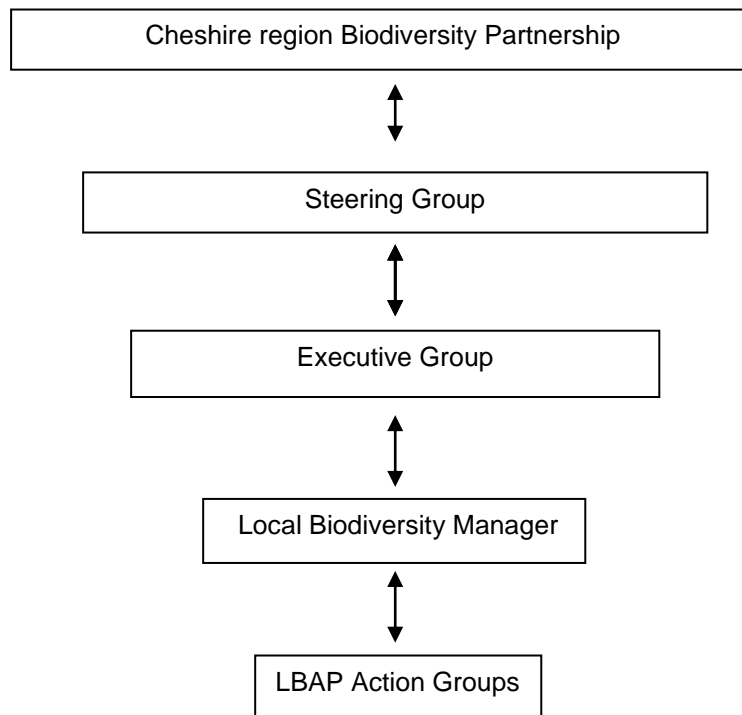


# Cheshire region Biodiversity Partnership Terms of Reference

## Objectives

- Delivery of the Cheshire region Biodiversity Action Plan.
- Coordinating and promoting delivery of the Biodiversity Action Plans through Biodiversity Action Groups and the Business and Communications Plans.
- Delivery of seven core services set by DEFRA (Annex A).

## Organisations, roles and responsibilities



### Chair and Vice Chair

Within the Cheshire region Biodiversity Partnership (CrBP) a Chair acts in both the Executive and Steering Groups.

The role of the Chair is to:

- Attend and Chair the Executive Group meetings.
- Attend and Chair the quarterly meetings of the Steering Group.
- To ensure that meetings are run effectively and to time.
- To facilitate the full and free exchange of the views of all Group members whilst being mindful of the above.
- To facilitate the strategic direction of the LBAP programme for the Cheshire region through effective objective setting and monitoring by the Group
- To provide continuity and momentum with respect to the Group's strategic aims and objectives

- To act as the figurehead for the Partnership with respect to publicity, bids for resources and other appropriate events and issues, in alliance with other Group members
- To ensure fair play and consistency with respect to the various bodies represented on the Group and to act as an independent arbiter in respect of issues of conflict.
- Support and encourage the LBM, liaising at regular intervals.

Each member of the Executive Group will take a turn with the office of Chair and each term shall be for one financial year.

The Vice Chair will act as Chair when the current Chair is absent. The following years Chair and Vice Chair will have been decided six months before the end of the term of the current Chair.

### **Executive Group**

The partners below form the Executive group and meet when necessary to guide and support the Local Biodiversity Manager (LBM) and assess grant applications.

Cheshire Wildlife Trust  
 Cheshire West and Chester Council  
 Cheshire East Council  
 Halton Borough Council  
 Warrington Borough Council  
 Natural England  
 Environment Agency

### **Steering Group**

Selected members of the Partnership form a Steering group. They meet quarterly to contribute to the decision making of the Partnership and monitor progress towards the Biodiversity Action Plan targets and against each of the core services.

Cheshire Wildlife Trust  
 Cheshire West and Chester Council  
 Cheshire East Council  
 Halton Borough Council  
 Natural England  
 Environment Agency  
 Warrington Borough Council  
 Wirral Council  
 RECORD  
 British Association for Shooting and Conservation  
 The Farming and Wildlife Advisory Group  
 Chester Zoo

### **LBAP Action Groups**

Various partners form individual habitat and species Biodiversity Action Plan groups (LBAP Action Groups). These groups deliver on the ground action towards the Biodiversity Action Plan targets.

### **Resources**

Cheshire Wildlife Trust hosts the LBM as well as making financial and in kind contributions to LBM post. The following partners also contribute financially to the LBM post:

Cheshire West and Chester Council

Cheshire East Council

Halton Borough Council

Warrington Borough Council

Natural England

Environment Agency

Partners are also working towards securing the support of private businesses.

### **Schedule**

The Executive Group meets when necessary. The Steering group meets quarterly; January, April, July, and October. The wider Partnership meets annually at an organised event or conference. The LBAP Action Groups meet when necessary to discuss the work towards their individual Habitat Action Plan (HAP) or Species Action Plan (SAP).

