

Barnsley Biological Records Centre

c/o Sheffield City Council Ecology Service, Parks and Countryside

Level 3 West Wing, Moorfoot Building, Sheffield S1 4PL

Telephone: 0114 250 0500

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Data Request Form

Information requested by:

Name:	Date:
Organisation:	
Address:	
Tel:	Your reference number:
Email:	
Reason for request?	

What will the data supplied be used for?

Planning Application <input type="checkbox"/>	Conservation / Land Management <input type="checkbox"/>
Education / Research <input type="checkbox"/>	Environmental Impact Assessment <input type="checkbox"/>
Agri-environment scheme <input type="checkbox"/>	Other (<i>please specify below</i>) <input type="checkbox"/>

Search area (see guidance notes for explanation of terms):

Site Name: <i>(to verify grid reference)</i>			
OS 1km grid squares	List of squares or grid refs for SW and NE corners		
Point + Radius	OS grid ref for centre point:	Length of radius:	
Line + Buffer (<i>please enclose map or GIS layer</i>)	Width of buffer (km):		
Site boundary + buffer (<i>please enclose map or GIS layer</i>)	Width of buffer (km):		

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Restrictions

Restrictions: (please note any restrictions you would like to apply, e.g. to limit the search to a certain species, or limit the age of records returned, etc)

Data Required

Please confirm which features you require. Please see guidance notes below for a full description

Contiguous OS Grid Squares, Point + Radius Searches		Charge			
Format	Data	Up to 9 1km OS grid squares, or up to 1.5km point & radius	Please tick if required	Up to 64 1km OS grid squares or >1.5 to 4km point & radius	Please tick if required
Map (PDF)	Boundaries of statutory sites and Local Wildlife Sites (non-statutory) within the search area.	£60	<input type="checkbox"/>	£120	<input type="checkbox"/>
	Areas of interest from the National Habitat Inventories and Phase 1 Data (where held).	£60	<input type="checkbox"/>	£120	<input type="checkbox"/>
	Known distribution of selected species within search area. <i>Please specify the species:</i> Species will be shown on separate maps unless agreed in advance with BBRC. A revised price will be applied in these instances based on the complexity of the task.	£40 per species	<input type="checkbox"/>	£80 per species	<input type="checkbox"/>
	Known distribution of BAP Habitats within the search area.	£60	<input type="checkbox"/>	£120	<input type="checkbox"/>
Excel spreadsheet	Species list for the search area.	£60	<input type="checkbox"/>	£120	<input type="checkbox"/>
	Or: species list filtered to highlight protected & notable species within the search area.	£120	<input type="checkbox"/>	£240	<input type="checkbox"/>
Word / PDF documents	Information about the Local Wildlife Sites within the search area.	£60	<input type="checkbox"/>	£120	<input type="checkbox"/>
Line + buffer / Site + buffer searches		Charge			

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<p>The same outputs as for grid squares, centre point and radius searches can be provided for both linear and site boundary searches. These searches can be carried out by prior arrangement with the BBRC. A price will be agreed dependant on the complexity of the search and the output required.</p>	<p>£</p>
<p>Total charge for conducting the data search. Long complex data searches may be charged by the hour (see rates elsewhere on this document).</p>	<p>£</p>

All prices quoted are exclusive of VAT.

Please note that a minimum charge of £60 + VAT applies.

All payments are to be made on-line in advance, using a link that will be provided once the total cost has been agreed.

Once payment has been received, the data search process can commence.

BBRC reserves the right to request payment in advance for searches.

BBRC reserves the right to waive or discount charges in particular cases (e.g., for students or members of the public).

Special requests / comments:

I confirm that I have read & understood the conditions of data supply & recognise that my organisation / company is entering into a legally binding contract with BBRC in commissioning this data search

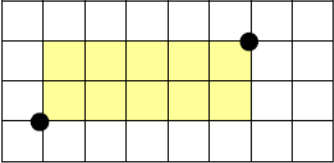
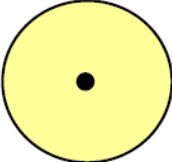
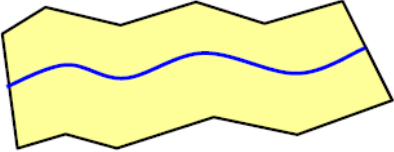
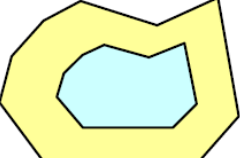
Enquirer data from this form will be held by BBRC in electronic format (see the Sheffield City Council Privacy Notice, below). No information will be released to a third party without written permission of the enquirer.

Please see the Sheffield City Council Privacy Notice on <https://www.sheffield.gov.uk/utilities/footer-links/privacy-notice.html>. This sets out what we will do with the personal data you provide us with and who you can contact for enquiries or concerns about the use of your personal data. If you would like a paper copy of the Privacy Notice, please contact us to request this.

Guidance notes are provided overleaf.

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Search Areas

	<p>Contiguous OS grid squares Please specify the contiguous 1km OS grid squares for which you would like data, or supply the grid references for the SW & NE corners</p>
	<p>Point & Radius The point should be defined as an OS grid reference. Please specify the radius you wish to be applied</p>
	<p>Line & Buffer Please provide a map or GIS layer showing the line. Please specify the buffer you wish to be applied</p>
	<p>Site & Buffer Please provide a map or GIS layer showing the site boundary & specify the buffer you wish to be applied</p>

Site information held by BBRC includes: Statutory nature conservation site boundaries (SSSI, SPA, SAC, National Parks, LNR & NR). Non-statutory nature conservation site boundaries (Local Wildlife Sites).

Species information held by BBRC includes: Species records with details of species name, site name, grid reference & date, as a minimum.

Specific locations of confidential or sensitive records may be omitted from the search results as may the name of the original recorder. The enquirer will be notified if any records have been omitted from the data search.

Species searches routinely include all historical records from our database. If you would like to limit the search to records since a certain date, please let us know.

We can filter results of the species search to produce a list of **protected / notable species**. Where this is requested, the species list will highlight those species with the following status:

- BAP 2007 UK priority species list
- Wildlife & Countryside Act 1981
- Birds of Conservation Concern (Red & Amber lists)

We can provide a PDF map showing a species' distribution from our records within the search area. The species records will be marked as squares over an OS map, the squares reflecting the resolution of the record (e.g., if the grid reference is SK1234, the square will be 1km by 1km).

We can provide a PDF map of a species' known distribution within the Borough of Barnsley from our records. The species records will be marked as squares over an OS map, the squares reflecting the resolution of the record (e.g., if the grid reference is SK1234, the square will be 1km by 1km).

BBRC does not hold records for:

- South Yorkshire Bat Group
- South Yorkshire Badger Group
- Sheffield Bird Study Group
- Sheffield Area Geological Trust

These organisations should be contacted directly if a search of data held by them is required.

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