



# SBRC Board Meeting Minutes

Constantine House, 5 Constantine Road, Ipswich IP1 2DH

13<sup>th</sup> October 2015

**Present:**

Jayne Austin (Ipswich Museum/IBC) (JA)	Sue Hooton (SCC) (SH)
Sarah Barker (IBC) (SB)	Jacqui Miller (RSPB) (JM)
Molly Carter (Ipswich Museum/IBC) (MC)	Damien Parker (St Edmundsbury BC) (DP)
Dorothy Casey (Suffolk Wildlife Trust) (DC)	Desi Reed (Waveney DC/SCDC) (DR)
Adrian Chalkley (Suffolk Naturalists' Society) (ACh)	Martin Sanford (SBRC) (MS)
Alison Collins (Natural England) (ACo)	Chris Strachan (EA) (CS)
Nick Collinson (SCC) (NC) <b>Chair</b>	

**Apologies:** Peter Garrett (BDC/MSDC), Helen Jacobs (Essex & Suffolk Water), John Smithson (SEBC)

## 1. Welcome and Introductions

Sarah Barker and Molly Carter were welcomed as new members.  
Use initials: Adrian Chalkley **ACh** and Alison Collins **ACo** for future.  
**MS add page numbers to minutes please.**

## 2. Minutes of last meeting (22nd April 2015, attachment A) – matters arising

- DR had asked about making submission of data to SBRC a condition of planning permission at the Joint Planning Officer Group (JPOG). It was felt that it could not be made a condition but perhaps informative instead? A possible way to deal with this will be via SBRC charging policy, requiring agreement to return new data. **MS action**  
MS mentioned the Consultant's Portal (supported by CIEEM/NBN), a new online recording and data input system for ecological consultants based on iRecord. Promote to consultants via SBP Planning Group. It was suggested that SBRC could charge more if consultants don't provide data/discount for supply – **SH promote via LinkedIn Group**
- MS – organised focus groups e.g. CWS Panel, Bursaries.
- MS - MoA with NE now in place, £3K of 5k for 2015/16 so far (payment in two halves). NE get data via NBN gateway. Intended the agreement will roll forward for 3 years.
- SH – CWS re-survey – agenda item.
- MS – Bursaries – agenda item.

## 3. Future of the Suffolk Biodiversity Partnership

Papers circulated re future of SBP era. NC gave context for the discussion; funding from Natural England had reduced from £30k in 2010/11 (including support for SBP) to £10k in 2011/12 (no support for SBP) to £5k in 2015/16. In many other counties Biodiversity posts had been lost as soon as NE funding stopped especially where there was no Local Nature Partnership to provide funding or guidance.  
SBRC has picked up the shortfall for SBP post 3 days/week. It was felt that the post added value to SBRC services in making sure Local Authorities are more aware of the value of good data on priority (NERC s41) species and habitats.

The SBP *Moving Forward* document had built on the results of a Survey Monkey Questionnaire in Nov 2013. The SBP Executive Steering group had consisted of SCC + SBRC for last 2 years and there clearly wasn't a Partnership as such. Now that the SBRC Board has established itself it was felt important for this group to review SBP work and discuss how it might change in future. Natural England had moved on from BAP but the NERC Act still puts a legal duty on local authorities, and other statutory undertakers, to deliver biodiversity benefits.

Board Members were asked to consider the following questions:

What engagement does your organisation have with SBP?

Is the work as outlined in the 'Moving Forward' document still relevant?

Should SBP continue to maintain a separate identity (website, logo etc.)?

Do you feel the partnership still exists as a partnership?

What level of expenditure should SBRC put into SBP work? (it will be c. £22k for 2015/16 - SBRC are the sole funder of this work)

Should SBP be more closely integrated in SBRC work?

What is the function of a Biodiversity Officer?

A discussion amongst the board then ensued with the following outcomes:

#### Priorities for Biodiversity officer

- a) Factsheets – not needed in current form. Alternative more interactive approaches to be considered, such as forums, wikis, blogs and building on the Pinterest site
- b) Newsletter. Continue, but as one SBRC newsletter
- c) Small projects £ + funding advice. Continue with the existing funding panel.
- d) LA training workshops still valid as an SBRC service
- e) Advice for communities - no further work. Signpost to SWT
- f) Annual Planning Seminar – annual biodiversity planning seminar - Continue
- g) Facilitating communications through website and social media. Continue
- h) Rebrand SBRC to SBIS and subsume work of Biodiversity officer into SBIS (Suffolk Biodiversity Information Service) with one newsletter, one website, one social media outlet etc.
- i) All reference to "BAP" to be removed / changed
- j) **Actions**
  - (1) MS – feed back to Gen
  - (2) MS to review Biodiversity officer JPP.

#### **4. Budget (attachment D)**

MS circulated a Working Budget showing figures for the first 6 months of 2015/16 before the meeting.

- LA income stable (£7k pa frozen) and NE £ predictable.
- Consultancy £21k Prediction for whole year - £11K so far. This indicates consultancy income has levelled out after steep rises in previous years.

Reserves - £35k redundancy, £94k reserves

#### **5. County Wildlife Sites re-survey**

– need to update Biodiversity information in register. Identify a small group of 'semi-professional' recorders who would be happy to do the work with SBRC paying expenses.

Aim to cover all CWSs over c. 5 years but prioritise those under particular threats from development or natural changes.

