

DEARNE VALLEY LANDSCAPE PARTNERSHIP
PARTNERSHIP BOARD MEETING

Date & Time: Wednesday 27th January 2016 10:30am

Venue: Elsecar Heritage Centre, Learning Space

Present:

| | | | |
|---------------------|---------------------------------|---------------------------|--------------------|
| Richard King (RK) | DVLP | Sally Gawthorpe (SG) | DVLP |
| Stephen Miller (SM) | DVLP | Roseanna Burton (RB) | DVLP |
| Matthew Capper (MC) | RSPB | Jeff Lunn (JL) | Garganey Trust |
| Cllr May Noble (MN) | BMBC | Phil Gill (PG) | RMBC |
| Glyn Smith (GS) | DMBC | Claire Barrett-Mold (CBM) | Environment Agency |
| David Knight (DK) | Natural England | Fergus Beesley (FB) | Groundwork UK |
| Jayne Senior (JS) | Swinton Lock Activity Centre | Nic Scothern (NS) | YWT |

Apologies:

| | | | |
|----------------------|----------------------------------|--------------------|------|
| Cllr Nigel Ball (NB) | DMBC | Sue Thiedeman (ST) | BMBC |
| Peter Roberts (PR) | Barnsley Bio- Diversity Trust | | |

Notes in accordance with agenda items:

1. Introductions

Introductions were made by all those present. Claire Barrett-Mold introduced herself as representative for Joanne Kay.

2. Apologies

SG passed on apologies received from Peter Roberts, Nigel Ball and Sue Thiedeman.

3. Minutes of the Last Meeting and Matters Arising

Copies of minutes from the last meeting were previously circulated and RK provided a review of the actions recorded in the previous minutes as follows:

1. ACTION: DVLP to circulate details of the Vice-Chair role and members to contact the DVLP if they would like to volunteer for the position – information was circulated following the previous meeting and nomination of a Vice-Chair will be addressed as a separate agenda item.
2. ACTION: DVLP to consult Roy Taylor's report alongside the agreed outputs for DD7 and explore whether a new delivery approach could be adopted – this has been completed and will be covered under a separate agenda item.

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3. **ACTION:** Partnership Board members to contact the DVLP if they have any suggestions or ideas for future themes or locations for new geocaches – no suggestions have been received as yet, although the DVLP would still welcome any suggestions.
4. **ACTION:** DVLP to provide further detail for financial reporting on the next quarter – a new reporting and monitoring format has been established by the DVLP and this will be presented under a separate agenda item on Finance and Spending.
5. **ACTION:** DVLP to explore boosting social media coverage through paid for services and all members to engage in further cross promotion through social media channels – social media coverage has continued to be monitored by DVLP and will be presented under a separate agenda item. No paid for social media services have been taken up to date.
6. **ACTION:** DVLP to monitor press releases and press coverage and maintain a record of their equivalent advertising value to report back to the PB – press coverage will be presented under a separate agenda item, but an equivalent advertising value has not been calculated.
7. **ACTION:** Members to provide DVLP with any comments or suggestions for amendments to the Community Grants scheme documentation – no comments or suggestions have been received to date and the Community Grants scheme will be covered under the DVLP Progress and Updates agenda item.
8. **ACTION:** DVLP to establish a suitable date for the next Partnership Board meeting and circulate to members – this meeting.

4. Nomination of the Vice-Chair

Details of the Vice-Chair role were previously circulated and MC called for a volunteer to fulfil the position. MN volunteered to act as Vice-Chair, to which members agreed and expressed their thanks. MN confirmed as Vice-Chair effective from 27th January 2016.

5. DVLP Progress and Updates

RK, SM, RB & SG provided updates for members in line with the DVLP Partnership Board Update Report dated 27th January 2016, printed copies of which were provided for members to keep. An accompanying presentation was also shown using a 'red, amber, green' (RAG) rating for the status of each project. This generated the following comments:

DD7: Exploring the Dearne

Whilst discussing sites related to DD7: Exploring the Dearne, MN highlighted to members that Phoenix Park is an area covered under a license to potentially engage in Fracking. Members discussed the issue of fracking within the Dearne Valley, although as plans detailing the exact areas involved are not available at present members agreed that it is not something requiring further consideration at this point.

SD10: Grants Programme

RK confirmed to members that the final forms and guidance for the grants scheme have been produced and that launching the scheme is a priority. JS raised a question as to whether management of the scheme could be outsourced as an alternative option, if capacity within the

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DVLP programme management team is contributing to the scheme being delayed? RK responded that costs for outsourcing the scheme have not been accommodated within the project budget and that it may be difficult to find the right organisation to manage the scheme. However, as an alternative option, potentially outsourcing management of the scheme will be considered.

Action 1: DVLP to consider the feasibility and practicalities of outsourcing management of the Community Grants Scheme.

DK suggested that further timetabling/scheduling information might be added to the overall project reporting to provide members with further context for delivery progress.

Action 2: DVLP to include further timetabling/scheduling information when reporting on project delivery progress.

6. Finance and Spending

Members were provided with a breakdown of expenditure, HLF income and cash income for Year 2, Quarter 2 (October – December 2015). FB suggested that it would be useful to produce a trends analysis of this information spanning a larger time period, to provide the board with a broader impression of the DVLP's financial situation.

Action 3: DVLP to provide expenditure/HLF income & cash income information spanning longer than the current quarter.

An additional document detailing allocated budget and current spend on an individual project basis was also provided for members.

In relation to the Glassby Arch being completed under budget, DK questioned whether the remaining funds could be allocated to another project? RK confirmed that funds can be utilised for other aspects in some cases, but that to transfer budgets across different programme headings would require authorisation from HLF.

