

# SBIF Review of the Biological Recording Infrastructure in Scotland

## Highlight Report



SPONSORS	SBIF Advisory Group
CIRCULATION LIST	SBIF Advisory Group, SBIF Working Group, Ed Mackey, Roddy Fairley
DATE	21 October 2016
AUTHOR	Ellen Wilson
FREQUENCY	Monthly
OVERALL RAG STATUS	Green

### Latest Update

The SBIF Working Group has been busy assembling background information (we may be able to distil the many historic documents into a publishable review for a wildlife magazine or peer-reviewed journal) and working out how to approach stakeholders for their perspectives. The main news this month is that we have realised that we have insufficient capacity to interview people individually. We have therefore decided to instead use a questionnaire to obtain a large enough set of views across all sectors. We are currently devising the questions to go in the questionnaire and setting it up in Survey Monkey; we hope to issue the questionnaire on November 1<sup>st</sup> and for it to be open for 5-6 weeks. We will ask for help in promoting it widely and getting lots of people to respond. We aim to analyse the results by early January. It is also conference season and various members of the Working Group are out and about talking about the Review wherever we can. We will next focus on the workshops needed during Stages 2 and 3.

Details of the Review and all highlight reports and approved papers are shared publicly (see <https://nbn.org.uk/about-us/where-we-are/in-scotland/review/>).

### Overview

Our vision for the Review is that it determines the optimum infrastructure for biological recording in Scotland, an infrastructure that in turn will attract the necessary belief, commitment and investment by stakeholders to be sustainable and successful in fulfilling the original vision of SBIF:























*High quality species and habitat data will be collected and managed through a sustainable, co-ordinated and integrated local and national framework of organisations, partnerships and initiatives. These data will be available to ensure that Scotland's biodiversity, ecosystems and people benefit.*

The Review will do this in such a way as to be cohesive across Scotland with support from all stakeholders and the willingness and energy to then make the transitions necessary to implement the new infrastructure by 2020.

Our objectives are:

- To build the energy and confidence of key stakeholders in the potential for an improved infrastructure that delivers the original vision of SBIF (above).
- To establish a register of all operational recording schemes and their operators so that data flows in Scotland are well-understood.
- To establish what funding and other income sources sustain the current infrastructure and what sources may continue to be available, or become available, in future.
- To hold stakeholder interviews to gain their current perspectives and to consult stakeholders on the infrastructure that they and their sector would need to meet their requirements.
- To run stakeholder workshops to identify the options for how these needs could best be fulfilled centrally, nationally and locally, and to evaluate these options in order to identify the preferred one(s).
- To identify where improved use of technology can help reduce duplication of effort and increase the efficiency of the biological recording infrastructure (so that data are made available for use and re-use).
- To identify what transition arrangements would be necessary to implement the preferred option(s).

## Stages and Milestones

STAGE/MILESTONE	DUE/DONE	STATUS	NOTES/RISKS/ISSUES
<b>STAGE 1: Set up the Working Group and complete planning for the Review (August 2016)</b>			
 Paper 1 (Brief for the Review) approved	05 September 2016	Completed	
 Paper 2 (high level plan for Stage 2) approved	05 September 2016	Completed	
 Working Group meetings established	16 September 2016	Completed	
 Workshop logistics confirmed for Stage 2 (Options)	25 November 2016	In progress	
<b>STAGE 2: Gather perspectives, requirements and other information from key stakeholders (September/October 2016)</b>			
 Paper 2 (high level plan for Stage 2) approved	30 November 2016	Completed	
 Interviews with Stage 2 consultees completed	15 December 2016	In progress	Changed to using questionnaires
 Background data gathering completed	15 December 2016	In progress	
 Paper 3 (high level business case) approved	18 January 2016		
<b>STAGE 3: Hold workshops to find and evaluate options at central, national and local levels (November/December 2016)</b>			
 Paper 2 (high level plan for Stage 3) approved	24 February 2017		
 Workshops with Stage 3 consultees completed	24 February 2017		
 Paper 4 (detailed business case) approved	24 March 2017		
<b>STAGE 4: Work out what is involved in implementing any preferred options (January 2017)</b>			
 Workshops with Stage 4 consultees completed	28 April 2017		
 Paper 5 (proposal for consultation) approved	22 May 2017		
<b>STAGE 5: Consult with organisations which may be affected (February/March 2017)</b>			
 Consultation discussions completed	30 June 2017		
 Paper 5 (proposal outcome) updated and approved	28 July 2017		
<b>STAGE 6: Issue final recommendations then monitor their implementation (April 2017 onwards)</b>			
 Paper 6 (recommendations) approved	28 July 2017		
 Review of the success of the Review	30 November 2017		
 Paper 7 (progress) approved	31 December 2017		
 Paper 8 (outcomes) approved	31 December 2018		
 Paper 8 (outcomes) updated and approved	31 December 2019		
 Paper 8 (outcomes) updated and approved	31 December 2020		
 on track  SBIF Working Group attention needed  SBIF Advisory Group intervention needed			

