WBP GROUPS CHAIRS MEETING 10

ACTIONS

Meeting held 28 October 2013, at Welsh Government Offices, Aberystwyth

Present:
Matthew Quinn (Chair), Welsh Government
Julian Woodman, Enclosed Farmland Ecosystem Group Chair
Dave Thomas, INNS Chair
Charles Morgan, Upland Ecosystem Group Chair
Pete Frost, Urban and Brownfield Ecosystem Group Chair
Mike Howe, Coastal Ecosystem Group Co-Chair
Pete Jones, Wetland Ecosystem Group Chair
Kathryn Birch, Wetland Ecosystem Group Secretariat
Tristan Hatton-Ellis, Freshwater Ecosystem Group Chair
Julia Korn, Natural Resources Wales (REF Fund item)
Prof Mike Bruford, Cardiff University (by phone for Evidence Gaps Project item)
Caryn le Roux (am), Dave Martyn (pm), Welsh Government Policy
Tracey Lovering, WBP Chairs Coordinator/Ecosystems Advisor

Apologies: Gill Bell, Marine Ecosystem Group Chair; Chris Tucker, Woodland Ecosystem Group Chair; Rob Davies, Wales Wildlife Crime Enforcement Group, Helen Buckingham, Lowland Grassland & Heathland Group Chair.

No.	Action	Who	By
Actions carried forward from 5 March 2013 (WBP Group Chairs Meeting 9)			
1.1	Update Group membership details Send to Medwyn Roberts[1] and cc TL[2]	**All Chairs**	**18 Nov 2013**
1.3	Complete/review Group work programmes 2013-16. Send to TL[2]	**All Chairs**	**2 Dec 2013**
4.	All Chairs to share feedback on evidence gaps table with their Groups, and: 1) address comments & follow up information/links provided by Prof Mike Bruford (See columns I.J.K in *Register of Evidence Gaps* via Project website[3]. This may require: • new discussions on specific gaps with useful new links to researchers/departments; • re-writing the question in light of existing evidence/papers Mike has directed gap leads to; • re-writing the question as needed (if suited to research) following the guidelines given to *Formulating research questions* via Project webpage above. • breaking down a large scale gap into component sub questions that may suit separate linked projects. 2) identify with your Group the priority evidence gaps and appropriately highlight these within the evidence gaps	**All Chairs** **All**	**6 Jan 2014** **6 Jan 2014**

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[1] Medwyn.Roberts@Wales.GSI.Gov.UK
[2] Tracey.Lovering@cyfoethnaturiolcymru.gov.uk
[3] http://www.biodiversitywales.org.uk/en-GB/WBP-Evidence-Gaps-Project

	register (red=high, orange=medium, yellow=low).	**Chairs**	
	3) agree your research project Group lead per high priority evidence gap (suited to research); lead to develop & submit a completed Project Proposal per research project to TL[2]	**All Chairs**	**6 Jan 2014**
5.	All Chairs to ensure Group pages on WBP website[4] are updated and populated with Group members list, meeting agendas, actions, work programmes, projects including REF funded, priority mapping, contact details and useful links. Send page updates to Sean McHugh[5].	**All Chairs**	**6 Jan 2014**
New Actions 28 Oct 2013			
1.	Matthew to explore with Ceri Davies (NRW) the financial barriers to engaging HE students in working with NRW on specific projects.	**MQ and CD**	**25 Nov 2013**
2.	WBP Website: Tracey to check with Sean McHugh whether: 1) Group pages can be given greater prominence on webpage so easier to find and quicker to access 2) AWBP Groups tab could replace Ecosystem Groups tab to ensure inclusive of all Groups and all have own page i.e. extend pages to INNS, Outcome 21, WWCEG, Pollinators Taskforce 3) Chairs & Secretariat can be given Group page editing rights.	**TL/SMH**	**18 Nov 2013 (In progress)**
	4) Matthew to check with Welsh Government restrictions on website development funding re. WBP website.	**MQ**	**25 Nov 2013**
3.	All Chairs to provide written group updates (paragraph only) on verbal updates given at meeting. In future, to provide 2 weeks prior to WBP Group Meetings to share on WBP website with actions and key messages. Send to TL[2].	**All Chairs**	**11 Nov 2013**
4.	Tracey to send suggested revised WBP Group ToR to all Chairs, incorporating WBP Steering Group ToR appropriate to this group. Caryn and Tracey to meet to discuss draft version. Chairs to comment and agree final version.	**TL/All Chairs**	**25 Nov 2013**
5.	Julia to provide BARS overview for WG Policy team at WG & WBP Biodiversity Support Team meeting 12 November 2013.	**JK**	**12 Nov 2013**
6.	Wales Biodiversity/Nature Strategy Board will provide agenda and papers in good time to WBP Chairs prior to each Board meeting, to provide WBP Chairs with the opportunity to comment and provide advice to the Board.	**ClR &DH/All Chairs**	**29 Oct 2013 (In progress)**
7.	TL to arrange next meeting to take form of workshop suggested focus on Dyfi Biosphere. Contact Andy Rowlands EcoDyfi.	**TL**	**25 Nov (In progress)**
8.	TL to enquire with Sean McHugh whether WBP budget covers T&S for Group members attending as private individuals rather than representing an organisation.	**TL/SMH**	**25 Nov (In progress)**
On-going actions			
i	Using the Priority Mapping Workshop Planner, Chairs to ensure Groups add forthcoming workshops and actions from previous workshops (send to SMH5). Stephen Bladwell and Sean McHugh to share Planner with Species Expert Group	**All Chairs**	**2013**

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[4] www.biodiversitywales.org.uk/en-GB/Ecosystems--Species-Expert-Groups
[5] smchugh@wtwales.org

	to facilitate SEG rep attendance at these events.		
ii	All Chairs to forward Group Updates provided at Chairs Mtg 9 to Tracey Lovering, for inclusion on WBP web-site, with meeting agenda and actions.	**All Chairs**	**12 Nov 2013**
iii	All Ecosystem Groups to re-visit submitted Priority Action Mapped Areas and associated data. Chairs or delegated lead to collate any changes and provide completed final revised GIS maps, and associated actions, to Jan Sherry	**All Chairs**	**6 Jan 2014**

Tracey Lovering
6 November 2013