



Email: wildlifelicensing@gov.je

Website: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Wildlife (Jersey) Law 2021

Application form for a project licence to carry out work affecting protected species for the purposes of enabling development (PL01)

- Before completing this form, please read the guidance notes in Section Q.
- The department will aim to determine the outcome of your application within 15 working days of receipt of all required information.
- Further information regarding wildlife protection and licensing can be accessed using the following link: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

Section A – Applicant details

In what capacity are you applying for a Licence?

The licence may be held by a person or by an organisation, however, the organisation must provide the contact details of the Appointed Person who will be their primary point of contact (see guidance notes in Section Q).

- Applicant in person
 Organisation

Please enter details of the person or organisation (including Appointed Person) who will become the licence holder.

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address inc post code	
Contact number	
Email address	

A person with specific skills, knowledge and experience of the activities to be licensed and the species affected must be appointed as Lead Agent to undertake/oversee the licensed activities. This may either be the Applicant, Appointed Person on behalf of the organisation or the person nominated in Section B.

Please complete the following to confirm who will act as Lead Agent on the licence.

Party to be nominated as Lead Agent	Tick as appropriate
Applicant (individual)	
Appointed Person (organisation)	
Additional Agent (complete Section B)	

Section B – Lead Agent details

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address	
Contact number	
Email address	
Professional membership details, if applicable (e.g. CIEEM, IEMA etc)	

Has the Lead Agent been involved in the preparation of this licence application?

Yes No

Section C – Communication Preferences

Please indicate who should be contacted to discuss this application:

Applicant Lead Agent

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

Applicant

Lead Agent

Section D – Skills and experience to support your application

A Competency and Reference Form (ref. CRF1) should be completed by the person who is appointed as Lead Agent and should be submitted with this application.

A copy of the CRF1 form can be accessed using the following link or by sending an email to wildlifelicensing@gov.je.

[Licensing for protected species under the Wildlife \(Jersey\) Law 2021 \(gov.je\)](#)

Section E – Accredited Agents

Will any additional Accredited Agents be authorised to act under this licence (see Section Q for guidance)?

Yes No

Please note that an Accredited Agent should only be authorised where the Applicant or Lead Agent can personally assure that the individual is appropriately experienced, skilled and competent to undertake the licence activities. Evidence to this effect may be sought by the Licensing Authority.

Please complete the details below for each Accredited Agent (use a separate sheet if necessary).

	Person 1	Person 2	Person 3
Full name inc title			
Correspondence address inc post code			
Contact number			
Email address			

Section F – Previous applications

Have there been any previous applications made by the persons or organisation named in this form in connection with the proposed licensed activity?

Yes No

If 'yes', please give details (eg date of application, outcome of application and reference number)

Section G – Licence Purpose

Please confirm that this application is for the purpose of enabling reasonable and lawful development, within the meaning given by the [Planning and Building \(Jersey\) Law 2002 \(jerseylaw.je\)](http://jerseylaw.je) of, in or upon any area of land (Article 37(1)(d) of the Law).

Yes No

Note: if your application is not for the above purpose you cannot use this form and should contact the Land Resource Management Team for further advice on your licence application.

Section H – Application details

Use this section to provide summary details of the proposed licensed activity.

You must also submit with the completed application form a **mitigation strategy or ecological method statement** that should include the following details:

- the objectives of the proposed activity,
- the species affected, including numbers, gender/breeding status where possible
- why the work is necessary
- any alternative courses of action considered
- a detailed methodology for the works
- how impacts will be monitored
- a plan or map to show the project location
- project start and end date

Have you enclosed a mitigation strategy or ecological method statement?

Yes No

Please provide a brief description of the activity you are applying to carry out. If the application relates to a live or previously approved planning application, provide the planning reference.

Please provide a summary of your need to apply (a more detailed explanation should be included within the mitigation strategy or method statement)

Please explain why there is no other satisfactory course of action other than that for which the licence is being sought.

You will also need to provide justification in the mitigation strategy or ecological method statement that the action taken will not negatively affect the conservation status of the species concerned. Please provide a summary here:

Please summarise below the licensable actions that you wish to perform (full details should be provided in the mitigation strategy or method statement). Use a separate sheet if necessary.

	Licensable Action 1	Licensable Action 2	Licensable Action 3
Species			
Activity			
Method or field technique (e.g. use of traps)			
Start date			
End date			

Section I – Consent Status

You may be required to apply for one of the following types of consent to carry out the proposed work:

- planning permission
- building bye-laws consent
- other type of consent (for example SSI consent)

Is any consent required for the project that is the subject of this licence application?

Yes No

If the answer is no, provide details of why no consent is required.

If the answer is yes, provide details of the consent(s) required for the works and the status of the consent(s)

Section J – Site Details

Please provide the following details for any sites that will be used throughout the project.
(complete on a separate sheet if necessary)

	Site 1	Site 2	Site 3
Site/location name			
Address inc post code			

Is the applicant the owner/occupier of the land?

