

**Herefordshire Local Biodiversity Partnership
Project Management Group Meeting
Minutes and Action Points
22/07/2008
Plough Lane**

PRESENT:

**Charlotte Morgan CM– (chair) Natural England
Nicky Davies ND– Herefordshire Biodiversity Partnership Co-ordinator
Jo Hackman JH– Senior Ecologist - Herefordshire Council
Juliette Wheatley JW Team Leader, Landscape & Biodiversity – Herefordshire Council
Fran Griffiths FG Conservation Manager – Herefordshire Nature Trust
Steve Roe SR Manager – Herefordshire Biological Records Centre**

Visitors:

**Mark July – Natural England
Carrie Hume – Natural England
Chris Ruddle – Natural England
Jeff Edwards – Natural England**

ITEM		ACTION
1.	<p>APOLOGIES</p> <p>Nick Smith NS– Forestry Commission</p>	
2.	<p>MINUTES OF LAST MEETING</p> <p>Minutes agreed to be a true record of previous meeting.</p>	
3.	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <ul style="list-style-type: none"> • The LBAP action plan design template will be completed shortly and updated onto LBAP Website when the actions are complete and on BARS. • The MOA was sent to the NE procurement department. • Work recording is not high priority currently on the new format timesheets. • HBRC project (Priority Habitats Baseline Data Collation in Herefordshire) – draft methodology will be circulated shortly. 	
4.	<p>WORK PROGRAMME AND CO-ORDINATORS REPORT</p> <p>Nicky circulated her quarterly report. The Climate Change and BAP report being drafted by Yasmin Lynes is going well. Once complete there will be a lot of information to analyse, but should be very interesting. MJ commented that this is a very important piece of work and should be shared with others across the region. ND to analyse results and discuss with JH</p> <p>WM Biodiversity Pledge: NERC event day and WMBP Biodiversity Pledge were discussed. There is concern that the Council signing the Pledge may risk the wider environmental support and also that it may not be recognised</p>	ND

ITEM		ACTION
	<p>what works are currently undertaken by other organisations (MJ), however Biodiversity has firmly risen up Herefordshire Councils agenda (JH). The LAA 197 Indicator is a demonstration of this. FWAG have been contracted to target 31 sites (3.5% of the sites).</p> <p>KPI work completed by ND meeting NERC and pledge targets, and currently forms approximately 10% of NDs work.</p>	
5.	<p>BAP REVIEW (inc UKBAP species and habitats)</p> <p>BAP on BARS – waiting for final target and action goals from partners. Meetings with partners to be arranged to complete this. UK BAP reporting underway from beginning September for 3 months using new terminology but old targets.</p> <p>How will that work for the reporting round, as old targets will not follow the new terminology?</p> <p>ND to explore</p> <p>We need a regional co-ordinator for BAP in NE – Bernadette Micklwright or Amanda Pearce – both in Wolverhampton Office. Carrie Hume is currently partnerships co-ordinator for the Southern Counties within the West midlands</p> <p>There are issues with a number of partners regarding National v Local reporting and they are the lack of consistency in reporting: Local or national reporting and the communication links.</p> <p>Brecon Beacons NP should be used as a positive example, where simple systems have been set up and there is a commitment to the reporting system. Long-term BAP officers have maintained consistency.</p> <p>ND, CH and CM to arrange meeting to discuss NE involvement and way forward. Date to be arranged and Nicky to organise a room.</p>	<p>ND</p> <p>ND</p>
6.	<p>MOA Update</p> <p>Had not heard that it was out, but it is apparently and both sides have signed.</p>	
7.	<p>Fund Raising / Budget</p> <p>MOA – funding Strategy. ND has an example from Bedfordshire to use as a template. There is valuable assistance in the Council in the form of Claire Wichbold, Herefordshire Council and Nigel King from Natural England. We should ensure that the funding looks at sustainable long-term benefits, not just at delivery (e.g. Woolhope Dome Project area).</p> <p>There are lots of strategies receiving funding, where is BAP in this? (MJ)</p>	
8.	<p>Training</p> <p>Nicky to attend RSPB “Managing amenity areas for wildlife” course on 11th September.</p>	
9.	<p>AOB</p> <p>Carrie Hume – is the Environmental Partnerships Adviser and will be taking on the Chairmanship of the LBAP PMG. She will be the first point of contact for LBAP Partnership queries. This will hopefully help reduce the fragmented nature of contact with NE.</p> <p>Partnership – There is no chair for the wider partnership and it was agreed that it wasn’t necessary for the time being. Communication to the wider partnership has been via the Newsletter each quarter, and the BAP Revision</p>	

ITEM		ACTION
	<p>meetings that have been held over the past two years. It may be useful to maintain or galvanise the momentum of the partnership by planning an event. Not necessarily appropriate to have a chair – the role would have to be defined and the right person asked. Do other counties have a chair?</p> <p>ND to investigate</p>	<p>ND</p>
<p>10.</p>	<p>DATE AND TIME OF NEXT MEETING 21 October 2008 at 2pm. Hereford Room, Plough Lane Offices, Herefordshire Council 20 January 2008 – venue TBA</p>	<p>ND</p>

Natural England
2nd October 2008