Driver & Vehicle Licensing Agency

HRED
Human Resources and Estates Directorate

Biodiversity Action Plan

for the Driver and Vehicle Licensing Agency (DVLA)

Interactive document
November 2020

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20-25

Driver and Vehicle Licensing Agency (DVLA)
Longview Road
Morriston
Swansea
SA6 7JL

This publication is also available on our website at
www.dvla.gov.uk

Any enquiries regarding this publication should be sent to us at
sustainability.team@dvla.gsi.gov.uk

Julie Lennard

Executive summary

We at the Driver & Vehicle Licencing Agency (DVLA) remain committed to maintaining and enhancing biodiversity. This is highlighted as a key environmental performance indicator within the corporate environmental policy.

We have been proactive in publishing a biodiversity action plan (BAP) for our estate since 2013. These have afforded us a framework designed to deliver tangible enhancements to biodiversity existing within the boundaries of our estate which includes three sites in the City and County of Swansea.

This latest edition aims to build upon the success of previous action plans by detailing specific targets to enhance the habitats and species present on our estate.

The aims of DVLA BAP are:

- ensure that habitat and species targets from Section 7 of the Environment (Wales) Act 2016, GGC 2020-2025, and Swansea local biodiversity action plan are translated into effective action on the estate
- identify targets for other habitats and species of local importance on the estate
- develop effective partnerships with staff and the local community to ensure that programs for biodiversity conservation are maintained in the long term
- raise awareness internally and locally of the need for biodiversity conservation, and to provide guidance on biodiversity
- ensure that opportunities for conservation and enhancement of biodiversity are fully considered throughout our operations
- monitor and report on progress in biodiversity conservation to a standard suitable for attaining a biodiversity benchmark award

Julie Lennard
Chief Executive, DVLA
22 July 2020

This Biodiversity Action Plan is a public statement by DVLA of its biodiversity objectives and the methods by which it intends to achieve them.

We would welcome appropriate involvement in the delivery of the Plan from interested organisations, companies, and individuals.

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01 DVLA biodiversity – an introduction

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1.1. Introduction

We at DVLA remain committed to maintaining and enhancing biodiversity. This is highlighted as a key performance indicator within our corporate environmental policy. We have prepared and published our Biodiversity Action Plan (BAP) since 2013. This is the fourth edition and will cover the period from April 2020 to March 2025.

The coronavirus pandemic offers a stark reminder of what may happen when humanity's relationship with nature breaks down. This BAP supports our commitment to ensure we address the linked challenges of public health, climate change, and biodiversity.

We have conducted biological surveys of the estate and identified habitats and species that would benefit from particular management or actions by the agency. The BAP identifies objectives for the conservation and enhancement of biodiversity and goes on to describe targets and actions that aim to deliver these objectives. The intention is to integrate, as appropriate, biodiversity into our activities, such as annual maintenance programmes and capital works projects.

The action plan will help to safeguard the biodiversity now and for future generations. In particular, it is hoped that implementing the plan will contribute to the achievement of local and national targets for UK BAP priority species and habitats as appropriate.

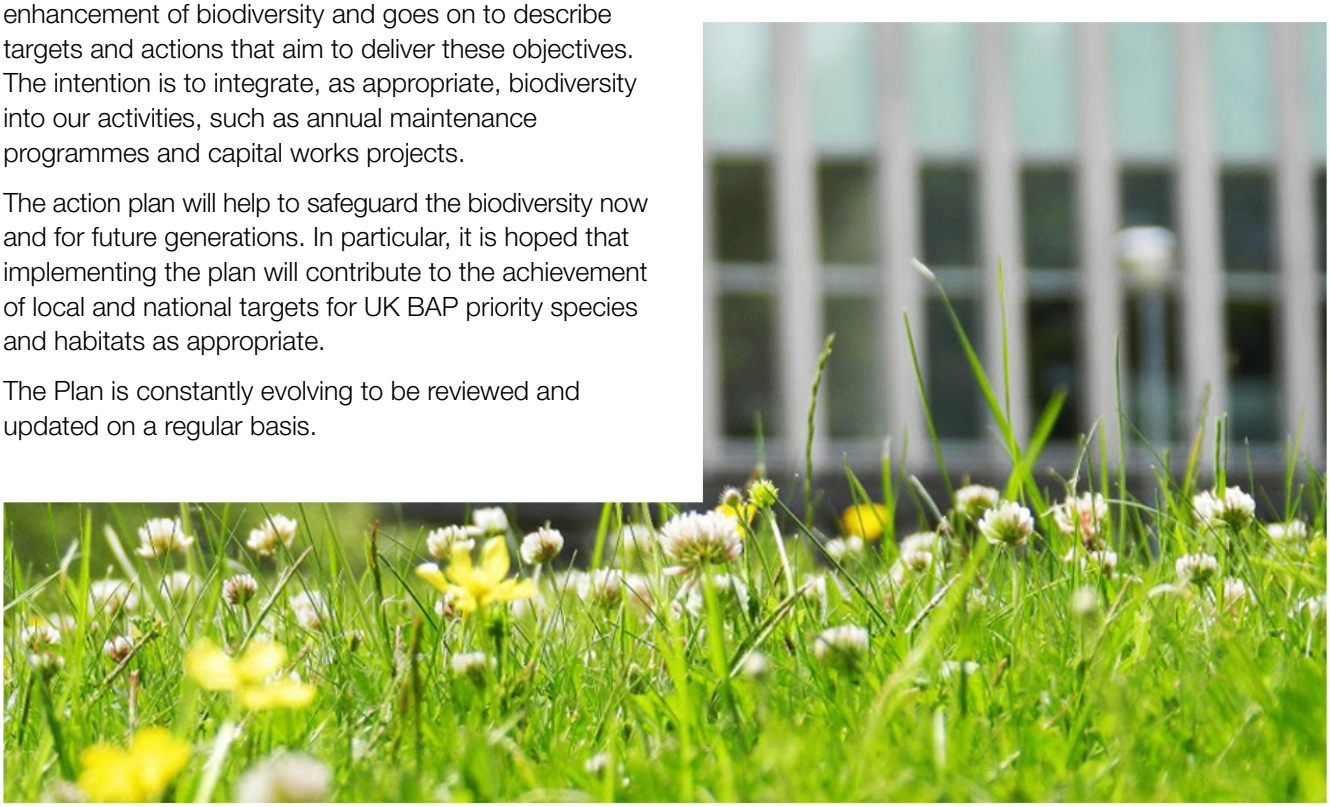
The Plan is constantly evolving to be reviewed and updated on a regular basis.

