



Llywodraeth Cymru
Welsh Government

Farm Business Grant General Rules Booklet



Cronfa Amaethyddol Ewrop ar
gyfer Datblygu Gwledig:
Ewrop yn Buddsoddi mewn Ardaloedd Gwledig
European Agricultural Fund for
Rural Development:
Europe Investing in Rural Areas



Llywodraeth Cymru
Welsh Government

The Welsh Government Rural Communities-
Rural Development Programme for Wales
2014-2020

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Important Information

- Expressions of Interest (Eol) and claims for the Farm Business Grant (FBG) are now submitted through RPW Online.
- You are now able to submit Eols in multiple windows with a minimum £3,000 threshold per application. The maximum overall threshold is £12,000.
- Contracts will be offered to customers who are selected for the FBG and will have to be accepted within 30 days of the contract offer date.

To accept or decline the FBG contract offer, you must click the 'blue button' on the RPW Online homepage.

- Items cannot be purchased until the contract is accepted **the 120 day timescale for purchasing the items and submitting a claim starts from the date the contract is offered**
- **To claim the FBG payment, you must submit:**
 - a FBG claim through RPW online, using the Capital Works Claim page
 - invoices for all claimed items
 - an accountant's letter confirming business turnover of £1m or less

. This was a common problem in previous windows with incomplete claims being submitted. It is your responsibility to ensure all this information is submitted by the claim deadline.

It is no longer a requirement for you to:

- Have received a Basic Payment Scheme (BPS) payment in the most recent scheme year.
- Have been trading for a minimum of 2 years.

Key Messages

- The Eol has been developed digitally and is available through the RPW Online service. Expression of Interests must be submitted through RPW Online by the publicised deadlines.
- If you are not yet registered with RPW Online, please refer to the Welsh Government website for the [how to register guidance](#) or call the Customer Contact Centre on 0300 062 5004.

- Guidance on completing the online EoI is available on the [Welsh Government website](#).
- You must register your business with [Farming Connect](#) in advance of applying for Farm Business Grant (FBG).
- Eligibility for the FBG requires the business to have had a representative attend a 'Farming for the Future' event organised by Farming Connect. The business must be registered with Farming Connect and RPW. The business representative must attend using the CRN they intend to claim a FBG for.
- In order to be eligible for the grant, the business applying must be registered with Farming Connect prior to a member of the business booking a place in advance of attending a Farming Connect Farming for the Future event.
- The maximum grant award is £12,000

The minimum grant award is £3,000

The grant provides a 40% contribution towards capital investments in equipment and machinery that have been pre-identified as offering clear and quantifiable benefits to farm enterprises.

- An EoI may exceed the maximum grant by adding a single item. If selected, the related claim is capped to the maximum £12,000 grant.
- If you have applied for the FBG in one of the first two application windows and your application has been selected, but did not reach the £12,000 maximum, you can apply in this or a future window. The grant value of your EoI must be £3,000 or more.
- Annex A provides a list of eligible capital items and is available to view on the [Welsh Government website](#).
- If your EoI is selected, all items applied for must be purchased.
- If you buy items that are of the wrong kind or specification; or you have bought items before the FBG contract is accepted; or you have not bought all of the items listed in the contract, the claim will be rejected and any grant paid will be recovered.

- FBG forms part of the Welsh Government Rural Communities - Rural Development Programme for Wales 2014-2020.

Section A - Introduction

The Farm Business Grant is a Capital grant scheme available to farmers across Wales.

These Guidance Notes explain the **Farm Business Grant (FBG)** and the application process. Please read them carefully. If you then consider your investment plans may qualify for grant and you want to apply for support under this scheme, please see Section C and refer to the [How to Complete booklet](#).

The FBG is an important element of the Welsh Government Rural Communities - Rural Development Programme 2014-2020. It is designed to help farmers in Wales to improve the economic and environmental performance of their agricultural holdings.

Scheme objectives:

- increase on-farm investment;
- increase technical performance;
- increase on-farm production efficiencies; and
- increase on-farm resource efficiencies.

