

Scottish Agriculture

**A guide to Grants
and Services**

June 2004



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GRANTS

Agricultural Business Development Scheme (ABDS)

The ABDS is a business development scheme for farmers/crofters and their immediate families. It operates under the Highlands and Islands Special Transitional Programme within the legal framework of the Rural Development Regulation.

The ABDS can provide assistance towards investments in agricultural holdings and the development of new, or the expansion of existing, agricultural or non-agricultural diversification enterprises, either on or off-farm/croft, to increase the income-generating capacity of the farming family. The scheme is discretionary with all applications being subject to a selection process - reviewed in funding tranches by Project Assessment Committees.

Legal occupiers of agricultural units within the Highlands and Islands Special Transitional Programme Area who have been actively engaged in agriculture for a minimum of two years are eligible to apply to the scheme for both investments in agricultural holdings and diversification projects.

► **CONTACT & INFORMATION** – SEERAD Area Offices or Scheme Co-ordinator, Longman House, 28 Longman Road, Inverness, IV1 1SF, Tel: 01463 253 065 or visit the Scottish Executive's website at www.scotland.gov.uk/abds

Agriculture Processing and Marketing Grants

Grant schemes, which can provide assistance towards the processing and marketing of agricultural produce, were launched within the Highlands and Islands (as an element of the Highlands and Islands Special Transitional Programme) and Lowland Scotland in 2001. The aim of both schemes is to improve structural deficiencies and, in so doing, attempt to guarantee lasting economic benefits to farmers and growers. The schemes include a capital element for assistance towards the purchase of plant and equipment and a non-capital element which can assist with a range of projects including market research and consultancy, product development, point of sale material and attendance at trade fairs.

► **CONTACT & INFORMATION** – Lowland Scotland Scheme: SEERAD, Room 259, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6388/6389 or Highlands & Islands Scheme: Scheme Project Co-ordinator, Longman House, 28 Longman Road, Inverness, IV1 1SF, Tel: 01463 253 065.

Appeals Procedure for EU Subsidy Schemes

The appeals procedure covers schemes under the Integrated Administration and Control System (IACS), as well as agri-environment and afforestation schemes administered by SEERAD. Decisions made on quota arrangements for the Sheep Annual Premium Scheme (SAPS) and Suckler Cow Premium Scheme (SCPS) are also considered.

The procedure is intended to ensure that farmers who feel that SEERAD did not reach the correct decision on their subsidy claim have access to a fair and independent appeals mechanism. Farmers have 60 calendar days from the date of the SEERAD decision letter in which to submit an appeal under the procedure. The procedure has three stages: an in-house review, an external panel review and an appeal to the Scottish Land Court.

► **CONTACT & INFORMATION** – SEERAD Area Offices, or the Appeals Secretariat, Room 028, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6578.

Arable Area Payments Scheme (AAPS)

(Closed for applications on 11 June 2004)

The AAPS is a voluntary scheme that offers area payments on eligible land to growers of cereals, linseed, oilseeds, protein crops, flax and hemp. All crops are paid at the same rate (including proteins from 2004) taking account of regional yields. The two yield regions in Scotland comprise land classified as being in the Less Favoured Area (LFA) and land not so classified, i.e. the non-LFA.

To qualify for full payment, all producers growing crops on an area of land greater than that required to produce more than 92 tonnes of crop - based on reference yields of 5.21 tonnes/hectare and

5.67 tonnes/hectare in the LFA and non-LFA respectively - must set aside at least the obligatory rate of set-aside. This is 5% for the year 2004.

Small producers are not obliged to set aside land but may do so on a voluntary basis. All producers will receive payments at the appropriate rate for the crops on which they submit a valid claim.

Compensation is also paid for the land set aside. Management conditions apply to the set-aside land to protect the environment. Set-aside land may be used for the production of specified non-food crops for industrial processing under a contract with the first processor or “collector” of the crop.

The penalty-free deadline for submitting claims for AAPS to the SEERAD Area Offices or electronically for crops grown for harvest in 2004 was 17 May. Claims received after that date incurred a 1% penalty for each working day beyond 17 May up to 11 June 2004. Claims received after that date will be rejected. The 2004 claim form is part of the full annual statement on land farmed which is required under the EU Integrated Administration and Control System (IACS).

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/aaps

Beef Special Premium Scheme (BSPS)

(Closing date for last application: 31 December 2004 or 25 January 2005 for late claims)

Only male cattle are eligible for premium and the claimed animals must be retained on the applicant’s holding for two months from the day after SEERAD receives the application, unless specified as a later date on the claim form.

Premium can be claimed twice in the life of a steer (castrated male):

- first premium for animals aged from 7 months but under 20 months
- second premium for animals aged 20 months and over

Premium may only be claimed once in the life of a bull (non-castrated male):

- claim at any time from the age of 7 months

Up to 20 claims can be made each scheme year, with any combination of first, second or bull premium.

To be eligible for payments under the 2004 BSPS, an IACS Area Aid Application (AAA) must have been submitted by the closing date of 17 May 2004 (with exceptions for small producers). The amount of BSP payable is limited by the stocking density calculated as Livestock Units (LUs) per hectare of forage area declared on the AAA 2004 application form. The stocking density limit for 2004 is 1.8 LUs per hectare of validated forage area.

In the UK, bull and first premium is restricted to 1,519,811 animals in any one scheme year. If this number is exceeded, the payment for each animal is reduced proportionately. Producers who claim 30 animals or less will be exempt from any reduction.

Premium is paid at the rate of 150 (approx. £105) for steers and 210 (approx. £147) for bulls. These sterling equivalents are based on the average rate of exchange over December 2003 (1=£0.701706).

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive's website at

www.scotland.gov.uk/livestocksubsidy

See also the entry on Extensification Payment Scheme elsewhere in this Guide.

Building Grants and Loans (Crofters)

Under the Crofters etc Building Grants and Loans Scheme (CBGLS), the following assistance is available to crofters and cottars in the former Crofting Counties:

- grants and/or loans for the erection and improvement of dwelling houses
- grants for the provision and improvement of roads and water supplies for domestic purposes

► **CONTACT & INFORMATION** – SEERAD Area Offices or Crofting Branch, SEERAD, Area 1D, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6210/6216 or visit the Scottish Executive’s website at www.scotland.gov.uk/cbglsguide

Croft Entrant Scheme

There are nine Croft Entrant Schemes in operation covering parts of the Western Isles, Skye and Lochalsh, North West Sutherland, Lochaber, Shetland, Ross and Cromarty, Argyll, Orkney and Badenoch and Strathspey.

The purpose of the scheme is to:

- identify suitable young entrants into crofting
- facilitate the entry of suitable young entrants into crofting
- assist young entrants to become established in crofting by way of financial support, advice and guidance
- make crofts available by encouraging outgoing crofters to release their crofts to suitable young entrants

► **CONTACT & INFORMATION** – Crofters Commission, Castle Wynd, Inverness, IV2 3EQ, Tel: 01463 663 450 or visit www.crofterscommission.org.uk
Alternatively, contact the relevant Local Enterprise Company direct.

Crofting Community Development Scheme

The Crofting Community Development Scheme aims to encourage crofting communities to:

- improve the quality and the marketing of their agriculture output without increasing the level of production
- establish communication links and management structures within the crofting communities
- diversify and broaden local crofting communities
- adopt beneficial local environment measures
- identify and implement local social and cultural projects
- prepare and implement suitable local training programmes
- use information technology

An incentive payment up to a maximum of £7,000 may be paid to communities with plans meeting the eligibility criteria.

► **CONTACT & INFORMATION** – Crofters Commission, Castle Wynd, Inverness, IV2 3EQ, Tel: 01463 663 450 or visit www.crofterscommission.org.uk or from Arthur Macdonald, Scheme Manager, c/o Upper Leachkin, Inverness, IV3 6PN, Tel: 01463 711 702.

