

Stonehenge and Avebury WHS Partnership Panel Meeting Notes

**Wiltshire and Swindon History Centre, Chippenham
6th October, 2016**

Present: Alistair Sommerlad, Chair
Jan Tomlin, National Trust
Cllr. Stuart Wheeler, Wiltshire Council
Simon Ramsden, Historic England
Roger Fisher, Stonehenge WHS Steering Committee
Andrew Williamson, Avebury WHS Steering Committee
Kate Davies, English Heritage
Colin Shell, ASAHRG

In attendance: Sarah Simmonds, Nicola Snashall

Apologies: Andrew Vines

Meeting Notes

Timing	Item	Action
10.30	1.0	<p>Apologies</p> <ul style="list-style-type: none"> Andrew Vines sent his apologies. Simon Ramsden attended in his place.
10.35	2.0	<p>Minutes of last meeting Approved</p>
Partnership Panel Priority Actions: Stonehenge and Avebury Joint Projects		
10.45	3.0	<p>WHS Plaques</p> <ul style="list-style-type: none"> The Panel agreed the design of the plaques. The simple horizontal design was chosen. SS thanked KD for EH work on the design. Funding will be from EH, the NT and Avebury WHS Charity Unveiling events will take place at both Avebury and Stonehenge. The former on 12th and the latter as part of the Kids Takeover Day on 18th November. Press releases will raise the profile of the WHS and the forthcoming conference.
		<p>EH to take forward production</p> <p>SS to send link to WH in Young Hands (UNESCO) to EH</p>
10.55	4.0	<p>WHS 30th Anniversary Programme</p> <ul style="list-style-type: none"> Conference SS reported that the programme for the conference was now finalised. Remaining titles and abstracts

		<p>are being sent in by speakers. The group congratulated SS on the range and quality of the programme</p> <p>The CEO's of partner organisations will be there including: English Heritage, Historic England, National Trust and the Leader of Wiltshire Council.</p> <p>AS is still checking if the DCMS Minister might be able to attend. Grant Lock will be attending on behalf of ICOMOS-UK.</p> <ul style="list-style-type: none"> AS suggested that as the CEO's of EH, HE and the NT will be at the Conference it would be a good opportunity to brief them on the concept of the WHS Trust. This could be done over lunch 	
Partnership Panel Priority Actions: Resourcing/Advocacy			
11.05	5.0	<p>WHS Coordination Unit</p> <ul style="list-style-type: none"> Update on structure of WHSCU The Panel agreed the new structure which included a manager and an officer role at different grades. Funding for the officer role will be from Historic England who will also be providing a budget for project funding. Wiltshire Council funds the manager role. <p>CS underlined the need to ensure that there is stable funding of the new Unit for both roles.</p> <ul style="list-style-type: none"> Terms of Reference CS noted that the WHSPP provide the strategic direction for the Unit is their role to agree the ToR and inform the Council. AS said that he had fed back on the proposals to MPK. CS underlined that the correct process is for the Panel to agree the ToR. <p>SW said that the ToR will need to match the Wiltshire Council terms as they are the host organisation. The group looked at the revised version of the ToR produced by Wiltshire Council and commented on where changes to the ToR agreed in Bath should be reflected and other areas for amendment. The need to ensure amends met Wiltshire Council's working practices was acknowledged.</p> <p>Generally the group accepted the revised ToR but there were certain areas that required</p>	<p>SS to amend the revised September draft of the ToR to reflect the agreed position</p>

		<p>editing. NS pointed out that the revised draft did not reflect exactly what was agreed in Bath. JT added that the NT support post in question is the one which looks after the Neolithic and Bronze Age archaeology. It was agreed to add Stonehenge and Avebury WHS in brackets after the post.</p> <p>AW stated that the WHSPP should set strategy, operations and budget. SS should report on progress on this to the Panel. The role of Wiltshire Council should be confined to the HR function. The section on management should be slimmed down to reflect this. He suggested that the Panel should undertake the appraisal. The nature of the role of the Council as an HR one was agreed by partners but SW explained that in line with this function the Panel could not be solely responsible for the appraisal process although they would be consulted through AS as set out in the ToR. The appraisal process needs to follow HR requirements in the Council and be carried out by the designated line manager.</p> <p>AW advised that the Partnership Manager role should be considered as an executive or principal /chief officer. AW and CS said that in line with this the Unit should have an independent budget which this officer manages with the over sight of the Panel. If the Panel sets strategic direction it should also agree operations and set the budget as would a board. SW responded that while the manager and officer were still employed by the Council they would need to work within its structure.</p> <p>SS added that there was always the potential for conflict of interest in a partnership where the officer is employed by one organisation. Every effort should be made to acknowledge and limit this and to prioritise an operational environment that enables progress to be made on objectives identified by the Panel and in the WHS Management Plan. The full engagement of the WHSPP members will enable this. The group recognised that the WHSCU needed to operate with as much independence as possible and work equally with all partners to achieve the objectives agreed in the Management Plan.</p> <p>CS pointed out the WHSPP had not seen or</p>	
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11.20	6.0	<p>Stonehenge and Avebury WHS Trust</p> <p>AS welcomed the agreement of the group to pursue the trust which has the potential to deliver real benefit to the WHS and its partners as discussed in the spring. It is important to draft the objects in order to communicate the unique selling point of the WHS. This will also help to ensure that additional funds can be sought without competing with either the NT or the English Heritage Trust.</p> <p>JT added that there are a number of details that will need to be taken into account in the drafting of any future MoU such as the rules that exist around not allowing fundraising for other charities on NT land. KD added that there were similar restrictions for EH around the use of assets.</p> <ul style="list-style-type: none"> • Charitable objects <p>Generally the group were supportive of the objects presented. It was clarified that the trust would be supporting partner organisation in their delivery of areas of work such as interpretation and related actions from the Management Plan rather than undertaking this work independently. KD said that HE would support the objects with this meaning and added that they are general enough to allow a range of projects related to the Management Plan to be supported.</p> <p>AW suggested adding or equivalent document after Management Plan in case at some point in the future a different document is place. JT with the provisos stated above supported the idea of the trust and the objects. Maintaining the wording <i>not exclusively</i> is important. SW suggested spelling out the acronym CIO. CS suggested adding <i>and its setting</i> to all points. As a unique selling point the international reach of the WHS should be mentioned .</p> <ul style="list-style-type: none"> • Resilience fund <p>SS reported that while the basic CIO can be set up fairly quickly the arrangement for establishing a more complex structure that could employ staff will take a good deal more time and resources. Agreements regarding core funding and other relationships would need to be negotiated and agreed with partners and</p>	<p>SS to send out amended objects to JT and KD for comment</p>

