

## Isle of Wight Local Records Centre

tel: 01983 821000  
email: [lrc@iow.gov.uk](mailto:lrc@iow.gov.uk)  
website: [www.wildonwight.co.uk](http://www.wildonwight.co.uk)



### Supply of data

The contact point is via the Isle of Wight Council ([lrc@iow.gov.uk](mailto:lrc@iow.gov.uk)). Species and site data can be supplied as listed below. Records of species are drawn from local specialists.

IWLRC requests that you complete the following form before it will release the relevant data held. Data is contributed from a variety of sources, from large organisations to amateur naturalists. A large proportion of the species records have been provided by the Isle of Wight Natural History & Archaeological Society on behalf of specialist recorders. With the IWLRC acting as agent these individuals and groups, who have provided their records free of charge, have the right to retain copyright on their data. IWLRC retains copyright on its database holdings. In the interests of legal protection of all parties concerned you are asked to sign the declaration at the end of this form.

Whilst the information in itself will remain free, IWLRC reserves the right to charge a reasonable (non-profit) cost to cover administration (to capture, audit, maintain, extract and supply data). A proportion of this income is used to promote, support and assist the voluntary recording community on the Isle of Wight without whom there would be limited species data. Some enquiries may be exempt from charges. You are required to acknowledge IWLRC in all documents containing any part of the information released.

As of 1st April 2017, the cost for commercial searches (for ecological consultants and developers) will be £120 plus VAT per hour, followed by half hourly increments of £60 plus VAT.

As a guide:

- A 1km radius search from a supplied grid reference point will cost on average £120
- A 2 km radius search from a supplied grid reference point will cost on average £240.
- A 2km buffer around an *area* may cost up to £360.
- A request for species *only* is likely to be £120 for a 1km search or £180 for a 2km search from a supplied grid reference point.
- If no relevant data exists within the search area, the fee will be waived

Under most circumstances there will be a minimum charge of £120 plus VAT per enquiry.

For all searches, a quotation will be supplied on receipt of the request.

We aim to fulfil data requests within 10 working days of receiving firm instructions to proceed with a search. We regret we are unable to offer a priority response service as we do not have sufficient capacity to offer this service.

*The Isle of Wight Local Records Centre partnership includes the local authority, Isle of Wight Natural History & Archaeological Society, government agencies, wildlife charities and biological recording groups*

**IW Local Records Centre  
Data Request Form**



**Your details**

Name

Contact type

<input type="checkbox"/> Environmental consultancy	<input type="checkbox"/> Parish Council
<input type="checkbox"/> Public utility	<input type="checkbox"/> Student/Teacher
<input type="checkbox"/> Government Agency	<input type="checkbox"/> Local Authority
<input type="checkbox"/> Member of the public	<input type="checkbox"/> Landowner
<input type="checkbox"/> Conservation NGO	<input type="checkbox"/> Other (please specify)
.....	

Company/Organisation if applicable

Address

Tel. No.

Email

Fax No.

Purchase order No.

Client name (company/ individual for whom the enquirer is undertaking the search)

Agency/Organisation	Contact Person
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Your reference	Project title
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Please indicate how you would like to receive this information e-mail  post

Please note: It will not be possible to send certain information by e mail, if, for example, it is only held as a paper document or if the digital data has a very large file size

**Data usage**

**Reason for data request**

<input type="checkbox"/> Proposed development	<input type="checkbox"/> Conservation/land management
<input type="checkbox"/> FEP/Agri-environment scheme	<input type="checkbox"/> Research/study
<input type="checkbox"/> Parish Plan	<input type="checkbox"/> Other (please specify)
.....	

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## Search area

Area or site name

Search area supplied as:

- Map with marked boundary of search area
- GIS digital boundary of search area (Arcview shapefiles only)
- Ordnance Survey Grid Reference for centre of site

SZ

Defined Grid Squares

Search radius required  
e.g. size of your search area  
around a defined point or  
marked boundary.

Please state units

Leave blank if the search area is *within* the boundary marked on the map you have provided. Searches will be carried out by 1km squares as this is the form in which the data is held.

## Information requested for search area

Non-statutory (SINC) site boundaries

Statutory site boundaries

If the central point lies within a Site of Importance for Nature Conservation; the cost to supply the up-to-date citation will be included in the quote. Should you require the citations for any other SINC's which are partially or wholly within the search area please indicate

Priority habitat map

Ancient woodland Inventory sites map

Rare and protected species

Wildlife & Countryside Act Schedule 9 species

Restrict search to the following species only

Specify

Any other special requests/comments

Data users' declaration

I understand that in using the data provided by the Isle of Wight Local Records Centre I am aware of, and agree to, the following

1. IWLRC holds copyright of the data, unless otherwise stated. No reproduction of this data will be allowed as a direct copy, except for the purpose stated.
2. The data must not be passed to any third party except as aggregated data within reports or maps, for the purpose stated.
3. Any personal information supplied in association with these records will not be used, copied, or passed to any third party without the consent of the IWLRC and in accordance with the Data Protection Act.
4. Data provided by the IWLRC will only be used for the purpose stated and will not be stored beyond the life of the project for which it was acquired. The data must not be added to any permanent database system.
5. Whilst every reasonable effort is made to validate information supplied to and by the IWLRC, owing to the dynamic and judgmental nature of information relating to wildlife, IWLRC disclaims any responsibility for the accuracy or comprehensiveness of the information supplied, and accepts no liability for any indirect, consequential, or incidental damages or losses arising from use of the information.
6. The whereabouts of other material, documentary sources etc. referred to cannot be guaranteed.
7. Acknowledgement of the use of the data supplied by the IWLRC (including acknowledgement of any stated third party supplier) must be given in any published documents
8. IW LRC may charge for the time required for extracting data

Signed

Name

Date

Job title