

**Forestry Commission England
Applicants' Focus Group
Terms of Reference and operation**

Objectives

1. To advise FC England on the management and future development of:
 - woodland grant schemes and regulations
 - grants and regulations administration systems in England
 - local delivery with the forestry sector such as outreach and partnerships
2. To advise FC England on the implications for the forestry and woodlands sector of relevant government and EU-driven policy and practice changes

The range of topics will primarily focus upon activities relating to grants, regulations and delivery activity but may on occasion cover other related topics. The emphasis is on shaping operational practice rather than policy.

Established: October 2002

Status: Informal Advisory Group

Membership Criteria

In 2002 the main owner/agent/manager representative organisations were invited by FC to nominate up to 2 officers or members to attend each meeting. There was no formal appointment. Subsequently the membership has been broadened to reflect customer and stakeholder interest in wider forestry policy delivery and the Rural Development Programme for England. A full list of current members is shown at the end of this document

Frequency of meetings

Twice a year, with options for specific 'AFG+' meetings where attendance can be expanded through regional nominations for wider consultation exercises or subgroups of members tasked to look at specific issues.

Members expenses and claims

FC pays travel expenses for those members whose costs of attendance are not supported by their employers. Public appointment criteria prevent payment of an attendance fee.

Meeting papers and minutes:

There is an Applicants Focus Group webpage, which provides information about the group, meeting minutes and associated papers.

Draft Revised Terms of Reference

Current membership

Community Forests	Chris McGloin (Mersey Forest)
Confederation of Forest Industries	Caroline Harrison Richard Sochacki
Country Land and Business Association (CLA)	Mike Seville
England Woodlands and Timber Partnership	Gesa Reiss
Forestry Commission	Joe Watts (Chair) Steve Hunt Kevin May Forest Services Board member and others as agenda demands
Institute of Chartered Foresters	Neville Elstone Tim Shardlow
Local Government	John Blessington (Shropshire CC)
National Farmers Union	Claire Robinson
Royal Forestry Society	Andrew Woods
Royal Institution of Chartered Surveyors	John Lockhart
Rural Payments Agency	Jane Brandon
Small Woods Association	Gary Battell
South West Applicants Focus Group and Woodland Management Companies	Julian Ohlsen
Wildlife & Countryside Link	Simon MacGeean (Woodland Trust) Nick Phillips (RSPB)

FC England
May 2013