CYNGOR TREF CWMAMAN TOWN COUNCIL

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Date: 24th July 2019

TO: **ALL MEMBER OF THE COMMUNITY DEVELOPMENT SUB-COMMITTEE**

Dear Councillor,

You are hereby summoned to attend a **COMMUNITY DEVELOPMENT MEETING** of **CWMAMAN TOWN COUNCIL** to be held at **CWMAMAN COMMUNITY CENTRE, HIGH STREET, GLANAMAN** on **MONDAY 29th of July 2019 at 6.00 p.m.**

Yours faithfully,

Robert Venus
Community Development Officer

A G E N D A

1. **To receive apologies for absence. (5mins)**

2. **To receive members' declarations of interest. (5mins)**

3. **To receive Community Development Officer Report. (15mins)**

4. **Items requiring Council Consent to Proceed. (30mins)**

5. **Role and Function of CDO Sub-Committee. (30mins)**

Croesewir gohebiaeth yn y Gymraeg neu'r Saesneg.
Correspondence is welcome in either Welsh or English.

Community Development Report

Date: 18/06/19   Produced by: Robert Venus

Point	Notes	Actions
Green Infrastructure Project	**Funding Process Update** All partners submitted their feedback and modified documents to the lead applicant (Neath Port Talbot) who have now submitted this to Welsh Government. However, there have been further queries which all partners are addressing through modification to documents, more detail where needed and challenging the queries made based on the content already provided. (See Annex 1 for "WG Feedback" that this relates to). In order to clarify the project as best as possible I have compiled the Outcomes as a separate document under the 5 headings: General, Social, Environmental, Economic and Cultural. See Annex 2 for this document. **Green Infrastructure Volunteer Coordinator** We are currently working on the Job Description and Person Specification for the Green Infrastructure Volunteer Coordinator. Please see Annex 3 for this document as it currently stands; this is based on similar roles within organisations such as the RSPB, Wildlife Trust, National Trust etc. **Recognition for Good Practice** The project was recently recognised by One Voice Wales as being a very forward-thinking approach for a Town and Community Council and I have been advised to submit this project, along with the LORA Project mentioned later in this report, for their Innovative Practice Awards next year. The feedback received from Jonathan Edwards MP, Joyce Watson AM and the Pride in Your Patch partnership group has also been very positive. All have expressed interest in support the main project and any spin-off projects (and related funding applications) which may result.	
Well-being Integration into Council Operations	In addition to the requirement to call a special meeting to ensure we are, across all aspects of the Council, in legal compliance with the Act, I would also ask that the Council consider adoption of the "Decision Making Toolkit" (Annex 4) for use within all Council decision making processes. This Toolkit has been recognised as good practice by Welsh Government and various funding bodies; Arts Council, National Lottery etc. Use may be based on criteria being met as opposed to being used for "all" decisions; decisions over a certain value, timeframe or scope for example.	Carried over from last month's report: Council to identify a list of the key priorities for the next 3 years for inclusion within the Report. Council to adopt/decline the use of the "Decision Making Toolkit" as described.
Community Engagement and Support	Since my last report I have met with the following groups/organisations to take forward community development priorities: - **Neighbourhood Policing Team:** Youth Crime issues and how our projects may help to alleviate them. - **Pride in Your Patch:** Update on Cwmaman based projects and discussion around collaborations. See Annex 5 for Minutes of the last meeting. - **Workways:** Meet with Officer and volunteers now on placement with us. - **Mental Health Service:** Discussion around how our services can best support the needs of local people with specific needs. - **Shadows Support Groups:** Support with translation and promotion of their services within the community. - **Hearth Workshop Turning Group:** Compliance with Health and Safety/insurance requirements, inductions and "Community Builds". - **Mess Up the Mess:** Sourcing of funding for production of Pantomime to be based at the Community Centre.	

Cwmaman Town Council's "Amman Valley MakerSpace" Project – including centre provision (IT Suite, MakerSpace Room), The Hearth Workshop and "The Yard".	**The MakerSpace Room:** following discussion with Marissa, we feel that the room requires a new layout and additional storage space. For this to be completed we will need to protect some time to consider the needs, design the layout/storage and then produce and install this. These changes will significantly improve the functionality of the room and ensure we meet new needs as they arise. The Hearth Workshop: the Thursday group continues to be a success and Robert Parry has secured a second funded project which will support activity at the workshop. Work is still needed at the space to ensure it meets standards required to be a financial and functional success as a facility. This includes: installation of extraction system, new flooring in bathroom/kitchen area, additional storage shelving in rear room and signage to promote the facility. Much of this cost has been previously agreed by the Council. I will attempt to cover other costs through donations etc. before approaching the Council. The Yard: The Yard was in a very poor condition a few weeks back. However, by coming in over 2 weekends, working with volunteers and securing the support of the Black Mountain Fishing and Camping owners with a mini-digger JCB, we have made a massive impact on the space. It is now ready to receive the new Poly Tunnel (funded under Rob Parry's project) and to be used to deliver machinery inductions and community builds. The Yard has already been used to produce a range of seating (using timber and steel) for use within the Community Garden. See Images at the end of this report. **Next Steps:** The fence at the top of the Yard/Workshop Car Park is in urgent need of repair. I hope to do this by using materials left over from previous funded CDO projects. However, some materials are required but this will be significantly less than appointing a contractor or having to by all materials. I will also aim to use the activity as a volunteer engagement activity to support ownership of the project by local people.
Community Development Service Volunteers	Through collaboration with Workways, CAVS, the Probation Service and Hywel Dda Mental Health Service, I currently have 2 volunteers with us 3 days per week and another 2 starting, on similar hours, by the end of the month. The two that have started are: **Dafydd:** working mainly in the officer undertaking administrative duties, research and computer-based work. Although he is also eager to get involved in the GI Project and work within the MakerSpace. **Sion:** has a particular interest in horticulture and ecology and will be working with myself within the community planting, GI and Hearth Workshop/Yard related projects. However, he will also be supporting the caretakers when possible to improve their capacity. Of the two starting I have only met with one thus far. Mick has a particular interest, experience and qualification in horticulture, using tools and machinery and various other desirable skills. He will be working alongside myself on the GI Project, Workshop Project and the Community Builds project. As with Sion, it is anticipated that he will also be available some of the time to support the caretakers with outdoor work and maintenance tasks.
Existing Projects	- **Volunteer Hub:** Event scheduled and promoted for August the 16th and 17th. We have 13 organisations confirmed as attending. I have developed a logo and dedicated Facebook Page/Group for the project. See images as the end of this report. - **Community Builds:** 1 x large garden table, 1 x garden bench and 2 x A frame picnic tables built with volunteer support during community build sessions. - **Well-being Duties/Compliance:** internal systems development and PSB report. - **Procurement:** items for workshop. - **Design:** image development for Volunteer Hub and F1 project. - **Marketing/Social Media:** Volunteer Hub page launch, MakerSpace Project gazebo, Community Builds. - **Precious Plastic Amman Valley:** Partnership and participant identification as the Council have reprioritised the project. Currently obtaining all required quotes for stage 2 application return. "Build Group" being identified with working meeting planned for delivery before the end of August.

Going Forward:

GI Project	Finalise return to WG queries with other partners. Hold local Partners Meeting in July/Early August – focus on "on-the-ground" work as opposed to the larger strategic project. Develop Job Description and Person Specification for GI Volunteer Coordinator.
Technology Hub/Education	Arrange meeting with Dimitris Pletsas and others from Swansea University to identify partnership opportunities within GI Project, Precious Plastics and Community Builds. Same as above with Coleg Sir Gar.
Volunteer Hub	Continue to work with CAVS to deliver the Volunteer Hub Launch event. Produce banners and get printed for promotion of project in local area. Continue to develop the Facebook Page/Group and increase its relevance as a place to promote, obtain and support volunteering opportunities within the community.
Hearth Workshop / MakerSpace Project.	Procure and install extraction system. Finalise room layout and signage with MS. Establish a calendar of induction and training sessions for the full MakerSpace provision; to commence with the most popular and most risk machinery/processes. Identify potential woodland workspaces for inclusion within GI with community members.
Community Builds	Schedule a number of weekday and weekend sessions to engage local people in positive build projects. Identify private sector partners, and young people, for involvement within a Drift Trike building project to improve youth engagement and detract them from negative behaviours within the community; working in partnership with Ammanford NPT.

Community Planting Project/Community Garden Project/Community Builds/The Yard

Thanks is given to all of the volunteers who have committed so much of their time to all of the above. Thanks also to the Council Officers who have been involved and ensured that representation/support for the Council has been available during each of the sessions where I have been otherwise committed. I have already received compliments from local residents on the work undertaken where they have recognised the "event" of community members getting involved in this kind of activity.

The online promotion through Facebook of the garden, makerspace and "Community Builds" has also generated significant interest and I have already received support from a very committed community volunteer to complete the garden seating.

We have also received a great deal of support from Black Mountain Fishing and Camping who, once they heard we needed to do work in the Yard and their interest in the MakerSpace project, offered to come down with their mini-digger and to this for us; a saving of around £350.

The LORA Network and Air Quality Monitoring System Launch Event

The development of this network was listed as one of the intended outcomes under the RCDF project's 3-year plan (see Annex 5). I am happy to say that this has now been completed and the launch of the system, along with air quality monitoring sensor outside of Ysgol y Bedol School, took place on Friday the 12th of July.

I have been working primarily outside of CDO work hours to achieve this for the community and have developed a 3rd sector organisation to secure march funding and ensure that the idea of communities "owning" this technology, the data and the resultant actions is supported.

One Voice Wales attended the event and we have been asked to put forward a submission for their awards next year on the back of what we have achieved.

This is a first of its kind project in the UK and I am very pleased that Cwmaman, and Ysgol y Bedol, are the laces within which it has been delivered.

Feedback from all in attendance, including Welsh Government Innovation Officers, County Environmental Health (Executive Member and Leading Officer), Members of Parliament and Assembly Members was very positive and I have been asked by all involved to pass of their compliments to the Council for the work being undertaken.

