Countryside Stewardship is administered by Defra, in consultation with the Countryside Agency, English Heritage and English Nature.

Countryside Stewardship is part-funded by the European Community under its agri-environment programme.

Follow these steps to apply for the Scheme

1. Check that you and your land are eligible and that you can maintain an agreement.
2. Consider what work you want to do and whether this meets the Scheme objectives.
3. Check that you are not in conflict with any other grant scheme.
4. Consult with others who may have an interest in the land.
5. Seek the views of organisations from whom you may need consents.
6. Select which items to apply for and consider their timing.
   - Prepare a detailed map.
   - Fill in application form(s).
   - Prepare a management plan (if necessary).
   - Attach all necessary documents and supporting information.
7. Send to Defra before 31 March deadline.
8. Acceptance: Sign agreement.
   - Agreement starts 1 October.
9. Rejection: May be advised to reapply.
# The Countryside Stewardship Scheme 2004

## Contents

### 1: Introduction
- What is the Countryside Stewardship Scheme? 3
- Who can apply? 3
- Will I get a grant? 4
- What payment rates will I receive? 5
- Will details of my agreement be made public? 5
- How do I apply? 5
  - When do I need to apply?
  - Which forms do I need to complete?
- What happens next? 7
  - How will my application be assessed?
  - What happens if my application is accepted?
  - What if my application is unsuccessful?
- How might Countryside Stewardship apply to my land? 8
  - What about the regional and county targets in my area?
  - Do I need a management plan?
- What else will I have to do? 11

### 2: Existing activities and other management commitments on my land 15
- What about other activities on my agreement land? 15
- What about public rights of way? 15
- What about other access? 15
- What if I carry out work already required by law? 15
- What if my land is exempt from inheritance or capital gains tax? 15
- What about Crown land? 16
- Metal detecting on agreement land 16
- What if my land is under another grant or subsidy scheme? 16
- What about any other obligations? 18

### 3: Landscape types and features targeted by the scheme 19
- Arable farmland 19
- Chalk and limestone grassland 28
- Coastal areas 29
- Countryside around towns 31
- Field boundaries 31
- Historic features 37
- Lowland heath 40
- New access 41
- Old meadows and pastures 45
- Old orchards 47
- Uplands 49
- Waterside land 53
- Scrub and bracken control 55
- Capital items 56
- Special projects 56

### 4: What else am I committed to when I sign an agreement? 58
- Abide by relevant legislation 58
- Allow inspection and assessment 58
- Keep necessary records 58
- Submit claims on time 58
- What if I do not carry out the management required? 58
- What if work is not up to standard? 58
- What if I need to make changes to my agreement? 59
What if I want to add land to my agreement? 59
What if I let, sell or transfer any agreement land? 59
Agreement breaches 59
What if I have a complaint? 59
What if I disagree with Defra’s decision or proposed action? 60
‘Force majeure’ 60

5: Glossary 61

6: Index 64
What is the Countryside Stewardship Scheme?

Countryside Stewardship is a scheme run by the Department for Environment, Food and Rural Affairs (Defra), which makes payments to farmers and land managers to improve the natural beauty and diversity of the countryside. It operates throughout England and is part of the England Rural Development Programme (ERDP).

Countryside Stewardship is run from Defra offices located around England. Details of your nearest office can be found in the ERDP contact details enclosed with this pack.

What are its objectives?

Its objectives are to:

- sustain the beauty and diversity of the landscape;
- improve and extend wildlife habitats;
- conserve archaeological sites and historic features;
- improve opportunities for countryside enjoyment;
- restore neglected land or features;
- create new habitats and landscapes where appropriate.


What is the ERDP?

The ERDP sets out how we are using the Rural Development Regulation to protect and improve the countryside, as well as to encourage sustainable enterprise and thriving rural communities. It provides a framework for the operation of ten schemes which aim to protect the environment and support the rural economy and communities. Countryside Stewardship is one of these schemes. The other nine are:

- Energy Crops
- Environmentally Sensitive Areas
- Farm Woodland Premium
- Hill Farm Allowance
- Organic Farming
- Processing and Marketing Grants
- Rural Enterprise
- Vocational Training
- Woodland Grant.

Further information about these schemes is available from your local Defra office or on the Defra website (www.defra.gov.uk).

Who can apply?

Countryside Stewardship is open to those who have management control over suitable land for ten years. This includes: farmers; non-farming landowners and managers; voluntary bodies; local authorities; and community groups. Joint applications can be made. Before completing the application form, please make sure that you meet all eligibility requirements as detailed in this Section and Section 2.
The following landscape types and features are eligible:

- Arable farmland
- Chalk and limestone grassland
- Coastal areas
- Countryside around towns
- Field boundaries
- Historic features
- Lowland heath
- New access
- Old meadows and pastures
- Old orchards
- Uplands
- Waterside land.

There are also specific county targets for landscape types and features in each county. These are explained in more detail in Section 3 and in your county targeting statement (enclosed with this pack).

What if I do not own the land?

If you are a tenant, you must discuss your proposal with your landlord(s) to ensure that you do not contravene the terms of your tenancy. You must also notify them about your application using form ERDP/CSS2 (included with this pack). A copy of the completed form should be enclosed with your Countryside Stewardship supplementary form ERDP/CSS1. Where the consent of your landlord(s) is needed, for example where the tenancy agreement does not allow for the work proposed, they should sign form ERDP/CSS2. If you do not have sufficient control over management of the land or if your tenancy is for less than ten years, you and your landlord may apply jointly or your landlord may secure an agreement. (Further guidance on which forms to complete is given on pages 5–7.)

What if others hold rights over my land?

If others hold rights over your land, for example if you have let sporting rights, you should discuss with them your proposals to apply for Countryside Stewardship. Where common land is involved, applications must be signed by all who hold and exercise management rights over the land, or by a management committee which has the authority to act for all commoners.

Will I get a grant?

You are most likely to get a grant if your application:

- meets Countryside Stewardship objectives;
- includes land in a county target area and meets one or more target area objectives or meets other stated priorities;
- is good value for money, e.g. provides significant benefits for the size of the grant;
- is consistent with the national and regional environmental aims of the ERDP;
- is of landscape, wildlife and historical interest;
- is linked to land such as a County Wildlife Site, or contributes to a national target for a habitat or species listed in a Biodiversity Action Plan;
- offers a combination of different benefits;
- provides opportunities for people to see and enjoy the benefits;
- covers land in a village or urban fringe of high local amenity value;
- is well researched and, where necessary, technically supported;
- is supported by organisations such as English Nature.

Other factors, such as a whole farm approach, particularly in the uplands, or the presence of special features, such as a rare species, will also be taken into account.
What payment rates will I receive?

You will be paid according to the type of work you enter into the scheme. Payment rates are calculated on an ‘income forgone’ basis and are reviewed regularly. They are not index-linked and the level of payments may be reviewed upwards or downwards. However, it is possible to opt out of the agreement at any time after five years if a payment review reduces the rates of payments and the total annual payment due to you falls below the amount originally scheduled for that year.

For an overview of the current payment rates, please see the payment summary sheet enclosed with this pack.

Payment rates for access and capital items are currently under review. Details of any new rates should be available from your Stewardship Adviser towards the end of 2003.

How long will my agreement last?

Your agreement is legally binding. It will usually run for ten years, starting from 1 October. Agreements containing whole farm boundary plans for the restoration of walls will however usually apply for twenty years. You will be expected to fulfil your obligations for the full term of your agreement. Actual dates are given in each agreement, along with the timings for land management and capital items. The dates are fixed to ensure that the objectives of the agreement are achieved. Penalties may apply if you do not keep to these dates. You will also be in breach of your agreement if you withdraw early from Countryside Stewardship without Defra’s consent.

Will details of my agreement be made public?

To fulfil our obligations under the Data Protection Act, the following two paragraphs give details of Defra’s handling of any personal data that you provide in connection with your application and agreement.

In order to ensure effective operation of the ERDP schemes, Defra will disclose or exchange information about your application and agreement to or with other organisations or consultants which the Department considers appropriate for administration, evaluation and monitoring purposes. Moreover, Defra or its appointed agents may contact you in connection with occasional customer research aimed at improving the services that Defra provides to you.

Because the ERDP involves expenditure of public money, there is a genuine public interest in how the money is spent. Defra may therefore make information on your application and agreement generally available for this purpose or for the purpose of publicising the ERDP and its individual schemes. Furthermore, information (including personal data) may also be released on request under the Environmental Information Regulations, the Code of Practice on Access to Government Information and the Freedom of Information Act 2000.

How do I apply?

When do I need to apply?

The closing date for applications is 31 March, but early applications are encouraged.

Separate arrangements will apply to applications for renewal of existing agreements.
Which forms do I need to complete?

You must fill in the Countryside Stewardship supplementary form (ERDP/CSS1).

If this is the first time you have applied for an ERDP scheme you will need to complete the ERDP application form (ERDP/GEN 1), giving general information about you and your business.

If you have previously sent in form ERDP/GEN 1 and your details have not changed, you do not need to submit a further copy. But if your details have since changed you should complete the Notification of Change form (ERDP/GEN 1A).

All these forms are included in the pocket at the back of this pack. Separate guidance on completing ERDP/GEN1 and 1A is available from Defra offices.

How to fill in your Countryside Stewardship supplementary form

Look at the example application map enclosed with this pack and follow the notes on the form.

You should calculate areas of land to be entered and quantities of capital items and consider the timing of work. Some items, such as new fencing to allow management of grazing, will need to be completed early. Others, such as scrub clearance, can be phased over a longer period.

If you are applying for grazing management you should ensure that section 6e of the supplementary form (ERDP/CSS1) is completed. You must list all permanent grass fields (using IACS field numbers and areas), the area of temporary grass and the maximum stocking density (in Livestock Units per hectare) for your farm (see page 13). This is to comply with EC legislation to ensure appropriate grazing levels across the farm.

IACS Registration

The Rural Payments Agency (RPA) is currently developing a Rural Land Register (RLR) which will hold digital maps of all IACS holdings in England. It will help us to process your application if, wherever relevant, you use field information which has been agreed under the RLR project. You must send a copy of your RLR map with your application, if this has been completed and agreed with the RPA.

If the fields in your application are not IACS registered, you are advised to register them as soon as possible, to avoid possible delays in processing your application. Your local RPA office will be able to advise on the procedure.

Signing the form

Read the declarations carefully and make sure you sign and date the form.

You will be asked to supply your date of birth. This information is for EC monitoring and evaluation purposes only and is not part of the appraisal process. The EC is interested in the age range of scheme beneficiaries, in particular the number of young farmers (defined as those under 40 years of age). This information will not affect the decision made on your application.

Help with your application

You may wish to employ an independent adviser to help with your application; a contribution towards this cost is available (see page 11). The county targeting sheet enclosed with this pack includes local contacts. Your Stewardship Adviser may also be able to give some advice free of charge.

How do I complete my application map?

Follow the example map enclosed with this pack.

You must use a good quality copy of a 1:10,000 scale (or equivalent) Ordnance Survey map and mark on it:

- the name and number of your holding in the top left corner;
- the boundary of your holding in black;
- the perimeter of the land applied for (including arable field margins) in blue, with field numbers marked. If you have previously filled in an IACS form you must use these field numbers. If you have received new IACS field numbers since your
last IACS application, you should use these new numbers. If you have not filled in an IACS form, use Ordnance Survey numbers. All fields containing land management or capital items must have field numbers marked on the map;

- **management and capital items** at their proposed locations, using the item codes;
- **field boundaries** marked **H** for hedgerows, **W** for walls, **D** for ditches and **B** for banks, and coloured – **red** for those to be restored, numbered as on the example application form; **green** for those which do not need restoration (for maintenance only); **orange** for those not yet priority for restoration (to be retained in current condition);
- **rights of way** as black dotted lines marked **fp** for footpaths, **bw** for bridleway, **BOAT** for byways open to all traffic and **RUPP** for roads used as public paths. Other linear features such as fences or margins should also be marked clearly.

Information from your map will be used to check the areas for payment in any agreement offer, so make sure boundaries are accurate.

**What do I send to Defra?**

A document check list can be found at page 12 of the supplementary form ERDP/CSS1, enclosed with this pack.

Documents should be sent to your local Defra office. You are advised to keep copies of all documents sent.

**What happens next?**

We aim to acknowledge your application within three working days and you will be given a reference number for future correspondence. You will be kept informed of progress.

If your application passes an initial assessment, a Stewardship Adviser will contact you to discuss it with you. He or she will usually visit the land. You may be asked to alter your proposals, for example to add other items. If you do not then wish to proceed, you may withdraw your application. (Please confirm this, in writing, with your local Defra office as early as possible to avoid unnecessary work.) If you want to make any changes, please tell your local Defra office as soon as possible.

**How will my application be assessed?**

Your application is considered alongside all the others received by the deadline. Funds are allocated to provide the most benefit to the countryside. This is why not all applications can be accepted. Your application will be assessed against a number of criteria using a scoring system. The scoring system is based on the four scheme objectives of historical features, landscape, public access and wildlife. For each objective there is one score for ‘existing value’ and one for ‘enhancement’. In addition, points can be scored for applications being in the target areas, meeting other priority criteria, or for other aspects such as comprehensiveness of the application, relationship to other ERDP schemes, organic management, furthering Community Forests, etc. Your acknowledgement letter will explain the timetable for this process. If you have any queries, please consult your local Defra office.

**What happens if my application is accepted?**

We aim to notify successful applicants as soon as possible but no later than the end of September. If your application is accepted, subject to any changes agreed with your Stewardship Adviser, you will be offered an agreement. You will need to sign and return this, usually within two weeks of receipt. The agreement does not come into force until all parties have signed. You must not carry out any work until then. Any work done before this will not be eligible for payment.

**What if my application is unsuccessful?**

We aim to tell you by the end of June if your application is not successful after initial assessment, and why. You may be advised to reapply for an agri-environment scheme in the future.

If you are unsuccessful, you may naturally be disappointed, but lack of success is not in itself a basis...
for an appeal against the decision. However, if you have reason to believe that we have misinterpreted the facts, or have made an error in processing your application, or have treated you unfairly in some way, you may submit written representations to us setting out the grounds of your case. Your case will then be reviewed.

How might Countryside Stewardship apply to my land?

What about the regional and county targets in my area?

Section 3 describes what enhancements can be made to the different landscape types and features to achieve the objectives of the Scheme. County target statements explain which landscape types or features are priorities locally. You should have received a separate targeting statement for your county with this pack, but if not please contact your local Defra office.

These target statements reflect the national and regional environmental priorities of the ERDP. They are refined annually through consultation with all interested bodies including environmental and farming organisations in the regions.

Priority will be given to those applications meeting the key objectives listed for each landscape type and feature in Section 3. However, land not in a target area may be given priority where there is a particularly important landscape, wildlife or historical interest.

Once you have decided that you and your land are eligible and can meet the objectives of the Scheme, you need to decide what your conservation objectives are and what work you need to do to achieve them. (See above for how your application will be assessed.)

What new benefits can I provide for the public?

Much of the conservation and restoration work carried out in the landscape types and features described in Section 3 will benefit the public. This is particularly so where a site is readily accessible by the public or is easily visible and where people will be able to appreciate the work being done. Providing new access for the public will be of benefit where there is no or limited existing access.

What work will enhance the environment on my land?

Eligible items of work fall into four categories. You should select suitable items from these categories.

Annual management items

These include work such as grazing and the provision of new permissive access routes. Some items are specific to particular landscape types, such as recreating heath (code LH3), but others are more general, such as for grazing pasture (code P1) or conservation headlands (code CH1) and may apply to more than one landscape type. You will be paid annually for these items.

Supplements

Supplements are for additional work over and above the standard management options, such as controlling coarse grasses before re-introducing grazing (code GX) or raising water levels to create wetland habitat (code GW).

Capital items

These are one-off items of work such as hedge and wall restoration, tree planting or stiles for new access. You will be paid once these items have been completed.

Special projects

These are for work that does not fit any of the above but meets the Scheme objectives. Guidelines can be found on page 57.

Combinations of items

You may combine annual management options and their supplements with capital items as necessary. You must include at least one item from the annual management category, except for whole farm field boundary restoration plans or restoration of historic buildings. (See the illustration on the example application included in this pack for some ideas of how items can be combined for particular objectives.)
Specific guidelines

Section 3 contains detailed guidelines for the work items that apply to the twelve different landscape types and features. It describes typical management to be carried out for each item of work and the standards that must be met. It tells you where they apply and any special conditions, such as the need for a management plan. Your agreement will contain detailed site-specific prescriptions which may vary from the generalised descriptions in this booklet.

Each item of work has a payment rate and reference code. You will need the code when filling out the application form. You should read the guidelines for each option carefully to help you choose.

These guidelines will form the basis of the detailed prescriptions and specifications that will be included in your agreement. You may suggest an alternative where there is a particular reason for doing so, for example a local custom or to encourage a particular species.

When applying for upland items an Upland Survey is required to identify the features of existing environmental importance. You should seek to include these features in your application, or describe existing management agreements that already protect them – for example, a Wildlife Enhancement Scheme agreement or a National Park agreement. Upland Survey guidelines are included in this pack. (See pages 10 and 49 for further details.)

Do I need consent from anyone?

If your land includes a designated area or Scheduled Ancient Monument you may need consent from the relevant body before you enter an agreement. You must obtain any necessary consent and include it with your application. Your Stewardship Adviser will help you with this. Further information is set out below.

Sites of Special Scientific Interest

For Sites of Special Scientific Interest (SSSIs), English Nature (EN) can give advice and help, so discuss your proposals with them before applying. Once you have applied, your Stewardship Adviser will copy your application to EN’s local office for them to highlight any special wildlife considerations to be taken into account.

Local EN officers may visit your land with your Stewardship Adviser. They must give their consent before you sign an agreement to ensure that it does not include any operations that may cause damage. Your Stewardship Adviser will explain the consent process to you.

The Countryside and Rights of Way (CRoW) Act 2000 places new responsibilities on publicly funded bodies (section 28G authorities) for the management of SSSIs. If you are applying on behalf of such a body, you should contact your Stewardship Adviser before applying.

Scheduled Ancient Monuments

There are special arrangements for Scheduled Ancient Monuments on your land. Your local English Heritage (EH) Field Monument Warden can advise you on whether your proposed works are likely to be acceptable and whether consent is needed for some work. Your Stewardship Adviser will then consult EH once you apply.

Work affecting water

You will need Environment Agency (EA) or Internal Drainage Board consent for management that will affect watercourses. This includes work to change water levels or impound water, work that might impede flood flows in watercourses or work which impinges on adjacent land or flood plains. Diverting water also requires consent, and consultation may be necessary before applying pesticides. Your local EA office can advise.

Work on trees and hedges

You may need permission for work on trees that are subject to a Tree Preservation Order, such as during hedgerow restoration. Ask your local authority tree officer. If you are removing trees, or managing overgrown hedges, you may need a Forestry Commission Felling Licence.

Planning permission

Most routine agricultural operations do not require planning permission because they are not ‘development’ under planning legislation. The
legislation also grants ‘permitted development rights’ for some other activities which are ‘reasonably necessary’ for agriculture. For the latter, it is not necessary to obtain specific planning permission, but prior approval may be needed for aspects such as siting, design or external appearance. Other work or improvements constituting ‘development’ – including some agricultural ones – require full planning permission.

For some activities the planning requirements may not be straightforward, but help is available: for example, you can ask your local Defra office for ‘A Farmer’s Guide to the Planning System’; you can check informally with your local planning authority (via your local council offices); or you can ask your Stewardship Adviser for pointers. Your local planning authority is responsible for ensuring that planning requirements are met, including any enforcement action that might be needed. You are therefore encouraged to contact them at an early stage – and certainly before entering into any commitments – if you think that they might have an interest in what you propose to do.

