



SWANSEA ENVIRONMENTAL FORUM Executive Committee

**Minutes of the meeting held on Thursday 11th December 2008
At 9.30am at The Environment Centre, Pier St., Swansea**

MEMBERS PRESENT

ACTION

Chair	Deb Hill Rebecca Wright Phil McDonnell Reena Owen Anne Sennett Jenny Edwards Tanya Nash Phil Marks Kathy Tate Terry Scales Roy Jones Elizabeth May	Nature Conservation Team Leader –CCS Countryside Council for Wales Environmental Consultant Director, Environment - CCS Area Communications Officer - The Environment Agency Assistant Manager - The Environment Centre, Swansea Team Leader Sustainable Development Unit, CCS National Infrastructure Development & Capacity Building Officer – Cylch Project Worker, Sustainable Swansea Mumbles Development Trust Chairman of Friends of the Earth, Swansea Environment Manager, Swansea Metropolitan University
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1. Apologies for absence

Sian Jones	National Trust, Wales
Elfed Roberts	Architect and Deputy Director: Grwp Gwalia Cyf.
Kate Sinclair	Housing Enabling Officer, CCS

2. To confirm the minutes of the meeting 20th November 08.

DH thanked JE for preparing the minutes. AS asked for her job title to be corrected. Adding page numbers was suggested. JE

3. Matters arising from the minutes of the 20th November 08

DH raised LIFE+ funding at recent Biodiversity Partnership mtg. The group agreed to develop a bid for next year. DH is convening a group to progress this, she will invite SEF Exec members who have already expressed an interest.

DH

JE handed around a card for SB and said that he would join us later for lunch. A framed poster of EFTA will also be presented to him as a gift. JE said that Mary Yoeull is now going to move to the Cardiff office and it is likely that John Hogg will cover our area. He or a colleague will attend SEF Exec. SB has promised to keep us informed of the situation, which is likely to be sorted by the end of January.

SEF/EC MOU still not yet produced. JE will do by next meeting.

JE

JE has invited WAG to next meeting – waiting for them to confirm.

PM has not yet spoken to Paul Jones re joining exec.

PM

JE & DH to co-ordinate writing to thank AGM speakers.

JE has spoken to Ali Bond re Economic Regeneration partnership. Ali was not v positive about their work. JE to look into getting involved in NEETS group – in light of Trailblazer 2 work. JE

JE will send around Green Jobs consultation and collate response for SEF. JE

Swansea did v well in Arena awards SMU, AB Glass and a local chalet business all picked up awards.

JE was asked to re-work exec dates to avoid WEDS use Thursday's instead. See dates at end of minutes.

Web-site to go live before Christmas.

4. Sustainable Swansea Update

The steering group (AB, JE, PM (chair), DH & KT) met on 6th December.

KT reported that she has now almost completed a series of taster **Digital media** sessions for 5 community one areas. Has been very well received. In January she is to start with a more in depth 3 month programme for Castle Community First. Will involve working with small groups, offering IT training and developing a Green Map for the area.

DH asked if our **Green map** can link with Google Earth. KT will find out. Would make sense to link the tow. KT will explore with maybe EC as starting point on map. KT

KT said that green mapping updates are being done, including adding Sustainable Swansea award winners, but this had slowed because of the volunteers other commitments. Adding Arena winners would be more appropriate at a regional level.

Trail visits continue to be supported through the project – number of transport grants given out.

Trailblazers 1 will finish in Feb half term. A temporary worker will be employed to deliver this..

Trailblazers 2 for the older age group 14-25 years is scheduled to begin in the new year. Will be advertising for a co-ordinator with volunteer management and youth work experience shortly.

The BIG Event – PM presented a paper on progress, including costings. (JE will send this around with the minutes) JE

Launch will be 5th June (World Env't Day). Displayed centrally and pos. also in other sites. Provisional budget £55K. Mark Edwards, the artist, has offered a free presentation to be used to drum up support. Date will be sorted asap – in January if able. Want key players there – CCs, EA, CCW and previous sponsors. Decided to use Mansion House if possible.

