

Committee, Staff and Offices

Joint Nature Conservation Committee Members during financial year: April 2004 – March 2005

Mr A Darby	Chairman (from October 2004)
Dr E Andrews	Countryside Council for Wales (from November 2004)
Dr L Blakiston Houston	Council for Nature Conservation and the Countryside (Northern Ireland)
Reverend Dr S Burgess	Countryside Agency
Professor R Dodgshon	Countryside Council for Wales (to October 2004)
Sir M Doughty	English Nature
Professor P Doyle	Independent
Dr J Faulkner	Environment and Heritage Service (Northern Ireland)
Professor D Ingram	Independent (Acting Chairman to October 2004)
Mr J Lloyd Jones	Countryside Council for Wales
Dr J Markland	Scottish Natural Heritage
Dr M Moser	English Nature
Professor RJ Pentreath	Independent
Mr M Scott	Scottish Natural Heritage

Declaration of Interests:

Mr AMG Darby OBE – Chairman

- Self-employed farmer, Kemerton Court, Tewkesbury, GL20 7HY
- Lloyds of London Underwriter through Nameco (No. 222) Ltd. Membership No 54432Z
- Lloyds of London Underwriter Adrian Darby OBE. Membership No 17109C
- Chairman of Fieldfare International Ecological Development plc
- District Councillor with Wychavon District Council
- Self-employed print dealer trading as Darby Bird Art
- Adviser to Esmée Fairburn Charitable Trust for its UK Biodiversity Programme

- All farmed land under Countryside Stewardship: 65 acres at Upton Ham, Upton upon Severn, Worcs (part of Upton Ham SSSI); 55 acres on Bredon Hill (part of Bredon Hill SSSI)
- Trustee of the Kemerton Conservation Trust (KCT) in receipt of funds from English Nature under Aggregates Levy Sustainability Fund Grant Scheme for the management of the Kemerton Lake Nature Reserve which the KCT leases from Matthew Darby (son)
- Life Fellow and Vice President of the Royal Society for the Protection of Birds
- Life member and Chairman of the advisory Council of Plantlife International
- Member and former regional committee member of the National Trust
- Trustee of the Herpetological Conservation Trust
- Member of the following Wildlife Trusts – Brecknock, Gloucestershire and Worcestershire
- Member of the Wildfowl and Wetlands Trust, the British Trust for Ornithology and BirdLife International
- Member and former county committee member of the Country Land and Business Association
- Member of the Game Conservancy and the Campaign to Protect Rural England
- Member of the Farming and Wildlife Advisory Group, the Royal Agricultural Society of England, the Red Poll Cattle Society and the Rare Breeds Survival Trust
- Member of the Friends of Westonbirt Arboretum
- Judge of the Whitley Conservation Awards 2005
- Governor of Howick Trustees Ltd

Professor D Ingram OBE

- Master of St Catherine's College, Cambridge
- Chairman, Advisory Committee to the Darwin Initiative (Defra)
- Honorary Professor and Adviser on the Public Understanding of Science, University of Edinburgh
- Self-employed author of biological and horticultural books (Blackwell Scientific, Harper-Collins, Cambridge University Press, Klower, etc.)
- External Examiner, University of London, University of Reading, University of Cork
- Member, Forestry Commission Advisory Board
- Trustee of the World Conservation Monitoring Centre 2000 Trust (until June 2004)

- Member, Council of the University of Cambridge and Chair or Member of many of its Committees
- Visiting Professor of Environmental Sciences, Napier University, Edinburgh
- Visiting Professor in the Institute of Biomedical and Life Sciences, University of Glasgow
- Fellow, Royal Society of Edinburgh
- Fellow, Royal College of Physicians, Edinburgh
- Honorary Fellow, Royal Scottish Geographical Society
- Honorary Fellow, Royal Botanic Garden Edinburgh
- Honorary Fellow, Downing College, Cambridge
- Honorary Fellow, Worcester College, Oxford
- Honorary Fellow, Myerscough College, Preston

Professor J Pentreath

- Professor, The University of Reading
- Honorary Professor, University of East Anglia
- Chairman, Advisory Board of the Centre for Social and Economic Research on the Global Environment
- Trustee, Sir Alistair Hardy Foundation for Ocean Science
- President, Cornwall Wildlife Trust
- Member, International Commission on Radiological Protection

Professor P Doyle

- Self-employed geologist consultant, contracted to HMCE for aggregates work
- Self-employed editor for Blackmells Ltd, Oxford, editing 'Geology Today' magazine
- Self-employed freelance TV consultant, working on geological projects
- Self-employed education consultant, working for University of Greenwich and London South Bank University
- Self-employed author of books and articles
- Chairman, Geoconservation Commission, Geological Society of London
- Chair, Greater London Regionally Important Geological and Geomorphological Sites (RIGS) Group

Dr L Blakiston Houston

- Director, Blakiston Houston Estate Co.
- Director (non executive), Sustrans
- Chairman, Council for Nature Conservation and the Countryside
- Shareholder, Morton Hall Estate
- Shareholder, KMM Marengo, Environmental Consultants, Belfast

Dr J Faulkner

- Director of Natural Heritage in Environment and Heritage Service
- Investor in Ecological Building Society
- Member of Institute of Biology
- Member of Butterfly Conservation
- Member of Botanical Society of British Isles
- Member of Ulster Wildlife Trust
- Member of RSPB
- Member of Woodland Trust
- Member of National Trust
- Member of Ulster Grassland Society
- Member of Royal Horticultural Society
- Trustee, Armagh Natural History and Philosophical Society

Registers of the interests of the members appointed from the Countryside Agency, the Countryside Council for Wales, English Nature and Scottish Natural Heritage are maintained by those agencies and are open for public inspection through:

- **Felicity Carr**, Countryside Agency, John Dower House, Crescent Place, Cheltenham, Gloucester, GL50 3RA
- **Barbara Roberts**, Countryside Council for Wales, Maes Y Ffynnon, Ffordd Penrhos, Bangor, LL57 2DN
- **Cathy Morgan**, English Nature, Northminster House, Peterborough, PE1 1UA
- **Iain Rennick**, Scottish Natural Heritage, Hope Terrace, Edinburgh, EH9 2AS

JNCC Offices

Headquarters

Joint Nature Conservation Committee
Monkstone House
City Road, Peterborough, PE1 1JY
Tel: +44 (0)1733 562626 Fax: +44 (0)1733 555948

Web: www.jncc.gov.uk

Scottish office

Joint Nature Conservation Committee, Dunnet House
7 Thistle Place, Aberdeen, AB10 1UZ
Tel: +44 (0)1224 655704 Fax: +44 (0)1224 621488

Brussels office

UK Nature & Landscape Office
Hugh Laxton
Ave des Gaulois/Gallierslaan 18, 1040 Bruxelles/Brussel, Belgium
Tel: +32 (0)2 738 74 80 Fax: +32 (0)2 738 74 87

Staff assigned to JNCC 2004/05

The number of staff working at the JNCC support unit at 31st March 2005 was 117. This comprised 107 permanent and 10 fixed term staff, of which 66 were assigned from English Nature, 36 from Scottish Natural Heritage, and 15 from the Countryside Council for Wales.