Other bodies

You may also need consent for other works. Approach the relevant body at an early stage to see if consent is likely to be given.

Will Defra discuss my application with anyone else?

Yes, when it helps to assess your proposals, particularly if specialist advice is needed. Your Stewardship Adviser will usually carry out such consultations.

If your land is in a National Park, the National Park Authority will be asked for its views. Highways authorities are consulted on new access proposals and advice on historic features is sought from county archaeologists.

Your Stewardship Adviser may also seek the views of local specialists such as county wildlife trusts or local authority countryside staff when assessing your application.

Do I need a management plan?

Management plans may be needed for: inter-tidal habitat creation; heathlands; old orchards; historic landscapes (including parklands and traditional buildings); some raised water level proposals; scrub management; some bracken control proposals and special projects. You should consult your Stewardship Adviser before making an application as some plans require a more detailed and specific brief.

In most cases your plan should be brief and to a simple format. A grant to help meet the cost of producing your plan may be available depending on the level of detail required (see page 11). A plan should include:

- the existing or potential conservation or amenity value of the land;
- the objectives of your proposal and the benefits it will produce;
- the work needed and the items of work, with specifications for any variations from these;
- the location and area or quantity of work.

Do I need advice on my application proposal?

With an overall plan in mind, you may want to discuss some aspects before preparing your application. Staff at your local Defra office can explain the Scheme rules and your Stewardship Adviser can give you free technical help. They can tell you if your plan is likely to be acceptable. They will probably visit your land and advise on your application.

What about specialists?

Where a management plan or an Upland Survey (see ‘Upland Survey – Guidelines for Applicants’ included with this pack) is required, you may need specialist help to prepare it. For unusual or challenging proposals, Defra may ask you to take further advice.

When preparing your application you need to consider what wildlife, landscape and historic features you have on your land. You may need specialist help in identifying such features.

For example, information and advice on archaeological sites and historic features is available from local
authority archaeological officers and Sites and Monuments Records.

Countryside advisers and consultants can also help – such as the local Farming and Wildlife Advisory Group, local authority countryside and landscape officers, National Park staff, county wildlife trusts, land agents and other consultants. Some of these may charge for advice.

Payment for advice

Payments are made towards the costs incurred in submitting an application, for example if you employ a specialist adviser to help you. Payments are made only if your application is accepted and the advice was appropriate (i.e. meets the needs of your proposal) and paid for. Such costs will therefore have to be included as an item in your agreement before you can claim for them (see also payment for an Uplands Survey at page 49).

You may be asked for evidence of charges. You may not claim for payment for your own time or for free advice.

Payments are available for:

- technical advice and help in preparing an application (code TA1 (£150 for holdings less than 50 ha) / TA2 (£300 for holdings over 50 ha; for a whole farm boundary plan or complex application));
- professional help in preparing a management plan (code PAH (£300));
- help in preparing a teacher’s pack (code TN (£100)) (for educational access only).

What else will I have to do?

In addition to the above, you will also be required to abide by the standards of Good Farming Practice (see below) and, if your agreement contains grazing management measures, you must maintain your area of grassland and agree a stocking density to avoid overgrazing or undergrazing (see page 13 for further details).

Good Farming Practice (GFP)

All those in EC agri-environment schemes must meet the standards of GFP over the whole holding. These are as follows:

overgrazing: you should avoid overgrazing, which means grazing your land so as to adversely affect the growth, quality or species composition of vegetation (other than vegetation normally grazed to destruction) on that land to a significant degree. Cases of suspected overgrazing will be investigated and failure to follow subsequent professional advice would be a breach of your agreement.

undergrazing: stock should be distributed across your farm to ensure that you avoid undergrazing. This is where annual growth is not being fully utilised, or where scrub or coarse vegetation is becoming evident, and is detrimental to the environmental interests of the site. Cases of suspected undergrazing will be investigated and failure to follow subsequent professional advice would be a breach of your agreement.

supplementary feeding: where supplementary feeding is permitted by your agreement, the feed must be provided in such a way that the vegetation is not trampled or poached by animals or rutted by vehicles used to transport feed.

field boundaries: you must not remove or destroy any hedges or stone walls on your holding except by special derogation. Enforcement will be through visual assessment of any recent damage during field checks.

Sites of Special Scientific Interest (SSSIs): if you have an SSSI on your holding, you must obtain approval from English Nature before proceeding with any potentially damaging operations.

silage and slurry stores: if you construct a new silage or slurry store you must notify the Environment Agency before starting to use it. We will check to see if this notification has taken place.

disposal of sheep dip: if you propose to dispose of sheep dip on your holding you must obtain prior authorisation from the Environment Agency. Checks will be made to see that either an authorisation has been obtained or that there is a reason why no authorisation is needed in that individual case.
trimming of hedgerows: do not trim hedgerows on your holding between 1 March and 31 July. We will look for visual evidence of recent damage during any checks carried out in these months.


soil, water and air: you will be encouraged to follow the Codes of Good Agricultural Practice for the Protection of Soil, Water and Air (published by Defra: reference PB0617, PB0587 and PB0618 respectively). You will be required to retain copies of the Codes for the life of your agreement.

Other requirements

Your Stewardship agreement will also require you to:

- fulfil your legal obligations to ensure that all public rights of way on your holding are not obstructed (see Section 2, page 15);
- maintain any existing informal public access on the holding (see Section 2, page 15);
- protect all other areas and features of conservation value on your holding including: hedgerows and traditional walls; rivers and streams and their banks; hedgerow trees and woodlands; historic and archaeological features; geological features and wetlands, ponds, osiers and withies.

In addition to the above, the following guidelines will usually be included in all agreements and apply to all land being managed and paid for under the agreement.

- do not disturb the land by ploughing or other cultivation unless specified in the agreement;
- do not apply organic or inorganic fertilisers, lime or slag;
- ensure that any essential rolling or chain-harrowing minimises disturbance to wildlife;
- limit herbicide application to the use of a weed wiper or spot treatment for the control of spear thistle, creeping or field thistle, curled dock, broad-leaved dock, ragwort and, with prior agreement, nettles;
- do not modify or install new drainage systems unless specified in your agreement;
- avoid supplementary feeding as this encourages poaching – where essential, sites must be agreed in advance.

Field boundaries

All boundaries within the agreement area must be managed sympathetically to maintain and enhance their environmental value, following the guidelines below.

- All boundaries should be managed to a traditional height and width, characteristic of the local area.
- Hedges should be trimmed no more than twice in five years and trimming must be rotated around the farm to avoid all hedges being trimmed in the same year.
- Trimming should be carried out as late as possible in the winter, so that winter feed and cover are available for wildlife.
- Perennial vegetation should be allowed to grow alongside the field boundary to buffer it from farming operations and protect historic features and/or archaeological remains. This margin should remain uncultivated and free from pesticide or fertiliser.
- Water should be retained in restored ditches all year round and, when weather conditions permit, to around 20 cm below field level. On wet grassland, water levels should be maintained as traditional throughout the seasons.
Livestock Units

You will often have to adjust stocking rates on Countryside Stewardship land. You will be given advice on what grazing is needed to achieve the agreed objectives. Some guidelines will include a stocking rate as part of this advice. This is in the form of Livestock Units (LUs) per hectare.

The units given here will help you calculate rates.

<table>
<thead>
<tr>
<th>LU</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dairy cow</td>
<td>1.0</td>
</tr>
<tr>
<td>Beef cow (excluding calf)</td>
<td>1.0</td>
</tr>
<tr>
<td>Cattle over 2 years old</td>
<td>1.0</td>
</tr>
<tr>
<td>Cattle 6 months to 2 years</td>
<td>0.6</td>
</tr>
<tr>
<td>Lowland ewe and lamb</td>
<td>0.15</td>
</tr>
<tr>
<td>Hill ewe</td>
<td>0.10</td>
</tr>
<tr>
<td>Ram and teg over 6 months</td>
<td>0.15</td>
</tr>
<tr>
<td>Horse</td>
<td>1.0</td>
</tr>
<tr>
<td>Pony</td>
<td>0.6</td>
</tr>
</tbody>
</table>

Grazing by horses and ponies may be agreed on some sites.

Lambs and followers should be discussed with your Stewardship Adviser.

If you need to make adjustments to your stocking rate, you must ensure that there is no overgrazing or undergrazing on other areas of the farm.

Requirements for Grassland management

Where grazing management is part of your agreement, you must maintain your area of grassland and agree a stocking density to avoid overgrazing and undergrazing. In these cases, you will need to provide with your application:

- details of the land under permanent grass;
- the total area of temporary grazing (which may be varied by up to 20% over the life of the agreement);
- a maximum livestock density taking into account all grazing livestock.

How do I calculate the stocking density of my farm for question 6e of the Countryside Stewardship supplementary form (ERDP/CSS1)?

The stocking density of your holding is calculated by dividing the average stocking level (in LUs) by the total forage area.

The average stocking level is the normal number of livestock you have on your land over the year, expressed as LUs. If the number of stock on the holding varies during the year, the average livestock number for the year can be calculated by taking the maximum number of animals present each month, adding them together and then dividing the total by 12.

The total forage area is the total area of permanent and temporary grassland and also includes short-term tenancies and temporary grass keeps which are available to your livestock.

Further advice is available from your Stewardship Adviser if necessary.

Other legislation


These Regulations seek to protect environmentally important land from agricultural intensification. Land managers are required to seek approval from Defra before carrying out any work which would bring uncultivated or semi-natural land into agricultural use.

Before you apply for a Stewardship agreement you should consider how these Regulations might apply to any land in Stewardship at the end of a ten year agreement. Enquiries about the Regulations should be addressed to the EIA helpline on 0800 028 2140. Your Stewardship Adviser should also be able to provide further information.
2004 Update

Agri-environment Review
Defra is currently conducting a major review of Countryside Stewardship and the Environmentally Sensitive Areas Schemes. It is currently planned that these will be merged in 2005 to form a new ‘Higher Tier’ Scheme. A new ‘Entry Level’ Scheme may also be introduced, subject to successful evaluation of the current Pilot Scheme and EU approval. Before launching the new schemes, we will be considering very carefully what arrangements there might be for existing Countryside Stewardship agreement holders. We will send all Stewardship agreement holders details of the arrangements nearer the time.

Environmental Audits
As a condition of entry to the new ‘Higher Tier’ scheme, you will be required to provide an Environmental Audit of your holding. Payments for these Audits will be available in 2004. Your Stewardship Adviser can provide details.

Changes to Payment Rates
Payment rates for new access and capital items are currently under review. Details of any new rates should be available from your Stewardship Adviser towards the end of 2003.

Scheme changes for 2004

Five-year ‘break clause’
- In 2004 your Countryside Stewardship agreement will include a ‘break clause’ to enable you to withdraw from the agreement at the five-year point, without penalty. Please see page 5 for further details.

Rural Land Register (RLR) maps
- When submitting your application, please use field information agreed under the RLR project, if this is available. Please see page 6 for further details.

Incomplete applications
- Please ensure that your application is as complete as possible. Incomplete applications can be rejected.
What about other activities on my agreement land?

Once you have signed up to a Countryside Stewardship agreement, you must have Defra’s written consent to carry out any activity on your agreement land not specified in your agreement. For example: erecting or substantially altering a building; constructing a new road or yard; camping or caravanning; clay pigeon shooting; motor sport; events such as shows or sales.

When you apply for Countryside Stewardship, you must tell your local Defra office of any existing or planned activities. Shooting is normally allowed – including pest control and other country pursuits such as hunting and fishing – provided this does not conflict with the objectives of your agreement. You should discuss an intended application with any sporting tenants. You should however make sure that these activities do not conflict with your agreement objectives and you should discuss these with your Stewardship Adviser. If you carry out conflicting activity without consent and land is damaged, you may be in breach of your agreement.

In addition, you will be required to fulfil your responsibilities in relation to any land on the holding classified as ‘access land’ under the Countryside and Rights of Way (CRoW) Act 2000.

If you are found guilty of an offence related to a RoW, you may be in breach of your agreement, and may incur a penalty (see page 59). Your Stewardship Adviser can give you further information.

What about public rights of way?

As a condition of your Stewardship agreement, you will be required to fulfil your responsibilities under the Highways Act 1980, as amended by the Rights of Way Act 1990, to keep Rights of Way (RoW) open and available for members of the public. In summary, you must not:

- disturb the surface of any RoW which runs around the edge of a field;
- allow crops to encroach onto a RoW;
- allow trees to overhang a RoW so that they are dangerous or cause obstruction; and
- place or allow anything on a RoW which might cause an obstruction.

If a cross-field path is ploughed out, you must reinstate it within two weeks. Gates and stiles must be maintained in a safe and secure condition to be easily usable.

What if I carry out work already required by law?

You cannot receive a grant for work that is already required by law or other duty, such as maintaining public footpaths, or under any form of agreement or by a condition, such as part of planning permission. This includes maintenance, management and normal levels of restoration work on Sites of Special Scientific Interest (such as for hedges, walls and continued grazing/cutting management) owned by publicly funded bodies as identified in the CRoW Act.

What if my land is exempt from inheritance or capital gains tax?

Land that is conditionally exempted from inheritance tax or capital gains tax and subject to a Heritage Landscapes Management Plan will have management requirements. Work required as a condition of exemption is not eligible for Countryside Stewardship. Additional conservation measures that are outside the conditions of exemption may be eligible. Access
payments are not generally available unless they are over and above the terms of the exemption and offer value for money.

What about Crown land?

If the land is owned and managed by another Government Department or agency, you cannot enter it into Countryside Stewardship. If you are an agricultural/farm business tenant, with security of tenure for the length of the agreement, eligibility will depend on the terms of your tenancy. For instance, is the work already required as part of the conservation responsibilities of the landlord? Ask your Stewardship Adviser if you are uncertain.

What about metal detecting on agreement land?

Metal detecting is not permitted on sites of archaeological interest on land which is being managed under Stewardship, without the written consent of Defra and/or English Heritage. This requirement is included in Stewardship agreements to ensure that archaeological features which the land manager is being paid to conserve and protect are not damaged.

Over the remainder of the holding, Stewardship agreement holders are required to protect and maintain archaeological sites and other landscape features. To ensure that you can meet this requirement, you should consult your Stewardship Adviser before giving your consent to metal detecting on this land.

What if my land is under another grant or subsidy scheme?

If land which you intend entering into Countryside Stewardship is in receipt of funding from another grant scheme, you cannot also receive funding for the same work to be carried out under Countryside Stewardship.

If you have any concerns, these should be discussed with your Stewardship Adviser.

Work which is outside the scope of Countryside Stewardship may however be eligible for grants from other organisations, including local authorities. You may also be able to enter other agreements or schemes on land not covered by your Countryside Stewardship agreement.

Arable Area Payments Scheme (AAPS)

Land receiving Countryside Stewardship payments is not eligible for AAPS payments, with the exception of arable options OS1, OS2, CH1 and CH2, where appropriate AAPS payments may be available (although OS2 would not qualify for the durum wheat supplement). Land in the arable reversion options (including uncropped arable and grass margins) and some arable options (OS3, WM1 and WM2) will not count towards your set-aside requirements. You can have Countryside Stewardship field margins in the fields for which you are claiming crops subsidies under AAPS but you will have to deduct the area of these margins from any AAPS claim. If you decide to leave a further narrow bare fallow strip between the field margin and the cropped area to prevent weed or insect pest encroachment from the margin into the crop, this narrow strip may be included in your AAPS application. The width of the fallow strip should be checked with your local Rural Payments Agency office in advance.

Capital Grants

If you have a development or improvement plan under the Farm and Conservation Grant Scheme, Agricultural Improvement Scheme or Agriculture and Horticulture Development Scheme, you may not apply for Countryside Stewardship capital payments for the same work as listed in your existing plan.

Environmentally Sensitive Areas (ESAs)

If your land is within an ESA boundary, a grant under Countryside Stewardship is only available if the proposed work is not grant-aided under the ESA Scheme. Discuss this with your Stewardship/ESA Adviser before proceeding any further.
Farm Woodland Premium Scheme and Farm Woodland Scheme (FWPS and FWS)

Land under the FWPS or the now closed FWS is not generally eligible to be entered into Countryside Stewardship. However, Countryside Stewardship access may be offered across land covered by one of these grants provided that there is no other provision being made for access, it represents good value for money and the tree planting will not prevent the access from being used. This type of option would most likely need to be part of a wider Countryside Stewardship application across the holding. If you consider that you might be eligible for Countryside Stewardship, please consult your Stewardship Adviser.

Habitat Scheme (HS)

Land under an HS agreement is not usually eligible for Countryside Stewardship unless you can offer additional benefit, such as access. This scheme is now closed to new applications.

Heritage Lottery Funding (HLF)

HLF payments are designed to fund the management of land or features where payments are not already provided through other Government schemes such as Countryside Stewardship.

In practice, Lottery funding can be used to pay for work not covered by Countryside Stewardship or for measures over and above Scheme requirements. HLF applications count Countryside Stewardship as a source of match or partnership funding towards securing grants for further works. Where Countryside Stewardship agreements within an area-wide project have been signed within 12 months prior to the HLF application, the payments will be viewed as match funding. The projected payments for future Countryside Stewardship agreements will also be included in the calculations.

Hill Farm Allowance

Land on which you are claiming Hill Farm Allowance may also be entered for Countryside Stewardship.

Livestock Quotas

Your Countryside Stewardship agreement may require you to reduce grazing stock below your suckler cow or sheep quota allocation, in which case you will be exempt from the normal quota usage rules for the duration of your agreement. For more details on this exemption, please refer to the explanatory guide on Suckler Cow Premium Scheme Quotas or Sheep Annual Premium Scheme Quotas as appropriate.

Producers who participated in Countryside Stewardship (and other environmental schemes) during the reference years for livestock quotas, and whose participation has ended or is about to end, may be eligible to apply for quota from the National Reserve. In addition, participants in environmental schemes who convert arable land to grazing may be eligible to apply for extra quota from the National Reserve. If you need further information about the usage rule exemptions, the national reserves or any aspect of the livestock quotas rules, please contact the Livestock Section at your Rural Payment Agency (RPA) office.

Nitrate Vulnerable Zones (NVZs)

If you are in a NVZ, you should be aware of the mandatory NVZ Action Programme rules that apply. If your proposed Countryside Stewardship agreement land is within a NVZ, it is your responsibility to ensure that you can meet the rules of both schemes. Where the rules overlap you must meet those that are the most demanding. For further information on the Action Programme measures and detailed maps of NVZ locations, please, log on to: http://www.defra.gov.uk/environment/water/quality/nitrate.

Organic Aid/Organic Farming Schemes (OAS/OFS)

Countryside Stewardship may normally be combined with the Organic Farming Scheme (OFS), providing the land is eligible for both schemes and there is no conflict in the management requirements. In considering applications for Countryside Stewardship, eligible land registered as organic or in conversion (whether under the OFS or not) will normally be given priority over comparable conventional land. When applying for Countryside Stewardship, you should notify your local Defra office that you have an OAS/OFS agreement.
You should mention your OFS agreement in the section on ‘benefits of proposal’ in form ERDP/CSS1. You should also inform the Defra office at Crewe (which manages OFS) about any Countryside Stewardship application, as this may affect your OFS payment. The address is Defra, Electra Way, Crewe, Cheshire CW1 6GJ (Tel: 01270 7541222).

Wildlife Enhancement Scheme (WES)

Land designated as a Site of Special Scientific Interest (SSSI) may be eligible for payments under English Nature’s WES. SSSI land may also be eligible for Countryside Stewardship payments but payments will not be made under Countryside Stewardship and WES for the same work.

