

Regenerate NPT: Project Closure Report



Project Organisation: Bryn and Cwmafan Events

Project Name: Cwm Market Pilot Project

Project Start Date: 06.12.021

Project End Date: 31.01.2022

Date of Report: 14th February 2022

Attached Documents List: Project Implementation Plan (PIP)

There is a mandatory requirement to complete this document at Project Closure. The purpose of the report is to provide a project level document evidencing how well the project has performed against the original Business Plan delivered by the Local Partnership and Local Action Group during the lifetime of the project, and how it has contributed to the aims and objectives of the Local Partnership's Local Development Strategy. Project performance against the planned/approved costs, delivery timescales and Key Performance indicators will also be detailed. **Please try and keep within the maximum word count.**

1. Background: (briefly detail the background to the Project – 250 max)	
<p>The project will enable the community collective to achieve its aims:</p> <ul style="list-style-type: none">• To pilot an outdoor market in response to COVID 19 recovery.• To support local producers/crafters by having a quarterly outdoor Cwm Market.• To have a calendar of events and activities in addition to Richard Burton run, Beast of Bryn run, Cwmfest, Halloween & Christmas activities.• To encourage new start-up businesses and the expansion of existing businesses. (Enterprising NPT)• To build on the drive to support local producers/crafters and minimise the impact on the climate, by removing the need for residents having to drive into town to buy produce (reducing the community's Carbon Footprint).• Encourage the production and purchase of local produce, reducing 'food miles'.• To build on the strong community resilience and spirit to create sustainable communities. (Vibrant NPT)	
2. Project Outcomes as per application	Was this achieved? What supporting evidence is there of achievement? If not achieved, why not?
To pilot an outdoor market in response to COVID 19 recovery.	This was not achieved. This was planned but has had to be moved to March in response to Covid restrictions on large outdoor meetings.
To support local producers/crafters by having a quarterly outdoor Cwm Market.	The rescheduled market proposal will engage with market stallholders and customers to assess their buy it to the proposal. Surveys have been carried out over social media to confirm interest. Gazebos have been purchased to facilitate this and support will be given to traders at the planned future markets.

To have a calendar of events and activities in addition to Richard Burton run, Beast of Bryn run, Cwmfest, Halloween & Christmas activities.	Other groups have expressed interest in borrowing the gazebos for events but the focus has so far been on delivering the existing planned events and markets. The equipment is expected to be in great demand for 2022 jubilee events.
To encourage new start-up businesses and the expansion of existing businesses.	Project manager 2 has been talking with potential start-up businesses to set up stalls at the proposed future markets.
To build on the drive to support local producers/crafters and minimise the impact on the climate, by removing the need for residents having to drive into town to buy produce (reducing the community's Carbon Footprint).	This is to be done once we have had the initial markets.
Encourage the production and purchase of local produce, reducing 'food miles'.	This is being encouraged through social media.
To build on the strong community resilience and spirit to create sustainable communities.	This is to be achieved by local people meeting up at the markets
3. Strategic Achievements: (outline what the project has achieved in terms of alignment with LEADER Themes and Priorities and any contribution to national strategies - 300 max)	
Theme: 3 (Exploring new ways of providing non-statutory local services) Priority: Vibrant and Enterprising	
<p>Through the pilot project, the community now has the facilities to deliver local community events , this has been a barrier to putting on such events in the past. This project has now removed these barriers by making the required facilities available.</p> <p>Having to invest in equipment of this type had previously been a barrier to start-up businesses.</p>	
4. With regards to your comments at application stage, how have you managed this project in terms of sustainability? (What plans have been put in place to maintain the project once it is completed? 400 words max)	
<p>The gazebos will be permanently available for future use. Secure storage has been setup as part of the project and volunteers trained in the assembly and dismantling of the equipment. This has ensured a sustainable legacy for the community.</p>	
5. Project Beneficiaries:	
<p>The local communities will benefit from the pilot market and for future social events.</p>	