7. Monitoring and Evaluation

Throughout the project updates previously covered, members were provided with a RAG rating for each individual project which was highlighted as a monitoring and evaluation tool. Members were also provided with a document detailing each specific project output and delivery percentage to date, from which the corresponding RAG rating is largely formed. Members were happy with this method of monitoring and evaluation and agreed that the DVLP team provided a clear and honest assessment of progress to date.

8. Risk Register

RK confirmed that following a recent review with BMBC's Risk Advisor, no changes to the risk register were required. PG questioned whether the risk register is submitted to HLF and whether they had expressed any concerns. It was confirmed that the risk register is incorporated into the quarterly reports submitted to HLF and no concerns or queries have been raised to date. JS suggested that at a meeting in the future, a greater amount of time could be allocated for members to review the risk register.

9. Marketing, Website, Social Media and Press Coverage

SG provided members with details of social media analytics for the quarter covering Oct-Dec 2015. A consistent increase in twitter followers and Facebook page likes has been maintained along with a consistent increase in subscriber numbers for the DVLP newsletter. In addition, following the launch of the new DVLP website, significantly higher visitor numbers have been recorded. Members were happy with the progress as highlighted and raised no concerns with this area.

10. HD2.3: Hemingfield Colliery – progress

A copy of the Hemingfield Colliery Business Plan produced by Friends of Hemingfield Colliery (FOHC) and a review of this produced by the DVLP were circulated to members for consideration prior to the PB meeting. RK provided members with a brief background to the project and highlighted that the key issues for the Board to consider at this stage were:

- Highways, Planning and Access
- Income Phase 1
- Income Phase 2
- Usage and Financial Sustainability
- Capacity of the Organisation
- Timescale

In terms of potential actions with regards to the current allocation of funding for the FOHC, the Board considered two options:

- To release the allocated funding to the FOHC
- To reallocate the funding to another capital project

Following detailed discussions considering the options, the implications, the efforts of FOHC to date and the priorities for the DVLP, the following approach was agreed:

- The Board are not able to proceed with the release of the DVLP funding based on the current proposals for the site, the timescales indicated and the income / expenditure highlighted.
- They do consider Hemingfield Colliery as an important site and do appreciate the efforts and hard work FOHC have invested in trying to secure the future for the site.
- The uncertainty regarding planning and highways issues is considered of critical importance. The issues of vehicular access and acceptable use (including changing of use / planning permission) are fundamental to any future use of the site. If the uses proposed by the FOHC are not acceptable in planning terms then this undermines the business plan as it stands.
- The Board feel that the proposed approach for the site is still at a conceptual stage and that the concept hasn't been developed sufficiently to convince that the business plan is viable and sustainable. There were questions asked as to whether the concept is the right one for the site and there are questions about the suggested income based on achievability, realism and viability. It is not clear whether the proposed approach can be achieved and sustained, particularly whether the timescale is realistic. In summary there is uncertainty about the commercial viability as the proposal stands at the moment.

Whilst the Board aren't willing to proceed on the basis of the current business plan they have indicated that they are willing to consider the project again at their next Partnership Board meeting (in approximately three months) if the following are addressed:

- There needs to be clarity over planning and highways issues, including whether planning permission is required, what change of use would be acceptable and resolution of highways issues.
- A revised approach to the protection and regeneration of the site is produced, in particular whether a pared down approach to the site is the more appropriate way forward. This could be about scaling back plans for the site, alternative uses, considering a longer timescale for the delivery of the project or introducing more stages to the project.
- Whether listing at this stage is an appropriate way forward and whether this brings with it access to additional Historic England funding if the site were to be then considered on the At Risk Register –something for FOHC to investigate and consider.
- Whether there are other sources of funding that could be considered for the long term delivery of the project or in the short term to help develop project proposals for the site.

Members requested that FOHC be informed of their decision.

Action 4: DVLP to contact FOHC and advise them of the discussions and decision made by the PB.

11. DD7: Exploring the Dearne – priorities

As an action identified at the previous PB meeting, DVLP consulted Roy Taylor's report alongside the agreed outputs for DD7 to explore whether a new delivery approach could be adopted. RK advised members that following further consultation of the report there were very few accessibility issues identified. In addition, where issues were highlighted these have already been addressed and improved. In order to progress with delivery of DD7, RK informed members that further discussions would now take place with the TPT team to explore any remaining accessibility issues on the TPT throughout the DVLP area. Any issues or aspects identified could then be improved to increase access as part of the delivery of DD7.

Action 5: DVLP to liaise with the TPT team regarding accessibility issues and potential improvements to be made to the Trans Pennine Trail within the DVLP area.

12. Any Other Business

GS highlighted to members that the Tour de Yorkshire will be coming through the Dearne Valley in late April 2016 and is an opportunity to engage communities and showcase the area.

13. Date of the Next Meeting and Location

Members confirmed that they are still happy for PB meetings to take place at Elsecar Heritage Centre and DVLP will establish a suitable meeting date for approximately three months time and circulate to members.

ACTION 6: DVLP to establish a suitable meeting date and circulate to members.

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List of Actions

ACTION 1: DVLP to consider the feasibility and practicalities of outsourcing management of the Community Grants Scheme.

ACTION 2: DVLP to include further timetabling/scheduling information when reporting on project delivery progress.

ACTION 3: DVLP to provide expenditure/HLF income & cash income information spanning a longer time period.

ACTION 4: DVLP to contact FOHC and advise them of the discussions and decision made by the PB.

ACTION 5: DVLP to liaise with the TPT team regarding accessibility issues and potential improvements to be made to the trail within the DVLP area.

ACTION 6: DVLP to establish a suitable meeting date and circulate to members.

