



Terms of Reference for Lincolnshire BAP Habitat Groups

Purpose

The purpose of the Biodiversity Action Plan (BAP) Habitat Groups is to provide a Forum for those with particular interest/expertise in this suite of Habitat and Species Action Plans (HAPs and SAPs) in the Lincolnshire BAP.

Responsibilities

The Habitat Group is responsible to the Lincolnshire Biodiversity Partnership Steering Group (LBP SG) for:

- Monitoring progress towards achievement of BAP targets;
- Initiating and coordinating action to achieve BAP targets;
- Developing and reviewing an annual work programme;
- Reporting progress towards targets to the LBP SG;
- Recommending revisions to current HAPs and SAPs;
- Developing new HAPs and SAPs, where relevant.

Individual members of the Group have responsibility for ensuring that their organisation reports on progress towards HAP/SAP targets.

Membership

- Membership is open to representative(s) from any partner organisation;
- The LBP SG shall be represented;
- The Group may invite others with interest/expertise in relevant HAPs/SAPs to attend meetings or become members of the Group;
- Lincolnshire Biodiversity Partnership staff shall attend meetings as appropriate.

Chair & Secretariat

- The Chair shall be elected annually by members of the Group at the first meeting following the LBP Forum;
- The Secretariat shall be provided by Lincolnshire Biodiversity Partnership staff;
- A minute-taker shall be appointed annually by the Group.

Reporting

- The Group shall report to the LBP SG;
- Reports of each meeting shall be available on request to LBP members

Frequency of meetings

The Group should meet at least twice per annum, in autumn (preceding the Annual Conference & Forum), and in February/March to determine progress towards targets and the work programme for the following year.