



## TAYSIDE BIODIVERSITY PARTNERSHIP

### Steering Group Meeting

#### Minutes of Meeting

Friday 1 December, 2006, 10am

#### County Buildings, Angus Council, Forfar

Present:	Martin Price (Chair)	CMS, Perth College
	Jeremy Milne (Minutes)	CMS, Perth College
	Alison Anderson	Dundee City Council
	Pam Coutts	Angus Council
	Catherine Lloyd (CL)	Tayside Biodiversity Partnership
	Mark Simmons (MSi)	Perth Museum
	Carolyn Warwick	SNH
	Martyn Jamieson	Scottish Field Studies Association
	Ruth Harland	Scottish Rural Property & Business Assoc
	Jo Long	SEPA
	Bruce Campbell	SEPA
	Mike Strachan (MS)	Forestry Commission
	Carol Littlewood (CLw)	FWAG
	Christine Hall	SAC

Apologies:	Merrill Smith	Dundee City Council
	Doug Flint	Perth & Kinross Council

No	Item	Action
1	<b>Apologies</b> As above.	
2	<b>Minutes of Previous Meeting held on 25 August 2006</b> Agreed	
3	<b>Matters Arising</b>	
4	<b>Reports from Sub Group Leaders</b>	
4.1	<b>Woodlands – Mike Strachan</b> <ul style="list-style-type: none"> <li>• MS reported SFGS now closed. Due to open again some time next year. Tied to LMC. Delivery date unknown.</li> <li>• WGS – 18/29 Scottish schemes were in Perthshire</li> <li>• FCS has set aside £7.5 million over next 18 months to promote wood energy. Targeted at schools, public buildings etc.</li> <li>• Silvicultural studies. Held up by cross-compliance issues raised by SE.</li> <li>• WSG2 – will involve courses on how to plant, prune to achieve quality.</li> <li>• WSG3 – seminar with Reforesting Scotland being arranged for next year.</li> <li>• WSG4 – FC putting lots of money into Red squirrel conservation. What we need is more pine martens as they control grey squirrels.</li> <li>• WSG6 – project aims to improve biodiversity value of old woodland. Requires combination of inclusion and exclusion within a woodland block. FC investing £25-30,000 in Tayside (£250,000 across Scotland).</li> </ul>	

	<ul style="list-style-type: none"> <li>• WSG8 – Forest Research are involved.</li> <li>• Sub-group is planning to meet at the end of January 2007</li> </ul>	
4.2	<p><b>Farmlands – Christine Hall</b></p> <ul style="list-style-type: none"> <li>• Sub-group met on 9 November to finalise proformas; will meet again in January 2007.</li> <li>• FSG1 – leaflet being developed by RSPB</li> <li>• FSG2 – there are problems with funding. Neither SITA nor SNH money can go to farmers to compensate for losses associated with calcareous grassland (CG) management. Yet calc. grassland should be top priority in Perthshire as one of the top three areas in UK for this habitat. CW – state aid constraints are imposed by EU. Funding feasibility should be part of the early stages of project development. MP – need to promote CG as Scottish priority through Rural Implementation Plan.</li> <li>• FSG4 – due to be completed by end March 2007</li> <li>• FSG5 – liaison with farmers over new building projects to try and incorporate nesting sites for owls and other species. Farmers need to ask the builders to do this.</li> <li>• FSG6 – Growth of fruit and veg in Perthshire means there are opportunities to promote biodiversity as farmers extend their irrigation ponds.</li> <li>• FSG7 – CLw – Survey to see if butterfly is still present in existing sites and look for new sites. Many old sites have reverted to scrub.</li> <li>• FSG8 – RSPB agreed to lead</li> <li>• FSG9 – SCRI leading. Project going well. Tayside Arable Plants Survey to be launched next spring.</li> <li>• FSG10 – looking for funding</li> </ul>	
4.3	<p><b>Uplands – Martyn Jamieson</b></p> <ul style="list-style-type: none"> <li>• Sub-group last met on 8 November; will meet again next April.</li> <li>• Reduced to three projects. Other projects dropped as they were already being done.</li> <li>• UPSG2 - Kindrogan has drawn up an action pack for getting people involved.</li> <li>• MP – MP will be chairing meeting of SNH, Biodiversity Implementation Team and Moorland Forum in January 2007 to discuss why upland actions in the Rural Implementation Plan are not progressing</li> <li>•</li> </ul>	
4.4	<p><b>Water &amp; Wetlands – Jo Long</b></p> <ul style="list-style-type: none"> <li>• JL introduced BC to the Group as her replacement on the Group.</li> <li>• Sub-group has not met since the last Steering Group meeting; a meeting is being planned for January 2007.</li> <li>• WWSG4 - LMCs likely to include option for dealing with invasive plant species. Anglers are involved with this project which opens opportunities for communicating with other catchments</li> <li>• WWSG5 – Angling groups involved</li> <li>• WWSG6 – project runs itself now</li> <li>• WWSG7 – water voles to be targeted over next year</li> <li>• WWSG8 – Important not to divulge locations but raise awareness with communities and Tayside Police. Rafting companies need to be aware that they may be causing damage.</li> <li>• It was agreed that some of the targets need to be ‘smartened’ and that Lead Partners need to be engaged in the sub-group.</li> </ul>	
4.5	<p><b>Coast &amp; Estuary – Catherine Lloyd</b></p> <ul style="list-style-type: none"> <li>• Sub-group met the previous Wednesday for the first time in 15 months. This is basically a new group now and it was good to have 10 people attending.</li> <li>• CESH1 – 45 golf courses in Tayside; the project will focus on the coastal golf courses in the first 2 years.</li> <li>• CESH2 – this project is being taken forward</li> <li>• CESH3 – one leaflet for Perth, another one for Dundee, and one for Seton Cliffs,</li> </ul>	

