



Licence Application Form

Mitigation Licensing – Natterjack Toads

Wildlife Licensing
Natural England
Horizon House
Deanery Road
Bristol, BS1 5AH
T. 020 802 61089
EPS.Mitigation@naturalengland.org.uk

- Please complete this application form using **dark ink** and BLOCK CAPITALS.
- Return the completed form to the address shown.
- All questions should be answered as appropriate. Questions marked with ‘*’ are mandatory and failing to complete these may result in delays to your application.
- If there is insufficient space for completing answers on this form, please attach a separate sheet.
- Natural England will aim to determine the outcome of a completed licence application within its published service standards.
- If you experience any problems completing this application –please contact Wildlife Licensing.

For Office Use Only

Ref No:

1. Applicant Details

Please enter the details of the person or company who will become the licensee.

(a) Customer Details

Please note: If you are the agent / named ecologist registering on behalf of the applicant you will need to provide their full authorisation with this application.

*Email Address

*Title (please tick as appropriate) Mr Mrs Mx Other (Please Specify)

*Forename Middle Name *Surname

Professional Membership (e.g. CIEEM, IEMA, etc)

House Name / No.

*Address Line 1

*Address Line 2

Address Line 3

Town *County

*Postcode Country

Either 'Telephone No.' or 'Mobile No.' must be completed.

Telephone No. Mobile No.

Fax no.

*Customer Type (e.g. Farmer, Householder, Ecologist, etc.)

(b) If you are registering on behalf of an organisation please complete this section.

*Position *Organisation Name

What is the size of your organisation?

- Micro (1 to 10 employees)
- Small (11 to 49 employees)
- Medium (50 to 249 employees)
- Large (250 employees or more)

What is the legal status of your organisation?
(e.g. private limited company, registered charity, voluntary organisation, Government agency, Local Authority)

Companies House Registration or Registered Charity Number:

(c) Alternative Applicant Contact Details

In the event that the applicant is unavailable to discuss the application, it would be helpful if alternative contact details could be provided. By completing this section you are confirming that this contact is authorised to act on behalf of the applicant.

Name:

Tel Number:

Email Address:

2. Named Ecologist Details

(a) Ecologist Details

Please enter the details of the named ecologist. Please note a named ecologist is required for all development and mitigation applications

*Email Address

*Title

(please tick as appropriate)

Mr

Mrs

Mx

Other

(Please Specify)

*Forename

Middle Name

*Surname

Professional Membership

(e.g. CIEEM, IEMA, etc)

House Name / No.

*Address Line 1

*Address Line 2

Address Line 3

Town

*County

*Postcode

Country

Either 'Telephone No.' or 'Mobile No.' must be completed.

Telephone No.

Mobile No.

Fax no.

*Customer Type (e.g. Farmer, Householder, Ecologist, etc.)

(b) If you are registering on behalf of an organisation please complete the following.

*Position

*Organisation Name

What is the size of your organisation?

- Micro (1 to 10 employees)
 Small (11 to 49 employees)
 Medium (50 to 249 employees)
 Large (250 employees or more)

What is the legal status of your organisation?

(e.g. private limited company, registered charity, voluntary organisation, Government agency, Local Authority)

Companies House Registration or Registered Charity Number

(c) Alternative Named Ecologist Contact Details

In the event that the named ecologist is unavailable to discuss the application, it would be helpful if alternative contact details could be provided. By completing this section you are confirming that this contact is authorised to act on behalf of the named ecologist and has a detailed knowledge of the application.

Name:

Tel Number:

Email Address:

3. Communication Preferences

Please indicate who should be contacted if we need to discuss this application:

(please note more than one option can be selected for each question):

Applicant Named Ecologist

Please indicate to whom the outcome documentation for this application should be sent:

Applicant Named Ecologist

Applicant preferences: Email Post Telephone

If 'Yes' for telephone, please provide a contact no.

