

**Herefordshire Local Biodiversity Partnership
Project Management Group Meeting
Minutes and Action Points
22/04/2008
Plough Lane**

PRESENT:

**Charlotte Morgan CM– (chair) Natural England
Nicky Davies ND– Herefordshire LBAP Co-ordinator
Jo Hackman JH– Herefordshire Council
Juliette Wheatley JW– Herefordshire Council
Fran Griffiths FG– Herefordshire Nature Trust
Nick Smith NS– Forestry Commission
Steve Roe SR– Herefordshire Biological Records Centre**

ITEM		ACTION
1.	<p>APOLOGIES</p> <p>None required.</p>	
2.	<p>MINUTES OF LAST MEETING</p> <p>FG noted that at item 4.6 HNT is changed to National Wildlife Trust, as it was they that had produced the NERC Guidance leaflet.</p>	
3.	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p>The forward planning meeting proposed between HC and Jeff Edwards will not now be going ahead.</p> <p>Lower Lugg Otter Project: Due for completion end of 2008. Interim report covered first site visit, methodology and record collation. A valuable outcome will be to look at the demand for use at Bodenham Lake and its impact on the otter population.</p> <p>Action Point at item 4.5 has not been completed and is postponed by 6 months: ND to proof read the revised LBAP template and post on LBAP website.</p> <p>6.2 – Minutes of Regional BAP Managers meeting to be circulated. Comment that there used to be quarterly meeting.</p>	<p>ND</p> <p>JH/CM</p>
4.	<p>WORK PROGRAMME AND CO-ORDINATORS REPORT</p> <ul style="list-style-type: none"> • LBAP Co-ordinator's report: No headway with Highways and Parks. FG would like to discuss roadside verges. • LLOP – see above. • NERC was main chunk of work last quarter. Successful event held. Potential for follow up next year. The signing of the Biodiversity Pledge is progressing and Bill Bloxsome is taking this forward. 	

ITEM		ACTION
	<ul style="list-style-type: none"> Landscapes for Living: Area descriptions, maps and units not right. ND sent comments, but no response received. LfL mtg 9th May. Only Herefordshire not taking the Phase 2 forward. Wildlife Trusts leading on this in other counties, but no funding attached. This coming quarter is focussed on BARS and BAP revision and so only essential meetings will be attended. FG – Wye and Usk Foundation project to control Giant Hogweed from Black Mountains to Oswestry – Cross Border environment topic group = partners WTs/HNT, LBAP, NE, CCW, WAG, WM Local Govt. Rob Williams = secretary. Inaugural meeting suggested new partners and an on-line forum. 	
5.	<p>MOA UPDATE Confirmed that new MOA forthcoming promising 1 years funding and hoping for 2 more. Discussion about priorities in Core Services – mainly for information for non-funding partners. Draft to be finalised and sent to NE Procurement department.</p>	CM
6.	<p>WORK PRIORITIES FOR THE FORTHCOMING YEAR MOA Core Services BARS input in preparation for UKBAP reporting round 2008. Funding Strategy with guidance from Regional BAP Co-ordinator by March 2009.</p>	
7.	<p>WORK RECORDING The principal for Nicky trialling a form of time recording against each MOA core service to enable a clearer picture of how much time each takes up was agreed. Nicky will report back at the next PMG as to the value of the exercise.</p>	ND
8.	<p>SPECIAL WILDLIFE SITES REVIEW Indicator 197 Update: Requirement is for active management (implement management plan) for local wildlife sites including geological sites. Herefordshire Council has adopted this indicator under the Climate Change banner. Baseline data is being obtained for 850 sites and from that which are under existing beneficial management meeting the success criteria. 29% (250) are under management, many being SSSI. Target for improvement is 3.5% per year = 30 sites. Targets and objectives need to be identified and adopted. Need to look at measures to achieve condition – FWAG to assist. Improvement is about management, giving advice and having a management plan. As part of the indicator it is recommended that there is a Local Sites Partnership. This is not one currently. FG circulated a draft proposal regarding Local Wildlife Sites for immediate comment.</p>	
9.	<p>WETLAND VISION PROJECT - FG Methodology circulated. Map completed. GIS resource will be available when text is attached. Short-term use – wetland sites focus for extension, restoration, and creation. HNT Wetland project. Longer term use – more formal projects, landscape scale. Work could</p>	

ITEM		ACTION
	<p>lead to wider projects with Wales in the wider Severn catchment, CDF, Flood alleviation.</p> <p>There may be some difficulty liaising with EA as Teg Jones is retiring and a West Midlands contact is suggested. EA are the lead for all associated habitat plans in BAP and so are key.</p> <p>Consultation with Archaeological data will be necessary to understand conflicts and benefits.</p>	
<p>10.</p>	<p>AOB</p> <p><u>Priority Habitats Baseline Data Collation in Herefordshire</u> – Steve Roe: Project proposal drafted and circulating locally for comment.</p> <p>To collate existing data sources for habitats following South West Pilot template. Phase 1 – baseline: Phase 2 – opportunities ‘Nature Map’. (This would contribute to Phase 2 LfL). Habitat information backed up with indicator species as a lower priority if the habitat information has not picked up already.</p> <p>Q: How much faith in the source data as many not related to BAP definitions? A: Where robust translation – used – otherwise not. NVC – good translation – some Phase 1 survey will but not all.</p> <p>Woolhope area and Malvern Hills AONB areas have already been completed as part of other funded projects.</p> <p>Follow-up after Phase one would require regular updates and or survey – thus long-term commitment is important.</p> <ul style="list-style-type: none"> • Draft methodology and costings to be circulated to PMG. <p>Rough cost = £49k following SW template: Phase 1 – Baseline; Phase 2 - Extension, opportunities.</p> <p>Q: will it focus on BAP HAP’s and SAP’s – yes, local and national habitats, only indicator species will be mapped, unless associated habitat not picked up.</p> <p>JH: long-term commitment is important. Fundamental Questions to be answered a) is it a good idea? b) How much support does it have? c) what are the priority areas?</p>	<p>SR</p>
<p>11.</p>	<p>DATE AND TIME OF NEXT MEETING</p> <p>Agreed to be 22 July 2008 – 2pm.</p> <p>Location to be confirmed.</p>	<p>ND</p>