		<p>funding strategies explored. SS has done some preliminary research into the HLF Resilience Fund which would be suited to supporting this work. The Resilience Fund will require match funding from partners.</p> <ul style="list-style-type: none"> • Next steps <p>AS will mention the intention to set up the trust at the WHS 30th Anniversary Conference and at the World Heritage: UK meeting in Caernarvon later in the month.</p> <p>SS will prioritise work on establishing the trust in 2017 following the delivery of the conference and work on the WHS Setting Study.</p>	<p>SS and AS to work on the process for establishing the WHS in 2017</p>
External Strategic Projects/Matters affecting the WHS			
11.40	7.0	<p>Strategic projects update</p> <ul style="list-style-type: none"> • A303 <p>Highways England have proposed coming to present to both the Committees and the Partnership Panel at the early stages of the consultation on the preferred scheme. The group supported this approach.</p> <p>SR reported that Phil McMahon from Historic England is involved in planning another UNESCO/ICOMOS visit to coincide with the consultation. SW added that in addition to HE and NT the Council is acting as an advisor on archaeology through the Archaeology Service.</p> <p>NS added that the Development Consent Order (DCO) process is very tightly structured. It can be found on the Highways England website.</p> <p>AS clarified that the members of the Panel would respond on their own behalf to the consultation. Any response requested from the Partnership Panel would therefore be generic focussing on the need to examine the details of the scheme and the possible impacts on the WHS and its OUV. AS is not speaking on behalf of the organisations represented on the Panel but as an independent Chair within the framework of the WHS Management Plan.</p> <p>Partners should let the WHSCU know when they will be doing press releases so that it is informed if approached with questions.</p> <p>The WHSCU will need to comment based on the ToR:</p> <p>j. providing training and advice on strategic planning issues in relation to Management Plan policies and OUV</p> <p>l. to offer impartial and independent advice on issues</p>	<p>SS to send out dates for the extraordinary meeting once they are clarified by Highways England</p> <p>AS to provide and initial response regarding examining the evidence</p> <p>AS responses will not be on behalf of the partner organisation</p> <p>All to inform the WHSCU when they will be doing press release</p>

		<p>relating to the implementation of the Management Plan and the protection of OUV</p> <ul style="list-style-type: none"> • World Heritage centres <p>AS introduced the idea of a WHS Centre at Salisbury Station. This could be a place for visitors to explore while waiting for the bus to Stonehenge. The WHS partners could be represented alongside information on the WHS as well as other local partners. This could be similar to a WHS centre planned for Bath WHS.</p> <p>This would meet aims in the Management Plan including looking for opportunities to establish a centre to interpret WHS status and its local, national and international relevance as well as getting visitors to explore the wider landscape and stay longer as well as spreading the economic benefit across the county.</p> <p>SW Trains are going to be renovating Salisbury Station with support from the Local Economic Partnership (LEP) and the confluence of a number of strategic projects including housing projects and related Community Infrastructure Levy (CIL) payments. The WHS centre might form part of the station project. Opportunities for joint ticketing initiatives could be explored.</p> <p>AS will explore this further and keep the group informed.</p> <p>At this stage there are no plans to fund Wilton Parkway.</p> <p>CS suggested that Swindon might provide a similar centre for visitors to Avebury.</p> <ul style="list-style-type: none"> • WHS Footpath Markers on Boundary <p>AS raised the possibility of markers on rights of way on the boundary of the WHS. He presented an example of a cast iron symbol designed by a local blacksmith. Around 50 would be needed at the cost of c. £250 each.</p> <p>JT expressed some concern around additional signage which could be construed as clutter and possible theft. KD added that there would need to be great care in placing the signs taking into account impact on sites and monuments including their setting. It might be better to consider a smaller roundel on incorporated into gates. Designing something to resist theft would be an important challenge to consider.</p>	<p>AS to explore and keep KD and the rest of the WHSPP informed of opportunities</p> <p>AS to explore roundel designs/mounting and security</p>
11.50	8.0	AOB	

		<ul style="list-style-type: none"> • KD informed the group that she will be on maternity leave from the end of December. Jennifer Davies will be acting up as General Manager for Stonehenge from January to September. • The group welcomed JT's offer of a hot desk for SS at Avebury and at Stonehenge cottages that will allow the WHSCU a base for spending more time in the WHS 	
12.00	9.0	<p>Dates of next meetings</p> <p>The following dates were agreed:</p> <ul style="list-style-type: none"> • 10.30 AM Thursday, 23rd February 2017 • 10.30 AM Thursday, 6th July 2017 	