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# Precautionary Working Method Statement

## Proposed Works at Leonardslee Gardens

# Report

## Proposed Works at Leonardslee Gardens

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## Executive Summary

This Precautionary Working Method Statement (PWMS) is prepared in accordance with Natural England's (NE) precautionary approach to protected species and habitats, and the Chartered Institute of Ecology and Environmental Management's (CIEEM) frameworks for minimising ecological impacts during Site works. It adopts a precautionary principle where surveys indicate potential presence of protected species, ensuring avoidance, mitigation, and compliance with wildlife legislation (e.g. Wildlife and Countryside Act 1981, Conservation of Habitats and Species Regulations 2017).

## 1. Introduction

### 1.1 Project Scope and Purpose

Leonardslee Lakes and Gardens is a 97ha Grade I Listed landscaped garden with large lakes, a vineyard, recreational facilities and areas of woodland that is open to visitors all year round. This Precautionary Working Method Statement (PWMS) covers five buildings: Red House, Former Generator Block, Engine House, Honey Cottage and Clocktower Café for bats, and additionally the area surrounding the Clocktower Café for dormice *Muscardinus avellanarius*.

The purpose of this PWMS is to outline a precautionary approach to both the construction phases of the proposed developments, whilst minimising risks to roosting bats and hazel dormice. This PWMS has been prepared in accordance with current best-practice guidance, which emphasises that development proposals should seek to avoid impacts on bats and dormice wherever possible, and where avoidance is not achievable, appropriate mitigation or compensation measures must be implemented to inform planning decisions<sup>1</sup> (Natural England, 2022).

This PWMS is informed by a number of surveys (see survey findings below). The surveys have identified that the buildings on Site have a low to moderate suitability for bats, with confirmed roosts located in areas not directly affected by the proposed development works. In accordance with Natural England guidance, measures including the retention of roost features, sensitive timing of works to avoid maternity and hibernation periods, and the use of appropriate working methods will be implemented to minimise potential impacts on bats, as well as further surveys where appropriate.

Should the proposals change or risks to bats or hazel dormice be identified at any stage, additional mitigation strategies will be required, and a full European Protected Species (EPS) licence from Natural England may be necessary.

### 1.2 Background to commission

Ramboll (formerly Temple) was commissioned by Leonardslee Lakes and Gardens to undertake a series of Preliminary Ecological Appraisals (PEA) and Preliminary Roost Assessments (PRA) across multiple Sites within the estate between 2022 and 2025. In 2022 this included a mixture of PEA's and PRA's, where applicable, of the Stable Block, Wedding Pavillion, Engine House and Former Generator Block. In 2024 the surveys included PEA's and PRA's, where applicable, of the Red House and Main House Forecourt. A suite of bat dusk emergence surveys at Honey Cottage, Red House and Clocktower Café were also undertaken in 2024.

These assessments were completed to provide the ecological information required to support detailed planning application DC/25/1146, which includes the following proposals:

*'Extension to the visitor entrance building to house a new ticket sales area and café; Infilling roof to the former generator block courtyard, re-roofing of the Alpine House and internal/external reconfigurations and link extension; Single storey winter garden conservatory to the Stable Block; Terrace extension to the east and internal/ external reconfigurations; Change of use from redundant staff offices and staff accommodation within the stable block to guest accommodation'*

<sup>1</sup> Natural England (2022) Bats: advice for making planning decisions. Available at: <https://www.gov.uk/guidance/bats-advice-for-making-planning-decisions> (Accessed: 16 December 2025).

*including extension to Honey Cottage; Change of use to the partial first floor of the Red House to staff accommodation; Small WC extension, reinstated chimney stack, and roof alterations to the Engine House; Lightweight wedding pavilion to the lawn, south of Leonardslee House; Landscaping changes including to the forecourt of Leonardslee House.'*

The results of these surveys recorded suitable habitats for a number of protected species including bats and hazel dormice. Bats within the *Plecotus* genus were found to be roosting within the Clocktower café and Honey Cottage on Site. The survey of the Red House recorded a single unidentified bat emerging from the Red House, outside of the proposed works area. The current proposals will not directly impact the unclassified bat roost within Red House, or the *Plecotus* roost within Clocktower café and Honey Cottage. Since no bats were recorded emerging from the proposed works area within the Red House, a European Protected Species Mitigation (EPSM) licence is not considered necessary at this stage, and it is recommended that works should proceed under a Precautionary Working Method Statement (PWMS).

The Former Generator Block comprises the Dolls House Museum (moderate bat roost suitability), lean-to (negligible bat roost suitability), greenhouse (negligible bat roost suitability) and an Empress tree. As only the lean-to and greenhouse will be impacted by the works, no further surveys for bats were undertaken at this location. Both buildings are included in this Precautionary Method of Working.

The Engine House has moderate suitability to support roosting bats and will be subject to further surveys prior to works commencing.

### 1.3 Site Context

Leonardslee Lakes and Gardens is a 97ha Grade I Listed landscaped garden with large lakes, a vineyard, recreational facilities and areas of woodland that is open to visitors all year round. It comprises a steep sandstone valley and seven man-made lakes interconnected with woodlands, scrub and landscaped woodland gardens adjoining. Areas of Ancient & Semi-Natural Woodland, Ancient Replanted Woodland, Deciduous Woodland and Lowland Heathland are present within the wider Leonardslee Lakes and Gardens Estate. The Gardens are bordered by a busy 'A' road to the west, but the wider landscape stretching from the Estate boundary comprises areas of agricultural land bordered by hedgerows, woodland and residential properties. It lies in a rural area north of Crabtree, Lower Beeding and is within the Horsham District of West Sussex. Haywards Heath sits approximately 10km to the east and Horsham approximately 5km to the north-west.

The five sites included in this precautionary Method of Working are:

- Red House
- Honey Cottage
- Clocktower Café
- Former Generator
- Engine House

The Red House is a two-storey building currently used as offices and a staff recreation room. The Red House forms part of a 'H' shaped building and occupies the western side of the 'H' adjoining to a private two-storey residential property to the east with linking connectivity between the two halves of the 'H' via the loft space<sup>2</sup>. The eastern side comprise a residential house.

<sup>2</sup> Temple (2024a) Potters Cottage, Offices, Honey Cottage & Red House, Leonardslee Lakes and Gardens, East Sussex Preliminary Roost Assessment (PRA). Unpublished Report.

Honey Cottage is a two-storey residential property occupied by employees of Leonardslee Lakes and Gardens which forms part of the Stables complex. The Clocktower Café, also part of the Stables complex, is a single-storey café building with an internal kitchen, shop front and indoor seating area with an outdoor seating area within a courtyard to the south and west. Two further buildings, outside of the scope of this report, Offices and Potters (surveyed in 2022<sup>3</sup> and 2024<sup>4</sup>) also form part of the Stables complex to the west of the Site.

The Engine House Site comprised a single-storey working café known as the Engine House Café, with outdoor seating area to the north and east and an area of mown grassland covering the south and west. Bordering the south and west of the building was a rhododendron hedge, and within the grassland to the west there was a conifer tree and introduced shrub. A well-used and well-maintained gravel track lay within the Site at the north and east Site boundary.

The brick outbuildings known as the Former Generator Block formally housed the generators for the electrical supply to the main Leonardslee House. It now comprises the Dolls House Museum with adjoining Alpine Greenhouse to the north and lean to extension to the west. The Former Generator Block also comprises an open courtyard used for overflow cafe seating, whilst the lean-to building is fitted out as a café and bar with further seating. Areas of planted flower beds and a small area of grassland with shrubs surrounds the Site

#### 1.4 Survey Findings

This PMW has been informed by a number of surveys and site visits, as outlined below:

- Temple (2023a) Stable Block, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report.
- Temple (2023c) Engine House, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report
- Temple (2023d) Former Generator Block, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report.
- Temple (2024a) Potters Cottage, Offices, Honey Cottage & Red House, Leonardslee Lakes and Gardens, East Sussex Preliminary Roost Assessment (PRA). Unpublished Report.
- Temple (2024b) Garden Entrance, Honey Cottage, Clock Tower Cafe and Village Centre, Leonardslee Lakes and Gardens, West Sussex, Preliminary Ecological Appraisal. Unpublished Report.
- Temple (2024c) Honey Cottage, Red House, Clocktower Café, Leonardslee Lakes and Gardens Bat Emergence Surveys Report. Unpublished Report.
- Temple (2025a) Leonardslee Lakes and Gardens Site Walkover Letter Report. Temple. Ref: 9105.1

<sup>3</sup> Temple (2023a) Stable Block, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report.

<sup>4</sup> Temple (2024a) Potters Cottage, Offices, Honey Cottage & Red House, Leonardslee Lakes and Gardens, East Sussex Preliminary Roost Assessment (PRA). Unpublished Report.

#### 1.4.1 Red House

The PRA of Red House<sup>5</sup> found that there was suitable foraging and commuting habitat in the vicinity. The building is directly adjacent to deciduous woodland to the north with large mature trees present. Presence of numerous features with suitability for both crevice-dwelling species and void roosting species of bat, including potential for features to support large numbers of bats. The building had Moderate suitability to support roosting bats.

Two dusk emergence surveys were conducted on the Red House due to the buildings Moderate suitability for roosting bats in accordance with best practice guidelines<sup>6</sup>. A single unidentified bat, believed to be a pipistrelle due to the size, time of emergence and flight pattern, was recorded emerging from the adjoining building to the east of the Red House during the final dusk emergence survey undertaken on the 16 July 2024.

#### 1.4.2 Stable Block: Clock tower Café and Honey Cottage

The Stable Block is comprised of three buildings: Honey Cottage, Clocktower Café and Potter's Cottage. A PRA undertaken in 2022 consisted of an external inspection of all features/surfaces of the Clock Tower café and an internal inspection, discovered the presence of two distinct piles (containing ~100-200) of bat droppings centred below the clock tower and the central ridge beam, as well as 20 – 30 droppings caught on the western wall of the central void. One distinct pile of droppings was present within the eastern void, as well as scattered droppings recorded within the accessible areas of the void (see appendix 1, figure 2 for location of void). Droppings confirmed as Brown long-eared bat by DNA analysis. The Clocktower café is a confirmed roost for Brown long-eared bat<sup>7</sup>.

A PRA was undertaken by Temple (now Ramboll) in 2024 of Honey Cottage discovered the presence of numerous features with suitability for both crevice-dwelling species and void roosting species of bat, including potential for features to support large numbers of bats. Presence of scattered droppings recorded within the accessible areas of the void. Droppings confirmed brown long-eared bat presence within the roof void by DNA analysis. Confirmed roost for brown long-eared bats<sup>8</sup>.

Three dusk emergence surveys were conducted on both Honey Cottage and Clocktower Café in 2024, in accordance with best practice guidelines, due to their confirmed presence of brown long-eared bat. Supplementary static detectors were also placed in the roof void of the Clocktower Café ahead of each dusk emergence survey<sup>9</sup>. No statics were placed within Honey Cottage.

Twelve bats were recorded emerging from a square hole in the north-east corner of the Clocktower Café close to the location of the clock tower, on 13 May 2024. Eleven bats were recorded returning to roost with a further seven observed investigating the roost entrance throughout the duration of the survey. The majority of the bats did not echolocate upon emerging, however, the bats recorded returning to roost or recorded investigating returning to

<sup>5</sup> Temple (2024a) Potters Cottage, Offices, Honey Cottage & Red House, Leonardslee Lakes and Gardens, East Sussex Preliminary Roost Assessment (PRA). Unpublished Report.

<sup>6</sup> Collins, J. (2023) Bat Surveys for Professional Ecologists: Good Practice Guidelines (4th edn, amended 27 March 2024). London: Bat Conservation Trust

<sup>7</sup> Temple (2023a) Stable Block, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report.

<sup>8</sup> Temple (2024a) Potters Cottage, Offices, Honey Cottage & Red House, Leonardslee Lakes and Gardens, East Sussex Preliminary Roost Assessment (PRA). Unpublished Report.

<sup>9</sup> Temple (2024c) Honey Cottage, Red House, Clocktower Café, Leonardslee Lakes and Gardens Bat Emergence Surveys Report. Unpublished Report.

roost did echolocate and were identified as bats within the *Plecotus* genus. No further bats were recorded emerging from or returning to roost within the Clocktower Café following the first survey undertaken in May survey.

Analysis of two static bat detectors placed within the Clocktower café recorded a single genus of bat during the three surveys: *Plecotus*. The majority of the calls recorded were in the location where the bats were recorded emerging during the survey undertaken in May 2024.

No bats were recorded emerging from Honey Cottage across the duration of the surveys<sup>10</sup>.

The PEA identified that there is a recent records for hazel dormouse within 100m of the Site and works will be undertaken in woodland to the east which has suitable habitat for this species. Since the terrace will extend into the woodland, dormice are included in the PMWS.

#### 1.4.3 Former Generator Block

A PRA of the former generator block undertaken in 2022<sup>11</sup> identified the structure as comprising the Dolls House Museum, the adjoining Alpine Greenhouse to the north, a lean-to extension to the west, and an open courtyard. The PRA concluded that the Dolls House Museum has low suitability for roosting bats, while both the lean-to building and the greenhouse have negligible suitability for roosting bats. An updated Site visit in 2025 concluded that there were no new or additional features suitable to support roosting bats since the original PRA in 2022<sup>12</sup>.

As only the lean-to and greenhouse will be affected by the proposed works and these elements support negligible bat roost suitability, no further bat emergence surveys were considered necessary for this location. Due to the low suitability of the Dolls house museum, the former generator block is included in this PMW

#### 1.4.4 Engine House

A PRA of the Engine House undertaken in 2022<sup>13</sup> identified a few gaps within the brickwork on the eastern elevation, as well as some lifted tiles present across the entire roof, which was replaced in 2020. The PRA concluded that although there were a low number of potential roost features, the Engine House was considered to have moderate suitability to support summer roosting bats because of the high-quality habitats within the wider vicinity. The features found in the Engine House are likely to be used by crevice dwelling bats such as pipistrelle species. An updated Site visit in 2025 concluded that there were no new or additional features suitable to support roosting bats since the original PRA in 2022<sup>14</sup>.