1.2. What biodiversity means?

The Convention on Biodiversity agreed at the Earth Summit in Rio de Janeiro in 1992 defined biodiversity as:

"The variability among living organisms from all sources, including terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems."

Biodiversity can be defined simply as "the variety of life" and encompasses the whole spectrum of living organisms, including plants, birds, mammals, and insects. It includes both common and rare species, as well as the genetic diversity within species. Biodiversity also refers to habitats and ecosystems supporting these species.



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1.3. The importance of conserving biodiversity

Biodiversity is a vital resource and it is essential to acknowledge its importance to our lives along with the range of benefits that it produces:

- Ecosystems supply – water, nutrients, climate change mitigation, pollination
- Resources – food, medicine, energy and raw materials
- Improved health and well-being
- Educational, recreational and amenity resources

1.4. The biodiversity action planning framework

This Biodiversity Action Plan is part of a much larger biodiversity framework that encompasses international, national and local levels of biodiversity action planning and conservation.

The BAP has been compiled with reference to the following relevant nature conservation legislation and the UK Biodiversity Framework from which the protection of sites, habitats and species is derived in Wales. The context and applicability of each item is explained as appropriate in the relevant sections of the report.

- The Conservation of Habitats and Species Regulations 2017 (as amended) (Habitats Regulations)
- The Wildlife and Countryside Act 1981 (as amended) (WCA)
- Countryside Rights of Way Act 2000
- The Natural Environment and Rural Communities (NERC) Act 2006 (England)
- The Protection of Badgers Act 1992
- Environment (Wales) Act 2016
- The UK Post-2010 Biodiversity Framework (2011-2020) (JNCC and DEFRA, 2012)
- Biodiversity 2020: A strategy for England's wildlife and ecosystem services (DEFRA, 2011)
- UK Biodiversity Action Plan (UKBAP)
- The Wellbeing of Future Generations (Wales) Act 2015
- Swansea Local Biodiversity Action Plan 2005
- Swansea Local Development Plan 2010-2025

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1.5. DVLA and biodiversity

The Environment (Wales) Act 2016 places a duty on us to conserve biodiversity. As a public body we must have regard, in delivering our core business, to the purpose of conserving biodiversity.

The Act states that conserving biodiversity includes restoring or enhancing a population or habitat. In so doing, we should have regard to the list published by the Welsh Government of living organisms and types of habitat that are of principal importance for the purpose of conserving biodiversity. In effect, this list is the BAP priority species and habitats for the estate.

We are a government agency, part of the Department of Transport, subject to the objectives set out in Greening Government Commitments (GGC). Targets set for 2020 to 2025 relevant to the estate include:

- biodiversity and the natural environment
- tree planting and woodland creation
- staff engagement

DVLA BAP has been produced to help fulfil these requirements and seeks to set out targets and actions that complement the UK BAP and local biodiversity action plans.

1.6. The aims of DVLA Biodiversity Action Plan

The aims of DVLA BAP are:

- ensure that habitat and species targets from Section 7 of the Environment (Wales) Act 2016, GGC 2020-2025, and Swansea local biodiversity action plan are translated into effective action on the estate
- identify targets for other habitats and species of local importance on the estate
- develop effective partnerships with staff and the local community to ensure that programs for biodiversity conservation are maintained in the long term
- raise awareness internally and locally of the need for biodiversity conservation, and to provide guidance on biodiversity
- ensure that opportunities for conservation and enhancement of biodiversity are fully considered throughout our operations
- monitor and report on progress in biodiversity conservation to a standard suitable for attaining a biodiversity benchmark award

02 DVLA BAP process

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2.1. Biodiversity benchmarking

To produce the BAP, information on the habitats and species present on the estate was first obtained. This involved the collation of existing data held by us, a desk study and habitat and species surveys.

2.2. Setting objectives, targets and indicators

For each habitat and species identified, conservation objectives and targets have been drawn up and set out in the BAP. The objectives express the broad aims for benefiting a particular habitat or species. The related targets have been set to focus programmes of action and to identify outcomes that can be monitored to measure achievement. For each target an indicator has been set – a measurable feature of the target that, when monitored over time, allows delivery to be assessed.

In order for this BAP to be as effective as possible the targets and actions have been devised to be SMART (Specific, Measurable, Achievable, Relevant and Time-limited). The targets are ambitious but also proportionate and practicable given the resources available.

2.3. Implementation

Once targets have been set for habitats and species, it is important that the actions to deliver the Biodiversity Action Plan are described. The Plan sets out how we intend to implement the actions.

2.4. Monitoring and reporting

Achievement of the Plan targets will be measured by a programme of monitoring. The methods to be used are described in the Plan.

It is important to review the implementation of the BAP, assess changes in the status of habitats and species and the overall feasibility of objectives and targets.

