This checklist sets out a series of activities to inform an implementation plan to prepare for mandatory biodiversity net gain. It aims to set out which activities are contingent on others, but it is not a list of sequential tasks. You can choose which activities you will take forward and when, based on your agreed approach to BNG. Some may						
Theme	y and others may work better if they follow those later in the list.  LPA activities	What other checklist activities is this activity contingent on?	What priority does this activity have?	What is expected from others to complete this activity - red text for aspects that aren't already available; blue for available; purple for	Help from/Useful examples	Hyperlinks
Overarching	Produce a BNG implementation plan to set out the activities you will undertake to get ready for BNG, rotes and responsibilities and timelines. Agree this with senior officers and members (as required) and establish appropriate internal governance.	This will be contingent on a I number of activities, in particular those under 1.Review, as you will	High priority to deliver mandatory BNG	non-mandatory version available		
1. Review	Convene a partnership, including those that hold the data and					
1.1	Convente a partnership, including trusts trait rout an educat and evidence on nature and biodiversity - this might already exist, e.g., through a Local Nature Partnership, Local Environmental Records Centre, County Council or Wildlifer Trust (Note: this also links to preparation of your Local Nature Recovery Strategy (LNRS), so find out who the responsible authority is for this.)	д	Medium priority			GOV.UK - local-nature-recovery-strategies-areas-and-responsible-authorities
1.2	Review how BNG fits with and can deliver your corporate priorities and objectives		Medium priority			
1.3	Review related strategies and plans, e.g. Green Infrastructure strategy, biodiversity opportunity areas, Biodiversity Action Plan, where your LNRS is, as well as existing priority areas for biodiversit to understand how they fit with BNG	у	Medium priority			
1.4	Review how your Local Plan - vision, policies - and any SPDs fit with BNG, including how existing policy compares to the legislative BNG requirements. Be clear on what are policy requirements and what are legally required.		Required for mandatory BNG	Secondary legislation and guidance - to understand legal requirements - Defra/DLUHC		
1.5	Decide how active you want to be in the BNG market based on you risk appetite lowers provision or credits, opportunities on your estate (by roughly assessing the council's estate and understanding how you could provide BNG units), et and work up a business case, as appropriate. You will also want to consider probly issues if you are taking a very active rick. You may also want to consider if your authority should become a responsible body for conservation coverants.		High priority to deliver mandatory BNG	Further details of national credit scheme, including unit pricing - Defra; Guidance for conservation covenant responsible bodies - Defra	PAS network session on off-site BNG - available on PAS BNG network forum	
1.6	Decide on your BNG spatial hierarchy approach (on-site, off-site - where?, then credits) and how you will apply 'strategic significance' and 'spatial risk' under the Biodiversity Metric		High priority to deliver mandatory BNG	Biodiversity Metric good practice guide (available for 4.0 not statutory metric) - NE; Guidance on when it's appropriate for developers to provide BNG on-site, off-site and through credits - Defra	PAS webpages; Bucks strategic approach to BNG document	Interim Strategic Significance and Spatial Risk Guidance for Buckinghamshire
1.7	Formalise the Council's overall local BNG approach through relevant internal sign-off procedures (this rang come afterin conjunction with activities under Communications). Remember if you are a developer as a council you will also need to include this in your approach.	1	High priority to deliver mandatory BNG		Woking BNG approach, Buckinghamshire C implementation plan - available on PAS BNG network forum	Woking guidanceonbiodiversitynetgain
Communication	Get senior officers/directors on board with the approach and keep					
2.1	them informed throughout	1.5, 1.6, 1.7	High priority to deliver mandatory BNG			
2.2	Communications with partners, parishes and neighbouring districts, as well as higher tier authorities in relevant areas	1.5, 1.6, 1.7	Lower priority			
2.3	Let planning committee members and other members, including relevant Portfolio holder, know what's happening and how it relates to them and their roles		High priority to deliver mandatory BNG			
2.4	Let Head of Planning, planning and enforcement staff know what's happening and how it relates to them and their roles	1.5, 1.6, 1.7	Required for mandatory BNG			
2.5	Depending on your agreed local BNG approach, prepare legal, finance, parks/greenspace, highways, schools colleagues (see also resources and skills below)	1.5, 1.6, 1.7	High priority to deliver mandatory BNG		Buckinghamshire, GMCA	
2.6	Depending on your agreed local BNG approach, do a call for 'green'	1.5, 1.6, 1.7	Lower priority		Adur, SDNPA, Bolsover, Basingstoke and Deane	
2.7	sites  Depending on your agreed local BNG approach, explore local	1.5. 1.6. 1.7	High priority to deliver mandatory BNG	Further details of national credit scheme, including unit pricing -	Buckinghamshire, GMCA, Hertfordshire	
2.8	habitat banks and BNG unit providers - Wildlife Trust, landowners  Update your intranet and webpages - make sure you consider lead in times for getting information updated on these - and consider how	., .,	High priority to deliver mandatory BNG	Defra	Buckinghanisime, GWCA, rietuuusime	