Going Forward: I will produce a dedicated briefing note, outside of CDO time, for the Council on this project and how we may be able to take it forward for the benefits of the community, council and our children in Ysgol y Bedol.
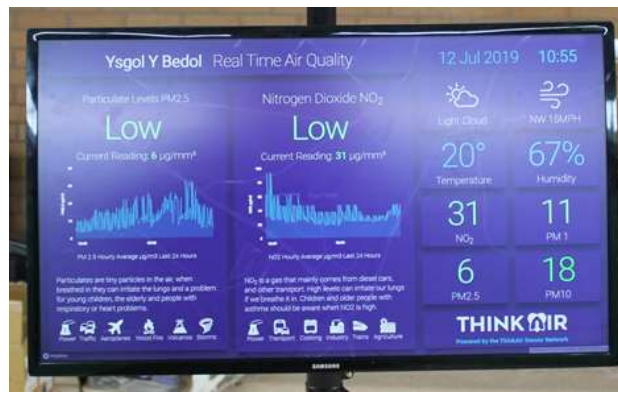
Current Welsh Government Feedback under Consideration by Partners

From: Michelle Playle

The plan is moving in the right direction; however, targets are not always enumeration or fully explained as requested and that it remains unclear how many of the outcomes set out will be measured and or demonstrated.

I think you need to review the outcomes and ask: who and how many people or organisations will be supported? What difference will your interventions make? How will it be measured? What would a positive outcome look like?
I have given examples below of the level of detail needed. Although, we do appreciate not everything will be pinned down at this stage and some things will be developed using a place-based approach etc.

For example:

- **intergrating GI integrated into policies / plans / strategies, leading to improvements in work practice for the benefit of GI / biodiversity.** Is this WG, local, community level plans and polices etc? What are the type of improvements / changes in work practices you would expect to see; how much of an improvement (against a baseline); what type of impact are you trying to achieve.

- **5 posts created with focus on improving / developing spaces and means of access for community members.** The outcome isn't just about the posts being in place it's about what improvements / developments you are expecting (type and maybe % of change) and how this will be measured. How will you evidence that access will be increased for example?

- **Skill sharing, leading to development of employment opportunities.** What kind of skills; who are you targeting and how many; what would success look like e.g. out 100 people that attended the event 80% report an improved understanding in one or more areas?

- **The value and benefits of local landscapes and natural space to society is recognised.** What type of changes would you expect to see? how will you evidence that the change in working practice has had the desired impact e.g.

- **Increase in the use of green space by individuals, communities, schools, youth groups etc.** How many individuals, schools, youth groups are you targeting? How much of an increase? What will you monitor – number of people accessing; spending x hours; why do they now access it

- **Where you say there is no baseline in place and that the increase will not be recognised in the life of the project** – will you use the project to establish a baseline? There will still be things you need to achieve in the lifetime of the project and you will have an idea of what these are?

With regard to the finances, can you ensure that we can consistently see the amount of staff time being applied. This has been done in some instances but not in others. I am aware you have used simplified costs for overheads but how are you charging staff costs for the lead organisation? Are you using the RDP 1,720 hourly rate or actual costs?

The project we seek to deliver encompasses a broad range of activities and actions which are shared between partners, interdependent between partners or complement each partner's existing asset base and planned future development; learning from each other.

As such the project has a broad range of outcomes which cover all 4 key areas of the project scheme and more general outcomes which, although sometimes non-critical to the scheme, we feel need to be recorded to ensure a clear image of the scope of delivery.

The Activities/Outputs, targets for attainment and improvement and the Methodologies for measuring success have been broken-down under the following categories:

1. **General Outcomes**
2. **Social Outcomes**
3. **Environmental Outcomes**
4. **Economic Outcomes**
5. **Cultural Outcomes**

General Outcomes

Within the project we hope to address the following General Outcomes through the delivery of the planned activities/outputs:

Outputs	Partner	Metrics Outputs	Outcomes	Metrics
Project Governance / Management				
Partnership Set up	All Partners	Terms of Reference for the group and partnership agreements for delivery partners in place, to include financial, reporting, monitoring and evaluation mechanisms.	Partnership will provide framework to maximise opportunity for planning and development of GI across the region. Partners benefit from sharing of skills and learning from delivery of projects to enable long term regional collaboration to maximise sustainable management of natural resources.	Partnership is continuing beyond the life of the project. Process evaluation report.
Structure, schedule and mechanisms for project Steering Group and individual partner meetings, and other governance requirements (such as finance, handling of information, etc), put in place.	All Partners	Quarterly steering group meetings, monthly / bi-monthly individual project partner meetings being held and minuted.	Mechanism for the effective delivery and reporting against the project in place, ensuring all grant requirements are met and spend is on target.	Successful delivery of project, against grant outcomes and requirements. Process evaluation report.
New posts recruited: GI Project Manager (NPT), GI Officer (NPT, SC, CCC), Volunteer Coordinator (SC), Place Based Officer (SC), GI Vol Coordinator (CTC)	All Partners	5 new posts in place	Communities and natural spaces benefit from the increase of dedicated workers committed to improving quality of, and access to, GI assets.	5 posts created with focus on improving / developing spaces and means of access for community members.
Existing posts secured or supported: Conservation and GI Ranger (CCC), Woodland Mentor (Small Woods), Coed Cymru (NPT, SC), Craig Gwladus Project Manager (NPT)	All Partners	4 posts in place. Craig Gwladus Post will be a temporary extension to an existing post, to explore opportunities to utilise lessons learnt from an existing parks improvement project for the wider project.	Communities and natural spaces benefit from the increase of dedicated workers committed to improving quality of, and access to, GI assets.	4 posts maintained with focus on improving / developing spaces and means of access for community members.
Monitoring and evaluation processes are in place and being implemented by all project partners.	All Partners	Monitoring and evaluation consultants in place, providing framework within which all partners will work. Monitoring database and requirements agreed with partners, being implemented, meeting all grant claim and project delivery requirements.	Mechanism for the effective delivery and reporting against the project in place, ensuring all grant requirements are met processes are in place to maximise the effectiveness of the project.	Successful delivery of project, against grant outcomes and requirements. Process evaluation report.
Partnership / Regional Activities				
Engage with Public Service Board and partners to raise the profile of GI and this project, and integrate into policies, plans and strategies.	All Partners	13 meetings attended / presentations given. (6 NPT, 6 Swansea, 1, Carms). Reporting mechanism of project to PSBs agreed.	The value of GI (including cross cutting elements) is better recognised within the PSB and with partners. Existing networks / GI sub-groups are less isolated and better integrated into PSB delivery mechanisms.	GI integrated into at least 3 policies / plans / strategies. References to changes made in plans / strategies, etc provided as part of claim process (1 NPT, 1 SC, 1CCC)
Identifying opportunities and priority sites for GI enhancements (through mapping and analysis of GI opportunity and demand areas)				
Mapping refined and reviewed, engaging with internal and external partners to identify priority areas and opportunities for collaborative working. Enhancement opportunities will be categorised into those that can be delivered through existing work practices and those that are of wider community interest.	All Partners	Updated GIS layers, e.g. access / fire risk / carbon sink for NPT and Swansea. Development of GI opportunity mapping technique, building on proposed SINCs layer, in Carmarthenshire. Priority areas identified with programme of improvement work in place (to be updated annually).	Mechanism is in place to inform delivery and greatest multiple benefits from GI delivery. Greater cross-departmental involvement will lead to a greater range of benefits, and additional funding opportunities, for project delivery.	Priority areas identified through use of maps and collaborative working. Programme of improvement works updated annually.
GI Delivery				
Opportunities to increase viability / sustainability of new and existing woodlands through scale investigated.	All Partners	Strategy developed for funding and delivery of regional woodland creation / management.	Opportunities for long-term management/maintenance of trees and woodlands identified and investigated.	Report and woodland creation opportunity maps (Swansea) produced
Work in collaboration with internal colleagues to deliver improvements to GI through changes to existing work	All Partners	9 examples of improvements being delivered through internal collaboration (3 NPT, 5 SC, 1 CCC). 1 example Carms. 5 Swansea. Workshops run with colleagues to explore and	Greater cross-departmental involvement will lead to a greater range of benefits, and additional	Delivery partners and stakeholders recorded. Report provided of 9 improvements undertaken / changes made.

practices and partnership working.		review how CCC can manage its estate in order to benefit biodiversity and pollinators (CCC).	funding opportunities, for project delivery.	

GI Delivery through Asset Based Community Development Approach

COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Deliver Community Wide/Open Access Engagement and Consultation Event x 1	►Community Members are informed of activities within their community. ►Key skills and people assets ("Key Volunteers") are identified.	► Evidence of communications within community and local media. ► Volunteer Registration Forms.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Arrange and Deliver consultation event with Private, Public and Third Sector organisations.	►Improved involvement of all sectors within wider community activity. ►Improved collaboration between sectors within community-based activity.	Cross-measure to GI Well-being Group participation and attendance records.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Planning and delivery of 2 x Education Sector engagement and consultation events.	Project delivery includes wider educational priorities as a core aspect of the activities undertaken and is based upon current and professional knowledge and needs.	Education sector representatives feel able to inform and benefit from the improved focus on GI within the communities they service and to benefit from this within their services.
COMMUNITY ASSET DEVELOPMENT - PEOPLE AND PLACES	CTC	**COMMUNITY ASSET DEVELOPMENT:** Key Volunteers are supported in undertaking roles of Peer Mentors for others within their soci-demographic groups and wider community.	► Community members are supported to develop the skills, confidence and resilience to undertake self-motivated tasks. ►Key Volunteers / Peer Mentors are confident to plan their own activities.	► Community members receive the required development support and report improvements in the target areas. ►Key Volunteers / Peer Mentors plan and deliver distinct activities or interventions with support from the CDO as needed.