The FBG covers capital investments in equipment and machinery that have been pre-identified as offering clear and quantifiable benefits to your farm enterprise. The capital items have been specified along with a standardised cost.

Applications for the FBG will need to address the strategic and thematic objectives of the Welsh Government.

Activities under the FBG must address **at least one** of the following Welsh Government Rural Communities - Rural Development Programme 2014-2020 Focus Areas:

Focus Area 2. Enhancing competitiveness of all types of agriculture and enhancing farm viability:

- 2a) facilitating restructuring of farms facing major structural problems, notably farms with a low degree of market participation, market-oriented farms in a particular sector and farms in need of agricultural diversification.

Focus Area 5. Promoting resource efficiency and supporting the shift towards a low carbon and climate resilient economy in agriculture, food and forestry sectors;

5b) increasing efficiency in energy use in agriculture and food processing

5d) reducing nitrous oxide and methane emissions from agriculture.

The scheme is discretionary. The amount of grant offered would relate to individual circumstances and would always be the **minimum amount necessary** to allow the investments to go ahead.

The items available through the scheme cover the following five themes:

- Animal Health, Performance and Genetics.
- Crop Management.
- Resource Efficiency.
- Energy Efficiency.
- ICT.

The Farm Business Grant has been approved by the European Commission. Any further changes will be publicised via the [Welsh Government website](#), GWLAD online and where necessary we will also contact you directly.

Farm Business Grant is funded through the Welsh Government and the European Commission to form part of the Welsh Government Rural Communities - Rural Development Programme for Wales for 2014 to 2020.

Farm Business Grant is governed by The Rural Development Programmes (Wales) Regulations 2014 No. 3222(W327); Council Regulations (EU) No. 1305/2013, 1303/2013 and (EU) No. 1306/2013, Commission Implementing Regulation (EU) No. 808/2014 and (EU) No. 809/2014 and Commission Delegated Regulation (EU) 640/2014 and 807/2014 (all as amended from time to time). Copies of these regulations can be found at EUR-Lex web site (eur-lex.europa.eu) or copies can be requested from the Rural Payments Wales Customer Contact Centre.

Section B – Farm Business Grant Eligibility

You are eligible if:

- You are registered with the Welsh Government and have been issued with a Customer Reference Number (CRN). Please refer to the Welsh Government website for the [how to register guidance](#) or call the Customer Contact Centre on 0300 062 5004.

- A member of the business, as identified with Farming Connect and Welsh Government, must have attended a 'Farming for the Future' event organised by Farming Connect
- You will not be able to submit an EoI if you or a member of the business has not attended an event.
- You must:
 - have 3ha of eligible registered agricultural land registered in Wales, or
 - be able to demonstrate over 550 standard labour hours.
 - Have a business turnover of £1m or less (in order to receive the FBG payment you must submit a letter from your accountant confirming your business turnover for the most recent financial year that accounts are available when you submit your claim).
- The scheme is open to EoIs from a wide range of businesses involved in the primary production of **agricultural products**, such as:
 - sole traders
 - voluntary sector organisations
 - private and public limited companies (SME and Large Enterprises)
 - farming businesses and co-operatives
 - new businesses, including start-up businesses.
- The primary production of agricultural products includes the following farming sectors:
 - arable
 - beef
 - dairy
 - goats
 - horticulture (including hydroponics and aquaponics)
 - pigs
 - poultry
 - sheep
 - apiculture.

You are not eligible if:

- you are an Equine customer (including grazing horses)
- you are a Forestry customer (including woodland only owners)
- your business has a total turnover that exceeds £1m. Total turnover is all business income that goes through one business account; this can include agricultural income and all income for non-agricultural diversification. Income from separate businesses is not to be aggregated for this purpose
- a group of farmers (including Producer Organisations)
 - but, if two or more agricultural holdings are managed as a single unit, or in a single ownership, or to which to some extent have common management, common financial accounts, common livestock, machinery and/or feeding stores that will be classed as a single business.