Yes No If no, please answer the following question

Have you received the owner's permission to apply?

Yes No

It is the applicant's responsibility to obtain the owner's permissions to act under licence on their property. You may be asked to provide documentation which confirms that you have permission.

Section K – Designated Sites

See guidance notes in Section Q for further information on designated sites.

Areas of Special Protection

Will any part of the proposed activity fall in or within 50m of an Area of Special Protection designated under the Wildlife (Jersey) Law 2021?

Yes No If yes, please give site details below

Sites of Special Interest

Will any part of the proposed activity fall in or within 50m of a Site of Special ecological Interest designated under the Planning and Building (Jersey) Law 2002?

Yes No If yes, please complete the table below

Please indicate whether the activity will fall on and/or within 50m of a designated site:	Designated Site name
On <input type="checkbox"/> Within 50m <input type="checkbox"/>	
On <input type="checkbox"/> Within 50m <input type="checkbox"/>	
On <input type="checkbox"/> Within 50m <input type="checkbox"/>	

Has consent for the proposed activities to be undertaken within designated sites noted above been obtained?

Yes No

If 'no' please provide an explanation (e.g. if consent is not needed, or if an application has been submitted but not yet obtained)

Section L – Supplementary Information

Please provide any additional information you may have to support your application (continue on a separate sheet as necessary)

Section M – Previous convictions

Have you or any person listed in the application ever been convicted of a wildlife related or animal welfare related offence?

Yes No

If yes, please give details below (including dates).

Section N – Charge Screening

This application form will be used to assess whether you need to pay for your licence

The fees chargeable for the **issue** of a mitigation licence are as follows (see also guidance in Section Q):

- £1200 for a licence for development requiring an Environmental Impact Statement (EIA) under the [Planning and Building \(Environmental Impact\) \(Jersey\) Order 2006 \(jerseylaw.je\)](http://jerseylaw.je)
- £400 for a licence for development with a high regulatory requirement
- £300 for a licence for development with a medium regulatory requirement
- £200 for a licence for development with a low regulatory requirement

The fees chargeable for the **modification** of a mitigation licence once issued are as follows (see also guidance in Section Q):

- £400 for the major modification of a licence for development requiring an Environmental Impact Statement (EIA) under the [Planning and Building \(Environmental Impact\) \(Jersey\) Order 2006 \(jerseylaw.je\)](http://jerseylaw.je)
- £200 for the minor modification of a licence for development requiring an Environmental Impact Statement (EIA) under the [Planning and Building \(Environmental Impact\) \(Jersey\) Order 2006 \(jerseylaw.je\)](http://jerseylaw.je)
- £100 for the major modification of a licence for development with a high, medium or low regulatory requirement
- £50 for the minor modification of a licence for development with a high, medium or low regulatory requirement

There may be exemptions to be made where the applicant is a registered charitable body as defined in the Charities (Jersey) Law 2014.

a) Is the applicant a charitable body?

Yes No

If 'yes' please give the name of the registered charity

If you answer 'no' to the above, you will need to pay a licence fee.

You will be informed of any licence fees payable for this licence once your application has been reviewed by the Licensing Authority

If your licence application is unsuccessful, you will not be charged.

Section O – Checklist

Please tick the relevant boxes to confirm inclusion of the following documents

	Completed application form PL01
	Competency and Reference form CRF1 (see section D)
	Mitigation strategy or ecological method statement inc. relevant attachments e.g. maps (see Section H)

Section P – Declaration

Important information:

Before signing this form please read the following declaration information carefully. It explains how personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how Infrastructure and Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

Declaration of all parties named in this application:

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied in this form, together with any other accompanying information, to be used to process my application for a licence to carry out activities affecting protected species in accordance with the Wildlife (Jersey) Law 2021.

I am aware and agree that the information supplied in this form, together with any other accompanying information:

- May be disclosed to third parties with specialist knowledge of the species or activities proposed, where advice is needed in order to process this application.
- May be used for the purposes of providing published statistical data and reports relating to the Wildlife Law (Jersey) 2021, to meet the island's international environmental obligations and local Strategic Policies such as the Jersey Biodiversity Strategy.

I understand that you will not use my personal information for any other purpose, without my permission, unless you are legally required to do so.

I understand that as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

I understand that under Jersey's Data Protection Law I have the right to withdraw my consent to the further processing of my information. However, I understand that this may cause delays in administering my licence or cause me to be in breach of other legal requirements. (Should you wish to exercise this right please contact us on tel. 441600).

