



**TAYSIDE BIODIVERSITY PARTNERSHIP  
MANAGEMENT TEAM MEETING**

**Friday 22nd August, 2008**

**Perth College**

**DRAFT MINUTES OF MEETING**

**Present:**

Martin Price (Chair) (MP)	CMS, Perth College
Jin Park (Secretary) (JP)	CMS, Perth College
Pam Coutts (PC)	Angus Council
Bryan Harris (BH)	Dundee City Council
Carolyn Deasley (CD)	SNH
Catherine Lloyd (CL)	Tayside Biodiversity Partnership
Tim Barratt (TB)	Forestry Commission (Item 1-2 only)
Douglas Calderwood (DC)	Perth Quality of Life Trust (Item 1-2 only)
Evelyn Kerr (EK)	Perth Quality of Life Trust (Item 1-2 only)

**Apologies:**

Esther Rogers-Nicoll (ERN) Perth & Kinross Council

1	<p><b>APOLOGIES</b> As above</p>	Action
2	<p><b>SITA TAYSIDE BIODIVERSITY ACTION FUND – PROJECT ASSESSMENT PANEL</b></p> <p><b>a. Project Assessment Panel</b>  <b>8160 – Environmental Arts Development –Baxter’s Bugs &amp; Birds Project</b>            Deferred from the last meeting. It still needs more information and doesn’t require immediate action.</p> <p>Recommendation: Medium Priority. Deferred to next Panel Assessment.</p> <p><b>8294 – Murton Wildlife Trust – Grey Partridge Breeding Programme – Phase 2</b>            Suggest splitting the requested amounts into two years as hedges need time for maintenance (CL). Young people with behaviour problems have been engaged, looking after incubators, etc. Brings social benefits as well as biodiversity enhancement. There is public access. (DC)</p> <p>Recommendation: Accept. High Priority. Support £12,200 over two years.            Conditions: Make sure the eggs are those of “Scottish” Grey Partridge (G.P.0 and locally Sourced). Should work with local landowners and farmers to safeguard the successfully bred G.P.; and do not release everything that hatches.</p> <p><b>8291 – Forest Research- Juniper Natural Regeneration Management Trials</b>            PC wondered there has been a report from the last funding round. Yes (DC). CL pointed out that Alice Broome had also given a presentation at the SITA TBAF Reception last March. The Panel needs to acknowledge that this is a long-term project. Therefore, it is difficult to get any immediate results (TB).</p> <p>Recommendation: Accept. High Priority. Fund as requested over three years. No questions, but look forward to a report.</p> <p><b>8293 – Perth &amp; Kinross Countryside Trust – Inchture Redwoods Pond</b>            This is a very unusual project. It will enhance an existing (but new pond) and engage community. Ecological survey will keep updated (CL). Questions about public access and interpretation panel (DC). Useful to know which elements are being funded by which</p>	DC

	<p>organisations (MP).</p> <p>Recommendation: Accept. Medium Priority. Support £4000/year over two years. The other £4000 will be funded by the Perth and Kinross Quality of Life Trust (DC to take this forward with PQLT).</p> <p>## Enquiry by CD about Tayside Tree Sparrow project (Project Code 6037: March 2007) . Thirty Tayside farmers took part in this successful FWAG project. PC will pass information to CD. Will reconsider this project at the next meeting (MP).</p> <p><b>b. Revision of TBAF Application Guidelines</b> DC pointed out that Entrust had just completed its Review of landfill tax funding criteria. Revised guidelines for the TBAF will therefore be ready for November management team meeting.</p>	<p>DC</p> <p>PC/ CD</p> <p>DC/ CL</p>
3	<p><b>MINUTES OF MEETING held on 12 May 2008</b></p> <p>Agreed.</p>	
4	<p><b>MATTERS ARISING</b></p> <ul style="list-style-type: none"> <li>- Next meeting agenda: Make sure DC is informed of all successful publicity.</li> <li>- Digital Voice Recorder has not been purchased as the delivery of DCC's TechnoVoice equipment was imminent. However, this was not delivered at the beginning of August as promised..</li> <li>- The letters were sent to three Council chief executives seeking continuous support, but MP has not received any replies. However, they were passed to PC and BH by their respective chief executives.</li> </ul> <p>BH &amp; PC suggested a stronger and more specific approach. Need to know SNH's contribution for 2009-2010 (BH). This needs to tie into to financial year 2009-2010 allocations, so this is urgent.</p> <p><b>Action:</b> CL and BH work out budget and get it agreed by PC, ERN → BH, PC, ERN draft a letter → MP signs it and sends out.</p> <ul style="list-style-type: none"> <li>- CD on the SNH funding situation: No other progress since last meeting. There is a commitment up to 2010, but the funding from the SNH is likely to cease from March 2009; this appears likely not to be a 'legacy'.</li> </ul> <p><b>Action:</b> CD will chase the Scottish Government re their decision on legacy/funding.</p> <ul style="list-style-type: none"> <li>- Planning manual is now published. CD had provided comments to CL after publication. CL confirmed that planning guidance had been provided by ERN and many cross-checks from different organisations.</li> </ul> <p><b>Action:</b> CL will revise the electronic version with the comments. When the printed Manual is circulated it will go out with a sheet identifying errors/changes since the Manual was produced.</p>	<p>CL, BH, PC, ERN, MP</p> <p>CD</p> <p>CD</p> <p>CL</p>
5	<p><b>WORK PROGRAMME/CO-ORDINATOR'S REPORT</b></p> <ul style="list-style-type: none"> <li>- In the future, produce only Quarterly reports, but not Interim reports.</li> <li>- The Community Garden, Orchards and Allotment booklet has proved popular and has led to communities asking for talks and presentations.</li> <li>- Interview on Tay Radio (2 programmes).</li> <li>- Coast &amp; Estuaries: although agreed at the Steering Group meeting, the Water &amp; Wetlands sub-group leader was not keen to amalgamate the two groups and they will remain separate for the time being.</li> <li>- The Farmland and Upland sub-groups have merged with the joint Farmland sub-group leaders covering Upland.</li> <li>- Swift project more successful this year. Plans to widen it in 2009 again.</li> <li>- Living roof. In addition to Dusty Gedge agreeing to give a presentation at the biodiversity seminar next February, he has also agreed to run a public workshop to launch the "DIY Guide to Living Roofs" in Scotland.</li> <li>- Orchard conference – CL will be attending a national conference in September (funded by the Forestry Commission). Dr Crispin Hayes will present his paper on the Tayside Orchards</li> </ul>	

