

## Stonehenge & Avebury WHS Partnership Panel

**Minutes**                      **Agreed: 26.09.23**

**Tuesday 27 June 2023, 2:30pm – 3:45pm**

**De La Wyle meeting room, Bourne Hill, Salisbury / Teams**

**Present:** Emma Sayer **ES** (Chair), Claire Selman **CSe** (minutes/WHS Coordination Unit), Hugh Morrison **HM** (Stonehenge WHS Steering Committee Chair), Henry Oliver **HO** (Avebury WHS Steering Committee Chair), Colin Shell **CS** (ASAHRG), Councillor Nick Holder **NH** (Wiltshire Council), Lynn Trigwell **LT** (Wiltshire Council), Ross Simmonds **RS** (Historic England), Jan Tomlin **JT** (National Trust), Nichola Tasker **NTa** (English Heritage Trust)

**Observer by invitation:** Phil Foxwood **PF** (DCMS)

**Abbreviations:** Steering Committee **SC**, Partnership Panel **PP**, World Heritage Site **WHS**, Coordination Unit **CU**, Steering Group **SG**, English Heritage Trust **EHT**, National Trust **NT**, Historic England **HE**, Wiltshire Council **WC**, Trust Transition Board **TTB**, Avebury & Stonehenge Archaeological & Historical Research Group **ASAHRG**, Terms of Reference **ToR**

<b>Meeting Summary</b>		Meeting focussed on updates from all partners, an update about staffing of the Coordination Unit and a discussion around revision of current processes.		
<b>Date</b>	<b>Item</b>	<b>Action</b>	<b>Lead</b>	<b>Complete</b>
27.06.23	4.3	Circulation of ASAHRG minutes to PP: discuss with Colin & ASAHRG chairs	ES	
27.06.23	5.2	Consult with partners on calendar of meetings around Solstices	Cse	
27.06.23	5.4	Identify guidance for partner updates	CSe	
27.06.23	7.1	Complete draft revision of processes for agreement by email.	CSe ES	
27.06.23	7.2	Update membership in TTB ToR for agreement by email.	CSe	
20.02.23		Add sub numbering to future agendas/minutes from NT recommendation.	CSe	Complete
20.02.23		Set a meeting date for all Partnership Panel members to discuss the vacant Partnership Manager post.	CSe	Complete
20.02.23		ES HO, HM,NH and LT will work together on a communication to steering committees following the meeting.	ES	Complete
20.02.23		Circulate update on periodic reporting to steering committees.	CSe	Complete

<b>1.0</b>	<b>Apologies, Minutes of last meeting, actions and matters arising</b>
1.1	No apologies. Members agreed Partnership Panel minutes of 20.02.23 as an accurate record of the meeting. Actions reviewed, matters arising addressed within agenda. HO's last Partnership Panel meeting, thanked for his efforts over the years for the WHS. HO reflected on time within partnership and confirmed AONB will still be involved with Avebury WHS Steering Committee.
<b>2.0</b>	<b>Coordination Unit Update</b>
2.1	<b>CSe</b> updated on Periodic Report: final meeting with Chairs to sign off, ready to submit to DCMS in July. May be opportunity next year to update Statement of Outstanding Universal Value. Work Update spreadsheet: activity since last meeting. Work Plan spreadsheet: work steams,