Support and enable community engagement in maintaining and enhancing local GI and biodiversity

A framework for volunteering and training will be put in place to support the delivery of GI, improvements to biodiversity and ecosystem resilience across the region.	All Partners	An online resource will be developed / updated to support volunteering and to provide accessible volunteering opportunities (NPT). A volunteer wardening scheme will be developed (SC). Regular volunteer task days will be delivered across the region.	Local communities will have increased opportunities to become involved in the management of these sites, to learn new skills and to benefit their health and well-being.	People will have engaged with the project with a view to taking up active volunteering.

Support communities to benefit from GI

ACCESS TO COMMUNITY RESOURCES	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Work with health and well-being partners to integrate GI activities into social prescribing offer.	► Community members are able to access preventative interventions that support health and well-being. ►Mean well-being score improvement reported through partner responses.	► Partners include GI provision within their existing portfolio of social prescribing offers. ► Based upon partner feedback/partner specific metrics.
ACCESS TO COMMUNITY RESOURCES	CTC/ CCC	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	► Community capacity is developed and exposed through engagement of members within the planning, delivery and year-on-year development of the Eco-Fest Event. ► Project topic specific networks, at community level, are strengthened and developed.	► Community members involved within the Eco-Fest aspect report positive within feedback forms. ► Take-up of GI Action Group membership, and associated group sizes, increases during the development and delivery of the Eco-Fest events.

Publicity / Communications

Communication plan refined at project initiation, kept under review and implemented, ensuring opportunities to share good practice, engage with partners / stakeholders, raise the profile of GI, biodiversity and ecosystem resilience, and support long-term sustainability are maximised.	All	The communications plan is in place, with input from all partners and internal communications teams. Progress against delivery, and effectiveness, will be reviewed at Project Steering meetings and through the monitoring and evaluation process.	Scope and effectiveness of project delivery are maximised, supporting long term sustainability of the project.	Effectiveness of the Communications Plan will be assessed through the monitoring and evaluation process.
Project overview / key message document produced, kept under review, and utilised, alongside online presence.	NPT, All	New web-page for the regional project created on NPTCBC web-site, recognised partners and funders, linking to social media, local project delivery and awareness raising documents (e.g. wild about your ward packs). Key message document produced as downloadable / printable document.	Information is readily available to raise awareness of GI and the project, and as a tool to develop stronger, and wider, partnerships.	Evidence of use of document, and feedback / success as engagement tool.
Deliver awareness raising session / presentations to partners /stakeholders / other interested parties, deliver schedule of press releases, including regional and local delivery.	All Partners	Deliver 43 awareness raising sessions/ presentation (5 NPT, 15 SC, 12 SWW, 11 CTC / CCC). N.B. this figure will include those identified within other outcomes. Minimum of 11 press releases (3 NPT, 2 SC, 3 CCC, 3 SWW).	Increased understanding and value placed on GI and biodiversity, and the role it has in delivering benefits for society, supporting action and behaviour change.	number of follow up actions / outcomes, as recorded within project specific outputs and outcomes.

Sustainability

Exit strategy is kept under review and being implemented.	NPT, All	Exit strategy reviewed bi-annually (NPT), and progress against delivery reported at each Steering Group meeting.	Long term-sustainability of project, and delivery of GI, is maximised.	Staff retention is maintained, partner and stakeholder partnerships continuing beyond the life of the project.

Strategies / policies /work practices are in place to ensure long-term delivery of GI	All Partners	Draft County Wide GI Strategy and SPG Produced for Swansea, integration of GI into the review of the LDP for NPT, GI strategy being developed for CCC. Links to wider plans / strategies and examples of changes to work practices (as covered within project delivery outputs.	Strong policy Framework and guidance for GI to encourage and support delivery	Report provided on improvements to the policy frameworks within the region.
As part of the exit strategy, funding and income generation opportunities progressed.	All Partners	Funding and income generation opportunities will be revisited quarterly, feeding into the review of the exit strategy. A post-project funding strategy will be developed by end of year 2, for implementation during year 3, identifying requirements for future funding and opportunities through cross-sector partnerships and greater links to the private sector.	Long term-sustainability of project, and delivery of GI, is maximised, demonstrating reduced reliance on WG grant funding for delivery. Stakeholder, and staff, confidence in long term delivery and security is maintained	Staff retention is maintained, partner and stakeholder partnerships continuing beyond the life of the project. Future funding demonstrates greater long-term sustainability.

Social Outcomes

Outputs	Partner	Metrics Outputs	SOCIAL	Social Metric	Target	Data Capture Method
Partnership / Regional Activities						
Ongoing, and improved, management and enhancement of existing sites important to the network of GI, biodiversity and wider ecosystem resilience.	All	59 sites under active management for biodiversity, ecosystem resilience and where appropriate, to encourage access and greater use (35 NPT, 15 SC, 9 CCC). Purchase (CCC) / hire (SC) of cut and collect machine for managing small areas of species -rich grassland. Joint project with Carmarthenshire Nature Partnership – reflecting the partnership's DRAFT Local Nature Recovery Plan for Carmarthenshire - Assessment of the feasibility and potential methods of enhancing biodiversity and developing ecological connectivity and resilience between the Gwendraeth valleys and the Amman valley– an area that is important for S7 habitats and species (N.B. Swansea and NPT Councils are supporting LNPs through the LNP Cymru Project)	Good quality green spaces are accessible to provide a place to learn about nature, the environment and for promoting life skills	Number of improved opportunities and facilities for outdoor leisure and recreation. Participation in plan development and implementation – evidence of involvement, support/funding	Access provision is made / promoted at all sites that are appropriate for community use.	Access provision outlined in GIS / reports provided.
Identifying opportunities and priority sites for GI enhancements (through mapping and analysis of GI opportunity and demand areas)						
Ward based maps produced, outlining GI assets and opportunities, as an awareness raising tool, to inform engagement and delivery at a local level.	SC, NPT	GI maps will be utilised, along with more detailed data on the biodiversity resource, to create ward maps of GI assets and opportunities. Different approaches will be trialled in the LA areas. 42 wards mapped for NPT, 15 wards mapped for SCC (to include community involvement).	Participation in plan development and implementation	Evidence of involvement. Number of people consulted	Minimum of 5 ward opportunity maps created in collaboration with local communities. Minimum of 100 people involved (Swansea).	Written records of consultation responses
GI Delivery						
New woodland created in suitable locations and existing woodland brought into sustainable management	All	15 management plans produced and implemented (Coed Cymru, Swansea and NPT). Landscape scale approach to woodland planting in the Amman Valley undertaken. Opportunity map for the area developed and implemented (CCC).	Increased engagement in woodland creation and management - both on publically accessible sites and by private landowners on their own sites.	Participation in plan development and implementation – evidence of involvement, support/funding	Minimum of 5 plans produced on publicly accessible sites. Carms - one public event to raise awareness of woodlands planting to deliver GI.	report of work undertaken
Opportunities to increase viability / sustainability of new and existing woodlands through scale investigated.		Strategy developed for funding and delivery of regional woodland creation / management.	An increased recognition of the value of trees and woodlands and the ecosystem services they provide	Evidence of engagement with/consultation on future funding ideas	1 strategy	Report of work undertaken
Delivery of Miles without Stiles in Amman Valley (CCC). These routes may be resource that will be used in delivering the action below, e.g. guided walks.	CCC	60 gates installed to replace stiles (20 each year, CCC). Collaborative monitoring and review of works undertaken with volunteers.	Improved access to natural spaces as a source of physical and mental well-being.	Number of improved opportunities and facilities for outdoor leisure and recreation (increased visitor numbers and well-being)	27 miles of PROW opened up through replacement of stiles with gates (20 gates installed each year opening up on average 9 miles p.a. of PROW as miles without stiles). Public engagement with up to three focus groups across the area, 30 people, by March 2022.	Site monitoring, report provided on work undertaken. Written reports of focus group meetings.
Design of new green infrastructure through community involvement, to include design plans, specifications, costs and maintenance plans for each area.		16 designs produced (5 NPT, 10 SC, Carms 1), 10 stakeholder mapping and engagement strategies produced and delivered (5 NPT, 5 SC, in addition to the ward-based plans). Number of activities that take a strength based and co-production approach will be measured and reported.	Community members are involved in development of local projects and benefit from improved well-being through their involvement.	Number of community members having the opportunity to influence decision making for their areas and inform delivery of GI. Measures to monitor well-being to be finalised as part of the monitoring and evaluation programme,	100 people (50 NPT, 50 CCC)	Participant responses.

				and to be informed by community input. To include measures such as % using green space, % feeling they belong to this neighbourhood.		
Creation of new, or enhancement of existing, green infrastructure, through ongoing involvement of local community. Where necessary, procure appropriate contractors for delivery.		Delivery of 16 GI initiatives (5 NPT, 10 SC, 1 CCC). Support the Swansea Environment Forum Community GreenSpace project. Number of activities that take a strengths based and co-production approach will be measured and reported.	Better access to good quality green space which contributes to improved health and a reduction in health inequalities in low-income areas; Community members are involved in development of local projects, including how we evaluate and measure impact.	A methodology to identify the number and 'make-up' of people having the opportunity to benefit from the positive health effects from urban green spaces will be developed, making use of the GIS access maps.	Assessment will be undertaken for each GI initiative (NPT and SC)	Outcome of assessment will be reported.