Activities

Eligible activities

Support under FBG covers tangible investments in the primary production of agricultural products covered by Annex 1 of the Treaty on the Functioning of the European Union (TFEU), or cotton, but excluding fisheries products.

Ineligible activities

You must not use items purchased through FBG for agricultural contracting activities.

Costs

Eligible Costs

Only items included in the List of Eligible Capital Items set out in Annex A will attract funding under FBG.

These items must meet the **minimum** specification described

Ineligible Costs

Second hand equipment is not eligible for FBG.

Maximum Grant Rate and Maximum Grant Threshold

The grant amount is made up from the total public sector contribution to the investment project, which includes: monies from the EU; co-finance to the EU funds from Welsh Government; monies from other government departments and agencies, non-departmental public bodies and local authorities; monies from governmental controlled bodies such as the Small Business Service and the National Lottery; and monies from parafiscal taxes (levies).

If other EU or UK public funds are obtained to support the costs of a project, they will be discounted against the Farm Business Grant.

The maximum grant award is **£12,000**.

The minimum grant award is **£3,000**

The grant provides a maximum 40% contribution towards capital investments in equipment and machinery that have been pre-identified as offering clear and quantifiable benefits to farm enterprises.

Your Eol may exceed the maximum grant by adding a single additional item. If your EOI is selected, the related claim is capped to the maximum £12,000.

If you have applied for the FBG in one of the first two application windows and your application has been selected but did not reach the £12,000 maximum, you can apply in this or a future window. The grant value of your Eol must be £3,000 or more.

If you have applied for FBG in a previous window and your application has been selected, and is £9000 or more but did not reach the £12,000 maximum, you must select an item worth £3000 or more and this item will be part funded.

Section C – Applying for Farm Business Grant

Submitting an Expression of Interest (Eol)

RPW Online

You can make an Eol for Farm Business Grant by accessing Rural Payments Wales (RPW) Online only. If you already have a Customer Reference Number (CRN) you should have received a letter informing you of your Activation Code to set up your account. If you no longer have this, please telephone the Customer Contact Centre on 0300 062 5004 (Monday – Thursday 8:30 – 17:00, Friday 8:30 – 16:30) and tell the operator your CRN. They will send you a new Activation Code.

To register your business details for the first time, you need to complete the [online registration form](#). Please refer to the [how to register guidance](#) for further details. The vast majority of changes to business details can be done online. However, Welsh Government may require further details on any major changes. Please contact the Customer Contact Centre for further information

Once registered, you can access your [RPW Online account](#). The Farm Business Grant Eol is available from the “Applications and Claims” section of your account.

Agents acting on behalf of a client will need to register as a Rural Payments Wales agent. If you have yet to do this you are advised to complete an online or paper copy Agent / Farming Union Customer Details (Wales) form immediately. The form is available on the [Welsh Government website](#). Upon receipt of the form, we will send you an Agent

Customer Reference Number (Agent CRN) and an RPW Online Activation Code. You will also need to complete an Association Authorisation Form which can be completed once you register with RPW Online, please refer to our [how to register guidance](#).

If you have any questions about registering for RPW Online or completing your Eol, please contact the Customer Contact Centre on 0300 062 5004. They will be able to provide advice, including the digital assistance that is available to you.

Further details regarding RPW Online are available on the [Welsh Government Website](#).

Scoring of the Eol

Each capital item has been scored by independent assessors against four criteria of:

- a. Animal Health & Welfare
- b. Health & Safety
- c. Technical Efficiency, and;
- d. Resource Efficiency

The resultant score is given in Annex A – List of Eligible Capital Items against each individual item are available on the [Welsh Government website](#).

Applicants are required to select their capital items up to the maximum grant award (£12,000). The system will automatically calculate the applicant's score by totalling the number of points against each individual item and averaging against the total number of individual items requested. This averaged score is divided by the total grant requested. The highest scoring projects will progress.

The purpose of this scoring is to allow Welsh Government to rank the Eols against the funding available in each call.