Applicant

Name:		Signature:	
Position: (if applicable)		Date:	

Lead Agent (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 1 (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 2 (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Accredited Agent 3 (if applicable)

Name:		Signature:	
Position: (if applicable)		Date:	

Section Q – Guidance Notes

Licence overview

This project licence permits activities affecting protected species for the purposes of enabling reasonable and lawful development, within the meaning given by the Planning and Building (Jersey) Law 2002, of, in or upon any area of land.

The licence may be held by an individual or an organisation and can only be used on premises owned or occupied by the licence holder. A person with specific skills, knowledge and experience of the activities to be licensed and the species affected must be appointed as Lead Agent to undertake and oversee the implementation of the licensed activities.

This licence will only be granted provided that appropriate mitigation for the development work has been agreed by the Licensing Authority in the form of a mitigation strategy or method statement, demonstrating the measures that will be taken to reduce the impact of the development on the affected species and a reasoned statement to show that there is no satisfactory alternative course of action. Implementation of the agreed mitigation strategy or method statement will be a condition of the licence.

Designated Sites

Areas of Special Protection are areas of land that are designated under the Wildlife (Jersey) Law 2021 to provide legal protection for certain wild animals, birds or plants from disturbance or harm during critical phases of their life cycle. Restrictions on access to and on activities within an Area of Special Protection at certain times may apply.

See [Areas of Special Protection \(ASP\) \(gov.je\)](https://www.gov.je/areas-of-special-protection) for further information.

Natural Sites of Special Interest (SSIs) are places that are designated under the [Planning and Building \(Jersey\) Law 2002 \(jerseylaw.je\)](https://www.jerseylaw.je/planning-and-building-law-2002) because of their special zoological, ecological, botanical or geological interest. It is an offence to disturb any wild creature within a Site of Special Interest.

See [Natural sites of special interest \(SSIs\) \(gov.je\)](https://www.gov.je/natural-sites-of-special-interest) for further information.

Application definitions

Applicant

The Applicant is the named individual (or on behalf of an organisation) who is applying for the licence and who would become the licence holder if the licence is granted.

Appointed Person

The Appointed Person is an employee of the applicant where the latter is an organisation, who is nominated to act as a single point of contact with regard to this licence.

Lead Agent

The Lead Agent is the named individual with relevant skills, knowledge and experience who is appointed by the Applicant to undertake and oversee the implementation of the licensed activities. The Lead Agent may be the Applicant or the Appointed Person.

Accredited Agent

The Accredited Agent is an individual who is authorised to act under this licence without supervision and should only be authorised where the Applicant or Lead Agent can personally assure that the individual is appropriately, experienced, skilled and competent to undertake the licence activities.

Assistants may be employed to act under this licence provided that they are supervised by the Lead Agent or Accredited Agent(s) at all times.

Wildlife (Licence Fees) (Jersey) Order 2023

The following definitions refer to the differing fees charged for certain licences, as set out in the Wildlife (Licence Fees) (Jersey) Order 2023. Further information can be accessed following the link: [Wildlife \(Licence Fees\) \(Jersey\) Order 2023 \(jerseylaw.je\)](https://www.jerseylaw.je).

1. High Regulatory Requirement

An administrative requirement requiring detailed consideration of the application relating to development that has a significant impact on protected species, or on their nests, dens, breeding sites or resting sites, whether a singular impact on a rare or sensitive species, or multiple impacts on different species, with associated complex mitigation measures and taking into account the sensitivity of the surrounding area.

2. Medium Regulatory Requirement

An administrative requirement requiring detailed consideration of the application relating to development that has some impact on protected species, or on their nests, dens, breeding sites or resting sites, due to the size of the development, or the type of mitigation deployed.

3. Low Regulatory Requirement

An administrative requirement relating to development where the impact on protected species, or on their nests, dens, breeding sites or resting sites, is limited to temporary disturbance or can easily be mitigated.

4. Major modification

A modification involving material change to the activities permitted by the licence and associated terms and conditions, such as the revised timing of development works necessitating a revised mitigation strategy.

5. Minor modification

A modification involving minor changes such as extension of its term or addition of named individuals authorised to act under the existing licence.

Licence review and payment

The full schedule of fees chargeable for licences under the Wildlife (Jersey) Law 2021, and circumstances in which licences may be exempt from fees, are contained within the [Wildlife \(Licence Fees\) \(Jersey\) Order 2023 \(jerseylaw.ie\)](#)

Following submission, your application will be reviewed by the Licensing Authority and you will be notified via the address given in section A above of the decision made.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are not applicable, the licence will be issued to the address given in Section A above.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are applicable, further instructions for making payment will be provided via the contact details given in Section A. The licence will be issued following successful payment of the licence fee.

If your licence application is unsuccessful, you will not be charged.

Under Article 36(7) of the Law you may request the Minister to reconsider any decision made in relation to the grant of, or refusal to grant a licence, or in relation to any condition specified in a licence. Such request should be submitted in writing to the Minister at the address given above.

For office use only

App. Ref:

Date received: