

SBRC Steering Group Meeting Minutes

Ipswich Museum, High St., Ipswich IP1 3QH

10th March 2014

Present: Martin Sanford (SBRC), Matt Deakin (BDC/MSDC), Desi Reed (WDC/SCDC), Jacqui Miller (RSPB), Jayne Austin (Ipswich Museum / IBC), Nick Collinson (SCC), Adrian Chalkley (SNS / County Recorder), Dorothy Casey (SWT), Chris Strachan (EA), Gen Broad (SBP)

Apologies: Alison Collins (NE), Damien Parker (West Suffolk)

1. Introductions

2. Election of Chair

It was agreed the chair will be elected on a rolling basis. DC was elected.

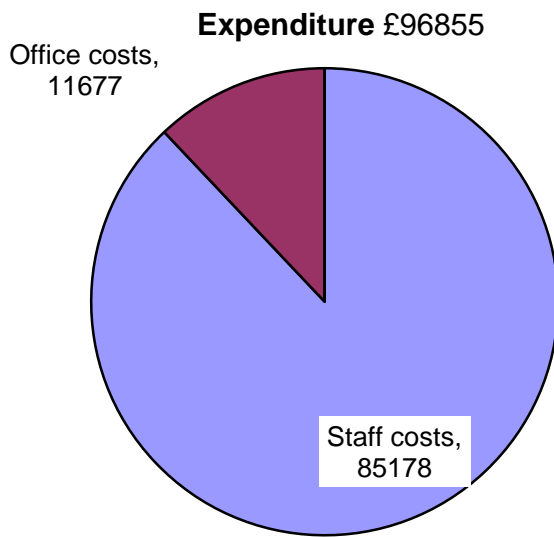
3. Terms of Reference

- a) Under Purpose, add in *'To champion the independence of SBRC'*.
- b) SBRC's role as independent, objective and scientific is stressed on the website.
- c) It was agreed it is not necessary for SBRC to be formally constituted at this stage.
- d) It was explained that the Biodiversity Partnership is now sited within SBRC and will add value to SBRC's services (e.g. factsheets, planning group activities).
- e) Essex & Suffolk Water has been a strong supporter of SBP and Helen Jacobs (Senior Conservation Adviser) should be invited to join this steering group.
- f) Under Membership, add in *'Currently represented by...(name of individual)'*.
- g) Under Member's Role, change *'parent organisation'* to *'own organisation'*.
- h) Timing of meetings at 6 monthly intervals was agreed.
- i) Terms of Reference should be on the website.
- j) Minutes of meetings should be on the website.
- k) Under Informs; add in *'Minutes are made available to BAP Partnership, Local Authorities, Natural England and the Environment Agency and will also be available on the website.'*
- l) Under Operation: delete first sentence and add in *'Chair elected from committee membership on a rolling basis'*.
- m) Add date to Terms of Reference.
- n) It was made clear that MS and GB are present as non-voting officers, not as members.

4. Review of current funding position and staffing

SBRC has 2.6 full time staff – Martin Sanford (Manager), Ben Heather (GIS Officer), Gen Broad (Biodiversity Officer, part time)

Expenditure: £96,855 comprising:



This has stayed stable over several years.

Natural England's contribution has reduced from £30k in 2010/11 to £10k 2013/14.

SCC's contribution has also reduced by 40%.