Named Ecologist preferences: Email Post Telephone

If 'Yes' for telephone, please provide a contact no.

4. Previous Applications

(a) * To your knowledge, have there been any previous applications or licence decisions concerning this site?

Yes No

If 'No' please move to question 4(g). If 'Yes' to (a), please complete the following.

(b) *Date of most recent application:

(c) *Which species was the subject of the previous applications?

(d) *What was the application or licence reference number?

(e) *What was the outcome of the previous application? (Please select one of the following)

Granted Not Granted Advice Only Deferred Not Yet Known

(f) To your knowledge, does this application relate to any previously licensed 'mitigation' work on the sites being applied for?

Yes No

If 'Yes' to (f)... Please provide application/licence reference numbers, species details and outcome details.

(g) To your knowledge, is the site being applied for subject to any recent, concurrent, pending or future applications for licences for the same or other European protected species or other protected species?

Yes No

If 'Yes' to (g)... Please provide application/licence reference numbers and species information.

For applications which are part of the Pre-Submission Screening Service:

More information on Natural England's Pre-Submission Screening Service can be found [here](#).

Is this a first draft application?

Yes No

Is this a subsequent draft?

Yes No

Are you aware if your case has been seen or reviewed by Natural England?

Yes No Not Sure

If yes, who provided the advice and when:

Any further information you would like to provide:

Is this a formal application?

Yes No

Please provide any earlier reference numbers

For applications which are part of Nationally Significant Infrastructure Projects:

Is this a first draft application? Yes No Is this a subsequent draft? Yes No

Is this a formal application? Yes No

Please provide any earlier reference numbers

5. Purpose

(a) Brief Description of Proposal

(E.g. Construction of a new road, flood defence works, installation of a utilities pipeline).

(b) * Please tell us why you need a licence.

E.g. A Natterjack Toad breeding site will be destroyed, destruction of two known breeding ponds).

(c) * Please confirm the purpose of the application (Please select one of the following):

- Imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment under section 55(2)(e)
- Preserving public health or public safety, under section 55(2)(e)
- Preventing the spread of disease, under section 55(2)(f)
- Preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber, fisheries or inland waters, or any other form of property under section 55(2)(g)
- A purpose not specified in Regulation 55(2) that is consistent with Article 16(1)(e) of the Habitats Directive, under section 55(4)

(d) * Please confirm the category most appropriate to your proposed work (Please select one of the following):

- | | |
|--|--|
| <input type="checkbox"/> Agriculture / Fishing / Forestry | <input type="checkbox"/> Mineral extraction |
| <input type="checkbox"/> Archaeological investigation / Site investigation | <input type="checkbox"/> Nationally Significant Infrastructure Projects |
| <input type="checkbox"/> Barn Conversion | <input type="checkbox"/> Places of worship |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Public community projects (e.g. schools, universities, hospitals, care facilities and other public buildings) |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Small scale repair and maintenance works |
| <input type="checkbox"/> Energy generation | <input type="checkbox"/> Transport |
| <input type="checkbox"/> Energy supply | <input type="checkbox"/> Waste management |
| <input type="checkbox"/> Flood and coastal defences | <input type="checkbox"/> Water management |
| <input type="checkbox"/> Health & Safety | <input type="checkbox"/> Other |
| <input type="checkbox"/> Heritage | |
| <input type="checkbox"/> Housing | |
| <input type="checkbox"/> Industrial / Manufacturing | |

If other, please provide details here:

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(e) * Is the proposed work part of a phased or a multi-plot development? Yes No

If 'Yes' to (e): You must submit a species specific master plan and Habitat Management and Maintenance Plan with this application, as a separate document. Guidance on what should be included in a master plan can be found at – http://webarchive.nationalarchives.gov.uk/20140605090108/http://www.naturalengland.org.uk/Images/WML-G11_tcm6-9930.pdf

6. Site Details

* Is the address for the site to be licensed different to the applicant's address? Yes No

If 'Yes' ... For the Site / Location to be licensed, please complete **all** of the following details:

If 'No' ... Please complete Site / Location Name and OS Grid Reference boxes only.

