

# Application for a Licence to Disturb or take bats: for purposes other than Development



Conservation (Natural Habitats etc) Regulations (Northern Ireland) 1995 (as amended)

The information provided on this form may be made available to other Departments/Agencies for the purposes of detecting crime.

- Please complete this application form using **dark ink** and **BLOCK CAPITALS**.
- Please ensure that you answer questions fully in order to avoid delays.
- Northern Ireland Environment Agency will aim to determine whether a licence should be issued within 15 working days of receipt of a completed application.
- If you experience any problems filling in this form, please contact the Wildlife Licensing Unit, Klondyke Building, Gasworks Business Park, Cromac Avenue, Lower Ormeau Road BT7 2JA or by telephone on 028 9056 9602.

The Conservation (Natural Habitats etc) Regulations (Northern Ireland) 1995 (as amended) fully protects all bats and their roosts.

**Please use this application form if you require a licence to cover any of the following activities: Volunteer Bat roost visitor, surveying or monitoring bats, Scientific research including ringing and marking, Radio tagging, Photography, maintenance or other non development works.**

**Please complete the sections of this form that apply to your application.**

If you wish to undertake works/activities that would affect bats (e.g. development) that would involve one or more of the following; capture, disturbance, transportation and /or damage/destroy the roosts or resting places of bats please use the application for licence for exclusion of bats for development purposes available from the above address or from [www.doeni.gov.uk/niea/wildlife](http://www.doeni.gov.uk/niea/wildlife).

Under Regulation 39(2) of The Conservation (Natural Habitats etc) Regulations (Northern Ireland) 1995 (as amended) the Department has the power to grant licences for the following purposes:

- scientific or educational purposes;
- ringing or marking, or examining any ring or mark on, wild animals;
- conserving wild animals or wild plants or introducing them to particular areas;
- protecting any zoological or botanical collection;
- preserving public health or public safety or other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment;
- preventing the spread of disease; or
- preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber, pasture or any other form of property or to fisheries.

Provided that:

there is no satisfactory alternative, and the action authorised will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status in their natural range.

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## Part A. Personal details and Experience.

1) Title (Mr/Mrs/Miss/Ms/Dr)

Forename(s)

Surname

Address

Town

County

Postcode

Tel number (incl. national dialling code)

Fax number (incl. national dialling code)

Mobile number

Email address

2) Previous licences

(a) Have you previously held a bat licence issued by NIEA?

YES

NO

If YES please provide details

If NO please detail any relevant bat experience

4) Consultation

Have you consulted with anyone in NIEA regarding any aspect of this application

YES       NO

If YES, please give the name of the contact, date and relevant details stating whether the consultation was verbal or by letter. Please attach a copy of any written consultations.

5) Accredited agents

An accredited agent is a suitably qualified experienced person who is able to carry out work under licence without the personal supervision of the licensee.

To carry out work they must be in possession of a letter signed by the licensee appointing him or her as the accredited agent of the licensee for the purpose of the licence. At all times the licensee is fully responsible for all work carried out under licence.

(a) Do you propose to employ accredited agents?

YES       NO

If YES, please give their full names and state what work they will be carrying out and their relevant experience

**PART B Application Details**

Please read sections 1,2 and 3 and ensure that you complete the relevant section(s) only.

**Section 1  
Volunteer Bat Roost Visitor Licence**

Volunteer bat roost visitors may be required to visit a property where bats have been discovered in order to advise the property owner on the implications of the presence of bats and to encourage a favorable outcome for the conservation of bats. The visit is normally undertaken at the request of NIEA. A licence is required to carry out this work which may require the volunteer bat worker to examine or handle bats in their roost. If you wish to apply for a licence for surveying and monitoring, please complete Section 2 of this form. The licence meets all the requirements of a bat worker who may need to examine or handle bats in their roosts. Where an applicant has little or no experience of handling bats the licence may be issued for disturbance only.

7) Please specify below the work you wish to carry out (tick boxes as appropriate)

- (a)  Disturb bats in dwelling houses without handling them
- Take bats by hand in dwelling houses for identification and release
- Take bats by static hand net in roosts and outside roost entrances for identification and release
- Photograph bats in the hand as an incidental part of conservation
- Disturb hibernating bats without handling them

(b) Location

## Section 2 Licences for Surveying and Monitoring

These licences should be used to collect data to increase scientific knowledge or to determine presence of bats. You will be required to complete a report to give details of the work carried out under a licence and if this is part of a scientific project state how the scientific data has been used.

If you wish to undertake surveying and monitoring activities as well as bat worker activities both Sections 1 and 2 must be completed.

10) Please specify below the work you wish to carry out (tick boxes as appropriate)

- Disturb non hibernating bats without handling them
- Take bats by hand for identification and release
- Take bats by static hand net for identification and release
- Disturb hibernating bats without handling them
- Take hibernating bats by hand for identification (please give reasons below)

- Take bats by harp trap as part of a survey
- Take bats by mist net as part of a survey
- Photograph bats in the hand as an incidental part of survey and monitoring

11) Location

## Section 3 Specific projects and scientific research (including ringing, radio tracking and photography)

If you are applying for a licence which will involve catching bats for specific scientific projects, in addition to completing the questions below you will need to attach a project plan as specified in the annex of this form.