Senior JNCC staff 2004/05

Managing Director	Deryck Steer
Director of Science/ Acting Managing Director	Malcolm Vincent
Director of Resources and External Affairs	Marcus Yeo

Management Services

Head of Planning & Resources	Brian Lawrence
Senior Personnel Manager	Trish Williams
Finance and Procurement Manager	David Burton
Organisational Change Manager	Sue McQueen
Communications Manager	Alex Geairns
Information Manager	Lawrence Way

Advisers

Head of Habitats Advice	Wyn Jones
Head of Species Advice	Ian McLean
Head of International Advice	Vin Fleming
Head of Earth Science and Coastal Advice	Tony Weighell
Head of Marine Advice	Mark Tasker
Head of Seabirds and Cetaceans	Jim Reid
Head of Marine Habitats	David Connor
Head of Biodiversity Information Service	Paul Rose
European Co-ordinator	Hugh Laxton
International Adviser	Steve Gibson
Reporting Standards Manager	James Williams
Recorder Project Manager	Stuart Ball
Web Service Project Manager	Steve Wilkinson
Knowledge Manager	Andy Webb
Geological Conservation Review Manager	Neil Ellis
MESH Project Co-ordinator	Jon Davies
Senior Ornithological Adviser	David Stroud
CITES Adviser	Alison Littlewood
Seabird Colony Team Leader	Ian Mitchell
Senior Offshore Adviser	Zoe Crutchfield
Senior Habitats Adviser	Ian Strachan
Senior Biodiversity Officer	Ant Maddock
Tracking Mammals Partnership Co-ordinator	Jessa Battersby
Biodiversity Research Co-ordinator	Richard Ferris
Air Pollution Officer	Clare Whitfield
Ecosystems Officer	Diana Mortimer
Marine Strategy & Sites Co-ordinator	Charlotte Johnston
Marine Fisheries Adviser	Eunice Pinn
Marine Fisheries Adviser	Lee Hastie
Marine Monitoring Officer	Jane Hawkridge

Lead Agencies

Pesticides and Toxic Chemicals	Jennifer Best (English Nature)
GMOs	Brian Johnson (English Nature)

Lead Co-ordination Networks (chairs)

Freshwater	Phil Boon (SNH)
Uplands	Des Thompson (SNH)
Soils	John Gordon (SNH)
Lowland Grasslands	Tim Blackstock (CCW)
Woodlands	Keith Kirby (English Nature)

Lowland Wetlands	Roger Meade (English Nature)
Lowland Heathlands	Isabel Alonso (English Nature)
Air Pollution	Simon Bareham (CCW)
Coastal	Tony Weighell (JNCC)

For the current list of JNCC Committee members and an extended list of staff, please refer to www.jncc.gov.uk

Public access to environmental information

Background

As a public body with responsibilities for the environment, the JNCC is subject to the Environmental Information Regulations 2005, the Freedom of Information Act 2000 and the Code of Practice on Access to Government Information.

The Regulations, Code and Act give the public a general right of access to environmental information held by the JNCC, unless there are “substantive reasons for refusing” or the request falls under one of the specific exemptions. The JNCC is obliged to respond to requests and to give a full written explanation for refusal or restriction of access.

The JNCC approach

The JNCC welcomes these initiatives and is working to ensure that its policy on the application of the Environmental Information Regulations, the Freedom of Information Act and the Code of Practice is consistent with those of the Countryside Council for Wales, English Nature and Scottish Natural Heritage. Registered under the Data Protection Act, the JNCC has an open commitment to managing its data in a responsible way. The JNCC meets at least twice a year with the country conservation agencies to develop ideas for improving information management and disclosure and to share best practice ideas.

We aim to make information available on request unless there are compelling reasons to refuse – for instance if disclosure would breach an existing legal duty of confidentiality. Enquiries may be referred back to the customer if fulfilling the request is likely to create an unreasonable amount of work and/or if a charge is likely to be made. Enquirers may also be referred to the agency or contracting body that holds the original data, if appropriate.

None of the requests for information received during the year specifically cited the Environmental Information Regulations,

the Freedom of Information Act or the Code of Practice on Access to Government Information. All requests were responded to in accordance with our service standards (see below).

The JNCC publishes a range of information as research reports, books and leaflets. A publications catalogue is available from Communications Team, JNCC, Monkstone House, City Road, Peterborough PE1 1JY, tel: 01733 562626, fax: 01733 555948, e-mail: communications@jncc.gov.uk. Our book distributor is NHBS Ltd, 2-3 Wills Road, Totnes, Devon TQ9 5XN, tel: 01803 865913, fax: 01803 865280, www.nhbs.com or www.nhbs.co.uk. In addition, much information can be freely accessed on our website, www.jncc.gov.uk, and those that we host for other bodies, for example the UK Biodiversity Partnership (www.ukbap.org.uk) and the Convention on Biological Diversity Clearing House Mechanism (www.chm.org.uk).

Prompt payment code

The JNCC implements the CBI’s ‘Prompt Payers’ guidelines and our policy is to ensure, as far as possible, that all payments are made by the due date. This policy is known throughout the organisation and we have a formal complaints procedure which enables us to deal with suppliers’ complaints very quickly. During the year we paid 83% of all invoices by the due date, which is a 4% decrease on the previous year.

Service Standards

(in operation since 1 April 1997)

The standard we aim for is:

General

Staff will provide an efficient and friendly service. The operating language will normally be English.

Office Hours

Monkstone House and Dunnet House will be open from 9am-5pm Monday-Thursday and 9am-4.30pm on Friday. Outside these hours and on public holidays an answering machine service will operate.

Telephone Calls

Telephone calls will be answered promptly and courteously. Staff will answer with their name and endeavour to respond to the call satisfactorily or take prompt action to achieve this.

Correspondence and Information

A full reply to correspondence will be provided within requested deadlines and, otherwise, within 20 working days. If more time is needed before a full response can be made, a date for this will be agreed with the correspondent. The JNCC is committed to the policy of open Government, and to facilitating access to our information as required by law.

CITES Advice

We will provide on-line advice to Defra on c.32,000 licence consultations p.a. to agreed service standards (90% within 5 days, 8% within 10 days) seeking to ensure that no species of wild fauna becomes or remains subject to unsustainable exploitation because of international trade involving the UK.

Publications

Reports of commissioned work will be disseminated in a publicly available form within six months of acceptance of the texts from the authors. Proceedings of seminars and conferences will be published within nine months of the event. Book volumes will be published within one year of acceptance of the text.

Leaflets and research reports will be despatched as soon as possible and, in any event, within 10 working days of receipt of a request.

Invoices

All invoices from suppliers of accepted goods and services will be paid within any discount period and, in any event, by the due date.

Complaints

If you feel you have not received the promised level of service from JNCC, please raise the matter in the first instance with the person who provided the service, who will respond within 10 working days. If your complaint is not resolved satisfactorily please contact the Business Unit who will respond within 10 working days. In the last resort a complainant can seek redress through their Member of Parliament and the Parliamentary Commissioner for Administration (Ombudsman).

Audited Accounts

Foreword

These accounts were audited by NAO as part of the accounts of English Nature, which were signed by the Comptroller and Auditor General on 30 June 2005.

1. History and Statutory Background

The Joint Nature Conservation Committee was established by the Environmental Protection Act 1990 to deliver the special functions of the three Conservation Councils for England, Scotland and Wales and under Section 133(3), to advise the Councils on matters which concern nature conservation for Great Britain as a whole or nature conservation outside Great Britain. The Committee became fully operational on 1 April 1991. Following the passing of the Regulatory Reform Order (JNCC) 2005, a Company Limited by Guarantee, the JNCC Support Co., was formed, to enable the Joint Committee to deliver the special functions more efficiently in the future. It was incorporated on 2 March 2005 and commenced operations on 1 April 2005.

2. Funding

The Committee receives the majority of its funding from the three Conservation Councils: English Nature, Scottish Natural Heritage and the Countryside Council for Wales. The amount of grant available in each financial year is ring-fenced in the three Councils' main Supply Estimates. The Environment and Heritage Service, Northern Ireland also contributes to the general funding of the Committee. An increasing proportion of income is received from various other sources and these are detailed in the accounts. Funding from other sources is normally linked to particular projects. The assets and liabilities of the Committee are owned by the three Conservation Councils in direct proportion to their funding for the year.

3. Results and Appropriations

In conducting its activities the Committee complies with the guidance laid down in its financial memorandum operational from 1 April 1991, updated where appropriate by the English Nature Financial Memorandum, 2003, pending agreement of a new JNCC Financial Memorandum. These financial statements relate to the year ended 31 March 2005 during which the

revenue expenditure of the Committee totalled £7,594,000, and income, including revenue grant in aid of £5,895,000, amounted to £7,502,000, leaving an operating deficit for the year of £92,000. Expenditure includes a charge for notional cost of £19,000 in respect of the cost of capital employed. Following adjustment for notional costs and interest receivable of £14,000, and a loss on disposal of fixed assets of £11,000, the retained surplus for the financial year was £42,000. A retained surplus of £95,000 was brought forward from the previous financial year, giving a retained surplus carried forward of £137,000.

4. Transfers

Included in the gross income and expenditure within the Income and Expenditure Statement are transfers which were made to and from provisions and reserves. A total of £112,000 was transferred from the deferred government grant account to the income and expenditure account in 2004/05 to cover in year depreciation, the release of unexpended depreciation, and the impairment of asset values.

