



ACHUB GWYR –
MAE'N WERTH Y BYD
PARTNERIAETH TIRWEDD GWYR

SAVING GOWER –
FOR ALL IT'S WORTH
GOWER LANDSCAPE PARTNERSHIP

Gower Landscape Partnership

**Draft Minutes of the Board Meeting
9 August 2018**

Present:

Hamish Osborn	Natural Resources Wales (Chair)
Cllr Paul Lloyd	Councillor, Swansea Council
Cllr Paxton Hood-Williams	Councillor, Swansea Council
Paul Thornton	Wildlife Trust of South and West Wales
Gordon Howe	Gower Society
Alyx Baharie	SCVS
Alan Kearsley-Evans	National Trust
Chris Lindley	Swansea Council, AONB Team
Mike Scott	Swansea Council, Gower AONB Team
Paul Meller	Swansea Council, Strategic Planning and Natural Environment Manager
Steve Heard	Port Eynon Community Council
Andrew Marvell	Glamorgan Gwent Archaeological Trust
Dr Dyfan Powel	Wavehill – Evaluation Team
Jacquy Box	Interim Programme Manager, External Funding Team
Anne Pearce	Swansea Council, External Funding Team
Apologies	
Gordon Howe	Gower Society
Helen Grey	Swansea Council, External Funding Team
Roger Button	Tourism Swansea Bay

1. Welcome / Introduction / Apologies / Conflicts of interest

ACTION

The Chair welcomed all present to the meeting. Attendance was recorded. No apologies received. No conflicts of interest declared.

2. Minutes of Board Meeting 21 June 2018

Minutes of previous meeting were accepted as an accurate account

Noted

Matters arising to be discussed within other Agenda items in this meeting

Page 6 AOB items - NRW has now approved additional grant for hedges project and a formal Offer letter is imminent. As noted, we will be using some GLP funding as match for leveraging in this additional grant.

3. Remaining Project Board meetings

Agreed that whilst this was intended to be the final Project Board meeting, that a sub group would convene to review the Evaluation report (see below) and the Board would potentially convene again to sign off the final evaluation report and any other final reports.

Provisionally this final Board will be held in October.

4. Project Closure Event publicity and Gower Show (5/8/18)

Evening Post published a full page feature on the Gower Glossary and on the Gower Landscape Partnership – copies circulated at the meeting.

Gower Show presentations, GLP display, presentations and activities on the day were well attended, and HO on behalf of the Board noted their thanks to JB and colleagues for taking over as Interim Project Manager and putting together such a successful programme.

JB reported that there was a lot of attendance and interest from the public in GLP activities and partner organisations throughout the day. Even though the final publication was not quite ready, there was a lot of interest in the Gower glossary and several people gave in their own suggestions for submissions, which will be forwarded, to RP.

Standholders were very happy and developed links for other activities in the future. For information - we have 260+ photos from the Show (sample shown during the meeting).

Tonia Antoniazzi MP & Cllr Mark Thomas (Cabinet Member - Environment & Infrastructure Management) attended the Show

5. Programme Delivery and Finance Report

- **Finance**

Figures provided in the report are correct up to Monday 6/8/18. We are now down to £4k of known costs left to clear, including £2k for NRW tools, and a few minor items.

HO raised the issue of the Gower Glossary as this is not yet completed. The development and content costs are paid for, printing costs of £ 1800 can be claimed now even though bit of work still to do, as agreed with HLF.

Physical booklet and e-booklet to be produced shortly. JB meeting RP later today.

Mark at D2E has offered to host a small launch for the Glossary if needed.

SG now processing the Final Claim this week to go to Finance so that HLF gets it by 24 August. HLF pay most of the claim if no issues, but retain 10% till final reports have been submitted.

- **Outputs / Targets**

Most outputs met or exceeded as per table provided.

CL noted that the Board had not had an update recently on Built Heritage – partly due to lack of clarity over what we were reporting against, but the work has been done – we have before and after photos / backing evidence.

6. Evaluation Report - Wavehill presentation- Dr Dyfan Powel

To be noted that this presentation is of emergent and not final data as things are still being analysed.

A full report is yet to be sent out but comments are welcome on this draft final report.

The final report covers the whole life of the GLP project not just the time and delivery period since the interim report was issued.

A range of sources have been used to backup narrative and comments in the report – primary sources include management and delivery team interviews , 8 case studies, an exception study (on perception), Gower Show study, partnership assessment exercise and review of output data and activity reports.

As a guide, Wavehill have followed HM Treasury guidelines on evaluation (chapter 4 Outcomes and 6 Costs) when looking at value for money and impact.

Outputs have been key - have we achieved what we set out to do under GLP & what has been the impact (short and long term).

Given that the majority of outcomes have been met or exceeded – we are on track to a very positive report as having good impact as a result of GLP.

Process evaluation – this looks at the structure of GLP partnership – is this the model that worked best (as this informs future projects). This section will also look at the quality of the work / how the project was designed and delivered and lessons learnt by Lead Partner and partner organisations

It has been apparent that the initial project structure was not set up in a way to be fit for purpose – that was reflected in the Interim Report – but the Partnership has turned around since then and this will be reflected in the Final Report. The role and support of the Council's External Funding Team will be noted.

Compliance with Wellbeing of Future Generations Act (even though this legislation was not in place at the conception stage of this project), it was good that we could adapt and refocus the work to align with this even though this was not originally known about – not all programmes can do that.

CL commented that HLF have asked if we can share lessons with Snowdonia NP that are now submitting their own bid for funding – agreed that this was to be done.

CL has spoken with HLF – An evaluation report is needed with the Final Claim but this could be a draft for 24th August deadline to allow comments and Final version to be sent shortly afterwards.

CL to action

Board members were ALL requested to contribute comments on this draft — small group will meet to go in more detail for Final Report. (CL / HO / AM / SC volunteered)

All to comment

Draft report out by end of next week – but please note that this will not include all the final analysis of final evaluation report – just so that something is sent in to HLF for 24th August with the Claim. To note: HLF will hold back 10% of the final payment until this final report is done. DP unable to confirm a definitive date for the final report due to need for Wavehill's QA process to be done and capacity issues.

DP / CL to discuss timeline further

9) Management and Maintenance Plan

M & M Plan circulated mid July – some comments received but final comments requested asap for 10 year management period / future projects / relationships made.

All to note

AB – CP20 blank – this links to the evaluation

Board has approved the M & M Plan – SC seconded by PHW

All to note

10) AOB

SH raised issues about the Ambassadors – they were meant to be under TSB – but this arrangement seems to have unravelled and needs to be reviewed to ensure OK legacy.

Not meant to be seen as employees of TSB. No-one else has engaged with them except Dean at TSB (who also trained as an Ambassador). There needs to be a role outline circulated to ensure common understanding of what their role is – this was AGREED.

SC / SH / CL

SC asked about future plans now that HLF funding GLP has come to an end, but there remains ongoing needs / issues, which have been raised in Group meetings.

Agreed that partners need a short break and then CL will convene a meeting re: future project ideas and longer term legacy. Need better clarity over what we want to achieve, not just chase money, although some things might be possible through RDP / AONB / NRW.

CL