



City and County of Swansea

Notice of Meeting

You are invited to attend the Annual Meeting of the

Gower AONB Partnership

At: Reynoldston Village Hall - Church Meadow, Reynoldston, Gower, Swansea, SA3 1AA

On: Monday, 24 June 2019

Time: 7.00 pm

Chair: Councillor Paul Lloyd

Membership:

Councillors: M C Child, J P Curtice, P R Hood-Williams, L James and A H Stevens

Steering Group Members: To Be Elected

Agenda

Page No.

- 1 **Welcome and Introductions.**
- 2 **Apologies for Absence.**
- 3 **Disclosures of Personal and Prejudicial Interests.**
www.swansea.gov.uk/disclosuresofinterests
- 4 **Minutes.** 1 - 5
To approve and sign as a correct record the minutes of the previous meeting(s).
- 5 **Matters Arising from the Minutes.**
- 6 **Terms of Reference. (For Information)** 6 - 10
- 7 **Public Question Time.**
Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt with in a 10-minute period.
- 8 **Presentation - The Work and Roles of the Gower AONB Partnership & Gower AONB Team.**

9 Presentations by the following: -

- Natural Resources Wales;
- Gower Commoners;
- Gower Society;
- Strategic Planning Team, Swansea Council.

10 Annual Review of Gower AONB Action Plan.

11 To Elect Members of the Gower AONB Steering Group as follows:

- a To Elect Ten Steering Group Members from Nominations Received.
- b To Elect the Vice Chair of the Steering Group for the 2019/2020 Municipal Year.

12 To Appoint the Following: -

- a Sustainable Development Fund (SDF) Grants Panel (consists of Chair of Steering Group, 3 Councillors and 4 other members).
- b Sustainable Development Fund (SDF) Grants Appeals Panel (consists of Vice Chair of Steering Group, 1 Councillor and 6 other members who do not already sit on SDF Grants Panel).

Next Steering Group Meetings:

Monday, 23 September 2019 at 7 pm;
Monday, 2 December 2019 at 7 pm
Monday, 23 March 2020 at 7 pm

Huw Evans

**Huw Evans
Head of Democratic Services
18 June 2019**

Contact: Democratic Services: - 636923

Agenda Item 4



City and County of Swansea

Minutes of the **Gower AONB Partnership Steering Group**

Down To Earth, Little Bryngwyn, Cefn Bryn, SA3 1ED

Monday, 25 March 2019 at 7.00 pm

Present: Councillor P Lloyd (Chair) Presided

Councillors

M C Child

J P Curtice

P R Hood-Williams

L James

A H Stevens

Steering Group Members

R Button

R Cooper

S Crocker

S Heard

G Howe

M Lewis

H Osborn

B Parry

D P Tucker

D Vine

Co-opted Member(s)

K E Marsh

Officer(s)

Chris Lindley

Gower AONB Team Leader

Paul Meller

Strategic Planning and Natural Environment Manager

Jeremy Parkhouse

Democratic Services Officer

Mike Scott

Gower AONB Officer

Also Present: - I Button

Apologies for Absence

Steering Group Members: D Vine

28 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

29 Minutes.

Resolved that the Minutes of the Gower AONB Steering Group meeting held on 3 December 2018, be accepted as a correct record.

30 Matters Arising from the Minutes.

- Presentation - Port Eynon / Horton Feasibility Study - Bro Partnership

The Steering Group sought clarity on progress made since the previous meeting and whether any recommendations had been made to the bus services. Chris Lindley, Gower AONB Team Leader stated that various responses had been received and Peter Beynon, Destination Development Co-ordinator would be providing an update presentation to the RDP meeting in April 2019. He added that no recommendations had been made regarding improving services and the next stage would include more detail.

The Steering Group commented that Gower was served by a very good bus service.

31 Gower AONB Management Plan.

The Gower AONB Team Leader presented a report on the Gower AONB Management Plan. It was outlined that an updated version of the Action Plan for 2018-21 had been agreed by Swansea Council with Natural Resources Wales (NRW), as the delivery basis for its AONB Partnership grant-aid programme. The first step recommended that the Action Plan be updated and reviewed to include an extension to cover the remainder of the existing plan period (up to 2022).