5. The BSP update and representation

DH has spoken to Dave Mckenna about SEF representation on BSP. He is adamant that we have only 1 environment rep and that it should come from EA. Although SEF members can be used as alternates. The meeting was very concerned about the fact that the strategic partnerships appear to have no place on BSP. RO has expressed her unhappiness at situation to Chief Exec. May be worth writing to CCS leader and lobby other BSP members. However we have been told that membership is not due to be discussed for another year. DH is to pursue this and back up argument with WAG and WLGA guidance documents. JE agreed to talk to other areas about how their BSP/LSB equivalent are set up.

We need to ensure we have a rep at next BSP, which is 20th Jan. If John Hogg can not make it, SJ should go. DH JE

The forum has also been asked to sign a MOU with BSP. Had been sent around by JE in email entitled "LSB Arrangements". Seems to be for all bodies represented on LSB. Due to current disagreements in this area and possible cost implications it is difficult to decide what to do. Agreed that 14 page document is to be looked at by Contracts subgroup.

6. Future Meetings

Exec meetings: All at the Environment Centre and at 9.45am:

Friday 30th January

Thursday 19th March

Thursday 30th April

Thursday 2nd July

Thursday 10th September

Thursday 5th November

Thursday 10th December (Christmas lunch?)

Full forums: (proposed dates)

Mon Feb 16th – A Big Issue: Halting Biodiversity Loss DH working to Biod Partnership. (Date to change) DH JE

Weds June 10th – Another Big Issue

Mon 12th Oct AGM and discussion

Weds 25th November – Another Big Issue

7. SEF Contracts Update

BIG Issues:

PM presented an update sheet (JE will send this around with the minutes).

PM is dealing with 3 issues. He is scoping them and talking to key people at the moment. Need to emphasise beginning of process, which will be a 3-5 year plan.

Blue Flag – not just environmental, economic and tourism benefits too. Talked to CCS and EA so far – very-positive response. Planning meeting with EA, CCS and Welsh water for Jan. With larger group in February.

Air Quality – concentrating on NOx problems caused by transport. Will give opportunity to bring people together on this and allow some joined up thinking. Not just a Hafod problem, other areas failing too.

Climate Change Adaptation – When scoping this realised it is a big one! Need to involve everyone. Decided to try and do through BSP Policy group. This will be all about risk management and resilience. Doing this will hopefully raise awareness of climate change generally and make the next BIG issue easier to tackle.

Climate Change Mitigation – TN is leading on this. The starting point will be the existing Energy Action Plan. The SEF convened Buildings Group will meet on January 24th and discuss the way forward.

Halting Biodiversity Loss – DH is leading on this. The Biod partnership is setting up a task group to work on this.

BSP have sent out monitoring forms for the Big Issues – TN, DH and PM to work on this together.

TN DH PM

Business Prospectus:

PM presented the latest version of the general information leaflet. More closely linked to brand that was shown to Contracts group a week previously. Agreed add sentence acknowledging CCW's support. A welsh version will be available as a pdf. Plain English will be used. Ensure link to website for info.

PM will send an electronic version for comment. Needs to be quick turn around though.

PM

8. Forward Planning

JE presented a paper that brings together all the **Hall Aitken recommendations**. The meeting went through it point by point to assess progress and priorities. Good to see a lot of progress already made. Suggested it be re-organised into a table with sub-titles and numbering. Will be edited ready for next meeting.

JE

Business Plan: Agreed this was needed. Can be a summary statement with bullet points. Need some dates and titles for sections. PM agreed to pull headings together as a starting point.

PM

9. Any other business.

PM mentioned the current under-spend that Sustainable Swansea has. It is due to holding back funds for KT's post, but then not having to use them due to repeated renewal of Com@1 funding. JE and PM will meet next week to look at budgets and report to relevant groups.