

Table of Contents

Introduction

Introduction to the BWW User Guide

Section 1: Pre-Application Information

- | | |
|---|-----------|
| 1. WAG Customer and Land Registration - The pre-requisite information | Applicant |
| 2. How to Register with Grants and Licences Online Service | Applicant |
| 3. A Guide for Woodland Owners | Applicant |

Section 2: Initial Applications

- | | |
|--|-----------|
| 1. How To Complete An Initial Application | Planner |
| 2. How To Sift Case And Process Initial Applications | FC Staff |
| 3. How to Manage your BWW Contract | Applicant |

Section 3: Foundation Plan

- | | |
|--|----------------------------|
| 1. How To Complete A Foundation Plan | Planner |
| 2. How To Use Information From External Sources | Planner |
| 3. A Guide to Information Sharing and Consultation | Applicant/Planner/FC staff |
| 4. How To Process A Foundation Plan | FC staff |
| 5. How To Sign Your BWW Foundation Plan | Applicant |

Section 4: Management Plan

- | | |
|--|-------------------|
| 1. How To Prepare And Submit A Management Plan | Planner |
| 2. How To Use The WIG CC | Planner |
| 3. The BWW Business Rules – WIG | Planner |
| 4. How To Use Features And Factors | Planner |
| 5. BWW Smallwoods Scheme | Planner/Applicant |
| 6. BWW and Historic Parks and Gardens Guidance | Planner |

Section 5: Contract Approval

- | | |
|---|-----------|
| 1. How To Assess A Management Plan | FC staff |
| 2. BWW Cross-checking Guidance | FC staff |
| 3. How To Approve A BWW Management Plan | FC staff |
| 4. How To Sign Your BWW Contract | Applicant |

Section 6: Post Approval

- | | |
|--|-----------|
| 1. How To Claim Your BWW Grant | Applicant |
| 2. Guide to BWW claims and inspections | FC Staff |
| 3. How to reclaim BWW grant | FC Staff |
| 4. How to apply a BWW penalty | FC Staff |
| 5. BWW appeal process | Applicant |
| 6. How To Request An Amendments | Applicant |
| 7. How To Process An Amendment | FC Staff |

Table of Contents

Section 7: Mapping

- | | |
|--------------------------|---------|
| 1. BWW And GIS | Planner |
| 2. BWW Guide To ArcView | Planner |
| 3. BWW Guide To MapInfo | Planner |
| 4. BWW Guide To Mapmaker | Planner |

Section 8: Contract documents

- | | |
|---|--------------------|
| 1. Framework Agreement | Planner |
| 2. Customer Contract and Appendices | Planner/Applicant |
| 3. BWW Complaints Process | Applicant/Planner |
| 4. BWW Disputes Process | Applicant/Planner |
| 5. BWW Maintaining Standards Process | Planner |
| 6. Management Planner Code of Practice | Planner |
| 7. Specialist Assessor Code of Practice | Planner/Specialist |
| 8. Forestry Commission Wales Code of Practice | FC Staff |
| 9. Plan Preparation Grant | Planner/Applicant |
| 10. Schedule of approved Management Planners | Planner |
| 11. Schedule of Roles | All |
| 12. Applicants Code of Practice | Applicant |

Section 9: Appendixes

- | | |
|--|-----|
| 1. Guide to information sharing and consultation within Better Woodlands for Wales | All |
|--|-----|

Section 10: Index

- | | |
|--------------------|-----|
| Index of key words | All |
|--------------------|-----|