

I Want a Merseyside BioBank Local Environmental Record Centre (LERC) Data Product / Search

When the applicant or requester contacts MEAS this may or may not be in conjunction with a planning case. This data product is excluded from the scope of pre-application advice.

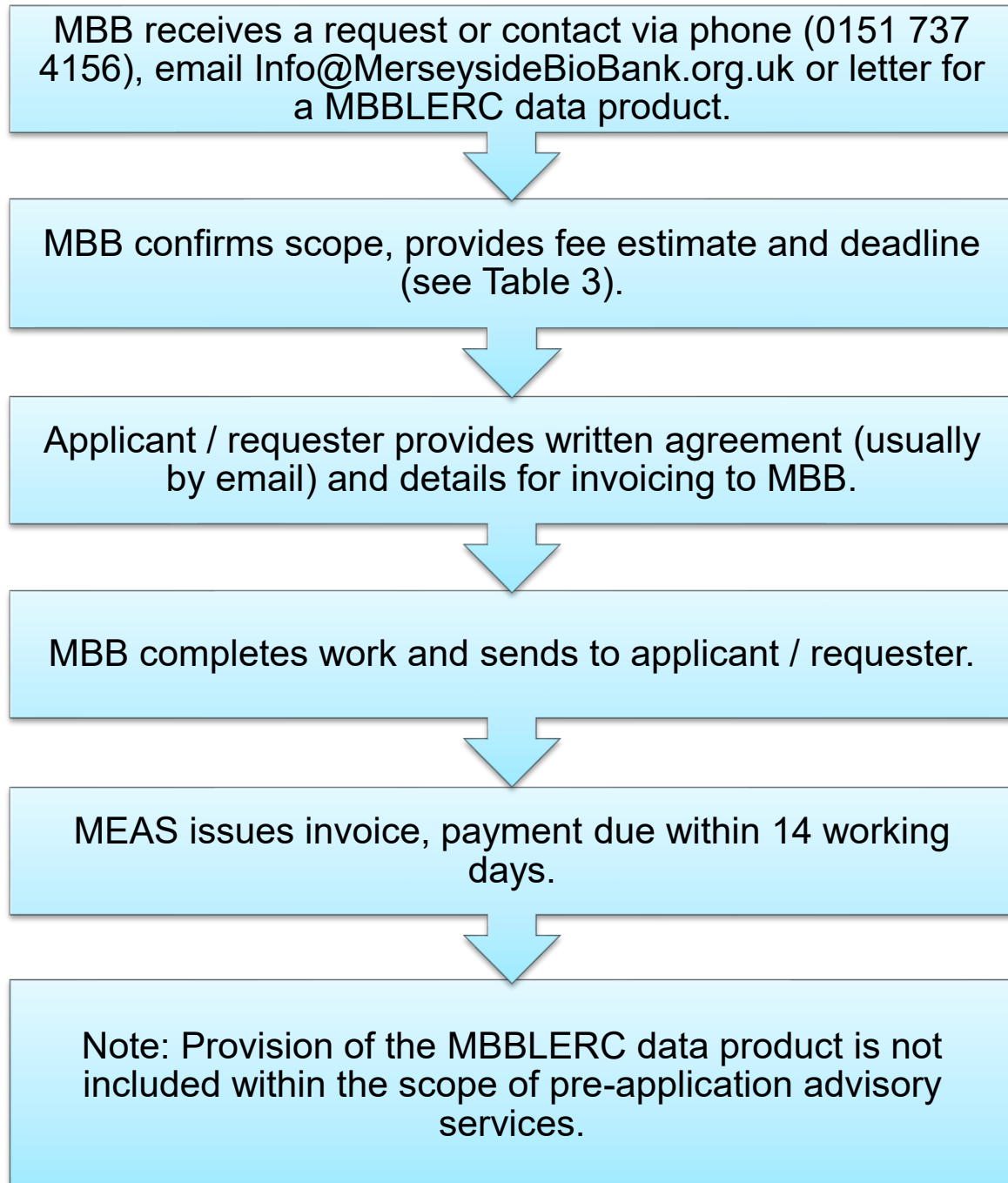


Table 3 – Merseyside BioBank Local Environmental Record Centre data product (search)

