



Department
for Environment
Food & Rural Affairs

Habitat Management and Monitoring Plan Checklist

This checklist is to guide you when authoring the Habitat Management Monitoring Plan (HMMP), whether using the 'HMMPT' or an alternative template. It will help ensure consistency and support reviewers.

This is a guide only. Refer to the relevant Local Planning Authority (LPA) for any specific requirements. You can append the list to your completed HMMP before submitting to the LPA.

Use the list to check and reference relevant associated documents in your submission.

You can write over and delete the grey text. If you need information in a different format or need assistance, please email biodiversitynetgainenquiries@naturalengland.org.uk or call 0300 060 3900, select Option 1.

Project and Development Information	
Site or development name	Development North of Holt Lane
Planning application ref number (if applicable)	SMD/2025/0305
Register Reference Number (if applicable)	Register reference number or N/A if onsite delivery
Developer or Client details	Rayne Holdings Ltd.
Author details	Daniel Smith, Ecologist at United Environmental Services Ltd.
Name and reference of HMMP	UES04545/06
Date checklist completed	08/01/2026

Sections Excluded Justification
Please provide clear and concise justifications if you intend to exclude any sections from the HMMP in your submission. For example, if a section(s) has been covered elsewhere within the planning process and is referenced in this checklist. Acceptance of excluded sections is at the discretion of the LPA or regulating authority – check requirements with the relevant LPA.

Checklist of Contents Completed		Tick if included	Reference of supporting information Where not included, provide reference or link for document(s) supporting your HMMP. Or state if N/A
1.	Project Background		
	Project Information	☒	See HMMPT for a list of relevant items to include in this section
	Funding	☐	Information relating to how funding has been agreed to deliver management
	Legal Agreement	☒	Legal agreement e.g., s106 or conservation covenant
	Summary of Habitat Proposal and Plans	☒	High-level summary, and plan or map, of the habitats to be created and managed as part of this HMMP
	Site Boundary Map	☒	Map, plan or drawing which outlines the boundary of the HMMP site
	Site Context Map	☒	e.g., associated LPA, national character area, relevant landscape scale policy
	Phasing Strategy	☐	If phased, how it will be tracked and monitored to ensure units set out in the metric are delivered on the ground
	Roles & Responsibilities	☒	i.e., HMMP author; responsible landowner; land management organisation; LPA or Responsible Body
	Land Use Summary	☒	Current site use and summary of habitats present; overview of proposed land use
	Site Context Photos	☒	Overview photographs of the site that will provide context
	Site Baseline and Environmental Information Checklist	☒	Refer to HMMPT for examples of what to include
	Environmental Information	☒	Refer to HMMPT and Companion Document for examples of environmental information insert forms
2.	Planned Management Activities		
	Management Plan Aims and Objectives	☒	The overarching aims and objectives of the habitat management and monitoring plan.
	Design Principles Informed by Baseline Information	☒	How site features and baseline info influenced your site's habitat retention, enhancement, and creation aspirations
	Habitat and Condition Targets	☒	Ref to a record of what you have agreed to deliver based on the biodiversity metric
	Habitat Retention	☒	Details of habitats to be retained throughout the proposals
	Habitat Retention and Protection Measures Map	☒	Show these on an accompanying habitat retention plan
	Creation, Enhancement and Management Targets and Prescriptions	☒	HMMPT Companion Document shows habitat creation, enhancement and management target templates
	Habitat Creation, Enhancement and Management – Risk Register and Remedial Measures	☒	Site-wide risk register associated with establishing and managing each habitat type
3.	Monitoring Schedule		
	Monitoring Strategy	☒	Details of methods that will be used to compare baseline to subsequent enhancement and creation
	Monitoring Methods and Intervals	☒	Details of the methods you will use to monitor the progress of habitats and ensure the targets are being met. Also provide details of HMMP review process.
	Monitoring Reports	☒	Person(s) responsible for submitting monitoring reports and organisation responsible for reviewing along and monitoring schedule
	Adaptive Management	☒	Summarise how adaptive management will be incorporated