Other ERDP Schemes

Specific rules are detailed in individual scheme literature, as listed on page 3. Please discuss with your Stewardship Adviser.

What about any other obligations?

You must make sure there are no other duties or obligations on you or the land that would conflict with a Countryside Stewardship agreement. If you are in any doubt, you should discuss with your Stewardship Adviser.
Each landscape type and feature has a set of objectives that describe in broad terms the aim of the Scheme.

You must decide which of the landscape types and features you have on your land from the list below and then select the appropriate management options.

- Arable farmland
- Chalk and limestone grassland
- Coastal areas
- Countryside around towns
- Field boundaries
- Historic features
- Lowland heath
- New access
- Old meadows and pastures
- Old orchards
- Upland
- Waterside land

The Scheme’s objectives for arable farmland are to:

- manage crops to encourage the wild flowers, plants, insects and birds which are associated with low input farming;
- restore and recreate field boundaries and other landscape features;
- create networks of uncropped grass margins and areas of wildlife seed mixtures, to provide wildlife habitats and corridors to buffer habitats and features from agricultural operations;
- create wildlife habitats alongside rivers and streams by creating buffer strips and restoring waterside vegetation;
- create and manage grassland to protect sensitive archaeological remains;
- create new grassy walks, rides and green lanes;
- maintain or enhance the nature conservation interest of land which has been in non-rotational set-aside and which has developed high environmental value.

Arable farmland

Arable farming creates the characteristic open ploughed land of areas such as East Anglia, the Vale of York and the southern chalklands. It is also an important part of the mixed farming tradition of areas such as the Midlands and south western England.

Modern management can limit the variety of flowers, birds and mammals traditionally associated with such land. Birds such as the stone curlew and lapwing have declined in numbers, and arable wild flowers such as pheasant’s-eye and cornflower are amongst our rarest species. Farmland habitats and features may have been removed, and ploughing can damage archaeological features. It is often difficult to provide for public access in arable farmland.

Eligibility criteria for arable options

Arable options are only available on land that is eligible under the AAPS and for which there are records of cultivation and/or set-aside for the five calendar years prior to the proposed start date of your agreement. Where non-registered land has been in arable production for the last five years and has exceptional environmental value/potential it may be considered for Countryside Stewardship arable options, at the discretion of Defra.
The management options for arable land are:

**Re-creating grassland on cultivated land**

<table>
<thead>
<tr>
<th>Codes</th>
<th>R1 (new applications)</th>
<th>£280/ha</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>RR1 (renewals only)</td>
<td>£260/ha</td>
</tr>
</tbody>
</table>

Grassland can be created to increase habitat diversity in predominantly arable areas, protect and extend existing important grassland habitats or protect underlying archaeological features.

Ideally, in order for management to start on 1 October, you should not grow a crop on the field(s) in question that year. Exceptionally, if management cannot begin in year 1, payments would apply from year 2.

- On sites where the sole objective is to protect important archaeological or landscape features, a basic grass mix should be used (List A).
- Where re-creation of species-rich grassland is an additional or sole objective, the selection of seed-source will depend on the situation (see below).
- Defra is committed to the protection of locally adapted plant-types. Allowing natural regeneration and colonization of wild grasses and flowers are therefore the preferred methods of re-creating grassland. However, this is only likely to be successful on light, infertile soils where there are existing areas of adjacent, unimproved grassland (such as SSSIs). On other soils, you may wish to sow a basic grass mix (List A) to help with weed control and to allow grazing to be established. Your Stewardship Adviser will be able to advise on options for speeding up the colonization process or adding seed at a later date.
- Where sites have suitable soil for re-creation of species-rich grassland, but there are no adjacent seed sources, then a locally-supplied seed source should be used, where this is available in your region (ideally sourced from within the same Natural Area). In these situations, a GS or GX supplement will be available to cover the costs of grasses and wildflowers.
- On sites as above, where locally-supplied seed is not available you should sow a mix consisting of five grass species from List A and two grass species from List B. The GS supplement should normally also be used to purchase additional native wildflower seeds (sourced from wild UK populations).

Seed should normally be sown at 15-20 kg/ha (with wildflowers making up 10-20%, if used). Seed rates may be varied, by agreement with your Stewardship Adviser, depending on soil type and weed burden.

### List A. Basic grass mix

Five species should be selected, with no individual species exceeding 30% (by weight) of the mix.

- **Agrostis capillaries** Common bent
- **Cynosurus cristatus** Crested dogstail
- **Dactylis glomerata** Cocksfoot
- **Festuca ovina** Sheep’s fescue
- **Festuca pratensis** Meadow fescue
- **Festuca rubra** Red fescue
- **Phleum bertolonii** Smaller cat’s-tail
- **Phleum pratense** Timothy
- **Poa pratensis** Smooth meadow grass
- **Poa trivialis** Rough meadow grass

Certified agricultural or amenity varieties are permitted. Some amenity varieties of grasses (marked *) can be less palatable than others in the mix. It is recommended that fine-leaved fescues (red and sheep’s) together make up no more than 30% of the mix.
All species from List B must be of native provenance (sourced from wild UK populations) and should only be used in their native range.

The emerging sward is likely to require periodic cutting in the first year to control weeds and encourage tillering.

After establishment, management by grazing and/or cutting should follow guidelines for grassland management (pages 46-47).

Native seed supplement

Code  GS £250/ha

Where seeking to recreate grassland in sensitive locations, this supplement may only be used to contribute towards the cost of local provenance native seed, where the site merits such treatment. Your application should contain details and a justification for its use (including a confirmed seed source) and details of the number of years it should apply. It is likely that this supplement will only be required for 1–2 years in the first phases of introducing the native seed.

Some land will not be suitable for the use of this supplement – for example, where the existing sward contains highly competitive species; where the site has an excessive perennial weed burden; or where the soil nutrient status is too high. Consequently a soil nutrient test must be included with your justification for the use of this supplement.

List B. Additional species for re-creation of species-rich grassland.

Two species must be selected, together making up 1% (by weight) of the total mix.

- Alopecurus pratensis  Meadow foxtail
- Anthoxanthum odoratum  Sweet vernal grass
- Briza media  Quaking grass
- Bromus commutatus  Meadow brome
- Koeleria macrantha  Crested hair grass
- Trisetum flavescens  Yellow oat grass
- Trifolium pratense  Red clover

Supplement for former set-aside land (of higher environmental value)

Code  R1X £50/ha

A supplement is available to maintain or enhance the nature conservation interest of land that has been in non-rotational set-aside in the year before the start of the agreement year.

- You will have to demonstrate that the land has developed very high environmental value and has potential for further environmental enhancement.
- Land management prescriptions will follow the guidelines set out on pages 46-47 for grassland management.

Your Stewardship Adviser will be able to help you further.

Grassland supplement

Code  GX £40/ha

A supplementary payment may be agreed (normally for one year but occasionally for up to five years) for additional measures to assist with the initial stages of a programme of work on any type of grassland – for example, controlling coarse invasive species by extra cutting, or spreading hay from species-rich grassland to introduce flowers and grasses. Your application should give brief details.

- This payment is not available for routine management of injurious weeds.

Managing arable field margins

Uncropped and grass margins can be created alongside arable fields and field boundaries and also streams and rivers. Where appropriate, applications should combine field margin management with boundary restoration and the plan should create a network of margins across the whole farm.

Margin width must be in addition to any requirement under AAPS rules.
**Six-metre arable margin**

**Code** R3  **£32/100m (£533/ha)**

This is a wide uncropped margin alongside a cropped field. It will provide a grassy habitat for wildlife or a new access route. It will also provide an opportunity to protect archaeological sites within field boundaries from agricultural operations.

- A grass strip averaging at least six metres wide (within the range 4 to 12 metres) must be maintained around any agreed field boundary or environmental feature. Other conditions for fertiliser use, storage of materials, and retention and management of existing trees, shrubs and other features will also apply.

- **Establish margins in the first year whenever possible.** Where necessary margins can be established in the following spring but the margin is not eligible for AAPS and should not receive any agro-chemical applications. Your Stewardship Adviser can advise you further.

Margins should be established as follows:

- Create and manage a field margin at least six metres wide. Where soil conditions allow, this should be by natural regeneration. Where reseeding is required, the measures described on page 20 should be followed. Wild flowers or seed-bearing plants that provide food for wild birds can also be included. If a dense grassy sward is required, the grass mix can include tussocky species such as cocksfoot, Yorkshire fog and timothy. The mix must be agreed in advance with your Stewardship Adviser (see also the note below).

- The margin should be managed by mowing, usually once a year after mid-July when seeds have set. Some areas may be left uncut to provide tussocky cover. In the first year the margin must be mown more frequently to encourage establishment and control volunteer crops or weeds. Dense cuttings should be removed.

- The sward should be maintained without the use of pesticides or herbicides, except spot treatment to control injurious weeds or selective weed control agreed with your Stewardship Adviser.

- Where permissive access is provided, a strip 2 to 3 metres wide should be mown regularly to allow passage.

- Margins should not be used for regular access by farm vehicles; a separate track can be added to the margin if necessary.

- Adjoining field boundaries should be kept in good condition; margin management must not disturb the edge of the boundary.

- Where cereal crops abut the margin and where soil type and condition is suitable, the first six metres of crop should be managed following Game Conservancy Trust (GCT) Conservation Headland Guidelines. Details are available from your Stewardship Adviser.

- Where the arable rotation includes a grass ley, the margin must not be disturbed by treatments applied to the rest of the field. However, it will be permissible to take a hay or silage cut from the margin after 15 July and graze what remains.

**Note:** where rare arable plants such as corn marigold, corn parsley or lesser snap dragon are present in the field edge, a permanent grass margin as described above will not be appropriate. Your Stewardship Adviser will be able to advise on alternatives: each species has particular needs and prescriptions will be individually devised.

For example, for spring germinating annuals:

- Cultivate a six-metre margin to a depth of 15 cm each spring to encourage germination of annual plants. No grass or crop should be sown and no fertilisers applied. The margin should be managed without the use of herbicides or other pesticides. Cut the vegetation each autumn.
Two-metre grass margins and beetle banks

**Codes**
- R7 (grass margins) £8/100 m (£400/ha)
- R8 (beetle banks) £12/100 m (£600/ha)

Narrow grass strips may be sown along field boundaries and streams and rivers to buffer them from agricultural operations and provide grassy cover. They may also be sown across fields as ‘beetle banks’.

- Where beetle banks are being created, establish a low bank across the field by two-directional ploughing.
- Sow a grass margin at least two metres wide using a grass seed mix containing grasses listed on page 20 and agreed with your Stewardship Adviser. A dense tussocky sward may be sown including species such as timothy, cocksfoot and Yorkshire fog, particularly to control pernicious arable weeds if present. A three-metre margin may be sown and ploughed back to two metres in the following year.
- Cut the sward frequently, usually three times, between March and September in the first year to encourage establishment. Thereafter top only once every three years to allow a dense sward to develop. Beetle banks should be left uncut.
- The sward should be maintained without the use of pesticides or herbicides, except for spot treatment to control injurious weeds or selective weed control agreed with your Stewardship Adviser.
- Where cereal crops abut the margin and where soil type and condition is suitable, the first six metres of crop should be managed following GCT Conservation Headland Guidelines. Details are available from your Stewardship Adviser.

Priorities for the following arable options

Immediate priority will be given to preventing the decline of farmland species by encouraging the introduction of arable options in order to stabilise populations where they currently exist.

For birds, priority will be given where the following species are breeding on the farm or within the immediate locality (within 2 km): grey partridge, stone curlew, lapwing, turtle dove, tree sparrow, cirl bunting, corn bunting. The choice of options should ideally ensure the provision of year-round habitat requirements for the species concerned.

For rare arable plants, priority will be given where rare species are present (e.g. cornflower, broad-leaved cudweed, western ramping-fumitory, purple ramping-fumitory, red hemp-nettle, corn cleavers, field cowwheat, corn buttercup, shepherd’s needle, small-flowered catchfly, spreading hedge-parsley, broad-fruited cornsalad).

In addition, the Countryside Stewardship target statement for your county (see the leaflet in this pack) may specify certain areas or other arable wildlife priorities which apply locally for arable options. These may include areas targeted for insects.

If your application meets these priorities, it has greater chance of success. It is important that you clearly state in your application how your proposals help to meet these priorities. It will greatly enhance your application if you can provide evidence or support for the presence of target species occurring on or within 2 km of your farm. This may be from farm records, or a survey undertaken by a competent individual or organisation. For bird species we will be looking for nesting records. Without these it may not be possible to offer the arable options (OS, WM and CH).

Wildlife seed mixture

**Code** WM1 £510/ha

A mixture of seed-bearing crops is established in areas that are managed throughout your agreement to provide a succession of food sources for wild birds.

The areas should be established and managed as follows:

- Sow mixtures of suitable seed-bearing crops in field margin strips at least six metres wide, and/or in blocks which are usually less than one hectare, within arable fields.
During the first year of the agreement, sow a mixture of at least three seed-bearing crops (e.g. cereal, kale and quinoa). The seed mixture detailed below is suitable as a wild bird seed mixture in most areas, and should be sown at a seed rate of 35–50 kg/ha. Seed treatment to control seedling pests and diseases is permitted where essential for successful establishment.

**Wildlife seed mix**

<table>
<thead>
<tr>
<th>% by weight</th>
<th>Cereal (cereal mixtures)</th>
<th>80%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Kale (kale mixtures)</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>Quinoa</td>
<td>10%</td>
</tr>
</tbody>
</table>

This mixture can be modified in the light of local circumstances and conditions, following discussion with your Stewardship Adviser.

- The area must be managed throughout the course of the agreement to provide a continuing supply of food for seed-eating birds. The mixture should normally be expected to require re-establishment at least every other year in order to retain a productive seed mixture.
- When the mixture is being re-established, removal of the plant cover and re-establishment must not take place before 15 March.
- Fertiliser may only be applied where its absence will jeopardise successful establishment and seed yield.
- Glyphosate may be applied as an overall spray immediately before spring re-sowing, in order to help re-establish the crop. Otherwise herbicide application must be limited to the use of a weed wiper or spot treatment for the control of spear thistle, creeping thistle, broad-leaved dock, curled dock, common ragwort and pernicious grass weeds.

### Pollen and nectar mixture

<table>
<thead>
<tr>
<th>Code</th>
<th>WM2</th>
<th>£510/ha</th>
</tr>
</thead>
</table>

Mixtures of nectar/pollen rich plants sown with non-competitive grasses provide a food-source for wild bumblebees and a range of other insects.

- During the first year of the agreement, establish a mixture of at least four legumes and four non-competitive grasses (see example below). Weeds must be controlled by periodic cutting during the first year or any subsequent re-establishment year, removing cuttings where they would smother sown species.
- Sow the mixtures in Autumn or Spring, at a rate of 15-20 kg/ha in field margin strips at least 6 metres wide or in blocks of up to 1ha.

### Grasses for the WM2 mix (80% by weight)

Four species should be selected, each making up 20% (by weight) of the total mix.

- Agrostis capillaries - Common bent
- Cynosurus cristatus - Crested dogstail
- Festuca ovina - Sheep’s fescue
- Festuca pratensis - Meadow fescue
- Festuca rubra - Red fescue
- Phleum bertolonii - Smaller cat’s-tail
- Poa pratensis - Smooth meadow grass
The mixture can be tailored to local conditions following discussion with your Stewardship Adviser.

Glyphosate may be applied as an overall spray immediately before Spring sowing, in order to help establish the crop. Otherwise herbicide application must be limited to the use of a weed wiper, or spot treatment for the control of spear thistle, creeping thistle, broad-leaved dock, curled dock, common ragwort and pernicious grass weeds. Alternatively, careful localised cutting may be used for weed control following discussion with your Stewardship Adviser.

All of the mixture areas should be cut after 15 September, at a height of about 10-20 cm. Cuttings should be removed. Usually, you will be asked to cut the same half of the total area on the farm each year before the end of June (to stimulate late flowering) unless there are ground-nesting birds using the area.

Otherwise, the areas should not be disturbed between 15 March and 15 July (except when the mixture is being re-established).

Applications of organic or inorganic fertilisers or liming materials are not permitted.

This mix contains agricultural legume varieties and is intended to provide similar conditions to traditional clover-leys. There have been cases however where agricultural legumes have colonised existing areas of semi-natural grassland. In areas within 0.5 km of existing unimproved grassland of conservation importance (such as SSSIs), it may be more appropriate to sow a permanent grass margin with a few perennial native wildflowers such as black knapweed or red clover (sourced from wild UK populations). Your Stewardship Adviser will be able to advise you on siting and supplements for this option.

### Rotational arable options

The overwintered stubble options (codes OS1, OS2 and OS3) and the conservation headland options (codes CH1 and CH2) are rotational. This means that they can move round the farm with the normal arable rotation.

In the Countryside Stewardship supplementary form (ERDP/CSS1) you need to specify the area (in hectares) of the options you wish to have in your agreement. If your application is successful, you will be committed to delivering that area each year. On the same form, you should list the fields which may contain the options during the course of the agreement. These would normally be all eligible fields on the farm (see page 19).

Each Spring, Defra will request information about the fields in which the options are located.

As Countryside Stewardship agreements start on 1 October, in most situations the establishment of these options will start in the second year of the agreement.

---

**Legumes for the WM2 mix (20% by weight)**

Four species should be selected, each making up 2-10% (by weight) of the total mix. Late flowering red clover must be included. More than one variety of red clover may be used, where they have different flowering periods (early and late Summer-flowering varieties). Black medick, where included, should be sown at a lower rate.

<table>
<thead>
<tr>
<th>Trifolium pratense</th>
<th>Red clover (Late flowering diploid variety)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trifolium hybridum</td>
<td>Alsike clover</td>
</tr>
<tr>
<td>Lotus corniculatus</td>
<td>Bird's foot trefoil</td>
</tr>
<tr>
<td>Onobrychis viciifolia</td>
<td>Sainfoin</td>
</tr>
<tr>
<td>Vicia sativa</td>
<td>Common vetch</td>
</tr>
<tr>
<td>Medicago lupulina</td>
<td>Black medick</td>
</tr>
</tbody>
</table>

Certified agricultural or amenity varieties are permitted (but see note opposite on siting of mix).
Overwintered stubbles followed by a spring crop

**Code** OS1 **£40/ha**

These will provide foraging sites for seed-eating birds (such as grey partridge, skylark, corn bunting) and brown hare. They will also provide breeding sites for ground-nesting birds, such as lapwing and stone curlew.

**Stubble management conditions**

The stubble must follow a cereal crop. After you have harvested your cereal crop you must keep the stubble until at least 14 February in the following year, and must follow these conditions during this period:

- Straw from the previous cereal crop must either be baled and removed immediately after harvest or chopped and spread.
- Do not subsoil, plough or cultivate the agreement land, or carry out any other mechanical operations (e.g. drainage). However, deep soil loosening of tramlines is permitted where compaction is identified and where there is no risk of damage to archaeological remains.
- Do not sow a cover crop or cut or graze the regenerating vegetation. Do not use for storage of materials.
- Agro-chemicals may not be applied. However, control of serious infestations of grass weeds may be allowed in exceptional circumstances (e.g. by careful localised cutting or localised use of herbicides), following discussion with your Stewardship Adviser.
- Applications of organic or inorganic fertilisers or liming materials are not permitted.