(For linear projects, please add the start and end points separately)

	<i>Site Details</i>
*Site / Location Name:	
House No:	
Address Line 1:	
Address Line 2:	
Address Line 3:	
Town:	
*County:	
Postcode:	
*OS Grid Reference: <i>(In format XX123456)</i>	

7. Conservation Considerations

(a) *Will any part of the proposed activity fall in and/or adjacent to a Designated Site?

Yes No N/A

If 'Yes' to (a) please complete the table below. If 'No', please go to the next section.

Please indicate whether the activity will fall on and/or adjacent to a designated site:	Designated Site Name:	Type of Designated Site <i>E.g. National Nature Reserve (NNR), Site of Special Scientific Interest (SSSI), Special Protection Area (SPA), Special Area of Conservation (SAC), Ramsar Site, Ancient Monument, Marine Nature Reserve (MNR), Area of Outstanding Natural Beauty (AONB)</i>
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		
On <input type="checkbox"/> Adjacent to <input type="checkbox"/>		

(b) Have you consulted with Natural England for advice on the implications of the application on the designated site?

Yes No Not Known

(c) Please give either the outcome of your consultations or the reason why you have not consulted us. Please provide any relevant correspondence and the name of the local Natural England adviser or reserve manager consulted.

8. Authorisation

(a) * Is the applicant the owner / occupier of the land?

Yes No N/A

If 'Yes' to (a) please go to the next section. If 'No' to (a) please answer (b).

(b) Have you received the owner occupier's permission to apply?

Yes No

Please note that it is your responsibility as the applicant to obtain the owner or occupier's permissions to act under licence on their property.

You may be asked to provide documentation which confirms that you have owner or occupier's permissions and we will contact you if this is necessary.

9. Application Details

(a) Please add details for all licensable actions you wish to perform:

	Licensable Action
Application Subject	<i>Natterjack Toads</i>
Species	<i>Natterjack Toad</i>
* Activity	<input type="checkbox"/> Capture <input type="checkbox"/> Disturb <input type="checkbox"/> Transport <input type="checkbox"/> Damage breeding site <input type="checkbox"/> Destroy breeding site <input type="checkbox"/> Destroy resting place <input type="checkbox"/> Damage resting place
* Method / Field Technique	<input type="checkbox"/> By hand <input type="checkbox"/> Hand search <input type="checkbox"/> Destructive search <input type="checkbox"/> Bottle trapping <input type="checkbox"/> Netting <input type="checkbox"/> Draining down and destruction of ponds <input type="checkbox"/> Night / torch searching <input type="checkbox"/> Pitfall trapping and refuges <input type="checkbox"/> Refugia only <input type="checkbox"/> Exclusion by permanent amphibian fencing <input type="checkbox"/> Exclusion by permanent one-way amphibian fencing <input type="checkbox"/> Exclusion by temporary amphibian fencing <input type="checkbox"/> Exclusion by temporary one-way amphibian fencing <input type="checkbox"/> Drift fencing
* Number of breeding sites to be impacted:	
Please enter the proposed start date of action below. <i>Please note this refers to the date of the first licensable action, not necessarily when the development commences.</i>	
* Proposed Date From	

(b) * Have you sent your records to the Local Records Centre?

Yes No

Please note: You must send survey data and habitat assessment data to your Local Records Centre (LRC). It is a condition of survey licences that records are sent to LRCs annually or to other organisations as specified on a particular survey licence (e.g. People's Trust for Endangered Species).

10. Experience

Please note: For guidance in completing this section please refer to the Experience in Great Crested Newt Mitigation document at http://webarchive.nationalarchives.gov.uk/20140605090108/http://www.naturalengland.org.uk/Images/wmlq05_tcm6-4115.pdf

(a) * Has the named ecologist associated with this application held or been named on a licence in the past three years for the same species and in relation to a project of similar scale, methodology and mitigation?

