

DC/24/1586/HH

30.10.2024

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

## **Planning Application Biodiversity Checklist**

All Local Authorities have a duty to consider the conservation of biodiversity when determining planning applications.

This checklist has been designed to assist in defining what, if any, biodiversity surveys and reports are required for certain types of applications in order to validate them.

Ecological information that accompanies any planning application should meet the requirements of BS42020:2013 Biodiversity –Code of practice for planning and development.

Where a survey recommends additional surveys be carried out, these will also be required in order to validate the application.

**THE QUICK-CHECK LIST IN THIS DOCUMENT MUST BE COMPLETED FOR ALL PLANNING APPLICATIONS AND SUBMITTED ALONG WITH ANY SUPPORTING INFORMATION REQUIRED**

Failure to submit this checklist, or any supporting documents identified, may lead to applications being refused for insufficient information.

The Local Authority reserves the right to request additional information during the course of the application, and may invalidate applications during the course of the process should incorrect information be provided on this checklist.

Designated Statutory Sites may be found on the 'My Maps' tab of our website [here](#)

In Accordance With  
The Town and Country Planning (Development Management  
Procedure) Order 2010

January 2016

Forest Heath and St Edmundsbury Planning Departments follows guidance from Suffolk County Council and has adopted this in its approach to biodiversity. This guidance has been reproduced on the following pages and should be followed when determining whether a survey is required. The Quick Check in this document is designed to help identify where a survey will be required and indicate to the Local Planning Authorities what the site comprises. If the checklist indicates surveys are required the guidance as to the type of survey may be found further in the document. Where there is any doubt a suitably qualified ecologist should be consulted.

A Biodiversity or Geodiversity Assessment is required where the site includes or is close to:

- sites designated for their biodiversity or geodiversity importance, i.e. Sites of Special Scientific Interest (SSSI), RAMSAR sites, National Nature Reserves (NNR), Special Areas of Conservation (SAC), Special Protection Areas (SPA), County Wildlife Sites (CWS), and Habitats listed in the UK and Suffolk Biodiversity Action Plans (BAP) and Regionally Important Geological/geomorphologic Sites (RIGS) designations; See Appendix A, Tables 2 & 3.
- areas including or close to recorded locations of Protected Species, and Species listed in the UK and Suffolk Biodiversity Action Plans (BAP), See Appendix A, Table 1; and;
- other areas identified in pre-application discussions as potentially containing Protected and BAP species.

Where Assessment is required according to the development type and Species affected as identified in Tables 2 and 3, the appropriate seasons for undertaking ecological surveys are identified in Figure 2 attached to Table 1.

If you consider that surveys are not required, despite the following questions indicating otherwise please provide a reason as to why you consider as such:

*Not applicable*

# Quick check

To be completed and submitted with each planning application

	Yes	No	
<b>Buildings (are any of the following being modified, demolished or converted?)</b>			
Agricultural Buildings, particularly of traditional brick or stone construction and/or with exposed wooden beams greater than 20cm thick		✓	If yes, surveys will be required, particularly in relation to bats, barn owls and breeding birds
Buildings with weatherboarding and/or hanging tiles that are within 200 metres of a woodland and/or water		✓	If yes, surveys will be required, particularly in relation to bats
Pre-1960 detached buildings or structures within 200m of woodland and/or water		✓	If yes, surveys will be required, particularly in relation to bats
Pre-1914 buildings within 400 metres of a woodland and/or water		✓	If yes, surveys will be required, particularly in relation to bats
Pre-1914 buildings with gable ends or slate roofs, regardless of location		✓	If yes, surveys will be required, particularly in relation to bats
Tunnels, mines, kilns, ice-houses, adits, military fortifications, air raid shelters, cellars or similar underground ducts and structures		✓	If yes, surveys will be required, particularly in relation to bats
Bridge structures, aqueducts or viaducts (especially over water and wet ground)		✓	If yes, surveys will be required, particularly in relation to bats
<b>Does the proposal involve lighting of churches or Listed Buildings, or flood lighting of green space within 50 metres of woodland, water, field hedgerows or lines of trees with obvious connectivity to woodland or water?</b>			
		✓	If yes, surveys will be required, particularly in relation to bats, barn owls and breeding birds
<b>Does the proposal affect woodland, field hedgerows and/or lines of trees with obvious connectivity to woodland or water bodies?</b>			
		✓	If yes, surveys will be required, particularly in relation to bats, breeding birds, dormice, red squirrels, badgers and amphibians
<b>Trees (does the proposal involve works that affect the following?)</b>			
Old and veteran trees that are older than 100 years		✓	If yes, surveys will be required, particularly relating to bats and breeding birds
Trees with obvious holes, cracks or cavities		✓	If yes, surveys will be required, particularly relating to bats and breeding birds
Trees with a girth greater than 1 metre at chest height		✓	If yes, surveys will be required, particularly relating to bats and breeding birds

	Yes	No	
<b>Other Habitats</b>			
Does the proposal affect gravel pits, quarries or natural cliff faces and rock outcrops with crevices, caves or swallets		✓	If yes, surveys will be required, particularly relating to bats, breeding birds and reptiles
Is the proposal for a major development within 500 metres of a pond or a minor development within 100 metres of a pond?		✓	If yes, surveys will be required, particularly in relation to great crested newts
Is the proposal affecting, or within, 200 metres of rivers, streams, canals, lakes or other aquatic habitats?		✓	If yes, surveys will be required, particularly in relation to bats, breeding birds, otters, water voles, amphibians and plants
Does the proposal affect 'derelict' land (brownfield sites), allotments, railway land or rough grassland?		✓	If yes, surveys will be required, particularly in relation to breeding birds, great crested newts, badgers, reptiles, amphibians, plants and invertebrates
Does the proposal effect woodland effect woodland (including scrub and hedgerows) which is on, adjacent to or linked to the site?		✓	If yes, surveys will be required, particularly in relation to bats, breeding birds, badgers, dormouse, invertebrates and plants.
Does the proposal effect meadows, grassland, parkland or pastures on, adjacent to or linked to the site by other semi-natural habitats.		✓	If yes, surveys will be required, particularly in relation to bats, badgers, great crested news, invertebrates, reptiles and plants.
Does the proposal consist of or include one or more large wind turbines?		✓	If yes, surveys will be required, particularly in relation to bats and breeding birds.
Does the proposal consist of or include one or more small wind turbines?		✓	If yes, surveys will be required, particularly in relation to bats, barn owls and breeding birds.
To the best of your knowledge, are any protected species such as, but not limited to, bats, protected birds, great crested newts, reptiles, water voles, badgers or otters present within the site or potentially affected by the proposal?		✓	If yes, please provide an appropriate assessment