After the overwintered cereal stubble, you must grow a low input spring cereal, following these conditions:

- A spring cereal crop should be sown between 14 February and 20 April.
- The spring cereal crop may be undersown with a grass or grass/legume mixture, providing the other conditions of this option are also followed.
- Where there is a serious infestation of grass weeds, the use of glyphosate may be permitted before seedbed preparation, after discussion with your Stewardship Adviser.
- Sow the cereal crop at a seed rate of not more than 100 kg/ha.
- Weeds such as blackgrass or wild oats may be controlled by using products containing only the following active ingredients:
  - Clodinafop-propargyl
  - Diclofop-methyl
  - Difenzoquat
  - Fenoxaprop-ethyl
  - Fenoxaprop-p-ethyl
  - Flamprop-m-isopropyl
  - Tralkoxydim
  - Tri-allate.
- Broad-leaved weeds may only be controlled by using amidosulfuron up to 31 March.

**Overwintered stubbles followed by a low input spring cereal**

**Code** OS2 **£125/ha**

These will provide similar benefits for birds as for OSI and will also encourage rare arable plants.

The overwintered stubble must follow a cereal crop. After you have harvested your cereal crop you must keep the stubble until at least 14 February in the following year, and must follow the stubble management conditions outlined for option OS1 during this period.

Not all herbicide materials are suitable for all spring crops or for undersown crops – always read the label.

- A maximum of 50 kg/ha of nitrogen may be applied from organic or inorganic sources.
- The crop may not be rolled or harrowed after crop establishment (except where the cereal crop is undersown with a grass or grass/legume mixture).
- The spring cereal crop must not be harvested before 31 July.
Overwintered stubbles followed by a spring/summer fallow

**Code OS3 £520/ha**

These will provide foraging for birds (such as grey partridge, skylark, corn bunting) and brown hare. In addition they will provide breeding sites for lapwing and, in parts of East Anglia and Wessex, stone curlew. They will also encourage spring-germinating arable plants, potentially including rare species.

This option can be introduced as whole or part fields or as plots within fields (e.g. for lapwing or stone curlew).

The overwintered stubble must follow a cereal crop. After you have harvested your cereal crop you must keep the stubble until March in the following year, and must follow the stubble management conditions outlined for option OS1 during this period.

After the cereal stubble, a fallow is produced, and the following conditions apply:

- A false seedbed should be produced by cultivating the soil between 1 March and 20 March. This may be done using an implement with tines or discs to a depth of 75–100 mm. Shallow ploughing is permitted in certain situations, following discussion with your Stewardship Adviser.

- Where there is a severe infestation of annual grass weeds the use of glyphosate may be permitted before cultivation, following discussion with your Stewardship Adviser.

- The fallow must be kept in place until at least 31 July.

- Following the March cultivation, further cultivation is not allowed. Do not cut or graze the regenerating vegetation, or carry out any mechanical operations on the agreement land (e.g. drainage).

- Do not apply any agro-chemicals. However, localised control of serious infestations of grass or injurious weeds may be allowed in exceptional circumstances (for example by careful localised cutting or localised use of herbicides), following discussion with your Stewardship Adviser.

- Applications of organic or inorganic fertilisers or liming materials are not permitted.

Conservation headlands

**Code CH1 £90/ha**

A conservation headland is a strip along the edge of a cereal crop. They provide opportunities for a wide range of arable plants to grow, which may include some rare species, and may provide food for nectar-feeding insects. They will also provide foraging sites for birds (such as grey partridge, corn bunting) and other insect-eating animals. A conservation headland enables beneficial insects to colonise the crop and provides a protective barrier to adjacent non-crop habitats.

Conservation headlands must be at least six metres wide and not more than 24 metres wide. You must follow these conditions between crop establishment and harvest:

- Do not apply any insecticides between 15 March and harvest.

- Infestations of grass weeds such as blackgrass or wild oats may be controlled by using products containing only the following active ingredients:
  - Clodinafop-propargyl
  - Diclofop-methyl
  - Difenzoquat
  - Fenoxaprop-ethyl
  - Fenoxaprop-p-ethyl
  - Flamprop-m-isopropyl
  - Tralkoxydim
  - Tri-allate.

- Broad-leaved weeds may be controlled using only amidosulfuron up to 31 March.

*Not all herbicide materials are suitable for all crops – always read the label.*

- Selective broad-leaved weed control after 31 March, or the use of other herbicides, may be allowed in exceptional cases, following discussion with your Stewardship Adviser.

There are no restrictions on the use of fungicides, growth regulators or fertilisers.
Conservation headlands with no fertilisers

**Code CH2 £270/ha**

A conservation headland with no fertiliser applications is a strip along the edge of a cereal field. This must be at least six metres wide and not more than 24 metres wide.

In addition to the wildlife benefits outlined for conservation headlands, these conditions will create an open-structured field margin which will provide greater benefits to rare arable plants, arable insects and birds.

The conditions outlined for conservation headlands (code CH1) must be followed between crop establishment and harvest. In addition, there are no applications of organic or inorganic fertilisers or liming materials between harvest of the previous crop and harvest of the conservation headland.

Chalk and limestone grassland

This land is characteristic of the downlands of southern England, the Pennines and parts of the Yorkshire Dales and Wolds.

It is important for wildlife and archaeology and includes plants such as cowslips, wild thyme, various orchids and butterflies such as the chalk hill blue. Hill forts and ancient field systems occur, as does limestone pavement.

Large areas have been lost through agricultural intensification, for example through increased grazing levels or fertiliser use, or conversion to arable cropping. Where no longer grazed, rank grasses and scrub take over.

The Scheme’s objectives for chalk and limestone grassland are to:

- conserve grassland and archaeological sites by adjusting grazing or scrub control;
- restore traditional stone walls and hedges;
- return cultivated areas to downland, especially where linked to existing grassland or to protect archaeology;
- create grass margins to cropped fields and manage the crop edge to benefit the rare arable weeds found on chalky soils.

The management options for chalk and limestone grassland are:

**Managing chalk and limestone grassland**

**Code P4 £60/ha**

- Manage by light grazing with sheep and/or cattle for at least ten weeks in each year without damaging the sward. The aim is to remove the year’s grass growth to achieve an average sward height of 75 mm by the end of the summer. Stocking should normally not exceed 0.75 LU/ha.
- Further restrictions (e.g. 0.6 LU/ha) may be applied during the bird-nesting season or to allow plants to flower and set seed.
- Retain some small areas of tall, coarser vegetation for wildlife.
- Cutting hay and subsequent grazing is acceptable where this is a local practice. The guidelines for hay meadows will apply.

Re-creating chalk and limestone grassland on cultivated land

**Codes R1 (new applications) £280/ha**

- R1 (renewals) £260/ha

For details, see page 20.
The Countryside Stewardship Scheme 2004
Section 3: Landscape types and features targeted by the scheme

Native seed supplement

**Code** GS **£250/ha**
For details, see page 21.

Supplement for former set-aside land (of higher environmental value)

**Code** R1X **£50/ha**
For details, see page 21.

Grassland supplement

**Code** GX **£40/ha**
For details, see page 21.

Coastal areas

These include cliff tops, coastal grazing marshes, managed sand dunes, coastal heaths and inter-tidal habitats such as salt marshes and shingle ridges. They are valued for a variety of different landscapes, habitats and historical features, many of which are nationally and internationally important. They attract large numbers of visitors for bird watching, picnicking, walking or simply to enjoy the sea.

The Scheme’s objectives for coastal land are to:

- recreate flower-rich pasture on cultivated land along the coastal fringe or cliff top;
- recreate inter-tidal habitats on agricultural land;
- manage coastal grazing marshes and sand dunes by traditional grazing patterns, to sustain both their wild character and the plants and animals they support;
- manage inter-tidal habitats such as saltmarsh and shingle ridges where changes or active management are required (all existing inter-tidal habitats must be protected from damaging activities);
- conserve archaeological sites by adjusting grazing or scrub control;
- improve access to the coast by new footpaths, including links to coast paths, or provide picnic sites and viewpoints.

The management options for coastal land are:

Managing inter-tidal habitats

**Code** IT1 **£20/ha**

Inter-tidal habitats include saltmarsh, vegetated shingle ridges, saline lagoons and mud flats. Where these features occur on your holding, they must be retained and you are prohibited from carrying out any damaging activity.

Where these features require active annual management such as grazing, or a change in management practice is required, they are eligible for this payment.

Management activity may include:

- light grazing management;
- control of coarse invasive grasses;
- removal of large accumulations of tidal debris.
**Creation of inter-tidal habitats**

**Code**  
IT2 (on grassland) £250/ha  
IT3 (on cultivated land) £555/ha

On suitably positioned coastal arable or grasslands that are currently protected by a sea wall, valuable inter-tidal habitat, such as saltmarsh or saline lagoons, can be created through controlled breaching of the sea wall.

Each site is unique and requires detailed feasibility and planning studies, usually involving specialists, before implementing the work. If you think you have suitable land, you should apply for a one year inter-tidal habitat creation and management plan, which will assist with the costs of a thorough study. Further details are available from your Stewardship Adviser who can also give you a copy of the *Guidance Notes for Applicants for Inter-tidal Habitat Creation Plans*.

**Inter-tidal habitats creation management plan**

**Code** ITP  
no set payment

In all cases of inter-tidal habitat creation, a site-specific management plan must be prepared. The plan must include a feasibility study into all aspects of site preparation before inundation, and details of the timing and form of the breach.

**Managing vegetated sand dunes**

**Code** D  
£50/ha

- Manage dune grasslands by light grazing of cattle and/or sheep for at least ten weeks in each year, or by cutting for hay. The dunes must not be disturbed by poaching or overgrazing. The stocking rate will generally not exceed 0.25 LU/ha.

- Grazing management should aim to remove the year’s grass growth by grazing over a period of time without damaging the dunes. Even lighter grazing may be required between 1 March and 30 June, in order to encourage ground-nesting birds.

- Dunes must not be chain-harrowed or rolled.

**Coastal supplement**

**Code** ITX  
£60/ha

This supplement is available for additional measures on coastal land, such as clearing coarse vegetation before introducing routine management or to help with substantial changes to the management of livestock on existing sites.

**Cliff tops**

Coastal cliff tops may be buffered and protected from agricultural operations and disturbance using grassland and/or arable options along the cliff. This will enhance these habitats for bird and plant life.

Other relevant management options available are:

**Hay meadows**

**Code** H3  
£115/ha

For details, see page 46.

**Grazed pastures**

**Codes** P1  
£85/ha  
plus GRP (a supplement for fields of less than 3ha) £30/ha

For details, see page 46.

**Re-creating coastal grassland on cultivated land**

**Codes** R1  
£280/ha  
RR1 (renewals) £260/ha

For details, see pages 20-21.

**Native seed supplement**

**Code** GS  
£250/ha

For details, see page 21.

**Supplement for former set-aside land (of higher environmental value)**

**Code** R1X  
£50/ha

For details, see page 21.

**Grassland supplement**

**Code** GX  
£40/ha

For details, see page 21.
Reedbeds

**Code**  
£100/ha

For details, see page 54.

Countryside around towns

These are areas where many people can benefit from improvements to the landscape and the variety of wildlife.

**The Scheme’s objectives for countryside around towns are to:**

- improve conservation interest and create new habitats;
- conserve, enhance and interpret archaeological sites;
- restore or create features such as hedgerows, ponds or trees in degraded areas;
- provide opportunities for people to enjoy the area, for example by new footpaths and bridleways, or areas for play, or by school visits.

The twelve Community Forests on the edge of major towns and cities are a particular priority. Here, major environmental improvements will create wooded landscapes and will provide opportunities to integrate farming and forestry, recreation, education and wildlife.

Field boundaries

Not all of the forest area will be planted with trees and Countryside Stewardship can apply in non-wooded areas. If your land is in a Community Forest, contact the Forest team for details of local priorities, which are defined in the Forest plan. Your local authority will have details.

The management options for countryside around towns are the same as those for the relevant landscape types and features and depend on the nature and location of your land.

Field boundary restoration may be combined with other work in any eligible landscape, or may stand alone as a whole-farm field boundary restoration plan in any area. However, applications are more likely to be successful if they include a combination of boundary restoration and land management options.

Stone walls, hedgerows, banks and ditches are all important. They reinforce local character through variations in field patterns and management styles. They mark ancient boundaries and indicate past land uses and field systems, and may be the oldest visible feature in the countryside. They provide habitats for wildlife, including nesting and feeding sites for birds, and are home to a variety of mosses, flowers, trees and shrubs.

Some of these traditional boundaries no longer have a functional role in farming and many have been removed or neglected. They can be restored by management that follows traditional practices, reflects
local customs, uses local materials and is sensitive to wildlife and landscape.

**The Scheme’s objectives for field boundaries are to:**

- develop a network of sympathetically managed field boundaries, restoring boundaries where they are degraded beyond routine maintenance;
- rebuild walls which have gaps, or are slumped or unstable;
- regenerate hedgerows and hedge trees by laying, coppicing and planting where these are mismanaged, overgrown or over-trimmed, and re-plant along old hedge lines;
- rebuild eroded or breached banks and replace stone facings and hedges;
- introduce ditch management to benefit aquatic wildlife and restore bankside vegetation and trees.

Priorities for restoration are field boundaries that:

- contribute to local landscape character, especially where they are long established or form historic features;
- are important wildlife habitats because of the species within them, or their location and links with other features;
- are where people may see and enjoy them, for example along footpaths or near to villages or towns;
- are in areas where few other natural features remain, such as in urban fringe or arable farming areas;
- are on land which will be sympathetically managed under Countryside Stewardship, including where grass margins will be created alongside the boundary; this is especially important for ditches in arable fields.

Payments are made on the actual length of boundary restored. After restoration, boundaries must be managed according to the guidelines on page 12. Where public rights of way cross boundaries these must be kept open following restoration. Stiles, gates or bridges may be needed, and will have to be provided by the land manager.

Contact your local highways authority regarding access issues.

**Guidelines for restoration and management of field boundaries as part of whole-farm boundary agreements**

These guidelines for the management of hedgerows, stone walls, ditches and banks (earth and stone) will generally apply to:

- all boundaries in a boundary restoration plan;
- those being managed once initial work has been completed;
- all others for the lifetime of the agreement.

Whole-farm boundary agreements will normally show every field boundary on the agreement map, excluding fence-only boundaries. Each boundary will be delineated in one of three ways:

- a boundary to be restored during the course of the agreement (shown in red on the agreement map);
- a boundary which does not require restoration but which must be maintained to specific standards during the course of the agreement (shown in green on the agreement map);
- a boundary which is not yet a priority for restoration (due perhaps to a particularly challenging programme of work on other high priority hedges) or which requires very specific management not covered by the two situations above (shown in orange on the agreement map).
Hedgerow restoration and planting options for field boundaries:

Hedgerow restoration will be achieved by one, or a combination of, three methods: laying, coppicing or planting. For some hedgerows, it will be clear which of these is required and the exact lengths of each to be restored. For other hedgerows, however, the most appropriate management, and the lengths involved, may only be clear when work begins.

For this reason, applications should contain specific details of the work proposed for each hedgerow but agreements will contain some flexibility to change where necessary. The prime objective is to restore the hedgerow rather than dictate an unsuitable form of management.

The hedgerow planting option is available both for ‘gapping up’ in association with laying or coppicing, or for planting entirely new hedgerows where appropriate. Payments include an element towards maintaining hedges after restoration, including weed control and replacing failed plants.

**Hedge laying**

<table>
<thead>
<tr>
<th>Code</th>
<th>HR</th>
<th>£3/metre</th>
</tr>
</thead>
</table>

Hedge laying should follow local methods and should create a stock-proof barrier which afterwards will only require routine maintenance. Laying should be from the base of the plant, with clean cuts no higher than 15 cm from the ground. The work should be carried out using hand tools and a chain saw where necessary.

Ideally, stems for laying should be 5–10 cm thick at the base and 2.5–3.5 metres tall. Hedges that contain many thick stems may be unsuitable for laying and should be coppiced as an initial measure, then laid when regrowth is at a suitable stage. Heavily trimmed hedges should be allowed to grow on before laying. On completion, all excess timber and brushwood must be cleared away or burned where there will be no environmental damage. Laying should normally be carried out between October and the end of February.

Newly laid hedges may require fencing to protect them from grazing livestock or wildlife such as rabbits or deer. Fences must be placed one metre away to allow hedge-bottom vegetation to become established.

**Hedge coppicing**

<table>
<thead>
<tr>
<th>Code</th>
<th>HR</th>
<th>£3/metre</th>
</tr>
</thead>
</table>

Payments are for initial restoration work to re-establish a coppicing cycle where this is a traditional hedgerow management technique. You may also coppice an overgrown hedge that is unsuitable for laying.

Regrowth should then be laid at a suitable stage.

All growth should be cut down as low as possible, usually less than 10 cm above ground level, to encourage dense regrowth from the base of the hedge. Some trees should be left to grow on.

On completion, all excess timber and brushwood must be cleared away, or burned on carefully chosen areas where there will be no environmental damage. Coppicing should normally be carried out between October and the end of February.

Newly coppiced hedges should be fenced as necessary to protect from grazing livestock and rabbits.

**Hedge planting**

<table>
<thead>
<tr>
<th>Codes</th>
<th>HR</th>
<th>£3/metre</th>
</tr>
</thead>
</table>

| Codes | PH | £3/metre |

Payments are available for ‘gapping up’ to restore existing hedges (code HR) or for planting new hedges (code PH).

Locally common species found in other hedges in the area should be used, using a mix of at least three hedging species with no one species comprising more than 75% of the total (see the list on page 36). Hedge trees may also be planted.

Plants should be planted at a density of four to eight per running metre in a double staggered row during the local planting season, usually October to March.

Regional variation may be applied at the discretion of your Stewardship Adviser. Good horticultural practice should be followed, including use of a mulching material and plant protection as necessary. All necessary aftercare to ensure establishment, including weed control, should be carried out. Dead plants must be replaced. The hedge planting payment covers all of the above work.

All planting should be protected from grazing by the erection of stock-proof fencing. In addition, rabbit-proof fencing should also be used where necessary.
Hedge supplements

Codes

- HF (removal of old fences): £0.50/metre
- HSC (substantial preparatory work): £1.00/metre
- HSL (top binding and staking): £1.00/metre
- ERC (casting up): 0.50/metre each side

There are four additional supplements for hedge restoration:

- For removing old fence posts and wires within the hedge before laying or coppicing.
- For hedges that need substantial preparatory work before laying or coppicing and that are more than 1.5 m wide after removing the previous season’s growth and more than 5 m high.
- For hedge laying using techniques that involving both staking and top binding (heathering).
- Where earthbanks have collapsed but do not justify the full earthbank restoration payment, a casting up supplement is available for putting the earth back into place.

Managing restored or planted hedgerows

After a hedge has been planted or restored through laying, coppicing or ‘gapping up’, it must be managed to establish a tall, thick, well-structured hedge. Rotational trimming will benefit regrowth and new plants.

Where there are no other local customs (e.g. regular coppicing), hedges should usually be trimmed no more than twice every five years to a minimum of two metres to allow a tall, thick hedge to grow up. Trimming should be rotated across the farm to give height diversity. It should usually take place between January and the end of February, to leave winter feed and cover for birds, but before the nesting season. Where soil, crop or other conditions do not allow winter trimming it may sometimes be carried out in late autumn. Trimming must not be carried out between 1 March and 31 July.

Cutting should follow the direction in which a hedge is laid. A flail may be used but not on thick, woody growth.

Stone wall restoration

Code WR £12/metre

Restoration applies where major rebuilding is required, for example, where a wall has collapsed, become unstable and is in danger of collapsing, or has slumped and is no longer stock-proof. Base courses or foundations should be left in place to mark the original line and historic value. A payment for top wiring is also available where appropriate.

Work should retain as much of the existing fabric as possible. Traditional materials in keeping with existing walls should be used for restoration work. The source of all stone should be identified and agreed. Restored walls must be finished with an appropriate coping, typical to the area. Wall furniture, such as stiles, sheep creeps and folds should be retained and restored. Some walls may be of archaeological or historical value, so you should take advice from your county council (or National Park) archaeological officer before including such work in a restoration plan.