Once the Eol is submitted you cannot amend the items you have selected to purchase.

The Selection Process

It is a European Commission requirement that projects in the Welsh Government Rural Communities - Rural Development Programme 2014-2020 are not selected on a first past the post system. To meet this requirement, it is intended that the Welsh Government Rural Communities - Rural Development Programme 2014-2020 schemes will open and close for applications periodically through the life of the new programme, dependent upon available programme financial allocations.

The Farm Business Grant selection process assesses each Capital Works Project submitted by farming businesses through the EoI. A score will be assigned to each EoI based on its ability to deliver an outcome towards the FBG objectives.

The EoIs will be scored and ranked in order according to the scoring criteria

The EoIs for a grant award will be selected in ranked order until the funds available in that round have been allocated.

You will be notified whether or not your EoI has been selected through your RPW online account.

Selecting Successful EoIs

Successful Applicants

If your EoI is selected you will be offered a contract through your RPW Online account

You must purchase and claim for **all** the items on your contract via your RPW online account within **120 calendar** days of the date of the contract offer.

You must accept your contract within **30 calendar** days of the date of the contract offer via the blue button on your RPW online homepage. You cannot purchase the items in your contract until you have accepted it.

If you do not accept the contract within **30 calendar** days, the contract will be withdrawn.

Full details of when your contract must be accepted and when the items must be purchased and claimed for will be in the contract.

Conditions of Grant

The Farm Business Grant is subject to a range of relevant legislation. The Welsh Government and the applicant / recipient must act in accordance with that legislation.

The offer of a Farm Business Grant is made subject to terms and conditions, including those set out below. **Failure to meet the terms and conditions of the award could result in the cancellation of your award and / or the recovery of sums already paid, or a reduction of the amount of grant payable.**

Conditions:

The award is made on the basis of statements and declarations made by you or your representatives in the application form and the claim form and any subsequent correspondence.

The making of false or misleading statements is an offence.

You must have bought the equipment and contacted RPW via RPW Online or through the post no later than 120 calendar days from date of the contract offer, the decision date.

If you have not contacted RPW within that time the grant offer will be automatically rejected

You must meet any legal obligations imposed under EU and UK law, including animal or plant health and welfare legislation.

No alterations may be made to the project, including the location of the activity, without the written approval of the Welsh Government.

No equipment purchased with grant aid must be disposed of, transferred or sold without the prior written consent of Welsh Government, during the project delivery and for five years from the date of the approval.

The applicant is required to comply with the rules on eligible expenditure as detailed in the Scheme Guidance Notes.

You must confirm that none of the items covered by the application are replacements under an insurance claim.

You must provide confirmation that no other public funding (whether from EU or UK sources) has been sought.

Records concerning the application and claim for this grant, including all original invoices and any other related documents, must be retained for at least seven years after the date of approval.

You must allow representatives of Welsh Government, the Auditor General for Wales, Audit Commission and the European Court of Auditors to inspect the project. On request, you must provide them with information and / or access to original documentation in relation to the project.

The information provided in the application and any supporting documentation is subject to the requirements of the Welsh Government's Code of Practice on Public Access to Information, the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.

Any publicity given to the project must make reference to the part played by both the European Union and Welsh Government in funding it.

You should be aware that, if successful, the Welsh Government and the EC reserve the right to publish the name of your business or company, the amount of grant you were awarded and a summary of your project.

Section D – Payments

Claims

Farm Business Grant will only be available to claim using the Capital Works Claim page on your RPW Online account; payments will be made following the successful validation of your claim.

In order to receive Farm Business Grant payments you must:

- Have accepted a Farm Business Grant contract within 30 calendar days of the offer date and adhere to all the requirements.
- Ensure that you have only purchased items listed in your contract after you have accepted the contract offer.
- Ensure that you have purchased **all** of the items listed in your contract.
- Submit the claim using the Capital Works Claim page on your RPW Online account within the 120 day deadline.
- Submit an invoice for all claimed items
- Submit an accountant's letter confirming business turnover of £1m or less
- A claim is not considered valid until all required supporting information is submitted.