## Activities

<p>COMPLETED THIS MONTH</p>	<ul style="list-style-type: none"> <li>• Held Working Group Meetings coordinating the activities of the Review.</li> <li>• Recruited a volunteer to help the Working Group (Mike Smith – based with NBN)</li> <li>• Arranged time at the 9<sup>th</sup> November NBN Board meeting to brief Trustees.</li> <li>• Met with Mandy Rudd (ALERC/GIGL) and Tom Hunt (ALERC)</li> <li>• Explored venue options for future workshops.</li> <li>• Prepared questionnaire for use in place of interviews for Stage 2</li> <li>• Progressed stakeholder analysis to identify key stakeholders</li> <li>• Compiled and began to review previous questionnaires and historic information</li> <li>• Identified who to contact in other countries for ideas and lessons learned</li> <li>• Established log of operational recording schemes</li> <li>• Established log of technical and added-value services</li> <li>• Established log of requirements for the infrastructure in Scotland</li> <li>• Analysed who provides technical or information services and how they are governed</li> <li>• Compiled the number of planning applications, households and designated areas in each local authority and region of Scotland</li> <li>• Began to identify ‘value chains’ (to show how the infrastructure operates)</li> <li>• Attended and gave a presentation at the ALERC conference</li> <li>• Prepared briefing materials for NBN and LERC Trustees</li> <li>• Continued planning and designing the Workshops for Stages 2 and 3</li> <li>• Set up visit to talk to the HBRG on the 12<sup>th</sup> November</li> <li>• Set up visit to talk to stakeholders in Orkney 28-30 November</li> </ul>
<p>NOT DONE THIS MONTH</p>	<ul style="list-style-type: none"> <li>• Confirm who to contact at JNCC, DEFRA, NE, NRW, NIEA and EA for UK perspectives.</li> <li>• Contact taxonomic NGOs and recording groups to introduce the review.</li> <li>• Book follow-up meeting with Robert Nicol at COSLA.</li> <li>• Contact SSN, Andy Tharme at ALGE, BRISC and NFBR.</li> </ul>
<p>TO DO NEXT MONTH</p>	<ul style="list-style-type: none"> <li>• Issue the questionnaire to gather information and ideas on any changes needed</li> <li>• Promote the questionnaire everywhere that we can</li> <li>• Continue to prime key stakeholders</li> <li>• Contact Andy Tharme at ALGE/Scottish Borders Council</li> <li>• Attend and give short talk at BRISC conference on the 29<sup>th</sup> October</li> <li>• Visit HBRG on the 12<sup>th</sup> November to meet stakeholders and give a talk</li> <li>• Visit Orkney on 28-30 November to meet stakeholders and give a talk</li> <li>• Attend the NBN conference on the 17-18<sup>th</sup> November</li> <li>• Contact key stakeholders at JNCC, DEFRA, BRC, NE, NRW, NIEA and EA</li> <li>• Identify suitable journals and begin preparing a paper for publication reviewing historic documents and issues in the infrastructure</li> <li>• Progress development of a communications plan for the Review</li> <li>• Contact other countries for their ideas and lessons learned</li> <li>• Look at the ways other networks operate as a network to seek ideas and lessons learned</li> <li>• Write an article for NBN Network news providing an update on the review</li> <li>• Maintain SBIF pages on the NBN website</li> <li>• Continue to gather relevant background information</li> <li>• Confirm purpose and arrangements for any workshops needed during Stages 2 and 3</li> <li>• Start working out how to use infographics to illustrate the infrastructure and how it works (e.g. creating ‘spaghetti maps’ and ‘value chains’!)</li> </ul>

## Key Documents

The documents below will be available via <https://nbn.org.uk/about-us/where-we-are/in-scotland/review/> once each one is approved by the SBIF Advisory Group as the Review progresses:

DOCUMENT	TITLE	STATUS
Paper 1 Brief	Initiating a Review of the Biological Recording Infrastructure in Scotland (formation of, and Terms of Reference and Brief for, a Working Group to undertake this Review)	APPROVED (at 05/09/2016 SBIFAG meeting)
Paper 2 Plan	Detailed plan for the Review of the Biological Recording Infrastructure in Scotland (success criteria, activity plans, and timeline)	APPROVED (for Stage 2)
Paper 3 High level Business Case	The High Level Business Case for a Review of the Biological Recording Infrastructure in Scotland (reporting on the perspectives and requirements of each Sector and the need for change)	IN PREP; will be developed during Stage 2.
Paper 4 Detailed Business Case	The Detailed Business Case for Changes to the Biological Recording Infrastructure in Scotland (reporting on the options evaluated and our preferred option)	Not started
Paper 5 Proposal for Consultation Consultation Outcome	Consultation on the transition to our preferred option for a Biological Recording Infrastructure in Scotland (proposal for consultation with the organisations affected/ Outcome of the consultation with the organisations affected)	Not started
Paper 6 Final Recommendations	Recommendations from the Review of the Biological Recording Infrastructure in Scotland (recommendations and implementation roadmap)	Not started
Paper 7 Progress Reporting	Progress reporting for the Review of the Biological Recording Infrastructure in Scotland (implementation of our recommendations)	Not started
Paper 8 Outcomes	Outcomes and benefits from our Review of the Biological Recording Infrastructure in Scotland (successes and lessons learned)	Not started

## Key Diagrams

The diagrams below will also be available via <https://nbn.org.uk/about-us/where-we-are/in-scotland/review/> and are listed here for ease of reference:

- **SBIF Value Model** (the 'windmill') illustrating the components of our biological recording infrastructure that provide value for various communities (decision-makers, biological recorders, data users and service providers).
- **SBIF Review Timeline** setting out the framework of activities involved in the Review and their timing.