



TERMS OF REFERENCE FOR BEE HEALTH IMPROVEMENT PARTNERSHIP

The BHIP is a result of the second pillar of the Scottish Honey Bee Health Strategy:

Communication: effective communication and relationships operating at all levels.

- (i) Review and strengthen communications and liaison arrangements between representative bodies and the Scottish Government - e.g. through annual meetings and regular dialogue with Bee Inspectors*
- (ii) Issue of routine updates and alerts to beekeepers through the Scottish branch of the BFA and the SBA*
- (iii) Develop and implement a co-ordinated strategic communication plan between all stakeholders with an interest in honey bee*

Role of the BHIP

- Forum in which Government officials consults and interact with stakeholders on policies and strategies affecting honey bees (primarily the honey bee health strategy).
- To implement and monitor progress on the delivery outcomes of the Scottish Honey Bee Health Strategy.
- To report to the Honey Bee Health Strategy Steering Group progress on the specific aims of the Honey Bee Health Strategy. (Annually or as required)
- To consider pest and disease control policies to help the Scottish Bee Health inspectorate to develop policy options and advice to ministers.
- To provide a joint-ownership of strategies relevant to bee health and a partnership-based approach to meeting the aims of these strategies.
- To provide an opportunity for early discussion on emerging or developing issues as well as increasing transparency and understanding of respective positions across the range of interests.
- To engage stakeholders at the start of the policy process to help inform Government thinking ahead of the formation of proposals/options for wider

comment. The aim is that those most affected by policy decisions will have increased opportunities to play a full role in influencing those decisions which will continue to be made by Ministers.

Where applicable the views of the BHIP would be reported to Ministers by the Scottish Bee Health Inspectorate, both where there was consensus agreement and where there were differing views.

- The BHIP will focus primarily on policy issues of relevance to pest and disease control policies.
- The BHIP may also look to establish working groups, seek views from others on specific issues or task specific projects to individuals with expertise.

It does not:

- replace the opportunity for bilateral exchanges
- nor does it circumvent stakeholders' opportunities to input into formal consultations.

Membership

The BHIP is made up of a combination of representatives from each stakeholder organisation and operational partners.

In order to ensure the correct functioning of the group organisations will avoid oversubscription. A maximum number of 3 members per organisation is recommended.

Each organisation will designate a lead for the BHIP and will be responsible for any rotation of attendance as they see necessary as the agenda demands.

The Lead Bee Inspector (LBI) will act as a chair of the group with the Senior Entomologist from SASA as deputy when required.

Secretariat functions will be provided by the Animal Health and Welfare Division of the Scottish Government.

Organisation or role on the BHIP	Representative and deputies
Chair – LBI	Luis Molero
Secretariat – AH&W Division.	Jackie Quigley.
SASA	<ul style="list-style-type: none"> • Senior Entomologist: Fiona Highet (Deputy chair for BHIP) • Deputy: Mairi Carnegie
Bee Inspectorate: inspectors and LBI deputies.	<ul style="list-style-type: none"> • B2s: Angus MacAskill / Karen Mackenzie
Scottish Beekeepers Association	<ul style="list-style-type: none"> • Bee Health Officer: Matthew Richardson • President: Phil McAnespie

Bee Farmers Association	<ul style="list-style-type: none"> • Chair: Margaret Ginman • Deputy:
National Diploma in Beekeeping	<ul style="list-style-type: none"> • Margaret Thomas
SRUC	<ul style="list-style-type: none"> • Bee Keeping Advisor: Graeme Sharpe
Scottish Pollinator Strategy	<ul style="list-style-type: none"> • SNH: Jim Jeffrey

Meetings and Ways of Working

The BHIP will meet [quarterly] unless there is a need to meet more frequently.

The minutes of meetings will be published on the SG website

Members are requested to send and update for their organisation and any other relevant documents prior to the meeting to the secretariat for distribution to all members. This is to allow correct preparation of the meeting and minimising length of the meeting.

The BHIP should be a forum where decisions and actions are taken as well as a forum for updating on key activities completed by each organisation.

The BHIP is a forum where the interests of the Scottish Beekeeping industry and bee health in general are discussed and preserved. No discussion regarding individual businesses or beekeepers should occur. Representatives are asked to remember that their views should represent the organisation they represent, not their own personal or business interests.

The BHIP will have procedures for dealing with time critical issues, including ensuring decisions that need the BHIP's input are taken in order to meet timescales for Parliamentary business. This may require rapid consultation, probably via an email network.

Role of BHIP in implementation of the Honey Bee Health Plan.

The BHIP will continue to act as the project board guiding implementation of the Scottish Honey Bee Health Plan. In this role, the BHIP is:

- Responsible to Scottish Government for successful implementation of the Plan by developing the work plan for implementation, reviewing progress and commissioning work as necessary from working groups;
- To make decisions by consensus, recognising that activities to implement the Plan might not be what every member would choose independently but ones which secure general consensus of the members;
- To work in the best interests of the public purse; and,
- To seek to foster stakeholder-wide ownership of the Plan and a shared commitment to its outcomes amongst all interested parties including

beekeepers, honey importers and packers, beekeeping suppliers and farmers and growers (given their interests in pollination services).

Scottish Honey Bee Health Plan project controls

- Risks and issues that are identified as potential or current threats to success of implementing the Plan will be managed by the Project Manager who will assign owners and manage the risks and issues through a risk register and an issues log;
- A list of Key Performance Indicators to help monitor the progress on implementation (on a red/amber-red/amber-green/green scale) will be reviewed by the BHIP and by SG.
- The Project Manager will issue progress reports to stakeholders on a quarterly basis to the BHIP, SG managers and CVO.

