

# **MOOR THAN MEETS THE EYE LANDSCAPE PARTNERSHIP BOARD**

13 April 2016, Room 1, HMBC Princetown, 10am

<b>Present:</b>	Tom Stratton (Chair)	Duchy of Cornwall	TS
	Ally Kohler	DNPA	AK
	Andrea Ayres	RSPB	AA
	Andy Crabb	Historic England	AC
	David Lloyd	DNPA	DL
	David Rickwood	Woodland Trust	DR
	Ian James	Devon County Council	IJ
	James Platts	South West Lakes Trust	JP
	Mark Allott	<i>MTMTE</i> Scheme Manager	MA
	Simon Lee	Natural England	SL
Attending:	Andy Bailey	Community & Events Officer, <i>MTMTE</i>	ABy
	Emma Stockley	Community Heritage Officer, <i>MTMTE</i>	ES
	Chrissy Mason	Community Ecologist, <i>MTMTE</i>	CM
	Ellie Fabiani-Laymond	Finance & Admin Officer, <i>MTMTE</i>	EL

## **1 Welcome**

The Chair welcomed everyone to the meeting. Andrea Ayres was introduced to the Board as Peter Exley's successor for the RSPB.

## **2 Apologies**

Apologies from Andy Bradford (Dartmoor Farmers Association), Jenny How (Visit Dartmoor), Kevin Bishop (DNPA) and Phil Hutt (Dartmoor Preservation Association) were noted.

## **3 Minutes of the last *MTMTE* LP Board Meeting**

The minutes of the meeting held on 20 January 2016 were agreed as a true record and have been approved.

**ACTION: EL to upload approved minutes to the *MTMTE* website**

## **4 Project Spotlight**

A detailed progress report was given for project PA7: Ponies, Pounds and Driftways. Links were identified to other projects within the Scheme, notably to projects PA5 (Unveiling the Bronze Age landscape of the high moor and forest), PC6 (Heritage Trails) and PB8 (Pony Herd Identification).

MA proposed to include a project spotlight in all future meetings and it was agreed to make this a regular agenda item going forward.

**ACTION: Board and *MTMTE* Team Project Leads to volunteer for 2016/10/12 Board Meeting Project Spotlight (2no. projects please).**

The focus of the next meeting will be project PC1 (Discovering the Dartmoor Story) as this links all the various Scheme projects together under one generic theme. An additional meeting to discuss PC1 in more detail will be scheduled to follow on after the LP Board meeting in July.

**ACTION: EL to schedule a PC1 meeting to follow on from the LP Board meeting in July 2016**

**5 Highlight Report Review**

MA presented the content of the Scheme Highlight Report for Year 2, Quarter 2 of the Scheme.

The key points of the Highlight Report are as follows:

- The Scheme cashflow is in a good position and likely to improve over the next quarter
- Overall, there is a Scheme underspend of £1.2m. £33k was omitted in error in the current claim. A significant proportion of the under-spend relates to the delay with the PC5 Wray Valley Trail project. As land acquisitions are finalised, work is expected to resume on this project between June and September this year.
- It was agreed that future meetings would highlight projects which are giving cause for concern
- There have been three 'Have your Say' community drop in sessions since January: in North Bovey, Ashburton and Ilsington
- HLF has indicated they would like community representation on the Board. Some of the previous Local Stakeholders Group (LSG) have also raised this. MA met with some of the past members of the LSG on 23<sup>rd</sup> March and developed a Terms of Reference for a proposed new Community Stakeholders Group (CSG), enabling community representation on the Board. This was discussed in more detail later in the meeting (see 7b)
- MA updated the Dartmoor Access Forum (DAF) on Project and Scheme progress with regard to physical and intellectual access improvements at the recent meeting on 22 March. DAF will be visiting Postbridge on 6 July where MA will brief them on local project progress and has extended an open invitation to the Board to join them on site in the afternoon
- Volunteering hours continue to accumulate, significantly exceeding expectations and targets. Several projects have already fulfilled their project requirements, notably PB2 (Parishscapes) and PB3 (Moor Medieval)
- In the event of a project struggling to deliver their agreed volunteer contribution, HLF has indicated they may be open to some flexibility in moving the quotas to other appropriate projects
- The current issue with project PA1 Moorland Birds relates to the nest protection programme for the Red-backed Shrike. Should the species fail to return to nest in 2016 an alternative set of outputs will need to be agreed with HLF to protect the match funding and ensure we can deliver the required volunteer input for the Scheme. TS noted the Duchy of Cornwall is linked to

another project which potentially has plans to conduct a related Moorland Birds survey. There may also be other bird related opportunities within the Scheme area which would link in well with HLF outcomes

**ACTION: TS to liaise with Andrea Ayres, RSPB and coordinate any joint working with PA1**

- The importance of communications was discussed, both within the *MTMTE* area and also in the wider public arena. This was continued in greater detail later in the meeting (see 8b)
- The first formal monitoring and evaluation feedback is due in year 3 of the Scheme. This will be discussed at the next Project Leads' meeting on 11 May.

## **6 Project Queries**

Appendix A of the Highlight Report includes a RAG (Red Amber Green) summary indicating project status. The following projects were discussed:

- PB7 (In the Footsteps of the Victorians) has been on hold and therefore shows a 'red' status. A proposal to re-scope the project has now been approved by the HLF, releasing some of the project funding to pay for an additional one day per week of the Community Heritage Officers time to lead the project
- PA8 (Ancient Boundaries, Modern Farming) is currently without a project leader. Phase 1 of the project received 6 walling applications in total, with 5 approved as eligible for funding. Work on Phase 1 is now complete. Phase 2 has generated 4 applications in total; 3 of which are likely to be eligible. MA is visiting sites later this afternoon.

