



Licence Application Form

Mitigation Licensing - Dormice

- 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.
 - This can be downloaded from our website or you can ask Wildlife Licensing to send you a copy.

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

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/number:

*Address Line1

*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 (eg Farmer, Householder, Ecologist, etc.)

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

*Position

What is the size of your organisation?

*Organisation Name

☐ 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?

(eg. 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

Telephone No.

Email address

2. Named Ecologist Details

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

(a) Agent/ Named Ecologist Details

Please note: If you are the applicant registering on behalf of the agent / named ecologist 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
(eg, CIEEM, IEMA, etc) .

House name/number:

*Address Line1

*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 (eg Farmer, Householder, Ecologist, etc.)

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

*Position

What is the size of your organisation?

*Organisation Name

☐ 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?
(eg. 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.

Name

Telephone No.

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 site 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 Services

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

(Eg, Construction of a new road, construction of five flats with access road and car parking area, installation of an underground utilities cable).

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

(Eg, Woodland used for breeding and hedgerows used for dormice dispersal will be damaged during construction works).

(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/Farming/Fishing/Forestry/Nature conservation | <input type="checkbox"/> Housing (non-householder) (eg, residential development, repairs/maintenance, non-householders) |
| <input type="checkbox"/> Archaeological investigation | <input type="checkbox"/> Industrial/Manufacturing |
| <input type="checkbox"/> Barn conversion | <input type="checkbox"/> Mineral extraction/Quarrying |
| <input type="checkbox"/> Commercial - eg, office, retail | <input type="checkbox"/> Nationally Significant Infrastructure Projects |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Places of worship |
| <input type="checkbox"/> Energy generation/Energy supply | <input type="checkbox"/> Public buildings and land (eg, schools, universities, hospitals, care facilities, military, prisons) |
| <input type="checkbox"/> Flood and coastal defences | <input type="checkbox"/> Tourism/leisure eg, golf courses, country parks, holiday camps |
| <input type="checkbox"/> Health and safety | <input type="checkbox"/> Transport/Highways |
| <input type="checkbox"/> Heritage/Historical (eg, National Trust, listed building, scheduled monument) | <input type="checkbox"/> Waste management |
| <input type="checkbox"/> Householder home improvement (eg, loft conversion, extension, garage, conservatory, repairs) | <input type="checkbox"/> Water supply and treatment/water environment |

(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)

Site Details

*Site / Location Name:

House No:

Address Line 1:

Address Line 2:

Address Line 3:

Town:

*County:

Postcode

*OS Grid Reference (In format XX123456) :

7. Conservation Considerations

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

Yes ☐ No ☐

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>Eg, 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:

Two stage habitat removal

	Licensable Action
Application Subject	<i>Dormice</i>
Species	<i>Hazel Dormice</i>
	<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
	<input type="checkbox"/> By hand <input type="checkbox"/> Next box/Nest tube <input type="checkbox"/> Hand search <input type="checkbox"/> Two stage habitat removal <input type="checkbox"/> Single stage habitat removal - active season <input type="checkbox"/> Single stage habitat removal - hibernation season <input type="checkbox"/> Other
If Other method, please specify	
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 received the owner / occupier's permission to apply?

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 (eg, 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/wmlg05_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 section. If 'Yes' to (a) please 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) * 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:

(f) * 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

(g) * 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.

(h) * 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?

- ☐ 1. Planning-related consent required (eg, Planning permission, listed building consent, etc).
- ☐ 2. Demolition consent (under Building Act 1984) including prior notice to demolish.
- ☐ 3. Other type of consent required (eg, 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 (eg, 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 (eg, 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.

(f) *Other - Householder Planning Permission.

Please insert 'HHPP' in the text box

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

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

Full Planning Permission

☐

Outline Planning Permission

☐

Demolition consent (under Building Act 1984) including prior notice to demolish

☐

Conservation Area Consent

☐

Listed Building Consent

☐

Tree Preservation Order

☐

Highways Act Consent

☐

Utilities Consent

☐

Mineral Consent

☐

Other consent type

☐

Other Consent Type

☐

(h) 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.

