

**Draft note of Planning Committee meeting on RIGS Workshop on 28 April 2007
BGS, 5 March 2007**

Present Mike Browne BGS, Hugh Barron BGS, David McAdam, LaBRIGS, Graeme Wilson, Midlothian Biodiversity, Richard Bachelor, Fife Geo-Heritage, Stuart Fairley and Seonaid Leishman, Strathclyde RIGS

1. Purpose of Workshop
 - bring together all Scottish practitioners in geodiversity, ie networking for all groups, not just RIGS
 - learn from other experiences eg in biodiversity
 - increase awareness of geodiversity eg in Local Authorities
2. Circulation to as wide a range of bodies as possible, including Biodiversity
3. Topics for morning session
 - SNH (Ness Kirkbride Scottish geodiversity strategy – SSSI/Local sites to give framework to or John Gordon geodiversity
 - Hugh Barron Local Geodiversity Auditing and action planning (including experience in Yorkshire with Planning Authority)
 - Graeme Wilson Biodiversity and Geodiversity links
 - Graeme Wilson Funding opportunities for community projects. (eg Awards for All)
 - Ness Kirkbride Up-date on progress with RIGS (or geodiversity) Development Officer Proposal to simplify the Management Plan. To be discussed.
4. Topics for afternoon workshops
 - Development Officer, the way forward
 - Funding opportunities and processes
 - Promotion of geodiversity via interpretation, education and publicity. Agree target audience. (Education in UKRIGS document on the web – though local, it is useful generic material)
 - Local geodiversity in Scotland. Are we UKRIGS in Scotland?
Association for Scottish RIGS?
Scottish geodiversity?
(Mike will circulate to Planning committee the agreed Scottish RIGS Constitution)

Other topics such as Assessing sites, process of site recording could be for another Workshop (information from Hugh Barron could be circulated as hand-out?)

5. Draft Agenda and times
 - 9.15 Registration
 - 10.00 Welcome and introduction Mike Browne
 - 10.00 SNH on geodiversity strategy
 - 10.30 Hugh Barron on Geodiversity auditing
 - 11.00 coffee
 - 11.15 Graeme Wilson, Biodiversity/geodiversity links
 - 11.30 Graeme Wilson, funding
 - 12.00 Ness Kirkbride, Development Officer
 - 12.15 Questions

12.30 lunch
13.30 discussion of Development Officer in whole meeting
14.00 3 groups covering - funding
- promotion
- Scottish geodiversity

1430 break
1445 3 groups again
1515 Report back by facilitators
1545 Next steps

5. Organisation

a) Groups

Need one explanatory sentence for each topic so that participants can choose 2 from 3.
Put names on coloured sheet (max number clearly marked)

Facilitators to include	funding	Graeme Wilson
	promotion/education	Richard Bachelor/Mike Browne
	Scottish geodiversity	Mike Browne/Richard Bachelor

Produce guidelines for facilitators. (need more volunteers?)

Scribes can include Seonaid Leishman

b) domestic

- BGS can provide name badges at registration
- to estimate numbers, the week before reduce by 5% to take account of non-shows.
- Edinburgh GS kindly providing tea/coffee/soft drinks and sandwiches
- use of BGS Common room, Committee Room and Another.
- Power Point available and flip charts.
- boards to be requested for group displays

c) application form

Note it is free because sponsored by BGS and Edinburgh GS with support from Midlothian Biodiversity project, SNH and GSG

Applications by Thursday 19 April to Stuart Fairley (e-mail if poss)

Include : name, contact details, dietary requirements, access needs

: requirements for equipment and display (ie how much space or bringing own)

(Graeme will send Stuart example application form)

d) Feed-back

Prepare form to include ; successful/or not

anything want to revisit ie ideas for future workshop.

This helps with claims for possible workshop funding as it identifies a need.

6. Action Plan

- Stuart send draft agenda to Planning committee members (ie those present and others asked to attend)

- **comments to Mike Browne by Friday 9 March**

- Mike to put to UKRIGS on Monday 12 March

- **Stuart to circulate** to all potential participants with application form on **Friday 16 March**

- replies will be in by Thursday 19 April

- **Planning Committee meet again on Friday 20 April at 13.30, BGS Murchison House.**