

The Glamorgan-Gwent Archaeological Trust

Strategic Plan 2015-2016

Work programme as targets against operational objectives with fund allocation

Objectives	Targets	Fund Allocation (£s)
1. Fostering Public Understanding		58,750
1.1 Promote the role and assets of the Trust	1. Have accessible presence at public events in defined outreach program including presence at events forming 2015 Festival of Archaeology; 2. Mount exhibitions at least ten venues and deliver leaflets and other 'pick-up' outputs to at least fifty collection points; 3. Use WATs Joint Communications strategy as necessary for promotional campaigns. (see also 2.3); 4 Help to deliver the Welsh Archaeological Trusts 40 Year Celebration Activity Programme.	16,750
1.2 Raise awareness of the significance of the historic environment through advocacy and other measures	1. Respond to government consultations; 2. Provide advice to regulatory and non-regulatory bodies on a wide range of matters pertinent to Historic Environment interests (see also 2.2); 3. Represent historic environment interests on steering groups and other <i>fora</i> .	25,000
1.3 Develop and maintain public communications channels	1. Maintain website and network links to social media providers; 2. Maintain existing, and develop further, links to local/national government departments, businesses and third sector organisations; 3. Develop and maintain reporting in media and other heritage organisations news channels; 4 Use social media presence on at least weekly basis.	5,000
1.4 Disseminate information about the Welsh Historic Environment	1. Improve website content (particularly in terms of past excavation / project information and data including re-usable content (eg slideshows, powerpoints, prints) creating 80 new pages on at least fifteen past projects; 2. Publish and circulate regular e-news bulletins at least six during the year; 3. Give at least twenty talks/lectures to various groups, societies, conferences; 4. Produce and distribute Discovery and Learning 15 booklet. (See also 2.2).	12,000
2. Improve Access and Engagement		136,500
2.1 Facilitate access to Historic Environment Record data	1. Maintain Archwilio both as on-line access to HER and through mobile <i>app</i> ; 2. Enhance HER to agreed programme and through in-house development using grants and volunteer support, specifically focusing on adding descriptions, event data and Tir Gofal listings; 3. Continue to explore and implement HER direct access opportunities with Unitary Authority stakeholders; 4. Continue to support and develop GGAT HER Charitable Trust; 5 Complete HER Audit and new forward plan.	52,500
2.2 Promote and provide pathways to Historic Environment information	1. Deliver Glastir historic environment advisory service to farmers with support from Welsh Government RPD; 2. Ensure historic environment information is provided to bodies operating outside of the normal planning control regimes; 3. Expand web base information.	27,500
2.3 Deliver and expand Community Archaeology provision	1. Support Community Heritage Groups through providing advice on project proposals and where appropriate direct delivery support; 2. Monitor Arfordir groups work; 3. Deliver Hen Dre'r Mynydd project in Blaenrhondda Communities First area; 4. Seek to develop (HLF Funded) potential local heritage exploration project in Community First areas; 5. Explore with County Voluntary Organisations/Services best pathways for delivering outreach in their respective communities; 6. Complete Gwirvol project in Torfaen; 7. Continue to support development of Cadw/WATs 'Un-loved Heritage' project; 8. Support Bridgend CBC Local Heritage Network; 9. Implement new mechanisms for delivery of public engagement following completion of review.	39,000
2.4 Deliver and expand training and placement opportunities	1. Continue to facilitate workplace opportunities for school students providing at least three learning opportunities; 2. Continue to foster links and work experience with local universities/colleges providing at least four month long opportunities; 3. Continue to support and look to secure further work-place learning opportunities.	3,000
2.5 Deliver and expand lifelong learning opportunities	1. Continue discourse at national/local level to identify pathways/opportunities linking in with HEG actions and particular focus on Child Poverty; 2. Develop further provision of learning materials / factsheets, at least fifteen to be produced.	3,000
2.6 Increase Welsh Language Use	1. Implement new policy; 2. Continue to support staff learning.	1,500
2.7 Encourage, support, and manage volunteering	1. Review policies and guidance; 2. Ensure existing deliveries are maintained, and specifically continue to facilitate volunteering opportunities and expand HER support volunteer base; 3. Continue to network to partnering umbrella and support bodies eg WCVA; 4. Following review of funding options appoint membership/volunteering co-ordinator.	10,000