(i) 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 (i), please answer **all of the following**.
If 'Yes' to (i), please skip (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.

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

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

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.

Yes ☐ No ☐

- If 'Yes' to 'k' Has the commitment been met?
Please also explain what has been done.

- If 'Yes' to 'k' What work is outstanding and when will it be completed?

- (l) Is the site subject to any such commitment that affects other European Protected Species or other protected species? *Eg, 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 'l' Has this been met?

- If 'Yes' to 'l' When will this be complete?

Reasoned Statement & Supporting Documents

A Reasoned Statement and supporting documents may be required in support of this application.

Copies of the latest version of the Reasoned Statement template which sets out when a Reasoned Statement is required and further guidance to help are available on our website.

Please tick this box to confirm that you have read and understood the Reasoned Statement template and advice/guidance ☐

(m) * Does your application require a Reasoned Statement? Yes ☐ No ☐

If 'No' to (m): * Please confirm the exception that applies (specify species and scenario eg, home improvements or small scale housing developments)

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 (eg, 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 (eg, 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 should be 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

15a. Applicant screening

Natural England will use this form to assess whether you need to pay for your licence.

Remember to save your changes before you submit your application form. If you do not complete your form correctly, your request might take longer.

Charge screening relating to modifications to a wildlife licence granted before 22 April 2019 only

Enter your licence reference number

Declaration

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 on this form.

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) to a single home 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

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 of section 15.

Send this form with your licence application form to:
eps.mitigation@naturalengland.org.uk

If the purpose of your application is:

a purpose not specified in Regulation 55(2) that is consistent with Article 16(1)(e) of the Habitats Directive, under Section 55(4)

you should email eps.mitigation@naturalengland.org.uk to discuss your choice and whether a charge applies.

15c. Invoice Details

Complete this section if your licence is chargeable. You will need to pay before you start your project.

Contact details are the same as 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 the purchase order number

15d. Licence Cost

The cost of the A35 licence is either:

- a fixed price of £690
- a variable price depending on the time taken to assess it.

Can I pay a fixed price for my licence?

Your answers must be supported by evidence in your licence application (questions 5, 6 and 9) and method statement.

Tick the options that apply to your project.

To be eligible for the fixed price, the project must:

be located in: Cornwall, Devon, Somerset, Dorset, Hampshire, Isle of Wight, Sussex, Kent or Surrey

not be a phased or multi-plot development

use mitigation or compensation techniques and timings as stated in the Dormouse Conservation Handbook 2nd Edition, by Bright, Morris and Mitchell-Jones, published in 2006 by English Nature.

If the project is a housing or transport project, it must be:

a housing project with 9 or fewer houses

a transport project that will damage or destroy less than 1 hectare of dormouse habitat (before mitigation or compensation)

If you can tick all the relevant options above, you can pay the fixed price for your licence. Send this form with your licence application to eps.mitigation@naturalengland.org.uk

If your licence is not eligible for the fixed price, you will need to pay a variable price.

Variably priced licences

The variable price is calculated to the nearest quarter of an hour, based on an hourly rate of £101 plus a £183 compliance check. Likely costs are:

- new licences between £500 and £2000
- modifications between £100 and £1000
- resubmissions between £500 and £800

Complex cases are likely to cost more, such as:

- proposals that fragment habitat and isolate populations
- clearing habitat at times that are not recommended in the Dormouse Conservation Handbook 2nd Edition
- projects that affect dormouse outside of their core range
- 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
- applications that affect a protected site

Save and send this completed charge screening form with your A35 licence application form to: eps.mitigation@naturalengland.org.uk

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-notices>

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 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

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 Declarations

☐ 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:

https://webarchive.nationalarchives.gov.uk/ukgwa/20140605090108/http://www.naturalengland.org.uk/Images/wmlg05_tcm6-4115.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.