

Operations Note 17

1st June 2008

Map Delivery Note

Purpose This note is provided when the FC supplies paper maps based on Ordnance Survey Mastermap. It sets out how the maps can be used and how to mark the maps when submitting an application to the Forestry Commission

Introduction Thank you for using the Forestry Commission's map request service – we hope it has proved to be helpful. Please read the following to ensure that you get the best out of the map prints.

Copyright These application maps are subject to Crown Copyright and in accepting them you are agreeing to respect that copyright. You must only use these maps for applications to the Forestry Commission for grants, licences or other consents and you may continue to use them until the application is approved.

The copyright agreement for using these application maps does not allow you to copy these or any other maps for any other purpose. You must make copyright arrangements directly with Ordnance Survey for this.

Use of maps and copies We advise you to initially keep the enclosed maps free of marks and notes. Use them as originals to make copies from in order to work up your application. **We expect you to use an original map or a good photocopy for your application.** Poor quality copies (e.g. photocopies missing background details and gridlines) will not be accepted.

In the annex you will find guidance on how to mark your EWGS application map. Further guidance can be found in the EWGS 1 Guide.

Service You should normally receive the maps within 14 days of our receipt of your request. The Forestry Commission voluntarily operates this service for the benefit of its applicants and, while doing its best to deliver this service promptly, makes no guarantee that the request will be fulfilled within this or any other period. It is the responsibility of every applicant to obtain the correct map in time to make an application. Applications submitted late for any reason will not be considered.

Problems If you have received a map for the wrong area or it does not cover the full area needed, please return it, along with a new request, ensuring that the area you need is fully shown.

Rural Land Register (RLR) The maps now show RLR boundaries as well as those for Ordnance Survey MasterMap. Sometimes these boundaries do not match due to the FC using a more up to date version of MasterMap than that which the RLR is currently based on. The RPA is working towards aligning the RLR to the most up to date version of MasterMap but in the meantime, it is considered to be of benefit to you to provide this extra information. Please use the MasterMap boundaries where applicable but refer to the RLR boundaries when necessary (e.g. in the absence of OSMM lines). **The map provided must only be used for grant/licence applications to the FC.**

Further Advice The EWGS website www.forestry.gov.uk/ewgs contains all the information needed to apply for grant support. If you do not have access to the internet, you can request any of the information from your local Forestry Commission office.

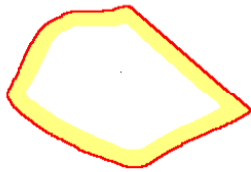
We recommend getting professional advice on woodland management and grants. A list of national and regional professional organisations is available at www.forestry.gov.uk/england-advice or from your local FC office.

Versions Version 1.0 issued 2006 as a map delivery note

Version 2.0 issued 11th January 2008 as Operations Note 17

Version 2.1 issued 1st June 2008 – minor changes including header

Annex - Marking Ordnance Survey MasterMap® for EWGS applications



Scheme boundary

There should be a red **external** boundary shown, no greater than 0.7mm in width. The boundary should be further highlighted with the use of colour (yellow highlighter is recommended) on the **inside** of the line. The use of colours must **not** obscure the base map detail.



Access point

Clearly labelled red crosses showing where FC staff may enter the woodlands. Use as many as required.



Compartment boundary

A red dash / dot line no greater than 0.7mm in width.

1

Compartment number

Up to 9999. Placed inside the area or clearly linked to it with an arrow



Sub compartment boundary

A red line of long dashes no greater than 0.7mm in width.

a

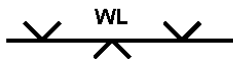
Sub compartment letter

A single letter placed after the compartment number



Track / permissive path / Public footpath

A black line of short dashes no greater than 0.7mm in width and labelled with the feature type



Wayleave (all wires, pipes, pylons etc)

A black line no greater than 0.7mm in width with alternate chevrons and labelled WL (Wayleave)



Watercourse

A black line no greater than 0.7mm in width and labelled WS (Water supply)

Notes

- A fine roller-ball point or draughtsman style pen used carefully is generally good enough for marking maps. Pencils, biros and felt pens are usually not clear or accurate enough.
- Any boundary highlight should be a transparent colour to avoid masking detail.
- Folds or any other blemishes on paper maps must not hide map detail.