West Cumbria
Catchment Partnership

Catchment Based Approach
Partnerships for Action

# West Cumbria Catchment Partnership
# Terms of Reference

*This document is for the guidance of current or potential partners. It has no formal legal status.*

## Catchment Based Approach (CaBA) Background

The UK Government signalled its belief that more locally focussed decision making and action should sit at the heart of the debate about the future direction of improvements to the water environment and support river basin management planning as part of Water Framework Directive activities. As such, the Catchment Based Approach (CaBA) was set up nationally.

The Catchment Based Approach embeds collaborative working at a river catchment scale to deliver cross cutting improvements to our water environments.

The CABA partnerships drive cost-effective practical delivery on the ground, resulting in multiple benefits including improvements to water quality, enhanced biodiversity, reduced flood risk, resilience to climate change and greater community engagement with their local river.

The objectives for the Catchment Based Approach are:

- To deliver positive and sustained outcomes for the water environment by promoting a better understanding of the environment at a local level; and
- To encourage local collaboration and more transparent decision-making when both planning and delivering activities to improve the water environment.

Adopting the approach will provide a platform for engagement, discussion and decisions of much wider benefits including tackling diffuse agricultural and urban pollution, and widespread, historical alterations to the natural form of channels.

## West Cumbria Catchment Partnership

Overall Purpose: To facilitate collaborative working at a river catchment scale to deliver outcomes that create healthy, vibrant, self-sustaining and resilient environments that are great for people, the economy and ecology.

Geographic coverage: The Waver-Wampool, Derwent (NW) and South West Lakes Catchment Partnership covers three management catchment areas of the same names, as shown on the Environment Agency's Catchment Data Explorer at http://environment.data.gov.uk/catchment-planning/.

Outcomes:

- Development of a catchment plans – The catchment plans will outline key issues, strategic priorities for the partnership and an agreed action plan to deliver outcomes that address strategic priorities over the period 2018-2025;

- Delivery of the action plan through pooling resources to maximise the benefits of actions through added value, joined up thinking and coordinated delivery of multiple benefits to society;
- Investigate and utilise additional funding streams for action plan delivery through local business support and collaborative project bids for local, national and European funding streams;
- Develop and adopt more flexible or innovative solutions than may otherwise be possible through traditional top-down approaches or working in isolation, helping to drive better and faster outcomes on the ground;
- Strengthening communication between partners and other stakeholders;
- Create greater local ownership, through involvement of local community, increasing understanding of issues affecting our catchments and the capacity of communities to act;
- Periodic review of the catchment plan and associated action plan including review of actions undertaken on a yearly basis and review of the action plan on a 5 yearly basis.

## Catchment Partnership Composition and Roles

The Catchment Partnership is an unconstituted voluntary body with no legal status. All monies and decisions are formally held by West Cumbria Rivers Trust and delegated to The Partnership as necessary.

The strategic Catchment Partnership group will comprise key organisations and local stakeholders interested in or with a responsibility for, managing catchment land or watercourses. They will geographically cover all or a significant part of the West Cumbria Catchment area. Strategic partners will represent a wide range of sectors and organisations including public sector, private sector and NGOs and all partners are equal and valued for the different knowledge, skills and resource they bring. Nominated representatives of interest groups (see below) will also be invited to join the strategic partnership group. West Cumbria Rivers Trust aims to work with existing groups, plans and activities to ensure coordinated work across the catchment, rather than to duplicate or compete with these initiatives.

As the DEFRA appointed catchment hosts West Cumbria Rivers Trust as catchment hosts will:

- Organise and chair meetings between the partnership as necessary;
- Be responsible for co-ordinating the outcomes of the partnership;
- Facilitate meetings between individual partners to co-ordinate actions and ensure the catchment plans are kept up-to date;
- Keep the Catchment Partnership website up to date;
- Continue to engage with a wide range of stakeholders;
- Disseminate information between partners and facilitate knowledge exchange;
- Hold any partnership funds and be responsible for financial reporting.

All members of the partnership will:

- Commit knowledge, skills and resource to support West Cumbria Rivers Trust in delivering the outcomes above.
- Raise awareness of the Catchment Partnership and catchment plans, both within their organisation and to the wider community;
- Represent their organisation at meetings of the partnership, be responsible for formally communicating within their parent organisations and identifying appropriate personnel for assistance with delivery of catchment plan outcomes or project/delivery/task group membership.
- Support the Catchment Partnership officer by sharing information on projects, catchment data and funding opportunities.

A member who does not participate (either by meeting attendance or contribution in any other way) to achieving the aims of the Catchment Partnership within a twelve month period, shall be deemed to have resigned from the partnership and be deleted from all communication media.

The Catchment Host Officer of the Catchment Partnership shall keep a list of members.

## Working Groups

A number of working groups will be established to support the delivery of the Catchment Partnership outcomes at a more local level. Specific groups may be set up to deliver a particular project or outcome within the catchment plan or develop a funding bid for a given geographical area.

Due to limited resources, West Cumbria Rivers Trust as Catchment Hosts may not be able to co-ordinate and chair all working groups. Other partners may take this role for some working groups. The Catchment Hosts will be responsible for exchanging relevant information with the working groups and coordinating working group outcomes in line with the Catchment Partnership outcomes.
The chair of the working group will be responsible for providing input to the strategic partnership on behalf of the group.

All members of the interest group will commit knowledge, skills and resource to support the group/strategic partnership in delivering the outcomes above.

Members of the working groups will be responsible for formally communicating within their organisation/interest groups where applicable and must also be accountable for interest group decisions.

## Meetings

The strategic partnership group will meet on a regular basis to review outcomes and delivery of the plan and in response to any stimulus such as new funding streams. This will be as necessary rather than a target number of meetings per year. Working groups will meet on a regular basis to be decided by each group.

The Catchment Partnership co-ordinator will initiate meetings with individual partners at least annually to update the catchment plan.

## Data Sharing

Data sharing is essential to the delivery of partnership objectives. Therefore, the partnership will endeavour to make catchment data readily available through the website, catchment mapping portal and to individual partners.

However, there may be some circumstances where the availability of the data needs to be restricted such as:

- If it contains any sensitive personal information. Data will be managed under the Data Protection Act 1998.
- If it is likely to increase the risk of damage or threaten a protected species or habitat.
- If the data provider has requested that certain data is withheld.
- If the data or information has not yet been fully agreed with all relevant parties.

Data providers retain the copyright of the original data or images at all times, however, the Catchment Partnership has their permissions to hold a copy of their data or images. Anyone wishing to use the data or images for commercial purposes will require additional permissions from the data provider. Additional permissions will also be required for the use of data and images for wide dissemination such as on websites, leaflets or other promotional materials. Data obtained from the Rivers Trust under the Catchment Based Approach will be as per the issued licences.

## Risk

Liability risk arising from collaborative Catchment Partner activities rest with the relevant member organisation.

Liability risk arising from decisions made at Catchment Partnership meetings are shared among partners, unless risk is agreed to rest with a specific partner.

## Equality and Inclusion

The Partnership will not discriminate against any member of the Partnership on the grounds of any protected characteristics.

Catchment Partners and Hosts will treat all members with respect.

Confidentiality of members and their views will enable open and honest discussion. Members will not disclose information or written material (such as agendas, minutes, discussion papers or other documents) to other parties, othside of their own organisation, unless otherwise directed by the catchment host.

Any complaints should be made to the Catchment Hosts, or where necessary to the Director of West Cumbria Rivers Trust. Any complaints received will recorded and reviewed.