2.0	you may want to use regular communications channels for staff and members.	1.5, 1.6, 1.7	riigii priority to deliver mandatory BNG			
3. Resourcing and	d skills					
3.1	Depending on your agreed local BNG approach, determine what skills and specialist resource, including ecology, you are likely to need and how you will procure it (i.e. recruitment, SLA, etc), then action this. As a minimum make sure you can cover advice on planning applications.	1.5, 1.6, 1.7	Required for mandatory BNG	Additional funding and new burdens - Defra	PAS resourcing BNG guide; Examples from BNG network on how to decide how much resource you need; ALGE/ADEPT study on resourcing	PAS resourcing-biodiversity-net-gain
3.2	Train planners on how to assess the BNG statement and metric, off site and credits (spatial hierarchy), how to check the BNG off-site register, any local policy context for decision-making; and when the need to consult an ecological expert internally		Required for mandatory BNG	Secondary legislation and guidance - Defra/DLUHC; List of exemptions - Defra/DLUHC; Biodiversity Metric good practice guide (available for 4,0 not statutory metric) and metric hecklists - NE - see training session from 6 July 2023; BNG statement template and good practice guide - Defra; Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development - Defra/DLUHC; Guidance on when it's appropriate for developers to provide BNG on-site, off-site and through credits - Defra; Guidance on the off-site BNG register - Defra; NPPF/PPG?-DLUHC	CIEEM/IEMA/CIRIA good practice guide; Biodiversity Metric training on PAS website	PAS-blodiversity-net-gain-events
3.3	Train planners on when it's appropriate to use conditions and S106 (and how they should incorporate off-site BNG secured through conservation covenant into planning decision-making?)		Required for mandatory BNG	Definition of 'significant' on-site BNG (only this needs securing for 30 years) - Defra; List of conservation covenant responsible bodies Defra; guidance on securing BNG, (including LPA role in relation to conservation covenants when they are not the responsible body-DefraDLUHC; template conditions and \$106 (not required, but useful) - LPA; guidance on applying BNC to phased and minerals	Example conditions and S106 on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
	Train planners on how to discharge the pre-commencement			development - Defra/DLUHC  Biodiversity Gain Plan template and good practice guide; guidance		

2 E						
2 E				Biodiversity Metric good practice guide - NE; BNG statement		
3.5	Train planning committee members to understand what questions	ii		Biodiversity Wetric good practice guide - NE, BNG statement		
	they need to ask and evidence is needed in relation to BNG, i.e. on	i	High priority to deliver mandatory BNG	template and good practice guide - Defra; Guidance on when it's		
0.0	the BNG statement and metric, off-site and credits (spatial	i	riigii priority to deliver mandatory bivo	appropriate for developers to provide BNG on-site, off-site and		
		i		through credits - Defra; ; NPPF/PPG? - DLUHC		
	hierarchy), perhaps as part of annual planning committee training			through credits - Derra; ; NPPF/PPG? - DEURC		
		i		List of what is needed for BNG at validation stage: Secondary		
		i		legislation and guidance - Defra/DLUHC: List of exemptions -		
3.6	Train validation officers	i	Required for mandatory BNG	Defra/DLUHC: BNG statement template and good practice guide -		
3.0	Trail validation onicers	i	Required for manualory bivo			
		i		Defra; National validation requirements update - DLUHC; BNG		
		i		validation/metric checklists - NE		
				Validation (Thethic Checklists - IVE		
-	Train legal team on S106 for BNG and depending on your agreed	i		List of conservation covenant responsible bodies - Defra; guidance		
3.7	Train legal team on 5 100 for DNO and depending on your agreed	le o	THE RESIDENCE OF THE PARTY.	List of conservation coveriant responsible bodies - Dena, guidance	E 1 0400 040 12 040 22 1 1 2 2 E 2	Direction in Net Color in Development Management I Level Comment Association
	approach, other elements of BNG, e.g. legal agreements for habitat	5.9	High priority to deliver mandatory BNG	on securing BNG, including LPA role in relation to conservation	Example S106s on PAS website; BNG practitioner network session with Freeths	Biodiversity Net Gain in Development Management   Local Government Association
l le	banks/Council-owned land, conservation covenants	i		covenants when they are not the responsible body - Defra/DLUHC		
1 1	Dalika Coulici-Owiled land, Collael Valion Coverland	i		coveniants when they are not the responsible body - Denai Deorio		
-	Train other teams, as appropriate to your agreed approach, e.g.	<u> </u>				
		1.7	Modium priority			
		1.7	Medium priority			
	lead Council development	i				
l l.		i		Secondary legislation and guidance - Defra/DLUHC; monitoring and	i l	
	Train relevant staff on monitoring, enforcement and reporting,	i		-former to delicate the last of the LDA and the selection to		
3.9 in	including enforcement officers (note that enforcement requirements	i	Medium priority	enforcement guidance, including LPA role in relation to conservation	n <sub>l</sub>	
		i	Wediam priority	covenants when they are not the responsible body - Defra/DLUHC;		
l la	are currently an unknown)	i		NERC biodiversity duty guidance - Defra		
4 5 4 1 5 4 4 4 4	1 1 1 2 1 4 1			INCINC Diodiversity duty guidance - Dena		
<ol> <li>Establish strategic a</li> </ol>	approach, including internal governance					
I IF	Based on your strategic approach to BNG, develop policy to show	i .				