5. Fixed Assets

In 2004/05 the Committee spent £18,000 on computer equipment, £48,000 on software licenses and £1,000 on scientific and office equipment.

6. Payment of Creditors

The Committee follows the principles of the Better Payment Practice Code, and the policy is to ensure that all payments are made by the due date. This policy is known throughout the organisation and there is a formal complaints procedure to enable suppliers' complaints to be dealt with very quickly. 83% of invoices were paid within the due date in 2004/05; this is a decrease of 4% on the previous year.

7. Functions

The Joint Nature Conservation Committee (JNCC) is the statutory committee through which English Nature, Scottish Natural Heritage and the Countryside Council for Wales exercise their special functions. The special functions are defined by Section 133 of the Environmental Protection Act 1990. The JNCC is responsible for advice and research on international and Great Britain-wide nature conservation matters and for common standards for science and monitoring.

8. Review of Activities

During 2004/05 the JNCC made a significant contribution to nature conservation on both the national and international levels via an extensive and varied programme of work.

Key achievements realised during the year are listed below.

Providing advice on international nature conservation issues

- Provided influential support to Defra at meetings of the Convention on Biological Diversity's Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA) and at EU preparatory meetings.
- Participated in the UK delegation to the 13th Conference of Parties to the Convention on International Trade in Endangered Species (CITES).
- Responded to over 32,000 CITES licence consultations within service standards (compared to 27,400 consultations in 2003/04).
- Made substantial progress in progressing an OSPAR-wide programme to map the distribution of 14 priority habitats, including the development of a web-based mapping facility.
- Completed a review of non-native species in the UK's Overseas Territories.

Furthering nature conservation in a European context

- Working with the country agencies, made a significant contribution to reviews of the Lisbon strategy, the EU Sustainable Development Strategy and the EU BAP on Economic and Development Co-operation, and made preparations for the UK Presidency of the EU.
- Recommended five potential offshore Special Areas of Conservation to Defra.

Providing scientific advice on the sustainable use of natural resources

- Provided responses to statutory consultations on offshore industries, including 57 Environmental Impact Assessments (EIA), 326 EIA dispensations, 78 oil spill contingency plans, 87 dumping consents and 173 seismic applications.

- Provided advice to Government on the 5th Strategic Environmental Assessment of offshore energy.
- Worked closely with Defra to ensure that nature conservation interests were taken fully into account in the development of air pollution policies and guidance.
- Successfully promoted the Ecosystem Approach sourcebook at a SBSTTA meeting.

Developing common standards for nature conservation and co-ordinating UK approaches

- Continued to support the UK Biodiversity Research Advisory Group, completed a socio-economic research strategy, and organised a successful meeting to discuss the latest research findings for woodland Species Action Plans.

Assessing the status of UK biodiversity and earth heritage

- As lead partner, successfully established the EU-funded Mapping European Seabed Habitats (MESH project), with 12 partners across five countries.
- Published the first overview report for the UK mammal surveillance programme (Tracking Mammals).
- Produced a third interim report on the Common Standards Monitoring programme.

Making nature conservation information accessible

- Improved update mechanisms for the National Biodiversity Network Gateway and undertook work to enhance the Gateway's reliability and performance.
- Implemented a content management system for the JNCC website and revised its content so that it provides balanced coverage of UK nature conservation issues.

Supporting the JNCC's business by providing high-quality services

- Changed JNCC management structures and corporate planning processes in line with the JNCC's strategy.
- Established a company limited by guarantee and successfully managed the transfer of staff to the new organisation.

9. Future developments

2005/06 will be a year of change for JNCC. On 1 April 2005 the recently formed JNCC Support Co started to operate and the majority of staff assigned from the three country agencies and working for the JNCC transferred to the new company. This is a great change for JNCC because the new support company is able to employ its own staff and to issue contracts in its own name. Staff within JNCC have been working to establish new policies in areas such as corporate governance, finance and personnel for the new company.

For 2005/06 JNCC will be focusing on the priority issues arising from the recently approved corporate strategy. Over the next few years the JNCC will be working towards the achievement of these priorities. Our key targets for 2005/06, analysed over the JNCC's eight strategic objectives, include the following.

Vision of nature conservation

- Develop and renew a shared vision for our wildlife and natural features and champion it to Government and other organisations.

Provision of information

- Ensure that Government bodies and other organisations are provided with scientifically robust information on nature conservation issues to assist them in making decisions to protect and enhance the environment.
- Produce initial frameworks for marine and terrestrial habitat surveillance.
- Set up data management, licensing and exchange practices with key suppliers of biological and geological diversity data to improve the collection, dissemination and analysis of data.

European and international influencing

- Provide on-line advice to Defra on approximately 32,000 CITES licence consultations in accordance with agreed service standards.
- Provide high-quality scientific support to Defra to enable effective implementation of Multilateral Environmental Agreements.

- Provide support for the UK Presidency of the European Union and the G8 group of countries.
- Provide advice to Defra and others on the implementation of the Convention on Biological Diversity in Europe.
- Support Defra's World Summit on Sustainable Development international biodiversity delivery plan and the 2010 Gothenburg and Kiev targets.

UK co-ordination

- Complete publication of the final volumes of the Geological Conservation Review series.
- Prepare the first UK-wide Common Standards Monitoring report on the condition of designated sites.
- Work with Government and other bodies to establish a coherent suite of biological and geological targets covering existing international obligations.
- Develop a strategy for using socio-economic information to support nature conservation advice and the development of conservation strategies.

Nature conservation beyond territorial waters

- Act as lead partner for an EU INTERREG-funded project to develop a framework for Mapping European Seabed Habitats (MESH) and deliver the second year's work programme.
- Develop a broad-scale marine landscape map for the UK Continental Shelf.
- Start work on developing finer scale marine habitat maps and establish mechanisms for their update.
- Identify and establish an initial network of Marine Protected areas to fulfil OSPAR Commission requirements.
- Start work on recommendations to Government for Special Protection Areas and Special Areas of Conservation in the offshore marine zone.

Nature conservation in the Overseas Territories

- Undertake an analysis of the JNCC's role and future direction in supporting nature conservation work in the Overseas Territories and Crown Dependencies.
- Provide to UK Government Departments and others scientific advice to support the implementation of Environmental Charters and Multilateral Environmental Agreements extending to a particular territory.

UK's Global Impact

- Identify where the UK's use of global natural resources affects global biological and geological diversity in a substantial way and prepare an issues list for priority action.
- Develop a list of sustainable development practices relevant to the management of biological and geological diversity.

Support Services

- Carry out a review and make recommendations for office accommodation for JNCC.
- Identify and adopt suitable environmental indicators for the JNCC so that the organisation's environmental performance can be monitored and benchmarked against other similar organisations.

10. Committee Members

Committee Member	Appointment Dates
Mr A Darby	1 October 2004 – 30 August 2007*
Dr E Andrews	5 November 2004 – 30 September 2005
Dr L Blakiston Houston	27 May 2002 – 27 May 2008
Rev Dr S Burgess	13 September 2004 – 12 September 2007
Prof R Dodgshon	1 April 2003 – 31 October 2004
Sir M Doughty	8 May 2001 – 7 May 2007
Prof P Doyle	1 April 2003 – 31 March 2006*
Dr J Faulkner	1 April 1991 – 31 March 2005
Prof D Ingram	1 April 2002 – 31 March 2008*
Mr J Lloyd Jones	28 February 2000 – 28 February 2007
Dr J Markland	1 April 1999 – 30 September 2006
Dr M Moser	31 March 2001 – 31 March 2008
Prof RJ Pentreath	1 April 2000 – 31 March 2006*
Mr M Scott	9 September 2000 – 31 March 2005

Legislation requires the appointment of 11 voting members to the Joint Nature Conservation Committee. These comprise the Chairman of the Committee and three independent members, all appointed by the Secretary of State for Environment, Food and Rural Affairs; the Chairman and one other member of each of the Councils of English Nature and the Countryside Council for Wales and the Board of Scottish Natural Heritage, and the Chairman of the Countryside Agency. Legislation also requires the appointment of two non-voting members to the Committee; these are appointed by the Department of the Environment for Northern Ireland. The term of appointments is typically 3 years and members may be considered for re-appointment for one further term.

