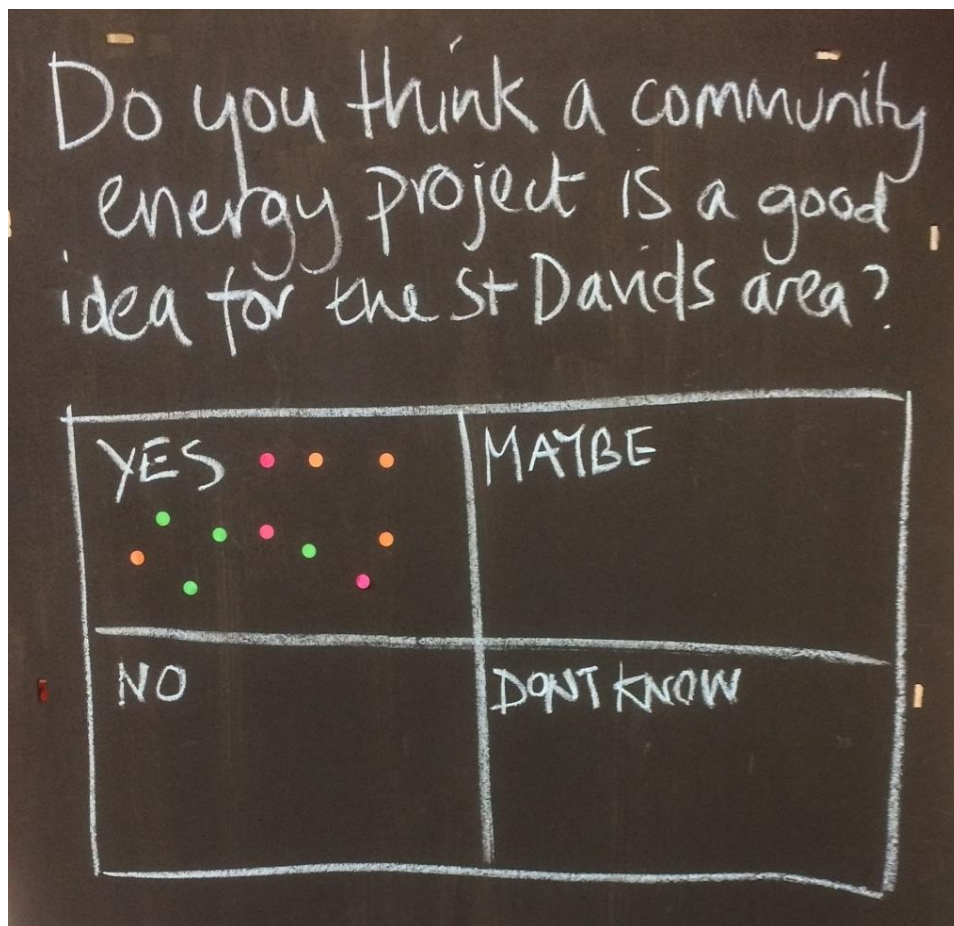




LOCAL ENERGY ACTION FORCE PROJECT

CAPACITY BUILDING EVALUATION REPORT



APPROVAL BY CEP 04.12.20



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Llythrenwau a ddefnyddiwyd / Acronyms used

CEP – Community Energy Pembrokeshire

LEAF – Local Energy Action Force

LEAG – Local Energy Action Group

Please see main evaluation report for background information on the LEAF project and the LEAGs.

1. Introduction

Community Energy Pembrokeshire's Local Energy Action Force (LEAF) project aimed to support five communities in Pembrokeshire to develop projects generating, selling and buying sustainable energy by establishing Local Energy Action Groups. Funding was provided by Arwain Sir Benfro's EU LEADER fund, with match funding contributed by local and national delivery partners.

This document summarises the evaluation of the capacity building activities that took place as part of the project. It is complementary to the main evaluation report.

2. Summary of capacity building evaluation activities

Consistent evaluation of the LEAF capacity building events proved difficult at times due to the levels of uncertainty around some of the sessions.

Three capacity building sessions were organised by the LEAF team as part of the project, and the following evaluation of the session was completed:

- The project team collected evaluation information at the first capacity building session in April 2019 (4 feedback forms completed). This was followed up by an online form from the evaluation team that was emailed to participants and completed by a further participant.
- An online feedback form was completed by 4 of the 12 attendees at the Welsh Government Energy Service Community Energy Scheme development capacity building session in October 2019.
- A paper survey and online form were provided to the project team for evaluation of the Ty Solar study tour, but no feedback was received.

