | | |
| Title | First Name | Surname |
| Position held in your organisation | | |
| | | |
| Address for correspondence, if different from the organisation address | | |
| Address | | |
| | | |
| Postcode | | |
| Telephone | | |
| E-mail | | |
| 1.3 Title and full name of the Chairperson of your organisation | | |
| Title | First Name | Surname |
| Address for correspondence, if different from the main contact address | | |
| Address | | |
| | | |
| Postcode | | |
| Telephone | | |
| E-mail | | |

1.4 What is the purpose of your organisation?

Briefly explain the main purpose of your organisation, and what activities and services you undertake. 100 word maximum.

1.5 What type of organisation are you?

| Description | | Documents to be enclosed |
|--|--|--|
| Company Limited by Guarantee (required under community Acquisition) Yes – please tick | | Memorandum and Articles of Association Certificate of Incorporation |
| Unincorporated Association Yes – insert date established | | Constitution / Set of Rules |

1.6 Does your organisation have charitable status?

| | | | |
|--|--------------------------|------------------|--------------------------|
| Yes – please tick | <input type="checkbox"/> | No – please tick | <input type="checkbox"/> |
| If yes, please give your registered Inland Revenue Charity Number and provide a copy of your letter or recognition | | | |

1.7 How many voting members does your organisation have? (see Criteria 1, p11 of the guideline)

1.8 How many members does your management committee, Board of directors or equivalent have?

Please enclose a brief résumé of each of your committee or Board members

1.9 Do local directors/committee members have control of your organisation? (see Criteria 1, p11)

| | | | |
|-------------------|--------------------------|------------------|--------------------------|
| Yes – please tick | <input type="checkbox"/> | No – please tick | <input type="checkbox"/> |
|-------------------|--------------------------|------------------|--------------------------|

1.10 Please tell us about your community.

We need you to describe your community to allow us to decide whether you have demonstrated community support for the application (see Criteria 3, p13). You must include the location, population size, and a description of your community. This must also include a geographical definition such as community council boundaries, electoral wards, or postcode unit maps. Please also tell us who your neighbouring communities are. 300 words maximum.

| | |
|----------------------------------|--|
| The population of your community | |
|----------------------------------|--|

Section 2 – The land that you want to acquire

2.1 Please give the name and location of the land you want to acquire.

You must attach a map clearly showing the land and outlining the boundaries in red (Forestry Commission Scotland will provide you with a copy of the map that you can submit)



2.2 What is the size of the property in hectares?

Hectares

2.3 Do you wish to lease, or own the land? Please tick one only

| | | |
|-----------|--------------------------|--------------------------|
| Lease | <input type="checkbox"/> | <input type="checkbox"/> |
| Ownership | <input type="checkbox"/> | <input type="checkbox"/> |

2.4 Please describe how the community has “a substantial connection with the land” (Criteria 3).

The community should be situated by, near to, or on, the land. This could also include a description of how the community currently accesses or uses the land and other community interests in the land. 300 words maximum.

2.5 Tell us why your organisation wants to acquire the land?

Please give a brief outline of your plans for the land including the long term objectives you wish to achieve, and how you will manage the land differently. 300 words maximum.

Section 3 – Demonstrating Community Support

3.1 If the land has a market value of less than £50,000 please provide evidence of community support, eg petition, ballot, attendance record and minutes of public meeting (if more than £50,000 go to 3.2).

| |
|--|
| |
|--|

3.2 Where the land has a market value of £50,000 or more, a ballot is required to demonstrate community support. Please provide the following information.

| | |
|---|---|
| a. Date of ballot. | |
| b. Question which was put to ballot. | |
| c. Number of people eligible to vote. | |
| d. Number of eligible people who voted, including details of the number of proxy votes. | |
| e. Percentage of those eligible to vote who voted (d/c x 100) = | % |
| f. Number of eligible people who voted in favour of acquiring the land. | |
| g. Percentage of those voting, that voted in favour (f/d x 100) = | % |

3.3 Name and contact details of organisation making the ballot return

| | | |
|-----------|------------|---------|
| Title | First Name | Surname |
| Address | | |
| | | |
| Postcode | | |
| Telephone | | |
| E-mail | | |

Section 4 – Capacity to Manage Land

You must be able to show that the organisation has the capacity to sustainably manage the land in the long term (see Criteria 5, p14)

4.1 Business Plan

For all applications to by land with a market value of more than £50,000 a business plan will be required.