Yes No

If 'Yes' to (a)... (b) * Please provide the name of the issuing authority, the licence reference number and date of issue for licences held:

If 'No' to (a) please complete the following. If "Yes" to (a) go to the next section.

(c) * Does the named ecologist currently hold a valid personal survey licence or are they registered to use a class survey licence for the same species?

Yes If 'Yes' complete **all** of the following.

No If 'No' go to (f)

(d) * What is/are the survey licence reference number(s)?

(e) * Number of years the survey licence(s) have been held

(f) * Please give brief details of the named ecologist's current science, education or conservation licence or any other licences issued to the ecologist in the last three years relevant to the species relating to this application:

(g) * Please give brief details of the named ecologist's experience on mitigation projects relevant to the species relating to this application, including in what capacity they acted. State the site names and reference numbers of licences and the type of mitigation involved:

(h) * Please provide details of the named ecologist's Qualifications, including any Continual Professional Development (CPD) training relevant to the species relating to this application:

Please note: If you have not held a mitigation licence in the last three years you will need to provide written references from two people who are familiar with the named ecologist's work. Please attach these references with your application. References provided in support of your licence application should:

- Vouch for the named ecologist's suitability and competence to prepare and deliver mitigation projects;
- state how long referees have known the named ecologist and in what capacity;
- provide details of the named ecologist's mitigation experience with the relevant species or a related species; and
- provide details of the referees' own mitigation experience and mitigation licence held (if appropriate): at least one referee must have held a mitigation licence within the last 3 years.

(i) * Are you providing references?

Yes No

If 'Yes' to (i): Please provide details of the referees. We may need to contact these referees to verify their statements.

1st Referee:

2nd Referee:

11. Consent Status

(a) *Is any consent required for your proposed project and the subject of this licence application? Please select one of the following options.

- 1. Planning-related consent required (e.g. Planning permission, listed building consent, etc)
- 2. Demolition consent (under Building Act 1984) including prior notice to demolish.
- 3. Other type of consent required (e.g. Minerals consents, Highway Act consents, Secretary of State Decision Letter, Compulsory Purchase Order, Environment Agency Consent, etc.)
- 4. Permitted Development (under Town and Country Planning Act 1990) - no specific consent required.
- 5. No consent required (e.g. Public Health and safety issues)

If '3' is selected

(b) * Please provide details of these consents

If '5' is selected

(c) * Please explain why no consent is required

If '1', '2' or '3' is selected

(d) Have you obtained the necessary consent(s) to allow the proposed activity to be commenced?

Yes No

- If 'No' to (d), please complete 'Consent Not Obtained'
- If 'Yes' to (d), please complete 'Consent Obtained'

Consent not obtained

Please explain why you are applying in advance of the granting of consent that would allow the development to commence and what the circumstances are (e.g. Site investigation work which is required to inform the planning consent decision and where, after avoidance measures, the risk of affecting a European Protected Species is high). Please note that your application is unlikely to be processed until this issue has been resolved.

(e) * Please provide details of the outstanding consents to be obtained and the likely timescales for their determination/issue.

Pre-Submission Screening Service:

We will provide advice on draft applications, prior to consents being in place and prior to a formal licence application being submitted through this chargeable service. We **strongly** advise customers to use this service rather than trying to pursue a licence under Exceptional Circumstances, particularly where there are concerns about financial implications resulting from delays in obtaining a licence once planning consents are in place. Please see our [website](#) for further advice about this.

Consent obtained

(f) Please confirm details of all the consents that have been granted relevant to the proposed activity and this licence application.

