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| **AFB 04 - Application form for a licence to kill or take birds for the purpose of** **conserving wild birds under section 16 of the Wildlife and Countryside Act 1981 (as amended)** |
| **NOTES FOR GUIDANCE -** Please read the following notes carefully |
| 1. | This is an application form for a licence to kill or take birds under the Wildlife and Countryside Act 1981 for the purpose of **conserving wild birds.** |
| 2. | Natural Resources Wales (NRW), in exercise of the powers conferred under Section 16 (1) of the Wildlife and Countryside Act 1981, may issue licences to permit the killing or taking of wild birds, **provided that there is no satisfactory alternative.** |
| 3. | Under the Wildlife and Countryside Act 1981 (WCA) failure to comply with the terms of a Licence may make the licensee liable to prosecution for an offence. |
| 4 | Licences will normally only be granted to the owner or occupier of the associated land or a person authorised by the owner or occupier. |
| 5. | The following conditions apply before consideration will be given to granting a licence for the purpose of conserving wild birds:1. Applicants must provide detailed evidence that serious threat is occurring or likely to occur. This may include evidence gathered from previous years’ experiences and any information about the current numbers of birds present. **Photographic or video evidence must be provided**;
2. Technical staff from NRW or their agents may visit the site of alleged threat during the assessment of an application to verify the information provided on the application form and to discuss what preventative measures are currently employed or have been used in the past. **No licences will be granted unless non-lethal scaring methods or defensive barriers are in operation where it is reasonable and practicable for this to be done.**
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| 6. | The following conditions will apply:1. The maximum number of birds or eggs which may be killed or taken under the licence will be stated on it (if applicable).
2. Applicants should note that a licence from NRW does not grant access or power of entry onto any land.
3. The licensee/owner or occupier may, in addition to obtaining a licence need to consult NRW in writing, in relation to a SSSI, NNR, SPA, SAC or Ramsar site, 4 months prior to any action being undertaken. Applicants are advised that if they are required to consult NRW this should be done as soon as possible and not to await the outcome of the Licence Application
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| 7. | Applicants should note that Section 5 of the WCA prohibits the use of certain methods of killing or taking wild birds: any spring trap, gin, snare, hook and line, electrical devices, poisonous, poisoned or stupefying substances, any net, baited board, bird lime and similar substances, bows and cross-bows, explosives other than firearm ammunition, shotguns with large diameter barrels, automatic and semi-automatic weapons capable of holding more than 2 rounds in the magazine, illuminating and sighting devices for night- shooting, artificial lighting, mirror and other dazzling devices, gas and smoke, chemical wetting agents, sound recordings and, tethered or maimed live birds as decoys and mechanically propelled vehicles in immediate pursuit |
| 8. | NRW is obliged to consult with the Welsh Government on licensing policy and the circumstances in which licences may be granted. This may affect your application. |
| 9 | All questions in this application form must be completed in detail unless otherwise stated: failure to provide adequate information will delay the processing of your application. Any further information you wish to provide should be appended on additional sheets. We aim to process applications within 30 working days of receipt of all information requested. We cannot guarantee and earlier response. |
| 10 | It is a condition of any licence issued that a report of the work carried out under licence is submitted within four weeks of the expiry of the licence. The Licence Report Form **RFB01** can be found on our website. Failure to do so may result in future applications being refused. Information from these reports is required to provide summary information to NRW and others on the number of licences issued, the purpose of the licence and which species are covered. None of these summary statistics includes personal information about licensees. The information may also be used for conservation purposes and shared with other organisations |
| 11 | Applications are dealt with chronologically. This means they are processed according to when they were submitted, not according to the timing of the works. Please submit your application in good time before the proposed works. If you think your application needs to be dealt with urgently, please ring us to discuss and agree this before its submission. |
| 12. | NRW can modify or revoke any licence issued, this will only be undertaken if there are good reasons for doing so. Any licence issued will be revoked immediately if it is discovered that false information had been provided which resulted in the issue of a Licence |
| 13. |  The information provided by you will be processed by Natural Resources Wales in line with the GDPRs Data Protection Principles. This will to enable us to process your application; to monitor compliance with any permit conditions; to process renewals, and to maintain the relevant public register. We will process the information you provide in connection with the following: * Consultation with third parties who are relevant and responsible for responding to consultation requests from NRW to enable us to process your application
* Carrying out statistical analysis, research and development on environmental issues
* Providing public register information for enquiries
* Preventing and investigating possible breaches of environmental law and taking any resulting action
* Responding to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.

