



Department
for Environment
Food & Rural Affairs

Invasive non-native plant species management plan (PA7)

Template

When to use this plan

Use this plan template to create a 5-year plan to manage invasive non-native plant species on your holding.

You should get your plan template approved by either:

- your local Forestry Commission area office, if you intend to undertake invasive plant control in woodlands
- Natural England, for all other habitat types and mixed applications (that include both woodlands and other habitats)

You should make any changes that either the Forestry Commission or Natural England recommend.

Update your species management plan regularly – it will be considered a live document from day one.

As a voluntary action, you may want to record any activities you undertake as part of your plan on a national database, such as [INNSMapper](#) or [iRecord](#). These free applications can be used to record the presence of invasive species and confirm their identification.

Find full details about the invasive non-native plant species control and management actions, and associated capital items at:

- [CSP13: Invasive plant species control and management \(lower rate\)](#)
- [CSP14: Invasive plant species control and management \(intermediate rate\)](#)
- [CSP15: Invasive plant species control and management \(upper rate\)](#)

Your details

Species management plan reference number or name

The reference number or name is assigned to you by either:

- the Rural Payments Agency when you applied for your capital grants plan
- Forestry Commission or Natural England, if you are using the plan without a funded capital grants item agreement

Applicant name

Email address

Telephone number

Single business identifier (SBI) number

If you are a member of a Facilitation Fund or other collaborative group that supports coordination, please list other SBI numbers whose actions are linked to yours

Holding address

Total size of your holding in hectares

Agent name (if used)

Agent email address (if used)

Agent telephone number (if used)

Changes to your plan

Use this table to record any changes to your plan. Complete the first 2 columns only.

The Forestry Commission or Natural England will complete the final 3 columns when you send your plan for approval. They may recommend changes to your plan. It is your responsibility to make these changes and update your plan accordingly.

Date of changes	Changes you made	Changes recommended by the Forestry Commission or Natural England	Adviser name	Date of review

Habitats where you will manage invasive non-native plant species

Total number of hectares or squared metres that you intend to undertake control of on your holding across all habitat types.

For each habitat type, indicate the number of hectares or squared metres you intend to undertake control on and any designations.

Designations are areas of land that are protected because of their natural or cultural importance. They include sites of special scientific interest (SSSI), special areas of conservation (SAC) and scheduled monuments. Find [protected areas of countryside](#).

Habitat type	Total area of the habitat on your holding	Area you intend to undertake control on	Give details of any designations
Woodlands (hectares)			
Agroforestry, wood pasture and orchards (hectares)			
Grasslands and arable land (hectares)			
Moorland and uplands (hectares)			

Rivers, streams, ditches, and other flowing water (metres)			
Lakes, ponds, and other bodies of water (metres if edge measured)			

If you intend to conduct control on other habitats not listed above, give the habitat type, area and any designations.

Habitat type	Total area on your holding	Area you intend to undertake control on	Give details of any designations

Map where you will manage invasive plant species

You must create a map of 1:25,000 scale of the area that you intend to manage invasive non-native plant species. The map must:

- have a suitable title
- clearly display the location and boundaries of any habitats and sensitive areas
- indicate parcel boundaries and give parcel IDs
- show the intended location of any management activity
- show the intended location of any monitoring activity
- show the location of invasive non-native plant species that you have treated on your holding within the last 10 years

You will need to produce one map for each invasive plant species you intend to control.

Mark any sensitive areas and say what these are. Sensitive areas include watercourses, archaeological features, plants of conservation interest, and breeding and resting places used by a European Protected Species that may be damaged or disturbed by the control methods.

European Protected Species include bats, otters, dormice, great crested newts, and other species of more restricted distributions. These species are protected by Part 3 of the Conservation of Habitats and Species Regulations 2017. They are protected from disturbance and damage to the places they use to rest and shelter (for example, bat roosts and otter holts).

If you have protected species on your land, you must consider and meet the requirements for protection that apply to those species before carrying out any management activities.

For more information, check [Managing wildlife on your land](#).

You can provide a map using any method. We have provided guidance on how to print a map using the [Rural Payment service](#).

Print a map using the Rural Payment Service

You can print a map of your land parcels using the [Rural Payment service](#).