- | | | | |
|---|--------------------------|--|--------------------------|
| Full Planning Permission | <input type="checkbox"/> | Outline Planning Permission | <input type="checkbox"/> |
| Demolition consent (under Building Act 1984) including prior notice to demolish | <input type="checkbox"/> | Conservation Area Consent | <input type="checkbox"/> |
| Listed Building Consent | <input type="checkbox"/> | Tree Preservation Order | <input type="checkbox"/> |
| Highways Act Consent | <input type="checkbox"/> | Utilities Consent | <input type="checkbox"/> |
| Mineral Consent | <input type="checkbox"/> | Mineral Consent with Review of Mineral Planning Permission | <input type="checkbox"/> |
| Mineral Consent (Review of Mineral Planning Permission submitted to Mineral Planning) | <input type="checkbox"/> | Other consent type | <input type="checkbox"/> |

Other Consent Type

(g) Please provide consent reference number (s)

Please submit copies of the consents (or extracts) that are relevant to the proposed activity and this licence application, if applicable.

(h) For all consents that have been granted, have all conditions or Reserved Matters relating to wildlife species and habitat issues (which are intended to be and are capable of being discharged before development begins) been discharged? Yes No

*If 'No' to (h), please answer **all** of the following. If 'Yes', please skip to (j).*

Please note: If it is not possible or not intended for the conditions to be discharged before development commences then please complete the questions below.

(i) Please give details of those conditions that are still to be discharged and explain why they have not been discharged.

(j) Is the site subject to any commitment that affects the protected species named in this application?

Yes No

For example a Section 106 Agreement (Town and Country Planning act 1990) or other commitments made at a Public Inquiry or in an Environmental Statement.

If 'Yes' to (j): **Has the commitment been met? Please also explain what has been done.**

If 'Yes' to (j): **What work is outstanding and when will it be completed?**

(k) Is the site subject to any such commitment that affects other European Protected Species or other protected species? *E.g. a Section 106 Agreement (Town and Country Planning Act 1990) or other commitments made at a Public Inquiry or in an Environmental Statement.*

Yes No

If 'Yes' to (k): **Has this been met?**

If 'Yes' to (k): **When will this be complete?**

12. Consenting Authority

Please provide the Local Planning Authority/Authorities that have granted consent for the proposed project and the subject of this licence application. Please then provide contact details for the responsible officer. If consent is granted by another body (e.g. Secretary of State, Natural England, Environment Agency, Utilities Consent, Highways Consent, etc) then please provide details for it as appropriate. If no consent is required (e.g. Public health and safety issues) then please leave the remaining fields blank.

*Consenting Authority Name

*Title

*Forename

*Surname

* Position

Email Address

Telephone Number

Address

13. Method Statement

A Method Statement must be provided to support this application, along with other supporting documents, which may include some or all of the following:

- Maps
- Figures
- Habitat management and maintenance plans
- Master plans
- Appended survey results
- A work schedule

Please note: The Method Statement is normally prepared by a consultant ecologist or another suitably qualified person because compiling the content requires specific species and site-related knowledge.

Further Advice: Copies of the latest versions of templates for all species and further guidance to help you complete them are available on our [website](#).

14. Supplementary Information

Please provide any additional information you may have to support your application.

15. Charge Screening

Natural England will use this section of the form to assess whether you need to pay for a mitigation licence. If you do not complete this form correctly, your request might take longer.

15a. Applicant Screening

Tick which licence application your charge screening request relates to and read the relevant guidance before you start:

Natterjack toads: read guidance for [licence WML-A44](#)

Charge screening for modifications or renewals to a wildlife licence granted before 7 December 2020 only

Enter your licence reference number

I have read and understood the [terms and conditions for payment](#) in respect of an existing wildlife licence and agree to pay relevant charges.

15b. Is there a charge for your licence?

Your answers must be the same as question 5 and question 11.

Tick the relevant purpose for your licence application.

To prevent the spread of disease.

To prevent serious damage to property.

To preserve public health or public safety – but not for imperative reasons of overriding public interest of a social or economic nature.