Crofting Counties Agricultural Grants (Scotland) Scheme

Grants covering a wide range of agricultural activities are available to the following persons in the former Crofting Counties:

- tenants and legal sub-tenants of crofts, and owners occupying unlet crofts who are of the same economic status as crofters
- Common Grazings Committees and Grazings Constables where all the work relates to the Common Grazings
- occupiers of holdings other than crofts, the area of which does not substantially exceed 30 hectares (excluding common pasture) or where the annual rent would not substantially exceed £100 if the holding were let as a croft. In addition, the occupier must be of the same economic status as a crofter.

► **CONTACT & INFORMATION** – SEERAD Area Offices or Crofters Commission, Castle Wynd, Inverness, IV2 3EQ, Tel: 01463 663 450 or visit www.crofterscommission.org.uk

Dairy Premium Scheme

A new Dairy Premium Scheme (DPS) is being introduced in 2004 as part of the agreed CAP Reform package to compensate milk producers for price support cuts which take effect from 2004. The premium will be paid at a rate of 8.15 per tonne of net quota held on 31 March 2004. Payments will be decoupled in 2005 when they will be incorporated into the Single Farm Payment (SFP).

An Additional Payment (AP) will also be paid in 2004 at a rate of 3.66 per tonne of quota and will be distributed to producers on the basis of objective criteria, yet to be determined. It will also be decoupled in 2005 and incorporated into the SFP.

To be eligible for the AP you must also be eligible to receive the Dairy Premium. Non-producing quota holders will not be eligible to receive either premium.

► **CONTACT & INFORMATION** – David Cartwright, SEERAD, Room 226, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6228 or e-mail david.cartwright@scotland.gsi.gov.uk

Energy Crop Scheme

From 2004 onward, producers who grow energy crops on any land other than set-aside land may claim the energy crop payment. 'Energy crops' means any agricultural raw materials (except sugar beet) grown for use in the manufacture of bio-fuels and electric and thermal energy produced from biomass.

A flat rate of aid of 45 per hectare is available for areas sown under energy crops which meet certain conditions. The payment window is 1 December to 30 June.

The aid is only payable on areas for which production is covered by a contract between a producer and a processor (or a declaration where the material is to be processed on the producer's holding).

For 2004, producers could claim both the Arable Area Payment Scheme (AAPS) payment and the energy crop payment provided both the land and the crops were AAPS eligible. Producers growing energy crops on other land or non-AAPS eligible crops would be eligible to be paid the energy crops scheme payment only. The closing date for applications under the 2004 scheme was 17 May 2004.

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/agriculture

Extensification Payment Scheme (EPS)

(Closed for applications on 17 May 2004)

Producers receiving Beef Special Premium and/or Suckler Cow Premium for 2004 may be eligible to receive extensification payment under the EPS. To participate in the EPS, they must have submitted an IACS Area Aid Application (AAA) 2004 indicating their intention to claim extensification and giving details of all their forage area.

Within the EPS, there are two sub-schemes, the **simplified scheme** and the **standard scheme**. A producer can choose only one scheme for the duration of the scheme year. For both schemes there are two stocking density bands - below 1.4 LU/hectare, and below or equal to 1.8 LU/hectare.

Simplified scheme claimants must keep the stocking density level on their holding either below 1.4 LU/hectare or below or equal to 1.8 LU/hectare throughout the entire calendar year and claimants must choose one or other of these stocking density levels.

Standard scheme claimants must keep their **average** stocking density for the year either below 1.4 LU/hectare, or below or equal to 1.8 LU/hectare. Claimants are required to inform SEERAD of the total number of cattle (over 6 months old) on their holding at six dates in the year. This information is used to calculate the number of LUs on the holding on each of the six check dates and these are then averaged to calculate the overall stocking density of the holding for the year. These dates are chosen at random and will change from year to year. They will be announced in the farming press, although not until after they have passed. Payment rates under the EPS 2004

are 80 (approx. £49.54) per eligible animal for stocking density levels below 1.4 LU/hectare, and 40 (approx. £24.27) per eligible animal for stocking density levels less than or equal to 1.8 LU/hectare. These sterling equivalents are based on the average rate of exchange over December 2003 (1=£0.701706).

Please note that 2004 is likely to be the last year that this scheme operates.

► **CONTACT & INFORMATION** – SEERAD Area Offices or the Scottish Executive’s website at

www.scotland.gov.uk/livestocksubsidy

See also the entry on Beef Special Premium Scheme elsewhere in this Guide.

Farm Business Development Scheme (FBDS)

The FBDS is an innovative business scheme for farmers and their immediate families. The main purpose of FBDS is to encourage the creation of new, or the extension of existing, diversification activities undertaken on or off farm. The scheme was launched in 2001 and operates within the legal framework of the Rural Development Regulation in all parts of Scotland outwith the area covered by the Highlands and Islands Special Transitional Programme. FBDS is discretionary, competitive and cash limited.

All legal occupiers of agricultural units within Lowland Scotland who have been actively engaged in agriculture for a minimum of two years are eligible to apply for financial assistance under the scheme. Immediate family members, resident on or adjacent to the agricultural unit, are also eligible to apply if they are acting with the legal occupier’s consent. Collaborative projects may also be considered from groups of three or more eligible applicants, each linked to a separate eligible agricultural business.

FBDS applications are considered in funding tranches by a Project Assessment Committee (PAC), which meets around four times a year. The maximum possible grant linked to an eligible agricultural business is £25,000 or £30,000 for a collaborative project.

Decisions on individual projects will take account of priority for the business, local strategies, market and economic needs and also the

availability of funding. However, the PAC may decline to recommend approval of an application, or may offer a lower amount of grant.

► **CONTACT & INFORMATION** – SEERAD, FBDS team, Area 1E, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6167.

Grain Legumes Scheme (GLS)

(Closing date for last applications: 17 May 2004)

GLS covers a limited variety of grain legumes, i.e. chickpeas, lentils and vetches, with the aim of encouraging their continued production in the European Community’s economic interest. Chickpeas and lentils are normally grown for human consumption and vetches for animal feed. These crops can also be grown to produce seed for sowing. However, under the scheme, there is no stipulated end use other than the crops must be harvested as dried seed.

The GLS comes under the Integrated Administration and Control System (IACS), with the application for aid being contained in form IACS(2). For 2004 the deadline for receipt of applications was 17 May. Penalties for late submissions are set out in Annex 2 of the Explanatory Booklet, IACS(1).

A harvest declaration must be returned to SEERAD by 1 November. Payment is made per hectare for the marketing year which runs from 1 July to 30 June. Applicants cannot claim under both the GLS and the Seed Production Aid Scheme.

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/agriculture

Integrated Administration and Control System (IACS)

IACS was introduced in 1993 as part of the Reform of the Common Agricultural Policy (CAP). IACS has established a system of controls to combat fraud in the CAP arable and livestock schemes. It applies in all EU Member States and incorporates:

- a unique identification system for fields and animals;
- the requirement (in order to be eligible for aid under the relevant subsidy schemes) for farmers to submit an Area Aid Application (AAA), by 15 May each year, about the land which they farm; and
- an integrated system of checks and inspections, and a uniform system of penalties for late or inaccurate aid applications.

In 2004, the following schemes are under the IACS umbrella:

- 2004 Arable Area Payments Scheme (AAPS)
- 2004 Beef Special Premium Scheme (BSPS)
- 2004 Suckler Cow Premium Scheme (SCPS)
- 2005 Less Favoured Areas Support Scheme (LFASS 2005)
- 2004 Sheep Annual Premium Schemes (SAPS)
- 2004 Extensification Payment Scheme (EPS)
- Grain Legumes Scheme (GLS)
- 2004 Dairy Premium Scheme (DPS)
- 2004 Energy Crops Scheme (ECS)
- 2004 Protein Crop Scheme (PCP)
- Hops Income Aid Scheme

Farmers must comply with all the IACS and relevant scheme rules to be eligible for subsidies when applying to any of these schemes. All fields claimed or declared under the above schemes must be allocated unique field identifiers before payment can be made.