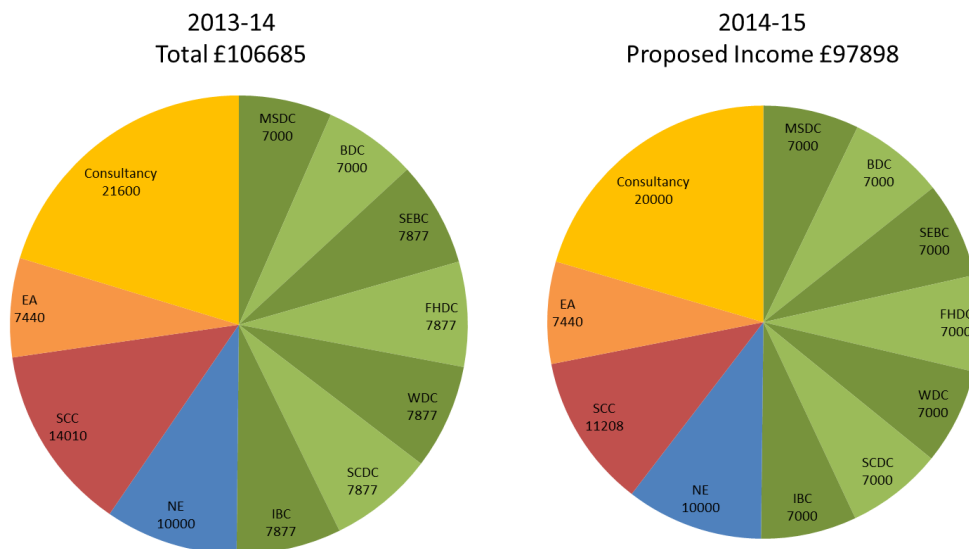
The EA contribution has remained stable.

Income from consultancy has risen from £12k-£14k over the past 5 years to £21k-£22k in 2014.

There is now a healthy reserve from the consultancy income. £50k of this should be set aside as a redundancy fund, leaving about £60k to spend on projects.

Income in 2013/14 is £106,685.

MS proposes to make all the Local Authority contributions equal at £7k. This will mean that Local Authorities will contribute 50% of SBRC's income.



Expected income for 2014/15 is £97,898.

The consultancy income has risen primarily because of Ben's efficient work, turning enquiries round in a day. Clients are happy with the service. The average is £100 for an enquiry. Many BRCs don't provide what the client wants, SBRC provides a tailored service.

SBRC provide data only, no advice service is offered.

SBRC is nearing the capacity point with consultancy work; a balance must be maintained for all aspects of SBRC's work.

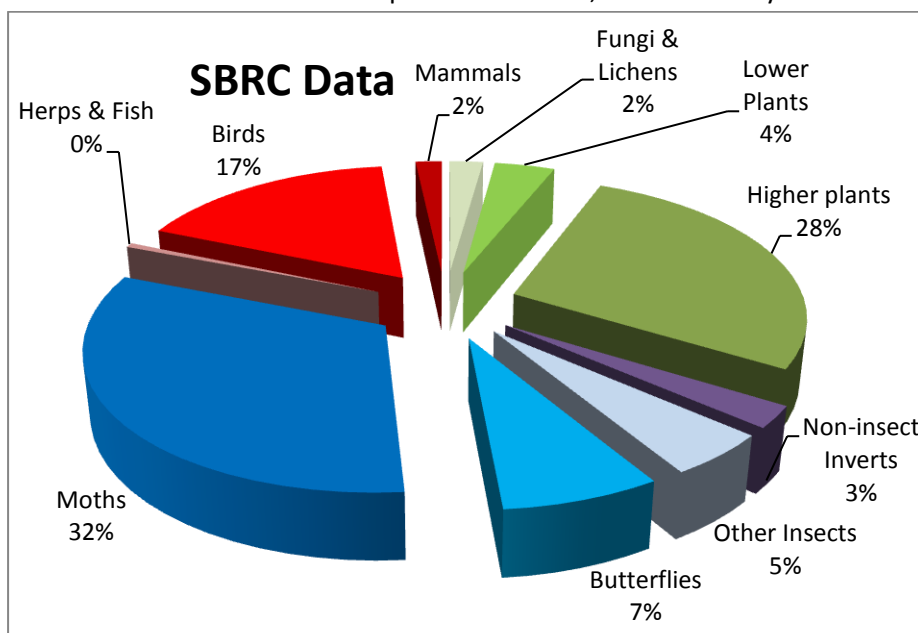
Local Authorities are not currently using the consultancy capacity that is built into their SLAs with SBRC.

MS thanked the District and Borough Councils for their strong support over many years.

5. '2020 Vision'

Background

- a) Records are held on Recorder 6 database, 2.25 million records for 3,300 sites with 5,000 contributors. Moths make up 32% of records, mammals only 2%.



- b) It is unlikely that all records will ever go through SBRC. There are many places to submit records (i-Record, County Recorders, National Schemes and Societies) - SBRC is able to extract some of these records.
- c) Suffolk is one of very few BRCs to have put all their records onto the National Biodiversity Network (NBN). Confidentiality has been ensured by only allowing access at the 10 km resolution level. MS can allow full resolution access to registered users if appropriate.