The Plan sets out the methods to review delivery of targets and communicate progress to staff and local community.

03 Base conditions

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3.1. Overview

This appraisal has been prepared with reference to current good practice guidance published by the Chartered Institute for Ecology and Environmental Management, and Joint Nature Conservation Committee.

This BAP is based on the following data sources:

- previous DVLA BAP
- ecological desk study
- habitat survey
- tree management survey
- protected/notable species surveys

3.2. Previous DVLA biodiversity action plans

We have published three BAPs, the first of which was in 2013, with the aim to enhance the biodiversity on our estate. Each one seeks to benchmark and improve the ecological value of our estate and promote benefits to our staff.

3.3. Desk study

The desk study was undertaken in September 2019 and repeated in February 2020 to review existing ecological baseline information available in the public domain. For the purpose of the desk study exercise, records were consulted within various radii around the sites. This approach is consistent with current good practice guidance published by the CIEEM[1], 2013 and 2015.

Freely available online sources such as NBN-Gateway[2] and MAGIC[3] have been consulted for records of protected species within up to 500m from the sites, however the searches were restricted to main protected species/species groups where the site walkover has identified potential on the respective sites. This was not a comprehensive search, however given the aim of this report this level is considered to be sufficient to inform this report.

Freely downloadable datasets (available from Natural Resources Wales) have been consulted for information regarding the presence of statutory designated habitats within 1km of sites.

Swansea Local Development Plan 2010-2025 was searched for information on non-statutory designated sites within 1km of sites.

Freely downloadable datasets (available from Natural Resources Wales) were consulted for information regarding Ancient Woodland and Habitats of Principal Importance (HPI) within 500m of the sites.

In addition, open source 1:25,000 Ordnance Survey mapping was used to identify any mapped water bodies and watercourses within 250m of the sites.

The findings of the desk study have been incorporated within Section 3 of this report.

The ecological desk study was carried out by the author who has a background in ecology and has experience in undertaking desk studies.

1 Chartered Institute of Ecology and Environmental Management
2 National Biodiversity Network – Gateway: a database which holds more than 127 million species records
3 MAGIC-DEFRA website: provides geographic information about the natural environment

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3.4. Habitat survey

A Phase 1 habitat survey of both sites was carried out on the 13 July 2019 and 21 July 2019, both in good weather conditions. The survey covered the entire survey area including boundary features. The Phase 1 habitat survey was carried out by the author who was aided by an ecologist with over 13 years of experience and who is a full member of CIEEM.

A list of plant species was compiled (Appendix A), with relative plant species abundance estimated using the DAFOR[4] scale. The scientific names for plant species follow those in the New Flora of the British Isles[5] and are also listed in Appendix A.

Habitats were marked on a paper base map and were subsequently marked on a PDF. Target notes were made to provide information on specific features of ecological interest or habitat features too small to be mapped. These are included in Appendix B.

Any invasive plant species listed on Schedule 9 of the WCA 1981 (as amended) which were evident during the Phase 1 habitat survey were also target noted.

4 DAFOR scale is used for semi-quantitative sampling. Provide an estimate of the relative abundance of species-Dominant, Abundant, Frequent, Occasional, Rare.

5 The standard work on the identification of wild vascular plants of the British Isles.

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3.5. Tree management survey

A full inspection of all trees on the Morriston site was carried out during October 2019 by an aboriculturist with 14 years' experience in the industry.

The inspection was completed at our main site as the location has some 365 trees within the boundary with an age range of young to mature. Condition of these trees also varies from poor to good condition. Some dead trees are also present.

Our industrial unit site was not included in the tree survey at this time as the trees present are young to semi-mature and none are in declining health.

3.6. Protected and notable species surveys

Surveys have also been completed for bat presence and a full herpetofauna assessment. These surveys were carried out:

- Bat survey – May to October 2018
- Herpetofauna survey – August to September 2019

Results of both surveys are referred to in this plan and are used to identify actions and objectives for the next five years.

04 DVLA Biodiversity Action Plan (BAP)

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4.1. Aims

The aims of DVLA BAP are:

- ensure that habitat and species targets from Section 7 of the Environment (Wales) Act 2016, GGC 2020-2025, and Swansea local biodiversity action plan are translated into effective action on the estate
- identify targets for other habitats and species of local importance on the estate
- develop effective partnerships with staff and the local community to ensure that programs for biodiversity conservation are maintained in the long term
- raise awareness internally and locally of the need for biodiversity conservation, and to provide guidance on biodiversity
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To ensure those aims are met habitats and species have been identified which require a management plan to maintain and enhance their condition on our estate.

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In addition, the BAP can contribute towards local, regional and national biodiversity objectives of priority habitats and species.

Our estate includes three sites in the Swansea area. These sites provide a different mosaic of habitats.

Our main site, where the majority of our staff are deployed, is placed within an urban setting in the Morriston area. The site is surrounded by residential properties to the north, east and south and Morriston crematorium and cemetery to the west. This site forms part of the Crown estate.

Our secondary non-office unit situated in an urban setting within an industrial estate is on the northwest side of Swansea. The site is surrounded by other industrial units on all sides and a corridor of existing vegetation is present between the units to the north and west which leads to an area of grassland with woodland present to the south. Whilst we do not own this site we have general autonomy in the management of the building and external environment.

We have a third site, comprising our contact centre and learning facilities, which is located in an urban setting with private housing and an industrial estate surrounding.

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Main site

Industrial unit site (reptile survey)

RLDC learning site

There is a local nature reserve to the south east in relatively close proximity. The site is predominantly office buildings with car parking. There is little green space area.