BioBank Local Environmental Record Centre data product (search)	Description	Standard of Service	Charges
Desk Based Data products: Merseyside BioBank Local Environment Record Centre	Data products and services as per Charging Policy Appendix 2.1 and are restricted to Knowsley, Liverpool, Sefton and St. Helens. The procedure that we follow is set out in Appendix 1.4	Standard service – up to 10 working days from written acceptance of quotation by requester. Express Service – up to 5 working days from written acceptance of quotation by requester	As per MBB charging Policy Appendix 2.1 (extract below)
Local Sites.	Local Wildlife and Geological site information including designations, monitoring reports and site plans. Note MEAS manages the Local Site process on behalf of Knowsley, Liverpool, Sefton and St. Helens Council.	Standard service – up to 10 working days from written acceptance of quotation by requester.	As per MBB Charging Policy Appendix 2.1 (below)

Merseyside BioBank Local Environment Record Centre Data Products and Services – Charging Policy

Commercial users

We define commercial users thus: commercial bodies, consultants, non-supporting bodies, those undertaking sponsored research and any other user that does not qualify as a non-commercial user (see below).

The fee is for the provision of a licence to reuse the data returned from the Merseyside BioBank Local Environment Record Centre data products and services (the products and services) as set out in the schedule below. The licence provides permission to reproduce the Merseyside BioBank data for commercial purposes (such as commercial advice, services and/or publications) restricted solely to that specific, unique Merseyside BioBank commercial enquiry. The permission excludes use or interpretation of those data for any other commercial purpose or commercial uses whatsoever.

For the avoidance of doubt, the licence fee, which includes a contribution to the cost of Merseyside BioBank database assembly, data collection, and database maintenance and database management, relates solely to the licence for the re-use and interpretation of those data for unique commercial purposes.

Express data product fee is £465.00 (excl. VAT) – this includes:

- A standard report of all designated species within the search area to 2000 metres from a user defined point;
- Priority Habitat coverage;
- Detailed Phase 1 and NVC information where available to 500m;
- The provision of Local Site citations (Local Wildlife Sites) where available to 2000m;
- Liverpool Ecological Network elements of Core Biodiversity Area, Stepping Stones, Habitat Linkages, and Nature Improvement Areas to 2000 metres.

Priority Bird data from the Lancashire Bird Group

Please note that we only report records of birds that have a breeding status of 'possible', 'probable' or 'confirmed'. For records of designated Birds contact Steve White (Bird VCR) at stevewhite102@btinternet.com

Standard data product fee is £310.00 (excl. VAT) - this includes:

- A standard report of all designated species within the search area to 2000 metres from a user defined point;
- Priority Habitat coverage;
- Detailed Phase 1 and NVC information where available to 500m;
- The provision of Local Site citations (Local Wildlife Sites) where available to 2000m;
- Liverpool Ecological Network elements of Core Biodiversity Area, Stepping Stones, Habitat Linkages, and Nature Improvement Areas to 2000 metres.

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Data product fee for single householder application is £225.00 (excl. VAT) - this includes:

- A standard report of all designated species within the search area to 1000 metres from a user defined point;
- Priority Habitat coverage;
- Detailed Phase 1 and NVC information where available to 200m;

- The provision of Local Site citations (Local Wildlife Sites) where available to 1000m; and
- Liverpool Ecological Network elements of Core Biodiversity Area, Stepping Stones, Habitat Linkages, and Nature Improvement Areas to 1000 metres.

Single-species Data Product fee is £100.00 (excl.VAT)

Reduced data product fee of £150.00 (excl. VAT) may be applied for searches for up to five species or one taxonomic group specified by the requester within 2km. For more than five species or more than one taxonomic group the standard BioBank Data Product fee applies. Complex searches may attract a bespoke fee.

Data request that return 0 records (most likely for certain species groups)

If a data request returns 0 records, we will still charge for this service.

Examples of data requests that may increase the standard data product fee are:

- A request for information which is not provided as part of our 'standard data product' service. See below for additional service rates.
- A request that effectively includes more than one search area. For example requesting searches on a site at both 500 metre and 1000 metre buffers will be treated by Merseyside BioBank as two separate products for the purposes of quoting a price and servicing the requests.
- A request for a search around a complicated boundary which is not supplied to us in either MapInfo .TAB or ESRI Shapefiles and which, therefore, we have to digitise.
- A request for a search around a boundary encompassing a large area to be agreed with the requester prior to work being undertaken.

Data searches will normally be scheduled, and products supplied within 10 working days (Standard data product) and within 5 working days (Express data product) following confirmation of quotation. If a faster turnaround is required, please contact Merseyside BioBank to discuss your requirements.

Overlapping Data Product Requests - Instances of data requests where a Search Area falls outside the boundary covered by Merseyside BioBank may, at the discretion of Merseyside BioBank staff, be reduced in cost to reflect costs of approaching an alternate LERC. Reduced charges will be proportionate to the area omitted from the search but will not be less than **£160.00 (excl. VAT)**.

Standalone Local Site Data Product - (Local Wildlife Site or Local Geological Site) – citation and boundary:

- Single citation **£100.00 (excl. VAT)**
- Additional citations **£60.00 (excl. VAT) per citation**

Merseyside BioBank provides Local Site information for North Merseyside on behalf of the North Merseyside Local Sites Partnership for both commercial and non-commercial requests.

Note: Charging for Local Site data product services is in line with the national approach for Local Environmental Record Centres and ALERC.

The above fees are for a standalone Local Site Data Product. Please note that provision of Local Site citations within a defined search area is included within the Express Data Product, Standard Data Product and the Data product for single householder application (details above).

Additional Service Rates and Bespoke Products

Merseyside BioBank is able to provide other bespoke and unique data services and products beyond the scope of our standard product. An indication of these products and services are outlined below. Please contact Merseyside BioBank (0151 737 4150 or Info@MerseysideBioBank.org.uk) to detail your requirements and for a quote:

- Data Mapping (Imagery), **£100.00 (excl. VAT)** - Mapping of species or habitat data within a 2km radius from a defined point and the provision of that information in the form of an image file;
- Data Mapping (GIS) attribute layers within a 2km radius from a defined point, **£250.00 (excl VAT)** – optional for 2km buffer (tetrad comprising of 4km squares). Fixed fee for each additional km² of **£25.00**.
- **Service Level Agreements** - please contact Merseyside Biobank to discuss annual rate covering bespoke/strategic level service provision and data access that may include multi-year agreements;
- **Bespoke Products** – Please contact Merseyside Biobank for complex searches and large area searches e.g. for strategic and linear projects. A bespoke rate is to be agreed on a case-by-case basis priced according to scope, complexity, area and urgency. This may also include a Service Level Agreement. Note: MBB data products and services rates are used for guidance only.
- Searches above a 2km radius are charged at £11 per extra km².

The Liverpool City Region (LCR) Ecological Network Data Products - the Liverpool City Region Ecological Network is included within the Local Environmental Record Centre standard data product fee. Standalone data products are below:

- LCR Ecological Network data GIS layers: **£125.00 (excl. VAT)**.

Access to Non- Digital Material

Access to non-digital Material – maximum free access 1 hour then charged at **£60.00 (excl. VAT)** per hour or part of.

Non-commercial users

We define non-commercial users thus: non-sponsored researchers, teachers, students; members of the public; charitable or voluntary nature conservation organisations and natural history societies and other organisations, including recording groups who have either service level agreements or data exchange

agreements with Merseyside BioBank. Enquirers may be asked to provide credentials.

We may reduce or waive charges for information to *bona fide* inquirers, who will use the data for non-commercial purposes except where a significant amount of staff time and/or resources are required for an enquiry.

Guideline fee rates are approximately 50% of commercial rates listed above, subject to data use and type of requester. Minimum fee of £90 charged (equivalent to 1.5 hours).

Payment of Fees

The requester will, in the exchange of correspondence, be required to provide necessary financial information to enable payment to be made. This will usually be through provision of a Purchase Order Number or Purchase Requisition to enable MEAS to invoice. VAT will be chargeable on all discretionary advice; pre-application advice and data services provided and for more complex requests an invoicing schedule will be agreed with the requester. Payment of invoices will be required within 14 working days unless otherwise agreed between MEAS and the requester.

Changes to the Policy

MEAS reserves the right to amend or update this policy at any time within a year and shall normally review the policy annually. Fees for data products may change when a significant enhancement to that product has been implemented and incorporated into the products available.

Whilst this policy provides guidance on the most frequently used database products, we will, from time to time, agree product fees and deadlines for bespoke enquiries that fall outside the scope of the policy. This is subject to resources being available to provide data products to meet bespoke enquiries.

How can we help you? Please e-mail your questions, queries, and requirements to Merseyside BioBank at: Info@MerseysideBioBank.org.uk