NBN Gateway Welcome Martin Sanford ([Logout](#) | [My Account](#))

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Suffolk Biological Records Centre (SBRC) dataset

General Access and constraints Geographical Temporal Surveys Attributes Species

Provider	Suffolk Biological Records Centre
Contributing Organisations	Suffolk Biological Records Centre
Title	Suffolk Biological Records Centre (SBRC) dataset
Permanent key	GA000623
Description	All species records from the SBRC Recorder Database
Date uploaded	18-Feb-2014
Purpose of data capture	Distribution of Suffolk wildlife
Methods of data capture	Records collated from a wide variety of sources, all validated through SBRC
Geographical coverage	The dataset contains records of observations made within the county boundary of Suffolk
View in interactive map	Map link
Temporal coverage	Includes some historical data going back to the 18th century. The vast majority of records are post 1980.
Data quality	Coverage varies according to taxonomic group. Coverage is good for flora, mammals, molluscs, and some insect groups (e.g. dragonflies). All records have been passed through SBRC validation procedures. See SBRC Website for further details on validation and verification processes
Additional information	Details of products and services are available on the SBRC Website
Number of records	2,176,028
Number of species	14,766

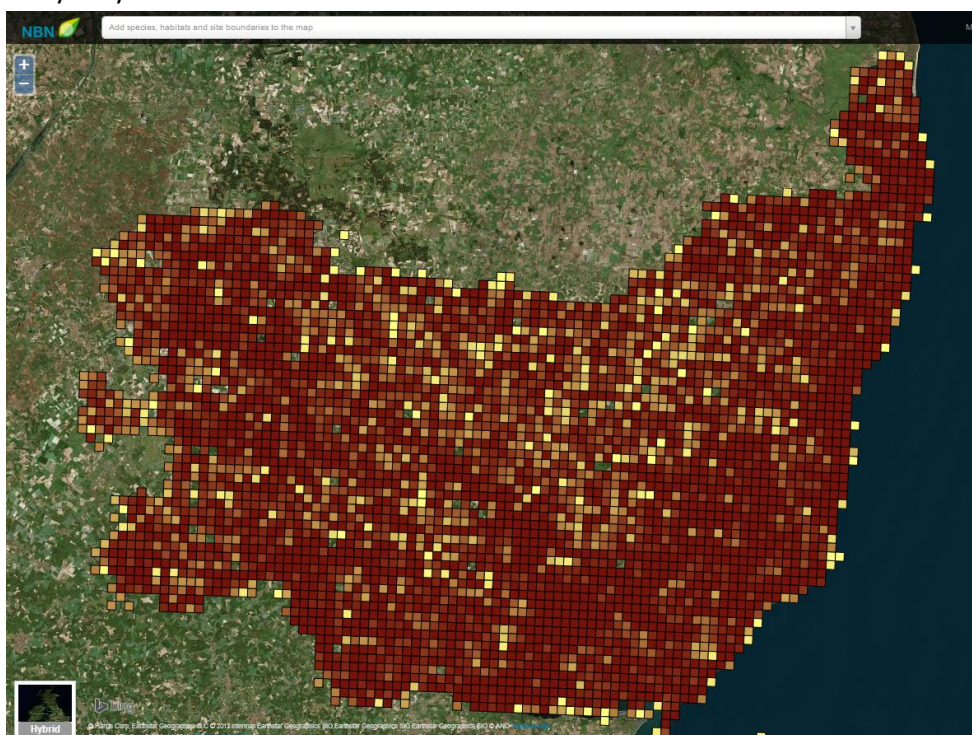
[Edit Dataset Metadata](#)

[Download Dataset](#)

Before downloading records from this dataset, you can click on 'Access and Constraints' to check your level of access to the data and apply for better access if necessary