Wall supplements

Codes

- WRS (stone from holding): £4/metre
- WRQ (stone from quarry): £8/metre
- WRD (difficult sites): £4/metre
- TW (top wiring): £0.60/metre

Four additional supplements are available:

- Where at least 50% of the stone for restoration has to be imported from a quarry (WRQ) or from elsewhere on the holding (WRS).
- For particularly difficult sites (WRD). For example, where there is a length of wall of at least ten metres on slopes exceeding 30 degrees, or where traditional construction requires a mortared wall.
- For wall top wiring as appropriate (TW).

Maintaining restored stone walls

After a wall or any part of it has been restored by rebuilding to a continuous stock-proof condition, its full length should be maintained in a good state.

Your agreement will require you to retain the restored wall intact for a minimum of ten years beyond the lifetime of the restoration plan.
Bank restoration

**Codes**
- BR (repair) £10/metre
- BS (restoration) £25/metre
- ER (earthbank restoration) £3/metre

Payments are for the repair or restoration of different types of existing banks or the provision of new banks where appropriate. Work should use traditional materials and match the local style and banks of similar age. The source of all stone and building materials should be identified and agreed. Gates, stiles and sheep creeps should be repaired or reinstated where necessary. Many banks are very old; you should take advice from your county council (or National Park) archaeological officer before including such work in a restoration plan.

Repair of stone-faced banks applies where the bank remains substantially intact but small unstable areas and fallen stones need replacing. Restoration applies where major rebuilding of both bank and wall is required. Restoration of earthbanks applies to major rebuilding only, leaving the bank stable on both sides. Routine earthing or other maintenance of banks is not eligible.

**Maintaining restored banks**

After a bank has been restored to a stable and, where appropriate, stock-proof condition through earthing-up, stone replacement and/or hedge replanting, its full length should be maintained in a good state.

Once the bank is established, it should be managed according to local custom and to benefit wildlife and the landscape.

All restored banks must be retained intact for a minimum of ten years beyond the lifetime of the restoration plan.

Tree planting and management

**Codes**
- TSP (tree planting) £0.65/tree
- TR (spiral rabbit guards) £0.20/guard
- TT (tree tubes) £0.50/tube

These payments are generally available for individual and small groups of trees for areas of land less than 1 ha that are not eligible for forestry grants. For farmers planting at least 1 ha of eligible land, the FWPS will apply. Grants are additional to those available under the Forestry Commission’s Woodland Grant Scheme and you should contact the Forestry Commission to apply for both schemes.

Archaeological remains can be damaged by tree roots and care should be taken to plan planting well away from such sites. If you have veteran trees on your land, special care is needed. Please contact your Stewardship Adviser for further advice.

You must follow good arboricultural practice: use protective fencing or spiral rabbit guards/tree tubes where needed and plant at the correct time (autumn/winter) without using peat. Please note: the payment rate for hedge planting includes an element to cover the cost of providing spiral rabbit guards.

You must carry out all necessary after-care, such as weeding, mulching and watering. All dead plants should be replaced within the course of an agreement.

You should normally plant the following trees and shrubs. These are native species found throughout England. Other species characteristic to a particular part of the country may be agreed. Stock used should be native and of local provenance wherever possible; where it is unavailable please discuss the options with your Stewardship Adviser.

Boundary fencing

**Codes**
- FWB (post and wire) £0.80/metre
- FSB (sheep fencing) £1.20/metre
- FRB (rabbit netting) £0.60/metre

This applies where fencing is necessary to protect newly restored boundaries from livestock.
Pollarding

**Code** P **£22.50/tree**

This payment is for initial pollarding of overgrown trees, normally where the last cut was more than 20 years ago, not for routine management. Pollarding should subsequently continue on a rotation of five to ten years. Restoration pollarding should be carried out by skilled labour and specialist advice may be required.

Tree surgery

**Codes**
- **TS1 (minor)** **£22.50/tree**
- **TS2 (major)** **£50.00/tree**

This payment is for restorative work to trees which are of landscape, wildlife or historical significance and which need surgery to prolong their lives. Skilled labour must be used and specialist advice may be required.

There are two categories of payment for tree surgery;

- **Major**, where substantial work is required to ensure trees of great age and historical importance are maintained in the landscape.
- **Minor**, where less work is required, often on younger trees.

Ditch, dyke or rhyne restoration

**Code** DR **£2/metre**

Payments are for major cleaning out or dredging of existing ditches, including dykes and rhynes, to help establish diverse bankside and aquatic habitats. Routine clearance and maintenance is not eligible. Consideration should be given to preserving any archaeological remains within the ditch before clearance work: you should take advice from your county council (or National Park) archaeological officer if necessary.

In order to protect historic features and remains, dredging and clearance work in overgrown/silted channels should not extend deeper than previous excavations. Work should not increase the transport of soil or sediment into adjoining watercourses. The depth, gradient and profile of the restored ditch must be suitable to local ground conditions. Work should be...
carried out in autumn/winter with only one side of the ditch disturbed in any one year and preferably in short stretches to allow recolonisation by flora and fauna.

Managing restored ditches

After a ditch has been restored through cleaning-out, dredging, re-profiling and/or cutting of vegetation, management must be introduced to establish a diverse bankside and aquatic vegetation. Management should be rotational and according to local custom and to benefit wildlife and landscape.

Where there are no other local customs, ditches should be cleaned or dredged in rotation without using herbicides. This should be done no more than once every five years. It should take place in either autumn or winter with only one side of the ditch re-profiled or cleared of vegetation in any one year. Cut vegetation should be moved back to prevent decaying material from polluting the ditch. Any dredgings or spoil should be levelled along the bank and grass re-established by natural regeneration.

Managing margins within intensive grassland

Buffer strips

<table>
<thead>
<tr>
<th>Code</th>
<th>£6/100 metre (£100/ha)</th>
</tr>
</thead>
</table>

These will protect habitats and features of nature conservation or other environmental interest, that adjoin improved grassland, from potentially damaging agricultural inputs and management operations. Protected features would include species-rich and ancient hedgerows, streams and ponds or semi-natural habitat such as ancient woodland.

A grass strip averaging at least six metres wide (within the range 4 to 12 metres) must be maintained around any agreed field boundary or environmental feature. Other conditions for fertiliser use, storage of materials, and retention and management of existing trees, shrubs and other features will also apply. Your Stewardship Adviser can advise you further.

Wildlife strips

<table>
<thead>
<tr>
<th>Code</th>
<th>R6</th>
<th>£16/100 metre (£267/ha)</th>
</tr>
</thead>
</table>

These will enhance the wildlife value of improved grassland by increasing the structural diversity of the sward, particularly by providing tall and/or tussocky grass for breeding, overwintering and feeding animals such as birds, mammals and insects. The aim is also to protect adjoining habitats and features of nature conservation or other environmental interest from potentially damaging agricultural inputs and management operations. In addition to the features identified for buffer strips, eligible features could include watercourses suffering erosion by livestock, linking of semi-natural habitats and areas in which tall grass is scarce should also be considered.

A number of conditions will apply in addition to those for buffer strips. These will include agreeing a mowing/cutting and/or grazing plan with Defra and the erection and maintenance of fencing to prevent livestock from gaining access. Your Stewardship Adviser can help you further. Buffer and wildlife strips cannot be used in conjunction with or adjacent to other grassland management options in the same field.

Historic features

All types of land contain features that are an important record of our culture. Where these are in significant concentrations or they are distinctive it is important to preserve them and make them available through access, information and interpretation, or educational visits.
The Scheme’s objectives for historic features are to:

- restore registered parklands for the importance of their design or their place in the local landscape. Work may include: converting cultivated land to pasture and re-introducing grazing; replanting formal avenues; conserving old parkland trees; and restoring water features;
- conserve areas which demonstrate the history and development of the landscape; for example, patterns of hedges, ridge and furrow, walls, lanes, moats, ponds and earthworks;
- preserve major earthworks such as hill forts by low intensity grazing and scrub control, and convert cultivated land to pasture to protect important features and enhance their landscape setting;
- restore historic irrigated water meadows by rebuilding sluices and restoring ditches and carriers to allow controlled seasonal flooding;
- conserve historic deer parks and wood pasture. The former are enclosed areas that retained deer for hunting and the latter are remnants of an ancient system of combining livestock grazing with woodland management. Work may involve reintroducing grazing, clearing scrub, and tree planting or surgery to care for old trees;
- restore traditional farm buildings using methods and materials appropriate to their age, function and location.

The management options for historic features are:

**Restoring historic parks**

*Code: RP (for restoration plan)  no set payment*

No specific code for parkland work, no set payment

Restoration of an historic park must be based on a management plan. For designed parklands this will involve employment of a specialist consultant: see page 11. Detailed guidance is available from your Stewardship Adviser.

Work programmes will be based on items from the annual management and capital guidelines and will usually include:

- grazing pasture or recreating grassland on arable land;
- tree planting and surgery;
- restoration of ponds or water features;
- provision for public access.

The management options for historic parklands are:

**Hay meadows**

*Code: H3  £115/ha*

For further details see page 46.

**Grazed pastures**

*Codes: P1 £85/ha plus GRP (a supplement for fields of 3ha or less) £30/ha*

For further details see page 46.

**Grassland supplement**

*Code: GX £40/ha*

For further details see page 21.
Re-creating historic landscapes on cultivated land

Codes
- R1 (new applications) £280/ha
- RR1 (year 10 renewals only) £260/ha

For further details see pages 20-21.

Parkland trees

Codes
- STT (Standard Tree Planting) £6/tree
- TP (Parkland treeguards) £30/guard

These items are available for the planting and management of standard trees in parkland situations. In the majority of situations the new planting will be as replacements for old trees that have died. Parkland guards will be needed for protection.

Restoring traditional water meadows

Code P5 £225/ha

This covers restoration and management of water meadows, where irrigation is achieved through a system of inlet and outlet channels. It applies only to the type of controlled irrigation found on true water meadows designed specifically for this purpose, not to grazing marshes where water levels in ditches and dykes are adjusted seasonally.

Management must be consistent with the historical importance of the site and applications must be accompanied by a management plan. This should:

- detail all available historical and background information, for example the age of the irrigation system, and provide a plan of existing carriers and ditches;
- specify measures needed for initial restoration, including sluice repair or installation, ditch or carrier restoration and any grassland reseeding needed: these should be sympathetic to the original design and where possible should repair rather than replace the existing irrigation system;
- specify the annual management programme proposed including grazing levels and the approximate timing of annual flooding;
- describe any existing access and your proposals for public enjoyment, for example educational visits.

Historic landscape management plans

For historic landscapes, such as water meadows or earthworks, you must take specialist advice to identify properly historic features and necessary management. Your management plan should include:

- sources of information used, such as surveys or old maps;
- historic and archaeological features identified and their landscape setting;
- your overall management objectives, including management to conserve wildlife habitats and allow people to enjoy the benefits of the agreement;
- details and timing of work as above.

Details of payments available for livestock management items, such as fencing and water supply, can be found at page 56.

Traditional building restoration

Code RTB no set payment

Traditional building restoration needs a detailed restoration plan covering materials and methods to be used. Funding will be as a percentage of the costs, typically 50%; see pages 10–11. Further detailed guidance on the type of proposal that is likely to be accepted is available from your Stewardship Adviser.

Traditional building management plans

The management plan should give detailed specifications for the work needed and the materials and techniques to be used. Contact your Stewardship Adviser for advice.

Code SPC no set payment

For smaller scale work the lower payment for professional help in preparing a management plan (PAH) may be more appropriate; see page 11.
Lowland heath

These are ancient landscapes on acid, sandy and peaty soils created by past management systems. Mixtures of dwarf shrubs, particularly heather, gorse and bilberry, are characteristic. Heaths are often common land with a tradition of customary access and a feeling of wilderness which is rare in lowland England. They provide a last refuge for rare species such as the marsh gentian, woodlark and sand lizard.

The grazing management that sustains heaths is no longer carried out as part of modern farming. Heaths are becoming scrubbed over and will eventually return to woodland, or have been lost or fragmented by ploughing, development or forestry planting.

Heathland management is subject to local variations and, in all but the most straightforward of cases, applications must be accompanied by a management plan; see page 10. You may need specialist help with this. Plans should reflect the individual nature of the heath, taking into account practical management considerations, local tradition and the interests of people and wildlife. You should aim to achieve and sustain a balanced age structure and distribution of open heathland, trees and shrubs, and to conserve any rare species present. The management of mires should also be considered under this option.

**Note:** Where a management plan proposes disturbance to the ground, for example cultivation, you should seek advice from your county archaeologist to be sure you will not damage any archaeological remains.

---

**The Scheme’s objectives for lowland heath are to:**

- sustain or introduce grazing or cutting, control scrub and bracken to maintain a characteristic balance of vegetation;
- recreate heath on cultivated or forestry land, particularly to link fragmented heaths;
- conserve archaeological remains by preventing damage from scrub and tree roots.

**The management options for lowland heath are:**

**Maintaining existing lowland heath**

**Code LH1 £20/ha**

This is paid to prevent a decline in areas of lowland heath where routine grazing or cutting is not practical.

Your management plan should detail all measures needed. These will normally include a combination of the following:

- regular inspection and pulling of tree seedlings that may become established on open heath;
- cutting back vegetation that is encroaching on open heath;
- maintaining fire breaks.

**Enhanced management of existing lowland heath**

**Code LH4 £50/ha**

This payment is made on areas of lowland heath where management is put in place to enhance the heathland through grazing or regular cutting or mowing.

Management plans should detail the work required, which will normally include a combination of the following:

- light summer grazing (0.3 LU/ha) by suitable livestock to sustain heathland vegetation, particularly heather, while controlling invasive species such as birch and pine;
• a cutting programme where grazing is impossible. Cuttings should be removed whenever practical. Cutting should avoid the nesting season, usually mid-February to early July. Payment will be made on the area to be cut each year;
• rotational burning where traditional and beneficial to the heath. This must include the creation of fire breaks and follow Defra regulations. Burning is not normally appropriate on wet heath or sites supporting reptiles;
• creation of fire breaks, if needed;
• cutting with a flail mower or swipe to supplement grazing where scrub threatens to re-establish;
• a bracken control programme (see page 55);
• a scrub management programme (see page 55).

Re-creating lowland heath

Codes LH3 £275/ha  
RH3 (renewals) £255/ha

Recreating heathland is only practical on light, infertile soils with low organic matter content or on acid soils where residual fertility is low. It will be most successful on land that adjoins existing, good quality heath. It may apply to land that has been in arable systems or in a grass ley for less than five years.

Management plans should include the results and interpretation of a soil test for acidity and fertility. A ten-year management programme is needed. This will usually include a combination of the following:
• light cultivation in spring of the first year, to encourage natural regeneration;
• spreading of heather cuttings;
• cutting (and removing cuttings) or regulated grazing to encourage heathland vegetation and control invasive species.

Once established, guidelines for existing heaths should be followed. Where forestry land is restored to heathland, options LH1 or LH4 should be used together with a special project (see page 56-57) to prepare the site. If you are removing trees, permission or a Felling Licence may be required (see page 9).

Supplement for regeneration of lowland heath

Code LHX £50/ha

A supplementary payment is available for additional measures needed to help restore heathland vegetation on existing heaths and to control weeds where heath is being recreated. Your management plan should give details of why the supplement is required and for how long it will be needed. The following are acceptable:
• clearing deep bracken litter;
• light cultivation in the first year to reach mineral soil in order to encourage germination of heather seeds. This may be needed on existing heath where decomposing litter has created a layer of organic matter deeper than 25–50 mm;
• spreading heather cuttings bearing ripe seed. Cutting and spreading should take place in October and November. As a guide, spreading should be at a rate of 6–10 tonnes per hectare;
• measures to control invasive species and arable weeds without inhibiting heather seedlings.

New access

Provision of access to land can be an important way for people to enjoy the existing landscapes or features in addition to improvements brought about by the Scheme. However, public access is not a requirement of Countryside Stewardship and not all areas are suitable for new or improved access.
The Scheme’s objectives for access are to:

- create linear routes to make:
  - new circular walks or rides (bridleways/cycle tracks);
  - new links or bridge gaps in the existing rights of way network;
- provide open access to new parts of the countryside such as:
  - viewpoints, lakesides or archaeological sites;
  - picnic sites;
  - open spaces close to villages and towns;
- improve opportunities for disabled people or people with mobility problems to enjoy the countryside;
- offer opportunities for educational visits by schools, colleges, clubs etc, especially where land has some special interest, such as archaeological remains.
- provide new links to isolated areas and between areas of ‘Access Land’ designated under the Countryside and Rights of Way (CRoW) Act 2000;
- provide access for horse riders and for disabled people or people with mobility problems over areas of ‘Access Land’ designated under the CRoW Act 2000 where appropriate.

Please note: these objectives take account of recommendations flowing from the review of access conducted in 2003.

Your application should give brief details of the type of use for which the land is suited and any evidence of demand or likely use. You should also consider the impact of access on neighbours and the surroundings. You should consult your parish council or local authority and send a copy of their comments with your application.

All land agreed for access must be available without charge for quiet countryside enjoyment on foot and, where appropriate, for horse riding and pedal cycling.

You will be allowing people on to your land on a concessionary basis and no new permanent rights of way will be created.

Access payment rates are currently under review. Details of any new rates should be available from your Stewardship Adviser towards the end of 2003.

Note: Payment for access applies only where new access is created. It is not available for existing public rights of way, for land already open for access under any other agreement or obligation, nor where there is a tradition of use or de facto access, including commons. Capital payments, for example for a stile, are not available for work on public rights of way where the occupier already has a duty to maintain them.

Countryside Stewardship does not make payments for access on foot on land that may be designated as ‘Access Land’ (mountain, moor, heath and downland) and commons under the CRoW Act 2000.

If any access land in your Countryside Stewardship agreement is eventually classified as ‘Access Land’ when mapping under the CRoW Act is completed in 2005, the access element of your agreement will be reviewed.

The management options for providing new access are:

Open access and footpaths

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACA</td>
<td>(annual open access base payment)</td>
<td>£150/year</td>
</tr>
<tr>
<td>plus AA</td>
<td>(open access area payment)</td>
<td>£35/ha</td>
</tr>
<tr>
<td>ACL</td>
<td>(annual linear access payment)</td>
<td>£150/year</td>
</tr>
<tr>
<td>plus AF</td>
<td>(footpath access length payment)</td>
<td>£0.15/metre</td>
</tr>
</tbody>
</table>

The following guidelines apply:

- Access areas and paths should be kept open and safe for users, and all stiles and gates should be maintained in a good, usable condition. You must inspect the land regularly and make sure it is kept free of litter.
Permissive paths should be at least two metres wide.

A surface that is suitable for all agreed users should be maintained.

All permissive access must be clearly signed by map boards and waymarks so that visitors know where they can go. Signs will be supplied by Defra. They must be securely posted as required and be regularly inspected and replaced when needed.

You should not permit uses such as camping, overnight stays, organised games or sports or other activities where these might conflict with quiet enjoyment or damage nature conservation or archaeological features.

You may require dogs to be kept under close control or on a lead if necessary, for example when stock are present.

You should ensure that you have adequate cover under your public liability insurance. Please check with your insurance company to ensure that your policy covers your proposals.

Access will be publicised to ensure that people know that the land is available and to encourage use suited to the size and nature of the site. A national database of access land is maintained and registers compiled from this. Registers are available to members of the public on request and are also sent to libraries, local authorities etc. and to interested groups such as the Ramblers’ Association. Press articles, leaflets or events may also be used to promote new access. Additionally, access details will be held on an interactive internet site: http://countrywalks.defra.gov.uk.