	combination of day-to-day business and updating/reviewing in transition year. Will work with partner marketing teams to distribute new Unesco logo guidelines and DCMS Local to Global project UK WHSs map.
2.2	<b>CSe</b> updated from Management Plan Review group: review of all actions now complete and group meeting in September to form recommendations to propose to partnership
2.3	<b>RS</b> questioned if partners had comments around work plan, and if prioritisation is required to deliver this transition period? Mindful of scale of work during a transition year, slightly different skillsets required to deliver TTB outcome. <i>(See item 3.0)</i>
<b>3.0</b>	<b>Coordination Unit staffing update</b>
3.1	<b>LT</b> have agreement with ES, RS and CU of how to support CU and best use funding from manager post this year. Three main areas (1) Additional work CSe is doing operating at higher level reflected in acting up role intended from 1 July. (2) Remainder of HE/WC funding to support operational work setting up governance structure eg business plans, funding strategies, HR depending on route (3) project management support either from WC internally or externally.
3.2	<b>HO</b> questioned if this included resource for Management Plan Review, which <b>LT</b> confirmed as part of CU role although increased focus on governance/funding currently - Management Plan Review SG shows work is taking place. <b>ES</b> reflected how several actions in the Management Plan relate to Trust Transition.
3.3	<b>RS</b> raised challenges of timescales and importance of creating that support necessary to undertake existing management plan and transition work.
<b>4.0</b>	<b>WHS Committees and Research Group Updates</b>
4.1	<b>HO</b> Avebury SC 22.03.23: committee agreed PP recommendation for workshop and for CIO hosting the unit to be considered. Periodic Reporting: in future would be preferable to go to SC rather than Chairs although worked well in timescale. Deputy Chair: Stephen Stacey. Revised processes: supportive of changes to date. Management Plan: some anxiety about Management Plan review, LT response will be welcome. Megalith: valued as sole publication for entire WHS, mixed views about how it should continue.
4.2	<b>HO</b> Stonehenge SC 16.03.23: mirror Avebury, met before responses from PP were agreed, core of conversation was about governance.
4.3	<b>CS</b> ASAHRG 28.04.23 Three presentations (Sarsen research/ Keiller archive digitisation/ Josh Pollard excavations at Cherhill and Avebury Manor). New Chairs: Matt Leivers, Wessex Archaeology; David Dawson, Wiltshire Museum Director; Neil Adams, Wiltshire Archaeology Service. New ToR agreed. <b>NH</b> requested for PP to receive ASAHRG minutes. <b>CS</b> raised an ASAHRG matter which will be continued outside of this forum.
<b>ES</b>	<b>ACTION:</b> Raise circulation of ASAHRG minutes to PP with Colin and ASAHRG chairs
	<i>NTa joined at 3pm as confirmed before meeting</i>
<b>5.0</b>	<b>Partner Updates</b>
5.1	<b>RS</b> Historic England remain committed and positive partners in the partnership. A303 Stonehenge Project Officer recruitment ongoing.
5.2	<b>JT</b> National Trust. Solstice - Stonehenge landscape: NT worked with EHT and Police, ran all night security patrols. Avebury: 4 nights of 24hr patrols, around 3,000 attended, very few Police matters. Appreciative if meetings of this scale didn't take place in June. New exhibition: 300 Years of Stukeley. Avebury Papers: moving on at pace ahead of schedule. <b>CSe</b> <b>ACTION:</b> <i>consult with partners on calendar of meetings around Solstices</i>
5.3	<b>LT</b> New Wiltshire towns heritage app Explore Wiltshire being launched by Wiltshire Council.
5.4	<b>NTa</b> English Heritage Trust. Solstice - successful and peaceful, 8,000 nearer 10,000, back to pre-pandemic numbers. Event was well planned, planning meetings in the round with partners at ESAG (Event Safety Advisory Group) including WC Highways, Highways Police, Police. Reviewing traffic options. Exhibition: Circles of Stone Stonehenge and Prehistoric Japan open until 3 September, event at Japanese embassy celebrating WHS connections. Events: lego event over half term sharing principles of construction, third year of children's dig to learn about archaeology. Beneficial to know which topics to focus on for partner updates. <b>CSe</b> <b>Action:</b> <i>identify guidance for partner updates</i>

5.5	<p>ASAHRG update provided in advance by <b>CS</b>: ASAHRG held its 28th April 2023 meeting at the Avebury Club, to whom thanks for access to their excellent facilities. The meeting was hybrid, and expertly managed by David Dawson. There was a full Agenda organised with pre-meeting inputs by our Secretary, Amanda Chadburn.</p> <p>The staggered entry for new ASAHRG Chairs commenced with two current Chairs and two Chairs elect: Gill Swanton (present-Autumn 2023), Matt Leivers, Wessex Archaeology,(present-Spring 2026), and Chairs elect: David Dawson, Wiltshire Museum, (Autumn 2023- Autumn 2026), Neil Adam, Wiltshire Archaeology Service, (Jan 2024-Jan 2027).</p> <p>Further important administration: new ASAHRG Terms of Reference were finalised, and came into operation on 16th May. Membership details are now updated, and there was more discussion on celebrating 30 years of ASAHRG. Presentations were given by Josh Pollard on fieldwork at Cherhill and plans for fieldwork in the Avebury Manor Environs this summer. David Nash updated his work on sarsens at Stonehenge, and Fran Alfrey introduced the major Avebury Papers Project. Reports were also received from Claire Selman on the WHS display at the Wiltshire Archaeology Conference, for which ASAHRG members supplied some of the material, and from Anna Collar on the 2022 season at the Roman site N of Avebury Henge. The next meeting is 13th October,2023, chaired by Matt Leivers.</p>
<b>6.0</b>	<b>Additional Updates</b>
6.1	<p><b>CSe</b> no updates on the A303 <b>PF DCMS</b>: World Heritage Committee in September, awaiting agenda papers and draft decisions. Will update Stonehenge A303 group, and additional partners through this forum.</p>
<b>7.0</b>	<b>Revised Processes</b>
7.1	<p>Partners supported the list of revised processes as a starting point but requested for detail to be drafted in order to discuss proposed revised processes with colleagues before agreement. <b>CSe</b> <b>ES</b> <i>Action: complete draft revision of processes with Chair for agreement by email.</i></p>
7.2	<p><b>TTB ToR</b> Members requested the following alterations to TTB membership: WC representative should be an Officer rather than elected member, CU membership should be titled as manager post, add Steering Committee Chairs to titles. <b>CSe</b> <i>Action: update membership in TTB ToR for agreement by email</i></p>
<b>8.0</b>	<b>AOB &amp; Summary of Outcome of Partnership Panel Meeting</b>
8.1	No AOB, for meeting summary see page 1
<b>9.0</b>	<b>Next meeting</b>
9.1	<p>Friday 15 September 2023, 11am – 1pm Friday 19 January 2024, 11am – 1pm Tuesday 14 May 2024, 11am – 1pm Thursday 19 September 2024, 11am – 1pm</p>

Meeting ended: 3.45pm

Appendix A