For a householder home improvement project (such as an extension, garage, car port, wall or fence), for which you:

have received planning consent through a householder planning application

do not need planning consent (permitted development)

For the conservation of a:

scheduled monument

listed building

registered place of worship

traditional farm building in a countryside stewardship agreement

If you have ticked any of the purposes above, you may be exempt from licence charges. You do not need to complete the rest of this section 15.

Read and sign sections 16 and 17 and send your licence application form to:
eps.mitigation@naturalengland.org.uk

15c. Invoice Details

Only complete this section if your licence is charged for.

Please note:

- if the section below needs to be completed and is left blank, the form will be returned to you for completion. Licence assessment will not commence until these details are provided
- requests for changes to invoice details made after an invoice has been issued (including missing purchase order numbers) will be subject to a £101 administration charge.

Contact details are the same as the applicant details

Company name

Address including
postcode

Telephone number

Mobile number

Email address for
invoices

Contact name for invoices

Email address (if different from invoice email address)

Do you use a purchase number for company invoices? Yes

No

If 'yes', enter purchase number

15d. Licence Cost

The cost of this licence is calculated to the nearest quarter of an hour, based on an hourly rate of **£101** plus a £183 compliance check.

Most new licences are likely to cost between £380 and £1,000, including the compliance check charge. Modifications or renewals to existing licences are likely to cost between £210 and £1,000.

Complex cases are likely to cost more. For example:

- projects using unusual, new or contentious methods
- applications or project plans that have incomplete or inaccurate details
- applications or project plans with unnecessary additional information
- issues with ecologist experience or poor references
- surveys that do not follow guidance or are limited or constrained
- phased or multi-plot developments
- use of licensing policies
- applications where compliance issues have been identified or have previous police involvement
- applications without relevant planning permissions (or other consents) in place; that do not have conditions or reserved matters fully discharged; or that propose the use of exceptional circumstances
- impact on a protected site, especially where the work needs consents

Read Section 16 and 17, sign and send this completed application form to: eps.mitigation@naturalengland.org.uk

16. Using and Sharing Your Information

How we use your personal information is set out in the Wildlife Licensing privacy notice which can be found here

<https://www.gov.uk/government/publications/natural-england-privacy-notice>

Important Advice:

- **If your application is made under the Wildlife and Countryside Act 1981 (as amended) or the Conservation of Habitats and Species Regulations 2017 (as amended), any person who in order to obtain a licence knowingly or recklessly makes a statement or representation, or furnishes a document or information which is false in a material particular, shall be guilty of an offence and may be liable to criminal prosecution. Any person found guilty of such an offence is liable, on summary conviction, to imprisonment for a term not exceeding six months or to a fine not exceeding level 5 on the standard scale, or to both. Regarding other wildlife legislation, we will look to provisions in the Fraud Act 2006 (as amended) in respect of applicants making any false representations.**
- **Natural England or the Secretary of State can modify or revoke at any time any licence that is issued, but this will not be done unless there is good reason for doing so. Any licence that is issued is likely to be revoked immediately if it is discovered that false information has been provided that resulted in the issue of a licence.**

17. Declaration

17a. Convictions

* Have you or any person listed in the application been convicted of any wildlife-related or animal welfare offence? Yes No

If 'Yes': Please provide details of the convictions: (including dates)

The offences we are referring to relate to persons convicted on or after 1 January 2010 of an offence under the Wildlife and Countryside Act 1981, the Conservation (Natural Habitats &c.) Regulations 1994, the Conservation of Habitats and Species Regulations 2017 (as amended), the Protection of Badgers Act 1992, the Deer Act 1991, the Hunting Act 2004, the Wild Mammals (Protection) Act 1996, the Animal Welfare Act 2006 and the Protection of Animals Act 1911 (all as amended). You do not have to declare conviction if the person concerned is: (1) a rehabilitated person for the purposes of the Rehabilitation of Offenders Act 1974 and their conviction is treated as spent; or (2) in respect of such an offence, a court has made an order discharging them absolutely.