li.	a property and a second second second	i				
4.1	how BNG links to other plans, strategies and objectives, including	1.7	Medium priority		Examples available on website and through PAS BNG network	PAS Biodiversity Net Gain in Local Plans and Strategic Planning
V	your GI strategy and the relevant Local Nature Recovery	i				
	Strategy (LNRS), once available.	i				
15	Strategy (LINKS), Office available.					
l lv	With your partnership, establish a biodiversity evidence base - a	ii				
l le	reasonably up-to-date understanding of the quality and quantity of	i				
1 10	to be like to be a local and an arranged and quality of	i				T .
	habitats in their area – this will act as a baseline from which	11.1	Medium priority		Examples available through PAS BNG network	GOV.UK - local-nature-recovery-strategies-areas-and-responsible-authorities
l lb	biodiversity gain can be measured. (Note: work on this will be being	***	moutin priority		Examples available tillough i Ao Divo HelWUIK	our return recovery our region area and reaportation and fulfilles
	des ferror la sel Netro Deservo Chester a find a de de de	i .				
I Ic	done for your Local Nature Recovery Strategy, so find out who the	ii				1
l Ir	responsible authority is for this.)	i .				
	Decide how best to direct BNG funding to existing priority areas for	·				
		i	Medium priority			
	biodiversity	<u> </u>			<u> </u>	<u> </u>
	Carry out a rough BNG supply, demand and market readiness	T				
1 1	carry out a rough bivo supply, demand and market readiness	ii				
14.4	assessment, so you can determine how much off-site BNG might be	i	Market adapt.		Formula and the formula DAC DNC actuals	
4.4	needed in your area and whether the market is ready to deliver what	ii	Medium priority		Examples available through PAS BNG network	
		i				
	is required.					<u> </u>
l r	Formalise your off-site BNG offer: assess and model off-site BNG	i				
		1.5	Uliability and additional addit		Francisco continuo de DAC BNO controlo	
		1.5	High priority to deliver mandatory BNG		Examples available through PAS BNG network	
	and/or develop a brokerage model, etc	i				
4.6	Establish a framework and standards for off-site BNG providers	4.5	Medium priority		Kent CC, Lincolnshire Wildlife Trust	
4.0	Establish a framework and standards for off-site BNG providers	1.5	Medium priority		Kent CC, Eincomsnire Wildlife Trust	
	a cris and cristians	i .				
	Consider how BNG impacts on site allocations for development. You	i	Lower priority			
1 · · · · · · · · · · · · · · · · · · ·	may also want to allocate sites for nature recovery (see 2.4 above)	ii	Lower priority			
	,, (, ()	<b>.</b>				
		i .				
4.8	Where members want to go higher than 10% in Local Plans, explore	i	Common and and are		Full-reading Cultification of Disc. 2007 DNC	DAC Diselements Net Cain in Level Disease and Otrestonia Disease
4.6	this with them and be clear on the evidence requirements.	i .	Lower priority		Evidence supporting Guildford Local Plan - 20% BNG	PAS Biodiversity Net Gain in Local Plans and Strategic Planning
	and with them and be clear on the evidence requirements.	i				
l Ir	Develop and adopt biodiversity net gain planning policies, setting out	i .				
1 15	Borolop and doop bloarenesty not gain planning policies, soming our	i .				
P	local circumstances and requirements, for example, on delivery of	i .				