Further surveys of the Engine House, including an updated PRA and emergence surveys or endoscope surveys will be undertaken at the Engine House prior to any work on the building.

<sup>10</sup> Temple (2024c) Honey Cottage, Red House, Clocktower Café, Leonardslee Lakes and Gardens Bat Emergence Surveys Report. Unpublished Report.

<sup>11</sup> Temple (2023d) Former Generator Block, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report.

<sup>12</sup> Temple (2025a) Leonardslee Lakes and Gardens Site Walkover Letter Report. Temple. Ref: 9105.1

<sup>13</sup> Temple (2023c) Engine House, Leonardslee Lakes and Gardens Preliminary Ecological Appraisal and Preliminary Roost Assessment (PRA). Unpublished Report

<sup>14</sup> Temple (2025a) Leonardslee Lakes and Gardens Site Walkover Letter Report. Temple. Ref: 9105.1

## 2. Scope of Proposals

### 2.1 Red House

The proposed ground floor plan<sup>15</sup> converts the existing staff welfare area into an exhibition space, adds a new entrance hall to the first-floor accommodation, and incorporates two shower rooms, with new partition walls creating these spaces. The existing<sup>16</sup> staircase, roof, and structural walls remain unchanged, and there is no change to the existing elevation.

The proposed first floor plan transforms the former office areas into two bedrooms, a hall, a kitchenette, and a storage room, removing the existing office furniture arrangements<sup>17</sup>. New partition walls form these rooms, while the existing staircase, roof, and structural walls remain unchanged<sup>18</sup>.

The Red House forms part of a 'H' shaped building and the proposals are for the western side of the 'H'. Adjoining it is a two-story residential property to the east. The two buildings are linked via the loft space. No works are proposed to the adjoining residential building.

### 2.2 Stables: Honey Cottage and Clocktower cafe

The proposals for Honey Cottage involve removing the modern conservatory, partitions, kitchen units, and blocked fireplace. The garden will be extended to include a new gated entrance and pathway, and an extended patio will offer a new entrance to the sunroom, providing level access. The sunroom will feature a lightweight slate roof extension with conservation roof lights. The internal layout will change to an open-plan living space on the ground floor, and the first floor will have new partitions for modernisation.

The Clocktower café includes a cobbled courtyard, a modern PVC roof, a kitchen, accessible WCs, a refrigeration room, café seating, and storage within the historic stables<sup>19</sup>. The upper floors feature the historic stable slate roof, the clock tower, and back-of-house areas<sup>20</sup>, while the roof combines the original slate with a modern PVC extension<sup>21</sup>. Demolition work involves removing the modern café elements, partitions, kitchen fittings, infilled historic windows, repositioning storage containers, and removing mechanical equipment on the ground floor<sup>22</sup>, as well as dismantling the PVC roof extension on the upper floors<sup>23</sup><sup>24</sup>. Proposed modifications include re-laying the cobbles, extending the courtyard, installing a new kitchen layout, constructing a timber structure<sup>25</sup> with glazed openings, and creating a new entrance with hedge screening and a lobby with unisex and accessible WCs on the ground floor<sup>26</sup>. The existing slate roof over the stables building will be retained, as well as the clocktower<sup>27</sup>

<sup>15</sup> Leonardslee Lakes and Gardens 242769-PUR-06-01-DR-A-2002 Proposed First Floor Plan Red House

<sup>16</sup> Leonardslee Lakes and Gardens 242769-PUR-06-01-DR-A-1002 Existing First Floor Plan Red House

<sup>17</sup> Leonardslee Lakes and Gardens 242769-PUR-06-00-DR-A-1001 Red House Existing Ground Floor Plan

<sup>18</sup> Leonardslee Lakes and Gardens 242769-PUR-06-00-DR-A-2001 Proposed Ground Floor Plan Red House

<sup>19</sup> Leonardslee Lakes and Gardens. Existing Ground Floor Plan. Stable Block. 242769-PUR-01-00-DR-A-1001.

<sup>20</sup> Leonardslee Lakes and Gardens. Existing First & Second Floor Plan. Stable Block. 242769-PUR-01-01-DR-A-1002.

<sup>21</sup> Leonardslee Lakes and Gardens. Existing Roof Plan. Stable Block. 242769-PUR-01-RF-DR-A-1003.

<sup>22</sup> Leonardslee Lakes and Gardens. Demolition Ground Floor Plan. Stable Block. 242769-PUR-01-00-DR-A-1501.

<sup>23</sup> Leonardslee Lakes and Gardens. Demolition First & Second Floor Plan. Stable Block. 242769-PUR-01-01-DR-A-1502.

<sup>24</sup> Leonardslee Lakes and Gardens. Demolition Roof Plan. Stable Block. 242769-PUR-01-RF-DR-A-1503.

<sup>25</sup> Leonardslee Lakes and Gardens. Proposed First & Second Floor Plan. Stable Block. 242769-PUR-01-01-DR-A-2002.

<sup>26</sup> Leonardslee Lakes and Gardens. Proposed Ground Floor Plan. Stable Block. 242769-PUR-01-00-DR-A-2001.

<sup>27</sup> Leonardslee Lakes and Gardens. Proposed Roof Plan. Stable Block. 242769-PUR-01-RF-DR-A-2003.

To the east of the clocktower café will be a new terrace with timber decking, metal balustrade and retractable awnings that will extend into the adjacent woodland.

### 2.3 Former Generator Block

The plans for the former generator block include replacing the existing modern glazed doors from the Dolls House, removing Perspex panelling from the Alpine House, removing the tree within the courtyard. The display cabinets from the Dolls House will be carefully dismantled and relocated<sup>28</sup>. The proposals for modernisation include a new lightweight timber link to the rear, new masonry openings with steel powder-coated green window frames, sliding folding metal frame doors, and a new exposed steel frame to support the courtyard roof. Interior enhancements come with insulated floor structures, insulation lining for masonry walls, lightweight plasterboard partitions, and new doors, while retaining and restoring the Alpine House planting beds and fixed windows with external doors. The project will also introduce new spaces such as the hall, cloaks, front and rear event spaces, finishing kitchen, servery, and accessible WC & baby change<sup>29</sup>.

### 2.4 Engine House

The proposal includes the existing brickwork, chimney, clay tiles, existing window, timber bench to be retained<sup>30</sup>. The existing vegetation will be removed to allow for new terrace extension. The Ground level to be adjusted to allow for new terrace extension. Lightweight extension to the west to provide a new accessible WC. Existing rusted handrail to be replaced. Roof finishes removed to top of former chimney to enable reconstruction<sup>31</sup>. The chimney stack will be reinstated to have matching brickwork and a simple clay chimney pot, and the existing roof finishes will be adapted with new tiles and lead flashings around the rebuilt chimney<sup>32</sup>.

<sup>28</sup> Leonardslee Lakes and Gardens. Demolition Ground Floor Plan. Former Generator Block. 242769-PUR-05-00-DR-A-1501.