Agreement holders must notify their local parish councils about the access in the first year of the agreement and may carry out other local promotion.

Access land and paths funded by Countryside Stewardship may be closed to the public for up to ten days in each year, but not on public holidays. This is to allow field sports and pest control to continue on the land without risk. Notices must be posted on the land at least four weeks in advance. Exceptionally, land may be closed for longer periods for specific purposes, for example during the nesting season to avoid disturbing birds. You should highlight any such plans when you apply.

Applications for more than 20 hectares of open access seldom offer value for money and will only be considered where sufficient demand for such an area has been clearly demonstrated.

Access only agreements will not be ruled out but these must represent value for money and meet scheme objectives.

The following apply in addition to the above guidelines:

**Access for horse riding and cycling**

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACL</td>
<td>Annual linear access payment</td>
<td>£150/year</td>
</tr>
<tr>
<td>AB</td>
<td>Bridleway/cycle path length payment</td>
<td>£0.30/metre</td>
</tr>
</tbody>
</table>

A separate payment is available to help with higher maintenance costs.

Routes must link with other bridleways or roads and must be at least three metres wide. They may provide a new off-road link within a bridleway network or make a circular ride. New bridleways may also be provided on land classified as ‘Access Land’ under the CRoW Act, provided that there is sufficient demand and they meet scheme rules. No charge may be made for use. Heavily used bridleways or cycle routes may need to be separated from footpaths for safety reasons.

**Access for disabled people or people with mobility problems**

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACL</td>
<td>Base payment</td>
<td>£150/year</td>
</tr>
<tr>
<td>AD</td>
<td>Payment</td>
<td>£0.30/metre</td>
</tr>
</tbody>
</table>

Special provisions are made for providing access for disabled people or people with mobility problems. You may need expert advice to confirm that your land is suitable and to establish what is needed. This may be from local groups or individuals or from a national advisory body such as the Fieldfare Trust. You will need to be sure of a local demand for such access.

All paths should comfortably accommodate wheelchairs and allow them to pass safely. Paths should be graded and sited to ensure safety.

As a guide, paths should be at least three metres wide, with passing places 3.5 metres wide approximately every 300 metres. Routes must be at least three metres wide, with passing places 3.5 metres wide approximately every 300 metres.
40 metres. Paths should have a gradient no greater than 1 in 20 and have a cross profile with a slight central camber. See page 45 for details of hard core paths.

Please note that from 1 October 2004, ‘service providers’ will have a new legal duty under the Disability Discrimination Act 1995 to make ‘reasonable adjustments’ in relation to the physical features of their premises to overcome physical barriers to access. The Act sets out four possible options for service providers: removing, altering or avoiding a physical feature or providing the service by alternative means.

The Act does not prescribe what approach the service provider should use. However, the Disability Rights Commission (DRC) believes that good practice and the most sensible approach will be to remove or alter the physical barrier to the service wherever this is possible. This is undoubtedly the most effective long term solution for both the service provider and disabled people or people with mobility problems.

The DRC has produced a range of information to help service providers in relation to their duties in 2004. This includes a Practical Guide for Small Businesses and Other Service Providers and some case studies.

If you are considering providing new access under Stewardship, you will need to make sure that this meets the requirements of the Act. Your Stewardship Adviser will be able to provide guidance.

Access for educational visits

**Code** | **Description** | **Cost**
--- | --- | ---
AE | Educational Access | £500/year
TN | Teachers’ pack | £100

This payment is made where one or more educational groups use land for study free of charge. Land must have some particular interest or be of value for wildlife, landscape or history and be suitable for field studies. The land will be recorded on a register circulated to schools, colleges, and other groups on request, and details will be held on the Defra internet site: http://countrywalks.defra.gov.uk. It is intended that this site will be linked to the Access to Farms (ATF) site during 2004 (ATF is an umbrella organisation for various bodies providing educational opportunities and visits to farms).

- Contact a local school or other educational group and discuss potential use and site suitability with them to be sure of likely use. You will then need to liaise with them to arrange and organise visits and keep records of visits. You must take health and safety issues into account when planning visits.

- Although security vetting of agreement holders by the Criminal Records Bureau (CRB) is not compulsory (as agreement holders will not normally be expected to escort unaccompanied children), some agreement holders may wish to apply for this voluntarily. If so, Farming and Countryside Education (FACE), a member of ATF, may be able to facilitate the necessary checks without charge. Details are available from your Stewardship Adviser.

- You will need to prepare or arrange a teachers’ information pack to explain the environmental value of your land, how you will manage it and the opportunities for educational use. You will also need to prepare a Farm Facts leaflet for group visits, providing general information about your farm and the facilities available.

- Where appropriate, Stewardship grants may be available for facilities such as toilets, hand wash basins and meeting rooms, as a special project.

- Your Stewardship Adviser can provide further guidance on arranging visits, including templates for the teachers’ information pack and the Farm Facts leaflet. The Farm Facts leaflet will be prepared for you by Defra once you have provided the necessary information.

- You will normally be expected to accompany groups and visitors around the farm.
Access structures

Codes | GB (bridle gate) | £100  
      | GK (kissing gate) | £130  
      | GD (kissing gate suitable for the disabled) | £200  
      | ST (timber stile) | £30  
      | LS (ladder stile) | £55  
      | WSS (step-over stile in stone wall) | £20  
      | WST (step-through stile in stone wall) | £30  
      | FB (footbridge) | £125 
      | B (bench) | £30 

Capital payments are offered for structures where they are needed to provide or improve access provision on, or to, agreement land. They are not available for use on public rights of way.

They must be safe to use and constructed and installed to conform with the relevant British Standards. If wood is used it should be native hardwood or pressure-treated softwood. Traditional and vernacular designs can be used. Your Stewardship Advisers will be able to provide further details.

Hard standing

Code | CP | £5/m²

These payments are for small hard standings to allow off-road parking or access to hard-surface footpaths. Planning permission will normally be needed. You should discuss this with the local planning authority at an early stage. Car parks should be sited with due attention to wildlife and landscape considerations.

Hard surface for paths for disabled people or people with mobility problems

Code | ADC | £7.50/m²

Payments are for a hard surface of blinded hard-core, tarmac or an equivalent to a depth of at least 10 cm, and for ancillary work needed to create a path that can be safely used by those in wheelchairs.

Care should be taken in siting to avoid damage to archaeological remains or landscape features or wildlife habitat. Planning permission may be required – you should consult your local planning authority. Any proposals that involve changing the status or condition of a public right of way, for example hard-surfacing a footpath, need Highway Authority consent. You should consult them at an early stage.

Old meadows and pastures

These are precious but very threatened habitats. Hay meadows support a rich mix of grasses and flowers, including meadow foxtail, ladies’ bedstraw and the green-winged orchid. Unimproved pastures are also valuable for plants, butterflies and other insects.

The small fields and their associated hedges, trees and ponds are remnants of an earlier period and may contain archaeological remains. They are often isolated, although there are concentrations in Hereford and Worcester and the High Weald of Kent and Sussex. Local circumstances and management traditions create special types of grassland such as the wet, rushy pastures of the Culm in Devon and Cornwall. Some are already known to be important, such as County Wildlife Sites.

Over 90% have been lost through modern agricultural improvements such as fertilising, reseeding or drainage. Many are now protected and recorded in nature conservation surveys, but management is difficult so they are commonly neglected and encroached by scrub.
The Scheme’s objectives for old meadows and pastures are to:

- conserve grassland by maintaining traditional grazing and hay-cutting patterns;
- restore neglected areas by controlling scrub and coarse invasive grasses and reintroducing management;
- restore associated hedges, trees and ponds to enhance the landscape setting;
- create new species-rich grassland to extend or buffer existing areas.
- conserve archaeological sites by adjusting grazing or scrub control.

The management options for old meadows and pastures are:

**Hay meadows**

<table>
<thead>
<tr>
<th>Code</th>
<th>H3</th>
<th>£115/ha</th>
</tr>
</thead>
</table>

- At least one year in three, cut hay late enough to allow plants to flower and seed; as a guide after 15 July. Cutting should leave a sward height of 20–50 cm.
- Cut sward should be lightly grazed to achieve an average sward height of no more than 100 mm by the end of the growing season.
- Leave a one-metre strip uncut around the field to act as a wildlife refuge.
- Light applications of well-rotted farmyard manure may be acceptable where compatible with conservation of the meadow. This must be agreed in advance and will be specified in the agreement.

Where agreed with your Stewardship Adviser, any existing rolling or chain-harrowing should be restricted to late summer or autumn and avoided in spring and early summer. If essential in spring, work should minimise disturbance to ground-nesting birds and be completed before 15 March. If meadows contain autumn crocuses or spring-flowering bulbs you should agree timing.

**Grazed pastures**

<table>
<thead>
<tr>
<th>Codes</th>
<th>P1 + GRP (a supplement for fields of less than 3ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£85/ha</td>
</tr>
<tr>
<td></td>
<td>£30/ha</td>
</tr>
</tbody>
</table>

- Grazing management should remove the year’s grass growth by light grazing over a period of time, normally for at least ten weeks between April to November, and should avoid damaging the sward or creating a dense, matted sward. You should aim for a mixture of sward heights between 20 and 100 mm at the end of the grazing season.
- Light stocking (0.4 – 0.6 LU/ha) may be required for a number of months between March and August to avoid disturbance to ground-nesting birds and to allow plants to flower and set seed. Stocking levels and management objectives will be set according to the environmental interest in the field at the discretion of your Stewardship Adviser.
- Rolling and chain-harrowing should not be introduced. If they are already regular operations, you should restrict them to late summer or autumn. If pastures contain autumn crocuses or spring-flowering bulbs you should agree timing.
- Thistles may be topped but avoid disturbing ground-nesting birds or areas containing ant hills. The cutter should be set at 15 cm or more above ground level.

**Culm grassland**

<table>
<thead>
<tr>
<th>Codes</th>
<th>P1 + GRP (a supplement for fields of 3 ha or less)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£85/ha</td>
</tr>
<tr>
<td></td>
<td>£30/ha</td>
</tr>
</tbody>
</table>

The guidelines for pastures should be followed except that:

- Grazing should be at a low level over a period of time and aim for a sward that is less than 15 cm for at least part of the grazing season. Autumn or winter grazing is acceptable where there is no risk of poaching.
- Rushes may be cut between September and November. Cutting should be to 15 cm.
Burning of purple moorgrass may be agreed. This should be carried out during January to March once every two to three years and should observe Defra burning regulations. No more than one-third of the field should be burned in any given year. You should aim for a quick cool burn to remove leaf litter, and fires should avoid boggy or peaty areas.

Recreating species-rich/traditional meadows and pastures on cultivated land

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Payment (£/ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>R1</td>
<td>(new applications)</td>
<td>£280</td>
</tr>
<tr>
<td>RR1</td>
<td>(renewals)</td>
<td>£260</td>
</tr>
</tbody>
</table>

For further details see pages 20-21.

Supplement for former set-aside land (of higher environmental value)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Payment (£/ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RX</td>
<td></td>
<td>£50</td>
</tr>
</tbody>
</table>

For further details see page 21.

Grassland supplement

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Payment (£/ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>GX</td>
<td></td>
<td>£40</td>
</tr>
</tbody>
</table>

For further details see page 21.

Details of payments available for stock management items such as fencing and water supply can be found at page 56.

Old orchards

Old traditional orchards are characterised by widely spaced standard fruit trees of old and often scarce varieties. They normally contain less than 150 trees per hectare and can be apple, pear, cherry, plum or damson, or cider and perry orchards, or cob nut platts. They support a wide range of wild flowers, lichens, insects and birds such as owls and woodpeckers. Such orchards were once common throughout England but many have been grubbed up and those remaining are often left unmanaged.

The Scheme does not fund modern orchards consisting of closely spaced dwarf varieties and is not available to assist with recreating former traditional orchards where there are no longer any trees remaining.

The Scheme’s objectives for old orchards are to:

- restore orchard trees by pruning, grafting and restocking with appropriate varieties, and keep old trees which provide nest holes for birds;
- manage the grass beneath the trees by grazing or cutting to benefit wild flowers;
- provide access to orchards, or allow use by the local community, such as for fruit picking;
- conserve archaeological sites by adjusting grazing or scrub control and through sensitive replanting.
The management options for old orchards are:

**Restoring old orchards**

<table>
<thead>
<tr>
<th>Code</th>
<th>HI3</th>
<th>£250/ha</th>
</tr>
</thead>
</table>
- Any gaps in the orchard should be planted with appropriate trees.
- Trees must be pruned at the appropriate time of year on a cycle of three to five years depending on the variety.
- Orchard grassland management should be as for the lowland pasture or hay meadow options (see page 46).
- Because of the individual requirements of orchards, a management plan that details a programme of work over ten years to restore and maintain your orchard will be required in all but the most straightforward of cases. You may need expert advice (see page 10).

The plan should:
- identify varieties of fruit tree in the orchard and any history associated with it;
- highlight any special wildlife or other interest;
- set out your objectives and proposals for management;
- detail tree restoration and tree re-planting work giving type of rootstock, varieties, numbers, timing and location;
- describe how you will manage the grass beneath the trees – usually according to the guidelines given for old meadows and pastures (see page 46);
- describe any existing public access and any proposals for increased public enjoyment by new access or opening the orchard for special use such as fruit picking.

**Grassland supplement**

<table>
<thead>
<tr>
<th>Code</th>
<th>GX</th>
<th>£40/ha</th>
</tr>
</thead>
</table>

For further details see page 21.

*The capital payments below are available for restorative pruning and re-planting. All work should be carried out by skilled labour and should follow traditional local practice. You should check with local nurseries that they can supply the varieties you propose to plant. In most cases you should allow two to four years after placing your order before trees can be supplied.*

**Orchard tree pruning**

<table>
<thead>
<tr>
<th>Code</th>
<th>FP</th>
<th>£8/tree</th>
</tr>
</thead>
</table>

Payments are for restorative pruning only, not for regular maintenance. Specialist advice and labour should be used.

**Orchard planting**

<table>
<thead>
<tr>
<th>Codes</th>
<th>MT (maidens)</th>
<th>£7/tree</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SF (standards)</td>
<td>£10/tree</td>
</tr>
<tr>
<td></td>
<td>TO (tube)</td>
<td>£2/guard</td>
</tr>
<tr>
<td></td>
<td>TOF (enclosure)</td>
<td>£12/guard</td>
</tr>
</tbody>
</table>

Payments are available for maiden and standard fruit trees. Varieties must be appropriate to the area and must be agreed in advance. Tree guards may be needed if there is stock in the orchard; these may either be standard tubes or more robust rabbit fence and wire guards.

Details of payments available for livestock management items such as fencing and water supply can be found on page 56.
Past management has created a tapestry of varied habitats and landscapes including open heather moorland, flower-rich meadows, walls and hedges, ghyll-woodlands and prehistoric field systems.

Low intensity farming is important to conserve all these features and upland wildlife. Because changes to one area can have an impact elsewhere on the holding, an Upland Survey is required for upland applications. This should identify areas of environmental importance and opportunities for enhancement that should then be addressed in an application. Further details are given below.

The Scheme’s objectives for uplands are to:

- restore and manage heather moorland through:
  - converting grassland to moorland;
  - regenerating heather where it is in poor condition and comprises less than 25% of ground cover;
  - enhancing moorland when heather currently comprises 25–50% of ground cover;
  - creating a diversity of habitat within well-managed heather moor;
- conserve and create flower-rich hay meadows and restore in-by and in-take or allotment pastures to encourage ground-nesting birds;
- conserve archaeological or historic features, such as strip lynchets and burial mounds;
- restore stone walls and hedgerows, upland wetlands, trees and small ghyll-woodlands, and where necessary protect them from damage by livestock.

The items below (with a code prefixed ‘U’) are upland items and are only available on land designated as a Less Favoured Area (LFA). In addition to the options specifically for the uplands, applicants can select from the full Countryside Stewardship menu of items that are available to all (e.g. arable reversion or orchard restoration) where such landscape types or features are present within the LFA. Where there is an appropriate upland option, this should always be used.

Do I need an Upland Survey?

An Upland Survey is always required when an application is made for upland items (codes prefixed ‘U’) and:

- more than 50% of the holding is within the LFA;
- the holding contains any land in the LFA classified as Severely Disadvantaged Area (SDA).

Guidelines for preparing a survey should be enclosed with this pack; if they are not, please contact your local Defra office for details.

You can claim £250 for a detailed survey of holdings up to 20 hectares; thereafter add £1.50 per hectare.

The maximum payment is £600.

The grant can be claimed for surveys that are accurate and meet the guidelines whether or not your application is accepted.

Please claim at question 7(b) of the supplementary form (ERDP/CSS1). Defra staff may visit to check...
the accuracy of your survey, and payment may be withheld if the survey does not meet the required standard.

The management options for uplands are:

**Upland hay meadows**

**Code** UH1 **£150/ha**

- At least one year in three, cut hay late enough to allow plants to flower and seed; as a guide after 15 July. Cutting should leave a sward height of 20–50 mm.
- Cut sward should be lightly grazed to achieve an average sward height of no more than 100 mm by the end of the growing season.
- Leave an uncut strip around the field one metre wide to act as a wildlife refuge.
- Exceptionally, light applications of well-rotted farmyard manure and/or lime may be acceptable where compatible with conservation of the meadow. This must be agreed with your Stewardship Adviser in advance and will be specified in the agreement.
- Where agreed with your Stewardship Adviser rolling and chain-harrowing should be restricted to late summer or autumn. If essential in spring, work should minimise disturbance to ground-nesting birds and be completed before 15 March. If meadows contain autumn crocuses or spring-flowering bulbs, timing must be agreed with your Stewardship Adviser.
- Thistles may be topped but avoid disturbing ground-nesting birds or areas containing ant hills. The cutter should be set at a height suitable to remove thistle growth without damaging the underlying sward – for example, 15 cm.

**Upland rough grazing pastures**

**Codes**
- UP2 (enclosed areas up to 20 ha) **£45/ha**
- UP3 (areas over 20 ha) **£20/ha**

The guidelines for UP1 pastures (above) should be followed except that:

- Pastures should be lightly grazed by cattle and/or sheep. As a guide, stock reductions of around 0.1 LU/ha are required. Stocking should not normally exceed 0.25 LU/ha, although heavier or lighter stocking may be required at certain times of year. Stocking levels and management objectives will be set according to the environmental interest in the field at the discretion of your Stewardship Adviser.
- On sites with ground-nesting birds, stocking density should normally be reduced to 0.15 LU/ha between April and July. A similar reduction should normally be applied between September and April on sites where there is a small dwarf shrub component in the sward.
- Rushes may be cut between September and November. Cutting should be set at a height suitable to remove thistle growth without damaging the underlying sward – for example, 15 cm.

**Upland limestone grassland**

**Code** UP4 **£60/ha**

- Manage by light sheep or cattle grazing between 1 April and 31 August. Stocking will not normally exceed 0.4 LU/ha.
To rest the pasture, sheep grazing will be further limited to 0.1 LU/ha (and all cattle removed) for a period of at least eight weeks between May and August.

**Grassland supplement**

*Code* GX £40/ha

For further details see page 21.

**Native seed supplement**

*Code* GS £250/ha

For further details see page 21.

**Supplement for raised water levels**

*Code* GW £60/ha

For further details see page 54.

**Managing upland moorland**

*Regenerating heather on agriculturally improved land*

*Codes*  
- **UM1 (Upland Moorland heather regeneration)** £70/ha  
- **UXA (supplement for up to 10 years)** £50/ha

The most suitable land for regeneration will be former moorland, converted to grassland in the last ten years, where it adjoins existing good quality moorland. Land with more than a 70% covering of bracken litter will be difficult to regenerate.