Supporting Documentation

Important note: You must submit an invoice for each item of equipment in your contract.

You must also submit an accountant's letter confirming business turnover is £1m or less.

You can submit the invoices by scanning them and sending them via "My Messages" in your RPW Online account or by submitting the original invoices by visiting your Divisional Office.

Incorrect claims and penalties

You have a responsibility to make sure that the claim submitted is only for eligible equipment from the approved list.

All of the items of equipment that were approved must have been bought **after the contract has been accepted.**

Your claim is incorrect if you:

- buy items that are of the wrong kind or specification; or
- have bought items before the contract was accepted; or
- have not bought all of the items listed in the contract.

Your whole claim will be rejected and if any grant has been paid it will be recovered.

Offences

Regulation 13 of the Rural Development Programmes (Wales) Regulations 2014 (No. 3222 (W.327)) establishes criminal offences and penalties in relation to certain aspects of rural development funding. That Regulation and those offences are applicable to the Farm Business Grant Scheme. Examples of offences include knowingly or recklessly providing false or misleading information in relation to rural development funding, obstructing an inspector or official, and refusing to provide information when requested to do so.

Monitoring Of Projects

It is a European Commission requirement that all grant awards are monitored and the effect of the grant on the business is evaluated.

It is a requirement that equipment purchased with the aid of a Farm Business Grant, must be kept in situ, operational and in good repair, and used for the same purpose as set out in the original application for five years from the decision date.

You must allow officials from Welsh Government and the European Commission, or their representatives, to inspect the equipment at any reasonable time within this five year period.

Section E – Changes to Scheme Rules

Legislation Changes (Including Changes in Interpretation)

European regulations may change from time to time and you will be required to abide by any changes imposed following notification from the Welsh Government.

Changes to Scheme Rules

We may need to make changes to your contract for a number of reasons. For example, we may need to update the management conditions to take account of the latest scientific advice, amend scheme rules to take account of any changes within the Welsh Government Rural Communities - Rural Development Programme for Wales 2014-2020 or revise payment rates. We will publicise changes on the [Welsh Government website](#) and where necessary contact you directly.

Section F – Inspections and Record Keeping

The Welsh Government must enforce the Farm Business Grant rules. Inspections will include on farm inspections.

Your claim may be selected for inspection before the payment is made to you or it may be inspected after the payment has been made.

All the details in your EoI, the details in your claim and the declarations that you made in submitting the EoI and claim will be checked at inspection. This will include a check on the business turnover figure, the dates on which the equipment was bought, who the invoice or invoices were made out to and the specification of the equipment (where appropriate).

On Farm Inspections

The Welsh Government and the specialist control bodies will try to ensure that visits cause you the minimum of disruption but some checks require inspections to be unannounced, which means it may not be possible to give you notice of a visit. Inspections may occur more than once during a calendar year.

If you refuse to allow an inspection, or obstruct an inspector or fail to give reasonable assistance, you will lose your payment and you may be prosecuted.

Record keeping

You must keep all records and information you need to evidence that you have provided complete and accurate information and have complied with your undertakings.

You will also be required to:

- Supply to the Welsh Government any information about your Farm Business Grant contract and supply that information within the period determined by the Welsh Government.
- Make available to the Welsh Government, its authorised persons or its agents, records, accounts, receipts and other information including access to computer data relating to your Farm Business Grant contract. Permit the Welsh Government to remove any such document or record to take copies or extracts from them.

Section G – Appeals and Complaints Procedure

Appeals Procedure

If a claim is rejected, the reasons for rejection will be spelt out clearly.

NOTE – there are no force majeure circumstances in this grant scheme.

If you consider there are any grounds that the administrative process has not been followed correctly then please submit a full, detailed written explanation using your RPW Online account or write to the Customer Contact Centre address listed in the Contacts section below no later than sixty days following the date of the rejection.