**We would also like to send you details about other topics we think may be of interest to you such as NRW news; services relating to environmental matters; asking for your feedback on our service; and more useful information.****If you consent to receiving further information from us, please tick the following box to confirm** Yes, I would like to receive additional information from NRW relating to environmental matters □                       **Please note we may pass the information on to our agents or representatives to carry this out for us**If you have any further queries or concerns, please contact dataprotection@naturalresourceswales.gov.uk.  For further information on the processing of your personal details please see our [Privacy Notice page](https://naturalresources.wales/privacy) |
| 14. | Any information included in this application which the applicant considers to be in confidence for commercial or industrial reasons or to be the applicant’s intellectual property must be clearly marked as such |
| 15. | In this document “Natural Resources Wales” means the Natural Resources Body for Wales established by article 3 of the Natural Resources Body for Wales (Establishment) Order 2012. The Natural Resources Body for Wales (Functions) Order 2013 transferred the relevant functions of the Countryside Council for Wales, and functions of the Environment Agency and the Forestry Commission in Wales to the Natural Resources Body for Wales |

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| **Information for completion of an application form:** |
| 1. | If the document is being handwritten please complete in **BLOCK CAPITALS.** |
| 2. | Please answer **ALL** questions in detail**.** Incomplete answers will mean delays in your application being processed. |
| 3. | Applications can be accepted **either** electronically or by post (electronic is our preferred option).**Electronic applications -** Email Applications to: specieslicence@naturalresourceswales.gov.uk. Please DO NOT also send the application by post.**Postal Applications**Please post your signed application form to: **Species Protection Team, National Permitting Team, Natural Resources Wales, Maes y Ffynnon, Penrhosgarnedd, Bangor, LL57 2DW**  |
| 4. | An acknowledgement will be sent out on receipt of your application, please contact us if you have not received a response within 5 working days |
| 5. | NRW aims to process applications within **30 working days.** The processing clock will start once we have received a full Application. If we have further queries whilst we are processing your Application, the clock will stop once we have asked the query, and re-start once that query has been satisfied. |

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| Part A. The Applicant: Personal details |
| **This section relates to the person who will be the named licensee. This must be a named individual; company names and several individuals are not permitted. As the licensee, you will be responsible for ensuring compliance with the licence and its conditions.** |
| **1.**  | **Applicants Contact Details** |
|  | Title (Mr/Mrs/Miss/Ms) | Forename(s) | Surname |
|  |  |  |
| Business Title (if appropriate) |  |
| Company Name (if appropriate) |  |
| Address |  |
|  |
| Town |  |
| County |  |
| Postcode |  |
| Tel. number (incl. national dialling code) |  |
| Mobile. number  |  |
| Email address (Please provide if possible, to enable us to email you a copy of your licence, if approved.)  |  |

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| **2.** **Accredited Agents and Assistants** |
|  |  An **accredited agent** should be a suitably qualified, experienced person who is able to carry out work under a 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 an accredited agent of the licensee for the purpose of the licence. At all times the licensee is fully responsible for all the work carried out under licence.An **assistant** is employed by a licensee, to work under their direct personal supervision at all times. A breach of the licence conditions by an accredited agent or assistant may result in the revocation of your licence. |
|  | Do you propose to employ **accredited agents or assistants**? If **YES,** please fill in their details below. | Yes |[ ]  No |[ ]

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| --- | --- | --- | --- | --- |
| Name | Postal Address | E mail Address | Assistant **or** Accredited Agent | Work Undertaking |
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| **3.** | **Previous Applications** Please insert an **x** as appropriate |  |  |  |  |
| a) | Have you applied previously for a licence to kill/take birds or use prohibited methods?  | Yes |[ ]  No |[ ]
|  | If **YES,** please state below the related species and the methods that were used |
|  |  |
| b) | Please state the date of the most recent Application **Date:** |  |
| c) | Was the Licence granted? | Yes |[ ]  No |[ ]
|  | If **YES,** please provide the Licence Reference Number: **Number:** |  |
| **4.** | **Proposed Activity** |
| 1. **Please place a cross in the box below that most closely describes the land use of the land identified for control:**
 |
|[ ]  Urban |
|[ ]  Agriculture |
|[ ]  Forestry |
|[ ]  Park or recreation ground |
|[ ]  Nature reserve |
|[ ]  Other (Please specify) |  |
|  **Purpose for control – Conserve flora and fauna** |
| b) | Please give evidence details of species requiring conserving and the nature and extent of the problem being caused or the problem that is likely to be caused which impacts on the species? **Please include photographic or video evidence of the problem with your application.** |
|  |  |
| d) | Please state the time of year when the problem occurs **Date:** |  |
| e) | Please indicate below the species to be controlled, the activity required and the approximate number of each species that are causing the problem |
|  | **Species (use a separate box for each species below)** | **Action (place an x in the relevant boxes below** |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injure Take and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
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|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |
|  |  | [ ] [ ] [ ] [ ]  | Kill, injureTake and release aliveTake, damage or destroy nestTake, damage or destroy eggs | Number of birds |  |
|  |  |  |  | Number of birds |  |
|  |  |  |  | Number of nests |  |
|  |  |  |  | Number of eggs |  |