4.9	offsite biodiversity net gain, either in Local Plan or SPD or both.	1.7, 4.1	High priority to deliver mandatory BNG	NPPF and PPG updates - DLUHC	Examples on PAS website	PAS Biodiversity Net Gain in Local Plans and Strategic Planning
1 12	Make sure you have appropriate evidence to support any	1	ringin pricarily as seamed missionarily series			
I I	make sure you have appropriate evidence to support any	i				
I Ir	requirements that go above mandatory BNG, e.g. 10%+.	ii				
<ol><li>Development Manage</li></ol>	agement					
		i		Secondary legislation and guidance - Defra/DLUHC; List of		
				exemptions - Defra/DLUHC; Biodiversity Metric good practice guide		
	Development of the control of the co			exemptions - Derra/DEOPIC; Biodiversity Metric good practice guide		
	Developer guidance note/Technical advice note setting out what you	II		and checklists - NE; BNG statement template and good practice		
1	Developer guidance note/Technical advice note setting out what you want developers to provide with planning applications and the	ļ				
v	want developers to provide with planning applications and the	l		and checklists - NC, DNC statement template and good practice		
v a	want developers to provide with planning applications and the approach they should take to on-site, off-site and credits -	17	High priority to deliver mandatory BNG	guide - Defra; Other BNG checklists for planners - NE; guidance on	Evamples on PAS website	Biodiversity Net Gain in Development Management I Local Government Association
v a	want developers to provide with planning applications and the	1.7	High priority to deliver mandatory BNG	guide - Defra; Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development -	Examples on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
5.1 v	want developers to provide with planning applications and the approach they should take to on-site, off-site and credits - incorporated into local validation checklist/linked to headline	1.7	High priority to deliver mandatory BNG	guide - Defra; Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development -	Examples on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
5.1 v	want developers to provide with planning applications and the approach they should take to on-site, off-site and credits - incorporated into local validation checklist/linked to headline requirements in local validation checklist (see also below re	1.7	High priority to deliver mandatory BNG	guide - Defra; Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development - Defra/DLUHC; Guidance on when it's appropriate for developers to	Examples on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
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5.1 a iii n v v v 5.2 T a	want developers to provide with planning applications and the approach they should take to on-step, dir-site and credits - incorporated into local validation checklist/linked to headline requirements in local validation checklist (see also below re validation process).  Training workshops for applicants, e.g. through local agent/developer forum meetings	1.7		quide - Defra: Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development - DefraDLUHC; Guidance on when it's appropriate for developers to provide BNG on-site, off-site and through credits - Defra; Guidance on the off-site BNG redister - Defra	Examples on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
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5.1 a a b c c c c c c c c c c c c c c c c c	want developers to provide with planning applications and the approach they should take to on-step, dir-site and credits - incorporated into local validation checklist/linked to headline requirements in local validation checklist (see also below re validation process).  Training workshops for applicants, e.g. through local agantifuevoloper forum meetings Review whether implementing BNG - both mandatory and as determined by your BNG approach - will affect IT and mapping	1.7	Lower priority	quide - Defrar, Other BNG checklists for planners - NE; guidance on applying BNG to phased and minerals development - DefraDLUHC; Guidance on when it's appropriate for developers to provide BNG on-site, off-site and through credits - Defra; Guidance on the off-site BNG register - Defra  As above  As above; updates to national DM software by relevant providers, e.g.:IDOX  Secondary legislation and guidance - Defra/DLUHC; List of	Examples on PAS website	Biodiversity Net Gain in Development Management   Local Government Association
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	Understand the additional costs and develop an approach for		Secondary legislation/guidance on habitat monitoring and reporting		
6.2	recovering costs of monitoring significant on-site and off-site BNG	High priority to deliver mandatory BNG	requirements - Defra; Threshold/definition for 'significant on-site BNG' - Defra	Examples available through PAS BNG network	
6.3	Formalise the administration and documents for monitoring, including a tracking system	High priority to deliver mandatory BNG	Secondary legislation/guidance on habitat monitoring and reporting requirements - Defra; Threshold/definition for 'significant on-site BNG' - Defra		
6.4	Ensure you have staff to implement your monitoring approach	High priority to deliver mandatory BNG	Secondary legislation/guidance on habitat monitoring and reporting requirements - Defra; Habitat Management and Monitoring Plan template and good practice - NE		
6.5	Ensure that you have a member of staff that provides NERC duty reports on BNG to Government every five years, with the first report submitted within 12 weeks of 1 January 2026 - you will need to decide exactly what you are reporting on and make sure you collect this information.	Medium priority	NERC biodiversity duty guidance - Defra		
6.6	Update planning enforcement plan (if you have one) or create a standatione BNG monitoring and enforcement statement, including how you will deal with off-site out-of-area and what you role is in enforcing when land is secured by conservation coverant (note that currently details on this for mandatory BNG are not known)	Lower priority	Enforcement guidance, including role of LPAs in relation to conservation covenants when they are not the responsible body - Defra/DLUHC, Guidance for conservation covenant responsible bodies - Defra		