GI Delivery through Asset Based Community Development Approach

COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Deliver Community Wide/Open Access Engagement and Consultation Event x 1	Community members become more involved in their community and develop social networks.	Community members respond in the positive to key questions within feedback forms.	30	Feedback Forms / Verbal Questioning records.
	CTC	**COMMUNITY ENGAGEMENT:** Deliver Community Wide/Open Access Engagement and Consultation Event	Community members feel able to influence and be involved within activities within their community.	Community members respond in the positive to key questions within feedback forms.	30	Feedback Forms / Verbal Questioning records.
	CTC	**COMMUNITY ENGAGEMENT:** Deliver Group Specific Engagement and Consultation Activities x 4	Vulnerable, skilled, isolated or groups with additional needs are engaged within their community.	Priority groups are provided with the opportunity to have their voices heard and ensure that they are involved in the project.	65	Participant responses, headcount, film/photographs.
	CTC	**COMMUNITY ENGAGEMENT:** Use of online tools and platforms for engagement, consultation and project communications.	Community members feel they are able to inform the community within which they live.	Online tools will ensure all residents, regardless of personal needs, are able to directly engage with online tools or be supported, in their own homes, in doing so.	150	Online response records.
	CTC	**COMMUNITY ENGAGEMENT:** Online/Digital Toolkit and Engagement	Improved engagement across people of all abilities and needs	Online volunteering opportunities and resources to support less mobile residents.	30	Resource List at end of project.
COMMUNITY ASSET DEVELOPMENT - PEOPLE AND PLACES	CTC	**COMMUNITY ASSET DEVELOPMENT:** Key Volunteers are supported in developing wider/deeper skills in relation to the delivery of community-based activities.	Community members feel more able to make change happen within their communities.	Community members report in the positive. Community members instigate their own initiatives.	6	Based on distinct events/activities at a rate of 2 per year. Evidenced through Key Volunteer Confirmation.
	CTC	**COMMUNITY ASSET DEVELOPMENT:** Key Volunteers are supported in undertaking roles of Peer Mentors for others within their soci-demographic groups and wider community.	Communities are stronger through collaboration and individuals are able to contribute to the future of the community.	Key Volunteers/Peer Mentors are able to plan and deliver, with support, self-motivated initiatives.	6	Number of distinct, eligible, activities delivered throughout the project life.
	CTC	**COMMUNITY ASSET DEVELOPMENT:** Production of Consultation Defined Education Resources - FOR EACH FOCUS TOPIC	Education staff, students and pupils become more involved in their community and local natural spaces.	Schools throughout the Amman Valley are able to access resources that use local GI assets to enrich learning.	7	Based on adoption confirmation emails/comms from schools.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Delivery of 4 x sessions, within each GI focus area, inspired by, and jointly delivered with, community members and their input during the Engagement and Consultation stages.	Community members become more involved in their community and develop social networks.	Participants are able to meet new people and engage in positive community activity.	40	Attendance lists, photography, video.
	CTC	**COMMUNITY ACTIVITY:** Organisation, delivery and development of Private Sector, Public Sector and Third Sector "GI Well-being Group".	Communities are stronger through collaboration and individuals are able to contribute to the future of the community.	The development of a sustained group to help support the GI project and future activities post-project.	1	Meeting records, end of project feedback, end of project report.
	CTC	**COMMUNITY ACTIVITY:** Delivery of 4 x sessions, within each GI focus area, inspired by, and jointly delivered with, community members and their input during the Engagement and Consultation stages.	Community members are happy with their community as a place to live, work and raise children (as applicable).	Participants develop and report a greater degree of satisfaction with their community.	20	Participant feedback.

	CTC	**COMMUNITY ACTIVITY:** Delivery of 4 x sessions, within each GI focus area, inspired by, and jointly delivered with, community members and their input during the Engagement and Consultation stages.	Community members feel able to influence decisions within their community	Participants are able to report seeing their ideas and priorities taken forward into action.	20	Participant feedback.
	CTC	**COMMUNITY ACTIVITY:** Delivery of educational activities and engagement with educational providers in GI delivery and volunteering	Young people are engaged in community and social action.	Young people report an improvement in "ownership" for their community and increased social awareness of its needs.	40	Young people feedback

Support and enable community engagement in maintaining and enhancing local GI and biodiversity

Deliver regular volunteering sessions, and support existing and new 'friends of' groups, providing on-site informal training alongside volunteering.	All	252 volunteer events delivered, @ 450 volunteer days / 2,340 hours. 8 friends of groups supported. (NPT 100 events, 400 days / 1,200 hours, 3 groups; CCC 72 events, 1080 hours; SC 80 events, 50 volunteer days, 5 friends of groups; SWW 60 hours). Measured with volunteer forms / signing in sheets.	Local communities will have increased opportunities to become involved in the management of these sites, to become more involved in their community and to benefit their health and well-being.	Measures to monitor well-being to be finalised as part of the monitoring and evaluation programme, and to be informed by community input. To include measures such as % using green space, % feeling they belong to this neighbourhood.	30% of participants reporting an increase in well-being.	Pre and post evaluation forms using SWEMWBS. Qualitative accounts via 'what's your story' interviews.

Support communities to benefit from GI

Ongoing programme of engagement and well-being activities, with additional focus on priority areas alongside GI delivery.	NPT	84 activities / engagement events delivered. 600 participants, to include 150 new participants. Repeat participants to be asked to participate in more comprehensive well-being assessment (75 events, 600 participants NPT, 9 events SC).	People become more active and engaged with their natural spaces as places associated with well-being and learning	Number of people participating; Repeat participants report an improvement in well-being through use of recognised measures such as SWEMWBS or ONS personal well-being measure.	600 participants; 30% repeat participants reporting an improvement.	Feedback form / social media comments / event monitoring.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Work with health and well-being partners to integrate GI activities into social prescribing offer.	Community members become more involved in their community and develop social networks.	Participants are able to meet new people and engage in positive community activity.	6	Bases on H&Wb Partners who adopt GI into their offer.
	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Development of local activities, services or other interventions which make use of natural spaces to support community needs - defined through consultation.	Community members feel able to access services and happy with their community as a place to live, work and raise children (as applicable)	Participants report an overall positive improvement pre/post involvement.	30	Based on distinct responses to feedback forms, verbal question records or partner evaluation records.
	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Natural spaces and the local environment benefit from increased use for recreation, production of goods and community planting schemes.	Communities benefit from more productive and meaningful natural spaces.	Community members involved in planting schemes, community food schemes, woodland coppice etc. (defined by consultation)	40	Based on unique responses to feedback forms, verbal questions and imagery records.
	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Natural spaces are engaged with to improve access to cultural provision within the local community.	Community members are happy with their community as a place to live, work and raise children (as applicable).	Participants develop and report a greater degree of satisfaction with their community.	20	Participant feedback.
	CTC/CCC	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Communities are able to come together in celebration and experience positive social interactions.	Community members are both involved in the development of and attending community-based events that reflect their interests and the needs of the community.	900	Event audience count (end of project)- supported by imagery and video.
	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Community group/social connections resilience is improved.	Groups involved within the event and those related to the subject matter operating within the community reports measured increase.	10%	Based on group specific data collated post-event.
Mapping exercise to identify local social prescribing referral agencies	SWW		Sense of Place and Well-being: Improved access for local communities to safe places to meet and play, helping individuals to relax and exercise	Hours and numbers of social prescribing, learning, volunteering etc.	Establish current baseline of social prescribing referral agencies in NPT and increase by 10 referral agencies over the 3 years	social prescribing spreadsheet

Programme of health focused woodland sessions delivered.	SWW	190 woodland sessions to be delivered over the 3 years: **NPT**: Year 1, 10 monthly sessions plus, 4no x 6-week programmes. Year 2, 10 monthly sessions plus 4no x 6-week programmes. Year 3,1 0 monthly sessions plus 4no x 6-week programmes. **CARMS**: Year 1, 10 monthly sessions plus 2no x 5-week programmes. Year 2, 10 monthly sessions plus 4no x 6-week programmes. Year 3,10 monthly sessions plus 4no x 6-week programmes. **PARTICIPANTS:** 100 participants per year across NPT and Carms and Completion of pre-programme evaluation.	Better access to good quality green space which contributes to improved health and a reduction in health inequalities in low-income areas	Number and 'make-up' of people having the opportunity to benefit from the positive health effects from urban green spaces	100 people per year	Register
			Improved access for local communities to safe places to meet and play, helping individuals to relax and exercise	Number/type of recreational activities cultural events and the people involved.	offer 5 different woodland activities over the 3 years	woodland programme plan
			Better access to good quality green space which contributes to improved health and a reduction in health inequalities in low-income areas	Mental health changes measured through Mental Well-being scales	30% of participants that completed necessary evaluation forms to show an improvement in mental well-being scales	Pre/Post Evaluation Form
			Better access to good quality green space which contributes to improved health and a reduction in health inequalities in low-income areas	Physical activity levels survey and results	30% of participants that completed necessary evaluation forms to show an improvement in physical activity levels	Pre/Post Evaluation Form

Sustainability

Private sector and volunteer/third sector project adoption.	CTC	Through effective delivery of volunteer and private sector elements of the project, aspects of the project delivery will be maintained, post-funding, through collaborations between the private and voluntary sectors.	The private and voluntary sector are supported to adopt specific aspects of the GI project delivery to carry forward independently.	Number of distinct aspects, activities and works agreed to be continued post-project by private and third sector partners	4	Site Adoption Agreements, group declarations (written).