<sup>29</sup> Leonardslee Lakes and Gardens. Proposed Ground Floor Plan. Former Generator Block. 242769-PUR-05-00-DR-A-2001

<sup>30</sup> Leonardslee Lakes and Gardens. Proposed Ground Floor Plan. Engine House. 242769-PUR-02-00-DR-A-2001

<sup>31</sup> Leonardslee Lakes and Gardens. Proposed Roof Plan Engine House. 242769-PUR-02-RF-DR-A-2002

<sup>32</sup> Leonardslee Lakes and Gardens. Demolition Roof Plan. Engine House. 242769-PUR-02-RF-DR-A-1502

### 3. Precautionary Measures and Method of Works

#### 3.1 Red House

Surveys have confirmed the presence of a bat roost within the adjoining eastern side of Red House. The works to Red House include internal reconfiguration of the ground and first floors to convert the offices into staff accommodation. The works are confined to the western side of the 'H'-shaped building and will not impact the adjoining eastern side where the bat roost is located.

No works shall occur within the eastern side of Red House where the bat roost is located. The existing roof, structural elements, and any features associated with the roost will be retained, and no works affecting these areas will proceed without further assessment and advice from a licensed ecologist. All proposed internal reconfiguration works, including removal of partitions and ceilings, electrical installation, and other modifications, will be confined to the western side of the building, outside the roost location.

The works to the Red House are expected to commence in Autumn 2026. Bat surveys of the building were undertaken in 2024. Due to the time elapsed between the surveys and the proposed start date, a pre-works check of the building should be undertaken in Spring 2026 to confirm the presence and location of any roosts; further emergence surveys may be required. If there is no change to the building or roosting location, a precautionary method of working must be followed to minimise impacts on roosting bats during construction, due to the proximity of the bat roost to the proposed works. If bats are found roosting outside the locations previously identified, further mitigation or a licence from Natural England may be required.

No works should occur to the areas where the bat was seen emerging, as shown in Appendix 1, Figure 1, without further advice or assessment from an ecologist. Table 3.1 identifies the activities and mitigation measures for bats at Red House.

**Table 3.1 Red House: Site activities and Ecological Constraints**

Activity	Species	Species Considerations	Mitigation	Outcome
Pre-works check	Bats	Unspecified bat roost in the eastern side of Red House.	Licensed ecologist to inspect the roost prior to works to confirm bats are still present in the same location and that no roosts have moved. Further emergence surveys may be required. Any updates to mitigation or working methods implemented before works commence. The ecologist will also review any design plans, to check if they have changed from the ones stated in this report, if they will affect the roost location.	Confirms mitigation measures are appropriate to current roost status.
Timing of works	Bats	Unspecified bat roost in the eastern side of Red House.	Schedule noisy or disruptive works outside sensitive periods for bats (maternity season: May–August; hibernation: November–March). If works must occur during these times, seek guidance from a licensed ecologist.	Minimises risk of disturbance during sensitive life stages.
Toolbox talk prior to works	Bats	Unspecified bat roost in the eastern side of Red House.	No work should commence without contractors receiving a toolbox talk. All contractors will be briefed on the legal protection of bats in the UK, the location of confirmed bat roost in the eastern side of The Red House, and procedures to avoid disturbance, and what to do if a bat is found during the works.	Contractors understand bat protection requirements and the location of the roost.
Works in western side of the Red House	Bats	Unspecified bat roost in the eastern side of Red House.	Contractors remain alert for signs of bats (droppings, live bats) while working in the western side of the Red House. If a bat is discovered, stop work and contact a licensed ecologist. No works to occur in the eastern side where the roost is located. If design changes require access to the eastern side where the roost is located, advice from a licensed ecologist must be obtained before proceeding.	Contractors to be aware that bats may be in building, and what to do if a bat or evidence of their presence is found.

Activity	Species	Species Considerations	Mitigation	Outcome
Internal reconfiguration works, including: partition and internal wall removal, ceiling alterations, and electrical/lighting installation	Bats	Unspecified bat roost in the eastern side of Red House.	Remove partitions, internal walls, and ceiling panels carefully, visually inspecting voids for droppings before opening. Proceed if no signs of bats are present. Stop work and contact a licensed ecologist if a bat is discovered.	Minimises disturbance risk from noise.
Mechanical/general construction works	Bats	Unspecified bat roost in the eastern side of Red House.	Noise or vibration could travel through building; loft link could transmit disturbance. Locate high-noise tasks away from the loft connecting to the eastern side. Avoid sustained vibration near the loft link.	Reduces indirect disturbance to the roost in the eastern side.
Movement of materials/waste removal	Bats	Unspecified bat roost in the eastern side of Red House.	Keep materials, waste bins, machinery storage and access routes away from roost location or any potential access points toward the eastern side.	Roost remains undisturbed
Discovery of a bat during works	Bats	Unspecified bat roost in the eastern side of Red House.	If a bat is discovered during the works, stop work immediately. Leave the bat undisturbed. Contact a licensed ecologist before resuming works. Do not handle the bat.	Reduce the risk of harm to bats.
Lighting	Bats	Unspecified bat roost in the eastern side of Red House.	Machinery and lighting should be turned off at night, and security lighting limited where possible. Any required night-time lighting should be directional, and where possible on sensors or timers, taking care to avoid illuminating the loft linking to the eastern side; angle lights downward and away from potential bat access points and connected vegetation/known flight paths.	Reduced disturbance to bats during their active periods

### 3.2 Stables Honey Cottage and Clocktower café

Surveys have confirmed brown long-eared bats roosting within the roof voids of Clocktower Café and Honey Cottage, while the PEA<sup>33</sup> identified that hazel dormice may be present within adjacent woodland.

The works to Clocktower Café include internal reconfiguration, removal of partitions, kitchen fittings, and PVC roof sections, along with modifications to the courtyard and external areas. At Honey Cottage, the works involve removal of the modern conservatory, internal reconfiguration of partitions and kitchen units, and construction of a lightweight south-facing extension with conservation roof lights.

Honey Cottage contains a roost for brown long-eared bats within the roof void above the bedroom space. No works shall occur within this roof void, and the existing chimney, slate roof, external stonework, and timber windows will be retained. Any works affecting the void where the roost is located should not proceed without further assessment and advice from a licensed ecologist. The proposed south-facing extension and other internal reconfiguration works will be confined to areas outside the roost location.

The Clocktower Café contains a confirmed roost for brown long-eared bats within the roof voids above the kitchen and café areas. No works shall occur within these roof voids, and the existing slate roof, structural elements, and historic fabric will be retained. Any works affecting the roof voids should not proceed without further assessment and advice from a licensed ecologist. All proposed internal and external works, including removal of modern partitions, kitchen fittings, and the PVC roof extension, as well as courtyard modifications, will be confined to areas outside the roost location.

The works to the building are expected to commence in Spring 2027. Given the time elapsed since the 2024 bat surveys at Honey Cottage and Clocktower Café, updated emergence surveys will be required to determine whether any changes have occurred, such as the relocation of roosts. Surveys should be scheduled according to a timeline that aligns with the planned commencement of works. If a bat roost is identified in a previously unknown location, further mitigation or a licence from Natural England may be necessary before works can proceed.

