



Rural Payments
Agency

Greening workbook for the Basic Payment Scheme in England

2018

This publication was
archived on 12 June 2018

Visit our webpage: www.gov.uk/rpa/bps2018

Claim BPS online



Use built-in checks to help you get your application right and get an instant receipt.

Do more than just apply:

- check your entitlements online and transfer them
- view maps and aerial photography
- print maps of individual land parcels
- transfer and remove land parcels online

“

“... compared to other systems we have used it's very good”

”

BPS Applicant,
Dorking

How to work out if you meet the greening rules

This workbook is designed to help you work out if you are meeting the crop diversification and ecological focus area (EFA) greening rules for the 2018 Basic Payment Scheme (BPS) in England.

Use this workbook for your own calculations every year - you do not need to send it to the Rural Payments Agency as part of your BPS application. Filling in this workbook does not prove that you meet the greening rules. You need to complete a BPS application to show how you are meeting the rules, and RPA will use that information to work out if you are meeting them. You could also be inspected.

Read the 'Basic Payment Scheme: rules for 2018' before you apply: www.gov.uk/rpa/bps2018.

You can apply online – using the Rural Payments service - or on paper using a BPS application form. If you submitted a paper form in 2017, you will receive a BPS 2018 paper application pack, including a paper application form. However it is quicker and easier to apply online. Give us a call on 03000 200 301 to set up your online application form.

What to fill in

If you need to check that you are meeting:

- the crop diversification rules, fill in pages 4 and 5
- the EFA rules, fill in pages 6 and 7.

What is your total area of arable land

What you need to do to meet the greening rules each year will depend on how much arable land you have at your disposal. You need to include all the arable land you have on your holding when you work out your total arable area - even if you are not claiming BPS on it.

For BPS, arable land is:

- land cultivated for crop production. This includes:
 - land used for combinable crops
 - crops grown as root crops and/or fibre (including hemp)
 - crops grown for animal feed, such as forage maize and forage rape
 - field vegetables
 - cut flowers or bulbs and soft fruit (other than permanent crops)
- fallow land
- temporary grassland

Work out your total area of arable land before you start using this workbook. You might have used this workbook in 2017 to check whether you met the crop diversification and EFA requirements. You should still check your land areas before you complete this workbook for 2018 – there might have been changes since last year, for example changes to the size of your holding or land uses.

Crop diversification

Depending on how much eligible arable land you have on your holding, you may need to grow at least 2 or 3 crops, covering certain areas of your land, to meet the crop diversification rules.

Read the 'crop diversification' section of the BPS 2018 scheme rules: www.gov.uk/rpa/bps2018

Read the 'Land' section of the BPS 2018 Scheme rules to make sure you know what counts as 'eligible land'.

Crop diversification totals

Use Part A if you have between 10.00 and 30.00 hectares of eligible arable land and need to grow at least 2 different crops. Use Part B if you have more than 30.00 hectares of eligible arable land and have to grow at least 3 different crops to meet the rules.

Part A: 2 crops

If you need to grow at least 2 crops, your main crop cannot cover more than 75% of your arable land. Use the boxes below to work out if you are meeting the rules.

- ① Put the total area of your main crop (in hectares) in the first box
- ② Put your total eligible area of arable land (in hectares) in the box below
- ③ Divide the first box by the second box
- ④ Multiply the answer by 100 to get the percentage of your arable land that your main crop covers.

Total area of main crop (ha)	①	
Divided by total area of arable land (ha)	②	
=	③	X 100 =
		<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 100px; height: 25px; text-align: center; margin-right: 5px;">④</div> <div style="margin-right: 5px;">%</div> </div> <p style="margin-top: 5px;">To meet the rule, the answer should be no more than 75%</p>

Part B: 3 crops

If you need to grow at least 3 crops, your main crop cannot cover more than 75% of your arable land and your 2 main crops must not cover more than 95%. Use the boxes below to work out if you are meeting the rules.

Enter:

- ① the total area of your main crop (in hectares) in the first box
- ② your total area of arable land (in hectares) in the box below
- ③ divide the first box by the second box
- ④ multiply the answer by 100 to get the percentage of your arable land that your main crop covers.

Total area of main crop (ha)

Divided by total area of arable land (ha)

=

X 100 = %

To meet the rule, the answer should be no more than 75%

To work out if your 2 main crops cover less than 95% of your total arable land:

- ① Put the total area of your main crop (in hectares) in the first box
- ② Put the total area of your second largest crop (in hectares) in the second box
- ③ Add box 1 and box 2 together (in hectares) to give the total area of crop
- ④ Put the total area of your arable land (in hectares) in box 4
- ⑤ Divide the total area of your crop (box 3) by your total area of arable land (box 4)
- ⑥ Multiply the answer by 100

Total area of main crop (ha)

Total area of second largest crop (ha)

Total area of crop – box 1 plus box 2 (ha) =

Total area of arable land (ha)

Divide box 3 by box 4 =

X 100 = %

To meet the rule, the answer should be no more than 95%

Ecological Focus Areas (EFAs)

To meet the EFA rules, your total area of EFA must add up to the equivalent of at least 5% of your total eligible arable land (to work out 5%, multiply your total arable area by 0.05). You may want to have more than 5% to make sure you are meeting the rule. Before you fill in this section, read the EFA section of the BPS 2018 scheme rules: www.gov.uk/rpa/bps2018.