We do not own this site and have little scope to incorporate biodiversity objectives which would make a material difference to the site. As a result the site is not specifically included within the action plan for habitats and species. However, it is important we ensure the circa 1000 staff resident here are included and engaged in the plan.

Given the small size of our sites and limited habitat diversity supported within its boundaries, the BAP focuses on three species and seven habitats. Any invasive species are also included. The selection of the species and habitats has been influenced by the results of the ecological walkover survey, data search, and the site records previously collated by DVLA. Based on this information, a shortlist of species and habitats was produced; the 'target' species and habitats were then selected based on the application of the following criteria:

- a legal obligation exists to protect the species or habitat
- the habitat or species is already present on the site but its status or distribution could be improved with targeted management
- a species has not previously been recorded on the site but there is potential for onsite habitat enhancements to contribute towards the local abundance and conservation status of the species concerned
- invasive species as listed in the Wildlife and Countryside Act (Schedule) are present on the estate

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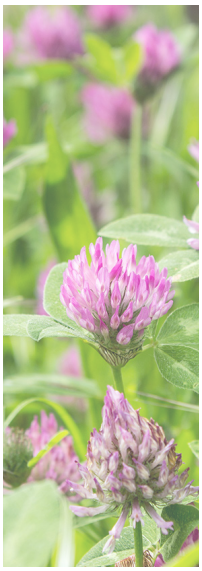
4.2.
DVLA Habitats

The preliminary ecological assessment (PEA) at our main site identified nine Phase 1 habitat types as well as the presence of large areas of hardstanding which is not a Phase 1 habitat type. The Phase 1 habitat survey at the Industrial unit site identified 11 Phase 1 habitat types as well as the presence of large areas of hardstanding. An indicative species list is provided in Appendix A. Target notes are provided in Appendix B and mapping in Appendix C. Alpha-numeric codes used in this section cross-refer to the JNCC[6] Phase 1 habitat survey classification. The order of the habitat descriptions below reflects their ordering in the Phase 1 habitat survey manual and does not reflect habitat importance.

[6] Joint Nature Conservation Committee

Based on the criteria discussed above, the following habitats have been selected for inclusion in the BAP:

Habitat type	Environment (Wales) Act S.7 priority habitat	Morriston – Main site	Industrial unit site
Dense scrub	Lowland heathland	✓	✓
Parkland/scattered trees mixed	Wood pasture and parkland	✓	✓
Neutral semi-improved grassland	Lowland meadows	✓	✓
Amenity grassland	No	✓	✓
Introduced shrub	No	✓	✓
Species poor intact hedgerow	Hedgerows	✓	✓
Species poor hedgerow with trees	Hedgerows	✓	
Tall ruderal	Lowland heathland		✓
Mesotrophic standing water	Ponds		✓
Dry ditch	No		✓



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Habitat Action Plan 1– HAP 1

Lowland heath habitats: dense scrub and tall ruderals

Ref no	Action	Site
HAP 1.1	Introduce selective cutting/mowing regime to maintain habitat (interrupt succession).	Main/ industrial site
HAP 1.2	Prevent loss of open habitats to scrub invasion.	
HAP 1.3	Eradicate invasive scrub from important habitats.	
HAP 1.4	To maintain an agreed balance between scrub and open habitats.	

Habitat Action Plan 2 – HAP 2

Woodland pasture and parkland habitat: Parkland/scattered trees mixed

Ref no	Action	Site
HAP 2.1	Wherever possible, retain important existing dead and decaying trees and fallen and standing dead wood.	Main site
HAP 2.2	Consider appropriate tree hazard and risk assessments where public safety is an issue to prevent unnecessary felling and/or removal of dead wood.	
HAP 2.3	Increase trees population with managed planting regime to include planting shrubs for nectar.	
HAP 2.4	Create a root protection area around mature trees to avoid applying fertilisers or pesticides or allowing soil compaction or excavation to damage roots.	

Habitat Action Plan 3 – HAP3

Lowland meadows: natural SI grassland

- Increase species diversity

Ref no	Action	Site
HAP 3.1	Encourage natural regeneration by a managed mowing regime in appropriate areas.	Main site
HAP 3.2	Increase sward diversity with appropriate planting regime.	

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Habitat Action Plan 4 – HAP 4

Hedgerows

Ref no	Action	Site
HAP 4.1	Map and measure all hedgerows to establish a baseline measurement. Ensure the total length of on-site hedgerow does not fall below this length.	Main/ industrial site
HAP 4.2	Plan and design all future site operations and development activity to avoid loss or shortening of hedgerows.	
HAP 4.3	Create new native species-rich hedgerow.	
HAP 4.4	Allow leaf litter to accumulate at the base of hedgerows and in areas of scrub to benefit of insects, birds and hibernating hedgehogs.	
HAP 4.4	Avoid hedge cutting during the bird nesting season between March and August. To encourage biodiversity schedule hedge cutting for January/February and September/October.	

Habitat Action Plan 5 – HAP 5

Amenity grassland and introduced shrub:

- Enhance biodiversity value of ornamental planting
- Enhance the biodiversity value of grassland habitat

Ref no	Action	Site
HAP 5.1	Identify areas of grassland to be managed as wildlife areas.	Main site
HAP 5.2	Implement appropriate mowing regimes to benefit biodiversity in new areas and introduce native wildflower seed mix.	
HAP 5.3	Identify areas of ornamental planting of low biodiversity interest and replace with species/habitats of greater value.	Main/ industrial site

Habitat Action Plan 6 – HAP 6

Pond and dry ditch

Ref no	Action	Site
HAP 6.1	Partially clear vegetation from pond to provide open aspect.	Industrial site
HAP 6.2	Maintain grass height to 30cms by strimming in September and March.	
HAP 6.3	Create new pond side refugia for the benefit of sheltering and hibernating amphibians.	
HAP 6.4	Control algal growth with barley straw.	