Following updated surveys, provided bats are still roosting in the locations identified in 2024, works to the building can proceed under a Precautionary Method of Working. A precautionary method of working must be followed to minimise impacts on bats and dormice during construction. No works should occur in areas that are a confirmed roost, as shown in Appendix 1, Figure 2 and 3, without further advice or assessment from a licensed ecologist. Vegetation removal to the woodland must proceed under the supervision of a Ecological Clerk of Works (ECoW).

Table 3.2 identifies the activities and mitigation measures for bats and dormice at Honey Cottage and Clocktower Café.

<sup>33</sup> Temple (2024b) Garden Entrance, Honey Cottage, Clock Tower Cafe and Village Centre, Leonardslee Lakes and Gardens, West Sussex, Preliminary Ecological Appraisal. Unpublished Report.

**Table 3.2 Stables Honey Cottage and Clocktower café: Site activities and Ecological Constraints**

<b>Activity</b>	<b>Species</b>	<b>Species Considerations</b>	<b>Mitigation</b>	<b>Outcome</b>
Pre-works surveys	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Licensed ecologist to inspect the roost prior to works to confirm bats are still present in the same location and that no roosts have moved. Updated emergence surveys will need to be undertaken. Any updates to mitigation or working methods implemented before works commence. The ecologist will also review any design plans, to check if they have changed from the ones stated in this report, if they will affect the roost location.	Confirms mitigation measures are appropriate to current roost status.
Timing of works	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	The works to both Honey Cottage and the Clocktower Café should be undertaken during the bat active season, but avoiding the maternity Season (April to August inclusive), and prior to hibernation season which is typically considered to extend between November and March inclusive, as the buildings are considered to have Suitability to support hibernating bats	Minimises disturbance during sensitive life stages
Toolbox talk prior to works	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	All contractors must receive a toolbox talk covering legal protection for bats, confirmed roost locations, procedures to avoid disturbance, and steps to follow if a bat is discovered.	Contractors fully aware of roost location and protection requirements.
Works in areas adjacent to confirmed roosts	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower	Works immediately adjacent to roof voids and roost entrances. Keep all personnel and equipment away from roosts. Monitor closely for signs of bats. Stop	Reduces risk of disturbance

Activity	Species	Species Considerations	Mitigation	Outcome
		Café and confirmed Honey Cottage roof void and	work immediately if a bat is observed. Licensed ecologist must advise on any access required near the roost.	
Internal works (Honey Cottage: partitions, kitchen units, blocked fireplace; Clocktower Café: partitions, kitchen fittings, PVC roof removal)	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Carefully remove partitions and fixtures. Inspect for droppings before opening. Stop work if bats are observed and contact a licensed ecologist. No works to occur in voids or roof areas where roosts are present.	Reduces risk of disturbance
External works (Honey Cottage: garden extension, patio, sunroom roof; Clocktower Café: courtyard works, roof extensions)	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	The roof void and external roof areas of the Clocktower Café and Honey Cottage should be avoided, and no works should take place in these areas as proposed. If works in these areas are unavoidable, a licensed ecologist must supervise any activities affecting the roof or structural elements in areas containing the roost.	Prevents accidental disturbance to roosts during external works.
Lighting	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Artificial lighting may affect flight paths and roost entrances. Turn off machinery and lighting at night where possible. Limit security lighting. Directional night-time lighting only, avoiding roost entrances and loft areas; use sensors and timers where possible; angle lights downward and away from potential bat access points and connecting flight paths.	Maintains dark flight corridors and reduces disturbance risk.
Mechanical/general construction works	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower	Noise or vibration may transmit to roosts. Locate high-noise tasks away from roof voids and roost	Minimises indirect disturbance to roosts.

Activity	Species	Species Considerations	Mitigation	Outcome
		Café and confirmed Honey Cottage roof void and	entrances. Avoid sustained vibration near roof voids. Consider temporary noise barriers if needed.	
Movement of materials/waste removal	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Keep materials, waste bins, and machinery, as well as access routes, away from the roof voids where a bat roost is known. Store machinery in locations that minimise noise and disturbance to roosting bats.	Roosts remain undisturbed; risk minimised.
Scaffolding	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Licensed ecologist must approve scaffold placement if near roost. Scaffolding may block access near roost entrances, and may be a licensable action. Scaffolds should be positioned to avoid locations where bats have been observed emerging, specifically a square hole in the north-east corner of the Clocktower Café near the clock tower, as well as any other locations identified during updated surveys. Minimise disturbance from erection, movement, or removal.	Prevents accidental disturbance or obstruction of roosts.
Discovery of a bat during works	Bats	Confirmed maternity Brown long-eared bat roost in Clocktower Café and confirmed Honey Cottage roof void and	Stop work immediately. Leave bat undisturbed. Contact licensed ecologist before resuming works. Do not handle the bat.	Minimises disturbance and reduces the risk of harm to bats.
Pre-works check	Hazel dormouse	Potential dormice present due to historical record	Licensed ecologist or ECoW to inspect Site vegetation prior to works to confirm no visible nests or signs of dormice. Update working methods if any	Provides a precautionary approach to identify

Activity	Species	Species Considerations	Mitigation	Outcome
			signs are observed. If a dormouse or nest is found, works must stop, and a Natural England mitigation licence may be required before continuing.	dormice before works commence.
Timing of works	Hazel dormouse	Potential dormice present due to historical record	Undertake vegetation removal outside hibernation season (Nov–Mar). Schedule high-risk works to avoid breeding season (May–Sept) where possible.	Minimises risk of disturbing or harming dormice during sensitive life stages.
Toolbox talk / ECoW briefing	Hazel dormouse	Potential dormice present due to historical record	All contractors receive a briefing on legal protection of dormice, sensitive areas, procedures to avoid disturbance, and steps to follow if a dormouse or nest is discovered.	Contractors aware of dormouse protection requirements and precautionary approach.
Vegetation clearance/removal	Hazel dormouse	Potential dormice present due to historical record	ECoW to be present during vegetation clearance works. Work methodically, cutting small sections at a time, leaving cleared material for inspection by ECoW.	Minimises risk of killing or injuring dormice during vegetation removal.
Movement of materials/waste	Hazel dormouse	Potential dormice present due to historical record	Equipment, machinery, tools, and materials will not be stored within or directly adjacent to retained habitat. Vehicle movements will avoid retained habitat and adhere to designated access routes.	Reduces the likelihood of accidental harm to dormice and disturbance to retained habitat.
Discovery of dormouse or nest	Hazel dormouse	Potential dormice present due to historical record	Stop work immediately. Leave dormouse or nest undisturbed. Contact ECoW for on-site guidance. A Natural England mitigation licence may be required before continuing works.	Provides instructions on how to respond if dormice are encountered.

### 3.3 Former generator block

The Former Generator Block comprises the Dolls House Museum, the adjoining Alpine Greenhouse to the north, a lean-to extension to the west, and an open courtyard. The Dolls House Museum has been assessed as having low suitability for roosting bats, while the lean-to and Alpine Greenhouse are considered to have negligible suitability. The location of the museum, greenhouse and lean-to and their suitability to support roosting bats is shown in Appendix 1, Figure 4.