- Cultivate in the first year to expose mineral or peat soil, and spread heather cuttings bearing ripe seed taken from nearby moorland in the following October to December. Occasionally, light cultivation to a depth of about 40–50 mm followed by rolling will be sufficient. Please discuss with your Stewardship Adviser before trying this alternative.

Guidelines for regenerating suppressed heather should then be followed, adjusting grazing rates to sustain the regrowth of heather.

*Regenerating suppressed heather moor*

*Codes*  
- **UM2 (first 300 ha)** £50/ha  
- **UM5 (thereafter)** £20/ha  
- **UXB (supplement for up to 10 years)** £20/ha

This applies to moorland where heather comprises less than 25% of the sward. To be successful, some heather should be present over more than a third of the area. Active shepherding may be needed to achieve the correct grazing levels without erecting new fences on open land or subdividing existing enclosures. Reduced grazing on agreed areas should not result in damage to moorland or grassland elsewhere on the holding.

In the first five years, the aim is to achieve at least 40%, preferably 50%, heather ground cover before reintroducing winter grazing. An enhanced payment is made for the first five years. The UM2 payment rate is reduced after the first 300 ha.

- In the first year, grass growth may be lightly grazed by sheep between June and July and between early May and early August in subsequent years. This will avoid grass growth inhibiting heather regeneration. As a guide, stocking should not exceed one sheep per hectare.

- Livestock will normally be excluded at all other times.

- Where existing heather is old and woody, it may be cut with a flail mower in October/November of the first year, or burnt to encourage regeneration and to improve the quality. Burning should follow the Defra Heather and Grass Burning Code. Flailing and burning can affect archaeological sites and you should consult your county archaeological officer before carrying out these operations.

- After achieving 40–50% heather cover, and in agreement with your Stewardship Adviser, light winter grazing can be reintroduced. This second stage should aim to achieve heather cover of 50–70% by the end of the agreement.

- Summer sheep grazing can be increased progressively up to a maximum of 1.5 sheep per hectare from lambing to tupping.

- Winter sheep grazing should not exceed 0.75 sheep per hectare from tupping to lambing.
Careful control of overwintering is critical to sustain the regenerating heather.

- As a guide, grazing management on the regenerating moorland is right if most heather plants flower in autumn and more than half of the flowering shoots remain and bear ripe seed at lambing time.

Enhancing heather moorland

**Code UM3 £45/ha**

This applies to moorland where heather comprises between 25% and 50% of the sward and is in poor condition.

Stock reductions in excess of 0.12 LU/ha are likely to be required. The aim is to improve the condition and extent of heather and other moorland vegetation.

Summer and winter stocking levels will be set in accordance with the type and condition of vegetation on the moor, for example taking into consideration areas of blanket bog, mires and palatable grasses. However, the following conditions will generally apply:

- maximum summer stocking level (lambing to tupping) of 1.5 sheep per hectare;
- maximum winter stocking level (tupping to lambing) of 0.75 sheep per hectare;
- if cattle grazing is appropriate (e.g. purple moorgrass present), agree a light summer grazing regime with your Stewardship Adviser;
- no cattle to be grazed on the moor in winter (generally 1 October to 31 March);
- in all cases, agricultural improvement through the application of fertilisers, lime, slag, herbicides or pesticides or through cultivation or drainage is prohibited;
- supplementary feeding to cease, except on animal welfare grounds, due to adverse weather conditions.

Management of heather moorland habitat

**Code UM4 (max 625 ha) £4/ha**

This applies where heather moorland is already in relatively good condition but where there is scope to enhance heather condition and diversity of habitat, such as woodland or wetland on up to 10% of the moor. You should set out details of the work you intend to carry out and the benefits that will result. Current stocking levels are likely to be low and you will be expected to maintain a summer level of 1.5 sheep per hectare, and a winter level of one sheep per hectare. The maximum area for payment is 625 ha.

Additional temporary stock removal supplement

**Code UA £3/ewe/month**

A supplementary payment per ewe per month is available where stock reductions below the standard prescriptions are implemented to speed up regeneration or to accommodate rare species.

Heather burning supplement

**Code UB £5/ha**

This applies where land that is not currently subject to a burning programme requires the introduction of burning. The area to be burnt over a ten year period should be identified. Approximately one-tenth of the area should be burnt each year in rotation. You will be paid for the area you burn each year. All burning must follow the Defra Heather and Grass Burning Code.

Commons management supplement

**Code UC £5/ha**

This is a supplement for bringing registered common land into a Countryside Stewardship agreement. The supplement recognises the extra costs of implementing agreements on commons.

Restoring historic features in the upland landscape

**Code UAB (base payment) £100/year**

This is restricted to small areas, generally under 1.5 hectares that are of particular archaeological interest and require active management to ensure their protection. For example, realigning a fence or farm track to avoid the feature, or restoring eroded areas. You should explain the management required in your application. There is a base payment plus a payment for every one-tenth of a hectare.
Management of small upland woodlands

Code  UW1  £100/ha

This is paid for small upland woodlands up to 1 hectare on upland farms that require management to ensure their continuation in the landscape. Work may include fencing to exclude stock and allow natural regeneration, management of existing trees and selective planting. A management plan may be required. Please discuss with your Stewardship Adviser.

Field boundary restoration

Please see the section on field boundaries on page 31 for details of field boundary restoration such as a walling, hedgerow restoration and fencing.

Details of payments available for livestock management such as fencing and water supply are available on page 56.

Waterside land

Waterside land includes wetlands, marshes and the margins of rivers, streams, canals, lakes and ponds. It is valued for its wildlife and natural beauty, and people often seek out riverbanks and lakesides for walks and picnics.

Such areas need careful management to make the best of their special character and to protect water quality in streams, rivers and ditches. This is particularly important where fish live and breed.

The Scheme’s objectives for waterside land are to:

- conserve the landscape, wildlife and archaeology of meadows, marshes and wet pasture by sensitive grazing, hay cutting and scrub control and by stopping fertiliser and pesticide use;
- restore and create waterside features such as ponds, pollarded willows, fens and reedbeds;
- manage water levels in spring and/or winter to create splash flooding conditions suitable for winter-feeding wildfowl and breeding waders;
- restore and manage ditches and dykes by rotational cutting and raised water levels;
- improve habitats for wildlife, both in the water and alongside rivers and streams, by restoring waterside vegetation, where necessary protecting banks from erosion by livestock, or by buffering them from the effects of herbicide, pesticide and fertiliser applications;
- provide opportunities for people to enjoy the waterside by creating riverside footpaths or open areas for picnics and bird watching.

The management options for waterside land are:

Hay meadows

Code  H3  £115/ha

For further details see page 46.

Grazed pastures

Codes  P1  £85/ha
        plus GRP  (a supplement for fields of 3 ha or less) £30/ha

For further details see page 46.
Restoring water meadows

Code P5 £225/ha

For further details see page 39.

Fen

Code F £100/ha

Fen should be cut during late summer or autumn on a rotation of at least eight years with cutting staggered to give an uneven age structure. Alternatively, grazing should be undertaken for at least two years in every three.

Carr woodland can be incorporated under fen or reedbed categories with rotational cutting being undertaken in winter. The type and historical management of the carr should be identified before any practical management is carried out.

Note: There is no additional capital payment available for restoration coppicing, as this is covered by the management payment.

Reedbeds

Code R £100/ha

Normally the bed should be cut in winter on a rotation of at least eight years and cuttings removed. Where practical, cutting should be staggered to give an uneven age structure. Rotations must be agreed with your Stewardship Adviser.

Recreating waterside grassland on cultivated land

Codes R1 £280/ha
RR1 (renewal) £260/ha

For further details see pages 20-21.

Supplement for former set-aside land (of higher environmental value)

Code R1X £50/ha

For further details see page 21.

Supplement for raised water levels

Code GW £60/ha

On some meadows or pastures, water level management is important to the wildlife interest of the land. In these cases the following guidelines apply in addition to the above:

- Summer water levels in ditches and dykes should be raised and maintained at levels associated with traditional grassland management. Levels will vary for different parts of the country but, as a guide, summer (April–October) levels should be not less than 0.4 m below ground level. Where practicable, 0.7–1 m depth of water should be maintained in ditches.

- To achieve the required water levels in ditches, any necessary sluices, bunds and culverts may be installed with support from the capital items menu (see below for details).

- Winter water levels should maintain standing water in ponds, scrapes and depressions when practicable and allow for natural seasonal flooding.

- Ditches and dykes should be maintained in rotation without using herbicides. You should aim to clean ditches on a rotation of three to ten years and phase the work over several years. Work should be carried out in autumn and winter with only one side of the ditch undertaken in any one year. Cut vegetation should be moved back to prevent decaying material from polluting the ditch.

Details of payments available for livestock control such as fencing or water supply are available on page 56.

Water level control

Codes C (culverts) £40
GBC (upland grip blocking) £2.50
S1 (simple soil bunds for small ditches) £40
S2 (timber sluices to allow adjusted levels) £140
S3 (concrete, brick or stone built sluices) £400

You need consent from the Environment Agency (EA) or Internal Drainage Board where changes in the management of water levels are proposed. Contact them for advice at an early stage.
In addition to seeking consent from the EA you may be required to prepare a management plan; see page 10 and discuss with your Stewardship Adviser.

**Ditch, dyke or rhyne restoration**

*Code DR £2/metre*

For further details see pages 36-37.

**Otter hols**

*Codes*  
OH1 (log) £40/holt  
OH2 (chamber) £125/holt

Expert advice should be sought on the potential value, siting and design. Two designs are available: a basic log holt and a pipe and chamber holt using piping and concrete.

**Scrub and bracken control**

**Scrub clearance**

*Codes*  
SS (base payment) £50  
SA (less than 25% ground cover) £100/ha  
SB (25–75% ground cover) £250/ha  
SC (more than 75% ground cover) £500/ha

Scrub management must follow a plan to be implemented over the agreement period. This plan must accompany your application. It should include a map showing the density of scrub cover, areas to be cleared and those to be left. The aim is to maintain a balance between scrub and open land, taking into account landscape, wildlife and archaeological considerations – for example, clearing scrub completely from earthworks but leaving some elsewhere as bird cover.

Payments reflect the degree of scrub clearance involved. Where proposals involve work at different levels of payment, you should estimate the area of each. Payments are made on the area of land on which scrub is to be removed.

Scrub removal may involve manual cutting followed by chemical treatment of stumps or cutting regrowth until it stops regenerating. Pulling stumps or bulldozing scrub are not acceptable methods because of the damage this can cause to archaeology. Burning is not normally allowed. Cut material should be removed from the site and may be chipped or burned on areas where there will be no environmental damage. All safety precautions must be observed. Work should be carried out outside bird-nesting seasons.

One base payment is available in each year in which scrub removal takes place, to help implement the work on a small area.

**Scrub supplement**

*Code SD £40/ha*

A supplementary payment is available for follow-up treatment in heavily scrubbed areas where grazing alone is not sufficient to prevent regrowth.

**Bracken clearance**

*Codes*  
BMB (mechanical base payment) £80  
plus BMA (mechanical control) £30/ha  
BCB (chemical base payment) £50  
plus BCA (chemical control) £70/ha

Payments are offered for bracken control where this will result in the restoration of valuable wildlife habitat, enhanced access or the protection of archaeological features. A management plan may be required in some situations; please check with your Stewardship Adviser.

Bracken control should involve cutting wherever practicable. Treatment may be needed over several years. Payments are made for each year that work is carried out.

Chemical application should follow the Control of Pesticides Regulations 1986 and particular care must be taken near to public rights of way and access land. Where needed, chemical treatment must not damage rare species, for example other ferns or invertebrates. You must follow the Defra/Health and Safety Executive Code of Practice for the Safe Use of Pesticides.

One base payment is available for each year of bracken control to help implement the work on a small area.
Capital items available in all landscape types when appropriate

Stock management
Payments for capital items to help with stock management are only available where there is a clear environmental gain such as when new grazing is to be introduced, for example where pasture is being recreated on former arable land. New fences are not available to replace existing fences, gates etc. Fencing payments are also available to protect newly restored field boundary features (see page 35 for details).

Fencing and gates necessary for Countryside Stewardship land management

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>FW</td>
<td>post and wire fencing</td>
<td>£0.80/metre</td>
</tr>
<tr>
<td>FSH</td>
<td>sheep fencing</td>
<td>£1.20/metre</td>
</tr>
<tr>
<td>FR</td>
<td>rabbit or sheep netting</td>
<td>£0.60/metre</td>
</tr>
<tr>
<td>GR</td>
<td>wooden river gate</td>
<td>£100</td>
</tr>
<tr>
<td>GF</td>
<td>wooden field gate</td>
<td>£125</td>
</tr>
<tr>
<td>FD</td>
<td>deer fencing – historic parks only</td>
<td>£3.50/metre</td>
</tr>
</tbody>
</table>

Fences and gates should be constructed in accordance with British Standard specifications, although vernacular designs may be used. Fencing can have an adverse impact on the landscape and should be carefully sited. Fences must not restrict access or interfere with open landscapes.

Note: New fence lines on common land require special approval from Defra: your Stewardship Adviser can help you apply or advise on what is required. You may need to carry out local consultations on your proposals.

Water

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>WS</td>
<td>water supply</td>
<td>£0.40/metre</td>
</tr>
<tr>
<td>WT</td>
<td>water trough</td>
<td>£25</td>
</tr>
</tbody>
</table>

As for fencing, these items are only available where essential to achieve the objectives of an agreement. All work should be to the current British Standard.

Ponds

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC</td>
<td>creation – first 100 m²</td>
<td>£3.00/m²</td>
</tr>
<tr>
<td>PCP</td>
<td>thereafter</td>
<td>£0.50/m²</td>
</tr>
<tr>
<td>PR</td>
<td>restoration – first 100 m²</td>
<td>£2.00/m²</td>
</tr>
<tr>
<td>PRP</td>
<td>thereafter</td>
<td>£0.50/m²</td>
</tr>
</tbody>
</table>

Payments are available for restoring farm ponds that are silted or overgrown, and for creating new ponds. You must ensure that creating or restoring a pond does not damage other conservation interests, such as archaeological features or flower-rich pastures. Spoil should not be deposited within a river flood plain. This work is a skilled task and you should obtain expert advice on siting and design. You may require a consent or licence before you can start work (see pages 9-10).

Scrapes

<table>
<thead>
<tr>
<th>Codes</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCR</td>
<td>first 100 m²</td>
<td>£1.25/m²</td>
</tr>
<tr>
<td>SCP</td>
<td>thereafter</td>
<td>£0.25/m²</td>
</tr>
</tbody>
</table>

Scrapes are shallow excavations within wetland areas. They fill with water at times, but may be dry in the summer.

Eyesore clearance

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>E</td>
<td>Eyesore</td>
<td>£120</td>
</tr>
</tbody>
</table>

For removing and disposing of specific unsightly items in the landscape, not routine tidying and maintenance.

Special projects

Exceptionally, your proposals may need work outside the scope of these guidelines and the standard payments. Examples include:

- interpretation boards or information leaflets to increase understanding of an area of countryside or historic feature and explain work being undertaken;
- restoration of traditional farm buildings;
- restoration of ornamental lakes and water features, boundary walls, banks and ditches or iron fencing in historic parklands;
restoration or consolidation of archaeological features;

- provision of hides for viewing wildlife.

- measures to protect species in serious decline where these cannot be addressed by existing Countryside Stewardship options.

This type of work may be funded as a special project, either for one-off capital work or for a continuing programme of up to ten years.

**Guidelines for special projects**

**Codes**

- SPR (revenue) no set payment
- SPC (capital) no set payment

You should discuss your ideas with your Stewardship Adviser at an early stage.

Following discussions with your Stewardship Adviser, you will need to put together a costed management plan (see page 10 for more information on what to include in your management plan).

Management plans for special projects should:

- be set at a level appropriate to the complexity of the proposed work;

- clearly describe the environmental benefits that the project offers and how the work helps to meet Countryside Stewardship objectives.

- include detailed specifications for work and full costings, broken down to individual operations where possible.

You will be asked for evidence that the costs are reasonable – usually three competitive quotes.

Once your plan is submitted it will be assessed in the usual way.

If your application is successful, payments will typically be set at 50% of costs (80% for historic parkland restoration plans).
Along with the annual management and capital works required by your agreement, and the additional requirements set out in pages 9-13 you will also have to comply with the following:

**Abide by relevant legislation**

Countryside Stewardship is operated under the EC Rural Development Regulation. Changes to this Regulation may affect the requirements in your Stewardship agreement. We will however tell you about any changes well in advance.

**Allow inspection and assessment**

Authorised Defra staff or their agents will visit you to inspect your land during the course of your agreement. You must give them access at any reasonable time. An appointment will usually be made shortly beforehand, and you may be asked to accompany them to help identify work and discuss the requirements of your agreement.

Your Stewardship Adviser will also visit to assess progress towards objectives and offer follow-up advice.

Countryside Stewardship sites may additionally be monitored by Defra or by consultants working for them. You will be notified in advance if this applies to your site.

**Keep necessary records**

You must record all the management that has been carried out such as hay cutting dates and stocking levels, and details of pesticide and fertiliser applications. You must also keep relevant records such as receipted invoices. Defra may ask to see these during inspections and may take copies.

**Submit claims on time**

You are responsible for filling in the claim form correctly and making sure you return it by the deadline.

You must submit your claim each year on form ERDP/CSS4, supplied by your local Defra office. If you have not received the form by 1 October, you should contact that office.

Annual management payments are made for the previous agreement year (in arrears), which runs from 1 October to 30 September. The normal deadline for these claims is **30 November**.

Capital claims may be submitted at any time provided they are scheduled in that year and amount to over £250. Claims can only be presented once the work has been completed. All capital claims must normally be submitted by 30 November of the appropriate scheme year.

Defra aims to acknowledge receipt of your claim form within three working days and make payment within two months.

**What if I do not carry out the management required?**

If you cannot carry out the work required, for whatever reason, you must tell your local Defra office as soon as possible and well in advance of the end of the agreement year in which the work is due. It may be possible to make changes to your agreement or give you a temporary derogation.

If you do not carry out all of the specified management and capital works as set out in your agreement, and do not tell Defra, you will be in breach of your agreement (see pages 59-60).

**What if work is not up to standard?**

If, on inspection, work is found not to be up to standard, payment(s) will be withheld until the work has been completed as specified in your agreement.
If payment has already been made, it may be reclaimed with interest. You will be advised in writing what you need to do to bring the work up to standard. If you do not act on the advice given, you will be in breach of your agreement (see below).

**What if I need to make changes to my agreement?**

You can ask for a change to your agreement if this helps you achieve its objectives, or adds to the benefits delivered. Requests for changes must be submitted with your claim form (ERDP/CSS4) at annual claim time. You must not carry out any proposed changes until you have received written approval from Defra.

Defra may sometimes ask you to make a change to your agreement to improve its effectiveness.

**What if I want to add land to my agreement?**

If you want to add land to your agreement during the annual application period, you may have to complete another Countryside Stewardship supplementary form (ERDP/CSS1). Please consult your Stewardship Adviser for further guidance.

**What if I let, sell or transfer any agreement land?**

You must give your local Defra office one month's prior notice, and always within three months of the event, of any change in occupancy or ownership. This includes the sale, transfer, inheritance or lease of any part of your holding or agreement land.

You must tell the new occupier about the agreement before transfer. They should be encouraged to apply to take on the remainder of the agreement and receive subsequent payments. If they do not, your agreement will be breached. You will have to repay any grant received and sanctions may be imposed.

If a breach occurs

The annual payment for the scheme year in which the transfer is completed will be made to whoever occupies the land on 1 October when the payment becomes due.