The Committee has adopted the Code of Best Practice for Board Members of Public Bodies issued by HM Treasury (since superseded by Guidance Codes of Practice for Board Members of Public Bodies issued by the Cabinet Office), for the purposes of corporate governance. The Committee maintains a Register of Interests of its Chairman, and of the Independent and Northern Ireland members. Registers of Interests are also maintained by the country agency Councils and Boards for their members. The Committee's Register of Interests is open to public inspection through the Committee Secretary and published in the Annual Report. Four formal Committee meetings take place annually and the achievement of targets and objectives is reviewed biannually.

11. Corporate Governance

The Committee's corporate governance arrangements are incorporated within the Statement of Internal Control.

*The Joint Nature Conservation Committee are only responsible for the remuneration of Independent Members indicated by * (see left), members sponsored by the country agencies are remunerated directly by those agencies.

Statement on Internal Control

Scope of responsibility

As Managing Director, I have responsibility for maintaining a sound system of internal control that supports the achievement of the policies, aims and objectives of the Joint Nature Conservation Committee (JNCC), set by the Joint Committee, whilst safeguarding the public funds and assets for which I am responsible, in accordance with the statement of accounting responsibilities placed upon me by the Chief Executive of English Nature on behalf of the Accounting Officers of English Nature, Scottish Natural Heritage and the Countryside Council for Wales, in accordance with the responsibilities assigned to those Accounting Officers in Government Accounting.

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the JNCC's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the JNCC for the year ended 31 March 2005 and up to the date of approval of the annual report and accounts, and accords with Treasury guidance.

Capacity to handle risk

Leadership

Leadership is given to the risk management process by its being embedded into each part of the management, planning and reporting process. Responsibilities thus clearly relate to me as analogous Accounting Officer and in addition the relationship of risk as an integral part of management and delivery is reinforced.

Staff training

Guidance explaining the responsibilities of risk managers has been produced and there is an ongoing training programme to meet the organisation's requirements on project and risk management.

The risk and control framework

JNCC's risk management strategy has been drawn up and implemented in line with Treasury guidance. Key elements of the strategy include:

- maintenance of an organisation-wide risk register, comprising high-level corporate risks and medium/low risks, that is comprehensively reviewed on an annual basis;
- assignment of risk owners to each risk (members of Management Board for corporate risks, appropriate managers for low/medium risks);
- quarterly reports from managers on the steps they are taking to manage risks in their areas of responsibility, including progress reports on key projects;
- quarterly discussion by the JNCC's Management Board to identify and keep up to date the record of risks facing the organisation;
- embedding of risk management in key projects, through the development of specific risk registers and control measures;
- consideration of risk at the project proposal stage;
- implementation of a robust prioritisation methodology for JNCC's work based on risk ranking and cost-benefit analysis.

The JNCC takes a balanced approach to managing risk, accepting that major risks affecting the organisation must be controlled, but that exposure to some risks is necessary to enable the effective delivery of its objectives. The risk register specifically addresses the risk of delays to decision-making and missed opportunities through excessive caution. During 2004/05, the main risk priorities for the JNCC related to relationships with stakeholders, funding, alignment to Government priorities, staffing issues, information

management and the implementation of the recommendations of the Financial, Management and Policy Review.

The JNCC's system of internal financial control is based on a framework of regular management information, administration procedures including the segregation of duties, and a system of delegation and accountability. In particular, it includes:

- comprehensive budgeting systems with an annual budget which is reviewed and agreed by the Management Board;
- regular reviews by the Management Board of periodic and annual financial reports which indicate financial performance against the forecasts;
- setting targets to measure financial performance and timeliness of target completion.

Review of effectiveness

As Managing Director, I also have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the executive managers within the JNCC Support Unit who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implication of the result of my review of the effectiveness of the system of internal control by the Joint Committee (including its Audit and Resources sub-group), and English Nature's Audit and Risk Management Committee, and a plan to address weaknesses and ensure continuous improvement of the system is in place.

Control of the process for maintaining and reviewing the effectiveness of the system of internal control is exercised by the following:

The Joint Nature Conservation Committee

Members of the Joint Committee have overall responsibility for the agreement of risk priorities and resources, as set out in the Corporate Plan, and monitor performance against this throughout the year. The Joint Committee receives a half yearly report on performance management which includes a report on the status of risks. From June 2004 all Committee papers were placed within a risk context.

The Audit and Resources sub-group of Committee considers risk, staffing and other resource issues. It receives half-yearly risk reports and proposes the annual review of the risk register to the full Committee.

Chief Executives of the Country Agencies

I meet quarterly with Chief Executives from English Nature, Scottish Natural Heritage and the Countryside Council for Wales in their capacities as Accounting Officers.

The Audit and Risk Management Committee

The English Nature Audit and Risk Management Committee acts on behalf of the three conservation agencies in relation to the JNCC and has an exclusively non-executive membership. It raises concerns and issues as necessary with the Accounting Officer of English Nature. Its terms of reference require internal control and risk management to be considered on a regular basis throughout the year. A representative of the JNCC attends the English Nature Audit and Risk Management Committee meetings, and periodic reports from the Chairman of the Committee are received by the Managing Director of the JNCC. These reports concern internal control, and a status report from the JNCC is presented to every meeting of the English Nature Audit and Risk Management Committee to advise the steps taken to manage risk within the JNCC, including a progress report on each corporate risk.

Management Board

The JNCC has a Management Board, consisting of the Managing Director and two executive directors who meet monthly to consider the organisation's strategic direction, plans, processes and procedures. Progress against targets and budgets is also monitored at these meetings. The Management Board has responsibility for managing, reviewing and assessing the corporate risks of the organisation.

Internal Audit

Internal Audit of the JNCC and its Support Unit is carried out by representatives from the internal audit functions of the three agencies. They submit regular reports by the appointed internal auditors in accordance with the requirements of Government Internal Audit Standards (GIAS). The reports include the opinions of senior internal auditors representing English Nature, Scottish Natural Heritage and the Countryside Council for Wales concerning the adequacy and effectiveness of the JNCC's system of internal control together with recommendations for improvement.

Significant internal control problems

As a result of the JNCC's Financial, Management and Policy Review (FMPR), new organisational structures and processes will be put in place from 1 April 2005, including the establishment of a company limited by guarantee. This has involved significant and far reaching internal control issues. The issues fell into two areas: the potential disruption to the work and service delivery of the JNCC in the short term as a result of workload and uncertainties arising from the organisational change, and the risks that the proposals might pose to the JNCC's delivery in the longer term. The programme was managed effectively by an internal project team and overseen by a sub-group of the Joint Committee. JNCC Support Co. was incorporated on 2 March 2005 and the Company Board appointed on 23 March 2005.

Mr D Steer
Managing Director
30 June 2005

JNCC Financial Statements

Income and Expenditure for the year ending 31 March 2005

	Notes	04/05 £000	04/05 £000	03/04 £000
Gross income				
Grant in aid	15	5,895		5,664
European Union funds		810		0
Income from activities	2	797		909
			7,502	6,573
Expenditure				
Conservation support	3	2,506		1,978
Information and publicity	4	191		218
Staff costs	5.1	3,503		3,209
Other operating costs	6	1,275		1,175
Depreciation	7	84		98
Impairment of asset values	7	16		
Notional costs	8	19		18
			7,594	6,696
(Deficit) on operating activities			(92)	(123)
(Loss) on sale of fixed assets			(11)	
Interest receivable			14	12
Add back notional costs	8		19	18
Appropriations				
Transfer from government grant reserve	9		112	98
Retained (deficit)/surplus for the financial year			42	5

Statement of Total Recognised Gains and Losses

	2004/2005 £000	2003/2004 £000
(Deficit)/Surplus for the financial year	42	5
Grant for capital assets (Note 9)	67	190
Net (loss)/gain on revaluation of assets (Note 9)	(6)	12
Transfer from Government Grant Reserve	(112)	(98)
Total gains and losses relating to the year	(9)	109

The accounting policies and notes on pages 42 to 47 form part of these financial statements.