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4.3.
DVLA Species

Specific actions have been assigned to individual species only when their needs are beyond the means of the actions outlined in the Habitat Action Plans (so for example, an action plan for common frog and common toad has not been proposed as the objectives of a Species Action Plan for these species would be addressed by an overarching Habitat Action Plan for ponds).

The walkover highlighted the presence of the following Schedule 9 plant species on site: Japanese knotweed (Reynoutria japonica), montbretia (Crocosmia x crocosmiiflora), rhododendron (Rhododendron ponticum) and cotoneaster species (Cotoneaster sp.) which was not identified to species level and could be one of the species on Schedule 9. These are non-native invasive species and must not be spread in the wild. A Japanese knotweed management plan is in place to eradicate small pockets limited to the north eastern boundary at our main site.

Based on the criteria discussed above, the following species have been selected for inclusion in the BAP:

Species	S.7 species	Morriston – Main site	Industrial unit site
Bats – Noctule (Nyctalus noctula)	✓	✓	✓
Leisler's (Nyctalus leisleri)	✓	✓	✓
Common pipistrelle (Pipistrellus pipistrellus)	✓	✓	✓
Nathusius' pipistrelle (Pipistrellus nathusii)	✓	✓	✓
Soprano Pipistrelle (Pipistrellus pygmaeus)	✓	✓	
Brown long-eared bat (Plecotus auritus)	✓	✓	
Honey Bees			✓
Common lizards (Zootoca vivipara)	✓		✓
Wood vetch (Vicia sylvatica)		✓	
Betony (Stachys officinalis)		✓	
Japanese knotweed (Reynoutria japonica)		✓	
Montbretia (Crocosmia x crocosmiiflora)		✓	
Rhododendron (Rhododendron ponticum)			✓
Cotoneaster (Cotoneaster sp.)			✓

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Species Action Plan 1 – SAP 1

Bats:

- To encourage use of our sites by bats
- To provide additional roosting features for bats

Ref no	Action	Site
SAP 1.1	Minimise light spill from external lighting, specifically in proximity to dark corridors, boundary hedgerows/trees.	Main/ industrial site
SAP 1.2	Identify potential locations for roost creation opportunities including trees, buildings and other structures.	
SAP 1.3	Install appropriate bat boxes or roost features across identified features – built and natural environment.	
SAP 1.4	Install corridors of deep red cycle lighting to provide connectivity where needed.	

Species Action Plan 2 – SAP 2

Bees

Ref no	Action	Site
SAP 2.1	Renew/maintain bee hives on site.	Industrial site
SAP 2.2	Introduce new bee hive as appropriate.	
SAP 2.3	Provide extra pollinator habitat with revised maintenance schedule to specific areas.	

Species Action Plan 3 – SAP 3

Common lizard:

- Maintain population density
- Ensure habitat suitability is maintained

Ref no	Action	Site
HAP 3.1	Maintain habitat conditions with targeted annual maintenance schedule.	Industrial site
HAP 3.2	Create hibernacula where appropriate.	

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Species Action Plan 4 – SAP 4

AWI: wood vetch and betony

Ref no	Action	Site
SAP 4.1	Manage habitat to ensure plants are not disturbed.	Industrial site
SAP 4.2	Introduce signage for awareness.	

Species Action Plan 5 – SAP 5

Invasive species:

- Japanese knotweed (Reynoutria japonica)
- montbretia (Crocosmia x crocosmiiflora)
- rhododendron (Rhododendron ponticum)
- cotoneaster (Cotoneaster sp.)

Ref no	Action	Site
HAP 5.1	Ensure Japanese knotweed management plan is maintained and monitored for accuracy.	Main/ industrial site
HAP 5.2	Ensure all works carried out in areas where schedule 9 spp. are present does not disturb and spread the plant.	

04

4.4.
Raising awareness and community engagement

We appreciate that as much work and effort which goes into enhancing the biodiversity across our estate ultimately it is staff and community appreciation of the natural environment that dictates the degree of success. The importance of everyone being aware of our goals cannot be understated.

To make sure we share the work we do to encourage and enhance biodiversity the following actions are selected for inclusion in the BAP:

Awareness and Community Engagement Action Plan 1 – ACEAP1

- Promote biodiversity with staff and visitors

Ref no	Action
ACEAP 1.1	Raise awareness of wildlife gardening to staff and visitors.
ACEAP 1.2	Include local schools in biodiversity day on site.
ACEAP 1.3	Create a trail with signage to raise awareness of biodiversity on site.
ACEAP 1.4	Create an official biodiversity committee to oversee and communicate progress.

4.5.
DVLA Biodiversity Benchmark award

The Biodiversity Benchmark is an award run by the Wildlife Trusts which recognises continual enhancements to biodiversity. The award is based on a management process enabling us to assess our impact on the natural world, improve our contribution to the environment and demonstrate our commitment to biodiversity.

The Biodiversity Benchmark is designed to complement ISO14001 and provides national recognition for an organisation's commitment to biodiversity and demonstrates responsible land management with biodiversity at the core of the organisation's operations.

Many of the requirements to achieve the Biodiversity Benchmark will be accomplished through the successful implementation of the BAP and an application for the Biodiversity Benchmark should be considered as a final objective of this Biodiversity Action Plan.

04

Biodiversity is a vital resource and it is essential to acknowledge its importance to our lives...

05 Putting into practice

05

5.1. Who does what?

Our Sustainability team will ensure the objectives of our BAP are implemented. Main responsibility for coordination will lie with our biodiversity lead officer. Responsibilities will include implementing the BAP, and monitoring, measuring and recording progress.