4.2 Business Plan attached

Yes – please tick

No – please tick

4.3 Please tell us how your organisation has the capacity to manage the land. For example the skills and experience of members of your organisation, your organisation's track record of managing land or other businesses, your intended use of professional advice, and your plans to manage the land. Maximum 300 words. Please attach any additional documents.

Section 5 – Showing that your plans for the land will provide additional benefit, are consistent with the principles of sustainable development, and are in the public interest.

Acquisition should achieve a range of additional public benefits for the community. These can be listed as economic, social and environmental benefits (but may not involve all of these). The benefits will come from your planned activities and outputs. In addition the land to be acquired should be sustainably used or developed. See Criteria 6 and 7, pp14-16.

5.1 What economic benefits will the land acquisition bring to you and the wider community?

Economic benefits might include new jobs, greater job security, benefits from tourism income, generation, timber sales or processing, a wider mix of economic activity in your area, development of renewable energy schemes etc. 300 words maximum.

5.2 What social benefits will the acquisition bring?

Social benefits might include community involvement, development of affordable housing, and increased recreation and access benefits for particular groups within the community (eg young or old people, unemployed, disabled) etc. 300 words maximum.

5.3 What environmental benefits will the project bring?

Environmental benefits might include improvements to the way in which the land is managed, habitat benefits, improved deer control, protection or enhancement of archaeological features etc. Including information on environmental and heritage designations. 300 words maximum.

5.4 Tell us how you will deliver these economic, environmental, or social benefits.

What projects or outputs will bring these benefits about?

Tell us about the capital costs involved in the delivery of the projects, and how these will be met. Please refer to any plans or other documents you are submitting. Please also identify the risks of the project not delivering, and how these risks will be managed. Please attach any additional documents. 300 words maximum.

5.5 Do you intend to apply to have forest land independently certified eg. Under the UK Woodland Assurance Scheme?

| | | | |
|-------------------|--|------------------|--|
| Yes – please tick | | No – please tick | |
|-------------------|--|------------------|--|

5.5 cont. If you have answered no, can you please tell us how you intend to demonstrate the land will be managed sustainably? In the case of forest management, evidence of how you the proposals will comply with the UK Forestry Standard and supporting guidelines could be provided by committing to develop an approved forest plan.

5.6 What negative economic, social, or environmental consequences (if any) may occur as a result of your plans for the land?

5.7 How would you propose to minimise these?

5.8 Links to other strategies

How will your plans support or compliment local/regional/national strategies?

The application should take into account local strategies and community plans. 100 words maximum.

5.9 It will be helpful to show that you have gained the support of key

stakeholders and user groups for your proposals, including site users from outwith the immediate community.

You can show this through letters of support from local authorities, relevant government agencies, and local community groups or using Scottish Land Fund endorsement forms. Please submit any letters of support or endorsements with your application and record them on the checklist.

Finishing Your Application

Applicant Signature

An Office Bearer of the applicant organisation should sign this declaration. It must be a different person to the main contact given in Section 1.

Part of the information that you give us will be held electronically. It will be used for administering and analysing applications.

I declare that:

The information given in this application and in any other documentation that supports this application is accurate.

| | | |
|------------------------------------|------------|---------|
| Title | First Name | Surname |
| Position held in your organisation | | |
| Date | Signature | |

Contact

The National Forest Land Scheme Team
Forestry Commission Scotland
National Office
231 Corstorphine Road
Edinburgh
EH12 7AT

Tel: 0131 334 0303

Fax: 0131 314 6152

E-mail: fcscotland@forestry.gsi.gov.uk

Web: www.forestry.gov.uk/scotland