MA talked through the information contained in Appendix B:

- PD3 East Shallowford Trust has encountered significant planning issues with farm infrastructure improvements, affecting viability of the originally envisaged *MTMTE* project. MA has met the Project Lead who is re-scoping the project and will meet again at the end of April. This is likely to delay progress for at least 6 months
- PC8 Postbridge Visitor Centre project is currently on hold
- Contracts are out to tender for the next phase of PC5 Wray Valley Trail (Stewards Wood to Wray Barton) and contractors are expected to be on site by the end of May. A community celebration to mark the completion of the trail was suggested as a future event.

Outputs were discussed in more detail near the close of the meeting (see section 9)

## **7 Decisions**

a) Memorandum of Understanding (MoU) and Constitution

The MoU has been revised in response to the request from Woodland Trust for inclusion of a reference relating to data sharing and the Freedom of Information Act (FOIA) and Environmental Information Regulations (EIR). Other changes relate to the inclusion of the proposed Community Stakeholders Group (CSG) (see 7b).

To allow for any requisite organisational scrutiny, approval of the amended documents has been postponed. It was agreed that email confirmation by LP Board Members, on behalf of their organisations, would be sufficient proof of approval in lieu of a signatory attachment. Responses should be sent to the Scheme Administrator by Monday 18 April 2016.

**ACTION: LP Board Members to email confirmation of approval/response by Monday 18 April 2016**

b) Community Stakeholders Group (CSG)

MA presented the Terms of Reference for the CSG.

As with the previous Local Stakeholders Group, it was agreed that a maximum of 3 CSG members would be invited to attend each Landscape Partnership Board meeting. To accommodate the inclusion of CSG in the quarterly reporting process, it has been agreed to move the Landscape Partnership Board meeting schedule back by one week to enable the CSG meeting to take place in the week preceding Board. It is intended to have the CSG in place by the beginning of July.

The Terms of Reference for the Community Stakeholders Group was **APPROVED**

**ACTION: EL to ensure consistent references to eligible CSG representation at Board in the CSG ToR and Constitution**

**ACTION: EL to send amended calendar invitations to LP Board Members**

c) Branding Guidelines Approval

The branding guidelines are already in use. They have now been formally **APPROVED**

**8 Communications**

a) Events update

ABy gave an events update for the Scheme:

- Key events for the year are available to view on the website. Smaller events will be added as they emerge. The events will be promoted through the usual channels: the website, social media, the DNPA website, the Dartmoor Hub etc
- There is a Festival of Wildlife planned for 15th May at Yarner Wood
- The annual 'Believer Day' event at Postbridge is being promoted as the 'Dartmoor through the Ages' and is scheduled for 23rd July
- There will be a programme of family events planned and promoted for the school summer holidays

- A Walking Festival (organised by Moorland Guides) is scheduled for the end of August/beginning of September and will feature some *MTMTE* wildlife themed activities
- The annual Parishscapes celebration event took place on 12 March at Ilington
- A discussion followed about the effective use of events and open days.

b) Specific press and PR opportunities

ABy circulated a list of key communications opportunities for the year ahead:

- A discussion ensued around press releases and some basic themes were proposed to help target media more effectively
- It was agreed that project leaders, or the partner organisations' own press teams, should lead on the most appropriate news items to be used for promoting their *MTMTE* achievements
- Suggestions for articles included news updates about the EcoSkills activities and the John Muir Award schools programme
- CM will be hosting the Countryfile Diaries TV crew on Thursday 21 April, who will be filming an interest story on the treatment of invasive species skunk cabbage (part of the PA3 Natural Connections project)
- PB3 Moor Medieval has a schedule of talks taking place in June and also another archaeological dig planned for North Hall Manor at Widecombe-in-the-Moor
- PC4 Brimpts Tin Trail have an open day on 27 August
- PA5 Unveiling the Bronze Age landscape of the high moor and forests will be undertaking survey work at Whitehorse Hill in September and excavating a cairn
- There will be significant improvements to PA6 Higher Uppacott Medieval longhouse by October
- *MTMTE* has been offered a regular annual article space in the Dartmoor Magazine's Autumn issue
- It was agreed that partners and project leaders should consider how their project fits into the wider Scheme and try to co-ordinate information where possible to avoid mixed messages being presented to the public
- All partners should be linked on social media and actively cross-promoting *MTMTE* content
- A variety of articles from all projects are required on an ongoing basis to feed the Scheme communications
- ABy produces a monthly newsletter which requires input from all the active projects
- Twitter feeds should include #DartmoorStory where appropriate to push the *MTMTE* brand
- It was suggested that communications be included as a section in the quarterly highlight report
- Some consideration has been given to using volunteer help to deliver a more effective social media and communication strategy. An advert has been placed on the *MTMTE* website for specific roles - see:

<http://www.moorthanmeetstheeye.org/projects/conserving-dartmoor/projects4/volunteering>

**ACTION: Partners are to feed-back appropriate communications opportunities to ABy**

**ACTION: ABy to issue submission deadline reminders to all project leaders and partners for the MTMTE monthly newsletter**

**9 AOB**

a) Monitoring and evaluation

MA presented the outputs spreadsheet and explained the importance of accurate reporting by the project leaders. In addition to the quarterly progress report, the HLF also undertake an annual mandatory national survey of outputs. In Year 1 the HLF National Survey required 'predicted' outputs for the Scheme. For all subsequent years we have to report 'achieved' outputs. This year's data is due for submission by 15 April.

**10 Date of next meeting**

13 July 2016, Room 1 HMBC Princetown, Room 1 at 10am.

There being no other business, the meeting concluded at 12.19pm.