To coordinate implementation of the BAP we will create an official biodiversity steering group. This group will ensure we maintain momentum so we achieve the BAP objectives. As many of our objectives involve grounds maintenance and landscaping on the DVLA estate, members of the Estates and Health and Safety teams should be included on the biodiversity steering group. It is also appropriate for the communications team to be part of the group to coordinate awareness across the estate.

5.2. Monitoring and review

Monitoring and review of the DVLA BAP will be the responsibility of our biodiversity lead officer. The objectives will be reviewed every 12 months so progress can be monitored and recorded, with adequate preparation made prior to implementation of the next set of objectives.

Our BAP will be seen as a living document which can be amended with additional objectives. Likewise, the timeframe to achieve objectives are also flexible so projects should be shifted to coincide with resource or opportunity. Where objectives have not been met or are not achievable, the BAP will be amended accordingly by revising the target date or replacing the objective with another action that would benefit a priority or target species on the BAP, LBAP or UKBAP.

5.3 Reporting

We have a number of reporting requirements which are published externally making it freely accessible to all who wish to become acquainted with our progress during the following five years.

We publish our annual report and accounts which monitors our achievements against targets and objectives. Additionally, it is a requirement of the Environment (Wales) Act 2016 to publish a Schedule 6 summary report externally.

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Appendix A – Plant species recorded

Main site

Dense scrub A2.1	
Bramble Rubus fruticosus agg.	D
False oat grass Arrhenatherum elatius	F
Meadow vetchling Lathyrus pratensis	F
Ivy Hedera helix	O
Privet Ligustrum vulgare	R
Greater willowherb Epilobium hirsutum	R
Rosebay willowherb Chamerion angustifolium	R
Broadleaved dock Rumex obtusifolius	R
Wood vetch Vicia sylvatica (TN8 AWI)	R
Common horsetail Equisetum arvense	R
Cotoneaster sp. (potentially Sch. 9 species)	R
Enchanters nightshade Circaea lutetiana	R
Cleavers Galium aparine	R
Common hogweed Heracleum sphondylium	R
Hedge bindweed Calystegia sepium	O

Parkland/scattered trees mixed A3.3.	
Rowan Sorbus aucuparia	n/a
Scots pine Pinus sylvestris	n/a
Sycamore Acer pseudoplatanus	n/a
Ash Fraxinus excelsior	n/a
Leylandii (sp.) Cupressus x leylandii	n/a
Hornbeam Carpinus betulus	n/a
English oak Quercus robur	n/a
Paper birch Betula papyrifera	n/a
Hawthorn Crataegus monogyna	n/a
Goat willow Salix caprea	n/a
London plane Platanus × acerifolia	n/a
Large-leaved lime Tilia platyphyllos	n/a
Sweet chestnut Castanea sativa	n/a
Beech Fagus sylvatica	n/a
Swedish whitebeam Sorbus intermedia	n/a
White willow Salix alba	n/a
Sweetgum Liquidambar styraciflua	n/a
European Larch Larix decidua	n/a
Tree of heaven Ailanthus altissima	n/a
Maple (sp.) Acer sp.	n/a
Apple Malus sp.	n/a
Holly Ilex aquifolium	n/a
Hazel Corylus avellana	n/a
Alder Alnus glutinosa	n/a
Italian alder Alnus cordata	n/a

05

Neutral semi-improved grassland B2.2. (around carpark adjacent to Clasemont Road)	
False oat grass Arrhenatherum elatius	D
Yorkshire fog Holcus lanatus	F
Birdsfoot trefoil Lotus corniculatus	O
Cocksfoot Dactylis glomerata	O
Common hogweed Heracleum sphondylium	O
Bramble Rubus fruticosus agg.	R
Herb Robert Geranium robertianum	R
Musk mallow Malva moschata	R
Meadow vetchling Lathyrus pratensis	R
Lesser trefoil Trifolium dubium	A
Creeping cinquefoil Potentilla reptans	F
Long stalked cranesbill Geranium columbinum	R
Tufted vetch Vicia cracca	O
Common mouse ear Cerastium fontanum	O
Selfheal Prunella vulgaris	F
Ivy Hedera helix	F

Neutral semi-improved grassland B2.2. (around B block)	
Selfheal Prunella vulgaris	n/a
Ox eye daisy Leucanthemum vulgare	n/a
Yorkshire fog Holcus lanatus	n/a
Common bent Agrostis capillaris	n/a
Perennial rye grass Lolium perenne	n/a
Birdsfoot trefoil Lotus corniculatus	n/a
Common cinquefoil Potentilla simplex	n/a
Germander speedwell Veronica chamaedrys	n/a
Field wood rush Luzula campestris	n/a
Marsh thistle Cirsium palustre	n/a
Creeping buttercup Ranunculus repens	n/a
Spear thistle Cirsium vulgare	n/a
Primrose Primula vulgaris	n/a
Red clover Trifolium pratense	n/a
Wood speedwell Veronica montana (awi)	n/a
Common mouse ear Cerastium fontanum	n/a
Broadleaved dock Rumex obtusifolius	n/a
Cowslip Primula veris	n/a
Ribwort plantain Plantago lanceolata	n/a
Dandelion (sp.) Taraxacum sp.	n/a
Cocksfoot Dactylis glomerata	n/a
Common knapweed Centaurea nigra	n/a
Ragwort Jacobaea vulgaris	n/a
Catsear Hypochaeris radicata	n/a