	<p>Angus. Authors have been identified.</p> <ul style="list-style-type: none"> <li>• CESH4 – At the Montrose Tern site, only 1/35 chicks survived this year. There is great potential for a local partnership project. The Barry Buddon Tern Project stalled during 2006.</li> <li>• CESH7 – needed to re-jig proforma as SNH felt much of this work was going on already. Need to identify what is different, what is added value.</li> <li>• MP – need to identify a leader for the sub-group. CL – this is in hand</li> </ul> <p><u>ACTION:</u> Find leader for Coast and Estuary sub-group</p>	CL
4.6	<p><b>Urban – Alison Anderson</b></p> <ul style="list-style-type: none"> <li>• Sub-group met on 7 September and will meet again on 14 December.</li> <li>• USG1 – MS – FC should be added as partner</li> <li>• USG2 – one of five projects in Scotland that were funded by 'Breathing Spaces'</li> <li>• USG3 – possible funding from 'Investing in Communities' fund of the Lottery.</li> <li>• USG5 – no time or money to progress project. Esme Fairburn Trust may have a non-native species funding stream which could be approached.</li> </ul> <p><u>ACTION:</u> add FC to proforma as partners</p> <ul style="list-style-type: none"> <li>• USG10 – This is more of a watching brief</li> </ul>	CL
4.7	<p><b>Education – Catherine Lloyd</b></p> <ul style="list-style-type: none"> <li>• Sub-Group met 23 October</li> <li>• ESG1 – No changes. PKC Rangers have agreed to participate</li> <li>• ESG2 – Scottish Biodiversity Festival has been delayed. Scottish Biodiversity Week will go ahead from 19 to 27 May 2007.</li> </ul> <p><u>ACTION:</u> add FC as partner to ESG2</p> <ul style="list-style-type: none"> <li>• ESG3 – changed to be solely web-site based</li> <li>• ESG5 – changed to re-focus on communities rather than schools. 'Scottish Origins' is a private organisation that is based in Kinross.</li> <li>• ESG8 – This is a catch-all project</li> </ul>	CL
	<p><b>Points arising from proformas</b></p> <ul style="list-style-type: none"> <li>• MP suggested proformas require a field for "existing funding". CLw suggested to put this in the costings heading</li> </ul> <p><u>ACTION:</u> Amend proformas</p> <ul style="list-style-type: none"> <li>• CW – sub-groups could pass any funding problems to Management Team for consideration of options</li> <li>• CLw – reporting on proformas needs only a summary of any updates for the next meeting. MP – it would be good for the Steering Group to receive a distillation of sub-group progress on projects only.</li> </ul> <p><u>ACTION:</u> sub-groups to circulate short summary of project progress a fortnight before Steering Group meetings.</p>	CL  SG- Leaders
5.	<p><b>Circulation/publication of sub-group proformas</b></p> <ul style="list-style-type: none"> <li>• CL tabled 'TBP Future Priorities List 2007-2010' which is a compilation of all sub-group proposals. MP – suggest adding columns for 'Progress' and 'Funding' so that this document can feed the Annual reporting cycle.</li> </ul> <p><u>ACTION:</u> Add columns to Future Priorities List as above (<i>subsequently carried out</i>)</p> <ul style="list-style-type: none"> <li>• Regarding publication of this list: CLw – concerned that publishing full proformas may impose a duty to deliver on Lead Partners. MP – proformas need to include targets that must be included in BARS anyway, with Lead Partners responsible for reporting. CW – reporting delivery failures is ok if, for example, this is due to lack of funding. CLw – reporting funding difficulties can actually provide leverage for future action. MP – full proformas should not be posted on the website but project themes can be. CLw – should be ok if it is made clear that these are project proposals. MP – this list does not mean that new proposals cannot be developed if opportunities arise.</li> </ul> <p><u>ACTION:</u> Publish project themes on website</p> <ul style="list-style-type: none"> <li>• Regarding sub-group budgets: CL tabled 'TBP Sub-group micro budget'. This is a provisional sub-group budget proforma. A way of encouraging sub-groups to think</li> </ul>	CL  CL

