

# Habitat Management and Monitoring Plan

For use with  
Small Sites Metric  
(Statutory Biodiversity Metric)

<b>Site Name:</b>	Albert Rooms, Horley Town Council
<b>Date:</b>	1 April 2025
<b>Version:</b>	Version 1
<b>Small Sites Criteria Met</b>	The site fulfils the criteria for use of the <u>Small Sites Metric (Statutory Biodiversity Metric)</u> calculation tool. Yes
<b>Applicant</b>	Horley Town Council
<b>Plan completed by</b>	Oliver Lewis CBE

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## Non-technical Summary

In order to satisfy the BNG requirements and secure the 10% uplift Grassland at the site will be enhanced to a "good" condition, following Natural England guidelines. To do this:

- Relevant areas will be seeded with a diverse, native grassland seed mix, ensuring at least six plant species per square metre.
- Management will keep scrub and bracken below 20% coverage each and remove any invasive non-native plant species.
- Grass will be managed to maintain varied heights—at least 20% below 7cm and at least 20% above 7cm—to support different wildlife.
- Regular monitoring will prevent damage, ensuring litter and bare ground remain below 5% coverage.
- Measures, including signage if needed, will be introduced to reduce footfall to protect the grassland.

### Mixed Scrub:

Existing scrub areas will be managed to:

- Ensure at least 80% native plant species with at least three native woody species.
- Prevent invasive species and limit less beneficial plants to under 5% coverage.
- Maintain well-developed edges with scattered bushes and tall grasses or plants to improve habitat quality.

Monitoring and reporting to be undertaken at least once every five years, with an option to increase in frequency if requested by the LPA.

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**Version Control SM-T02**

Version	Issue Status	Prepared by / Date	Approved by / Date
1	Not Live	1 April 2025	n/a

**Authorship Details SM-B01**

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# 1. Project Background

Project information SM-T01	
<b>Project type</b>	On-site gains
<b>Development Name and Address</b>	Reigate and Banstead
<b>Author</b>	Oliver Lewis CBE
<b>Landowner</b>	Horley Town Council
<b>Period covered by this management plan</b>	30 Years
<b>Planning authority</b>	Reigate and Banstead
<b>Planning reference</b>	N/A
<b>Total Site Area</b>	1448.4657 m2

## Planning Condition

Details of Planning Conditions to be Discharged by this Document SM-B02
This documents sets out how all planning conditions linked to Schedule 7A of the Town and Country Planning Act 1990 (as amended) shall be met.

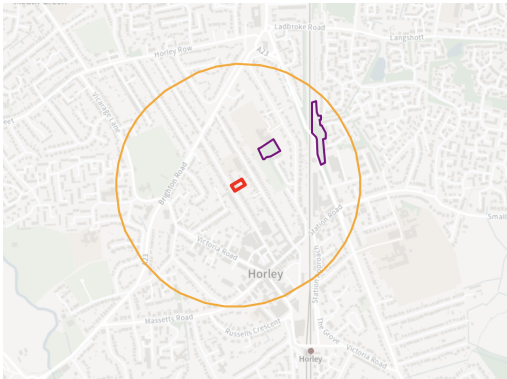
## Roles and Responsibilities

Author Responsible for Preparing HMMP SM-B03	
Name or Initials / Role	Oliver Lewis CBE
Responsibility Start Date	1 April 2025
Responsibility End Date	n/a
Statement of competency	The competency of the SSM 'user' is aligned with definition set out in the British Standards. Applicant has completed significant number of SSM applications for a variety of habitats
Landowner / Management Organisation Responsible for Delivering HMMP SM-B04	
Name or Initials / Role	Horley Town Council
Responsibility Start Date	n/a
Responsibility End Date	n/a
Statement of competency	Long standing land owners and public body with access to range of commercial land managers

## Site Boundary Plan SM-F01



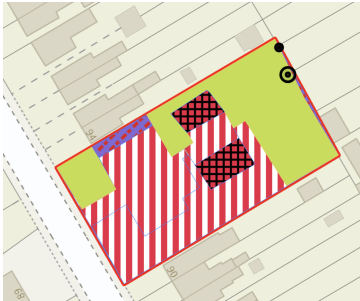
## Site Context Plan SM-F02



Priority and designated habitats within 500m of the site

Priority Habitat Inventory - Deciduous Woodland (England)	acb6452f-8adf-4c69-97c7-66353cf9bee6	Within 500m
Priority Habitat Inventory - Deciduous Woodland (England)	8521c729-f58e-46a5-948a-ed757a64c8b0	Within 500m

Site Proposals Plan SM-F04



Description of Site Use - Baseline SM-B05	Green space adjacent to town hall
Description of Site Use - Proposed SM-B06	The project involves the expansion and enhancement of the existing local council office building to accommodate the growing needs of both the council staff and external users hiring the main hall. The