Proposed works include replacing the modern glazed doors on the ground floor of the Dolls House Museum, dismantling and relocating display cabinets, and carrying out internal reconfiguration with lightweight plasterboard partitions to create a hall, cloakroom, and event spaces, as well as kitchen, servery, accessible WC, and baby change facilities. These works will not affect the roof voids or external features of the Dolls House Museum.

No further surveys have been undertaken to determine whether bats are present in the Dolls House Museum or the rest of the Former Generator Block, as the proposed works will not affect areas suitable for roosting. However, the buildings are included in this Precautionary Method of Works (PMW) to avoid disturbance to bats if they are present.

No works should occur in areas that are a confirmed roost, as shown in Appendix 1, Figure 2 and Table 3.3 identifies the activities and mitigation measures for bats at the Former Generator Block.

**Table 3.3 Former Generator Block Site activities and Ecological Constraints**

<b>Activity</b>	<b>Species</b>	<b>Species Considerations</b>	<b>Mitigation</b>	<b>Outcome</b>
Pre-works briefing	Bats	Low/negligible suitability for roosting bats	All contractors briefed that the Former Generator Block has low/negligible suitability for bats. Instructed on procedures if bats or evidence (droppings, scratch marks) are discovered.	Minimises potential disturbance and reduces the risk of harm to bat (if present).
Dismantling of internal features (e.g., display cabinets, partitions)	Bats	Low/negligible suitability for roosting bats	Work methodically and cautiously. Minimise noise and vibration. Stop work and contact a licensed ecologist if bats or evidence are discovered.	Minimises risk of accidental disturbance (if present).
Replacement of modern glazed doors	Bats	Low/negligible suitability for roosting bats	Avoid roof voids and historic features. Monitor work area for signs of bats. Minimise noise and vibration. Use low-intensity lighting if working in low light areas. Stop work and contact ecologist if bats are observed.	Prevents accidental disturbance to unexpected roosts (if present).
Movement of materials/equipment	Bats	Low/negligible suitability for roosting bats	Keep machinery, tools, and materials away from retained features and existing vegetation. Minimise engine noise, vibration, and use directional lighting if required at night.	Reduces the unlikely risk of disturbing bats (if present).
Discovery of bat during works	Bats	Low/negligible suitability for roosting bats	Stop work immediately, leave the bat undisturbed, and contact a licensed ecologist before resuming works. Minimise noise and lighting in the area until guidance is received.	Provides clear instructions to respond if bats are unexpectedly encountered.

### 3.4 Engine House

The proposals to Engine House will include the extension to the terrace as well as a lightweight extension to the west to provide an accessible WC. The proposals will also reinstate the chimney, as requested by Historic England. The works are expected to start in autumn 2027.

Prior to any works to the building, further surveys of the Engine House will be required, including an updated Preliminary Roost Assessment (PRA). Additional surveys, either endoscope inspections or emergence surveys, will also be undertaken ahead of any works. All surveys will be timed to align appropriately with the construction schedule. If at any point bats are identified roosting in the building, a licence from Natural England may be required.

Table 3.4 identifies the activities and mitigation measures for bats at the Engine House.

**Table 3.4 Engine House Site activities and Ecological Constraints**

<b>Activity</b>	<b>Species</b>	<b>Species Considerations</b>	<b>Mitigation</b>	<b>Outcome</b>
Updated Preliminary Roost Assessment	Bats	Suitability of roof and chimney for roosting bats	Update the Preliminary Roost Assessment (PRA) to assess potential impacts of the chimney reinstatement and roof alterations on roosting bats. Any updates to mitigation or working methods implemented before works commence. The ecologist will also review any design plans, to check if they have changed from the ones stated in this report.	Identifies potential roost locations and informs further survey or mitigation requirements.
Further bat surveys	Bats	Suitability of roof and chimney for roosting bats	Surveys to determine if bats are present. Surveys will be either emergence surveys or endoscope inspections of areas affected by chimney reconstruction or roof works.	Confirms presence/absence of bats and informs appropriate mitigation measures.
Pre-works check	Bats	Suitability of roof and chimney for roosting bats	Licensed ecologist to carry out a pre-works inspection of the roof, chimney, and voids to confirm current bat activity and roost locations. Update mitigation advice if necessary.	Provides up-to-date information on bat activity and informs safe working practices.
Timing of works	Bats	Suitability of roof and chimney for roosting bats	Schedule disruptive works (roof removal, chimney reconstruction) outside sensitive periods. If works must occur during sensitive times, follow guidance from a licensed ecologist.	Reduces risk of disturbance during critical bat life stages.
Toolbox talk prior to works	Bats	Suitability of roof and chimney for roosting bats	Contractors briefed on legal protection of bats, potential locations within Engine House (roof, chimney), and procedures if bats are encountered.	Contractors understand bat protection

Activity	Species	Species Considerations	Mitigation	Outcome
				requirements and appropriate responses.
Roof finishes removal to top of chimney	Bats	Suitability of roof and chimney for roosting bats	Inspect roof and chimney voids carefully during works. If bats are discovered, stop work and contact licensed ecologist.	Minimises risk of disturbance to roosting bats during structural works.
Lightweight terrace extension	Bats	Suitability of roof and chimney for roosting bats	Conduct pre-works check of the west roof area. Follow any mitigation advice from ecologist regarding potential bat access points.	Reduces risk of accidental disturbance during extension works.
Discovery of a bat during works	Bats	Suitability of roof and chimney for roosting bats	Stop work immediately. Leave bat undisturbed. Contact licensed ecologist before resuming works.	Prevents harm and aligns with legal protection requirements.
Lighting	Bats	Suitability of roof and chimney for roosting bats	Limit night-time lighting. Use directional lighting to avoid illuminating roof, chimney, and terrace areas where bats may roost or commute, as well as the surrounding woodland where there are known flightpaths.	Minimises disturbance to bats from lighting.

## 4. Other species

### 4.1 Breeding birds

Where the proposed works require the works to buildings with potential to support common and widespread species of breeding birds, this must be carried out during October to February inclusive, to avoid any potential offences relating to breeding birds during their main bird breeding season (Newton et al., 2011). If Site clearance during the breeding season is unavoidable, then potential nesting habitat must be inspected no more than 48 hours before work commences to identify active birds' nests. Should they be present, the nest and a suitable buffer (to be determined by the ECoW) of habitat around it must be retained until the young have left the nest, or the nest is no longer active.

### 4.2 Reptiles and amphibians

Some areas around the buildings provide suitable habitat for reptiles and amphibians. These areas will be retained as part of the current proposals. These areas do not provide suitable sheltering habitat for reptiles. However, with the abundance of suitable habitat elsewhere on Site, it is likely that reptiles would encroach onto these areas. Suitable mitigation measure to ensure reptiles are not harmed during the construction phase of the development would include:

- Clearance of logs, brash, stones, rocks, dry-stone walls or piles of similar debris should be undertaken carefully and by hand.
- All clearance works (i.e. clearance of log piles, debris, rough grass etc.) should be undertaken when common reptiles and amphibians are likely to be fully active i.e. during the April to September period.
- Any building materials such as bricks, stone etc. will be stored on pallets to discourage reptiles from using them as shelter. Any demolition materials will be stored in skips or similar containers rather than in piles on ground.