Neutral semi-improved grassland B2.2. (small section around TN14)	
False oat grass Arrhenatherum elatius	D
Couch grass Elymus repens	D
Bramble Rubus fruticosus agg.	O
Broadleaved dock Rumex obtusifolius	A
Greater willowherb Epilobium hirsutum	F
Bracken Pteridium aquilinum	O
Birdsfoot trefoil Lotus corniculatus	O
Cinquefoil sp. Potentilla sp.	R
Betony Stachys officinalis (awi) TN14	R

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Amenity grassland J1.2.	
Perennial rye grass Lolium perenne	D
Common bent Agrostis capillaris	D
Yorkshire fog Holcus lanatus	D
White clover Trifolium repens	F
Ox eye daisy Leucanthemum vulgare	R
Birdsfoot trefoil Lotus corniculatus	O
Prickly sow thistle Sonchus asper	R
Selfheal Prunella vulgaris	O
Ribwort plantain Plantago lanceolata	F
Creeping buttercup Ranunculus repens	O
False oat grass Arrhenatherum elatius	R
Daisy Bellis perennis	F
Cocksfoot Dactylis glomerata	R
Wood avens Geum urbanum	R
Red fescue Festuca rubra	R
Moss (sp.)	D
Curly leaved dock Rumex crispus	R
Lesser trefoil Trifolium dubium	R
Catsear Hypochaeris radicata	R
Common mouse ear Cerastium fontanum	O

Intact species poor hedge J2.1.2. (around substation)	
Leylandii (sp.) Cupressus x leylandii	D

Intact species poor hedge J2.1.2. (around nursery and adjacent carpark)	
Holly Ilex aquifolium	D
Ivy Hedera helix	D
Hedge bindweed Calystegia sepium	F
Cleavers Galium aparine	F
Nipplewort Lapsana communis	O
Herb Robert Geranium robertianum	F
False oat grass Arrhenatherum elatius	O
Yorkshire fog Holcus lanatus	O
Bittersweet Solanum dulcamara	R
Bramble Rubus fruticosus agg.	D
Elder Sambucus nigra	R
Ash Fraxinus excelsior	R

Species poor hedgerow with trees J.2.3.2	
Hawthorn Crataegus monogyna	n/a
Sycamore Acer pseudoplatanus	n/a
Ash Fraxinus excelsior	n/a
Privet Ligustrum vulgare	n/a
Ivy Hedera helix	n/a
Dense scrub species present as unde	n/a

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Introduced shrub J1.4.	
Butterfly bush Buddleja davidii	n/a
Rose spp. Rosa spp.	n/a
Gorse Ulex europaeus	n/a
Rose of Sharon Hypericum calycinum	n/a
Carex sp.	n/a
Dogwood Cornus sanguinea	n/a
Phorrmium sp	n/a
Spirea sp.	n/a
Rhododendron sp.	n/a
Wild strawberry Fragaria vesca	n/a
Southern marsh orchid Dactylorhiza praetermissa	n/a
Mahonia sp.	n/a
Box Buxus sempervirens	n/a
Jasmine sp. Jasminum sp.	n/a
Laurel sp. Laurus sp.	n/a

Industrial unit site

Dense scrub A2.1. (situated in north western side of the site)	
Gorse Ulex europaeus	D
Bramble Rubus fruticosus agg.	D
Creeping thistle Cirsium arvense	A
Greater willowherb Epilobium hirsutum	F
Broadleaved dock Rumex obtusifolius	F
Marsh dock Rumex palustris	F
Dogwood Cornus sanguinea	O
Dog rose Rosa canina	O
Blackthorn Prunus spinosa	O
Giant fescue Festuca gigantea	O
False oat grass Arrhenatherum elatius	O
Yorkshire fog Holcus lanatus	O
Common bulrush Typha latifolia	O
Goat willow Salix caprea	O
Field wood rush Luzula campestris	O
Common knapweed Centaurea nigra	O
Cocksfoot Dactylis glomerata	R
Meadow vetchling Lathyrus pratensis	R

Dense scrub A2.1. (situated in eastern side of the site)	
Bramble Rubus fruticosus agg.	D
Goat willow Salix caprea	D
Gorse Ulex europaeus	D
Blackthorn Prunus spinosa	F
Hawthorn Crataegus monogyna	F
Hazel Corylus avellana	F
Broadleaved dock Rumex obtusifolius	O
Osier Salix viminalis	O
Hazel Corylus avellana	O
Ragwort Jacobaea vulgaris	O

Parkland/scattered trees mixed A3.3.	
Ash Fraxinus excelsior	n/a
Goat willow Salix caprea	n/a
Osier Salix viminalis	n/a

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Neutral semi-improved grassland B2.2.	
False oat grass Arrhenatherum elatius	D
Tufted hair grass Deschampsia cespitosa	D
Yorkshire fog Holcus lanatus	A
St. johns wort Hypericum perforatum	F
Selfheal Prunella vulgaris	F
Creeping cinquefoil Potentilla reptans	F
Silverweed Potentilla anserina	O
Creeping thistle Cirsium arvense	O
Cocksfoot Dactylis glomerata	O
Meadow vetchling Lathyrus pratensis	O
Common horsetail Equisetum arvense	O
Ribwort plantain Plantago lanceolata	O
Common knapweed Centaurea nigra	O
Soft rush Juncus effusus	O
Prickly sow thistle Sonchus asper	O
Greater willowherb Epilobium hirsutum	O
Broadleaved dock Rumex obtusifolius	O
Creeping bent Agrostis stolonifera	O
Broadleaved willow herb Epilobium montanum	O
Ragwort Jacobaea vulgaris	O
Marsh thistle Cirsium palustre	O
Spear thistle Cirsium vulgare	R
Herb Robert Geranium robertianum	R
Timothy Phleum pratense	R
Hard rush Juncus inflexus	R
Dead nettle (sp). Lamium sp.	R
Lady fern? Athyrium filix-femina	R
Hemp agrimony Eupatorium cannabinum	R
Purple loosestrife Lythrum salicaria	R
Gorse Ulex europaeus	LR
Bramble Rubus fruticosus agg.	LR