For change of ownership through circumstances of ‘force majeure’ see page 60.

**Agreement breaches**

**Avoiding breaches**

By telling Defra of any problems and requesting appropriate changes in good time, you should be able to avoid breaching your agreement. This may be done by amending your agreement or by a temporary derogation from certain conditions.

**If a breach occurs**

If you do not abide by agreement conditions or Scheme rules, or if you make any false or misleading statements in your application or in any subsequent dealings with Defra, you will be in breach of your agreement. This is the case whether it is you or anybody else who causes a breach. It is your responsibility to ensure that all agreement conditions are fulfilled.

If you do breach your agreement, any payment due will be withheld. Part or all of the payments already made may be reclaimed and interest charged covering the period between payment and reimbursement. You may also be required to pay a penalty of up to 10% of the payment made. Your agreement may be terminated and you could also be banned from entering a new agreement under any Rural Development Regulation scheme for up to two years.

Defra will write to you to explain the action to be taken and why. In deciding the most appropriate course of action, Defra will consider your particular circumstances.

**What if I have a complaint?**

If you are unhappy with the way your application or agreement has been dealt with you should contact your local Defra office and speak to the person who dealt with it. If you remain dissatisfied, you should write to your Defra Regional Manager who will ensure your case is properly investigated.
What if I disagree with Defra’s decision or proposed action?

Defra will always explain in writing the reason for any decision to withhold or reclaim payments or terminate an agreement. You will be told how to avoid such action, such as by carrying out remedial work.

If you disagree, you can appeal. In the first instance, contact your local Defra office. If you cannot reach an amicable settlement, an independent arbitrator can decide the dispute. If necessary, one will be appointed by the President of the Royal Institution of Chartered Surveyors under the provisions of the Arbitration Act 1996.

‘Force majeure’

Where a breach is due to circumstances beyond your control, that could not have been avoided by reasonable action, sanctions may not be imposed providing your local Defra office is notified in writing within ten working days of you, or your representative, being in a position to do so.

Examples of ‘force majeure’ are:

- death of the agreement holder;
- long-term incapacity of the agreement holder;
- expropriation of a large part of the holding provided it could not be anticipated when the agreement was signed;
- severe natural disaster gravely affecting the holding;
- accidental destruction of livestock buildings on the holding;
- an epizootic (such as foot and mouth disease) affecting part or all of your livestock.
Access to Farms (ATF)
An umbrella organisation for various bodies providing educational opportunities and visits to farms.

Agreement land
All land on which management prescriptions apply: all capital works funded by Countryside Stewardship: the margins alongside hedges or boundaries that are being improved under Countryside Stewardship.

Agri-environment schemes
Schemes under EC Regulation 1257/99 which offer grants for measures to conserve and enhance the countryside. The main schemes are Countryside Stewardship, Environmentally Sensitive Areas and Organic Farming.

Annual management items
Items in an agreement for which annual management payments are made – for example, managing lowland hay meadows.

Biodiversity Action Plans
Action plans to conserve and enhance biological diversity within the UK for our most threatened species and wildlife habitats.

Bund
Small earth dam used to block ditches and so raise water levels.

Capital items
Works in an agreement attracting one-off payments – for example, hedge laying.

Carr
A marshy copse, especially of alder or willow.

Common land
Land where management rights are vested in a number of individuals.

County targets
The land and features that are local priorities under Countryside Stewardship.

County Wildlife Sites
Wildlife sites considered to be important by the county, but which have no legal conservation status.

CRoW Act 2000
The Countryside and Rights of Way Act 2000. This includes a number of amendments to the Wildlife and Countryside Act 1981 which strengthen the legislation on the protection of SSSIs and introduces new measures to create access to open countryside (mountain, moor, heath, downland) and commons.

Culm grassland
Wet grassland especially in the southwest and Hereford and Worcester.

Defra
Department for Environment, Food and Rural Affairs.

Derogation
Agreed temporary relaxation from the specified requirements in an agreement.

Dyke
Ditch.

EIA Regulations

ERDP
England Rural Development Programme.

FACE
Farming and Countryside Education.
‘Force majeure’
A breach of your agreement caused by unusual or unforeseeable circumstances or because of events beyond your control and which could not have been avoided by reasonable action.

Ghyll-woodland
Woodland on either side of a steep upland stream.

Hedge coppicing
The practice of cutting an old hedge at the base and allowing regrowth.

Hedge staking
Placing stakes along a laid hedge to keep it together and to provide anchorage for a secure binding.

Hedge top binding
Using hazel wands to bind a newly laid hedge, giving extra strength and a neater appearance. A traditional practice in some parts of the country.

Historic parkland
A designed landscape, usually with mature trees set in pasture.

HLMP
A Heritage Landscapes Management Plan: identifies conservation works as part of an Inheritance Tax Relief system. Work specified in an HLMP is not usually eligible for Countryside Stewardship funding. Additional conservation measures that are outside the HLMP conditions may be eligible for Countryside Stewardship.

IACS
Integrated Administration and Control System. This is a system of control to combat fraud in arable and livestock schemes.

In-bye
Large grass fields in the uplands between the open moors and the lower meadowland, often valuable for ground-nesting birds.

LFAs
Less Favoured Areas – where the natural characteristics (geology, altitude, climate, etc.) make it difficult for farming.

Ley
A field temporarily down to grass.

Livestock unit (LU)
A measure of grazing pressure, allowing stocking rate comparison between livestock types. Grazing livestock units are calculated according to conversion factors which vary according to the type of animal. It can be used to set grazing levels in order to prevent under and overgrazing.

Management options
Particular methods of farming or managing land which attract grant payments under Countryside Stewardship.

Natural Areas
Natural Areas are sub-divisions of England, such as the Yorkshire Dales or High Weald, each with a characteristic association of wildlife and natural features. Each Area has a unique identity resulting from the interaction of wildlife, landforms, geology, land use and human impact. (Further information is available from English Nature at http://www.english-nature.org.uk/science/natural/role.htm.)

Osiers and withies
Willows.

Overgrazing
Grazing of land which significantly reduces the growth, quality or species composition of vegetation (other than vegetation normally grazed to destruction) on that land.

Poaching
Severe damage to the sward caused by concentrations of livestock.
Pollarding
The traditional practice of cutting all the branches from a tree, usually willow, at about six feet above ground so that the regrowth cannot be eaten by stock.

RDR

RDS
Rural Development Service (part of Defra).

Rhyne
A ditch.

RPA

Sanctions
Action taken by Defra in the event of a breach of agreement. Depending on the seriousness of the breach (the extent to which the environmental objectives of the agreement have been harmed), sanctions could include: withholding of any payments due; reclaiming, with interest, payments already made; an additional penalty of up to 10% of the payment made; termination of the agreement; or even a ban from entering a new agreement under any agri-environment scheme for up to two years.

Scheme objectives
Countryside Stewardship objectives cover: wildlife, landscape, historic features and access/amenity.

Scrape
A shallow pond which is wet in winter but often dries out in the summer. Its purpose is to provide a source of food for birds and habitat for wet-loving plants.

Set-aside
Land which is taken out of production (set-aside) as defined in Council Regulation (EC) 1251/99.

Special project
Work meeting Countryside Stewardship objectives but outside the scope of standard payments.

SSSI
Site of Special Scientific Interest

Stewardship Adviser
Defra technical adviser responsible for giving advice on the Countryside Stewardship Scheme to applicants, agreement holders and other organisations.

Teg
A sheep in its second year.

Traditional building
Farm buildings of historic landscape value.

Undergrazing
Where annual growth is not being fully utilised, or where scrub or coarse vegetation is becoming evident, and this is detrimental to the environmental interests of the site.

Upland Survey
A survey required when an application is made for Upland Countryside Stewardship options (those with codes prefixed ‘U’).
<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access capital items (gates, styles etc) for disabled people or people with mobility problems de facto access educational existing access hard standing horse riding and cycling public liability insurance to farms (ATF)</td>
<td>Bank restoration Beetle banks Benefits for the public Boundary fencing Bracken clearance Breaches of agreement Buffer strips</td>
</tr>
<tr>
<td>Access to Farms (ATF)</td>
<td>Access to Farms (ATF)</td>
</tr>
<tr>
<td>Activities on agreement land</td>
<td>Activities on agreement land</td>
</tr>
<tr>
<td>Advice on application proposals</td>
<td>Advice on application proposals</td>
</tr>
<tr>
<td>Advice, payments for Agreement changes</td>
<td>Advice, payments for Agreement changes</td>
</tr>
<tr>
<td>Agriculture &amp; Horticulture Development Scheme</td>
<td>Agriculture &amp; Horticulture Development Scheme</td>
</tr>
<tr>
<td>Agricultural Improvement Scheme</td>
<td>Agricultural Improvement Scheme</td>
</tr>
<tr>
<td>Agri-environment Review</td>
<td>Agri-environment Review</td>
</tr>
<tr>
<td>Annual management items</td>
<td>Annual management items</td>
</tr>
<tr>
<td>Applying for an agreement</td>
<td>Applying for an agreement</td>
</tr>
<tr>
<td>Application map</td>
<td>Application map</td>
</tr>
<tr>
<td>Arable Area Payments Scheme (AAPS)</td>
<td>Arable Area Payments Scheme (AAPS)</td>
</tr>
<tr>
<td>Arable farmland</td>
<td>Arable farmland</td>
</tr>
<tr>
<td>Arable margins</td>
<td>Arable margins</td>
</tr>
<tr>
<td>Arable options</td>
<td>Arable options</td>
</tr>
<tr>
<td>Arable reversion</td>
<td>Arable reversion</td>
</tr>
<tr>
<td>Archaeology</td>
<td>Archaeology</td>
</tr>
<tr>
<td>Assessment of applications</td>
<td>Assessment of applications</td>
</tr>
<tr>
<td>Audits</td>
<td>Audits</td>
</tr>
<tr>
<td>Capital Gains Tax exemption</td>
<td>Capital Gains Tax exemption</td>
</tr>
<tr>
<td>Capital Grants (old MAFF schemes)</td>
<td>Capital Grants (old MAFF schemes)</td>
</tr>
<tr>
<td>Capital items</td>
<td>Capital items</td>
</tr>
<tr>
<td>Chalk and limestone grassland</td>
<td>Chalk and limestone grassland</td>
</tr>
<tr>
<td>Changes to agreements</td>
<td>Changes to agreements</td>
</tr>
<tr>
<td>Claims for payment</td>
<td>Claims for payment</td>
</tr>
<tr>
<td>Cliff tops</td>
<td>Cliff tops</td>
</tr>
<tr>
<td>Coastal areas</td>
<td>Coastal areas</td>
</tr>
<tr>
<td>Codes of Good Agricultural Practice for the Protection of Soil, Water and Air</td>
<td>Codes of Good Agricultural Practice for the Protection of Soil, Water and Air</td>
</tr>
<tr>
<td>Combinations of management and capital items</td>
<td>Combinations of management and capital items</td>
</tr>
<tr>
<td>Commons management</td>
<td>Commons management</td>
</tr>
<tr>
<td>Consent</td>
<td>Consent</td>
</tr>
<tr>
<td>Conservation headlands</td>
<td>Conservation headlands</td>
</tr>
<tr>
<td>Coppicing bankside trees</td>
<td>Coppicing bankside trees</td>
</tr>
<tr>
<td>County archaeologists</td>
<td>County archaeologists</td>
</tr>
<tr>
<td>County targets</td>
<td>County targets</td>
</tr>
<tr>
<td>County wildlife trusts</td>
<td>County wildlife trusts</td>
</tr>
<tr>
<td>Countryside around towns</td>
<td>Countryside around towns</td>
</tr>
<tr>
<td>Criminal Records Bureau</td>
<td>Criminal Records Bureau</td>
</tr>
<tr>
<td>Crown land</td>
<td>Crown land</td>
</tr>
<tr>
<td>Culm grassland</td>
<td>Culm grassland</td>
</tr>
</tbody>
</table>
D
Disability Discrimination Act 44
Disclosure of agreement information to the public 5
Disclosure of application details to other bodies 10
Ditch, Dyke and Rhine Restoration 36-37, 55
Ditch management 37

E
Educational access 44
Eligibility 3-4, 15-17
Environment Agency 9
Environmental Audits 14
Environmental Impact Assessment (EIA) Regulations 13
Environmental legislation 12
Environmentally Sensitive Areas (ESAs) 16
England Rural Development Programme (ERDP) 3
– other ERDP schemes 18
English Heritage 9
English Nature 9, 18
Exemption from Inheritance or Capital Gains Tax 15
Existing access 12, 15
Existing management commitments 15-18
Eyesore clearance 56

F
FACE 44
Farm and Conservation Grant Scheme 16
Farm Facts leaflet 44
Farm Woodland Premium Scheme and Farm Woodland Scheme 17
Farmers’ Guide to the Planning System 10
Felling Licences 9, 41
Fen 54
Fencing and gates 56
Field boundaries 11-12, 31-37, 53
Field margins 21-23
Field Monument Warden 9
Footpaths 42
Forage area 13
‘Force Majeure’ 60
Forestry Commission 9
Forms 6-7

G
Glossary 61-63
Grant eligibility 4-5
Grassland management 13
Grassland supplement 21
Grass margins 23
Grazed pastures 28, 38, 46, 53
Grip 54
Good Farming Practice (GFP) 11-12

H
Habitat Scheme 17
Hard standing (access) 45
Hard surface/paths for disabled people or people with mobility problems 45
Hay meadows 30, 38, 46, 53
Heather and Grass Burning Code 47, 52
Heather moorland 49, 52
Hedgerow management 31-34
### Section 6: Index

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hedgerow trimming</td>
<td>12</td>
</tr>
<tr>
<td>Heritage Landscapes Management Plan</td>
<td>15</td>
</tr>
<tr>
<td>Heritage lottery funding</td>
<td>17</td>
</tr>
<tr>
<td>Hides (as Special Projects)</td>
<td>57</td>
</tr>
<tr>
<td>Highway Authorities</td>
<td>10, 45</td>
</tr>
<tr>
<td>Highways Act 1980</td>
<td>15</td>
</tr>
<tr>
<td>Hill Farm Allowance</td>
<td>17</td>
</tr>
<tr>
<td>Historic features</td>
<td>37-39, 52</td>
</tr>
<tr>
<td>Historic parkland</td>
<td>38</td>
</tr>
<tr>
<td>Inheritance Tax exemption</td>
<td>15</td>
</tr>
<tr>
<td>Internal Drainage Board consent</td>
<td>9, 54</td>
</tr>
<tr>
<td>Inspection and assessment</td>
<td>58</td>
</tr>
<tr>
<td>Insurance (access)</td>
<td>43</td>
</tr>
<tr>
<td>Inter-tidal habitats</td>
<td>29-31</td>
</tr>
<tr>
<td>Interpretation Boards/Information Leaflets</td>
<td>56</td>
</tr>
<tr>
<td>Land, ownership</td>
<td>4</td>
</tr>
<tr>
<td>– rights held by others</td>
<td>4</td>
</tr>
<tr>
<td>Landscape types and features</td>
<td>19</td>
</tr>
<tr>
<td>Livestock quotas</td>
<td>17</td>
</tr>
<tr>
<td>Livestock Units</td>
<td>13</td>
</tr>
<tr>
<td>Local authority countryside staff</td>
<td>10</td>
</tr>
<tr>
<td>Lowland heath</td>
<td>40-41</td>
</tr>
<tr>
<td>Management items</td>
<td>8, 20-55</td>
</tr>
<tr>
<td>Management plans</td>
<td>10</td>
</tr>
<tr>
<td>Margins</td>
<td>22-23</td>
</tr>
<tr>
<td>Metal detecting on agreement land</td>
<td>16</td>
</tr>
<tr>
<td>National Park Authority</td>
<td>10</td>
</tr>
<tr>
<td>Native Seed Supplement</td>
<td>21, 30</td>
</tr>
<tr>
<td>Nitrate Vulnerable Zones</td>
<td>17</td>
</tr>
<tr>
<td>Objectives of the scheme</td>
<td>3</td>
</tr>
<tr>
<td>Old meadows and pastures</td>
<td>45</td>
</tr>
<tr>
<td>Old orchards</td>
<td>47-48</td>
</tr>
<tr>
<td>Orchards, modern</td>
<td>47</td>
</tr>
<tr>
<td>Organic Aid/Organic Farming Schemes</td>
<td>17-18</td>
</tr>
<tr>
<td>Other grant/subsidy schemes</td>
<td>16-18</td>
</tr>
<tr>
<td>Other obligations</td>
<td>18</td>
</tr>
<tr>
<td>Otter holts</td>
<td>55</td>
</tr>
<tr>
<td>Overgrazing and undergrazing</td>
<td>11</td>
</tr>
<tr>
<td>Overwintered stubbles</td>
<td>25-27</td>
</tr>
<tr>
<td>Parkland</td>
<td>38</td>
</tr>
<tr>
<td>Parkland trees</td>
<td>39</td>
</tr>
<tr>
<td>Payment for advice</td>
<td>11</td>
</tr>
<tr>
<td>Payment rates</td>
<td>5</td>
</tr>
<tr>
<td>Planning permission</td>
<td>9-10</td>
</tr>
<tr>
<td>Pollarding</td>
<td>36</td>
</tr>
<tr>
<td>Pollen and nectar mixture</td>
<td>24</td>
</tr>
<tr>
<td>Ponds and scrapes</td>
<td>56</td>
</tr>
<tr>
<td>Public, disclosure of agreement information to</td>
<td>5</td>
</tr>
<tr>
<td>Public benefits</td>
<td>8</td>
</tr>
<tr>
<td>Public liability insurance</td>
<td>43</td>
</tr>
<tr>
<td>Public Rights of Way (PRoW)</td>
<td>12, 15</td>
</tr>
</tbody>
</table>
R

Raised water levels 54
Record keeping 58
Re-creating grassland on cultivated land 20-21
Reedbeds 31, 54
Requirements applying to the whole of the holding 11-13
Rights of Way (RoW) 12, 15
Rights of Way Act 1990 15
Rotational arable options 25
Rural Development Regulation 3, 58
Rural Land Register (RLR) 6
Rural Payments Agency (RPA) 6, 16

S

Sand dune management 30
Scheduled Ancient Monuments 9
Scrapes 56
Scrub and bracken control 55
Section 28G authorities 9, 15
Security vetting 44
Set-aside land supplement 21, 30, 54
Sheep dip disposal 11
Silage and slurry stores 11
Sites and Monuments Record (SMR) 11
Sites of Special Scientific Interest 9, 11, 15, 18
Special projects 8, 56
Specialist help with management plans 10
Stock removal supplement 52
Stocking density calculation 13
Stone wall restoration 34
Stubble management 26
Supplementary feeding 11
Supplements 8, 21, 30, 52, 54-55

T

Targeting 8
Teacher’s information pack 44
Tenants 4
Traditional buildings 39
Trees 35-36
Tree Preservation Orders/Felling Licences 9

U

Undergrazing 11
Uplands 49-53
Upland survey 49

V

Vegetated sand dunes 30

W

Walling 34
Water level control 54-55
Water meadow restoration 39, 54
Water supply/trough 56
Waterside land 53-55
Whole farm requirements 11-12
Who can apply? 3
Wildlife Enhancement Scheme 18
Wildlife seed mixture 23-24
Wildlife strips 37
Woodlands management 53
Work affecting water 9
Countryside Stewardship is administered by Defra, in consultation with the Countryside Agency, English Heritage and English Nature.

Countryside Stewardship is part-funded by the European Community under its agri-environment programme.


Produced by the Department for Environment, Food and Rural Affairs

Printed on recycled paper containing 80% post consumer waste and 20% totally chlorine free virgin pulp
www.defra.gov.uk