The report provided a commentary / review of progress to date against the actions / objectives in the Action Plan and also recommended a set of actions that covered the remainder of the current plan period (up to 2022).

The Steering Group discussed the following: -

- The apparent lack of consultation between Planning and the Gower AONB Team;
- A number of small issues occurring in Gower that were having an effect upon the AONB, e.g. The National Trust establishing an Orchard in a field above Fall Bay;
- How the Gower AONB Team focussed upon what it can / cannot do, the impact of LDP policies in protecting the AONB and use of the AONB Design Guide;
- Objective 22 – Develop a clear understanding of the recreation activities in the AONB and around the coast, particularly the progress of the 'Wales Activity Mapping Project';
- Objective 29 – Improve the provision of sustainable and active travel networks and services across the AONB – particularly linking bus services to the coastal path similarly to Pembrokeshire and sustainable transport / active travel grants available from Welsh Government;
- The apparent need for more investment in and more emphasis upon Gower AONB by Swansea Council;
- The investment of the Council by providing two dedicated officers, supported by a network of officers to support the AONB;
- No budgetary issues were raised regarding the AONB and the value placed upon the AONB by the Council.

Resolved that the contents of the report and Gower Management Plan be noted.

32 Sustainable Development Plan.

Mike Scott, Gower AONB Officer presented the Sustainable Development Fund (SDF) Financial Summary report.

He outlined that Welsh Government had confirmed the SDF budget for 2018/19 as £55,000, with the same for 2019/20. The fund was now heavily committed, both for 2019/20 and 2020/21. Details for 2018/19 were provided as follows: -

- **2018/19**

Total Funds available	£ 55,000.00
Committed Funds	£ 55,000
Uncommitted Funds	£ 0
Applications under consideration by the panel	£ 0

During the current year, 16 projects were approved with SDF funding for 2018/19, achieving a full spend of the SDF budget.

The Committed Funds figure included the CCS Management Fee of £5,500 (10%). Future years were outlined as follows: -

- **2019/20**

£37,160 committed, with 4 applications worth £17,840 anticipated.

- **2020/21**

£28,000 committed, with 3 applications worth £27,000 anticipated.

The Steering Group asked questions of the Officer, who responded accordingly. Discussions were on the following: -

- SDF report to the Partnership Annual Meeting;
- SDF reporting procedures.

Resolved that the contents of the report be noted.

33 Dark Sky Project Update.

The Gower AONB Team Leader provided the Dark Sky Project Update report.

He outlined the activity that had taken place since the last AONB Steering Group meeting to progress the application to become an internationally-recognised Dark Sky Community.

It was added that the Gower AONB Team had purchased 4 Sky Quality Meters (SQM) units for future annual monitoring surveys. Gower Ambassadors and other volunteers would also be attending a training course on 27 March to enable them to undertake the annual monitoring.

In addition, the Project Steering Group (comprising reps from Swansea Council, Gower Society and Dark Sky Wales) would meet shortly to discuss / approve the draft application. The formal application would be submitted to the International DarkSky Association (IDA) at the end of May 2019.

It was noted that the Gower Society had generously provided financial support for the project.

Resolved that the contents of the report be noted.

34 Local Development Plan.

Paul Meller, Strategic Planning and Natural Environment Manager provided the Steering Group with a verbal update on the Local Development Plan (LDP).

He outlined that the LDP was adopted by Swansea Council on 28 February and the six week challenge period ended on 11 April 2019. A number of policies within the LDP related to the AONB and the AONB Team had direct input into the drafting of these policies. The LDP would be available to view on the Council website and will be published after 11 April 2019.

The Steering Group asked a number of questions regarding the report which were responded to by the Officer. Discussions centred around the following: -

- Swansea Council actively using the LDP and all relevant officers working collaboratively to ensure it was delivered successfully;
- The LDP being the most up to date plan in Wales;
- All previous policies / guidance matching the LDP;
- The LDP requiring developments to have a larger percentage of affordable housing, proposed developments at Pennard and Scurlage and the need for further affordable housing development throughout Gower / potential sites;
- The huge amount of work put in by officers to deliver the LDP.

The Chair and Steering Group thanked the Strategic Planning and Natural Environment Manager and his team for their work.

Resolved that: -

- 1) The contents of the report be noted;
- 2) A presentation on the different sections of the LDP applicable to the AONB be provided to a future meeting.

35 Gower Landscape Partnership - Summary Final Report.

The Gower Landscape Partnership Summary Final report was provided 'for information'.

The Gower AONB Team Leader / Gower AONB Officer outlined the content of the report and thanked all the individuals / organisations who had contributed to the project. They also highlighted that the project went from high risk to low risk at the end and the was a reflection of the work completed.

Discussions considered potential opportunities for the future, employing less consultants on future projects, establishing a wider brief than tourism only on future projects and having visible project legacies.

Resolved that the contents of the report be noted.

36 Gower AONB Partnership Annual Forum - 24 June 2019.

The Gower AONB Officer stated that the Annual Partnership Group meeting on 24 June 2019 would include elections to the Steering Group, SDF Panel and SDF Appeals Panel. He outlined some of the proposed events scheduled to take place during the next year.

Potential venues for the Annual Forum included Reynoldston Hall, Penclawdd Community Centre and Pennard Community Centre.

Resolved that the Democratic Services Officer confirms one of the above as a venue for the Partnership Annual Forum on 24 June 2019.

37 Plastic Collections from Campsites.

It was noted that Swansea Council had commenced plastic collections from campsites which was a very positive change.

38 Ash Dieback.

Hamish Osborn, NRW explained that Ash Dieback was beginning to have a significant impact on Gower, particularly the land managed by NRW. He added that matters would get worse and highlighted the toolkit which provided guidance on Facebook. He also circulated the NRW newsletter highlighting the disease.

39 Sea Wall at Llanmadoc.

Progress regarding repairing the sea wall at Llanmadoc was requested.

It was advised that funding was being sought and it was hoped that a solution would be found.

The meeting ended at 8.55 pm

Chair

Agenda Item 6

GOWER AONB Partnership - Terms Of Reference

Purpose & Function

- 1 The Countryside and Rights of Way (CRoW) Act 2000 places a duty upon the City & County of Swansea ('the Council') to "prepare and publish a management plan which formulates their policy for the management of the Area of Outstanding Natural Beauty and for the carrying out of their functions in relation to it".
- 2 The Act also places a statutory duty on relevant authorities to have regard to the purpose of conserving and enhancing the natural beauty of the AONB when exercising or performing any functions affecting land in the AONB. "Relevant authorities" are any public bodies including local and statutory authorities, parish councils and statutory regulators.
- 3 The Gower AONB Partnership ('The AONB Partnership ') is an advisory group to the Council, convened by them, to facilitate the management of the Gower AONB, in fulfilment of their legal responsibilities and duties with regard to the Gower AONB.

Structure and Purpose

- 4 **The AONB Partnership** is a membership body, open to any individual or organisation. The only criteria is that they should have an interest in the AONB. The AONB Partnership is an overarching group set up in order to co-ordinate management groups set up under its cover. The AONB Partnership is intended to support the involvement of the community in the management of the AONB.
- 5 The AONB Partnership will be chaired by the Councillor who is Chair of the Planning Committee.
- 6 The AONB Partnership is responsible for nominating the **Gower AONB Partnership Steering Group** ('the Steering Group').
- 7 The Steering Group is responsible for overseeing the Management of the AONB, and is responsible for the development of policy and strategy for the AONB area, particularly through the AONB Management Plan, and influencing the policies and strategies of others. The Steering Group will also take and support action to conserve and promote the AONB.
- 8 The Steering Group will comprise:
 - a. a maximum of 6 Councillors (including the Councillor who is Chair of the Planning Committee).
 - b. 2 representatives from Natural Resources Wales

c. 10 other members who will be elected annually, drawn from the following interests as appropriate:

- Community Councils
- Nature conservation
- History and archaeology
- Land owning/farming/forestry
- Commoners
- Rural business
- Tourism
- Recreation
- Local Interest Groups
- Residents of the Gower AONB

9 The Steering Group will be chaired by the Councillor who is Chair of the Planning Committee. The Steering Group will select a Vice Chair from the Steering Group Members.