Balance Sheet as at 31 March 2005

Notes	04/05 £000	04/05 £000	03/04 £000
Fixed assets			
Intangible assets	7.1	61	33
Tangible assets	7.2	353	432
Total fixed assets		414	465
Current assets			
Stocks	11	120	94
Debtors	12	940	772
Cash at bank and in hand		118	18
		1,178	884
Creditors			
Amounts falling due within one year	13	(1,041)	(782)
Net current assets		137	102
Total assets less current liabilities		551	567
Creditors			
Amounts falling due after one year			
Provision for pension costs		0	(7)
Total assets less liabilities		551	560
Capital and reserves			
Government Grant Reserve	9	414	465
Income and expenditure account	10	137	95
		551	560

The accounting policies and notes on pages 42 to 47 form part of these financial statements.

Cash Flow Statement for the year ended 31 March 2005

	04/05 £000	03/04 £000
Operating activities		
Grant in aid received	5,895	5,664
Receipts	1,443	636
Payments	(7,243)	(6,361)
Net cash inflow/(outflow) from operating activities	85	(61)

(See Note 1)

Returns on investments

Interest received	14	12
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Capital expenditure

Payments to acquire fixed assets	(67)	(190)
Proceeds from sale of fixed assets	1	

Net cash (outflow) before financing

	33	(239)
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Financing

Government grants received and applied to the purchase of fixed assets	67	190
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Increase in cash and cash equivalents	100	(49)
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(see Note 2)

The notes below form part of this statement.

Note 1 to the Cashflow Statement

Reconciliation of operating surplus to net cash (outflow) from operating activities:

	04/05 £000	03/04 £000
Operating (deficit)	(92)	(123)
Depreciation charge	84	98
Impairment of asset values	16	
Decrease/(Increase) in stocks	(26)	8
(Increase) in debtors	(168)	(281)
Increase in creditors	259	212
Notional costs	19	18
Increase in pension provision	(7)	7

Net (outflow) from operating activities	85	(61)
---	----	------

Note 2 to the Cashflow Statement

Reconciliation of net cash flow to movement in net funds

	At 1 Apr 2004 £000	Cashflows £000	At 31 Mar 2005 £000
Cash at bank and in hand	18	100	118

Notes to the Financial Statements

1. Statement of accounting policies

Basis of accounting

- 1.1 i) The financial statements are intended, without limiting the information given, to meet the requirements of the Companies Act 1985 and 1989 and the Statements of Standard Accounting Practice and Financial Reporting Standards issued or approved by the Accounting Standards Board, insofar as these requirements are appropriate. These accounts reflect changes in the 'Executive NDPB Annual Reports and Accounts Guidance'.
- ii) The financial statements have been prepared under the historical cost convention, as modified by the revaluation of fixed assets to market value, or, where material, uplifted by an appropriate index. Revaluations of tangible fixed assets are taken to a Government Grant Reserve.

Assets and liabilities

- 1.2 The Committee is not a body corporate and cannot enter into any contracts or liabilities in their own right. All such commitments are entered into by the three country agencies on their behalf. All assets and liabilities are shared between the three country agencies as follows: English Nature – 56.61 per cent; Scottish Natural Heritage – 29.03 per cent; and Countryside Council for Wales – 14.36 per cent.

Fixed assets and depreciation

- 1.3 Depreciation is provided on all tangible and intangible fixed assets other than land at rates calculated to write off the cost or valuation of each asset evenly over its expected useful life as follows:

Improvement to leasehold properties	depreciated over life of individual leases (1-49 years)
Computer equipment	5 years
Other equipment	5 to 10 years
Vehicles	5 years
Software licences	5 years

- i) Improvements to leasehold properties have been valued at depreciated historical cost and, where material, values are updated annually using indices for buildings and works contained within the Price Index Numbers for Current Cost Accounting published by the Office for National Statistics.
- ii) Computer equipment and furniture have been valued at depreciated historical cost and, where material, values are updated annually using Price Index Numbers for Current Cost Accounting published by the Office for National Statistics.
- iii) Other equipment and vehicles are valued at depreciated historical cost and, where material, values are updated annually using Price Index Numbers for Current Cost Accounting published by the Office for National Statistics.
- iv) Intangible assets in the form of software licences have been valued at depreciated historical cost and, where material, values are updated annually using Price Index Numbers for Current Cost Accounting published by the Office for National Statistics.
- v) Fixed assets costing less than £2,000, are charged to the income and expenditure account in the year of purchase.

Stock valuation

- 1.4 Stocks are valued using the lower of cost or net realisable value. The stock valuation is adjusted for obsolete stock, which is considered to be those stocks with levels of over five years worth of sales remaining and where it is considered unlikely that there will be any future income flow.

Bad Debts

- 1.5 Bad debts are written off to income and expenditure when they are at least 12 months old and they are considered uneconomic to recover.

Value Added Taxation (VAT)

- 1.6 As from 1 December 1995 the Joint Nature Conservation Committee has been registered for VAT purposes, on behalf of the three Councils as a partnership, and VAT returns are completed on a quarterly basis.

Grants receivable

- 1.7 Government grants received of a revenue nature are credited to income for the year to which they relate. Grants for depreciable capital expenditure are credited to a government grant reserve and are released to revenue over the expected useful life of a relevant asset by equal annual amounts. Funding received from the European Union is treated in a similar way to Government Grants, in that income is released from the Deferred Income account to match project expenditure during the year.

Research and development

- 1.8 The Committee write off all expenditure on research and development in the year it occurs.

Notional costs

- 1.9 In line with HM Treasury guidance 'Executive NDPB Annual Reports and Accounts Guidance', the Committee recognise notional costs with respect to cost of capital. *Cost of capital* – The financing structure of the Committee does not include specific interest bearing debt, but to ensure that the income and expenditure account bears an appropriate charge for the use of capital in the business in the year, a notional interest charge is included. In accordance with Treasury guidance, the calculation is based on a 3.5 per cent cost of capital on average net assets.

Operating leases

- 1.10 Rentals are charged to the income and expenditure account as incurred over the life of each lease.

Treatment of foreign exchange differences

- 1.11 Transactions that are denominated in a foreign currency are translated into sterling at the exchange rate on the date of the transaction. Any gains or losses on exchange are taken to the Income and Expenditure account in the year in which they are incurred.

Pension Arrangements

- 1.12 Under the arrangements of PCSPS an employer would pay Accruing Superannuation Liability Charges (ASLC) to the Cabinet Office based on the following ASLC bands and rates:

Band 1	£17,000 and under	12 per cent
Band 2	£17,001 to £35,000	13.5 per cent
Band 3	£35,001 to £60,500	6.5 per cent
Band 4	£60,501 and over	18.5 per cent

The scheme's actuary reviews employer contributions every four years following a full scheme valuation by the Government Actuary. The contribution rates reflect benefits as they are accrued, not when the costs are actually incurred and reflect past experience of the scheme.

Managing Risk in Financial Instruments

- 1.13 The Committee holds all surplus funds in an interest-bearing deposit account. The interest rate is fixed for the period of the contract at 2.0 per cent below base rate on amounts up to £200,000 and 0.5 per cent below base rate for amounts over £200,000. No other investments are made and so there is no exposure to interest rate risk.

Transactions that are denominated in a foreign currency are translated into sterling at the exchange rate on the date of the transaction.

2. Income from activities

	04/05 £000	03/04 £000
Sales of publications	64	61
Advice and other services	526	657
Other receipts	207	191
	797	909

Income from sales is stated net of VAT and trade discounts.

3. Conservation support

	04/05 £000	03/04 £000
Contracted out survey and research	1,688	1,824
Other costs	818	154
	2,506	1,978

4. Information and publicity

	04/05 £000	03/04 £000
Publications	176	192
Other publicity costs	15	26
	191	218

5. Staff

Staff costs

5.1 Direct costs of salaries excluding National Insurance:

	04/05 £000	03/04 £000
Chairman	39	35
Members	21	23
Staff	2,837	2,600
Social Security costs	224	197
Accruing Superannuation Liability Charge Payment	382	354
	3,503	3,209

All the Committee staff were employed by either English Nature, Scottish Natural Heritage or the Countryside Council for Wales.

Staff numbers

5.2 The average number of staff during the year was 115 (109 in 2003/2004). These were employed as follows:

	04/05 No	03/04 No
Permanent Staff:		
Management	17	17
Operational	60	56
Administration	27	26
IT	3	3
	107	102
Temporary and Contract Staff:		
Operational	5	6
Administration	3	1
	8	7
Total	115	109

During 2004/2005 the average number of permanent English Nature staff assigned to the Committee was 59, 33 were assigned from Scottish Natural Heritage and 15 from the Countryside Council for Wales.