The Ty Solar visit was the last face to face capacity building session or study tour arranged as part of the LEAF project. Sessions planned to follow this were postponed for a variety of reasons including poor expected attendance, presenters double booking themselves and the arrival of the Coronavirus pandemic.

The evaluation team was not aware that LEAG members were being encouraged to attend partner organisation events in enough time to circulate a feedback form (it would perhaps also have required some liaison with the partner organisations to find out whether participants had already filled in feedback forms and whether data from those could be shared with us to avoid two requests for information).

Both online and paper feedback forms were produced for LEAF capacity building sessions – these are available to CEP and others for reproduction / improvement for future sessions.

3. Summary of capacity building evaluation findings

The project officers reported that 19 LEAG members attended at least one capacity building session or tour, 8 attended two or more and 2 attended three (out of a potential maximum of four sessions).

Feedback on the sessions, where provided, was generally positive. The introductory session at Pembrokeshire College was rated 8 out of 10 by the person that completed the form that asked for a rating, the Welsh Government Energy Service session was rated 8.5 out of 10 on average (4 responses out of 12 attendees).

There were some questions around certification of training after the Pembrokeshire College session – these may have stemmed from the use of slides from an accredited course.

Two of the attendees who provided feedback after the Welsh Government Energy Service session commented on the maths content of the session – in terms of the challenge it presented (*"it took me to the edge of my understanding, which was stretching and very good"*) and the fact that it was not anticipated. One attendee said they would have appreciated a handout or worksheet to take home.

The post LEAF project evaluation survey was completed by 9 LEAG members. They were asked if they had attended each of the capacity building sessions, and if they did, whether thought it was worthwhile. Four of the nine said that they had not attended any of the sessions, three had attended one and two had attended two. Everyone who had attended sessions thought the sessions they attended were worthwhile.

There was limited opportunity to collect further information about capacity building sessions in the post-project survey as the survey was already fairly long.

Additional feedback provided by survey respondents about the capacity building sessions was:

- *"Attendance for full day is impossible for me. Also, weekend sessions would helpful."*
- *"For various reasons, I missed most of them."*
- *"I would have loved to have attended Ty Solar but didn't because I can't walk or stand for too long. I'm also not terribly good at live tech stuff like zoom [though I am*

improving partly thanks to a session our group had recently] so I feel like I missed out on things because of my own issues.”

- *"I was not aware of these and would have liked to be invited, even though it is difficult for me to attend as I am working full-time. Are there webcasts/ videos available from these meetings?"*

Feedback from both the evaluation forms and the end of project survey suggested LEAG members valued to opportunity to meet and work with members of other groups at the sessions.

4. Recommendations for capacity building as part of any future community energy support projects / programmes

- Co-produce a schedule of capacity building activities with the intended recipients to ensure buy-in and appropriate timing, content, length etc.
- Sessions should be appropriately advertised so that wider community members (who may be future LEAG members) as well as all LEAG members are aware of the opportunity to attend.
- Sessions should be broadcast and/or recorded to improve accessibility e.g. where a site may have unavoidable access issues or if people find it hard to get out of work or caring responsibilities
- Some LEAG members or volunteers may value a qualification or certification at the end of a series of capacity building sessions – it may be useful to explore whether an ‘Introduction to Community Energy Schemes’ type course may be appropriate
- Ensure participants have the opportunity to cement their learning after sessions – either with take home handouts / worksheets or follow up exercises
- Good communication between the project team and evaluation team is required to ensure appropriate evaluation of capacity building sessions – including sharing of any planned and intended outcomes well in advance so appropriate evaluation can be designed

5. List of capacity building sessions and study tours and evaluation methods

Session	Attendees	Attended by	Evaluation method
Energy and sustainability overview Pembrokeshire College April 19	9	Project team (4) plus LEAG members from Milford, St Davids, Llanteg Park and Tiers Cross (9 in total)	Form circulated by project officers by email (4 completed) Online survey (1 completed) Post project survey (55%)

Community Energy Scheme development Welsh Government Energy Service 7 th October 19	12	Project team plus LEAG members from Milford, St Davids, Llanteg Park and Tiers Cross (12 in total)	Online survey 4 completed (33%) Post project survey
Low Impact Housing Schemes Ty Solar house tour 28 th October 2019	Unknown	Project team plus LEAG members from Milford, St Davids, Llanteg Park and Tiers Cross	Paper survey provided to team but no opportunity to circulate as part of day Post project survey
CAT Zero Carbon Britain	5	Project team plus 3 LEAG members from St Davids and 2 from Llanteg	Post project survey

6. Further information available

Copy of capacity building session evaluation form

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