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/iacs

Less Favoured Areas Support Scheme (LFASS)

About 85% of Scotland's agricultural land is designated as being within a less favoured area, as set out in the Scottish Rural Development Plan. The LFASS is designed to assist the viability of agriculture within these less favoured areas; and to encourage farming practice which contributes to the economic, social and environmental sustainability of Scotland's rural areas.

The LFASS is area based. It uses stocking densities in 2001 as a proxy for land quality, which is used to establish grazing categories. These, in turn, determine payment rates. In 2004 the basic payment per hectare varies from £26.80 for the best land in readily accessible parts of the mainland, to £7.83 per hectare for the poorest agricultural land on islands. These rates can change depending upon the ratio of cattle to sheep and conformity with minimum and maximum stocking densities.

Claims for support under the LFASS can be made on the Area Aid Application (AAA) form.

To be eligible for LFASS payments, claimants must:

- be at least 16 years of age;
- farm at least three hectares of eligible forage land in the Scottish Less Favoured Area;
- comply with SEERAD's Good Farming Practice (GFP) guidelines and with a number of other environmental controls introduced in 2004;
- carry out an eligible agricultural activity – that is, maintain at least one of the following:
 - * suckler cows that are part of a regular breeding herd for the rearing of calves;
 - * a flock of sheep that meets the definition of eligibility for the Sheep Annual Premium Scheme;
 - * a dairy herd in the ring-fenced or formerly ring-fenced quota areas; or
 - * a flock of goats, llamas or alpaca for fibre production

► **CONTACT & INFORMATION** – SEERAD Area Offices or Hill Farming and Livestock Subsidies Branch, CAP Management Division, SEERAD, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6643 or visit the Scottish Executive’s website at www.scotland.gov.uk/lfass

Livestock Improvement Schemes (Crofters)

Various schemes exist for the improvement of certain classes of livestock within the former Crofting Counties. The schemes are administered on behalf of SEERAD by the Crofters Commission.

► **CONTACT & INFORMATION** – Crofters Commission, Castle Wynd, Inverness, IV2 3EQ, Tel: 01463 663 413/457 or visit www.crofterscommission.org.uk

Marketing Development Scheme

The Marketing Development Scheme aims to improve the efficiency of the UK marketing chain. This is done by helping farmers, growers and processors to improve their marketing and commercial expertise and develop efficient marketing structures for both domestic and overseas markets. Grant assistance at the rate of 50% and up to a maximum of £150,000 per project is available under the scheme towards the cost of feasibility studies, the salaries of key marketing staff, training and fees of outside directors.

► **CONTACT & INFORMATION** – SEERAD, Room 259, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6294.

Nitrate Vulnerable Zones (NVZ) Grant Scheme

This scheme provides assistance for farmers within NVZs for the provision, replacement or improvement of their slurry and manure storage to meet the requirements of the NVZ Action Programme Regulations.

The grant scheme is voluntary and competitive, with the level of grant set at 40% subject to the condition that the investment ceiling for eligible expenditure on which grant is paid does not in aggregate exceed £34,000. The scheme is administered on a tranche basis. A

key requirement of the scheme is the preparation of a Farm Waste Management Plan to demonstrate the need for assistance. Grant is not payable unless the work is completed by 31 October 2005.

► **CONTACT & INFORMATION** – SEERAD Area Offices which cover areas that are affected by the NVZ designation, namely those at Dumfries, Galashiels, Perth and Inverurie, or visit the Scottish Executive's website at www.scotland.gov.uk/nvzgrant

Organic Aid Scheme (OAS)

This scheme, which is part of the Scottish Rural Development Plan, provides assistance to farmers and crofters wishing to convert to organic production and sustained support for farmers and crofters who have already converted to organic farming. The OAS is split into 2 sections – a conversion payments section and a maintenance payments section. Both sections run for a 5 year duration giving the potential for 10 years of assistance.

To join the conversion part of the scheme, farmers and crofters must enter into a binding agreement to convert all or part of their production unit to organic standards. The minimum area that can be entered is one hectare; the maximum area on which aid will be paid is 1,000 hectares. Participants in the conversion scheme must at all times remain registered with an approved organic private inspection body and have a conversion plan that has been agreed by the inspection body. Participants will be eligible for payment annually in arrears for five years for each hectare entered. Applicants to the conversion section may also be eligible for assistance with capital items associated with conversion.

Support after the conversion period is also available in the form of organic maintenance payments. Maintenance payments will be available for a minimum of one hectare and a maximum of 1000 hectares. Participants in the maintenance scheme must at all times remain registered with an approved private inspection body. To ensure that funding is being directed towards applications providing high environmental and marketing benefits, applications for both conversion and maintenance payments are subject to ranking arrangements and adherence to environmental standards.

► **CONTACT & INFORMATION** – An explanatory booklet (OAS1) and further information and advice are available from SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/about/organics

Over Thirty Month Slaughter Scheme (OTMS)

The OTMS was set up in response to the BSE crisis in 1996. It provides for the purchase, by the Government, of bovine animals over 30 months of age at the date of slaughter which have been resident in the UK for at least six months. Animals may be presented to the scheme through approved collection centres; these can be either liveweight markets or contracted abattoirs. Casualty animals slaughtered on-farm may be presented through incinerators or rendering plants.

Producers must ensure that animals are presented with approved ear tags and documentary evidence that they are eligible. Cattle Passports are required for all animals. The scheme is administered by the Rural Payments Agency (RPA). RPA makes the payment to the collection centre which then passes the payment on to the producer, less any legitimate expenses previously agreed. There are three dedicated OTMS abattoirs in Scotland at Kilmarnock, Brechin and Orkney.

The scheme is currently under review due to the continuing fall in cases of BSE in the UK and a decision on its future is expected during the Summer of 2004.

► **CONTACT & INFORMATION** – RPA helpline Tel: 0118 968 7333, or SEERAD helpline Tel: 0131 244 6408.

Protein Crop Premium (PCP)

From 2004, producers who grow protein crops are eligible to apply for the protein crop premium. Eligible protein crops are peas (but not those intended for human consumption), beans and sweet lupins.

The flat rate aid is 55.57 per hectare on areas which are fully sown and cultivated in accordance with local standards. The payment window for this premium will be 1 December to 30 June.

For 2004, the premium could be claimed on the Area Aid Application (AAA) which had to be submitted to Area Offices by 17 May 2004. The protein premium is payable on eligible proteins which are grown on AAPS land, or grown on land declared as forage or grown on "other land" as declared in the IACS AAA form. Producers claiming protein crops under AAPS are eligible to be paid both AAPS aid and the protein crop premium. Producers growing protein crops on forage areas or other land are eligible to be paid the protein crop premium only.

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive's website at www.scotland.gov.uk/agriculture

Rural Stewardship Scheme (RSS)

The RSS, which is part of the Scottish Rural Development Plan, came into operation in 2001. It provides assistance to encourage farmers and crofters to undertake positive conservation management measures and capital works in association with conservation management.

This scheme is entirely voluntary and requires a prior Environmental Audit to be undertaken for the farm, croft or common grazing to be entered into the scheme. The audit will identify all habitats and features of conservation value on the unit and help applicants decide which areas will benefit most. Assistance is provided towards the cost of the audit.

Participants undertake to join the scheme for at least five years but participation may be extended for a further five years to secure

maximum conservation benefit. In addition, they must agree to manage the relevant areas of land and carry out the relevant capital works in line with the rules and conditions of the scheme. Certain general environmental requirements (Standard of Good Farming Practice and General Environmental Conditions) also apply to the farm, croft or common grazing as a whole and not just those areas or features that are being positively managed under the RSS.

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive website at www.scotland.gov.uk/rss

Scottish Forestry Grants Scheme (SFGS)

To meet the Scottish Executive's Scottish Forestry Strategy "*Forests for Scotland*", the SFGS provides grant aid to encourage the creation and management of woods and forests to deliver economic, environmental and social benefits now and in the future. Grants are available under the following main areas.