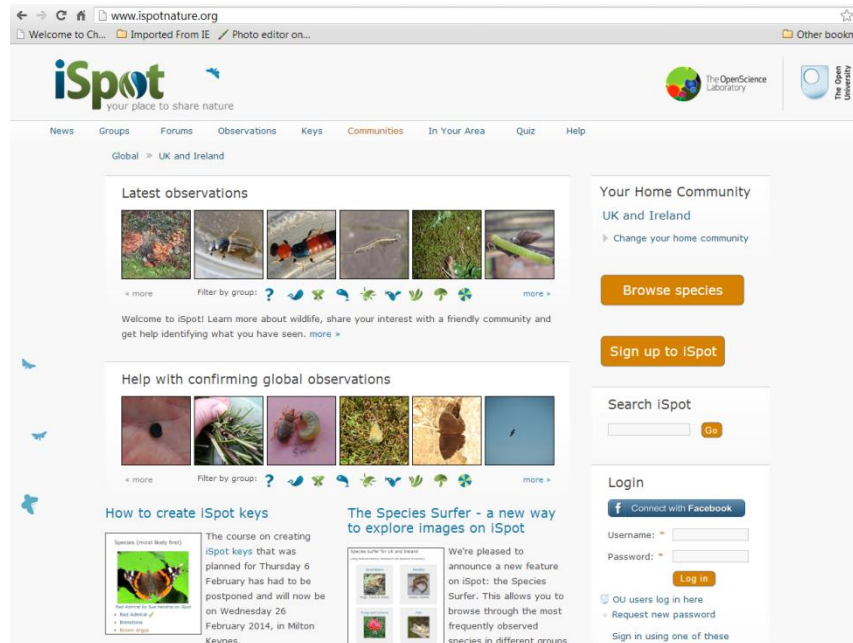
By using this site you accept to be bound by the [NBN GATEWAY TERMS & CONDITIONS](#) and our [COOKIES AND PRIVACY POLICY](#) Developed for National Biodiversity Network by CEH and JNCC.

- d) There's always a time lag in records coming in (sometimes years), but the trend is generally exponential. By 2020, there will probably be at least 5 million records.
- e) There is good geographic coverage across Suffolk, but gaps include marine and arable claylands. Butterflies are the best organised group with many repeat transects on a yearly basis.

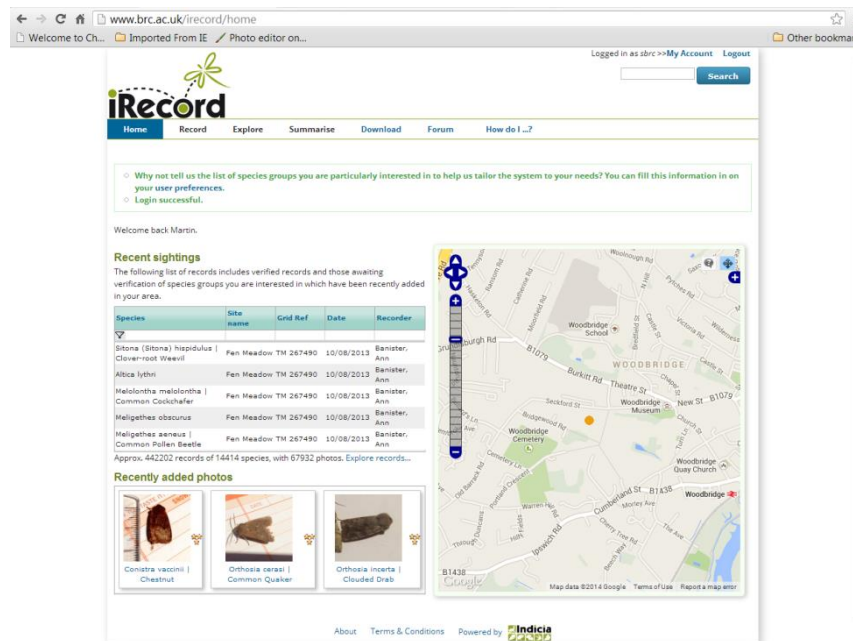


f) A new version of the NBN Gateway was released in October 2013. Total number of downloads including SBRC data since then is 592, with about 100 wanting full resolution. Around 17,000 online distribution maps that include SBRC data are being generated each month.

g) i-Spot is a useful resource for identification for the general public.