Environmental Outcomes

Outputs	Partner	Metrics Outputs	ENVIRONMENTAL	Environmental Metric	Target2	Data Capture Method
Partnership / Regional Activities						
Engage with Public Service Board and partners to raise the profile of GI and this project, and integrate into policies, plans and strategies.	All	13 meetings attended / presentations given. (6 NPT, 6 Swansea, 1, Carms). Reporting mechanism of project to PSBs agreed.	Building ecosystem resilience –diversity. functioning, connectivity and condition and reversing the decline in biodiversity	GI integrated into policies / plans / strategies, leading to improvements in work practice for the benefit of GI / biodiversity.	3 (1 NPT, 1 SC, 1 CCC)	Examples of improvements / changes in work practices provided as part of claim process.
Deliver training / engagement to promote integration of GI into working practices.	All	3 regional training events / activities delivered (NPT, SC, CCC). 30 days of professional development or training for practitioners (SWW).	Skill sharing, leading to improved work practices for improvement to biodiversity / GI / community involvement	Examples of changes in work practice	3. (1 NPT, 1 SC, 1 CCC)	Written evidence provided as part of claim process.
Management / Enhancement of Existing GI Assets						
Creation and review of management plans for sites currently being managed for biodiversity, including LNRs, SINCs, green space, etc., using GIS where appropriate, exploring opportunities for collaborative working, changes to management, evaluation of changes / improvement, etc.	All	59 plans in place (new plans and / or existing plans reviewed / updated), reviewing best practice and case studies in other areas. Management Plans of LNRs monitored on an annual basis. All remaining plans reviewed on an annual basis, reviewing best practice and case studies in other areas.	Building ecosystem resilience –diversity. functioning, connectivity and condition and reversing the decline in biodiversity	Plans in place to support ongoing management and improvement of sites.	59 Plans (35 NPT, 15 SC, 9 CCC)	Documents, linked to GIS layer where appropriate.
Ongoing, and improved, management and enhancement of existing sites important to the network of GI, biodiversity and wider ecosystem resilience.	All	59 sites under active management for biodiversity, ecosystem resilience and where appropriate, to encourage access and greater use (35 NPT, 15 SC, 9 CCC). Purchase (CCC) / hire (SC) of cut and collect machine for managing small areas of species -rich grassland. Joint project with Carmarthenshire Nature Partnership – reflecting the partnership's DRAFT Local Nature Recovery Plan for Carmarthenshire - Assessment of the feasibility and potential methods of enhancing biodiversity and developing ecological connectivity and resilience between the Gwendraeth valleys and the Amman valley– an area that is important for S7 habitats and species (N.B. Swansea and NPT Councils are supporting LNPs through the LNP Cymru Project)	Building ecosystem resilience –diversity. functioning, connectivity and condition and reversing the decline in biodiversity	Number of sites being managed for biodiversity and ecosystem resilience is maintained (59). N.B. for new sites see GI delivery; Condition of sites measured through assessment against SINC criteria (NPT).	59 sites (35 NPT, 15 SC, 9 CCC). Baseline figure of Xha (171 ha NPT and 11km linear feature (verge / hedgerow), 1680 ha CCC). Baseline for Swansea to be set during 2019; All (for NPT, selection for SC) sites assessed against SINC criteria in order to set a target for improvement during future works.	GIS layer or reports detailing sites and work undertaken, SINCs assessments.
Identifying opportunities and priority sites for GI enhancements (through mapping and analysis of GI opportunity and demand areas)						
Ward based maps produced, outlining GI assets and opportunities, as an awareness raising tool, to inform engagement and delivery at a local level.	SC, NPT	GI maps will be utilised, along with more detailed data on the biodiversity resource, to create ward maps of GI assets and opportunities. Different approaches will be trialled in the LA areas. 42 wards mapped for NPT, 15 wards mapped for SCC (to include community involvement).	Better understanding of biodiversity and ecosystem resilience within each ward, to inform delivery of GI management and enhancement.	number wards mapped	57 wards mapped (42 NPT, 15 SCC)	GI Ward Maps produced and shared.
GI Delivery						
New woodland created in suitable locations and existing woodland brought into sustainable management	All	15 management plans produced and implemented (Coed Cymru, Swansea and NPT). Landscape scale approach to woodland planting in the Amman Valley undertaken. Opportunity map for the area developed and implemented (CCC).	Increased canopy cover and better managed woodlands, leading to improved ecosystem service provision such as carbon sequestration and flood alleviation.	Trees and woodlands (ha) planted or brought in to management across the project area. Woodland planting opportunities integrated into Carms NRP.	100 ha	Report of work undertaken. Central database to record number and species of trees planted.
Opportunities to increase viability / sustainability of new and existing woodlands through scale investigated.		Strategy developed for funding and delivery of regional woodland creation / management.	Trees and woodlands will be created and better managed as a result of the strategy developed	Strategy will identify the contribution that increased canopy cover would make to the project area	1 strategy plus opportunity maps	Report of work undertaken

Design of new green infrastructure through community involvement, to include design plans, specifications, costs and maintenance plans for each area.		16 designs produced (5 NPT, 10 SC, Carms 1), 10 stakeholder mapping and engagement strategies produced and delivered (5 NPT, 5 SC, in addition to the ward-based plans). Number of activities that take a strengths based and co-production approach will be measured and reported.	Design of schemes provide the opportunity to support biodiversity and build ecosystem resilience.	Designs / schemes outline the benefits for biodiversity and ecosystem resilience.	minimum of 16 schemes designed (5 NPT, 10 SC, 1 CCC)	Report provided with designs.
Creation of new, or enhancement of existing, green infrastructure, through ongoing involvement of local community. Where necessary, procure appropriate contractors for delivery.		Delivery of 16 GI initiatives (5 NPT, 10 SC, 1 CCC). Support the Swansea Environment Forum Community GreenSpace project. Number of activities that take a strengths based and co-production approach will be measured and reported.	Building ecosystem resilience –diversity. functioning, connectivity and condition and reversing the decline in biodiversity	Number of schemes that deliver benefits for local environmental issues such as poor air quality, localised flooding, noise pollution and / or new sites being managed for biodiversity and ecosystem resilience.	16 sites (5 NPT, 10 SCC, 1 CCC)	Report of work undertaken, before and after photos
GI Delivery through Asset Based Community Development Approach						
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Arrange and Deliver consultation event with Private, Public and Third Sector organisations.	Environmental projects within the community benefit from wider engagement.	Sector representatives participate in the project delivery and commit to the Amman Valley Sustainable GI Charter.	6	GI Charter Registration forms.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Deliver Group Specific Engagement and Consultation Activities x 4	Environmental projects within the community benefit from wider engagement.	People within priority groups are facilitated to bring their skills to benefit the local environment.	10	Volunteer registration forms.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Online/Digital Toolkit and Engagement	Greater involvement in and awareness of local environmental and ecological issues.	People access online resources that help educate and inform.	200	Website records.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Planning and delivery of 2 x Education Sector engagement and consultation events.	Environmental projects within the community benefit from wider engagement.	Education professionals, and their service users, are able to access and support GI activities within their communities.	4	Based on takeup of primary schools within the Amman Valley.
COMMUNITY ASSET DEVELOPMENT - PEOPLE AND PLACES	CTC	**COMMUNITY ASSET DEVELOPMENT:** Production of Consultation Defined Education Resources - FOR EACH FOCUS TOPIC	Greater support for environmental and ecological improvement and sustainability.	More young people engage in ecological activity whilst in school and develop a life-long capacity to engage in such activity.	60	Based on teacher feedback, imagery and artefacts appropriate to the needs of the young people.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Delivery of 4 x sessions, within each GI focus area, inspired by, and jointly delivered with, community members and their input during the Engagement and Consultation stages.	Environmental projects within the community benefit from wider engagement.	Local community members become involved in activities which directly or indirectly benefit the local environment.	40	Based on the takeup of distinct volunteers within each focus area.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Organisation, delivery and development of Private Sector, Public Sector and Third Sector "GI Well-being Group".	Improved environmental sustainability and a healthier community.	Activities which have a positive impact upon the ecological and environmental status of the community.	12	Various - depending upon activity and consultation outcomes.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Delivery of educational activities and engagement with educational providers in GI delivery and volunteering	Greater support for environmental and ecological improvement and sustainability.	More young people engage in ecological activity whilst in school and develop a life-long capacity to engage in such activity.	60	Based on teacher feedback, imagery and artefacts appropriate to the needs of the young people.
Support and enable community engagement in maintaining and enhancing local GI and biodiversity						
Deliver regular volunteering sessions, and support existing and new 'friends of' groups, providing on-site informal training alongside volunteering.	All	252 volunteer events delivered, @ 450 volunteer days / 2,340 hours. 8 friends of groups supported. (NPT 100 events, 400 days / 1,200 hours, 3 groups; CCC 72 events, 1080 hours; SC 80 events, 50 volunteer days, 5 friends of groups; SWW 60 hours). Measured with volunteer forms / signing in sheets.	More sites are brought into sustainable management through the efforts of volunteers.	Number of volunteer activities that support sustainable management of these sites (N.B. number of sites / ha measured through management / improvement of GI assets outcomes).	252 volunteer events	Record of tasks and work done.

Support communities to benefit from GI						
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC/S WW)	**ACCESS TO COMMUNITY RESOURCES:** Development of local activities, services or other interventions which make use of natural spaces to support community needs - defined through consultation.	Greater support for environmental and ecological improvement and sustainability.	Local people have a greater sense of ownership and perceived importance for their natural spaces through experiences within them	60	Based on participant feedback forms, verbal question responses, partners evaluation records.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC/S WW)	**ACCESS TO COMMUNITY RESOURCES:** Natural spaces and the local environment benefit from increased use for recreation, production of goods and community planting schemes.	Improved habitat for pollinators and other wildlife	Actions which respond to evidence and research benefits for ecological conditions increases.	10	Based on distinct actions, projects, sites or interventions evidenced through appropriate means.
ACCESS TO COMMUNITY RESOURCES	CTC/CC C	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Greater involvement in and awareness of local environmental and ecological issues.	Event audience are provided with opportunities to develop a deeper understanding of environmental and ecological issues.	900	Event audience count - end of project.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Wider environmental groups, organisations and projects achieve a net gain through delivery of the event.	Based upon the membership, capacity and sustainability metrics within each distinct organisation.	50%	Based upon 50% of attending/involved externals reporting a net gain.