**5. Alternative non-lethal methods tried and tested**

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| a) | Have any measures been taken to prevent the problems outlined in **Question 3** above. **Note** that in considering whether or not to grant a licence, Natural Resources Wales needs to be satisfied that there is no satisfactory alternative solution to resolving the problem. | Yes |[ ]  No |[ ]
| If **YES, Please identify from the list below the applicable techniques that you have considered and****attempted, and explain how these have been ineffective or impractical.** Note that in consideringwhether or not to grant a licence, Natural Resources Wales needs to be satisfied that there is no satisfactoryalternative solution to resolving the problem. |
| **Alternative methods** | **Details of how the technique has been considered or used** | **Details of how the technique has been ineffective or impractical** |
|[ ]  Visual deterrents |  |  |
|[ ]  Auditory deterrents |  |  |
|[ ]  Physical barriers (proofing or exclusion) |  |  |
|[ ]  Human disturbance |  |  |
|[ ]  Shooting to scare |  |  |
|[ ]  Crop management (planting sacrificial crops, spring-sown crops) |  |  |
|[ ]  Habitat management (for outdoor reared animals) |  |  |
|[ ]  Modification to roost/loafing areas (of the birds considered to be causing the problem) |  |  |
|[ ]  Other (please specify) |  |  |

**6. Duration and location**

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| --- | --- | --- | --- | --- | --- |
| a) | Please provide the dates that you wish to be licensed from. **(please note licences are issued for a maximum of 12 months** | **FROM** |  | **TO** |  |
|  b) | Please provide the location of proposed licensed action below |
|  | Site name and address |  |
|  |  |  |
|  |  |  |
|  | Town |  |
|  | County |  |
|  | Postcode |  |
|  | O.S. Ref.(e.g. ST 12345 12345) |  |
|  | Field Numbers: (if appropriate) |  |
| c) | Please attach a map of suitable scale showing the area where the problem is occurring. Tick to confirm. | Yes |[ ]
| d) | Are you the owner or occupier of the land referred to in **Question 6, b).** | Yes |[ ]  No |[ ]
|  | If **NO,** please provide below, the position you hold in relation to this land and please attach the owner or occupiers written consent for you to make this Application. |
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**7. Consideration of Designated Sites**

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|  | **Designated Areas:** Local Nature Reserves (LNR), National Nature Reserves (NNR), Sites of Special Scientific Interest (SSSI), Special Protection Area (SPA), Special Areas of Conservation (SAC), Ramsar sites, and certain other river/lake systems. |
| a) | Will the proposed action fall within an area covered by a designated site? | Yes |[ ]  No |[ ]
| b) | Will any part of the proposed activity fall adjacent to an area covered by a designated site? | Yes |[ ]  No |[ ]
| c) | If **YES** to either of the above, have you consulted with Natural Resource Wales for advice on the implications of your application on the protected site? | Yes |[ ]  No |[ ]
| d) | Please give either the outcome of the owner or occupier’s consultation or the reason why the owner or occupier has not consulted with Natural Resources Wales. Please enclose any relevant correspondence **and please name the relevant designated site.** |
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**8. Mist Netting and the use of CO2 stupefying baits (alphachlaralose)**

If you do not wish to use these methods please go to **Part C.**

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| a) | Which of the above two methods do you wish to use? |
|  |  |
| b) | Have you passed a formal training course on the above prohibited method that included a practical content within the last 2 years? | Yes |[ ]  No |[ ]
|  | If **YES** please state the date and title of the course and the trainer (company or individual as appropriate). |
|  |  |
| c) | If you have not passed a training course within the last two years, have you previously held a Licence and undertaken at least one treatment using the method stated in a) above within the last two years? | Yes |[ ]  No |[ ]
|  | If YES please provide details |
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**Part C. Declarations**

**9. Handling of your Information**

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| a) | The information requested in this application form will capture personal data about you – for example, your name and address. Your personal data will be managed and used by the NRW in accordance with relevant data protection legislation. For more information please see the Notes for Guidance at the beginning of this form. |
| b) | Do you give your consent to the disclosure of information provided by you in connection with this application? Your personal and financial information not relating to the environment will not be disclosed | Yes |[ ]  No |[ ]

**10. Read and sign the following declarations**

|  |  |  |  |
| --- | --- | --- | --- |
| a) | Have **you** or **anyone named** to act under this licence ever been convicted of a wildlife offence? | Yes |[ ]  No |[ ]
|  | If **YES**, please give details, including dates: |  |
| b) | I authorise employees or representatives of Natural Resource Wales to enter the site that is subject to this application for the purpose of monitoring and inspecting the permitted works (please place an x in the box opposite). |[ ]
| c) | I have read and understand 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. If a licence is granted I agree to send to NRW a written report of the licensed activities within four weeks of the expiry of the licence.***NB****. Applicants should note that it is an offence under the Wildlife* *and Countryside Act 1981 to knowingly or recklessly provide false information in order to obtain a licence.* |
|  | Signature of the **Applicant** |  | **Date** |  |
|  | ***For electronic applications please insert an electronic signature above or place an x in the box opposite to confirm agreement with the declarations above.*** | [ ]  |
|  | Name in BLOCK LETTERS |  | **Date** |  |

Part D. Return Address

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| Please return your completed application to the following Natural Resource Wales address, please note we would prefer an electronic submission if possible. |
| **Species Permitting Team,****Natural Resources Wales,** **Maes y Ffynnon,** **Penrhosgarnedd,** **Bangor, LL57 2DW** **E-mail:** specieslicence@naturalresourceswales.gov.uk **Tel. 03000653000** |