



20th June 2022

Dear XXX,

I am writing to you to advise that the Department of Agriculture, Food and the Marine have engaged Auxilia Consultants to carry out a Training Needs Analysis (TNA) of the forestry licence applications process for forestry professionals (interacting with the licensing system) and by extension other professionals involved in licence applications and forest owners who submit their own felling applications. It will also cover the Native Woodland Conservation Scheme.

This analysis will assess the training needs of those who are directly involved in submitting forestry licence applications and associated documentation to the Department of Agriculture, Food and the Marine: **forest owners, foresters, ecologists and archaeologists**. It will not cover other training needs of the sector or the training needs of DAFM officials involved in assessing and processing licences.

TNA Objectives:

- To review current training provision and identify gaps in line with the forestry licensing process and the Native Woodland Conservation Scheme application process.
- To make recommendations for required training provision to support the submission of quality applications relating to afforestation forest roads and felling licences, and for approval into the Native Woodland Conservation Scheme. Note: This is confined to the Department of Agriculture, Food and the Marine forestry application process for these licence types and the Native Woodland Conservation Scheme.
- To assess the need for awareness building of the forestry licensing system amongst the primary prescribed bodies, who may be consulted by the Department during the licensing process i.e. NPWS, Inland Fisheries Ireland, An Taisce, Local Authorities and the National Monument Service.

As part of this process, team members from Auxilia will be in contact with you in the coming weeks for your views. Initial contact will be by phone/email but additional methods of communication such as direct meetings, zoom meetings and structured interviews may also be necessary. It is our intention to ask you to complete an online survey via SurveyMonkey, and the questions will be based on our discussions / communication with you and on our review and mapping of the licensing process. Following on from the consultation each listed stakeholder will be requested to make a



submission on their views regarding what training is required, its format, timing and delivery mechanisms.

Consultation with stakeholders forms an important part of assessing the training needs relating to licensing. We would be most appreciative of your input into this process as the analysis aims to facilitate a well-functioning licensing (and approval for NWCS) system, where those who are submitting applications are clear about DAFM requirements and have access to appropriate training and supports.

The Auxilia team consists of Henry Phillips, Paddy Bruton, Marina Conway and Damien Farrell.

Yours sincerely,

Patricia Kelly
Principal Officer
Forestry Division