



WILDLIFE CRIME & RURAL AFFAIRS

Wildlife Crime/Rural Affairs Bird of Prey Priority Delivery Group (PDG) Terms of Reference

Membership:

- The PDG has a named Plan Owner who will chair and lead the group.
- Chair ship will be subject to a three yearly review by the NPCC Lead and Head of NWCU.
- Membership will be at the invitation of the chair and made on the basis of benefit to group based on delivery of the purpose of the PDG. The chair will have the final say as to allow membership and can delegate the invitation to other members to facilitate.
- Members may be asked to evidence what value they can bring to the group and how they can help delivery of the PDG strategy.
- The Member will be the decision maker. Organisations who send a representative should empower the member to make decisions and agree actions that are proportionate at the time of the meeting.
- The chair retains the right to instigate a membership review.
- Where members represent an organisation, regional enforcement group etc. The views and position expressed will be deemed to be that of the organisation unless otherwise stated.
- Membership to the group places responsibility on the member, to feedback relevant points of discussion and action to their wider organisation.

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- All members of the PDG are required to actively contribute to the process, undertaking actions as agreed. Non-contributing membership may be reviewed.
- Members are expected to accept actions when delegated by the chair, the action will be placed on an action plan along with a completion date.
- Actions are to be realistic and achievable.
- All actions should be specific to the member's area of business unless volunteered otherwise by the member.
- Continuous failure to comply with actions will result in membership termination. The chair will brief the NPCC lead and the Head of the NWCU on the reasons for removal. If removal is supported, the member subject to the termination will be notified by email and will no longer receive invites to the meetings.
- If an individual is removed, the organisation they represent should seek to identify a suitable replacement. If no replacement is found, then the organisation could be removed from participating.
- Organisations that have been removed can reapply if a suitable candidate is identified.
- Should a member cease active involvement in the PDG (e.g. they do not attend two consecutive meetings) they will be asked by the chair to confirm future commitment or cease to be a member.
- Failure to attend a third meeting within 12 month period will allow the chair to initiate to removal of the non-participating member. This will be at the chairs discretion.
- Outside experts may be invited by the chair on an ad hoc basis to participate in the work of the PDG. They will participate as observers and will not be members of the PDG.
- Observers may be invited by the chair to provide a level of accountability (I.e. UNODC officials, home office or Defra) and to critically analyse the group and obtain an overview of partnership best practices.
- Membership cannot be deferred to others and the nominated member should attend.
- Only one membership per organisation, unless the organisation undertakes a 4P lead or critical support function.
- Members will be polite and courteous. It is acknowledged that some members will have differing views. Membership to the PDG is granted on the understanding of working towards achieving the PDG strategy and working collaboratively.

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- Membership will be reviewed, suspended or revoked if the member is subject to any criminal allegations that may be detrimental to the integrity of the group. The Chair retains authority to initiate this process.
- Membership may be reviewed and potentially revoked if the member brings the credibility of the PDG into disrepute.
- Members will be courteous to other members of the PDG when conducting their business inside and outside of the group. All members of the PDG are expected to maintain appropriate confidentiality. Personal details of members are not to be discussed or disclosed outside of the group. Failure to comply will result in a membership suitability review instigated by the chair.
- When voting on matters, a majority vote will be taken. The chair retains the right to table a subject for votes.
- Members will be contacted by via the chair or secretary in lieu of a forthcoming meeting to table agenda subjects.
- The meeting will follow the agenda. The Chair retains the right to allow late agenda items, this will be based on proportionality and necessity.
- Members that require individual updates or briefings from the chair or other organisations members should seek to do so outside of the meeting, unless the subject is on the agenda.
- Members are encouraged to speak outside of the group to build working relationships, deliver actions and share updates.
- The chair retains the right to convene an “enforcement” sub-group for operational officers and enforcers to discuss investigative matters, intelligence and procedure.
- You must inform the chair when discussing sensitive PDG matters externally.

Current Leadership:

Plan owner and Chair

Vacant (CI S.40(2) acting chair)

Secretary

S.40(2)

Strategic Aims:

The Bird of Prey Priority Delivery Group (BoP PDG) will:

- Set and annually review an overarching objective(s) (below).
- Maximise proactivity within our field by ensuring the PDG work to raise investigative standards and maximise enforcement opportunities. PDG members will seek to identify, learn and share best practice.
- The PDG members must ensure best practice and the services of the PDG reach the front line to benefit victims, enforcers and partners.
- Ensure Policing UK receives a benefit from the PDG, by servicing the front line and remaining victim focussed.

Objectives:

The purpose of a Priority Delivery Group as defined by the UK Tasking and Coordinating Group is to progress the priority in relation to prevention, intelligence and enforcement, including:

- Setting of SMART objectives (specific, measurable, achievable, realistic and timely).
- Improve and increase the recording of incidents, recording of crimes and intelligence.
- Improve the Investigation Process.
- Increase awareness of the priority across the UK.

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Current Members:

Name	Organisation	Email	Tel.
S.40(2)	DC, Lincs Police	S.40(2)/S.31(1)	
	Yorkshire Dales National Parks Authority (YDNPA), representing all NPAs		
	Moorland Association (MA)		
	Crown Prosecution Service (CPS)		
	PS, Suffolk Police (Eastern region)		
	Gloucestershire Police		
	Natural England (NE)		
	North Pennines Area of Outstanding Natural Beauty (AONB), representing northern upland AONBs		
	Nottinghamshire Police (EM region)		
	Staffordshire Police (WM region)		
	North Yorkshire Police (NE region)		
	Wildlife Training		
	Defra		
	RSPCA		
	British Association for Shooting and Conservation (BASC)		
	Surrey Police (SE region)		
	Staffordshire Police (WM region)		
	National Gamekeepers' Organisation (NGO)		
	Natural England		
	Ch Insp, Head of NWCU		
	Northumbria Police (Northern region)		
	Country Land and Business Association (CLA)		

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S.40(2)	Lancashire Police (NW region)	S.40(2)/S.31(1)
	Welsh Government	
	A/Isnp North Yorkshire Police (NE region)	
	Staffordshire Police (WM region)	
	RSPB	
	Wildlife Trust (CEO Northumberland Wildlife Trust)	
	Defra	
	National Wildlife Crime Unit (NWCU)	
	Natural England	
	Devon and Cornwall Police (SW region)	
	Wales Rural and Wildlife Crime Coordinator	
	Crown Prosecution Service (CPS)	
	Northern England Raptor Forum (NERF)	

Timelines and key milestones:

- The PDG will meet a minimum of three times annually. The business of the PDG will be conducted by other forms of communication. The use of green approaches, email and teleconferencing will be encouraged.
- PDG updates will be provided to the UKTCG twice a year (May and November) via a reporting template issued by the NWCU.
- The PDG AGM will be held during the wildlife crime enforcer's conference in November/December each year.
- The meeting dates for the year ahead will be decided and published at each AGM. Starting Dec 2021.
- The chair will be responsible for arranging meetings and ensuring secretary support for the PDG.
- PDG chair is expected to provide a presentation on PDG achievements at each annual wildlife crime enforcer's conference.
- It is accepted that some operational and sensitive aspects relevant to the PDG's work might be discussed outside of the wider group, in such circumstances the appropriate person e.g. the appointed Intelligence Lead will, where applicable, provide an overview and update to the wider group via the chair.

Resources:

- All Members will be responsible for meeting the full costs of their participation in the PDG and all associated areas.