Woodland expansion grants

To encourage the planting or natural regeneration of new woodlands you can apply for grants to carry out work that will meet one of the SFGS objectives shown below:

- establishing well designed productive woodland
- expanding areas of native woodland, preferably through natural regeneration and the development of Forest Habitat Networks
- improving riparian habitat
- improving urban or post-industrial areas
- improving diversity of the farmed and crofting landscape

There are permitted species and minimum stocking requirements for woodland expansion objectives. The SFGS Applicant's Booklet gives more details.

Locational premiums

Locational premiums, in the form of a top-up to the standard forestry grants for planting new woodlands, are available for the following areas:

- Ayrshire and Arran
- Central Scotland
- Grampian
- Orkney and Shetland
- Western Isles

Stewardship grants

Eight stewardship grants are available for existing woodlands (and where applicable may be available from the year of planting) for:

- improving timber quality
- reducing deer numbers
- native woodlands
- improving woodland biodiversity
- landscape improvement
- developing alternative systems to clear-felling
- woodland recreation
- developing community involvement

► **CONTACT & INFORMATION** – Forestry Commission, 231 Corstorphine Road, Edinburgh, EH12 7AT, Tel: 0131 334 0303. An applicant's pack is available from local FC Conservancy offices. Full details can be found on the Forestry Commission website at www.forestry.gov.uk

Scottish Forestry Grants Schemes (SFGS) – Farmland Premium

This is a successor to the Farm Woodland Premium Scheme (FWPS) and is administered by SEERAD. It is designed to encourage the creation and management of woods and forests, and to provide economic, environmental and social benefits for now and the future through the planting of trees on agricultural land.

Farmers and crofters joining the Farmland Premium can receive annual payments as set out below:

Type of Land	£ Hectare/year
Arable/Improved in non Less Favoured Areas	300
Arable/Improved in Disadvantaged Areas of Less Favoured Areas	230
Arable/Improved in Severely Disadvantaged Areas of Less Favoured Areas	160
Unimproved Land	60

Where the land is to count against the farmer's set-aside obligation, the payment rate will be restricted to the set-aside rate.

Annual payments are made for 15 years for woodlands containing at least 60% broadleaves by area. Provided that the percentage remains above 50% payments will be maintained for 15 years. Plans with less than 60% broadleaves planted will qualify for payments over 10 years.

There is an upper limit of 200 hectares per farm business and planting on unimproved land must not exceed 40 hectares. The Farmland Premium is also available for planting on common grazings in the crofting counties but must not exceed 100 hectares on each common grazing area. These limits apply to all planting after 1 April 1997 under the FWPS and Farmland Premium.

Existing claimants under the FWPS will **not** transfer their obligations to the Farmland Premium but will benefit from the revised rates listed.

SFGS/Farmland Premium rules and procedures booklet is available from SEERAD offices.

► **CONTACT & INFORMATION** – Forestry Commission, 231 Corstorphine Road, Edinburgh, EH12 7AT, Tel: 0131 334 0303. An applicant's pack is available from local FC Conservancy offices, or visit Forestry Commission website at www.forestry.gov.uk

Seed Production Aid

Growers of certified seed of certain crops, mainly herbage species, may qualify for aid under EC Regulations.

► **CONTACT & INFORMATION** – Rural Payments Agency, Alverton Court, Crosby Road, Northallerton, North Yorkshire, DL6 1AD, Tel: 01609 773751 ext. 2661, or visit www.rpa.gov.uk.

Sheep Annual Premium Scheme

(Closing date for last application 4 February 2004 or 29 February 2004 for late claims)

This scheme provides for the payment of an annual premium to sheepmeat producers. Payment is based on the number of female sheep which, by the last day of a specified 100-day retention period, have either:

- given birth to a lamb; or
- attained the age of 12 months.

The payment is in the form of a flat rate premium. A supplementary payment (Less Favoured Area (LFA) supplement) is available to eligible producers who submitted an IACS Area Aid Application (AAA) form by the deadline of 15 May. Rates of payment for the SAP 2003 Scheme were: basic premium £13.48 per eligible animal; LFA Supplement £4.49 per eligible animal. Payments are made with effect from 16 October each year.

In conjunction with SAPS, SEERAD operates the Quality Assured Producers Scheme (QAPS). This makes available an additional payment to producers engaged in the production of sheepmeat to a recognised quality standard (European Standard EN 45011). Funds for QAPS come from Scotland's share of the UK's Sheep National Envelope which amounts to about £2.84 million. The rate of payment in 2003 was £0.89 per eligible animal.

► **CONTACT & INFORMATION** – SAPS or QAPS - SEERAD Area Offices or from Hill Farming and Livestock Subsidies Branch, CAP Management Division, SEERAD, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6643.

Quota - SAP payments are restricted by means of a quota system limiting the numbers on which premium is paid. An explanatory guide on SAP quotas is available from SEERAD Area Offices, the Scottish Executive's website at

www.scotland.gov.uk/livestocksubsidy

or Livestock Quotas Branch, CAP Management Division, SEERAD, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 1144.

Sheep Compensation Scheme 1986 (Chernobyl)

This scheme was introduced by the UK Government as a result of the Chernobyl nuclear incident in April 1986 and allows for the payment of compensation to sheep producers in areas subject to movement restrictions under the Food and Environment Protection Act 1985. The scheme currently consists of two types of compensation. Sheep producers may claim compensation of £1.30 for each sheep monitored/marked and moved under consent from SEERAD. In addition, sheep producers may claim any market loss incurred on marked animals sold at auction markets and liveweight collection centres under the mark and release arrangements.

► **CONTACT & INFORMATION** – Livestock and Livestock Products Branch, SEERAD, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6408.

Single Farm Payment Scheme (SFPS)

(Closing date for first application likely to be 15 May 2005)

The Single Farm Payment Scheme will be introduced from 1 January 2005, following EU agreement on the Reform of the Common Agricultural Policy.

An outline of the scheme, its conditions and an initial assessment of entitlements was sent to producers in June 2004.

A further notification will be issued in late autumn 2004.

The CAP Reform package contained a number of options for implementing the SFPS. In reaching a decision on how best to implement the reforms, Scottish Ministers took account of the feedback from a public consultation exercise. The decision was taken to calculate entitlements (and their value) based on average livestock and arable claims submitted by businesses in the period 2000 to 2002 (unless special conditions apply).

The scheme year follows the calendar year and the first year will run from 1 January 2005 to 31 December 2005. SEERAD will send all eligible farmers and crofters an application form showing the initial

- reference amount;
- number of eligible hectares used in the reference period; and
- number and value of payment entitlements.

The application form will be issued with the Area Aid Application (AAA) form at the beginning of March 2005.

Producers will also have to submit an IACS/AAA form and associated field data sheets etc covering their current eligible land in order to “activate” entitlements.

EC Regulations require that payments are made only between 1 December in the year the application is made and 30 June of the following year. We will pay as many valid claims as possible at the earliest point in that payment window.

► **CONTACT & INFORMATION** – SEERAD Area Offices. To view a set of Frequently Asked Questions on the SFPS visit the Scottish Executive's website at www.scotland.gov.uk/singlefarpayment

Slaughter Premium Scheme (SPS)

(Closing date for last application: 28 February 2005)

There are two elements to this scheme, SPS and Veal Calf Slaughter Premium Scheme (VCSPS):

- **SPS** - Animals eligible for the slaughter premium are bulls, steers, cows and heifers slaughtered from the age of eight months. To be eligible for SPS, producers must have retained the animals claimed on their holding for two months prior to them leaving the holding to be slaughtered.
- **VCSPS** - for animals slaughtered at more than one and less than seven months old. Producers must have retained the animals claimed on their holding for two months (for animals slaughtered at three to six months old inclusive) and one month (for animals slaughtered at more than one and less than three months old).

Claims must be submitted within six months of the date the claimed animals ended retention, or by 28 February 2005, whichever is sooner. Each producer may submit up to 12 claims for SPS and 12 claims for VCSPS in a scheme year.

