

## Advisory Committee Terms of Reference

1. To advise and support WSBRC on the delivery of its objectives (see below) by:
  - Ensuring that WSBRC has a sustainable future
  - Developing policies to guide recording practice across the county
  - Advising and supporting WSBRC on data management
  - Advising WSBRC on the needs of stakeholders
  - Facilitating the flow of biological records from other organisations
  - Reviewing the relevant Risk Register components annually at the request of the Conservation Committee

To report through to the Conservation Committee and Wiltshire Wildlife Trust Board of Trustees.

**The objectives of WSBRC** may be summarised as:

1. To gather, host, manage and disseminate accurate biological and geological data;
2. To support and encourage recording by many groups and individuals;
3. To support others in delivery of biodiversity gain by means of 1 to 2 above;
4. To encourage public engagement with nature through biological recording;
5. To facilitate the work of all WSBRC funders and other customers;
6. To develop and provide relevant services to the satisfaction of stakeholders and other users.

### **Membership of the Committee**

Membership of the Advisory Committee will include representation from current stakeholders which may vary year on year depending on funding and agreement status but will include Wiltshire Wildlife Trust and the Local Authorities. The WSBRC Manager will act to represent the County Recorder's group through direct contact with these individual recorders, to share information, to and from them with this Committee. The Committee may invite representation from other stakeholder organisations or groups where appropriate.

Each stakeholder organisation will normally have one representative at Committee meetings, although occasionally there may be a need for additional representatives to attend. The Advisory Committee will be chaired by a WWT trustee or in the absence of such, an attendee of the Conservation Policy Committee and will always be attended by the WSBRC Manager.