In the unlikely event that reptiles or amphibians are discovered during the construction phase, then works must stop, and a suitably qualified ecologist must be contacted for advice.

### 4.3 Hedgehogs and other mammals

Precautionary measures to protect hedgehogs and other wild mammals include:

- oils, fuels and chemicals should be stored in sealed containers and will preferably not be left out overnight;
- overnight working should be avoided to minimise noise and disturbance [REDACTED] (and other protected species including bats, breeding birds and dormice);
- any trenches should be covered overnight, or include a means of escape for any animals falling in (such as a ramp);
- any open or exposed pipe work should be capped to prevent animals from gaining access; and
- should any mammal holes be uncovered during Site clearance, works should cease immediately, and these should be inspected by a qualified ecologist.

## 5. Responsible persons and lines of communication

The client, Leonardslee Lakes and Gardens, Site manager, and the contractor undertaking the work are both responsible for the works being undertaken according to good practice. The Site manager is responsible for checking all requirements are in place and being adhered to.

Responsibility for ensuring the PWMS is being adhered to is as below:

Role	Responsibilities
<b>Contractor:</b> TBC* <b>Mobile:</b> Tbc <b>Email:</b> tbc  <i>*Leonardslee Lakes and Gardens to appoint contractor</i>	<p>The contractors must ensure that all Site workers are familiar with the rules and guidance contained within this report and include Site briefings as appropriate.</p>
<b>Ecologist:</b> Maisie Worthington (Senior Ecologist) <b>Company Address:</b> Ramboll, 3 Upper Stalls, Iford, Lewes, East Sussex BN7 3EJ <b>Contact Details:</b> Email: [REDACTED] [REDACTED]	<p>Ramboll were appointed as project ecologists and are responsible for enacting the precautionary working method relating to bats and dormice.</p> <p>The Ecologist will advise on wildlife concerns on Site and monitor works that may impact upon protected species likely to be present.</p> <ul style="list-style-type: none"> <li>• The Ecologist(s) shall be members of the Chartered Institute of Ecology and Environmental Management (CIEEM).</li> <li>• To deliver toolbox talks so that all workers are aware of the site protocols regarding ecological receptors.</li> <li>• Attendance on watching brief during sensitive operations, as /if required.</li> <li>• Be available to answer questions as they arose and to advise accordingly.</li> </ul>

## 6. Review and Sign-Off

This PWMS will be reviewed annually or if site conditions change. All personnel must sign to acknowledge receipt of this briefing.

Signed: \_\_\_\_\_ (Site Manager) Date: \_\_\_\_\_

The following persons have received training as per this PWMS and agree to follow the methods described here on site.