The rate of premium for 2004 is 80 (approx. £54) for SPS, and 50 (approx. £35) for VCSPS. These sterling equivalents are based on the average rate of exchange over December 2003 (1=£0.701706). In the UK, SPS and VCSPS are subject to a restriction of 3,266,212 adult animals and 26,271 veal calves. If the restrictions are exceeded, the payment due on each animal will be reduced proportionately.

Although SPS and VCSPS are IACS based schemes, producers wishing to claim SPS and VCSPS only do not have to submit an IACS Area Aid Application (AAA).

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/livestocksubsidy

Suckler Cow Premium Scheme (SCPS)

(Closing date for last application: 6 December 2004 or 31 December 2004 for late applications)

Premium is paid on suckler cows and heifers (over eight months old) forming part of a regular breeding herd used for rearing calves for beef. Milk producers actively involved in milk production, with milk quota of no more than 180,000kg (174,780 litres) on 31 March 2004 may also claim SCP as small milk producers.

The 2004 Scheme runs from 1 July until 6 December 2004. To qualify, producers must keep the animals claimed for a six month retention period. The retention period begins the day after the claim is received, and ends six calendar months later.

To be eligible for payment under the 2004 Scheme, producers must have submitted an IACS Area Aid Application in 2004 by the deadline of 17 May 2004. The amount of SCP payable is limited by the stocking density calculated as Livestock Units (LUs) per hectare of the forage area declared on your AAA 2004 form. The stocking density limit for 2003 is 1.8 LUs per hectare of validated forage area.

The rate of premium for 2004 is 200 (approx. £140). These sterling equivalents are based on the average rate of exchange over December 2003 (1=£0.701706).

► **CONTACT & INFORMATION** – SEERAD Area Offices or visit the Scottish Executive’s website at www.scotland.gov.uk/livestocksubsidy

See also the entry on Extensification Payment Scheme elsewhere in this guide.

Quota - Payment of SCP is restricted by a quota system which limits the numbers of animals on which premium will be paid. An explanatory guide on SCP quotas is available from SEERAD Area Offices.

SERVICES

Agricultural Health and Safety

► CONTACT & INFORMATION –

- HSE internet website address: www.hse.gov.uk
- HSE information line Tel: 08701 545500, fax: 02920 859260, e-mail: hseinformationservices@natbrit.com or write to HSE Infoline, Caerphilly Business Park, Caerphilly, CF83 3GG.
- To report an accident contact HSE Incident Contact Centre Tel: 0845 3009923, Fax: 0845 3009924, e-mail: riddor@natbrit.com or visit www.riddor.gov.uk
- To obtain HSE books contact PO Box 1999, Sudbury, Suffolk, CO10 2WA, Tel: 01787 881165, Fax: 01787 313995, e-mail: hsebooks@prolog.uk.com or visit www.hsebooks.co.uk

Health and Safety Executive (HSE) inspectors can be contacted at:

Belford House,
59 Belford Road,
Edinburgh, EH4 3UE.
Tel: 0131 247 2000
Fax: 0131 247 2121

Lord Cullen House,
Fraser Place,
Aberdeen, AB25 3UB.
Tel: 01224 252 500
Fax: 01224 252 525

Pegasus House,
375 West George Street,
Glasgow, G2 4LW.
Tel: 0141 275 3000
Fax: 0141 275 3100

28 Longman Road,
Longman Industrial Estate,
Inverness, IV1 1SF.
Tel: 01463 718 101
Fax: 01463 713 459

Agricultural Training and Apprenticeships

Lantra Sector Skills Council (SSC) is the Government recognised SSC for the land-based sector, including agriculture and aquaculture. Working closely with employers, industry organisations, Government Departments and Agencies, and providers of learning and business support services, Lantra aim to raise the level of skills, knowledge and enterprise of everyone involved in the land-based sector. This work includes developing Scottish Vocational Qualifications and Modern Apprenticeships, as well as ensuring that everyone within the land based sector has access to the highest quality training through the Lantra Professional Register - a quality assured association of training and business support practitioners throughout Scotland.

► **CONTACT & INFORMATION** – For details of your local training provider and information on training, education, apprenticeships and business development opportunities, contact Lantra Connect Tel: 0845 707 8007 or e-mail: connect@lantra.co.uk. For other enquiries contact Lantra, Newlands, Scone, Perth, PH2 6NL, Tel: 01738 553311, Fax: 01738 553322 or visit www.lantra.co.uk

Arterial Drainage

The Land Drainage (Scotland) Act 1958 empowers Scottish Ministers, on application by owners of agricultural land, to make improvement orders authorising the carrying out of arterial drainage/river works for the benefit of that land. The cost of such works included in improvement orders and subsequent maintenance works must be borne by the landowners.

► **CONTACT & INFORMATION** – Advice on applying for an improvement order is available from SEERAD, Tel: 0131 244 6419.

Beef Assurance Scheme

This voluntary UK scheme was introduced to allow specialist beef producers with slow maturing breeds to sell their animals for human consumption at 30 – 42 months. Members are charged an annual fee to cover administrative costs.

► **CONTACT & INFORMATION** – Animal Health Offices, or Food Standards Agency (Scotland), 6th Floor, St Magnus House, 25 Guild Street, Aberdeen, AB11 6NJ, Tel: 01224 285144.

Beef Labelling Scheme

The Beef Labelling Scheme was introduced to provide consumers with reliable information about the beef and veal they buy. The compulsory labelling system requires all fresh and frozen beef to be labelled with basic information about its origin and the license number of the relevant abattoir and cutting plant. Under the voluntary scheme, anyone in the supply chain giving consumers anything more than basic information about beef must get prior approval from SEERAD. Approval is only given if the applicant has put in place arrangements to guarantee the accuracy of the information. To do this the applicant has to employ an independent third party, accredited to European Standard EN45011, to verify the details on the label.

Beef labelling is monitored by Local Authorities at the retail level and by SEERAD's Meat and Livestock Inspectors at abattoirs, cutting plants and wholesalers.

► **CONTACT & INFORMATION** – Livestock and Livestock Products Branch, SEERAD, Room 262, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6408 or visit the Scottish Executive's website at www.scotland.gov.uk/beeflabellingscheme

Certification, Seed and Crop

Schemes are operated for the certification of seed potatoes (described elsewhere in this guide) and seed of beet, cereals, fodder plants, oil and fibre plants and vegetables, and of the crops of soft fruit plants and narcissus. The certification schemes for seed potatoes and seed of beet, cereals, fodder plants, oil and fibre plants and vegetables are governed by Seeds Regulations, which set out minimum marketing quality standards and rules for sealing and labelling. These regulations also restrict marketing to plant varieties named in the UK National Lists or the EC Common Catalogue.

Cereal plants and grain can be submitted for varietal identification to the Cereal Section at the Scottish Agricultural Science Agency (SASA), who also provide courses on Crop Inspection and Varietal Identification.

► **CONTACT & INFORMATION** – Cereal Certification Scheme and courses on offer can be obtained from Cereal Section, SASA, Tel: 0131 244 8856/8833, e-mail Gerry.Hall@sasa.gsi.gov.uk or from the SASA website at www.sasa.gov.uk/seed-testing/cereals/index.cfm

Non-Cereal Seed Certification Schemes and Seed Sampling courses can be obtained from the Herbage & Vegetable Section, SASA, Tel: 0131 244 8885/8899, e-mail Ken.Pearson@sasa.gsi.gov.uk or from the SASA website at www.sasa.gov.uk/seed-testing/herbage-and-vegetable-crops/index.cfm

There are EC Marketing Regulations for Ornamental Plant Propagation Material and certain genera of vegetable and fruit plants. Details of these and certification schemes for soft fruit and narcissus can be obtained through SEERAD, Horticultural Unit, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6303.