If an application is still rejected, an appeals procedure will be established which will take the form of an oral or written submission to persons appointed by and independent of the Welsh Ministers.

Complaints Procedure

Complaints will be dealt with under the Welsh Government's Code of Practice on Complaints. Further advice on how to make a complaint can be obtained on the [Welsh Government website](#).

In addition you can write to any Member of the National Assembly for Wales about your complaint and you may also choose to contact:

Public Services Ombudsman for Wales,
1 Ffordd y Hen Gae
Pencoed
CF35 5LJ

Section H – General Data Protection Regulation: Privacy Notice

This notice informs you about the Welsh Government's use of the information provided in your application for aid under the Common Agricultural Policy Direct payment and Welsh Government Rural Communities – Rural Development Programme for Wales 2014 – 2020 schemes. It also explains the Welsh Government's processing and use of your personal data and your rights under the General Data Protection Regulation. The data controller for the information is the Welsh Government, Cathays Park, Cardiff, CF10 3NQ.

The data protection officer for the same information is the Data Protection Officer, Welsh Government, Cathays Park, Cardiff, CF10 3NQ.

Email: DataProtectionOfficer@gov.wales

The information will be processed and managed by the Welsh Government in accordance with its obligations and duties under the following European Regulations:

- Council Regulation (EU) No. 1303/2013

- Council Regulations (EU) No 1305/2013
- Council Regulation (EU) No 1306/2013
- Council Regulation (EU) No 1307/2013
- Commission Regulation (EU) No 640/2014
- Commission Regulation (EU) No 807/2014
- Commission Regulation (EU) No 808/2014
- Commission Regulation (EU) No 809/2014
- Commission Regulation (EU) No 907/2014
- Commission Regulation (EU) No 908/2014
- General Data Protection Regulation (EU) No 679/2016

The information will primarily be used for the purposes of processing and determining applications for financial support. However, the Welsh Government may also make use of the information supplied for other purposes, which will include those connected with its functions and duties under the Common Agricultural Policy of the European Community and with its statutory environmental obligations.

The lawful basis for the processing is that it is necessary for the performance of a task carried out in the exercise of official authority vested in the Welsh Government.

The Welsh Government collects personal data to identify your location and your farm business(es). The Welsh Government does not collect any special category data.

The data is processed through an automated process of business rules that use the Customer Reference Number (CRN) as a primary key for the majority of reports.

Your information will be stored in accordance with the Commission Implementing Regulation (EU) No 908/2014, "Conservation of Accounting Information".

Reasons for sharing personal data

EU legislation requires checking of scheme eligibility, and to conduct these checks Welsh Government may share information with:

- Natural Resources Wales
- Animal and Plant Health Agency
- Veterinary Medicine Directorate
- Welsh Local Authorities
- Food Standards Agency Wales
- DEFRA
- Other UK Government Agriculture Offices.

Regulatory authorities, such as HM Revenue and Customs, Local Authorities, Health and Safety Executive and the Police.

The information may be used for the following:

- Cross Compliance and cross checking between Governmental organisations to prevent breaches of the Common Agricultural Policy schemes.
- the production and publication of maps showing the areas of land that have received support under the Common Agricultural Policy schemes.
- compilation of reports of aggregated data and/or summary statistics to be made publicly available.
- informing decisions relating to policy changes and funding including research studies conducted on behalf of the Welsh Government to inform Monitoring and Evaluation of Rural Development Schemes.
- identification of landowners/users in events of emergencies, e.g. disease control and breach control.
- protecting applicant's interest in land conservation and issues that may arise due to funding queries.
- allowing partner organisations to fulfil their legal duties.
- shared with fraud prevention agencies who will use it to prevent fraud and money-laundering and to verify your identity.
- publication of certain information and responding to requests for information.

The Publication and Disclosure of Information

Your information, including your personal information, may be the subject of a request by another member of the public. When responding to such requests the Welsh Government may be required to release information, including your personal information.

