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URBforDAN



URBforDAN Operational Planning Guidelines
Joint methodology / approach for preparation of Operational
parts of Integrated multi-use Management Plans – FINAL
VERSION



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Background

OP (operational plan) is a basis for multi-use management in urban forests. OP includes elements of tactical and operational plan. The framework for it is a strategic plan for integrated multi-use forest management for the whole area of urban forests of certain urban centres. The perimeter of OP is a rounded area within a wider area of urban forests. OP is the basis for the implementation of the activities and measures in urban forest for providing desired ecosystem services. Additional detailed operational plans (projects, sketches) for carrying out the activities and measures defined in OP can be elaborated.

This template is a draft; based on your comments and improvements, the final version of the template of operational plan for integrated multi-use management in urban forests will be elaborated.

How to use the template

Use the template as a frame planning tool; it is expected that you adapt and modify the suggested template to provide effective planning in the social and natural conditions in your study area. This should, however, be previously discussed and agreed with the WP4 leader.

Writing style, maps, appendix

The OP is a tool for communication with various stakeholders, therefore a relatively short and understanding text in all sections of the plan is desired. The main text should contain crucial information and decisions about integrated management in urban forests in the next planning period; simple tables and understandable maps are desired. All additional information (text, tables, maps) relevant for the understanding of the main text of OP should be included in the appendix.

Participation of stakeholders

In the planning process, a participation of stakeholders is foreseen. The participation is important part of the planning process, even more important than writing the text only. Therefore, a big effort should be made to include stakeholders in the planning process.

Availability of data, legal conditions

A template is going to be used in various conditions with different availability of data related to the forests and the management in your study area. If there is lack of data on forest and forest management in your study area, then invest more time to gather data which are crucial for the planning. Anyway, the main effort should be focused on planning and decisions on management in the next period and not on collecting the data.

Planning system

The content of OP should be in accordance with the strategic plan and legal documents relevant for the individual study area. However, the OP can expose that changes of current planning/legal documents are needed.

1 INTRODUCTION

(1/2-1pages (hereafter p))

1.1 The aim and purpose of OP

- The aim of OP
 - *Shortly explain the aim (e.g. to ensure the multipurpose and sustainable use of urban and peri-urban forests - UPF)*

- The purpose of the plan
 - *Explain the basic purpose of OP. For example, OP can be a basic document for municipalities / cities for forest management, it can be the basis for the participation of the forestry administration, city administration, forest owners and stakeholders in the management of the UPF, etc.*

- Link to the strategic part of integrated multi-use management plan
 - *Clarify that OP relates to the strategic plan (SP) (link), as it is pointed out in individual chapters.*

(1-2p)

1.2 The design of the plan, obligations and validity of OP

- Basis for OP
 - *Specify the types of forestry plans that include the UPF area, if any*
 - *Specify other relevant documents (e.g. spatial plans)*

- Relation to forest management and other planning bases
 - *Explain the relationship between OP and general forest management plans (FMP). OP should be consistent with the content of FMPs; in addition, it may be more detailed or contain proposals for supplementing FMPs. The same applies to other spatial documents. OP can be a basis for the preparation of spatial plans or can even be land-use plan for the UPF area.*

- Obligation
 - *Explain what is the status of OP. Is OP binding for anyone?*
 - *It is likely that OP is a mandatory basis for the city administration, the planning of the use of funds, and also for the acquisition of international or national projects that are in line with the content of the OP.*
 - *OP is the basis for the participation of the city administration in the preparation of FMPs.*

Thus, OP directly and indirectly influences the work of the forestry administration which is generally responsible for forest planning, management and monitoring.