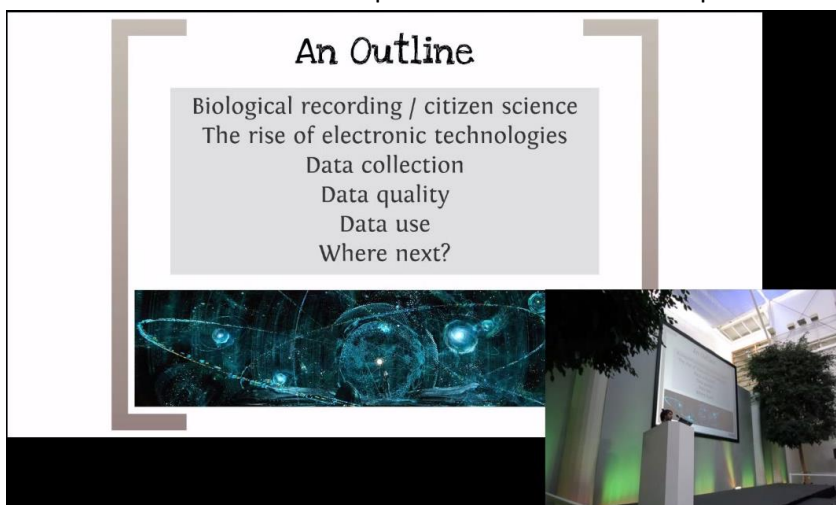


h) i-Record holds over 8,000 records for Suffolk. There is a link through the SBRC website which includes our own recording form. Records need verification by an expert before being loaded onto NBN. BRCs know their own recorder capabilities and provide a confidence level.



i) One of the points raised by Tom August at the recent Suffolk Naturalists' Society (SNS) conference on use of new technologies was that there is a slower take-up of new technology among Recorder experts than amongst the general public. Ben has loaded

Tom's presentation onto the SNS website (via Youtube), enabling this to reach a much wider audience. The other presentations will also be uploaded.



- j) SBRC provides a 20-year slice of data to ensure up-to-date records. About 80,000 records are of protected and priority species. Recorder effort is sometimes analysed.
- k) It was agreed that we should be promoting new recording. Bioblitzes are increasingly popular and provide an educational and inspirational role.
- l) JA wants to understand how the development of SBRC will fit into the development of IBC/Ipswich Museum/SCC.
- m) Possible issues / projects:
 - a. Ecological networks
 - b. Recording change
 - c. Identifying assemblages / indicators

6. Recorders fund

Norfolk has had a Recorders' fund for several years using some of their income from consultants. SNS has bursaries available, we could build on this using SBRC reserves.

7. Training resources

A training scheme would be good. DC highlighted the SWT Wild Learning courses. An intermediate level is needed e.g. for groups like grasshoppers and crickets; the newly acquired skills could be reinforced through getting people involved in a county-wide recording scheme for that group.

Moth recording is successful because it is a group activity, moths come to the trap, and people are always sure of getting records,

The idea of a Recorders' conference was raised, open to possible trainees and highlighting new technology. The SBRC funds available could be used to match fund a large project.

MS should produce a short paper to inform the group on the options available on:

1. **2020 Vision**
2. **How to spend the funds**

8. Suffolk Biodiversity Partnership (SBP)

GB provided a written report summarising some of SBP's work over the past 6 months. Highlights include the Norfolk and Suffolk planning seminar, consultants and ecologists seminar on the new British Standard for Biodiversity and the Planning Newsletter. SBP is now focused on providing guidance on the Priority Species and Habitats following a wide public consultation in 2013.

9. Ipswich Museum developments

JA presented Ipswich Museum's large-scale plans for development – High Street Campus. The aim is to give a Victorian collection a contemporary relevance. It will re-establish the connections between art, science and heritage. The collections will be housed in one area, with a learning engagement space. The bid is for £20 million.

There is a commitment to include SBRC within this redevelopment. It is intended to draw up a Memorandum of Understanding between Ipswich Museum and SBRC.

Timescale:

Nov 13	HLF bid
Apr 14-Apr 16	Development stage
Apr 16-Aug 19	Delivery

There are many opportunities for partnership and a possibility for SBRC to be more public-facing.

The bid should include a position for natural sciences curator (Ipswich Museum curator has recently left). The collections will decline if they are not cared for appropriately.

There will be opportunities for training within the new facility.