Senior Staff

5.3 The salary and pension entitlements of the most senior members of the Committee are shown in the table opposite.

'Salary' includes gross salary and performance pay. The Committee is only responsible for the remuneration of the independent members. Members sponsored by the country agencies are remunerated directly by those agencies. The Committee is advised of the salaries of the Committee members by the Department for Environment, Food and Rural Affairs. No bonus payments were made.

The independent members are not members of the pension scheme. Pension benefits are provided through the Civil Service Pension (CSP) arrangements. From 1 October 2002, civil servants may be in one of three statutory based 'final salary' defined benefit schemes (classic, premium and classic plus). The schemes are unfunded with the cost of benefits met by monies voted by Parliament each year. Pensions payable under classic, premium and classic plus are increased annually in line with changes in the Retail Prices Index. New entrants after 1 October 2002 may choose between membership of premium or joining a good quality 'money purchase' stakeholder arrangement with a significant employer contribution (partnership pension account).

Employee contributions are set at the rate of 1.5% of pensionable earnings for classic and 3.5% for premium and classic plus. Benefits in classic accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum but members may give up (commute) some of their pension to provide a lump sum. Classic plus is essentially a variation of premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per classic.

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute

a further 0.8% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill-health retirement).

Further details about the CSP arrangements can be found at the website www.civilservice-pensions.gov.uk

A Cash Equivalent Transfer Value is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme.

A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the CSP arrangements and for which the CS Vote has received a transfer payment commensurate to the additional pension liabilities being assumed. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated within the guidelines and framework prescribed by the Institute and Faculty of Actuaries.

Remuneration and Pension Benefits	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Time commitment days per year
	Salary, including performance pay 2004/05 £k	Benefits in kind (rounded to nearest £100) 2004/05 £k	Salary, including performance pay 2003/04 £k	Benefits in kind (rounded to nearest £100) 2003/04 £k	Real increase in pension and related lump sum at age 60 £k	Total accrued pension at age 60 at 31/03/05 and related lump sum £k	CETV at 31/03/04 nearest £k	CETV at 31/03/05 nearest £k	Real increase in CETV after adjustment for inflation and changes in market investment factors nearest £k	
Committee Members: Chairman/Acting Chair										
Prof Ingram – Acting 01.01.04 to 30.09.04 21.02.05 to 31.03.05	20-25	n/a	15-20	n/a	n/a	n/a	n/a	n/a	n/a	58
Mr A Darby 01.10.04 to 31.08.07	15-20	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	48
Independent Members										
Prof D Ingram 01.10.04 to 31.03.06	0-5	n/a	15-20	n/a	n/a	n/a	n/a	n/a	n/a	12.5
Prof P Doyle 01.01.04 to 31.03.06	5-10	n/a	5-10	n/a	n/a	n/a	n/a	n/a	n/a	30
Prof R Pentreath 01.01.04 to 31.03.06	5-10	n/a	5-10	n/a	n/a	n/a	n/a	n/a	n/a	30
Senior Staff										
Mr D Steer	50-55	n/a	55-60	n/a	(5.0-7.5)	90-95	399	398	(27)	n/a
Dr M Vincent	50-55	n/a	n/a	n/a	10.0-12.5	90-95	337	405	47	n/a
Mr M Yeo	40-45	n/a	n/a	n/a	0.0-2.5	5-10	70	87	10	n/a

6. Other operating costs

	04/05 £000	03/04 £000
Members' travel and subsistence costs	4	7
Members' other support costs	0	8
Staff travel and subsistence costs	306	307
Staff support costs	94	126
Accommodation costs	418	342
Equipment and consumables	147	148
Postage and telephones	98	89
Other support costs	159	109
Audit fee	20	15
Library	8	7
Hospitality	24	17
Exchange gains	(3)	0
	1,275	1,175

No interest was payable in 2004/2005 or 2003/2004
There were no bad debts in 2004/2005 or 2003/2004

The above costs include:

	04/05 £000	03/04 £000
Operating lease rentals	219	183

7. Intangible and tangible fixed assets

7.1 Intangible fixed assets at cost or revaluation

	Software licences £000
As at 1 April 2004	48
Additions during year	48
Impairment	(11)
	85
Less depreciation as at 1 April 2004	15
Charge for the year	10
Less depreciation on impairment	(1)
As at 31 March 2004	24
Written down value as at 31 March 2005	61
Written down value as at 31 March 2004	33
Cumulative provision for impairment at 31 March 2005	(24)
Cumulative provision for impairment at 31 March 2004	(14)
Historic cost at 31 March 2005	106
Accumulated historic depreciation	(32)
Net historic cost at 31 March 2005	74

7.2 Tangible fixed assets at cost or valuation

	Improvements to leasehold premises £000	Computer equipment £000	Other equipment £000	Vehicles £000	Total £000
As at 1 April 2004	382	163	391	40	976
Additions during year		18	1		19
Less disposals		(46)	(109)	(19)	(174)
Revaluation	21		(7)	2	16
Impairment		10			10
As at 31 March 2005	403	145	276	23	847
Less depreciation as at					
1 April 2004	222	94	202	26	544
Charge for the year	11	24	35	4	74
Less depreciation on disposals		(42)	(101)	(19)	(162)
Depreciation on revaluation	29		(8)	1	22
Less depreciation on impairment		16			16
As at 31 March 2005	262	92	128	12	494
Written down values at 31 March 2005	141	53	148	11	353
Written down value as at 31 March 2004	160	69	189	14	432
Cumulative provision for impairment at 31 March 2005		(10)			(10)
Cumulative provision for impairment at 31 March 2004		(4)			(4)
Historic cost at 31 March 2005	311	285	268	22	886
Accumulated historic depreciation	(201)	(219)	(120)	(13)	(553)
Net historic cost at 31 March 2005	110	66	148	9	333

Operating leases:

As at 31 March 2004 the Committee had annual commitments under operating leases as set out below:

	Buildings £000
Operating leases which expire:	
Within one year	0
In the second to fifth year inclusive	32
Over five years	173

All leasehold buildings are short-term leases as defined in accounting policy Note 1.3 (Fixed assets and depreciation).

8. Notional costs

	04/05 £000	03/04 £000
Cost of capital	19	18
	19	18

9. Government grant reserve

	04/05 £000	03/04 £000
Balance brought forward at 1 April 2004	465	361
Arising on revaluations in the year and Capital grant received in the year and applied to the purchase of capital assets	(6)	12
	526	563
Transfer to Income and Expenditure: Depreciation for the year	84	98
Release of unexpended depreciation on assets disposed of in year	12	
Impairment of asset values	16	
Transfer from Income and Expenditure Account	112	98

Balance carried forward at
31 March 2004

	414	465
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10. Statement of retained surplus

	04/05 £000	03/04 £000
Retained surplus brought forward	95	90
Retained (deficit)/surplus for the financial year	42	5
Retained surplus carried forward	137	95

All income and expenditure is derived solely from continuing operations. There have been no material acquisitions or disposals in the year.

11. Stocks

	04/05 £000	03/04 £000
Publications	120	94

12. Debtors

	04/05 £000	03/04 £000
Trade debtors	824	427
Other debtors	22	231
Prepayments	94	114
	940	772

13. Creditors

	04/05 £000	03/04 £000
Trade creditors	851	645
Other creditors	24	36
VAT creditors	2	16
Deferred income	164	85
	1,041	782

14. Pensions provision

	04/05 £000	03/04 £000
Balance brought forward at 1 April 2004	7	0
New provision for 2004-05	0	7
Transfers out	(7)	0
Balance at 31 March 2005	0	7

15. Government grant in aid

Grant in aid receivable in respect of:	04/05 £000	03/04 £000
Grant in aid entitled to receive in cash terms	5,962	5,854
Gross grant in aid received 2003/2004	0	5,675
Gross grant in aid received 2004/2005	5,962	179
Capital expenditure	(67)	(190)
Released to Income & Expenditure Account	5,895	5,664

16. Reconciliation of movements in public funds

	04/05 £000	03/04 £000
Opening public funds	560	451
Movement on government grant account	(51)	104
Retained surplus/(deficit) for the financial year	42	5
Closing public funds	551	560

17. Grant in aid income

Breakdown of grant in aid income (excluding capital) attributable to the three Councils:	04/05 %	04/05 £000	03/04 £000
English Nature	56.61	3,337	3,282
Scottish Natural Heritage	29.03	1,711	1,598
Countryside Council for Wales	14.36	847	784
		5,895	5,664

18. Net revenue expenditure

Breakdown of net revenue expenditure incurred by the Joint Nature Conservation Committee on behalf of the three Councils:	04/05 %	04/05 £000	03/04 £000
English Nature	56.61	4,299	3,880
Scottish Natural Heritage	29.03	2,205	1,888
Countryside Council for Wales	14.36	1,090	928
		7,594	6,696

19. Contingent liabilities

For the financial year 2004/05 English Nature leased Monkstone House in Peterborough on behalf of JNCC for use as their main office facility. The landlord has, without consultation, increased the service charge on the property to fund work on improving the standard of the building. These improvements are the subject of dispute by JNCC. It is recognised the some work is required to refurbish the lifts, and a provision has been made to meet this cost. At the date of these accounts, the Directors believe that any further work is unnecessary.