	<p>at the conference.</p> <ul style="list-style-type: none"> <li>- ZOOM Project – almost all 1,000 packs have been distributed. A box of c30 has been retained for use by the Rangers at the Kirkgate Discovery Day event. CL asked if anyone had spare packs to let her know as soon as possible.</li> <li>- Lunchtime seminars with Angus Council</li> </ul> <p>SNH would like to be informed of planned training and seminars, in order to avoid duplication (CD). CL noted that the planned activities are discussed in the Education sub-group, which has an SNH member. However, some requests for training are made on quite a short-term basis. She ensures the “Building Better Biodiversity” programme of events is kept updated on the website. Agreed that there needs to be good communication.</p> <ul style="list-style-type: none"> <li>- TBAF: CL will check with DC if money has to be spent within two years of arrival in the Quality of Life Trust account.</li> </ul> <p><b>Action: CL will check with DC on the use of interest on TBAF, and MP will send DC an e-mail if necessary .</b></p> <ul style="list-style-type: none"> <li>- Biodiversity Advice Note</li> <li>-BARS: all information needed to input/update must be submitted by the end of August, so that Stephanie Shaw can input in the first half of September. Critical to ensure that lead partners are consulted (CD, BH). <b>Action: CL will contact sub-group leaders to remind them to contact lead partners and provide inputs/updates.</b></li> <li>- CD made a list of suggestions on Work Programme for CL to revise. These were discussed and generally agreed.</li> </ul>	<p>CL</p> <p>CL/ MP</p> <p>CL</p> <p>CL</p>
6	<p><b>TBP Website</b></p> <p>CL reported back on hit numbers. Although these have slightly decreased, still a good deal of interest shown in funds, newsletters, etc. Make sure that events and newsletters are kept up to date (PC). There have been a lot of public queries on locating information. CL will ask the webmaster whether she would be willing to be first point of contact, rather than going via CL. However, if we ask her to handle this issue we would have to pay her more. CL confirmed that the webmaster has kept her quarterly costs down, despite an increasing amount of work.</p>	CL
7	<p><b>FINANCES</b></p> <ul style="list-style-type: none"> <li>- BH brought the summary report updated July 2008. Need budget for 2009. In the future there will be no specific allocation for each sub-group; each will be able to submit requests (up to an overall maximum).</li> <li>- PC asked about CL’s business miles and whether CL has been affected by “single status”. CL said that with her move to Dundee she has been unable to claim as many business miles as before which has affected her personally (in addition to the increased “home to work” mileage), but has been to the benefit of the Partnership’s finances.</li> <li>- Agreed to spend more on the website if necessary (see item 6).</li> </ul>	
8	<p><b>TBP Support Personnel</b></p> <p>Ads have been put out (deadline 6<sup>th</sup> September) and hopefully Rachael’s replacement will start work in October (BH).</p> <p>A temp is still needed to cover the coming weeks, especially minute-taking at a number of meetings, including the Steering Group meeting; an agency is working on this.</p> <p>MP suggested to let local universities (Abertay, Dundee) know about this position.</p>	CL
9	<p><b>Biodiversity-themed Café Science Dundee session</b></p> <p>CL asked ideas about guest speakers or authors of new books for Borders bookshop science talks to the public in early 2009 which could be a kick-start event for the exhibitions at Sensations (Dundee) in April-June 2009 during the Tayside Biodiversity Festival.</p> <p>This will be included in the Steering Group meeting agenda.</p>	JP
10	<p><b>AOCB</b></p> <p>BH questioned the role of the SNH in supporting LBAPs after April 2009. CD replied that this is a decision of the Scottish Government.</p>	

11	<b>DATE OF NEXT MEETINGS</b> 11 November 2008, 6 February 2009 at Perth College	
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