	<p>about funding achieved and funding required for proposals. CW – the sooner SNH knows what funding bids are coming in over the next three years, the better. Sub-groups should be encouraged to identify potential sources of funding over the next three years.</p> <p><u>ACTION</u>: distribute electronic copy of budget proforma</p> <p><u>ACTION</u>: sub-groups to supply completed budget proformas to Angela Paterson (AP) by 8<sup>th</sup> February for circulation ahead of TBP Management Team meeting on 15<sup>th</sup> February</p> <p><u>ACTION</u>: circulate sub-group project proformas by email.</p> <p><u>ACTION</u>: create 'sharepoint' area on TBP web site for dissemination of documents and minutes.</p>	<p>CL SG- Leaders JM/AP CL</p>
	<b><i>CLw, RH, MS left the meeting</i></b>	
6.	<p><b>Strategic species list for Tayside</b></p> <ul style="list-style-type: none"> <li>• Carry forward</li> </ul>	
7.	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• MP reported that finances look ok. Money is in place for sub-groups</li> <li>• Ca. £1700 interest is due from SITA funding account. This is to be used mainly for improving the web site. This will include a funding section with list of TBAF projects and general funding advice as well as News and Best Practice sections.</li> <li>• CW – sub-groups wanting to apply to SNH promotions budget should do so by email to CW as soon as possible. Mid-Feb is absolute final deadline for CW to receive proposals. Proposals to include project theme, cost, VAT, what money to be spent on (materials, leaflets etc.). Grants up to £500. CL reported that she is collating sub-group proposals for this.</li> </ul> <p><u>ACTION</u>: supply sub-group proposals for SNH promotions budget to CW</p>	<p>CL</p> <p>CL</p>
8.	<p><b>SITA Funding (TBAF – Tayside Biodiversity Action Fund)</b></p> <ul style="list-style-type: none"> <li>• CL tabled 'SITA TBAF List of funded projects' and reported on TBAF spend.</li> <li>• Next deadline for TBAF applications is 26<sup>th</sup> January 2007</li> <li>• TBAF project information is to be posted on the web site</li> <li>• MP said that more money is going to Perth &amp; Kinross at the moment and there is a need to encourage projects from Angus and Dundee.</li> </ul>	<p>CL</p>
	<p><b><i>AA notified the meeting that she has taken up the position of Chair of the SBF Urban Working Group.</i></b></p> <p><b><i>AA left the meeting</i></b></p>	
9.	<p><b>Website/Publications</b></p> <ul style="list-style-type: none"> <li>• CL tabled 'Tayside Biodiversity Website – Statistical analysis'. CW suggested that other statistics such as which pages were visited, how long people stayed on-site might add to the usefulness of future analyses.</li> <li>• SE Planning Guidance publication is now a priority</li> </ul>	<p>CL</p> <p>CL</p>
10.	<p><b>Local Sites Designation</b></p> <ul style="list-style-type: none"> <li>• MSi raised issue of Local Geodiversity Sites. Should LBAPs be involved with these? CL – other LBAPs are reviewing this and there is already a general geodiversity section in the TLBAP. MSi reported that there is a draft list of 30 sites for Tayside that could be examined in more detail. MP suggested this is something to consider in the future.</li> </ul>	
11	<b>Future Plans for Partnership</b>	
11.1	<p><b>Second Tranche Plans</b></p> <ul style="list-style-type: none"> <li>• CL tabled '2<sup>nd</sup> Tranche Draft HAPs and SAPs Progress Report'.</li> <li>• CL – web consultation on these closed last week. Responses still to be collated. There was less response this time probably linked to less publicity (6 weeks on the web site and no published hard copies or CDs of the Consultative Drafts as</li> </ul>	