Co-operation and Collaborative Activity (SAOS)

SAOS is a rural development organisation with specialist knowledge and skills in joint venture and co-operation. The organisation's aim is to strengthen the profitability, competitiveness and sustainability of Scotland's farming, food and related rural businesses through the development of co-operation and joint activity. SAOS assists established farmer-owned businesses and new groups.

SAOS can advise groups of farmers and growers in all stages of the feasibility and development process, leading to preparation of a commercial business proposition for prospective members. Thereafter, SAOS can assist in attracting grant and bank support, providing constitutional, financial and contractual structures, advising on directors' roles and responsibilities, recruiting members and key employees, etc. SAOS has a series of publications featuring

case studies of successful co-operation and joint venture.

SAOS is the membership organisation of Scottish rural co-ops and farmer-owned businesses and new groups may apply for membership. SAOS is supported by SEERAD, works closely with the Scottish Enterprise Network, and has constitutional links with NFU Scotland and the Scottish Association of Young Farmers' Clubs.

► **CONTACT & INFORMATION** – James Graham, Chief Executive, SAOS Ltd, Rural Centre, West Mains, Ingliston, EH28 8NZ, Tel: 0131 472 4100, e-mail saos@saos.co.uk or visit www.saos.co.uk

Health Schemes

Cattle Health Scheme

The Premium Cattle Health Scheme for Johnes Disease, Infectious Bovine Rhinotracheitis, Leptospirosis and BVD is operated by the Scottish Agricultural College (SAC), Veterinary Science Division.

► **CONTACT & INFORMATION** – George Caldwell, Veterinary Centre, Greycrook, St Boswells, Roxburghshire, TD6 0EU, Tel: 01835 822 456, Fax: 01835 823 643, e-mail vcstboswells@ed.sac.ac.uk or visit www.cattlehealth.co.uk/

Deer Health Scheme

The scheme aims to create a nucleus of farmed deer herds of attested tuberculosis-free status along with promotions of health, welfare and husbandry aspects.

Poultry Health Scheme

The aims of the scheme are to maintain and improve the health of poultry breeding stock and to provide the necessary standards required for both domestic and export purposes. Membership of the scheme is an essential prerequisite for all flock owners wishing to export to the EC.

► **CONTACT & INFORMATION** – Further information on Deer and Poultry Health Schemes from SEERAD Area Offices.

Highlands and Islands Veterinary Services Scheme

The purpose of the scheme is to ensure the availability of an adequate veterinary service and disease surveillance in designated areas of Scotland, namely the former Crofting Counties, for all animals kept for agricultural purposes. This involves the setting of fees for visits to crofters and persons of like economic status, and the reimbursement of vets' travel etc costs associated with such visits.

► **CONTACT & INFORMATION** – Animal Health Offices.

Intervention Buying

Certain products - beef, butter, cereals and skimmed milk powder (SMP) - can be offered into intervention. Minimum quantities and qualities may apply. Beef and butter may be offered when

- the market price for these commodities falls below the trigger or safety net price in two consecutive weeks; and
- the European Commission agrees to open intervention purchasing.

When intervention opens, an announcement is made and traders may submit tenders to sell into intervention.

Offers of cereals and SMP can be made during purchase seasons which are

- for cereals - 1 November to 31 May; and
- for SMP - 1 March to 31 August.

Products offered will be paid for at prices fixed in advance.

The price to be paid for the product includes the cost of delivery into store. However, in certain circumstances the cost of transporting the goods to the intervention store may be reimbursed. Alternatively, offers may be made to store products in situ in the offerer's own facility.

Traders may offer to store eligible products, for which they are paid a fee on removal of the goods from storage, through Private Storage Aid (PSA). Butter PSA is normally available during 15 March to

15 August each year. The availability of Meat PSA is dependent on market conditions.

► CONTACT & INFORMATION –

- For intervention, Tel: 0191 273 9696
- For beef and cereals, Tel: 0191 226 5161 or 5229
- For butter and SMP, Tel: 0191 226 5058 or 5060
- For further information on Private Storage Aid,
Tel: 0191 226 5058 or 5832

Livestock Identification (ID) and Traceability

Cattle

All cattle are required to have a passport. The British Cattle Movement Service (BCMS) processes passport applications which must be made within 7 days of tagging an animal. All cattle must be tagged with an approved eartag in each ear within 20 days of birth. In the case of dairy cattle, at least one of the tags must be fitted within 36 hours of birth. Except for dairy cattle, both primary and secondary tags must be applied at the same time. All cattle must be tagged before leaving the holding.

For cattle imported from other Member States, an application for a passport must be made within 15 days of the cattle arriving at the holding.

From 29 January 2001, legislation requires that all older cattle must be registered on the Cattle Tracing System (CTS) database and hold a Certificate of Registration (COR).

From 31 October 2003, the policy was tightened regarding the submission of late passport applications to BCMS. All applications received after the legal deadline will be refused and a registration document will be issued confirming that although the animal has been refused a passport, it has been registered on CTS. This document is known as a NOR (Notice of Registration). Keepers who, for valid reasons, have been prevented from meeting a deadline may appeal to the BCMS Helpline, tel: 0845 050 1234.

Failure to register cattle timeously and to record movements may mean that the animal cannot be used for human consumption. There may also be implications for subsidy payments.

Cattle movements must be notified to the CTS database within 3 days.

► **CONTACT & INFORMATION** – CTS website at www.bcms.gov.uk or via www.scotfarmonline.gov.uk. Both sites allow keepers with internet facilities direct access to the central database to register births, cattle movements and to download details to update farm records. BCMS Helpline – 0845 050 1234.

Pigs

The Pigs (Record, Identification and Movement) (Scotland) Amendment Order 2002 requires that all movements of pigs, including those going to slaughter, be notified to the Local Authority of the consigning location. This should be done on the relevant Declaration and a copy of this must be sent to the Local Authority within 3 days of the completed movement by the keeper (or his agent).

► **CONTACT & INFORMATION** – The Trading Standards Office for your Local Authority.

Sheep & Goats

The current Scottish Animal Movement System (SAMS) covers Sheep and Goat Identification and Traceability in Scotland. It has 4 main elements:

- baseline tagging or tattooing
- movement tags
- standardised Movement Documents
- notification of movement to the Scottish Animal Movement Unit (SAMU)

Full details of the system were explained in a “Dear Keeper” letter issued to all registered sheep and goat keepers. A copy of this letter can be found at www.scotland.gov.uk/livestocktraceability or a copy can be obtained from SAMU. SEERAD Area Offices can provide new books of movement documents.

Keepers who wish to notify movements to SAMU electronically can do so by going to www.scotland.gov.uk/livestocktraceability where the form should be completed as directed. Alternatively, details can be faxed or posted to the contact points below.

► **CONTACT & INFORMATION** – Queries on SAMS should be directed to SAMU staff on 0131 244 4202. Movement Document notifications to: Fax 0131 244 1946 or by post to Room 211, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, or e-mail SAMU@scotland.gsi.gov.uk

Milk Quotas

The administration of milk quotas is undertaken by the Rural Payments Agency.

► **CONTACT & INFORMATION** – Rural Payments Agency, Milk Quotas, PO Box 277, Exeter, EX5 1WB. Dairy Schemes Helpline Tel: 01392 266466, fax: 01392 266489, e-mail Milk.Quotas@rpa.gsi.gov.uk. General advice on dairy matters can be obtained from SEERAD, tel: 0131 244 6953, e-mail dairy.enquiry@scotland.gsi.gov.uk

Pest Control

Foxes

Grants of up to 50% are available on approved expenditure incurred by fox destruction clubs undertaking systematic fox control in a four month unbroken period in the spring.

Moles

Permits to purchase strychnine for destroying moles on ground which is in agricultural use may be obtained from SEERAD Area Offices.

Rats and Mice

Local Authorities provide advice on the control of rats and mice.

Wild Birds and Other Animals

In certain circumstances, licences may be granted for the killing or

taking of certain protected species for the purpose of preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber or fisheries.

► **CONTACT & INFORMATION** – Further information on Pest Control can be obtained from SEERAD Area Offices.