| 2 CORE SERVICES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | SUCCESS MEASURES AND OUTPUTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| <p><b>i) Establishing and maintaining a broad partnership</b></p> <ul style="list-style-type: none"> <li>• As far as possible, LBAP coordinator to ensure that all relevant sectors are engaged in the local biodiversity partnership.</li> </ul>                                                                                                                                                                                                                                                                                    | <p>(i) Local partnership contains representatives from a wide range of sectors including, as far as possible and as appropriate, business and industry, transport, agriculture and land management, water, marine and coastal, forestry, education and health, recreation and access. It also includes local government, NGOs and government agencies.</p> <p>(ii) The whole Partnership meets, or is communicated with, at least once a year</p> <p>(iii) The work of the Partnership is directed by a Steering Group which meets regularly (at least three times per year) and fosters ownership of outcomes by all stakeholders.</p> <p>(iv) Where possible, the Chair of the LBAP Steering Group to be from a different organisation to the employer of the coordinator</p> <p>(v) LBAP coordinator ensures that meetings, particularly those of the LBAP Steering Group, are appropriately recorded.</p> |
| <p><b>ii) Delivering BAP locally</b></p> <ul style="list-style-type: none"> <li>• Where they do not already do so, the partnership with the help of the coordinator to ensure that local biodiversity objectives include spatially-explicit SMART targets for the delivery of habitats and species, taking into account national and regional targets.</li> <li>• The partnership to agree a range of projects to deliver the local biodiversity objectives.</li> <li>• Partners to implement an agreed suite of projects</li> </ul> | <p>(i) Produce a prioritised list of biodiversity projects that incorporate spatially-explicit targets for the delivery of habitats and species within an agreed timescale that will be undertaken by the LBAP Partnership</p> <p>(ii) Where possible, projects link to social and economic objectives (particularly within relevant LAA or LDF).</p> <p>(ii) Implementation of these projects and demonstration of progress towards local objectives undertaken by specified partners or by the partnership as a whole and coordinated by the LBAP Coordinator.</p>                                                                                                                                                                                                                                                                                                                                          |
| <p><b>iii) Fund-raising for BAP delivery</b></p> <ul style="list-style-type: none"> <li>• Develop and implement a funding strategy to obtain national (e.g. HLF) and local sources of external funding in support of BAP projects and to obtain funding for the local biodiversity service in the long term.</li> <li>• Work with the regional biodiversity partnership in the development of funding for collaborative projects.</li> </ul>                                                                                         | <p>The partnership with the help of the coordinator to:</p> <p>(i) Produce a funding strategy by March 2009, which covers a 3-5 year period to implement the work of the LBAP partnership</p> <p>(ii) Implementation of funding strategy to lever funds for biodiversity projects and coordination services from external bodies and partners</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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| <p><b>iv) Reporting and monitoring progress</b></p> <ul style="list-style-type: none"> <li>• Use the Biodiversity Action Reporting System (BARS) to report on the implementation and delivery of actions initiated locally.</li> </ul>                                                                                                                                                                                                                                                                                                                                   | <p>(i) All members of the Partnership (as appropriate) report on BARS (training as required to be arranged by the coordinator)</p> <p>(ii) LBAP Coordinator reports progress of the LBAP to the whole Partnership at least annually</p> <p>(iii) The LBAP Coordinator fully reports the LBAP contribution in triennial national BAP reporting rounds (due to take place in 2008).</p> <p>(iv) Results of monitoring used to inform review of objectives and to set future directions. LBAP Coordinator to facilitate Partnership to undertake a review of the LBAP at least every 5 years seeking to ensure that it remains relevant and adapts to take into account any changes to national priority species, habitats and their targets, and policy frameworks</p>                                                                                                                                                                                                      |
| <p><b>v) Integrating BAP into local policies</b></p> <ul style="list-style-type: none"> <li>• Proactively support local authorities, so that they are better able to develop innovative ways of delivering biodiversity locally.</li> <li>• Actively promote the inclusion of biodiversity objectives into Community Strategies and other local plans.</li> <li>• Promote best practice in the planning system, providing support and advice to LPAs to avoid loss of features through development, and to make the most of opportunities from planning gain.</li> </ul> | <p>(i) LBAP Partnership assess the Local Strategic Partnership(s) LSPs in their area, and agree how best to ensure that the biodiversity sector is represented on the key LSPs and how to manage the remainder.</p> <p>(ii) Regular liaison established between (identified) members of the LBAP partnership (or their representatives) with the (key) LSP(s) and relevant planning authorities.</p> <p>(iii) Increased profile for biodiversity within existing and new local plans</p> <p>(iv) New or revised Community Strategies include biodiversity objectives consistent with LBAP targets.</p> <p>(v) LBAP partnership encourages all relevant and local Public Authorities to comply with the Biodiversity Duty (NERC S40)</p> <p>(vi) The LBAP partnership encourages relevant Local Authorities to adopt appropriate local biodiversity indicators (such as by working with the Local (Wildlife) Sites Partnership to provide wider biodiversity benefits.</p> |
| <p><b>vi) Promoting BAP locally</b></p> <ul style="list-style-type: none"> <li>• Develop and implement a communications plan to raise awareness in support of BAP, working with partners and any established public awareness working group.</li> <li>• Increase the engagement of local businesses, other sectors and communities in the BAP process.</li> </ul>                                                                                                                                                                                                        | <p>(i) LBAP partnership to prepare a Communication Plan by end of March 2009</p> <p>(ii) Ensure an active web-presence for the partnership is maintained</p> <p>(iii) Take steps to promote the LBAP through implementation of the communications plan</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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| <p><b>vii) Representation</b></p> <ul style="list-style-type: none"> <li>• Ensure the LBAP partnership is represented on the regional biodiversity forum and other relevant regional and national meetings.</li> <li>• Respond to consultation from partners at regional and national levels of the BAP process.</li> </ul> | <p>(i) Ensure the LBAP partnership is represented at appropriate regional and national meetings and forums (e.g. review groups and training workshops).</p> <p>(ii) Responses to regional and national consultations relating to biodiversity either direct or through the Regional Biodiversity Coordinator</p> <p>(iii) Regular contacts exist with the regional biodiversity partnership and the national LBAP coordinator and facilitator, with a two-way flow of information including exchange of examples of good practice and over-arching problems</p> <p>(iv) Joint working with other local and regional partnerships on joint priorities of common interest and importance.</p> |
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