Economic Outcomes

Outputs	Partner	Metrics Outputs	ECONOMIC	Economic Metric	Target4	*Data Capture Method*
Project Governance / Management						
New posts recruited: GI Project Manager (NPT), GI Officer (NPT, SC, CCC), Volunteer Coordinator (SC), Place Based Officer (SC), GI Vol Coordinator (CTC)	All	5 new posts in place	Access to Employment: Development of employment opportunities with a rewarding and satisfying role.	Number of jobs created	5	Contracts in place
Existing posts secured or supported: Conservation and GI Ranger (CCC), Woodland Mentor (Small Woods), Coed Cymru (NPT, SC), Craig Gwladus Project Manager (NPT)	All	4 posts in place. Craig Gwladus Post will be a temporary extension to an existing post, to explore opportunities to utilise lessons learnt from an existing parks improvement project for the wider project.	Access to Employment: Support of employment opportunities within a rewarding and satisfying role.	Number of jobs retained	4	Contracts in place
Partnership / Regional Activities						
Engage with Public Service Board and partners to raise the profile of GI and this project, and integrate into policies, plans and strategies.	All	13 meetings attended / presentations given. (6 NPT, 6 Swansea, 1, Carms). Reporting mechanism of project to PSBs agreed.	Reduced costs to local and wider communities, such as to the NHS, other public sector services and local businesses and residents	Opportunities for reduced costs through changes in working practices identified, albeit savings may not be measurable within lifetime of the project.	3 (1 NPT, 1 SC, 1 CCC)	Narrative on opportunities provided through the claim process.
Deliver training / engagement to promote integration of GI into working practices.	All	3 regional training events / activities delivered (NPT, SC, CCC). 30 days of professional development or training for practitioners (SWW).	Skill sharing, leading to development of employment opportunities.	Number of staff benefitting from improved skills.	15	Evidence of event taking place, numbers attending, evaluation forms.
Management / Enhancement of Existing GI Assets						
Ongoing, and improved, management and enhancement of existing sites important to the network of GI, biodiversity and wider ecosystem resilience.	All	59 sites under active management for biodiversity, ecosystem resilience and where appropriate, to encourage access and greater use (35 NPT, 15 SC, 9 CCC). Purchase (CCC) / hire (SC) of cut and collect machine for managing small areas of species - rich grassland. Joint project with Carmarthenshire Nature Partnership – reflecting the partnership's DRAFT Local Nature Recovery Plan for Carmarthenshire - Assessment of the feasibility and potential methods of enhancing biodiversity and developing ecological connectivity and resilience between the Gwendraeth valleys and the Amman valley– an area that is important for S7 habitats and species (N.B. Swansea and NPT Councils are supporting LNPs through the LNP Cymru Project)	Local environments are more attractive for businesses, their employees and visitors. Increasing visitor numbers and associated cash spend.	Mechanism to monitor improved sense of place and value as a visitor destination agreed during year 1 of project. Mechanism put in place during years 2 and 3, to continue beyond the life of the project.	No baseline and increase not expected within project timeline. However, mechanism in place.	Mechanism to be agreed, with input from marketing and tourism teams.
Identifying opportunities and priority sites for GI enhancements (through mapping and analysis of GI opportunity and demand areas)						
Ward based maps produced, outlining GI assets and opportunities, as an awareness raising tool, to inform engagement and delivery at a local level.	SC, NPT	GI maps will be utilised, along with more detailed data on the biodiversity resource, to create ward maps of GI assets and opportunities. Different approaches will be trialled in the LA areas. 42 wards mapped for NPT, 15 wards mapped for SCC (to include community involvement).	Maps used as tool to engage with elected members, communities and local businesses, leading to increased support and potential for financial contribution for delivery.	Financial contribution towards delivery of additional improvements	Additional financial contribution towards project delivery.	Report of contribution and work undertaken.
GI Delivery						

New woodland created in suitable locations and existing woodland brought into sustainable management	All	15 management plans produced and implemented (Coed Cymru, Swansea and NPT). Landscape scale approach to woodland planting in the Amman Valley undertaken. Opportunity map for the area developed and implemented (CCC).	Increased income opportunities for woodland owners as a result of creation and management activities.	Schemes registered with the UK Woodland Carbon Code, or Felling Licences submitted.	8 Schemes, Coed Cymru NPT / Swansea. Identify 20ha where new woodland planting would bring economic benefit (CCC).	Report of work undertaken.
Opportunities to increase viability / sustainability of new and existing woodlands through scale investigated.		Strategy developed for funding and delivery of regional woodland creation / management.	Income opportunities developed at a strategic scale, supporting publicly-owned trees and woodlands	Strategy will identify opportunities for long-term funding of creation and management	1 strategy	Report of work undertaken
Delivery of Miles without Stiles in Amman Valley (CCC). These routes may be resource that will be used in delivering the action below, e.g. guided walks.	CCC	60 gates installed to replace stiles (20 each year, CCC). Collaborative monitoring and review of works undertaken with volunteers.	Improved, and more accessible, rights of way network, supporting improved tourism image of communities involved in the site locations.	Mechanism to monitor improved sense of place and value as a visitor destination agreed during year 1 of project. Mechanism put in place during years 2 and 3.	No baseline and increase not expected within project timeline, however mechanism in place.	Mechanism to be agreed, with input from marketing, tourism and access teams.
Creation of new, or enhancement of existing, green infrastructure, through ongoing involvement of local community. Where necessary, procure appropriate contractors for delivery.		Delivery of 16 GI initiatives (5 NPT, 10 SC, 1 CCC). Support the Swansea Environment Forum Community GreenSpace project. Number of activities that take a strengths based and co-production approach will be measured and reported.	Local environments are more attractive for businesses, their employees and visitors. Increasing visitor numbers and associated cash spend.	Mechanism to monitor improved sense of place and value as a visitor destination agreed during year 1 of project. Mechanism put in place during years 2 and 3, to continue beyond the life of the project.	No baseline and increase not expected within project timeline. However, mechanism in place.	Mechanism to be agreed, with input from marketing and tourism teams.

GI Delivery through Asset Based Community Development Approach

COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Arrange and Deliver consultation event with Private, Public and Third Sector organisations.	Businesses are more sustainable and able to benefit from the project delivery/involvement.	Businesses are able to integrate their operations into the GI Project and reduce their impact upon the environment.	4	End of Project Feedback
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Deliver Group Specific Engagement and Consultation Activities x 4	Improved economic sustainability of community.	Collated data used to support additional access to funding to support related projects.	2	Completed funding application resulting from data collated to deliver projects/activities suggested.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Use of online tools and platforms for engagement, consultation and project communications.	Improved economic sustainability of community.	Increased visitors to community resulting from online promotion and positive presentation as a place of natural beauty.	50	Based on end of project focus groups with local businesses.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Online/Digital Toolkit and Engagement	Improved economic sustainability of community.	Increased visitors to community resulting from online promotion and positive presentation as a place of natural beauty.	50	Based on end of project focus groups with local businesses.
COMMUNITY ASSET DEVELOPMENT - PEOPLE AND PLACES	CTC	**COMMUNITY ASSET DEVELOPMENT:** Production of Consultation Defined Education Resources - FOR EACH FOCUS TOPIC	Improved employability among younger people; post compulsory education.	More young people identify GI jobs as being a valid option for their future and develop basic skills to support this.	60	Based on teacher and learner feedback.

COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Delivey of 4 x sessions, within each GI focus area, inspired by, and jointly delivered with, community members and their input during the Engagement and Consultation stages.	The community is more attractive as a place to live, work, do business and visit.	E.G. cleaner community, improved natural spaces, improved awareness.	30	Participant feedback.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Organisation, delivery and development of Private Sector, Public Sector and Third Sector "GI Well-being Group".	The community is more attractive as a place to live, work, do business and visit.	E.G. cleaner community, improved natural spaces, improved awareness.	10	Based on annual percentile improvement in awareness and engagement.
Support and enable community engagement in maintaining and enhancing local GI and biodiversity						
Deliver regular volunteering sessions, and support existing and new 'friends of' groups, providing on-site informal training alongside volunteering.	All	252 volunteer events delivered, @ 450 volunteer days / 2,340 hours. 8 friends of groups supported. (NPT 100 events, 400 days / 1,200 hours, 3 groups; CCC 72 events, 1080 hours; SC 80 events, 50 volunteer days, 5 friends of groups; SWW 60 hours). Measured with volunteer forms / signing in sheets.	Skill sharing, leading to development of employment opportunities.	Participants are to develop both hard and soft skills which can support them in accessing employment	30% of long-term volunteers are able to recognise skills developed through volunteering.	Feedback forms.
Support volunteers / participants in obtaining qualifications / accredited modules in practical conservation / nature conservation.	All	70 volunteers / participants supported in undertaking level 1 Agored / OCN training (30 NPT, 20 SWW, 20 CCC/CTC).	Skill sharing, leading to development of employment opportunities.	Participants with increased qualifications / training to support employment.	70 (NPT, SWW, CTC / CCC)	Record of qualifications / training records.
Support communities to benefit from GI						
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Development of local activities, services or other interventions which make use of natural spaces to support community needs - defined through consultation.	Improved opportunities for enterprise within communities that take advantage of, and support, natural spaces.	Local businesses, sole traders and tutors/facilitators are able to increase participation in their services through access to unique spaces.	6	Based upon the number of distinct organisation or "other" supported during the project life.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Natural spaces are engaged with to improve access to cultural provision within the local community.	Improved opportunities for local creatives and crafts practitioners.	Natural spaces are used as workspaces for the delivery of arts, crafts and creative activities.	8	Number of distinct activities over the duration of the project.
ACCESS TO COMMUNITY RESOURCES	CTC/CCC	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Improved economic sustainability of community.	Increased visitors to community resulting from the delivery of a regionally unique event.	200	Based on end of project focus groups with local businesses & Event audience count/postcode (end of project).
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Improved economic sustainability of community.	Ecological, environmental. Sustainable energy and associated private sector businesses are provided a localised platform for promotion.	20	Based on distinct businesses/private sector entities engaged and provided with a platform through the event.
Sustainability						
Private sector and volunteer/third sector project adoption.	CTC	Through effective delivery of volunteer and private sector elements of the project, aspects of the project delivery will be maintained, post-funding, through collaborations between the private and voluntary sectors.	Public funds are bolstered by greater private and voluntary sector contribution.	Saving in existing maintenance costs to Cwmaman Town Council.	£1,000 per site	Parks Finance records comparison 2018-2019 to 2020-2021