Pesticide Residues

Analysis of seed, crops or soil for a range of pesticides can be done by the Scottish Agricultural Science Agency (SASA). This can be used to provide information on efficacy of treatments or to ensure compliance with maximum residue limits under the Food and Environment Protection Act 1985 and The Pesticides (Maximum Residue Levels in Crops, Food and Feeding Stuff) (Scotland) Regulations 2000 (as amended).

► **CONTACT & INFORMATION** – SASA, Tel: 0131 244 8864.

Plant Breeders' Rights and National List

Statutory Schemes for potatoes, cereals and many other agricultural and horticultural species enable the breeder of a new variety to sell it and control its commercial reproduction.

► **CONTACT & INFORMATION** – SEERAD, Mail Point 1 - B, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6341

- Applications for licences to deal in varieties which are subject to plant breeders' rights may be obtained from the British Society of Plant Breeders Ltd, Woolpack Chambers, Market Street, Ely, Cambridgeshire, CB7 4ND, Tel: 01353 653 200
- Plant breeders seeking rights for new varieties may obtain details from the Controller of Plant Variety Rights, Plant Variety Rights Office, DEFRA, White House Lane, Huntingdon Road, Cambridge, CB3 0LF
- Applications for National List tests may be obtained from DEFRA at the above address

Plants, Plant Produce and Potatoes

Intra-community trade in the Single Market is governed by a system of registration for horticultural growers and the use of plant passports.

► **CONTACT & INFORMATION** – SEERAD, Horticultural Unit, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6303.

Phytosanitary conditions for the export of seed potatoes.

► **CONTACT & INFORMATION** – Visit the Scottish Executive's website at www.scotland.gov.uk/plantseedspotatoes
All queries relating to potatoes should be directed in the first instance to your SEERAD Area Office. Advice on conditions to be met for import and export including the need for phytosanitary certification and import licensing can be obtained from SEERAD, Mail Point 1 - B, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6345.

Quality Meat Scotland

Quality Meat Scotland represents the Scottish red meat industry and works closely with the sector to help improve its efficiency and profitability. Supported by statutory levies, QMS is now responsible for a range of functions relating to the Scottish red meat industry which were previously undertaken by the MLC at GB level.

QMS's aims reflect the broad range of red meat sector activity in Scotland. These are to:

- be the first port of call in Scotland for positive and authoritative information about the red meat industry
- be a catalyst for adoption of best practice throughout the red meat chain
- build on existing consumer confidence and preference for the Scotch product

- undertake a marketing strategy based on segmentation, product/brand integrity and simplicity
- enhance the culture of trust throughout the red meat supply and demand chain

► **CONTACT & INFORMATION** – Quality Meat Scotland Ltd, The Rural Centre, West Mains, Ingliston, EH28 8NZ, Tel: 0131 472 4040, Fax: 0131 472 4038, e-mail info@qmScotland.co.uk or visit www.qmScotland.co.uk

Scottish Natural Heritage (SNH)

SNH's aims are to:

- safeguard Scotland's natural heritage, particularly its natural, genetic and scenic diversity
- foster awareness and understanding of the natural heritage
- promote enjoyment and responsible public access to the natural heritage in ways which do not damage it
- encourage public support and voluntary effort for the benefit of the environment
- promote improvement of the natural heritage in and around towns and cities where most of Scotland's people live
- encourage environmental sustainability in all forms of economic activity

SNH's Natural Care programme provides payments to help protect and enhance the management of Sites of Scientific Interest (SSSIs) and Natura sites. Individual schemes, developed by SNH, set out specific management prescriptions for the benefit of particular conservation interests.

► **CONTACT & INFORMATION** – Natural Care Team, Scottish Natural Heritage, Battleby, Redgorton, Perth, PH1 3EW, Tel: 01738 444 177 or visit website www.snh.org.uk

Scrapie

Flocks monitored free from scrapie are eligible for intra-community trade in breeding sheep and goats.

► **CONTACT & INFORMATION** – Animal Health Offices or from SEERAD, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6281.

The National Scrapie Plan (NSP) for Great Britain was launched in July 2001 by SEERAD, DEFRA and NAWAD. The aim is to reduce and eliminate scrapie from the national sheep flock by selective breeding for genetic resistance to scrapie in breeding rams and by tackling disease in scrapie-affected flocks.

► **CONTACT & INFORMATION** – NSP Helpline: 0845 601 4858 or visit the website at www.defra.gov.uk/animalh/bse/bse-science/scrapie/nsp/nsp.html or contact Anna Murray, NSP Branch, Room 349, SEERAD, Pentland House, 47 Robb’s Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6413.

The Scottish Agricultural College (SAC) provides a private scrapie gene testing service. The test is carried out on a blood sample.

► **CONTACT & INFORMATION** – Catriona Ritchie, Manager, Sheep and Goat Health Schemes, SAC, PO Box 5557, Inverness, IV2 4YT, Tel: 01463 226 995, e-mail sghs@ed.sac.ac.uk or visit www.sac.ac.uk/vet/External/SGHS/Scrapie/

Seed Potato Classification Scheme

Before seed potatoes can be marketed, they must meet the requirements of The Seed Potatoes (Scotland) Regulations 2000. The Scottish Agricultural Science Agency (SASA) is the Certifying Authority for seed potatoes in Scotland.

► **CONTACT & INFORMATION** – Conditions for producing seed potatoes and details of standards for health and purity may be obtained from SPCS section, SASA, East Craigs, 82 Craigs Road, Edinburgh, EH12 8NJ, Tel: 0131 244 6346, e-mail Catherine.Landels@sasa.gsi.gov.uk or visit website www.sasa.gov.uk/seed-potatoes/classification/index.cfm

Soil testing for potato cyst nematode is a compulsory prerequisite for land on which all classes of seed potatoes entered for classification are grown.

► **CONTACT & INFORMATION** – Application forms can be obtained from SASA (contact details as above), or from SEERAD Area Offices.

Before they are despatched from the farm, all containers of classified seed potatoes must be sealed and labelled with official labels and subjected to official examination. Labels are obtainable from SEERAD Area Offices on payment of a fee accompanying a written application giving prior notice of the dates and place of dressing.

► **CONTACT & INFORMATION** – SEERAD Area Offices or from SASA.

A range of diagnostic and laboratory services is available directly from SASA. These include virus testing on tuber, leaf or soil samples, PCN testing of soil from land or crops and production of pathogen-free tubers or microplants.

► **CONTACT & INFORMATION** – SASA, Tel: 0131 244 8924 or visit www.sasa.gov.uk

Seed Testing

The Official Seed Testing Station for Scotland (OSTS), part of the Scottish Agricultural Science Agency (SASA), is the principal centre for seed testing and seed quality information in Scotland.

A wide range of tests, including purity, germination, moisture content, disease, thousand seed weight, tetrazolium and malting tests are available to merchants and growers, either for statutory purposes relating to seed certification or to provide information on the quality of farm-saved seed. The OSTs is accredited by the International Seed Testing Association. It is also accredited by UKAS to the NAMAS Standard.

► **CONTACT & INFORMATION** – OSTs, SASA, East Craigs, 82 Craigs Road, Edinburgh, EH12 8NJ, Tel: 0131 244 8908, Fax: 0131 244 8971, e-mail Caroline.Cadger@sasa.gsi.gov.uk or visit www.sasa.gov.uk/seed-testing/osts/index.cfm

SEERAD Online

SEERAD Online is part of SEERAD's Modernising Government Initiative and also fulfils one of the recommendations made by the External Communications Strategy (a strategy developed by a panel of industry representatives) for the electronic submission of subsidy claims.

The website enables producers and their agents to send claims directly to the Department over the Internet. This is a free and secure service and the site is available 24 hours a day, seven days a week. Personalised claim forms are subjected to automatic checks on dates, calculations and related information thus minimising the chance of making errors before claims are submitted. Once forms have been transmitted/submitted to the Department, the sender will receive an electronic receipt which can be printed at any time. Enrolment is automatic and there is no need to register.

