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, Susan Davies
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FREQUENCY	Monthly
OVERALL RAG STATUS	Green

Latest Update

Work on developing the structure and content of our **Detailed Business Case** is now well underway. As decision-makers are its key audience, for them to gauge the costs and benefits of significant investment the business case will have details of all the options plus an accessible summary for those seeking just an overview. We will be focusing on the needs of Scotland first and foremost, while also referencing UK interfaces and the needs of volunteers and super partners (national recording schemes, museum and garden collections, the UK Species Inventory, Non-Native Species Secretariat and State of Nature Partnership etc). Early drafts will be shared with key stakeholders for checking and shaping and the first full draft will be reviewed at the next SBIF Advisory Group meeting on the 15th March. Planning for how we bring the Review to the attention of decision-makers has begun and will gain pace in the coming weeks. We gave an update on the Review to the Inner Forth Landscape Initiative Recorders' conference last week and will speak at the Tayside Recorders conference in March. All SBIF tweets are now from @sb_info_forum - do follow and retweet! 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/the-SBIF-review/). Follow @sb_info_forum on Twitter for informal news on **#SBIFReview**.

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
STAGE 1: Set up the Working Group and complete planning for the Review (August 2016)			
Paper 1 (Brief for the Review) approved	05 September 2016	*Complete*	
Paper 2 (high level plan for Stage 2) approved	05 September 2016	*Complete*	
Working Group meetings established	16 September 2016	*Complete*	
Logistics confirmed for Stage 2	28 February 2017	*Complete*	
STAGE 2: Gather perspectives, requirements and other information from key stakeholders (September 2016 to July 2017)			
Paper 2 (high level plan for Stage 2) approved	30 November 2016	*Complete*	
Questionnaire design completed	28 February 2017	*Complete*	
Interviews with Stage 2 consultees completed	10 March 2017	*Complete*	
Background data gathering completed	15 May 2017	*Complete*	
Logistics confirmed for Stage 3	21 June 2017	*Complete*	
Analysis of questionnaire + interviews completed	20 August 2017	*Complete*	
Paper 3 (high level business case) completed	4 December 2017	*Complete*	Focus now transferred to the Detailed Business Case
STAGE 3: Hold workshops to find and evaluate options at central, national and local levels (July 2018 to March 2018)			
Paper 2 (high level plan for Stage 3) approved	21 June 2017	*Complete*	
Workshops with Stage 3 consultees completed	15 December 2017	*Complete*	
✅ Paper 3 (detailed business case) approved	15 March 2018	*In progress*	Review first draft at the SBIF Advisory Group meeting in March
STAGE 4: Issue recommendations and plan their implementation (March 2018 to March 2019)			
✅ Paper 4 (Review Recommendations) approved	15 April 2018	*In progress*	Sign-off final draft via email
✅ Paper 5 (Advocacy Plan) approved	May 2018	*In progress*	
✅ Review lessons learned from doing the Review	May 2018		
✅ Scottish Government response to the Recommendations	2018?		Scottish Government process needs currently being identified
✅ Paper 6 (Implementation Plan) approved	2019?		Implementation timing dependent on timing of SG decisions
STAGE 5: Support implementation of recommendations and monitor progress (April 2019 onwards)			
✅ Monitor implementation against key milestones	2019-2025?		Timing yet to be planned
✅ Paper 7 (progress report) approved	2020?		
✅ Paper 7 (progress report) updated	2020?		
✅ Paper 8 (outcomes) approved	2021?		
✅ Paper 8 (outcomes) updated	2021-2025?		

✅ on track   ❓ SBIF Working Group attention needed   ❗ SBIF Advisory Group intervention needed

Activities

COMPLETED THIS MONTH	• Gave presentation to the IFLI Recorders' conference in Alloa on 10th February • Prepared for briefing SNH's Scientific Advisory Committee in March • Received feedback from ALERC from their Directors Board Meeting on 24th January • Evolved our Benefits Dependency Network diagram to clarify objectives and benefits • Drafted a new leaflet 'An Overview of the SBIF Review' for use with all stakeholders • Started to draft the discussion section of the Questionnaire • Started to draft the Business Case, focusing on its structure and outline options • Set up Adobe Indesign to produce the Business Case for PDF and print • Researched biodiversity infrastructure facilities available in non-UK countries • Liaised with Jo Judge, Craig Macadam and Nick Fraser on advocacy next steps • Liaised with Susan Davies to progress forming an Advocacy Group • Liaised with Craig Macadam to arrange briefings for LINK and Rethink Nature groups • Tweeted from @sb_info_forum to share Review progress and news via #SBIFReview
NOT DONE THIS MONTH	• Book follow-up meeting with Robert Nicol at COSLA. • Booking of date with Scottish Government planning department staff not yet fixed • Produce summary infographics for the questionnaire and interview findings • Complete the discussion section and appendices of the Questionnaire • Publish all Literature Review, Interview and Questionnaire Findings
TO DO NEXT MONTH	• Complete the discussion section and appendices of the Questionnaire • Publish all Literature Review, Interview and Questionnaire Findings • Issue information paper in advance for SNH's March Scientific Advisory • Continue to draft the Detailed Business Case and overall recommendations • Liaise with key stakeholders to seek early comments to aid the business case • Review the Business Case at the March meeting of the SBIF Advisory Group • Prepare and give a presentation to the Tayside Recorders' Day in Perth on 17th March • Arrange date to brief the Scottish Environment LINK wildlife sub group • Keep key stakeholders sighted on progress via liaison and comms • Hold date for briefing Scottish Government stakeholders in May • Hold date for briefing the BRISC committee at their next meeting on 3rd April • Continue to tweet about the SBIF Review • Plan for closing down the Review and archiving review documentation • Plan for forming an Advocacy Group to develop and fulfil an Advocacy Plan (Paper 5) • Plan for continuing the 'Working Group' to keep general momentum and to support the Advocacy Group

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(a) 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)	DRAFT COMPLETED for early workshops but focus now transferred to the Detailed Business Case
Paper 3(b) 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)	IN PREP for use at the SBIF Advisory Group meeting on 15 March
Paper 4 Advocacy Plan	Advocacy Plan for our preferred option for a Biological Recording Infrastructure in Scotland (reporting on the advocacy arrangements needed and the potential decision-making process within Scottish Government)	Not started
Paper 5 Final Recommendations	Recommendations from the Review of the Biological Recording Infrastructure in Scotland (recommendations and implementation roadmap)	Re-ordered to be Paper 5 rather than Paper 6
Paper 6 Implementation Plan	Implementation Plan for our preferred option for a Biological Recording Infrastructure in Scotland (reporting on the transition arrangements needed and potential roadmap for their implementation)	Re-ordered to be Paper 6 rather than Paper 5
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 and Leaflets

The diagrams and leaflets below will also be available via https://nbn.org.uk/about-us/where-we-are/in-scotland/the-sbif-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.
- **SBIF Leaflet: Introducing the SBIF Review of the Biological Recording Infrastructure in Scotland**
- **SBIF Leaflet: An Overview of the SBIF Review.** *In prep; not yet available.*
- **SBIF Review Workshop Outputs** documenting the key messages from each workshop.
- **SBIF Review Interview Findings** documenting the results of key stakeholder interviews. *In prep; not yet available.*
- **SBIF Review Questionnaire Findings** documenting the results of the questionnaire. *In prep; not yet available.*
- **SBIF Review Benefit Dependency Network Diagram**. *In prep; not yet available.*
- **SBIF Review Detailed Business Case** documenting the recommendations of the Review. *In prep; not yet available.*