Site Photos SM-F03



## 2. Management Plan Aims and Objectives

Overview of Proposed Habitat Aims and Objectives SM-B07	<p>The primary aim of this Habitat Management and Monitoring Plan (HMMP) is to ensure the long-term preservation, enhancement, and creation of habitats within the project area to achieve a measurable Biodiversity Net Gain (BNG) over a minimum period of 30 years. This will be accomplished by:</p> <p><b>Maintaining Retained Habitats:</b> All existing habitats that are to be retained will be managed to maintain or improve their current ecological condition. This involves implementing appropriate management practices that support the health and diversity of these habitats, ensuring they continue to provide valuable ecosystem services and wildlife support.</p> <p><b>Enhancement and Creation Measures:</b> We aim to implement enhancement measures and create new habitats as promptly as possible to expedite ecological benefits.</p> <p><b>Achieving Compliance and Beyond:</b> The plan not only meets the statutory requirements for habitat conservation but also strives to exceed them by contributing positively to local biodiversity targets and environmental strategies set forth by the council and relevant conservation bodies.</p> <p>The intention is that this document will provide a robust monitoring program will be established to track the progress of habitat conditions and the success of the enhancement measures. Regular surveys and assessments will inform adaptive management strategies, allowing for timely interventions to address any issues and ensure the HMMP's objectives are met efficiently</p>
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Retained and Enhanced Habitats Protection Measures SM-B08	<p>The modified grassland will be enhanced to "good" condition as defined by Natural England. In order to manage this, the following regime will be taken:</p> <ul style="list-style-type: none"> <li>- There shall be a diverse grassland seed mix ensuring a minimum of 6 plant species per square metre. The seed mix will be 100% native, and chosen so as to tolerate a variety of soil conditions and mowing.</li> <li>- Management will ensure the parcel shall have less than 20% scrub and less than 20% bracken cover.</li> <li>- Management shall ensure that there are no invasive non-native plant species as listed on Schedule 9 of the Wildlife and Countryside Act (1981).</li> <li>- Steps will be taken to ensure a varied sward height. At least 20% of the grass area will be shorter than 7 cm and at least 20% will be taller than 7 cm, allowing different small animals (vertebrates and invertebrates) to live and breed.</li> <li>- Steps will be taken to ensure ongoing monitoring and protection from physical damage so that bare ground and other signs of damage (such as littering) never cover below 5% of the total area.</li> <li>- Steps will be taken to reduce regular footfall including (if appropriate and necessary) via signage.</li> </ul> <p>Mixed scrub shall be retained at the current condition, with the follow steps:</p> <ul style="list-style-type: none"> <li>- Steps to ensure that the species mix remains at least 80% native and that there are three native woody species</li> <li>- There is an absence of invasive non-native plant species (as listed on Schedule 9 of WCA5) and species indicative of suboptimal condition make up less than 5% of ground cover.</li> <li>- The scrub has a well-developed edge with scattered scrub and tall grassland and or forbs present between the scrub and adjacent habitat.</li> </ul>
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Summary of Adaptive Management Approaches SM-B09	<p>The authors recognise that over the 30-year duration of the Biodiversity Net Gain Habitat Management and Monitoring Plan (BNG HMMP), adjustments may be necessary to ensure habitats continue to meet the outcomes specified in the original biodiversity gain plan approval. To this end, regular reviews will be conducted, and adaptive changes to the management approach will be implemented if it becomes evident that the original commitments cannot be fully met. Specifically, the plan involves retaining areas of vegetated garden, as well as the planting and maintenance of new saplings.</p> <p>Adaptive management is a structured, iterative process that allows for responsive decision-making in the face of environmental uncertainties. It involves setting clear biodiversity objectives, implementing management actions to achieve these objectives, monitoring habitat conditions and biodiversity indicators, and adjusting management strategies based on monitoring results. For example, if monitoring indicates a decline in species diversity or habitat quality, adaptive actions may include altering mowing regimes, soil amendments, or controlling invasive species. For certain habitats (such as the mixed scrub), should there be low survival rates or poor growth, measures such as enhanced maintenance, species replacement with more suitable native species, or soil condition improvements may be undertaken.</p> <p>Monitoring will be integral to this approach, with regular assessments scheduled throughout the 30-year period: annual monitoring during the first five years, biennial monitoring from years six to fifteen, and monitoring every five years thereafter. This will involve habitat condition assessments, surveys based on the UKHAB and Natural England definitions of the relevant habitats, and evaluation of environmental parameters. All adaptive changes will be documented, with significant adjustments requiring consultation with relevant stakeholders and approval from the council. Communication will be maintained through regular reports detailing monitoring results, management actions taken, progress towards objectives, and recommendations for future actions.</p> <p>The commitment is to ensure that all habitats, including the saplings, continue to meet or exceed the biodiversity outcomes specified in the original plan. By embracing an adaptive management approach, the BNG HMMP demonstrates a proactive and flexible strategy that acknowledges the dynamic nature of ecosystems and the potential for unforeseen environmental changes. This method ensures that management practices remain effective and responsive over time, thereby enhancing the likelihood of achieving sustained biodiversity net gains for the benefit of the environment and the community.</p>
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### Habitat Management Proposals