Role	Signature	Date

## APPENDIX 1

Figure 1



Figure 2

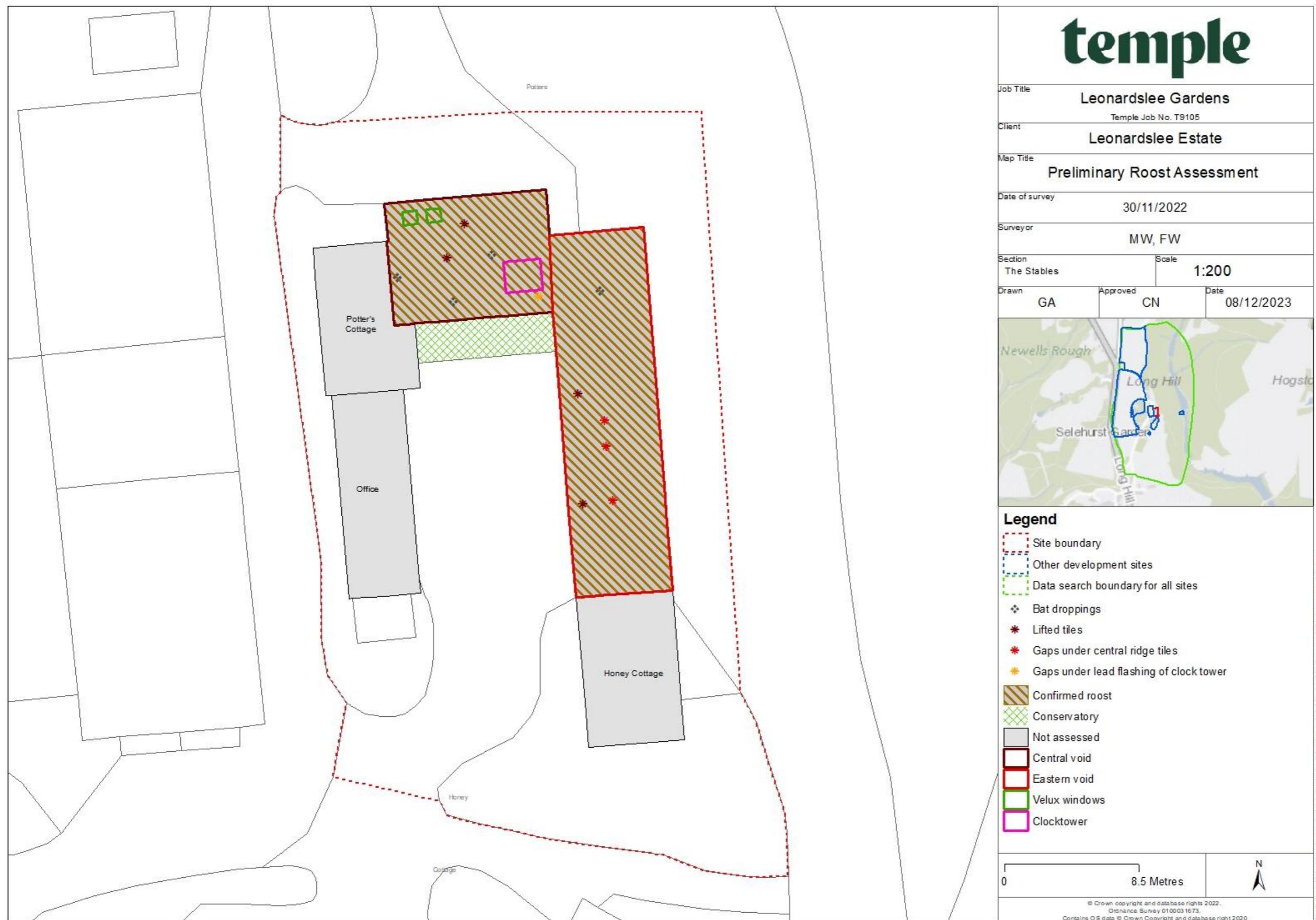


Figure 3

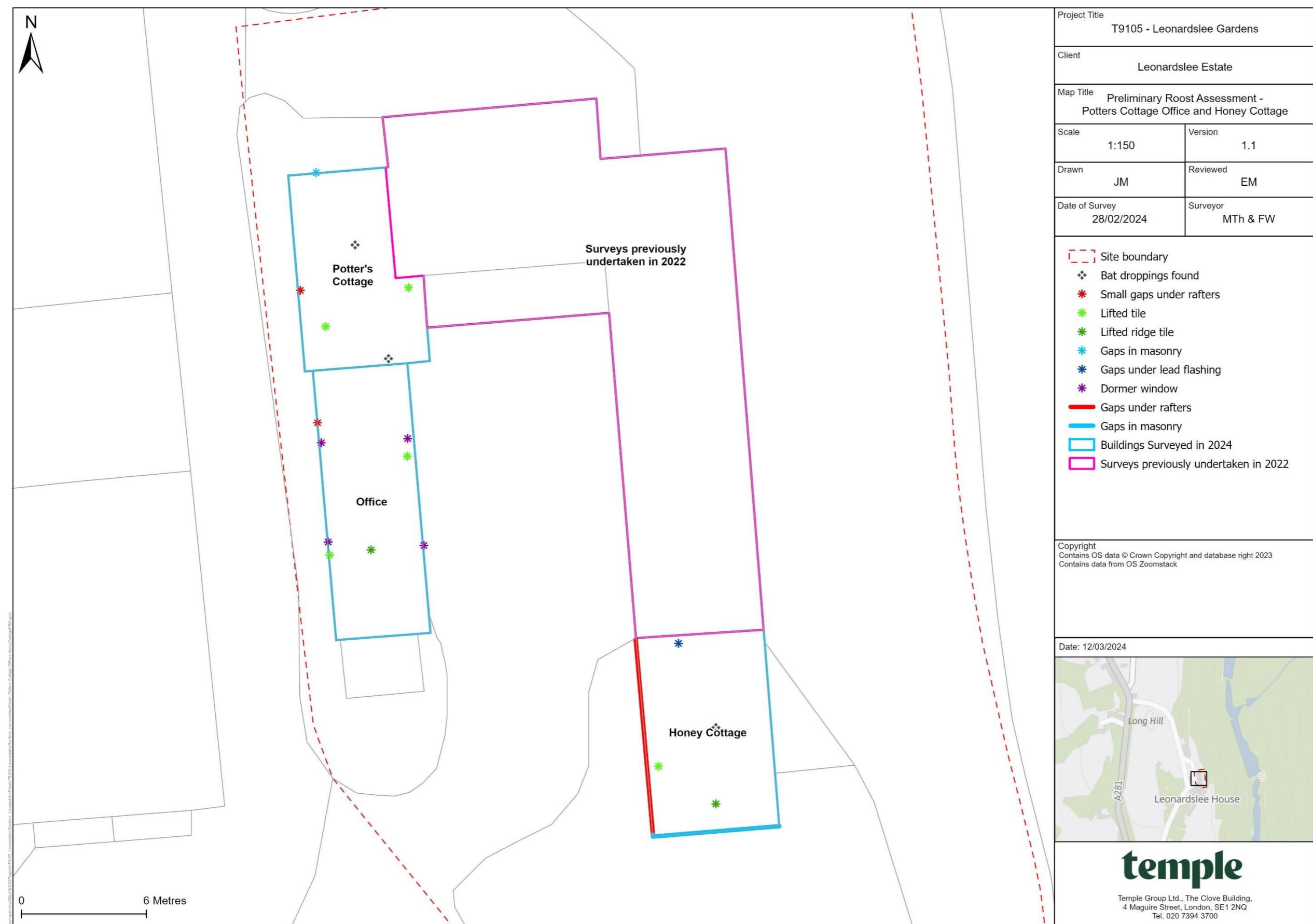


Figure 4

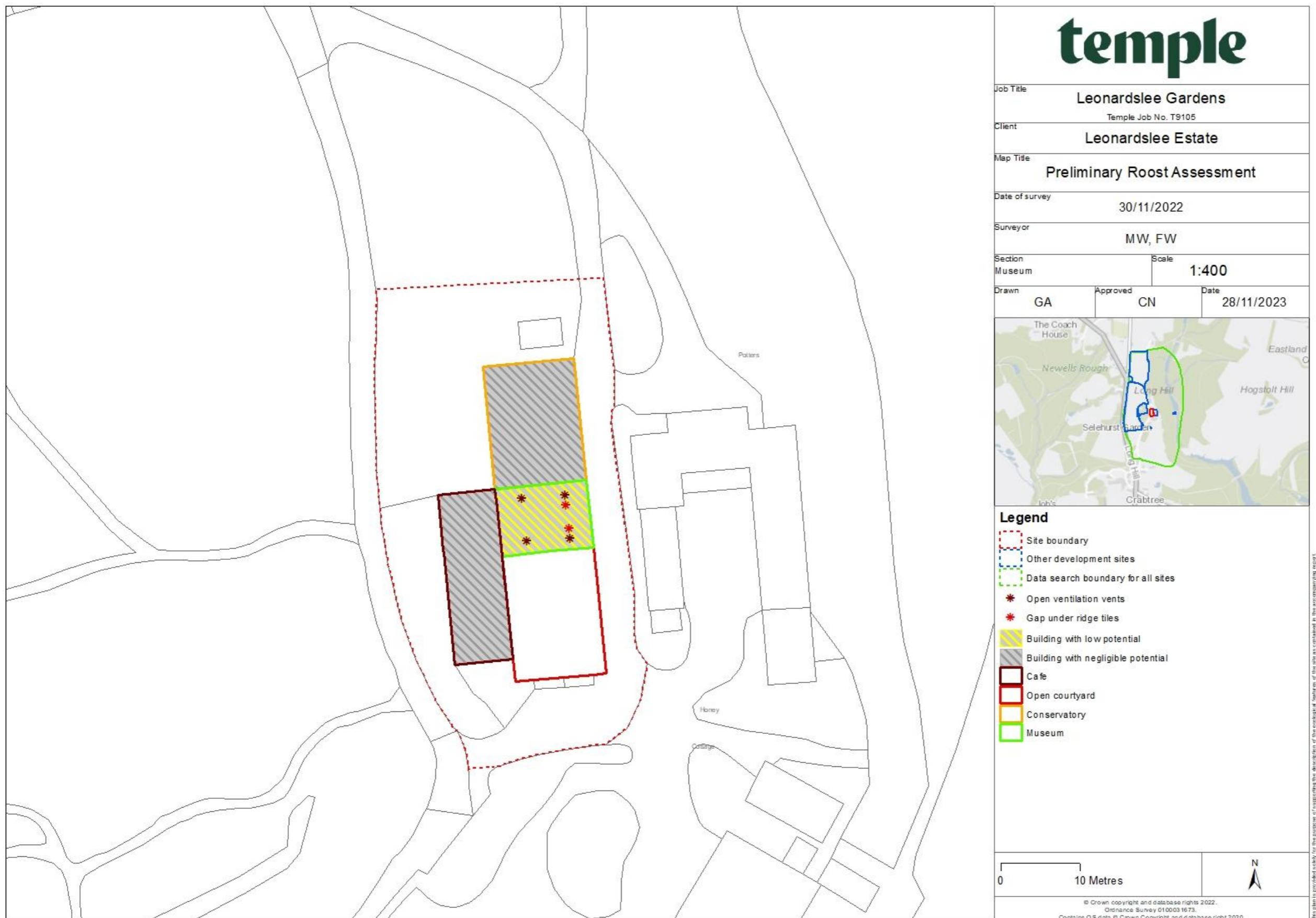


Figure 5