10 The Steering Group will elect the following sub-groups to the Steering Group:

a. **Sustainable Development Fund (SDF) Grants Panel.**

- This Panel will decide on grant applications to the SDF from funding obtained from the Welsh Government. It will determine how best to use that funding, and will operate an appeals process when considering how funding should be spent.
- This Panel will comprise the Councillor who is Chair of the Planning Committee (who will act as Chair) and seven other members of the AONB Partnership.
- The Panel will be supported by the AONB Officer, and a representative from NRW, as observers.

b. **The SDF Grants Appeals Panel**

- This Panel will handle disputes on how funding should be spent and will decide on appeals for grant applications refused by the SDF Grants Panel.
- The SDF Appeals Panel will comprise the Vice Chair of the Steering Group (who will act as Chair of the SDF Appeal Panel) and seven other members of the AONB Partnership that do not already sit on the SDF Grant Panel.
- The Panel will be supported by the AONB Officer, and a representative from NRW, as observers.

c. **Other sub-groups as required**

- 11 The Steering Group will have the power to co-opt individuals (to itself, or to sub-groups) or organisations or to set up further sub-groups as deemed necessary to fulfil the aims and objectives of the AONB Partnership.
- 12 Members of the Steering Group and of any sub-group will be expected to abide by the City and County of Swansea Members Code of Conduct.

Aims and Objectives

- 13 **The Steering Group** are responsible for:
- Preparation of the AONB Management Plan on behalf of the City & County of Swansea.
 - Co-ordination of the implementation of the AONB Management Plan.
 - Develop and implement a programme of promotion and awareness of the special qualities of the AONB and the Heritage Coast.
 - Preparation of business plans for the Partnership including the annual work programme for the AONB Team.
 - Preparation of an annual report on the work of the Partnership and progress on implementing the AONB Management Plan.
 - Securing additional resources for the implementation of the Management Plan.
 - Commission research and special studies.
 - Operation of the Sustainable Development Fund on behalf of the National Resources of Wales and the Welsh Government.
 - The running of sub-groups as required
 - Holding an annual forum.
 - Holding an annual meeting with Community Councils and City & County of Swansea councillors with wards in the AONB.
 - Communication amongst the Partnership.
 - Forging links with other fora and protected landscapes, including National Parks, through the National Association for AONBs and the Europarc Federation.

Meetings

- 14 **The AONB Partnership:** will meet annually, with the purpose of the meeting to:
- nominate the Steering Group members
 - engage with the public to promote awareness of the AONB and its special qualities
 - report and review the AONB management over the previous year; and
 - identify issues, opportunities and priorities for the coming year.

- 15 An officer from the City & County of Swansea Democratic Services will be present at all meetings to record proceedings. Minutes of each meeting shall be kept and circulated to Steering Group members as soon as possible after each meeting, and made available to the public on the AONB website.
- 16 **The Steering Group:** will meet quarterly, and the meeting dates published annually. Additional meetings will be convened if required. In the absence of the Chair or Vice-Chair at a meeting then the Steering Group may elect a Chair for that meeting. The quorum for Steering Group meetings will be six.
- 17 All meetings of the Steering Group will be open to the public for observation. Each meeting will start with a maximum of ten minutes for public questions relevant to items on the agenda.
- 18 Decisions by the Steering Group shall be made by show of hands with the Chair having the casting vote.
- 19 **The SDF Grants Panel:** will be called to meet by the Grants Panel members and advised by the AONB Team and NRW representative, determined by the timing and number of applications to received. Quorum of the SDF Grants Panel will be four.
- 20 **The SDF Appeals Panel:** will be called to meet by the Grants Panel and advised by the AONB Team and NRW representative, determined by the timing of appeals received. Quorum of the SDF Appeals Panel will be four.
- 21 Further information in relation to the election of Steering Group Members and other procedural matters can be found in the Gower AONB Partnership Procedural / Guidance notes available from the AONB Team.

Gower AONB Partnership – Management Structure