1. Sign in to [the Rural Payments service](#).
2. From the 'Business overview' screen, click 'Land' then 'View land'.
3. To view individual land parcel details, select the land parcel you need.
4. The 'Parcel details' screen shows you a digital map and details of the land parcel.
5. Press 'Print'

Photographs of invasive non-native plant species

You must take and keep photographs for each invasive non-native plant species you want to control. You should take at least one photograph of an occurrence of an invasive plant per land parcel.

Photographs need to clearly show:

- the height of the plant
- its location and, if possible, its extent
- relevant identifying features, including leaves and flowers, if present

You should give the photograph a unique name that includes the:

- parcel ID where the plant is located (2 letters followed by 8 numbers, for example, SP 1234 1234)
- plant species

Location of invasive plant species on your holding

Use the table to provide information about any invasive plant species present on your holding.

Use one row for each occurrence. This includes if more than one invasive plant species is present in the same location.

Follow the instructions to help you to complete each column in the table.

Invasive plant name

Name of invasive plant species. Give both the common and Latin name, if known.

Parcel ID

Give the unique parcel ID (2 letters and 8 numbers), which was assigned when you registered land with the Rural Payments Agency.

Plant coverage

By sight, estimate the total coverage of the invasive plant species on the land parcel. High coverage is considered to be 30% or more, medium as 10 to 30%, and low as less than 10%.

Describe the location

Give a detailed description of the location of the invasive plant. You should include:

- where the plant can be found, for example, steep slope, in patches, gaps in understory, widespread across land parcel or at water edge
- any areas previously cleared of invasive non-native plant species within the last 10 years
- potential corridors of spread, for example, along rivers, roads, railway lines or paths
- any sensitive areas within the land parcel, such as watercourses, archaeological features, plants of conservation interest or resting places of bats or otters

Invasive plant name	Parcel ID	Plant coverage	Describe the location (including sensitive areas)

Treatment of invasive plant species on your holding

Use the table to provide information about the control and timings of actions you intend to undertake.

Sites may have multiple non-native invasive plant species requiring different management methods over different timeframes. Use a separate row for:

- each occurrence of an invasive plant species on your holding, for example, one row for Japanese knotweed on parcel ID SP 1234 1234, another row for giant hogweed on parcel ID NZ 5678 5678
- each action you take to eradicate, control or contain the invasive plant species, for example, one row for spray with herbicide in May and July 2024 as a primary treatment, a new row for weed wipe re-growth with herbicide in September 2024 as a follow up treatment

You must take a photograph of each invasive non-native plant species that you intend to manage and give it a unique name.

Follow the instructions to help you to complete each column in the table.

Invasive plant name

Name of invasive plant species. Give both the common and Latin name, if known.

Parcel ID

Give the unique parcel ID (2 letters and 8 numbers), which was assigned to you when you registered the land with the Rural Payments Agency.

Area treated

The total area treated in one treatment cycle. Give the answer in hectares (ha) or metres squared (m²).

Photo name

The unique name given to the photograph of the invasive plant, which should include the parcel ID and plant species.

Control method

Detail the treatment method you will use control the plant. For example, spray with herbicide, weed wipe with herbicide, stem injection with herbicide.

Timing of treatment

Give the month and year of the treatment. If more than one course of treatment, list all relevant months. For example, May 2021, July 2021, and late August 2021. If there are no sensitive areas present, explain why. For example, no sensitive areas – invasive plant more than 1 metre from water course.

Disposal of invasive plant materials

How and where you will safely dispose of the invasive plant. Read the guidance [‘How to stop non-native plants from spreading’](#).

Plant name	Parcel ID	Area treated (m ² or ha)	Photo name	Control method	Timing of treatments	Disposal of invasive plant materials

Approval of the plan

Do not complete this section. Send your plan for approval to either:

- your local Forestry Commission area office if you will undertake invasive plant control in woodlands
- Natural England, for all other habitat types and mixed applications (that include both woodlands and other habitats)

In signing below, it means:

- the general intention of the plan has been approved by either the Forestry Commission or Natural England, as appropriate
- the plan can be used to support a claim for a capital grants plan application

Approval of the plan by either the Forestry Commission or Natural England does not negate the need to gain SSSI consents or licenses to deliver activities within the plan. Consents and licences should be sought separately, after which you may need to update this plan to reflect any requirements.

Forestry Commission signature (for woodlands) (a typed signature is acceptable)

Date

Natural England signature (for all other habitat types and mixed applications that include woodlands) (a typed signature is acceptable)

Date