Board agreed to support a pilot for 2016/17 – possible, use of Land Registry to ID landowners over winter. – Up to £10k available from SBRC funds.

SWT – Leonie Washington 2 days/week for CWS Panel, re-surveys, advice and re-writes of site descriptions.

The LAs are all at different stages of plans which may help stagger priorities for re-survey. CWS Panel to liaise with planners. **Action SH, MS.**

Data still needed for Defra reporting

## 6. Website developments

SBRC continues to develop online recording facilities through its website [SuffolkBRO](#). It has been able to support a variety of surveys and Bioblitzes. Ben Heather is collating learning outcomes to improve guidance and ensure data captured is of high quality.

NBN Gateway providing Data Assessment feedback certificate\* (see attached at end of minutes) for those providing datasets. Example for SBRC circulated showing how much use is made of Suffolk data at national (and international) level. NB [SBRC Dataset](#) on NBN has already gone up by c. 100,000 records since this report was issued.

A brief demonstration of the next stage of web access was shown using examples from the [Atlas of living Australia](#) and a UK pilot [The Atlas of Living Scotland](#). These provide a model for how data on NBN 'warehouse' can be seamlessly integrated with other environmental and contextual data (e.g. Literature, Museum collections etc.).

## 7. Recording Bursaries

**Action: ALL – Comments on criteria to MS by end Oct.**

£5k agreed at last meeting has been matched by SNS so there is a £10k fund available to fund bursaries from 2016. A panel will pick suitable courses from FSC Flatford prospectus and identify appropriate number of records to be submitted for bursaries.

Starting with FSC Flatford but could expand to include others offering id courses (some courses at sites outside Suffolk could be funded providing records are made in the County. Bursaries targeted at over 25s as there is already a similar scheme at Flatford for under 25s.

## 8. Feedback from SNS County Recordors' meeting (10<sup>th</sup> Oct)

ACh - Excited re: bursaries for trainees for records.

Record verifier plea.

Bioblitz – learning outcomes for public, recorders and software.

**BEN** Tailor Suffolk BRO forms so they can be used at Bioblitzes.

## 9. AOB

- a) MS – SNS Conference '**Freshwater Revival**' Saturday 20 February 2016, Wherstead Conference Centre. £10.
- b) DC – Landscape/ network modelling (DC) following on from discussion at the Buglife Bee Lines workshop – Trust and SBRC are working on a Lawton-based case study – Arger Fen area. Mapping work. Ben and SWT resource.
- c) MS – New Dragonfly Atlas will include comparison with last survey (1987-1992) – last 5 years lots of changes: some new spp, others declined. Aim to publish as softback. At editing stage – target Feb 2016 (launching at SNS Conference).
- d) MS – Latest updates for mapping layers and CWS info due out soon – GIS contacts will receive email describing how to download.

- e) CS – Sea wall Biodiversity Handbook. Also available on line **CS provide link for minutes.**
- f) ACH – VEA running Natural History Museum DNA barcode collection of F/W specimens – next generations of recorders.

**10. Date of next meeting – March 2016**

**MS will circulate a Doodle Poll to set a convenient date**

### Holdings Overview

You have **2,352,800** records stored on the NBN Gateway. You are ranked **#8** out of **159** data providers for the number of records supplied.

*The median holding size is 93,512 records*

### Visibility & Resolution

You have **2,351,789** visible records on the NBN Gateway. You are ranked **#6** out of **159** data providers for the number of visible records.

*The median visible holdings size is 70,872 records*

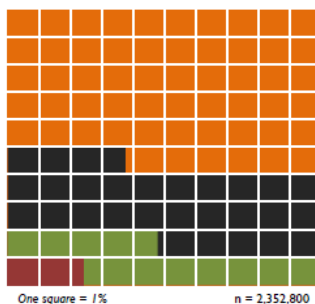
This is **100 %** of your records stored on the NBN Gateway. You are ranked **#99** out of **159** data providers for the proportion of visible records\*.

*The overall proportion of all records stored on the NBN Gateway that are visible is 64.9%.*

*\*The median percentage of records made visible by data provider is 100%. 91 data providers have made 100% of their datasets visible.*

#### The resolution levels of your stored data

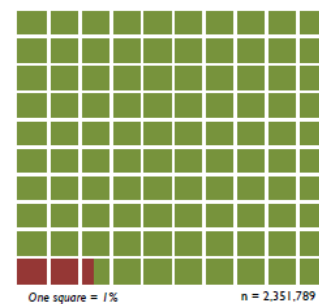
Legend: 10 KM (red), 2 KM (green), 1 KM (black), 100 M (orange), POINT (blue)



VS.

#### The resolution levels of your visible data

Legend: 10 KM (red), 2 KM (green), 1 KM (black), 100 M (orange), POINT (blue)



### Access & Usage

for 2014

In 2014, your data was downloaded **1,870** times from the NBN Gateway. In 2014, you received **109** requests for enhanced access to your records.

comprising **25,627,298** records.

*The 2014 median for enhanced access requests is 32*

*The 2014 median for dataset downloads is 443*

*The 2014 median for records downloaded is 445,767*

You responded:



*\*after follow up with requester*

Your response rate is **100 %**

*The overall response rate on the NBN Gateway is 74.1 %*

\* NBN Data Assessment for SBRC Spring 2015