6. Cross Cutting Themes: If relevant, briefly describe how your project contributed to the following themes:
Equal Opportunities:
The provision of equipment removes barriers for people from all sectors of the community to establish businesses.
Sustainable Development including Economic, Environmental and Social
The project helps remove barriers to getting started, the sustainability of a business will be very much in the hands of the business owners.
Tackling Poverty and Social Exclusion
Creates opportunities for people to become independent of state support by starting their own businesses, which may go on to provide further local employment.
7. Conclusion Summary: Please provide a summary on the project's performance, identifying any key issues that need to be addressed:
a) Summary
Once the project was approved, which did take a long time, tasks were quickly pursued with the securing of required equipment, however, the Omicron variant of Covid-19 did result in a severe closedown of all socialising, which was the main basis of the project.
b) Key Issues
The Omicron variant of Covid-19
c) What went well?
All activities not restricted by the Omicron variant of Covid-19. This included the purchasing of equipment, construction of storage facilities and training in the use of equipment. Some of the activities were moved to later stages of the project due to Omicron restrictions. Storage facilities did have to be redesigned to help reduce the dramatic increase in the price of timber between initial quotes and purchase. An error in measurement did also incur additional construction time for storage.
d) What didn't go well?
The time to prepare the application took much longer than anticipated. This meant that the project time scales had to be compressed and meant we missed the initial pre-Christmas target for the market pilot. With the Christmas holiday period, Omicron variant restrictions and a period of stress related illness by one of the project managers combined to make it impossible to deliver all planned activities within the project period. However, these plans are still being progressed beyond the project end date.
e) What could have been done differently?
Starting the project two months earlier.
8. TO BE COMPLETED BY LEAD BODY:
Project Performance – Financial & Indicator Achievements: (detailed performance against approved timescales and budget expectation, including reasons for all variances)
a) Performance indicator achievement against targets approved: Final position:

PI Reference	Approved Target	Total Achieved	Justification for underachievement	How has achievement been evidenced
LD.CL.004	Number of pilot activities			
	1	1		Attached
LD.CL.006	Number of Information dissemination actions/promotional and/or marketing activities to raise awareness of the LDS			
	10	7		Social media postings. More postings than this were made but these were outside of the project period.
LD.CL.007	Number of stakeholders engaged			
	15	16		Volunteer Registration forms, Attendance sheets and meeting minutes
LD.C.L008	Number of Participants supported			
	30	15		Volunteer Registration forms, Attendance sheets. Again, more people were involved but because of Omicron restrictions, many of these activities were over social media and not recorded via attendance sheets.
NPT01	Number of (geographical)communities engaged in the project			
	2	2		Volunteer Registration forms, Attendance sheets
NPT02	Number of groups engaged in the project			
	3	3		Volunteer Registration forms, Attendance sheets
NPT03	Number of children and young people engaged in the project			
	10	1		Volunteer Registration forms
NPT04	Number of women engaged in the project			
	20	10		Volunteer Registration forms, Attendance sheets
NPT05	Number of Welsh speakers engaged in the project			
	3	2		Volunteer Registration forms, Attendance sheets
NPT06	Number of older people participating in the project			
	8	16		Volunteer Registration forms, Attendance sheets
NPT07	Number of individuals with disabilities participating in the project			
	2	1		Volunteer Registration forms, Attendance sheets
b) Pilot Activities/Projects: Outlining all of the stages and activities, including the timelines. To promote externally and link to the Wales Rural Network Website. Attached <input checked="" type="checkbox"/> Not applicable for this project <input type="checkbox"/>				
c) Feasibility Studies: To promote externally and link to the Wales Rural Network Website. Attached <input type="checkbox"/> Not applicable for this project <input type="checkbox"/>				

d) Project Closure Financial Position against original approved: (following final claim)				
Timescales		Original Approved		Adjusted Approved
		From	To	31.01.2022
		06.12.21	31.01.22	
e) Summary of Financial Performance				
		Original Approved		Adjusted Approved
		Final Claim		
Total Project Costs		£7,750		£7,774.96
RDP Funding		£6,200		£6,219.97
Levered Funding		£1550		£1,554.19
Intervention	% RDP	80%		80%
Rates	% Match	20%		20%
		Cost Heading		Justification for under/overspend
Under/overspend				

9. Handover contact details: For post project monitoring and evaluation activities, Welsh Government will require contact details of staff who may be able to provide assistance.

Name: Paul Bulmer Designation: Project Manager 1

Email: paul.bulmer@gmail.com Telephone: 07757 016572

Website address:

Facebook page:

Document Retention Procedures: Documents (which includes all evidence relating to your project) must be retained in a suitable format for a period of 10 years following the end of the current LEADER programme – this means at least until 2031.

Signed: Paul Bulmer Date: 16/02/22
(Project Lead)

Signed: PP B Blackmore Date: 16/02/22
(RDP Manager – Lead Body)

Post Project Activities by the Local Partnerships and Local Action Group:

Define what activities need to be undertaken by the Lead Body after the project has been closed
include any post project follow up actions which may need to be undertaken following project closure:

Completed PCR to be forwarded to LAG & WRN