17b. Applicant Declaration.

I have read and understood the privacy notice above.

- Where required, I undertake to obtain permission from landowners / occupiers of land to exercise any licence resulting from this application, and to allow any employee or representative of Natural England to monitor or inspect the work described in this application.
- I have read and understood the guidance provided in the application form and on the Wildlife Licensing Internet guidance pages.
- I declare the particulars given are correct to the best of my knowledge and belief, and I apply for a licence in accordance with the information I have provided.
- I confirm that there is no satisfactory alternative to meet the need/resolve the problem detailed in this application.
- I have read and understood the [Terms and Conditions](#) for payment in respect of Wildlife Licence Applications and agree to pay all the relevant charges due.

I agree to the declaration above.

Signature of Applicant:

For electronic applications, please insert an electronic signature above or tick this box to confirm with the declaration.

Name: (In BLOCK letters)

Date:

17c. Ecologist Declaration

I have read and understood the privacy notice above.

- I confirm that I have visited the site(s).
- I have designed and inputted into the licence proposal.
- I confirm that there is no satisfactory alternative to meet the need/resolve the problem detailed in this application.
- I am satisfied that the proposal will result in no adverse impact on the species concerned.
- I declare the particulars given are correct to the best of my knowledge and belief, and the applicant may apply for a licence in accordance with information I have provided.
- I have documentary evidence that I am authorised to act on behalf of the applicant that I will supply to Natural England on request.

I agree to the declaration above.

Signature of Ecologist:

For electronic applications, please insert an electronic signature above or tick this box to confirm with the declaration.

Name: *(In BLOCK letters)*

Date:

18. Annex - Application Notes

Applicant

The applicant is the person submitting the application (usually the landowner or occupier) who, if the licence was granted, would become the licensee. The applicant may appoint agents to produce the application pack and act on their behalf. A person with specific skills and knowledge of the species concerned, such as a consultant ecologist, must be appointed to assist in the preparation and the delivery of the proposals that ensure the species protection requirements can be met.

Licensee

The "Licensee" named on the licence is responsible for ensuring that all activities carried out on site in relation to the licence comply with the terms and conditions of the licence. However, all persons authorised to act under the licence must comply with the licence and its conditions (see Regulation 60(1) of the 2017 Regulations). This means that all authorised persons have a responsibility for ensuring that the licence terms and conditions, including any annex special conditions, are understood and complied with. Failure to do so could lead to prosecution.

Consultant/Named Ecologist

The "Named Ecologist" is a professional ecological consultant who has satisfied Natural England that they have the relevant skills, knowledge and experience of the species concerned and is responsible for undertaking and/or overseeing the work undertaken in respect of the licensed species. The 'Named Ecologist' has a responsibility for ensuring that the licence is complied with. They are responsible for advising the licensee on the suitability and competence of any Accredited Agents or Assistants employed on site to undertake the required duties and may include the direct supervision of Assistants where appropriate. More information about the experience required to become a named ecologist can be found at: http://webarchive.nationalarchives.gov.uk/20140605090108/http://www.naturalengland.org.uk/Images/bat-mitigation-guidance_tcm6-10534.pdf.

Accredited Agent

An "Accredited Agent" is a suitably trained and experienced person who is able to carry out work under a licence without the personal supervision of the Named Ecologist. Any Accredited Agent must be appointed by the Licensee and be in possession of a letter signed by the Licensee confirming their appointment. Agents shall carry a copy of the said letter when acting under the licence and shall produce it to any police or Natural England officer on request.

Assistants

An "Assistant" is a person assisting a Named Ecologist or Accredited Agent. Assistants are only authorised to act under this licence whilst they are under the direct supervision of either the Named Ecologist or an Accredited Agent.