Commission Regulation (EC) 908/2014 requires the Welsh Government to publish details of the amounts paid to CAP beneficiaries. Data will be published for all beneficiaries on a searchable website, and will include the name and locality of the farmer/land manager and details of the amounts and schemes for which subsidy has been paid. However, for those receiving less than the equivalent of €1,250 in subsidies the name will be withheld. The data will be published annually on 31 May and remain available for two years from the date it is published. The information will be available on the [Defra website](#).

Rights under the General Data Protection Regulation (GDPR)

The GDPR gives individuals rights in respect of the personal data held on them. These rights include:

- the right to be informed (this notice)
- the right to ask for and receive copies of the personal data that the Welsh Government holds about them, although the Welsh Government can sometimes withhold some data or not provide copies
- the right, in some circumstances, to prevent or restrict the Welsh Government processing personal data
- the right, in some circumstances, to have wrong data rectified
- the right, in some circumstances, to have data erased (to be forgotten).

If you wish to exercise any of your rights under the GDPR, you should contact the Welsh Government at the address provided at the beginning of this notice.

Individuals also have the right to ask the Information Commissioner, who enforces and oversees the GDPR, to assess whether or not the processing of their personal data is likely to comply with the GDPR. The Information Commissioner can be contacted at:

Information Commissioner's Office,
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 01625 545 745 or 0303 123 1113
Website: www.ico.org.uk

Contacts

Farmer Enquiries – Customer Contact Centre

Your first point of contact for all telephone enquiries and email correspondence should be the Customer Contact Centre where staff are on hand to provide information and answer queries. The Customer Contact Centre is open between 08:30 and 17:00.

The contact details for the Customer Contact Centre are as follows:

Tel: 0300 062 5004
Fax: 01286 662193
PO Box address: Rural Payments Wales, PO Box 1081, Cardiff, CF11 1SU

Regional and Area Offices

Offices at Aberystwyth, Caernarfon, Carmarthen and Llandrindod Wells will continue to be open for visitors between 09:00 and 16:30 Monday to Friday. Area offices are open less frequently to visitors and so farmers are advised to check our website or ring the Customer Contact Centre on 0300 062 5004 for opening hours.

Caernarfon Regional Office
Welsh Government
Victoria Dock
Gwynydd
Caernarfon LL55 1TH

Aberystwyth Area Office
Welsh Government
Rhodfa Padarn
Llanbadarn Fawr
Aberystwyth
Ceredigion SY23 3UR

Carmarthen Divisional Office
Government Buildings
Picton Terrace
Carmarthen SA31 3BT

Newtown Area Office
Ladywell House
Park Street
Newtown SY16 1JB

Llandrindod Wells Divisional Office
Government Buildings
Spa Road East
Llandrindod Wells LD1 5HA

Llandudno Junction Regional Office
Sarn Mynach
Llandudno Junction
Conwy LL31 9RZ

Rural Payments Wales
Welsh Government
West Core 4th Floor
Cathays Park
Cardiff CF10 3NQ

Access to Welsh Government offices for people with disabilities or special needs

If you have any special needs which you feel are not met by our facilities contact the Customer Contact Centre on 0300 062 5004. Welsh Government officials will then endeavour to make arrangements to accommodate your requirements.

Welsh Government Website

For all of the latest Agricultural and Rural Affairs information, visit the [Welsh Government's website](#). By visiting the website, you can also sign up to receive the Rural Affairs e-newsletter which delivers the latest news directly to your e-mail inbox.

Gwlad

Gwlad is the Welsh Government's magazine for farm and forestry businesses and all those involved with agriculture and rural Wales. It contains news stories, guidance and information in an accessible, easy-to-read format. The March/April 2016 edition of Gwlad was the final one issued in hard copy. Following the final copy one of the ways that we communicate with you is through the Gwlad e-newsletter. To keep informed and up to date with all the latest agriculture news and developments in future we would encourage you to sign up to receive the Gwlad e-newsletter. You can do this either at www.gov.wales/news-alerts or at: www.gov.wales/gwlad