	<p>arranged for the 1<sup>st</sup> Tranche. 20-30 responses in total.</p> <ul style="list-style-type: none"> <li>Discussion regarding inclusion of actions in 2<sup>nd</sup> tranche plans: CW – TBP has been trying to settle 2<sup>nd</sup> Tranche plans for 3-4 years now. In order to settle it was necessary to drop the inclusion of detailed actions in part because this was proving a barrier to identifying Lead Partners. MP – action plans must have Lead Partners and applications to TBAF are only possible for species and habitats with existing action plans. CL – action plans without actions is a divergence from other LBAP practice. PC – minutes from previous meetings do not reflect a decision to drop inclusion of actions. JL – if there are specific actions that are available now they should be included. MP – action plans need to be ratified by Steering Group in order for the relevant species/habitats to be eligible for TBAF and they need to be called Action Plans even if they don't include actions. Action plans as they are (i.e., without actions) plus relevant project proformas should be acceptable because proformas include actions. CL – action plans also need to be made public and <i>we've decided against publishing the proforma (see item 5)</i>. MP – only need to publish proforma actions, not whole proforma.</li> <li>MP – ratify plans that have proformas and that received no comment from the consultation exercise. Plans that received consultation response need to be returned to sub-groups once more for final agreement ahead of final ratification at next Steering Group meeting. Terms of ratification as above agreed.</li> </ul> <p><b>ACTION:</b> Notify Steering Group which plans have now been ratified under the terms discussed above (i.e., plans with proforma and no consultation response).</p> <ul style="list-style-type: none"> <li>CH asked whether it is still possible to write 3<sup>rd</sup> Tranche plans? MP – need to submit a proforma for writing a new action plan. CW – TBP needs to move to phase of implementation rather than plan writing.</li> <li>Meeting agreed that work can evolve to include new action plans where appropriate.</li> </ul>	CL
11.2	<p><b>Business Plan 2007 – 10</b></p> <ul style="list-style-type: none"> <li>CW – SNH need project proformas to progress Business Plan</li> </ul> <p><b>ACTION:</b> Circulate project proformas to CW and rest of Steering Group</p> <ul style="list-style-type: none"> <li>MP updated Steering Group on issues surrounding the terms of employment of the TBP Biodiversity Co-ordinator. Progress awaits a decision from Dundee Council.</li> </ul>	JM/AP
12	<p><b>AOCB</b></p> <ul style="list-style-type: none"> <li><u>Constitution</u>. CL tabled 'Fife Biodiversity Partnership 2005 Constitution'. CL – several partnerships are looking at the issue of constitution. MP gave background on issue. Constitution may be a mechanism for employing the co-ordinator should Local Authority options fall through. A constituted partnership could also apply for direct funding. PC – with SITA money TBP doesn't need to apply for own funding. CW – partners can always apply for direct funding themselves. MP – carry forward pending decision by Dundee Council.</li> <li><u>Biodiversity Seminar 2007</u>. CL – should this be 1 day or 2? Meeting agreed that 2 separate days would be better, 1 in March, 1 in September. The first day to include Barn owls as this is tied to £600 BAGS funding. Rearrange schedule so that species-related issues are on the first day and other issues on the second day. Try and find a cheaper venue. JL – SEPA can do admin if given enough notice. MP – charge £25 per person. Confirm who will do admin.</li> </ul> <p><b>ACTION:</b> Enquire regarding Angus College as possible venue and notify CL</p> <p><b>ACTION:</b> Confirm who will do admin/registration for seminars (<i>subsequently confirmed: PKC will undertake admin for the March seminar</i>)</p>	PC CL
13	<p><b>Dates of Future Meetings</b></p> <p><b>Steering Group</b> – Monday 12<sup>th</sup> March, Dundee City Council (venue tbc)</p> <p><b>Management Team</b> – Thursday 15<sup>th</sup> February, Perth College</p>	JM/AP