- *Guidelines defined by OP are not directly binding for private forest owners; however, the OP is an instrument for the communication with private owners about forest management, and a basis for projects/agreements, subsidies, which support providing societal services in private forests. Some limitation for forest management in private forests can derive from the importance of forest for societal functions OR/AND from the legal regulations if the UPF area was declared by state or municipality as a forest category with a specific value/treatment.*

 - Preparation of the plan
 - *Clarify who is responsible for preparing the plan and shortly describe the planning process. Communication between the forestry administration and the city administration is extremely important during the OP preparation.*

 - Time validity
 - *Define the time span of OP. Clarify who is responsible for the plan revision.*

 - Implementation and operational planning
 - *OP is the basis for the implementation of the activities of the city administration in the UPF area. It includes guidelines, planned measures and facilities. OP cannot contain all the details for the implementation; therefore, activities that are defined in the OP can be elaborated during the period of validity of OP in detail by operational projects (even after the end of URBforDAN project).*

 - OP area
 - *Unambiguous spatial definition of the area included in the OP is needed (include a map)*
-

2 THE IMPORTANCE OF URBAN FORESTS AND MAIN MANAGEMENT OBJECTIVES

(1-2p)

2.1 Purpose of UPF

- Ecosystem services/ forest functions/ importance of UPF
 - *Define the purpose of UPF; what forest functions/ES/management objectives are the most important. Rank the importance of forest functions / ES in UPF. Use the participatory approach in defining the importance of forest functions /ES/ management objectives. Proposed form: spreadsheet and brief explanation (justification). The data should refer to the entire focus area of UPF.*

 - Target groups / users
 - *List and shortly describe the main user groups, for example:*
 - *local population; different groups of visitors / recreation activities*
 - *tourists*
 - *educational institutions*
 - *forest owners*
-

3 STATE OF FORESTS AND FOREST USE

(2p)

3.1 State of forests and forest management

- Forest area
 - *Surface of forest area in ha and % of the whole area*

 - Ownership of forests
 - *Indicate the surface of forest area in different ownership categories (ha, % of total forest area). The main categories are: private – individuals, private – business, public – local communities, public – state owned. Map of property categories in the appendix of the OP is desired.*

 - Forests, site conditions, forest types, stand types
 - *Concise record of the state of forests and changes. Put it in paragraphs (including bullet points and graphs) and include maps in the appendix. The maps of forest types and stand types are required. Data on development phases/age classes, growing stock, stand increment are required. You can link to the website of forestry administration (or other source of data).*

 - Forest operations
 - *Harvest, silvicultural and protection works, use/ sale of wood. Amount of annual (allowable) cut per hectare is required. Map of cutting (m³/ha) per compartments (stand types) is desired in appendix (.shp format).*

 - Wood production
 - *Technology used*

 - Forest accessibility
 - *Technology used*

 - Impacts, problems
 - *Which impacts, besides management of forests, are relevant for the state and development of forests (e.g. ungulates, natural disturbances, damages)*
-

(1p)

3.2 Visit to UPF and infrastructure

- Visit to forest
 - Give an estimate of the annual visit of people (on the whole surface or per unit area (e.g. X per km²), as well as the structure of visitors
 - Importance of forests for visitors (and changes in the importance of the forest for visitors, if available)
 - Trends, pressures and conflicts regarding the visit of the UPF

- Already available infrastructure
 - Accessibility
 - Paths (types, length) (add a map in the appendix if possible)
 - Polygons (cycling, arching, canopy walking, etc.) (add a map in the appendix if possible)
 - Fireplaces
 - View points
 - Benches
 - Springs / water
 - Etc.

(1p)

3.3 Important objects in UPF

- Nature conservation
 - Reserves
 - Natural values/features
 - Monuments
 - Natura 2000 sites
 - etc.

- Cultural heritage
 - List of objects, short description

- Other objects
 - List of objects (e.g. water protection zones), short description

(1p)

3.4 Assessment of use, changes and influencing factors

- Damages, risks
 - Indicate the damage to forests and explain the potential threat to forests (e.g. due to disturbances, climate change, visitors)

- Issues of forest use
 - Indicate the significant issues of the forest use (may be given in the bullet points; e.g. possible conflicts between private forest owners and visitors; work operations in private forests in the potential presence of visitors, damages caused by visitors, erosion due to cycling)

4. GUIDELINES FOR FOREST MANAGEMENT

4.1 Subordinated guidelines

(1/2p)

- Forest management plans
 - *Specify key guideline*
 - Spatial plans
 - *Specify key guideline*
 - Strategic plan for UPF
 - *Specify key guideline*
-

4.2 Fundamental/basic concepts

(2p)

In this chapter concepts/strategies relevant for the whole focus area of UPF are presented, only! List the main concepts in a brief form! More specific management guidelines are defined in 4.3, 4.4 and 4.5.