Cultural Outcomes

Outputs	Partner	Metrics Outputs	CULTURAL	Cultural Metric	Target6	*Data Capture Method*
Partnership / Regional Activities						
Engage with Public Service Board and partners to raise the profile of GI and this project, and integrate into policies, plans and strategies.	All	13 meetings attended / presentations given. (6 NPT, 6 Swansea, 1, Carms). Reporting mechanism of project to PSBs agreed.	The value and benefits of local landscapes and natural space to society is recognised.	GI integrated into policies / plans / strategies, taking a more holistic and sustainable approach to delivery of services for people.	3 (1 NPT, 1 SC, 1 CCC)	Examples of improvements / changes in work practices provided as part of claim process.
Management / Enhancement of Existing GI Assets						
Ongoing, and improved, management and enhancement of existing sites important to the network of GI, biodiversity and wider ecosystem resilience.	All	59 sites under active management for biodiversity, ecosystem resilience and where appropriate, to encourage access and greater use (35 NPT, 15 SC, 9 CCC). Purchase (CCC) / hire (SC) of cut and collect machine for managing small areas of species -rich grassland. Joint project with Carmarthenshire Nature Partnership – reflecting the partnership's DRAFT Local Nature Recovery Plan for Carmarthenshire - Assessment of the feasibility and potential methods of enhancing biodiversity and developing ecological connectivity and resilience between the Gwendraeth valleys and the Amman valley– an area that is important for S7 habitats and species (N.B. Swansea and NPT Councils are supporting LNPs through the LNP Cymru Project)	Provision of habitat for wildlife close to where people live, enabling many people to experience and interact with nature, supporting mental health and providing opportunities for outdoor learning.	Number of improved opportunities and facilities for outdoor leisure and recreation; Number of events which celebrate or raise awareness of local culture and heritage.	Access provision is made / promoted at all sites that are appropriate for community use; 27 public events (CCC).	Access provision outlined in GIS / reports provided.
GI Delivery						
New woodland created in suitable locations and existing woodland brought into sustainable management.	All	15 management plans produced and implemented (Coed Cymru, Swansea and NPT). Landscape scale approach to woodland planting in the Amman Valley undertaken. Opportunity map for the area developed and implemented (CCC).	Woodlands created and managed through the project make a positive contribution to the landscape character of the area and to site of heritage and cultural importance.	UKFS guidance adhered to and consultation undertaken with relevant stakeholders	All plans (Coed Cymru NPT, SCC)	Report of work undertaken.
Opportunities to increase viability / sustainability of new and existing woodlands through scale investigated.		Strategy developed for funding and delivery of regional woodland creation / management.	Strategy promoting and securing the future of woodlands and trees within the local landscape, contributing to its character and sense of place	Strategy identifying opportunities for woodlands and trees	1 strategy	Report of work undertaken
Delivery of Miles without Stiles in Amman Valley (CCC). These routes may be resource that will be used in delivering the action below, e.g. guided walks.	CCC	60 gates installed to replace stiles (20 each year, CCC). Collaborative monitoring and review of works undertaken with volunteers.	Improved sense of place within communities and access to/awareness of sites of local history and beauty.	Increase in the use of green space by individuals, communities, schools, youth groups etc.	Percentile increase on the baseline assessment.	Survey assessment/site monitoring.
GI Delivery through Asset Based Community Development Approach						
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Deliver Community Wide/Open Access Engagement and Consultation Event x 1	Improved sense of place.	Local residents report an improved perception of their community and its cultural identity.	20	Based on end of project percentile increase - focus groups, project participant feedback slips.

COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Use of online tools and platforms for engagement, consultation and project communications.	Improved sense of place.	Local residents report an improved perception of their community and its cultural identity.	20	Based on end of project percentile increase - focus groups, project participant feedback slips.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Online/Digital Toolkit and Engagement	Improved sense of place.	Local residents report an improved perception of their community and its cultural identity.	20	Based on end of project percentile increase - focus groups, project participant feedback slips.
COMMUNITY ENGAGEMENT AND INCLUSION - RESEARCH, PLANNING, CONSULTATION AND STEERING	CTC	**COMMUNITY ENGAGEMENT:** Planning and delivery of 2 x Education Sector engagement and consultation events.	Local culture is celebrated and knowledge retained.	Education professionals include GI related topics and cultural connections within their curriculums.	4	Based on take-up of primary schools within the Amman Valley.
COMMUNITY ASSET DEVELOPMENT - PEOPLE AND PLACES	CTC	**COMMUNITY ASSET DEVELOPMENT:** Production of Consultation Defined Education Resources - FOR EACH FOCUS TOPIC	Local culture is celebrated and knowledge retained.	Education professionals include GI related topics and cultural connections within their curriculums.	60	Based on distinct pupils engaged in initial roll-out of education resources.
COMMUNITY ACTIVITY - COLLABORATION AND CO-DELIVERY	CTC	**COMMUNITY ACTIVITY:** Organisation, delivery and development of Private Sector, Public Sector and Third Sector "GI Well-being Group".	More people are aware of their local cultural identity and how they can help shape this.	Increased awareness in the connection between GI and local culture.	10	Based on annual percentile improvement in awareness and engagement.
Support communities to benefit from GI						
Ongoing programme of engagement and well-being activities, with additional focus on priority areas alongside GI delivery.	NPT	84 activities / engagement events delivered. 600 participants, to include 150 new participants. Repeat participants to be asked to participate in more comprehensive well-being assessment (75 events, 600 participants NPT, 9 events SC).	Increase in use of good quality green space which contributes to improved health and a reduction in health inequalities in low-income areas.	Local residents report an improved perception of their community and its cultural identity.	20% of responses.	Based on event Q&A feedback, event review comments.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC/SWW)	**ACCESS TO COMMUNITY RESOURCES:** Natural spaces are engaged with to improve access to cultural provision within the local community.	Improved access to arts and cultural provision for local residents.	Local residents are able to attend local provision and experienced improved access.	80	Based on unique participants in activities - based on feedback forms, verbal question records, imagery and film.
ACCESS TO COMMUNITY RESOURCES	CTC/CCC	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Improved sense of place.	Local residents report an improved perception of their community and its cultural identity.	200	Based on event Q&A feedback, online poll, event review comments.
ACCESS TO COMMUNITY RESOURCES	CTC (*CCC)	**ACCESS TO COMMUNITY RESOURCES:** Delivery of Eco-Festival/Celebration of GI - Annual Small-Scale Event and larger Year 3 Event.	Improved access to arts and cultural provision for local residents.	Through inclusion of arts, crafts, culture and music within the core delivery of the event - arts and culture participation figures within the community are improved.	15%	Based on percentile reduction of "Never" respondents.

GI Project – Cwmaman Town Council

"Green Infrastructure Volunteer Coordinator"

Draft Job Description

Strengthen our community through supporting our residents achieve improved well-being, health, access to green spaces and ownership of their natural spaces.

Volunteering is central to Cwmaman Town Council's vision for a stronger, more cohesive and resilient future for all of our residents and those that visit or work within our community. We recognise our natural spaces, wildlife and resources as being both some of our greatest assets and most important considerations within our duties under the Well-being of Future Generations Act.

We have recently entered into a partnership project with Carmarthenshire, Neath Port Talbot and Swansea Councils to deliver a widescale Green Infrastructure focussed project. Within this we are now seeking to appoint a "Green Infrastructure Volunteer Coordinator", to work within the partnership and closely with our Community Development Officer, to ensure our residents benefit from improved access, engagement and awareness of their natural spaces and wildlife habitats.

Job Purpose

To coordinate all aspects of volunteering under the Green Infrastructure Project including existing volunteers and to manage the recruitment and induction of new volunteers. This will be facilitated primarily through volunteer programmes but also by the management of contracts, events, partnership working and local networks, and by raising awareness of Cwmaman Town Council's work, across the region, through traditional and modern marketing methods.

Although Cwmaman Town Council is the employer for this post, the scope of delivery is to encompass the Amman Valley area as a whole with particular focus being on attracting volunteers to improve the natural environment of the whole valley.

The role will also support the delivery of education focussed activities designed to set the foundation, and later final development, of education resources for primary and secondary schools, and the general public, designed to increase engagement within the local area's natural spaces.

In addition, the successful applicant will work closely with the Community Development Officer in such areas as ongoing community consultation, event planning and delivery, liaising with community groups and the planning and delivery of engagement activities within the existing Amman Valley MakerSpace, Volunteering Hub, Information Hub and Hearth Workshop projects.

Management and Supervision

The Green Infrastructure Volunteer Coordinator will work as part of the wider GI Project Team. As such, monthly task setting, progress reporting, monitoring and evaluation of performance will be undertaken by the GI Project Management Partnership. The Management Partnership will also provide support as needed based upon the wide and varied experience and specialisms held by its members.

Day-to-day supervision will be provided by the Community Development Officer and Clerk of the Council. Specific supervision on specialised aspects within the project will be provided by members of the Leadership and Management team best placed to provide it.

Task and Responsibilities

Volunteering
- To recruit volunteers from a wide range of backgrounds to participate in the GI Project and other aspects of the Council's work by developing and maintaining relationships with local community groups, partner organisations, businesses and individuals.
- To work with the Management Partnership, Community Development Officer, volunteers and external agencies to identify needs-based interventions under the project's 3 broad areas of focus; "Woodlands", "Grasslands and Rivers" and "Connecting Habitats".
- Deliver volunteer working groups within our natural spaces and the Hearth Workshop.
- To oversee and manage volunteer progression through monitoring and review processes, to ensure successful volunteering experiences and that volunteers receive sufficient support in reaching their goals.

- To develop and maintain links with external agencies/partners to ensure up-to-date sign-posting and referral system to support volunteers with additional needs.
- To work with the Management Partnership and Community Development Officer to promote and secure community member and education provider adopters of the "Amman Valley GI Charter".
- To work with the Community Development Officer to support Cwmaman Town Council to develop excellent volunteering policies and procedures and to instil evidence-led best practice.
- To work with staff to develop and improve new volunteering opportunities within the GI Project.
- To refer volunteers to other Council projects and services where they may gain additional benefits.
- Targeting and ensuring equal access for individuals from marginalised groups such as speakers of other languages, young people and people with disabilities.