Tall ruderal C3.1.	
Marsh thistle Cirsium palustre	D
Common knapweed Centaurea nigra	D
Tufted hair grass	D
Broadleaved dock Rumex obtusifolius	D
Wild parsnip Pastinaca sativa	D
Hard rush Juncus inflexus	A
Soft rush Juncus effusus	A
Tufted vetch Vicia cracca	F
Cleavers Galium aparine	F
Creeping cinquefoil Potentilla reptans	F
Greater fox sedge Carex vulpinoidea	O
Cocksfoot Dactylis glomerata	O
Giant fescue Festuca gigantea	O
Compact rush Juncus conglomeratus	R
Couch grass Elymus repens	R
Ragwort Jacobaea vulgaris	R

Mesotrophic standing water G1.2. (wet ditch)	
Common bulrush Typha latifolia	D
Greater willowherb Epilobium hirsutum	D

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Mesotrophic standing water G1.2. (pond)	
Common bulrush Typha latifolia	D
Marsh dock Rumex palustris	D
Moss sp.	D

Amenity grassland J1.2.	D
Moss sp.	A
White clover Trifolium repens	F
Birdsfoot trefoil Lotus corniculatus	F
Selfheal Prunella vulgaris	LF
Field wood rush Luzula campestris	O
Giant fescue Festuca gigantea	O
Broadleaved dock Rumex obtusifolius	O
Creeping buttercup Ranunculus repens	O
Daisy Bellis perennis	O
Ribwort plantain Plantago lanceolata	O
False oat grass Arrhenatherum elatius	O
Yorkshire fog Holcus lanatus	O
Common mouse ear Cerastium fontanum	O
Silverweed Potentilla anserina	R
Couch grass Elymus repens	R
Red clover Trifolium pratense	R
Lesser trefoil Trifolium dubium	R
Common knapweed Centaurea nigra	R

Introduced shrub J1.4.	
Box Buxus sempervirens	n/a
Berberis sp.	n/a
Cotoneaster sp. (potentially Sch. 9 species)	n/a
Hazel Corylus avellana	n/a
Rhododendron Rhododendron ponticum (Schedule 9)	n/a
Gorse Ulex europaeus	n/a
Apple Malus sp.	n/a
Goat willow Salix caprea	n/a
Guelder rose Viburnum opulus	n/a
Spindle Euonymus europaeus	n/a
Laurel sp. Laurus sp.	n/a
Whitebeam spp. Sorbus spp.	n/a
Dog rose Rosa canina	n/a

Intact species poor hedge J2.1.2.	
Hazel Corylus avellana	D
Osier Salix viminalis	O
Gorse Ulex europaeus	O
Dogwood Cornus sanguinea	O

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Dry ditch J2.6.
Dry ditch is colonised by the neutral semi-improved grassland and dense scrub – species composition described at the afore mentioned habitat types.

HSI assessment pond at industrial unit site	
Map location: b (marginal)	0.5
Pond area estimate = 100m^2	0.2
Number of years in 10 pond dries up: annually	0.1
Water quality: moderate	0.67
Percentage perimeter shaded (to at least 1 meter from shore): estimate 20%	1
Waterfowl impact: absent	1
Fish presence: absent	1
Number of ponds within 1 km: 1	0.65
Terrestrial habitat: good	1
Percentage of pond surface occupied by marginal vegetation (march – may): estimate. 100%	0.8
	0.57

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Appendix B – Habitat target notes

Main site

Target note	Description
TN1	Bird box in pine tree (Pinus nigra).
TN2	Two pine trees in declining condition.
TN3	Area of amenity grassland with scattered trees outside DVLA property holding but managed by DVLA. Same species are present as on connecting habitats within. Also includes a small stand of dense scrub dominated by ivy and bramble.
TN4	Ash samplings displaying signs of ash dieback disease.
TN5	English elm (Ulmus procera) with ivy cover in declining condition under Tree Preservation Order (TPO).
TN6	Stand of Japanese knotweed (Reynoutria japonica) a schedule 9 non-native invasive species.
TN7	Compact rubble pile within vegetation, presents potential for reptiles.
TN8	Area within dense scrub and tree with locally frequent wood vetch (Vicia sylvatica) an ancient woodland indictor species.
TN9	Stand of montbretia (Crocosmia x crocosmiiflora) a schedule 9 non-native invasive species.
TN10	Two trees within car park (pine and silver birch Betula pendula) with TPO.
TN11	Line of mature trees included in a group TPO.
TN12	Cotoneaster species (Cotoneaster sp.) which was not identified to species level and could be one of the species on Schedule 9.
TN13	Pile of logs with reptile and invertebrate potential.
TN14	Betony (Stachys officinalis) an ancient woodland indicator species.
TN15	Bird box in ornamental purple maple tree.
TN16	Southern marsh orchids (Dactylorhiza praetermissa) opening in between ornamental phormium plants.
TN17	Bird box in declining condition on pine tree, bees were noted using this box in 2018.
TN18	Bird box in declining condition on pine tree
TN19	Bird box on Norway maple (Acer platanoides)

Industrial unit site

Target note	Description
TN1	Two artificial bee hives in declining condition, fallen over within vegetation. Active bee hive is present in one of them.

Human Resources and Estates Management Group

Biodiversity Action Plan
for the Driver and Vehicle Licensing Agency 2020 - 2025 (DVLA)

DVLA
Longview Road
Morriston
Swansea
SA6 7JL

gov.uk/dvla

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