

WBP GROUP CHAIRS MEETING 5 - 19 JANUARY 2011, LADYWELL HOUSE, NEWTOWN - ACTIONS AND OUTCOMES

Present: Diana Reynolds (Chair) Welsh Assembly Government (WAG); Caryn Le Roux, Enclosed Farmland Ecosystem Group; Aethne Cooke, Marine Ecosystem Group; Blaise Bullimore, Marine Ecosystem Group; Barbara Jones, Upland Ecosystem Group; Jan Sherry, Lowland Grassland and Heathland Ecosystem Group; Peter Frost, Urban and Brownfield Ecosystem Group; Tracey Lovering, Wales Biodiversity Partnership; Tristan Hatton-Ellis, Freshwater Ecosystem Group; Chris Tucker, Woodland Ecosystem Group; Peter Jones, Wetland Ecosystem Group. **Apologies:** Helen Buckingham, Lowland Grassland and Heathland Ecosystem Group; Peter Rhind, Coastal Ecosystem Group; Stephen Bladwell, Species Expert Group.

No.	Who/Action	Outcome	Who	Progress
1	EW Biodiversity Grant: Diana to ensure EAW staff provide appropriate advice to applicants, application form is fit-for-purpose and eligibility criteria appropriate	Biodiversity Grant administered effectively and appropriate advice made available to Group Chairs	DR	Letter on its way to Jan and Hazel
2	CCW Grant: Julia to follow up with Hazel Drewitt clarification of the developing grant schemes benefits & limitations and to talk to Environment Wales about the issue of paying individuals	The benefits & limitations of the developing CCW grant will be communicated to the Group Chairs	JK	Mtg 11th March-Aethne involved
3	Tristan will provide support paragraph to Julia for above grant	CCW Biodiversity grant provided with support from EG Chairs	TH-E	
4	Diana to send list of NEF board members to all	Clarification re. Living Wales Board membership	DR	Living Wales Programme Board Matthew Quinn (SRO/ESH) Jon Westlake (RA) Diana Reynolds (Programme manager) Roger Thomas (CCW) Trefor Owen (FCW) Chris Mills (Regulation and Management/EAW) Morgan Parry (Partnership) Chris Lea (Evidence)

				Andrew Hobden (Economics) David Parker (Ecosystem Health) Colin Chapman (GIS) Stuart Fitzgerald (communications) Prys Davies (delivery bodies)
5	Tracey to provide Chairs ToR & paper for WBP SG	WBP Steering Group agree revisions to ToR	TL	Done
6	All Chairs to provide Tracey with Ecosystem Group Progress Reports for 2010. Tracey to prepare & present main paper with annexes at WBP SG13.	WBP Steering Group support Ecosystem Group work and address issues raised by EG Chairs through NEF where possible. Remaining issues to be addressed by WBP Support Team	All Chairs	Done
7	Diana to discuss with Steering Group/Morgan Parry strengthening Steering Group links with Ecosystem Groups	Ecosystem Groups clearly supported/enabled through the Steering Group	DR	Meeting in place for May 19 th – all welcome
8	Diana requested by Blaise to provide WAG Structure organisation chart that bridges higher and lower levels.	Clarification achieved re. WAG structure & roles	DR	
9	Chairs to identify up to 3 key senior WAG managers from Diana's list, with whom the groups would like to work and identify group members who will link/work with WAG. Provide to Diana	Ecosystem Groups to work closely with WAG to resolve biodiversity issues	All Chairs	MEG, Freshwater, Urban Done. Other groups still to provide.
10	Tracey to send revised WBP Groups protocols to all	Revisions to WBP Groups Protocol agreed by Chairs prior to consideration by WBP SG13	TL	Done
11	Tracey to get final ToR to Diana urgently and Diana to circulate with 3 key messages.	Final draft ToR available for consideration by WAG, CCW and WBP SG13. Final ToR communicated to WBP	TL	Done
12	All to establish a deputy who will be able to attend Chairs meeting in an emergency. Deputy to be invited to attend a Chairs meeting.	Chair meetings well attended. Any Group reps attending are well prepared with 2-way communication between groups.	All Chairs	
13	Julia to ask Hazel to send briefing to WAG asap following CCW mtg re. WBP Group ToR	WBP Groups ToR includes CCW response	JK	Done. However, Future of BAP Group are re-visiting ToR. Ongoing.