► **CONTACT & INFORMATION** – Visit website www.scotfarmonline.gov.uk or contact the SEERAD Online Helpdesk on 0845 601 7597 or by e-mail at seeradonline@scotland.gsi.gov.uk

Wages

The Wages Orders of the Scottish Agricultural Wages Board and the Guide "Agricultural Wages in Scotland" detail the minimum rates of wages, overtime, holidays, sick pay and other terms and conditions of employment for workers in agriculture.

► **CONTACT & INFORMATION** – The Secretary, Scottish Agricultural Wages Board, Room 261, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6392 or visit the Scottish Executive's website at www.scotland.gov.uk/agriculturalwages

Whole Farm Review Grants

In line with the National Strategy for Farm Business Advice and Skills, the Scottish Executive proposes to launch a new advice and skills service for Scottish farmers. The key instrument within this service will be a Whole Farm Review grant scheme under which farmers will be able to obtain integrated advice on how to improve the financial and environmental performance of their business. An extensive pilot of the proposed scheme has been completed and, following evaluation, the new scheme will be launched during summer 2004. More information about the scheme and grant rates will be available at that time.

► **CONTACT & INFORMATION** – SEERAD, Farm Business Advice and Skills team, 1.E, Pentland House, 47 Robb's Loan, Edinburgh, EH14 1TY, Tel: 0131 244 6193, e-mail farmbass@scotland.gsi.gov.uk

Wildlife Incident Investigation Scheme

This scheme exists to investigate the cause of death of any animals (wild animals, livestock or companion animals) in circumstances where pesticide poisoning may be implicated.

► **CONTACT & INFORMATION** – Information and/or samples in relation to any suspected incidents should be given to the relevant SEERAD Area Office or directly to the Scottish Agricultural Science Agency, Tel: Ken Hunter or Elizabeth Sharp on 0131 244 8874, e-mail ken.hunter@sasa.gsi.gov.uk or elizabeth.sharp@sasa.gsi.gov.uk or visit www.sasa.gov.uk/pesticide-wildlife/wiis/index.cfm

SEERAD AREA OFFICE CONTACT DETAILS

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Argyll/ Western Isles	Oban SEERAD Cameron House Albany Street PA34 4AE Tel: 01631 563071 Fax: 01631 566756 SEERAD.Oban@scotland.gsi.gov.uk	Highland	Inverness SEERAD Longman House 28 Longman Rd IV1 1SF Tel: 01463 234141 Fax: 01463 714697 SEERAD.Inverness@scotland.gsi.gov.uk
	Stornoway SEERAD 10 Keith Street HS1 2QG Tel: 01851 702392 Fax: 01851 705793 SEERAD.Stornoway@scotland.gsi.gov.uk		Portree SEERAD Estates Office Isle of Skye IV51 9DH Tel: 01478 612516 Fax: 01478 613128 SEERAD.Portree@scotland.gsi.gov.uk
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Galashiels	Cotgreen Road Tweedbank TD1 3SG 01896 758806	Hamilton	01698 286509
Inverness	Longman House 28 Longman Rd IV1 1SF 01463 234141	Thurso	01847 893275
Perth	Strathearn House Broxden Business Park Lamberkine Drive PH1 1RX 01738 602211	Oban	01631 562502
Inverurie	Thainstone Court AB51 5YA 01467 626300	Kirkwall Elgin	01856 873301 01343 543871

OTHER ORGANISATIONS/CONTACT DETAILS

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West Mains Road
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Website: www.sac.ac.uk

Deer Commission for Scotland

Knowsley
82 Fairfield Road
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Website: www.dcs.gov.uk

NFU Scotland Head Office

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Website: www.nfus.org.uk

Crofters Commission

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Website: www.fwag.org.uk/scotland/

Scottish Crofting Foundation

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E-mail: hq@crofting.org
Website: www.croftingfoundation.co.uk

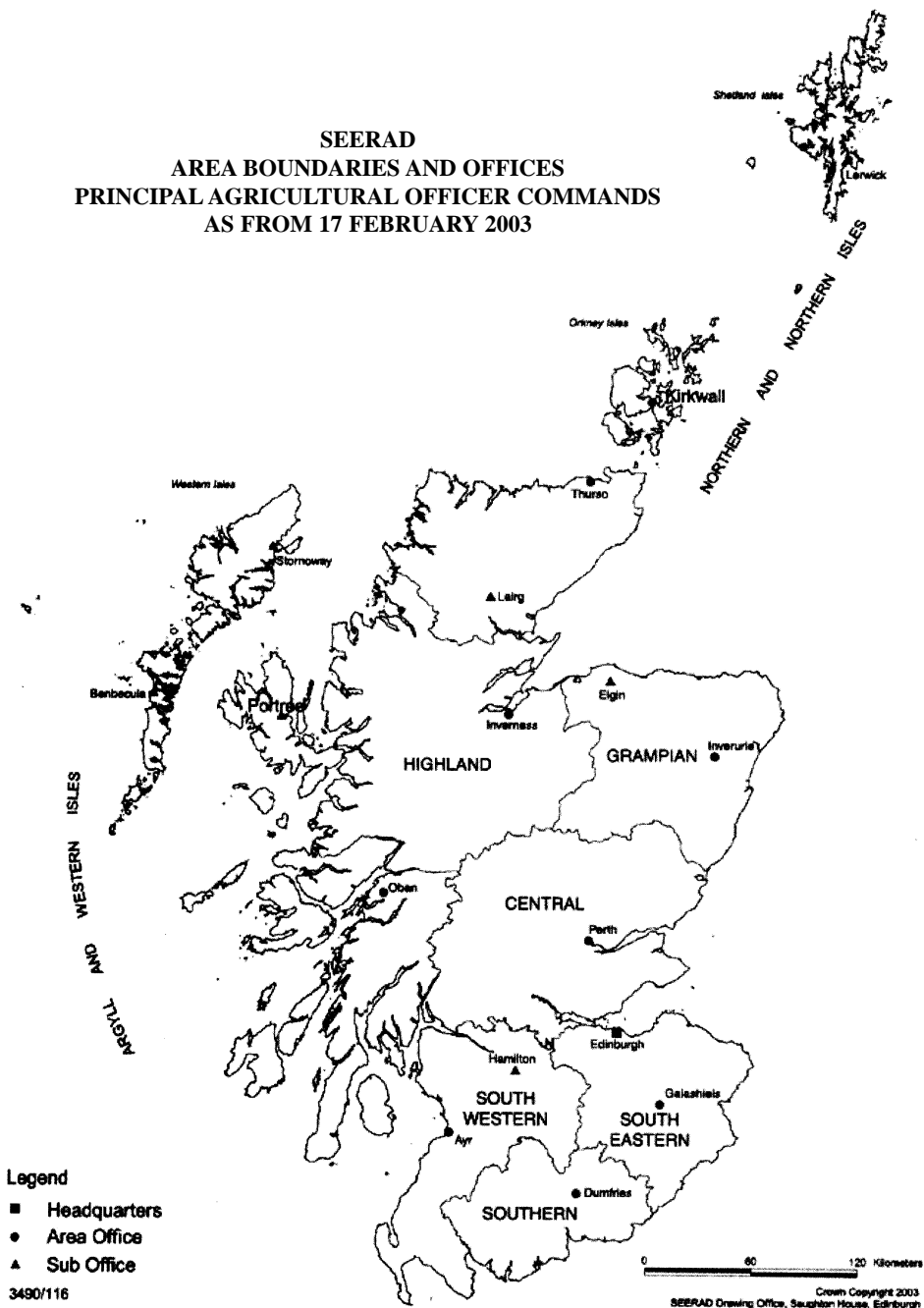
Scottish Rural Property and Business Association (SRPBA)

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Website: www.srf.org.uk

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**SEERAD
AREA BOUNDARIES AND OFFICES
PRINCIPAL AGRICULTURAL OFFICER COMMANDS
AS FROM 17 FEBRUARY 2003**



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