3. Discovery and Research		537,250
3.1 Carry out regional wide monument, historic landscape and other surveys	1. Undertake Southeast Wales Medieval and early Post-Medieval Husbandry assessment; 2. Undertake WWI survey and investigation project focusing on training and practice facilities; 3. Undertake Southeast Wales Industrial Site Scoping Work.	31,500
3.2 Undertake investigation and recording works in response to landuse change	1. Undertake various desk-based assessments, watching-briefs, field evaluations, surveys and excavations (c130 projects).	149,000
3.3 Undertake post-excavation assessment and analysis and publish results	1. Progress post-excavation analysis and reporting on excavation results from Castle Street Cardiff, Wilkinson Site Gwent Europark, Ffos-y-Fran Merthyr Tydfil, Ewenny Quarry; Neath Roman fort and environs, Ynysfach Ironworks, Monmouth School, Castle Lane Swansea, Green Park Residential, Cyfarthfa Coke Works and some other minor sites;	186,000
3.4 Encourage, support and assist investigation and research into the historic environment in Southeast Wales	1. Undertake archaeological planning management service (inc LDP works); 2. Provide access to HER and support staff to researchers; 3 Continue to support Welsh Historic Environment Survey & Investigation Co-ordination Group objectives.	160,000
3.5 Undertake investigation and recording works in response to climate change and disseminate results	1. Deliver Northeast Gower Coastline community survey project (see also 2.3.2 above).	10,750
4 Developing the Trust		265,570
4.1 Improve human resource capability through recruitment and training	1. Implement new training plan; 2. Continue to ensure that identified needs arising from Professional Development Reviews are met; 3. Continue with junior staff mentoring programme.	5,000
4.2 Improve Trust standing and recognition through professional networking and accreditation	1. Ensure representation on, at or to Historic Environment Professional Bodies at local and national level (IfA, FAME, ALGAO, HEG); 2. Attend conferences and other <i>fora</i> especially ClfA 2015 Annual Conference; 3 Identify non-profession specific accreditations (eg Investors in People) and implement where feasible works to deliver these; 4. Enter 'flagship' projects works for awards; 5. Maintain professional and other accreditations.	9,000
4.3 Improve operational capacity	1. Continue to implement new IT strategy; 2. Complete review of suitability of operational structure for future needs (in light of emerging legislation and regulation) and implement change as necessary (see also 2.3.9 above) ; 3. Continue to improve administration functionality, management systems and support mechanisms.	16,000
4.4 Review recording and evaluation of impact	1. Review how impact of works is evaluated and recorded.	3,000
4.5 Increase membership	1. Review classes of membership and implement measures to introduce additional classes as appropriate (see also 2.7.4 above).	5,000
4.6 Core Operations	1. Maintain effective office and work support systems to deliver charitable objectives.	227,570
5 Archive Care & Deposition		48,000
5.1 Improve storage and housing facilities for the GGAT HER Charitable Trust	1. Continue re-packaging and cataloguing of GGAT HER Charitable Trust core archives.	5,000
5.2 Effect transfers of temporarily held material to recipient organisations in line with deposition policy	1. Facilitate further Transfers of Project Archives, at least twenty to be deposited.	25,000
5.3 Digitise retained data to improve standards	1. Continue creating pdfs of select Cadw and developer project reports for integration into HER and online availability, c430 to be completed; 2. Continue digitisation of GGAT HER Charitable Trust core archives.	12,000
5.4 Ensure effective management of temporarily held project archives	1. Maintain databases of content, condition and location.	5,000
5.5 Support development of national standards for Welsh archaeological archives	1. Continue to support the work of the National Archaeological Archives Panel for Wales.	1,000