# Background

Licences issued for development under Regulation 55(2) of the Conservation of Habitats and Species Regulations 2017 (as amended) for European Protected Species (EPS) have a standard condition that the works be carried out in accordance with the method statement provided with the licence application. It is an offence to breach a licence condition under Regulation 60(1). NRW requires evidence that the licence holder has complied with the method statement submitted with their application when implementing their licence.

Where formal compliance audit is required, a series of performance indicators will need to be agreed together with the evidence required to demonstrate compliance. An example structure for a compliance audit for development works affecting dormice is provided below.

**This template should be adapted according to the requirements of individual schemes.**

# Example licence compliance audit report template for developments affecting dormice

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| **Natural Resources Wales licence reference number:** |  | Site name:  |  |
| Site grid reference: |  |
| Name of licence holder: |  | Name of developer if different from licence holder: |  |
| Name of ecological consultant: |  | Date/s of audit (dd/mm/yy): |  |
| Date licence issued (dd/mm/yy): | Date licence expired: | Licence implemented between (dd/mm/yy) |
|  |  | From: | To: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Performance Indicator** | **Evidence Required** - this list should be adapted to reflect the agreed method statement | **Pass (Yes/No), Comments** | **What action is required as a result of findings?** |
|  | **General** |  |  |  |
|  | The licensee will advise NRW Species Officer of the start date for the works prior to works commencing.  | Written or electronic documentation with notification of start of works.  |  |  |
|  | A suitably experienced licensed ecologist will be appointed and retained during the life time of this licence to provide on-site advice. | Letter, contract or other document outlining the appointment of an ecologist for the lifetime of the project. |  |  |
|  | Prior to the start of any works on site, all site workers will be inducted by the project ecologist. This induction will cover the legal status of the species, the method of working and, action to be taken if protected species are encountered. | Copy of documents from ecological induction, showing induction content.List of induction attendees. |  |  |
|  | Preparation and implementation of a biosecurity risk assessment as detailed in E.5 of the method statement | Biosecurity risk assessment is available for inspection.Log of biosecurity measures is available for inspection and shows that they have been implemented.Field observation shows that biosecurity measures are in place e.g. foot washes |  |  |
|  | **E.1 Site clearance** |  |  |  |
|  | Implementation of site clearance methods that are sensitive to the presence of dormice as detailed in E.1 of the method statement | Log and field observation show that site clearance has been undertaken as detailed in the method statement. Dates of action taken should be noted. The following are examples of actions to be included. This list should be adapted to reflect the agreed method statement.*Two-stage winter removal (preferred method):*Stage 1* Shrubs suitable for translocation identified and marked prior to start of clearance.
* Vegetation to be retained fenced off
* Remaining vegetation cut down to just above ground level between December and March
* Shrubs identified for transplanting coppiced to 30-50cm
* Vegetation removal and coppicing completed under supervision of ecologist

Stage 2* Shrub translocation and vegetation removal completed post-April.
* Vegetation translocation and removal completed under supervision of ecologist.

*Late summer removal (alternative method):** Shrubs suitable for translocation identified and marked prior to start of clearance.
* Vegetation to be retained fenced off
* Finger-tip searches for dormice completed by ecologist/s immediately prior to clearance
* Vegetation removal completed between late September and end October.
* Shrubs identified for transplanting coppiced to 30-50cm
* Remaining vegetation cut by hand with clearance taking place towards retained vegetation
* Cut material stacked for 24 hours prior to removal or chipping
 |  |  |
|  | Action taken if active or hibernating dormice are found | Log detailing number and location of dormice found, and action taken.  |  |  |
|  | **E.2 Dormouse habitat** |  |  |  |
|  | Implementation of in-situ retention of habitat as detailed in E.2.1 of the method statement | Log and field observation demonstrate retention of all areas of habitat specified. Condition of habitat should be noted.  |  |  |
|  | Implementation of existing habitat modification as detailed in E.2.2 of the method statement | Log and field observation demonstrate modification of all areas of habitat specified including:* location and area of modified habitat
* type of habitat improvement undertaken
* date of management completed
* action still to be completed
 |  |  |
|  | Implementation of new habitat creation as detailed in E.2.3 of the method statement | Log and field observation demonstrate creation of all areas of new habitat specified including:* location and area of new habitat
* species composition
* size/age class of material used
* planting date
* location and number of dormouse boxes deployed
* action still to be completed

Log and field observation demonstrate appropriate management of new planting during the construction phase including:* monitoring the condition of translocated stools and new plantings fortnightly during first year and thereafter a minimum of 3 times per year during the growing season
* replacement of translocated and newly planted material that has failed within 2 months with new planting of the same species and size
* irrigation of mitigation vegetation during periods of prolonged dry weather and/or apparent wilting of leaf growth (new and/or translocated vegetation)
 |  |  |
|  | **F and H Post-development site safeguard** |  |  |  |
|  | Implementation of habitat/site management and maintenance and, habitat monitoring as detailed in F.1 and F.2 of the method statement  | If audit undertaken during development phase: Habitat management plan demonstrates measures are in place to ensure ongoing land management of retained, modified and newly created habitat post-development including:* monitoring the condition of translocated stools and new plantings fortnightly during first year and thereafter a minimum of 3 times per year during the growing season
* replacement of translocated and newly planted material that has failed within 2 months with new planting of the same species and size
* irrigation of mitigation vegetation during periods of prolonged dry weather and/or apparent wilting of leaf growth (new and/or translocated vegetation)

If audit undertaken post-development:* log or report demonstrate habitat management plan has been implemented
* site management works are maintaining the ecological functionality of the mitigation/ compensation site
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|  | Implementation of population monitoring as detailed in F.2 of the method statement  | If audit undertaken during development phase: * monitoring plan demonstrates measures are in place to undertake dormouse population monitoring post-development.

If audit undertaken post-development:* log or report demonstrate monitoring plan has been implemented
* log or report demonstrate results passed to local record centre
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|  | Implementation of long term site safeguard proposals as detailed in F.4, H.1 and H.2 of the method statement*NB Not all schemes will require all of the activities* | Log of works demonstrates implementation eg:1. land transfer or other legal interest proposal
2. mitigation/compensation site been listed as a local land charge
3. proposed legal agreements and contracts been completed
4. wardening requirements implemented to proposed timescales and in accordance with the submitted Method Statement
5. financial plan in place to resource mitigation, compensation, monitoring, site management or wardening
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|  | **Any other points to note/comments from auditor:** |

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| **Auditor name and organisation** | **Signature** | **Date** |
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