Use the table below to work out the total amount of each type of EFA area / feature you have. Use the amounts from each 'Part D' sheet you have filled in on your BP5 application form or from the EFA section of your online application summary to complete the columns below. There are 'total' boxes at the bottom of each column (below) for you to add these totals into. You can use entries up to 4 decimal places to reflect what's on your form/online.

Field name/ reference	Nitrogen- fixing crops (hectares)	EFA Fallow land (hectares)	Buffer strips or field margins (metres)	Hedges or trees in a line in an arable land parcel (metres)	Adjacent hedges or trees in a line (metres)	Catch crops (hectares)	Cover crops (hectares)
	Total	Total	Total	Total	Total	Total	Total

What your EFA areas / features are worth for greening

Put the totals from the previous page into the 'Total size/length' column below, then work across each row (column by column) to see what your areas / features are worth for EFA in square-metres. For example, if you have 5 hectares of nitrogen-fixing crops, write '5' in the 'Total size/length' column, then multiply 5 by 10,000. Write the answer (50,000) in the 'Square-metres' column. Then multiply that figure by '1' ('what it is worth for EFA') to get the total square-metre area for EFA (50,000). Write the amount of square-metres in the final column. When you have worked out a total in square-metres for all your areas / features, add them all up and put the total in the 'Total in square-metres' box at the bottom corner of the table.

	Total size/ length	Convert to square-metres	Square-metres	What it's worth for EFA	Total square-metres for EFA
Nitrogen-fixing crops		x 10,000		x 1	
EFA fallow land		x 10,000		x 1	
Buffer strips or field margins		-----	-----	x 9	
Hedges or trees in a line in an arable land parcel		-----	-----	x 5	
Adjacent hedges or trees in a line		-----	-----	x 5	
Catch crops		x 10,000		x 0.3	
Cover crops		x 10,000		x 0.3	
Total in square metres					

Total EFA in hectares

Total in square-metres

Divded by 10,000 =

Total EFA in hectares

Are you meeting the EFA rules?

To work out if you are meeting the rules, put your total EFA in hectares in the first box, then your total area of arable land in the box below. Divide your total EFA by your total arable land, then multiply that figure by 100 to get the equivalent percentage of EFA.

To work out if you are meeting the rules:

- ① put your total EFA in hectares in the first box
- ② your total area of arable land in the box below
- ③ divide your total EFA by your total arable land
- ④ multiply that figure by 100 to get the equivalent percentage of EFA.

Total EFA(ha)	<input type="text"/>				
Total eligible arable land (ha)	<input type="text"/>	=	<input type="text"/>	X 100 =	<input type="text"/> %

Equivalent percentage of arable land covered by EFA. Should be 5% or more to meet the rule

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More information

If you're deaf, deaf blind, deafened, hard of hearing or speech impaired and have a text phone, you can use Text Relay (previously known as Type Talk). This is a telephone relay service that means you can communicate with hearing people by telephone. To contact RPA using Text Relay, dial 18001 03000 200 301 from your text phone.

To use text relay on a device such as a smartphone or computer you also need to download the free Next Generation Text app from www.ngts.org.uk or from a marketplace such as Google Play or the App Store.

You can make a text relay call in a number of different ways and using a number of different devices.

For more information go to www.ngts.org.uk

To receive this guidance in large print, or another alternative format, contact RPA.

To complain to RPA, write, email or telephone. Full guidance about how to complain or appeal is available online at www.gov.uk/rpa.

The Farming Advice Service – if you need help

The Farming Advice Service (FAS) is funded by Defra to provide free, confidential advice to farmers and farming industry advisers to help them understand and meet requirements for cross compliance, 'greening', water protection and the sustainable use of pesticides.

Call their helpline on 03000 200 301 or search for more information on the Farming Advice Service online.

The logo for the Farming Advice Service is a dark green speech bubble shape. Inside the bubble, the word "Farming" is written in a white, bold, sans-serif font, and the words "Advice Service" are written below it in a smaller, yellow, sans-serif font.

Farming
Advice Service

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Contact us

Visit our website



www.gov.uk/rpa

For more information about the Basic Payment Scheme in 2018, go to www.gov.uk/rpa/bps2018.

Look on our website for information about when the Rural Payments service may not be available.

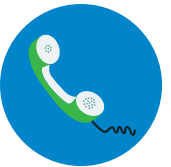
Email



ruralpayments@defra.gsi.gov.uk

Please quote your single business identifier (SBI) for all enquiries

Call us



03000 200 301 (Monday to Friday 8.30am to 5pm, except bank holidays).

Write to us or send evidence to support applications to

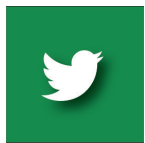


Rural Payments Agency
PO Box 352
Worksop
S80 9FG

Please quote your single business identifier (SBI) for all enquiries.



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Call us now on 03000 200 301 to activate your BPS 2018 online application

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This document is also available on our website at www.gov.uk/rpa/bps2018

www.gov.uk/rpa

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