



Ecological Survey Report Guidance

Table 1 details information that should be included in all ecological survey reports submitted with planning applications. Requirements for specific species & habitats are provided in Tables 2–5.



Prior to the commencement of any work ensure all survey work (Protected Species, Phase 1, Code for Sustainable Homes) has been considered and coordinated. Surveys should reflect national and local planning policy and adhere to the requirements set out in European Legislation.

Please be aware in some cases it may be necessary to request additional surveys or further information.

Table 1: Ecological Survey Reports	Checklist
Ensure that the scope of the survey has been considered and that the correct survey is carried out – Protected Species / Phase 1 / Code for Sustainable Homes.	
Disclaimer to be signed by the agent/architect/developer and applicant stating they have read and understood the survey report: I, [name], acknowledge receipt of the ecological survey dated [date] relating to [address]. I have read the contents and understand my legal obligations regarding any protected species and habitats that may be present at this address. [Signed].	
The surveyors name, qualifications, professional membership (where applicable), experience and relevant EPS licence (where applicable).	
Executive summary setting out the key findings, recommendations (including mitigation) and if further surveys are required (in bold).	
Introduction and site summary (site name, grid reference, site location plan, date of survey).	
Desk study (to include summary from Local Records Centre data search – West Wales Biodiversity Information Centre).	
Survey methodology (cross reference to guidelines followed, justification for method, equipment to be used, limitations).	
Site description (to include particular features of interest and relevant adjoining habitats).	
Survey results (to include species scientific name, number found (if applicable), recorder name, date recorded, weather conditions, date, time of survey, duration).	
Map summarising records of species and habitats (to include Phase 1 Habitat / NVC codes).	
Overall evaluation of the site, habitat and species in their ecological and physical context and according to status in legislation (EPS, LBAP).	
Assessment of potential impact(s) of development (to include direct, indirect, construction, ongoing use, short and long term effects) on the site, species and adjoining habitats and how impacts can be avoided, mitigated or compensated for.	
Recommendations (to include details of proposed mitigation, compensation and enhancement and method statement e.g. timing). Clearly state which recommendations are compulsory and specify actions for the agent/developer/applicant in relation to the planning application (ensuring mitigation and/or compensation is transposed on to the architectural drawings).	

Table 2: European Protected Species: Bats	Checklist
A description of the building/structure, trees/hedgerows, adjoining habitat/site, corridors linking habitat features and overall assessment of the potential of the site to support bats both externally and internally (should include illustrations or photos).	
Summary of bat evidence found (such as number/type of droppings, staining) and conclusions (such as type of roost).	
Plans showing location of evidence (such as suitable features, identified roosts, access points, flight lines, light-sampling, swarming areas).	
Detailed mitigation and/or compensation strategy specific to the development proposal, targeted to the species and type of roosts found (to include method statement detailing timing, landscaping/planting, lighting, order of works). This must be discussed with the architect/agent and be included on the architectural drawings (dimensions, location of access points, materials, enhancement).	
Assess and advise on requirement for NRW EPS licence.	

Table 3: European Protected Species: Otters	Checklist
Assessment of suitability of site for otters, summary of evidence of otter activity and use of site (e.g. location of spraints, exit/entry slides), rain report for preceding two days and survey day(s) and tide times where applicable.	

Table 4: Wildlife & Countryside Act Species: Reptiles	Checklist
Assessment of suitability of site for reptiles. Results to include detailed weather information (current and preceding two days), sunrise and sunset times, a plan showing the rough location of the survey tiles and justification for number/location.	

Table 5: European & National Sites (SACs, SPAs, Ramsar sites, SSSIs)	Checklist
Development has the potential to impact protected sites or features of protected sites e.g. mobile species such as bats or otters. The LPA will consider this when determining a planning application and may need to carry out a Test for Likely Significant Effect (TLSE) under Regulation 61 of the Conservation of Habitats and Species Regulations 2010. In order to do so the LPA will need sufficient, relevant information. If you are in any doubt regarding the level of information required seek advice from the LPA, CCW or refer to the SAC/SPA core management plan.	

Useful websites:

www.ieem.net/surveymethods.asp

www.naturalresourceswales.gov.uk

<http://roost.bats.org.uk/>

www.wwbic.org.uk

www.biodiversityplanningtoolkit.com

Natural Resources Wales EPS Licences (including Bats, Otters & Dormice)

<http://naturalresourceswales.gov.uk/apply-buy-report/apply-buy-grid/protected-species-licensing/european-protected-species-licensing/bats/?lang=en>