12) If you wish to photograph bats for scientific or educational purposes (other than as an incidental part of surveying work) a licence may be issued where there is a special case for doing so. This will normally only be where results contribute directly to public awareness about bats, such as filming for television. The conservation of bats must be the prime consideration at all times.

Describe the type of photography that will be carried out, what effect this will have on the bats and how the results will be used

13) Location

(a)

(b) Will any of the work you propose take place on an ASSI or nature reserve?

YES       NO

If yes please tick the box to confirm you have the reserve manager's permission to carry out licensable work at the site in question.

**Section 4: Disturb bats without destroying the roost for non development works (e.g. maintenance)**

- a) Please provide details of why the work needs to be carried out?
- b) Please provide details of the methodology and duration of the works including proposed dates and timings of each aspect of the work
- c) Can work schedule be completed when the roost is not in use?
- d) How do you propose to minimize disturbance during the works?
- e) Please provide details of species and approximate numbers affected by the proposed work (if known)?
- f) Are any consents required for the work (e.g. built heritage)
- g) If yes please give details and confirm that they have been granted?

**Please attach additional sheets and diagrams/maps where required.**

**Part C – Declaration**

Have you or any persons named on this form by you been convicted of any wildlife related or animal welfare offence?

YES       NO

If YES please give details including dates

**Using and sharing your information** - The data controller is Northern Ireland Environment Agency, Gasworks Business Park, Lower Ormeau Road, Belfast BT7 2JA. Your information will be stored and processed in accordance with the Data Protection Act 1998.

This Act gives you, as an individual, the right to know what data we hold on you, how we use it, with whom we share it and for it to be accurate. It will be used for processing your application.

**Northern Ireland Environment Agency or its appointed agents may use the name, address and other details on your application form to contact you in connection with occasional customer research aimed at improving the services that Northern Ireland Environment Agency provides to you. We will respect personal privacy, whilst complying with access to information requests to the extent necessary to enable Northern Ireland Environment Agency to comply with its statutory obligations under the Environmental Information Regulations 2004, and the Freedom of Information Act 2000.**

## Declaration

This declaration must be signed by the person completing the form. Signing confirms that you accept responsibility for the accuracy of the information you have provided

- I have read and understood the guidance provided in this application form. I declare that the particulars given are correct to the best of my knowledge and belief, and I apply for a licence in accordance with these particulars.
- 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 NIEA to monitor or inspect the work described in this application.

**Signature of applicant:**

**Name (block letters):**

**Date:**

**Telephone number:**

**Email address:**

## FOR OFFICE USE ONLY:

Signed:

Date Approved:

From:

Until:

Extra Conditions:

### Annex: Specification for project Plan

If you are applying for a licence which is not part of your work as a volunteer bat roost visitor or part of surveying or monitoring work as covered in Section 2 you will need to attach a brief project plan with this application as specified below.

You must address all bullet point below, preferably in this order.

#### 1. Project Purpose

- Objectives of the proposed project

#### 2. Methodology

- A licence can only be issued if we are satisfied that there are no reasonable alternatives. Please explain why the work is necessary and why the outcome can only be achieved by undertaking activities which would constitute an offence without the appropriate licence.

- Give a schedule for all the proposed activities and methods involved and indicate whether work will extend into future years.
- Provide detailed methods of capture to be employed e.g. mist net, harp trap, cone or tunnel trap, static hand held net etc.
- Give locations, number, and species of bats involved
- If you propose to capture bats in order to ring or mark them please state what rings will be used or how bats will be marked

**Note: Ringing and marking can be very harmful to bats, and licences are only issued for well supported projects.**

- If you propose to kill bats for scientific research please state method of killing. It is your responsibility that methods are also covered by Home Office approval under the Animal (Scientific Procedures) Act 1986 where applicable.
- If you are proposing to keep bats in captivity please state where and how bats would be obtained, how long they would be kept in captivity and in what conditions.

**Note: A licence is not required to keep injured or disabled bats that are obtained legally for the purpose of tending them in order to release them when no longer disabled.**

#### 3. Wider scientific context

- Give details of how scientific information that you will gain from this project will be used and what the advantages are for obtaining this information
- If the project forms part of a wider scientific study or programme explain how this will be incorporated
- How do you think the actions proposed will affect the conservation status of the species concerned?
- If you have consulted with a NIEA member of staff prior to this application please give details.

Northern Ireland Environment Agency  
Klondyke Building  
Cromac Avenue  
Gasworks Business Park  
Belfast BT7 2JA  
T. 0845 302 0008

[www.ni-environment.gov.uk](http://www.ni-environment.gov.uk)

Our aim is to protect, conserve and promote  
the natural environment and built heritage for  
the benefit of present and future generations.



An Agency within the Department of the  
**Environment**  
[www.doeni.gov.uk](http://www.doeni.gov.uk)



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IN PEOPLE**