It is not possible to quantify the cost of such work at this stage, nor estimate when it might be incurred, although it should be noted that to date JNCC has not provided for approximately £14,000 of disputed service charge which has been invoiced.

There were no contingent liabilities in 2003/04.

20. Losses and special payments

During the year there were 12 (5 in 2003/2004) losses or special payments identified valued at £8,615 (£2,191 in 2003/2004).

21. Intra-Government Balances

	Debtors: Amounts falling due within one year £000	Debtors: Amounts falling due after more than one year £000	Creditors: Amounts falling due within one year £000	Creditors: Amounts falling due after more than one year £000
Balances with other central government bodies	431	-	125	-
Total at 31 March 2005	431	-	125	-

There were no balances outstanding with local authorities, public corporations and trading funds or NHS trusts in 2004/05 or 2003/04. There were no balances outstanding with central government bodies in 2003/04.

22. Related party transactions

The Joint Nature Conservation Committee is the statutory committee through which English Nature, Scottish Natural Heritage and the Countryside Council for Wales exercise their joint functions.

The Committee receive their funding from these three Conservation Councils, which are Non-Departmental Public Bodies respectively sponsored by the Department for Environment, Food and Rural Affairs, the Scottish Executive and the Welsh Assembly.

The above bodies are regarded as related parties. During the year the Committee has carried out a number of material transactions with these bodies in the normal course of business.

During the year the Committee, in the normal course of its business, entered into material transactions with the following organisations in which Council Members, members of the key management staff or other related parties have a financial interest:

Table of Transactions between JNCC and Related Bodies

Individual staff/Committee Member	Corporate related body	Payable (Amount Owed by English Nature at 31/03/05)	Receivable (Amount Owed by English Nature at 31/03/05)	Nature of transaction
Mr D Steer, Trustee	National Biodiversity Network Trust	15 (15)	39 (45)	Goods & Services
Mr M Yeo, Trustee	National Biodiversity Network Trust	15 (15)	39 (45)	Goods & Services
Prof J Pentreath, Professor	University of Reading	18 (0)	0 (0)	Goods & Services
Dr J Faulkner, Member	Butterfly Conservation	16 (0)	0 (0)	Goods & Services

Performance against key targets for 2004/2005

Providing advice on international nature conservation issues

Provide scientific advice to Defra, devolved administrations and country agencies on the implementation of the Convention on Biological Diversity (CBD)	Target achieved	Provided influential support to Defra at meetings of the Convention on Biological Diversity's Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA) and at EU preparatory meetings.
Provide scientific advice to Government on UK, European and global Convention on International Trade in Endangered Species (CITES) policy and practice	Target achieved	Provided scientific support to the UK delegation to the 13th CITES Conference of Parties and participated in other global and EU meetings. Provided advice on over 32,000 CITES licence applications within service standards.
Provide the OSPAR lead on marine habitat classification and mapping, and by February 2005 complete a programme to map 14 priority habitats across the OSPAR area	Target substantially achieved	OSPAR-wide programme to map distribution of 14 priority habitats established and substantially progressed, including the development of a web-based mapping facility linked to the National Biodiversity Network Gateway.
Provide support to FCO and Overseas Territory governments on the development and implementation of conservation initiatives and conventions in the UK Overseas Territories, and in particular support the implementation of Environment Charters	Target achieved	JNCC review of non-native species in the Overseas Territories completed and made available to interested parties. Commented on various draft legislation and reports. Helped to assess funding bids for the Overseas Territories Environment Programme.

Furthering nature conservation in a European context

By providing high-quality technical advice, seek to influence the relevant thematic strategies of the 6th Environmental Action Programme, the EC Biodiversity Strategy and Action Plans, the EU Sustainable Development Strategy, and where possible debate on the new constitution for Europe, so that collectively they deliver nature conservation gains in the UK and across Europe	Target substantially achieved	Made a significant contribution to reviews of the EU Biodiversity Action Plan for Economic and Development Co-operation, the Lisbon strategy, and the EU Sustainable Development Strategy. Worked with the country agencies through the Inter-agency International Network on preparations for the UK Presidency of the EU.
Support full implementation of the Habitats Directive in the marine environment and especially beyond 12 nautical miles	Target achieved	Five potential offshore Special Areas of Conservation recommended to Defra. Contributed towards one chapter of a European Commission guidance document on implementing Natura 2000 in the marine environment.
Support full implementation of the Birds Directive in the marine environment and especially beyond 12 nautical miles	Target achieved	Work ongoing on implementing identification of inshore Special Protection Areas. Generic guidance on seaward extensions to breeding colony SPAs reviewed and refined.

Providing scientific advice on the sustainable use of natural resources

Provide advice to DTI, devolved administrations and others on about 40 Environmental Impact Assessments (EIAs), 400 EIA dispensations, 40 oil spill contingency plans, 30 dumping licences, 120 seismic applications and 30 miscellaneous items within timescales established in negotiation with customers	Target achieved	57 EIAs, 326 EIA dispensations, 78 oil spill contingency plans, 87 dumping consents, 173 seismic applications and 53 miscellaneous items advised upon through the year.
Provide advice to DTI to enable the 5th Strategic Environmental Assessment (SEA5) of offshore energy to be carried out prior to oil and gas licensing and further renewables licensing	Target achieved	Provided advice on SEA5 throughout the year. Harmonised work on SEA, Environmental Impact Assessments and Special Protection Areas in relation to wind farms and seabirds.
Provide advice to mitigate the damaging environmental impacts of air pollution	Target achieved	Worked with the Centre for Ecology and Hydrology and Defra to ensure that nature conservation interests were taken fully into account in the development of policies and guidance.

Promote the application of ecosystem management approaches in the UK through discussion with the CBD secretariat, country agencies, Government and others, and prepare best-practice guidance	Target achieved	Successfully produced an ecosystem approach sourcebook in collaboration with the CBD secretariat.
Developing common standards for nature conservation and co-ordinating UK approaches		
In partnership with Defra, promote and enable biodiversity research that supports the delivery of UK BAP objectives	Target substantially achieved	Continued to support the UK Biodiversity Research Advisory Group, completed a socio-economic research strategy and organised a successful meeting to discuss the latest research findings for woodland Species Action Plans.
Assessing the status of UK biodiversity and earth heritage		
With partner organisations, develop a framework and standards for the surveillance and monitoring of terrestrial, freshwater and coastal Annex I and BAP priority habitats	Target not achieved	Some preparatory work undertaken through development of the concept of favourable conservation status and discussion with Habitat Action Plan groups.
Establish an EU INTERREG-funded project to develop a framework for Mapping European Seabed Habitats (MESH) and deliver the first year's work programme	Target achieved	As lead partner, successfully established the MESH project, with 12 partners across five countries.
Publish the first overview report for the UK mammal surveillance programme (Tracking Mammals)	Target achieved	Report published in March 2005.
Develop a system for monitoring habitat, species and Earth heritage interest features on A/SSSIs, SACs, SPAs and Ramsar sites, in close collaboration with the country agencies and other organisations	Target substantially achieved	Prepared third interim report on work completed within the first 6-year monitoring cycle. Continued to develop guidance for monitoring interest features on designated sites. Preparatory work undertaken to develop a quality assurance programme.
Making nature conservation information accessible		
Deliver improvements to the National Biodiversity Network Gateway so that it meets the needs of JNCC and partner organisations	Target achieved	Major release version of Gateway launched in June 2004. Update mechanism improved so content can now be prepared by any data owner using a data checking tool, and significant work done to make the Gateway reliable, improve its performance and manage business continuity risks.
By December 2004, deliver the JNCC website via a content management system so that it contains balanced coverage of UK-level conservation issues and improves the ease with which detailed information and advice can be found	Target achieved	JNCC website and MESH website delivered within target time using a content management system and improvements made to address balance of subject coverage.
Support JNCC's business with high-quality services		
By December 2004, make the necessary changes to management structures and systems to facilitate implementation of the JNCC's strategy, and develop stakeholders' understanding of the strategy	Target achieved	New programme and project framework put in place. Management structures have been changed and through corporate planning JNCC's work has been aligned with the strategy.
By April 2005, implement the recommendations arising from the JNCC's Financial, Management and Policy Review	Target achieved	Company limited by guarantee became operational in April 2005, with successful transfer of staff to JNCC employment. Revised corporate governance, finance and HR procedures and policies established.