- Forest land, forest area
 - *Main guidelines regarding the surface of forest area (stay as it is/status quo, possible conversion to other land uses, desirable increase of forest area)*
- Structure and forest composition
 - List briefly the basic guidelines for the management of forest stands. (In the case that there is no forest management plan elaborated for the area, this part of OP should be more comprehensive).*
 - *Guidelines for the development of forest stands:*
 - *silvicultural systems*
 - *harvesting*
 - *selection of tree species*
 - *monitoring of forest regeneration*
 - *salvage cutting after damages/disturbances*
 - *management of forest edges*
 - *stability of forest stands*
- Technology of wood production
 - *Shortly specify key guidelines for timber production and implementation of forest management measures:*
 - *harvesting and wood transportation*
 - *wood concentration*
 - *season/ time of work*
 - *informing, communication*
- Nature conservation
 - *List the basic guidelines for nature conservation*

- Areas with emphasized ES (or forest functions) in the UPF area
 - *Explain the difference between general forests (forest with no priority ES) and areas, which are relatively more important for the selected ES due to specific requirements (one or two sentences).*
- The use of forests
 - *Describe the guidelines regarding the forest use (visitors, accessibility...) (only general guidelines, a sentence or two)*
- Infrastructure in the forest area
 - *Describe the guidelines regarding the infrastructure in the forest area (density and maintenance of forest roads, skidding tracks, trails, biking trails ...); include a map of infrastructure with short explanation*
- Communication / Informing the public
 - *Describe how you will present the plan to the public and how will you monitor the changes and the implementation of activities in UPF? Who is responsible for informing the public (e.g. municipality, forestry administration)*
- Cooperation between stakeholders
 - *Describe who, when and where the stakeholders were included in the planning process. Be aware to start with involvement of stakeholders already at the beginning – in the phase of ES assessment and elaborating of specific objectives*

(2p)

4.3 Guidelines for allocations with priority ES

Use the allocations from the strategic map, but only the part for focus area. The guidelines are summed from the strategic plan, but they have to be more specific. The entire chapter 4.3 is based on the strategic map and guidelines from strategic plan, but is only written/adapted for the focus area.

- Allocations for priority ES
 - *Explain what they are (a sentence). Show the map. Use your own classification of forest functions/ES if you have it. OP must be in accordance with the existing planning system. If you do not have any mapping of forest functions, then use four main groups of ES (provisioning, regulating, supporting and cultural ES), which can be further subdivided.*
- Other multifunctional forests
 - *Explain what they are (a sentence).*
- Overlapping of allocations
 - *Explain (a sentence).*

4.3.1 Allocations for priority ES

In one table, for each ES allocation define:

- *Importance*
- *Surface (ha)*
- *Specific guidelines for these areas (forest development, technology, infrastructure, other measures)*

4.3.2 Other multifunctional forests

- *These are forests with no priority ES; describe their importance*
- *Surface (ha)*
- *Specific guidelines for these areas (forest development, technology, infrastructure, other measures) (two, three bullet points)*

4.4 Detailed forest zoning

(1-2p)

With the zoning, the regime of the use of urban forests is defined into detail. Zoning is a planning instrument for multiple forest use, usually limited to societal values. By the detailed zonation the primary use is defined for the designated areas, which is important to prevent conflicts in forest use. Consider if zoning is really needed to provide various ES. Participation of stakeholders is desired when defining detailed allocations.

- Zoning regarding the forest land use
 - *For detailed allocations, specific regimes can be defined. You should delineate your allocations for priority ES in greater detail, for example, define areas for*
 - *intensive recreational use*
 - *dispersed recreational use*
 - *particular type of recreation, such as downhill polygons, mountain biking trails, hiking trails, riding trails, thematic trails (current state and planned state)*
 - *touristic use of forests*
 - *cultural heritage due to different reasons*
 - *quiet zones*
 - *special habitats, other nature conservation areas*
 - *forest classrooms, kindergarten classrooms, teaching/ educational trails*

- Management regime
 - *Similarly, as in the section 4.3, in table format for each zone define:*
 - *importance*
 - *surface (ha)*

- *specific guidelines for these areas (forest development, technology, infrastructure, other measures)*

(5-10p)

4.5 Activities

Prepare a list of the main activities planned in the next planning period. Participation of stakeholders is desired when defining management activities.