Habitat Baseline Description SM-B10	Greenspace adjacent to the townhall
Enhanced Habitats SM-B12	550.87m2 of enhanced modified grassland to other neutral grassland.
Created Habitats SM-B13	34.35m2 of mixed scrub
	49.24m2 and 65.25m2 of vegetated garden
	65.68m2 of developed land, sealed surface

### 3. Creation, Enhancement and Management

#### Creation, Enhancement and Management Targets and Prescriptions SM-T02

Full details for the planned prescriptions for each area habitat, hedgerows and watercourse proposed on-site in the tables above is set out at the following [link](#)

Habitat	Creation and management works
Modified Grassland	<p>The site's current land management regime shall be changed upon the discharge of planning conditions to ensure the following:</p> <ul style="list-style-type: none"> <li>- The grassmix used for all future activities will be a native mix, with a mix designed to ensure a minimum of 6 plant species per square metre. The seed mix will be 100% native, and chosen so as to tolerate a variety of soil conditions and mowing.</li> <li>- Land management team will be tasked with ensuring that scrub and/or bracken never expands into more than 110m<sup>2</sup> of the parcel</li> <li>- There shall be regular updates from the land team to ensure that there are no invasive non-native plant species as listed on Schedule 9 of the Wildlife and Countryside Act (1981).</li> <li>- Steps will be taken to ensure a varied sward height - 110m<sup>2</sup> of the grass area will be identified as being left to grow longer, and a further 110m<sup>2</sup> will be identified as being area to mow more frequently. This will take place within six months of discharge of conditions.</li> <li>- Steps will be taken to ensure ongoing monitoring and protection from physical damage so that bare ground and other signs of damage (such as littering) never cover below 5% of the total area.</li> <li>- Steps will be taken to reduce regular footfall including (if appropriate and necessary) via signage on the town notice board.</li> </ul>
Mixed Scrub	<p>As set out on <a href="#">Gov.uk</a> guidance: "The simplest way to create scrub and scrub mosaics is to allow them to develop naturally (natural regeneration). It works best where existing areas of scrub, like hedgerows and woodland scrub, can spread. You'll only need to remove livestock or stop cultivation." (<a href="#">link</a>)</p> <p>If there is no natural expansion of the habitat via natural growth, then additional steps shall be taken from November 2025 on the basis of expert advice to plant new scrub adjacent to the existing plants. As per <a href="#">Gov.uk</a> advice, any such planting regime shall do the following: plant in clumps; leave unplanted gaps to create open ground as part of the mosaic; mix species randomly; use hand tools to plant scrub, like spades</p> <ul style="list-style-type: none"> <li>- There shall be regular reporting to ensure the species mix remains appropriate and at least 80% native and that there are three native woody species</li> <li>- Longer grass will be allowed to grow around the edge of the habitat</li> </ul>
Vegetated garden	<p>Due regard shall be given to best practice methods for creating a biodiverse garden including RHS advice (<a href="#">link</a>)</p>

#### Risk Register and Proposed Remedial Measures SM-T03

Risk Factor	Habitat/Hedgerow/Watercourse Type	Trigger for Action	Remedial Measure
Damage caused by site operations	All	Clear, sustained evidence of damage due to site operations	Steps to amend site operations on or near the location of the gains. Estate managers to be provided with copies of this HMMP.
Damage caused by site footfall	All	Clear, sustained evidence of damage due to site footfall	Steps to reduce footfall on relevant sections via among other steps, signage.

## 4. Monitoring

### 1. Monitoring Strategy for Each Habitat, Hedgerow and Watercourse Present On-Site SM-T04

Habitat/Feature Type	Monitoring Methods	Monitoring Interval and Timing
All	On site surveys will be made of the site, and each intended habitat will be measured against the optimal criteria set out in <a href="https://intercom.help/joes-blooms/en/articles/9102052-a-brief-guide-to-enhancement">https://intercom.help/joes-blooms/en/articles/9102052-a-brief-guide-to-enhancement</a>	Monitoring and reporting to be undertaken at least once every five years, with an option to increase in frequency if requested by the LPA. In addition <i>ad hoc</i> monitoring may take place for internal inspection by the applicant.