Research Contracts 2004/2005

Title	Contractor	Costs £
Scoping Study for Countryside Survey 2006	ADAS Consulting Ltd	5,000
Bat Conservation Trust	BCT	1,000
Bat Conservation Trust Partnership	BCT	80,000
Global Impacts Programme	Best Foot Forward Ltd	6,127
GCR Text Revision of Mineralisation in England & Wales	BGS	4,000
Analysis of Mammal Data Breeding Bird Survey 2004/05	BTO	6,474
Provision of Ornithological Services and Additional WeBs Support	BTO	588,477
Surveillance of threatened moths project	Butterfly Conservation	5,000
Review of BAP Priority and Invasive Species 2005	Butterfly Conservation	3,000
BRC Agreement	CEH	175,000
Monitoring Impacts of Air Pollution	CEH	4,000
Monitoring of Seabirds on the Isle of May	CEH	13,186
NBN Gateway Project	CEH	63,877
UK Butterfly Monitoring Scheme	CEH	38,000
Wildlife and Pollution 2004/05	CEH	52,896
Broadscale Biotope Mapping to the West of the Outer Hebrides	DARD	47,500
Monitoring of Breeding Success of Cliff-Nesting Seabirds	Dennis Paice	3,200
Copy-editing of the MNCR Sector 15 Volume	DJ Environmental	3,800
Updating & modifications to NBN Habitats Dictionary	Dorian Ecological Information	2,500
Text Writing/Update of Pleistocene Vertebrata GCR Volume	Dr D Schreve	2,345
Updating the National Review of Water Beetles	Dr G N Foster	2,000
Provision of Secretariat Services to the Rare Breeding Birds Panel	Dr M Ogilvie	9,040
Contribution to the Pesticides Lead Agency	English Nature	5,000
UK Habitat Mapping Video	Envision	28,623
Fair Isle Seabird Studies	Fair Isle Bird Observatory Trust	6,592
Fisheries Strategic Environmental Assessment	Hartley Anderson	5,875
Canna Seabird Studies	Highland Ringing Group	2,060
Provision of advice to the LUPG on EC Agriculture and Environment Policies	IEEP	8,795

Title	Contractor	Costs £
Contribution to the National Seasearch Programme	Marine Conservation Society	14,200
Analysis of Biological & Geological Samples	Marine Ecological Surveys Ltd	16,039
MarLIN Programme	MBA	15,025
Water Framework Directive	MBA	12,803
Monitoring of Severe Winter Weather 2004/05	Met Office	3,693
Scoping Red Squirrel Surveillance	Queen Mary, University of London	7,740
Mapping the OSPAR priority list	Sea-Scope	25,168
Implementation of findings from the Irish Sea Pilot	SNH	3,000
Miscellaneous Seabird Monitoring studies	The Seabird Group	3,400
Further Revision of the CITES checklist	UNEP - WCMC	9,492
Updating the content of UK's Clearing House Mechanism	UNEP - WCMC	3,400
The MONARCH Project	University of Oxford	15,000
Various Survey Work	Various	10,129
International Waterbird Monitoring and Conservation	Wetlands International	50,000
Monitoring of UK goose and swan populations 2004/07	Wildfowl & Wetlands Trust	35,145

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Contract Papers and Publications

Books published by JNCC

Authors who are not JNCC Support Co staff in [square] brackets

Annual Report 2003/2004

JNCC, Peterborough, 2004

Seabird numbers and breeding success in Britain and Ireland, 2003

JNCC, Peterborough, 2004

GCR Volume No. 30

[Simms MJ], Chidlaw N, Morton N, Page KN]

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[Barclay WJ], Browne MAE, McMillan AA, Pickett EA, Stone P, Wilby PR] *Old Red Sandstone Rocks of Great Britain*

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[Brown JG, Perrins CM, Boyle D, Duffield S, Dustan A, Easton J, Smith S], Parsons M.

Seabird Monitoring on Skomer Island in 1999 – 2002

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Surveillance of wintering seaduck, divers and grebes in UK inshore areas: 2002/03

JNCC Report 345, Peterborough, 2004.

[Sutton MA, Pitcairn CER], Whitfield CP.

Bioindicator and bio-monitoring methods for assessing the effects of atmospheric nitrogen on statutory nature conservation sites

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[Wilson LJ], Wanless S, Harris MP, Jones G].

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Books published or co-published by JNCC

UK Mammals: Species Status and Population Trends. First report by the Tracking Mammals Partnership

Battersby J (Ed), [Tracking Mammals Partnership]

JNCC/Tracking Mammals Partnership, Peterborough, 2005.

Other products

Nature News – corporate magazine – two editions

JNCC publications catalogue – A5 booklet

UK Seabirds in 2004: results from the UK Monitoring Programme – A5 booklet

UK Mammals: Species Status and Population Trends –

Information for volunteers on the First Report by the Tracking Mammals Partnership – A5 booklet

Sustainability and the Ecosystem Approach – A5 leaflet

Caring for our uplands: Delivering the UK Upland Habitat Action Plans – Upland HAP Steering Group

Nature conservation and aggregate extraction within the Eastern Channel Region – Statement of advice (with Countryside Agency).

JNCC web-based publications

Connor DW, Allen JH, Golding N, Howell KL, Liebernecht LM, Northen KO, Reker JB.

The Marine Habitat Classification for Britain and Ireland

Version 04.05 JNCC, Peterborough, 2004.

www.jncc.gov.uk/MarineHabitatClassification

Irish Sea Pilot final report – www.jncc.gov.uk/page-1541

Golding N, Vincent MA, Connor DW.

Irish Sea Pilot – a Marine Landscape Classification for the Irish Sea (2004)

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Lieberknecht LM, [Carwardine J], Connor D, Vincent MA, Atkins SM, Lumb CM. **The Irish Sea Pilot - Report on the identification of nationally important marine areas in the Irish Sea (2004)**

JNCC Report 347, Peterborough, 2004. www.jncc.gov.uk/page-2836

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Marine Habitat Classification – new section at

www.jncc.gov.uk/MarineHabitatClassification

Seabird 2000 – species accounts, graphs and data tables at

www.jncc.gov.uk/page-1548

Major conventions and legislation that drive UK nature

conservation – new section at www.jncc.gov.uk/page-1359

UK Red Squirrel Group – hosted within JNCC website at

www.ukredsquirrels.org

Common Standards Monitoring guidance updated at

www.jncc.gov.uk/page-2217, including a new freshwater section at

www.jncc.gov.uk/page-2232

Special Area of Conservation (SAC) site data – updated at

www.jncc.gov.uk/SACselection

Special Protection Areas (SPAs) – updated at www.jncc.gov.uk/page-162

Ramsar site lists – updated at www.jncc.gov.uk/page-161

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Selected papers resulting from JNCC contracts

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No quick fix for the 'dirty man' of Europe

Water and Environment Magazine, The Magazine of the Chartered Institution of Water and Environmental Management, Volume 9, Number 10 (November 2004), 8-9

Freiwald A, Fossa JH, Grehan A, Koslow T, Roberts JM (Edited by Johnston C, Tasker M). 2004

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