Examples of such activities:

- *arrangement of entry points*
- *recreational paths, cycling polygons*
- *points of interests (e.g. lookout tower)*
- *management of water catchments, water bodies*
- *info points: marking, routing equipment*
- *playgrounds*
- *areas for kindergartens and schools*
- *accessibility to UPF (e.g., accessibility with public transport, availability of parking places)*
- *promotion and informing the users*

In the case that there are no forest management plans for the focus area, one of activities should be devoted to silviculture and forest management.

4.5.1 A detailed plan for each of activities listed above

(for each activity 1-2p)

This is a crucial part for the operationalization of the plan. Participation of stakeholders interested in certain activity is desired. Uniform template for various activities is defined. However, for an individual activity fill out the elements of the plan which are crucial for the implementation. Put this section into appendix!

- Area and map
 - *Name (see list above) and add informative map with location(s) for this activity in the UPF area*
- Condition / problems
 - *Briefly describe the situation in the planning area*
- Target state
 - *Specify the desired state*
- Purpose
 - *Determine the purpose; what will be improved with this activity?*
- Priority
 - *Can be categories (very, medium, less) or in periods – how high is the priority to perform*

this activity (e.g. must do it in the next 2 years, can be done in the second half of the planning period)

- Most important ES
 - *List the key ES in the area of activity*
- Possible activities
 - *Possible (planned) use of forests*
- Unwanted or prohibited activities
 - *List the activities that are not allowed or are restricted*
- Silviculture measures
 - *Possible (planned) use of forests*
- Measures for wood production
 - *Define if important*
- Infrastructure measures
 - *Define if important*
- Additional plan/sketch, if needed
 - *Define, explain*
- Costs
 - *Calculate the total cost*
- Financiers
 - *List the financiers of the activity*
- Coordinators
 - *Define the main coordinators*
- Stakeholders
 - *Define all the relevant stakeholders*
- Legal basis
 - *List the main basis*
- Notes
 - *If any*

5. GOVERNANCE

5.1 Implementation/ responsibility

(1p)

Identify the bodies which will be responsible for the implementation of the plan during the URBforDAN project and after that – as well the way of maintenance of the facilities. You can illustrate this by a figure.

- A list of main managers/coordinators of activities and their responsibilities
 - *Explain who are the main managers/coordinators and their roles*
 - *Municipality*
 - *Forest owners*
 - *Forestry administration*
 - *Companies*
 - *Etc.*
 - *Explain the scheme of implementation of the plan and maintenance of the facilities.*
- Subsidy system
 - *In some cases, when forest owners are limited in forest management due to the use of their forests by other users, compensation for the limitation should be foreseen. Several types of compensation are appropriate:*
 - *Financial compensation*
 - *Public investments into forest infrastructure*
 - *Higher standards of maintaining forest infrastructure*
 - *Organization and implementation of silviculture and protection works*
 - *Facilitating the implementation of works in all forests by forest owners who express their interest*
 - *Other types*

5.2 Forest owner association

- *Explain activities (if relevant)*
-

6. MONITORING

6.1 Indicators of monitoring and control

(1p)

Describe how to control the success of all implemented activities and forest management measures. It could be in a tabular format or using a simple spreadsheet. Define the period of control. Implementation of activities listed above can be a crucial part of the assessment of forest management effectiveness. In addition, periodical survey of visitors with standard questionnaire is desired.

6.2 Revision of the plan

The plan can be revised earlier than defined by the planning horizon. Explain

- *in which case the revision should take place*
 - *who is responsible*
-

7. COSTS AND FINANCING

(1p)

Assess the overall costs of the plan implementation. Costs must be shown separately for the duration of the project URBforDAN and after the end of it.