14	Diana to offer Policy group and SG opportunity to merge and hold annual Policy focused meeting	WBP Groups are delivering Biodiversity in the most effective way	DR	It has been agreed an additional Policy mtg is required to establish progress of policy issues before a decision can be made on the Group's future
15	All to consider and suggest new Chair for Upland Group as Barbara Jones is retiring.	The Upland Ecosystem Group continues to be effective in delivering biodiversity action for the Uplands	All	Charles Morgan has agreed to be Chair for next year.
16	Diana to put Rachel Sharp Wildlife Trusts Wales and Wales Environment Link in touch with Jan to ensure the 3 key messages from Ecosystem Group meetings are being circulated fully	Key messages from Ecosystem Group meetings are communicated across WBP	DR	
17	All to be trained in new BARS – April.	All able to use BARS	All	
18	Raise at Support Team meeting AOB – LBAP Group reps need to share communication & 3 key messages from BAP Groups with all LBAPs. Consider nominating person from each LBAP Group to receive info from each group e.g. Woodland to disseminate taking burden off one person.	Group meeting actions, agreements & 3 key messages are clearly communicated across WBP through LBAP reps.	DR	
18	Ecosystem pages need to be clear on web-site. Tracey to investigate with Sean mechanism for chairs to enter data on web themselves.	Web-site is fit for purpose and clearly communicates work of EGs.	TL	
19	Blaise has identified & sent gaps in membership to Andy Schofield-Diana to follow up	Marine Ecosystem Group membership is fit for purpose	DR	
20	Peter to identify gaps in Coastal Group – need Shoreline Mplans	Coastal Group has capacity to deliver biodiversity priorities.	PR	
21	Diana to raise need for good VC and all to make appropriate use of teleconference facilities (powwownow) and VC	Equipment fit for delivering good quality VCs. Best options available for all meetings to ensure good attendance	DR	Done. http://www.powwownow.co.uk
22	Pete Frost to bring urban mosaic definition to Steering Group and separate paper on Living Wales	Identification of urban mosaic priority sites	PF	Done. Definition provided.

	in urban environments			
23	Peter to integrate Green Infrastructure group conclusions into paper.	The urban group can be broadened	PF	
24	All to encourage at least one colleague to go to Plas course – high level management targeted	2011 Plas Biodiversity course well attended by high level management.	All	Done
25	All send final species and habitats action tables to Alys to go on BARS	Final agreed habitat and species actions available on BARS	All	
26	All to send details of any outstanding action plans to Tracey so that she can track these	Full list of actions plans and progress made available to WBP	All	
27	Liz and Jan to meet with Aethne, Diana and Caryn to agree what Living Wales means for targets, actions and BAP reporting.	Agreement is reached on what Living Wales means for targets, actions and BAP reporting.	JS, LH, AC, DR & CIR	
28	Tracey to arrange next meeting Ynyshir & Eglwys Fach-look at restoration work at Ynys hir. Sept 6 2011	Site visit	TL	In progress
29	Julia to enable Secretariat support to Tracey	WBP is enabled to provide greater support to WBP Groups and LBAP Groups	JK	Done
30	Meat Promotion Wales – Cig Cymru - Diana to ask Charles Morgan to provide policy advice.	Ensure that biodiversity messages are central to a key policy area, possibly establish as mechanism for future collaboration of this type	DR	Work completed, many thanks to Charles for his input
31	N.B. Refer to EGs rather than ESG	Maintain clarity re. communication	WBP/JK	Done
32	Chairs to contact academics who have indicated an interest in joining an Ecosystem or Species Expert Group. Please forward relevant contacts further information on your group and, where indicated, dates of any upcoming meetings.	WBP Groups include academic representation	All Chairs	CEG - Done

3 Key Messages

- 1) The Wales Biodiversity Partnership has an important role to play in Living Wales. We will have to change and develop to do this - as everyone will. The development of new Terms of References and membership of ecosystem groups is a key element of beginning this change.
- 2) Ecosystems consist of biodiversity, rocks, soil, water and air; "a dynamic complex of plants, animals and micro-organism communities and their non living environment interacting as a functional unit." as the UN Convention on Biological Diversity states.
- 3) A Living Wales is one of the major statements of policy principle by the Assembly Government. We are currently expecting it to sit below the Sustainable Development Scheme, which is our central organising principle and above the Environment Strategy and the individual policies which set out present detailed actions.

3 additional messages to share widely following further discussions:

- 1) NEF. The NEF consultation comments are being taken into account by individual workstreams and by the central NEF team. You can enter into dialogue by joining a workstream (core - attending meetings - or wider network - reviewing papers by email) or contacting a workstream manager directly (details on the website). The workstreams are drafting papers which will form the basis for further consultation/discussion as they go on the website. The Vision and Key Messages are the latest to have been added have at: www.wales.gov.uk/livingwales. We have already received some feedback and are grateful for more.
- 2) Biodiversity grants. Work is ongoing on improving the forms and processes. Jan is leading on this for WBP (and Julia for CCW) so please let them have any additional views. Clare who runs the scheme has agreed to meet with Chairs at our September meeting.
- 3) Senior WAG officials. Policy group members (as well as others) have agreed to approach appropriate WAG officials on your behalf. We have mechanisms in place to ensure that relationships can be built up and a range of specific habitat/species issues can be dealt with over time. A meeting will be held on 19th May in mid Wales to put in place these and other mechanisms. It would be really helpful to have your first passes of who you'd like to work with/talk to by then if possible. Please also let Tracey know if you wish to join us for the meeting.