Corporate Volunteering
- To build relationships with corporate organisations to run activities supporting their CSR programmes and volunteer workdays.
- To work with the Management Partnership and Community Development Officer to promote and secure corporate adopters of the "Amman Valley GI Charter".
- To work with staff to create new opportunities for corporate volunteering on Cwmaman Town Council projects.
- To manage corporate volunteering relationships, writing contracts, and negotiating details of engagement including fees.
- To work with the Management Partnership to develop best-practice documents in relation to CSR and Corporate Volunteering.

Information, marketing and promotion
- To ensure effective systems are in place to capture volunteer impact on the project and for them as people.
- To ensure accurate record keeping of volunteering induction, registers, monitoring & evaluation.
- Maintaining the Project Database, uploading and maintaining all relevant information relating to volunteers, partners, companies and other key project information.
- To produce reports and feedback on volunteering and specific aspects of the GI Project.
- Undertake monitoring and evaluation duties in partnership with the Community Development Officer and other project partners.
- To represent Cwmaman Town Council and the wider GI Project Partnership, attending events such as networking meetings, volunteer fairs, fundraising events and community events to promote our activities.
- To collaborate with staff to create marketing materials for volunteer recruitment and promotion of GI Project related events and activities.

Other
- To act as line manager from time-to-time for individual volunteers supporting Cwmaman Town Council projects.
- To attend GI Project Management Team, Council and Partnership Meetings; preparing and presenting reports as needed by each stakeholder.
- Occasionally assist other staff with volunteer workdays and events and receive reciprocal assistance.
- To occasionally support the Community Centre Management Committee in the delivery of events and activities relevant to the role.
- To occasionally support the Community Development Officer in the delivery of activities relevant to the role and/or improve wider community engagement.
- To be aware of and work to actively implement Cwmaman Town Councils Policies, in particular Equal Opportunities, Environment, Community Development, Well-being of Future Generations Act and Health and Safety Policies.

Person Specification

Essential

1. Excellent verbal and written communication skills with the ability to relate positively to users, staff, stakeholders and partners.
2. Previous experience of volunteer coordination, working with a wide range of people.
3. Knowledge and understanding of relevant equal opportunities issues, particularly barriers to participation for certain sections of the community and how these might be addressed.
4. Knowledge and demonstrable experience of working within natural spaces with concern for ecological, wildlife and environmental issues.
5. Knowledge of the local community (Amman Valley) and its social, cultural, environmental and economic indicators.
6. Experience in the production of policies and procedures based upon research and legislative requirements.
7. Excellent organisational and time management skills with the ability to prioritise.
8. Ability to manage budgets.
9. Ability to produce electronic and paper-based publicity materials including writing copy (for example for websites, newsletters and press).
10. Knowledge of using social media platforms.
11. The ability to communicate, both verbally and in writing, in a manner designed to meet the needs of the audience being targeted.
12. Knowledge, understanding and awareness of specific legislation relevant to the role**. (EDIT: LIST AT END OF DOCUMENT)**
13. Experience in the production of successful funding applications.
14. Understanding of the importance of user monitoring systems and the ability to operate monitoring systems to record key data with attention to detail.
15. Ability to use Microsoft Office.
16. Ability to communicate through the medium of Welsh or willingness to learn within post.

Desirable

1. Experience of working as part of a voluntary organisation.
2. Experience of working with corporate organisations.
3. Experience of making funding applications.
4. Experience of producing, or supporting the production on, education resources within the areas of focus within the role.
5. Experience in writing academic papers, case studies, best practice guidance and/or similar documents.
6. Experience of organising meetings and meeting administration.
7. Interest in community activism.
8. Experience of developing and maintaining relationships with local community groups, partner organisation, businesses and other stakeholders.
9. Experiences of working with or managing databases.

Applicant Pack Inclusions:

- **List of relevant legislation and best practice.**
- **Overview of relevant wards.**
- **Overview of Cwmaman Well-being Plan and Carmarthenshire Well-being Plan.**

Interview Task:

Presentation (30min) which addresses the question:

"Based upon the distinct needs and assets within the Amman Valley, and the three main areas of focus within the Cwmaman Town Council project, please explain 2 interventions you would undertake. Please explain the following stages:

- **Identification of Need.**
- **Recruitment of Volunteers.**
- **Planning of Interventions.**
- **Delivery of Interventions.**
- **Monitoring and Evaluation.**
- **Volunteer Retention.**

Sustainable Development Assessment Tool

Proposed Action:

1. What WFG Act goal(s) is this action delivering?	2. What other legislation is relevant to this action?

3. What is the main duty or power that the council is using to justify this action?

4. Who do we need to consult with before undertaking this action?

Name of Consultee	Mathod(s) of Engagement	Deadline Date

5. Who do we need to work with in order to take this action?

Name of Partner	Method(s) of Collaboration	Main Contact

RISKS

6. What other WFG Act goals might this action have a negative impact on?	
A Prosperous Wales	
A Resilient Wales	
A Healthier Wales	
A More Equal Wales of Cohesive Communities	
A Vibrant Culture and Thriving Welsh Language	
A Globally Responsible Wales	

7. Who might object to this action? Why? Are they already accounted for in 4 or 5 above?

8. What actions can we take to reduce risks identified in 6 and 7?			
Risk	**Severity**	**Responding (Preventative) Action**	**Responsible Person**

THE SUSTIANABLE DEVELOPMENT PRINCIPLE

9. What behaviours are we exhibiting in pursuing this action that demonstrates our commitment to the Sustainable Development Principle? **Give brief description of 'how' for each…**	
LONG TERM THINKING	
PREVENTATIVE ACTION	
INTEGRATION	
COLLABORATION	
INVOLVEMENT	

10. If we are not exhibiting all of these behaviours, what remedial action can we take?			
Behaviour	**Remedial Action**	**Complete by…**	**Responsible Person**
LONG TERM THINKING			
PREVENTATIVE ACTION			
INTEGRATION			
COLLABORATION			
INVOLVEMENT			

	Long Term Sustainability

The benefits that this project will bring to the Centre, and other aspects of the Council's community work, in regards to its long term sustainability, are significant. We have outlined the needs and benefits of this project elsewhere in this application and discussed the type of projects we intend to deliver as a result. Below we have provided a broad long-term plan for the actions we intend to take following the successful development intended under this project:

NB: Assumptions in relation to future forecasts of *income* and *user numbers* are primarily based on key development identified below. These are tagged with the relevant financial year in brackets after the relevant development. E.g. "Development of New Coder Club *(2017-18)*"

Year	Development
1	• Increase arts education services to include ceramics and new media. • Increased ICT and digital literacy education services (basic and intermediate). • New healthy cooking classes to be delivered. • Develop Cwmaman Town Council's Arts and Culture Strategy. • Develop Cwmaman Town Council's Technology and Innovation Strategy. • Development of "Mini-Makers" children's maker group. *(2017-18)* • Development of new Coder Club. *(2017-18)* • Develop MakerSpace website. *(2018-19)* • Engage providers in employment, business, health and finance advisory support services to deliver session in centre. *(2017-18)* • Develop new community information Hub. *(2017-18/19/20)* • Develop membership scheme around arts resources. *(2018-19)* • Develop membership scheme around ICT and technology resources. *(2018-19)* • Develop and promote private hire packages. *(2018-19)* • Install LoRa Gateway and engage with local schools. *(2019-20)* • Develop community volunteering scheme. *(2018-19)* • Engage and support theatre group. • Plan, promote and deliver monthly live music and performance events. • Deliver 1st Science and Technology (STEM) related event – children and adult. • Deliver 1st MakerFair. *(2017-18)* • Investigate Arts Council and NESTA funding streams for next stage development. • TFF Application to support year one recruitment of technician/facilitator.
2	• Complete NESTA grant application to facilitate next stage STEM focussed projects. *(2019-20/21)* • Complete Arts Council grant to facilitate next stage of "Maker Community" focussed projects. *(2019-20/21)* • Develop MakerSpace website e-Learning gateway. *(2018-19)* • Develop outdoor maker spaces on Workshop and Centre sites. • Develop Maker Curriculum – focus on 3D printing, costume design and traditional crafts. • Secure centre registration under AQA and Edexcel. *(2019-20)*

	• Develop direct delivery mental health and Additional Learning Needs support services. *(2018-19)* • Develop Amman Valley Innovation prize competition – children and young people technology focussed projects. *(2019-20)* • Stage 2 Technology Project – engage with PiCymru to secure placement of their Technology Exchange at the Centre. *(2018-19)* • Stage 2 LoRa Project – develop joint project with Ysgol Dyffryn Aman and Ysgol Y Bedol. *(2019-20)* • Feasibility study on the development of biomass energy at Community Centre site. • Deliver 2nd Science and Technology (STEM) related event – children and adult. *(2018-19)* • Deliver 2nd MakerFair. *(2018-19)* • Develop "Signal Box" studio space refurbishment project. *(2020-21)*
3	• Deliver technology and arts incubator units. *(2020-21)* • Locate CNC milling and carving machines. • Stage 3 LoRa Project – Identify and develop FE/HE provider and business sector partners. *(2019-20)* • Stage 3 LoRa Project – Develop business plan for LoRa Gateway access. *(2020-21)* • Procure Bandsaw Mill and wood kiln to allow for harvesting of local, sustainable, timber materials. • Develop external arts/crafts spaces to include permanent and temporary exhibition zones. *(2020-21)*

The project aspects identified above will significantly improve our market presence in a range of target areas and result in a far more sustainable future for the Community Centre as a whole. In addition, we feel that these developments will increase the access to a very broad range of services, and opportunities, ranging from the technological through to the creative and educational. We also see the project identified within the Master Project Flow (see **Annex 4**) as being the launch pad for each of these aspects; both through the direct placement of equipment and the change of image and importance of the centre brought about as a result.

In regards to the future financial forecasts, we feel that is important to note that the project delivered under the funding applied for here will last around 3 months from start to finish. This represents the time permitted to develop the café space, purchase the required equipment and launch the newly modernised and developed Community Centre. It is clear that the financial sustainability of the Community Centre over this period will not show any significant change. As such the table below shows a forecast of the income and expenditure for the Community Centre before the modernisation and for the following 3 years once modernisations are made and the project aspects above are developed.

This can be found on the next page.