



Promoting and facilitating environmental sustainability in Swansea

www.swanseaenvironmentalforum.net

Executive Committee

**Minutes of the meeting held on Thursday 2nd July 2009
At 9.45am at The Environment Centre, Pier St., Swansea**

ACTION

MEMBERS PRESENT

Chair	Deb Hill	Nature Conservation Team Leader –CCS
	Philip McDonnell	PMDevelopments
	Jenny Edwards	The Environment Centre
	Paul Jones	Spatial Plan, Welsh Assembly Government
	Roy Jones	Chairman of Friends of the Earth, Swansea
	Tanya Nash	Sustainable Development Unit, CCS
	Elizabeth May	Environment Manager, Swansea Metropolitan Univ
	Phil Marks	Cylch
	Rebecca Wright	Countryside Council for Wales
	John Llewellyn	Energy Manager –CCS
	Terry Scales	Mumbles Development Trust
	Sian Jones	National Trust, Wales

1. Apologies for absence

Reena Owen	Director, Environment – CCS
Hamish Osbourne	The Environment Agency
Kathy Tate	Sustainable Swansea
John Casey	Sustainable Swansea

2. To confirm the minutes of the meeting

Confirmed as true record.

3. Matters arising from minutes

Actions not yet completed:

- Convene Health/Env mtg. Email out presentation from last mtg. **JE***
- Send BIG Issues reports to JE as well as Dave Mckenna, for distribution to exec **TN PM DH***
- Make contact with Rural Food (and craft) staff **JE***
- Contracts group to discuss latest draft of SEF/EC MOU **JE***

4. Sustainable Swansea Update

Kt & JC had prepared an update paper which was available at the meeting.

Trailblazers: TB2 going very well. Good number of volunteers involved already. JC has really hit the road running. Developing strong links with trail sites, organisations working with NEETS such as ELLIS. TB1 Programme of activities for 8-14year olds during the summer holidays is being developed by KT (and JC). 3 weeks of activities will be offered this year.

Get Sust: KT has been very busy with Hard Rain and Vital Signs, this has been her main focus under this community orientated project. She has developed a menu for community groups to allow them to have "Assisted Visits" to the exhibition and more. Since the last meeting the Castle Community Green Map has been printed. KT has a strong team of volunteers who are helping to make the Swansea online Green Map the most active inn the world! Kt is already planning a new programme of IT/digital media training for the Autumn, which will be developed for two specific community areas, possibly leading to two further community green maps.

Awards Scheme: TN raised whether it is still the intention to run an awards scheme in 2010. If so work will need to begin ASAP. There is no money in the Sustainable Swansea budget for this. There is a lot of fundraising to do (previously EA money had been available to support preliminary work). £18K cash was required last year with a £18k in kind contribution. Evening Post were key sponsors last year. SD Unit are keen to continue and SCRAP/Waste forum would be interested in a Waste award. It was agreed that PM, TN JE and AH (SEEF, aim to link sustainable schools award to this) should meet ASAP.

Arrange first meeting of Awards group JE

Hard Rain & Vital Signs: PM gave a verbal report. There has been some damage to the exhibition. A new section is needed £500ish, will come out of contingency budget. The exhibition will have to come down for Race or Life on 17th July. CCS' mistake and they have offered to fund any costs. The final take down is mid August at present. PM is trying to negotiate it staying up on bank holiday. Will offer to change configuration after Race for Life if this makes it more possible.

Not had a lot of feedback. Had good anecdotal comments through museum and at events and some emails. Also through One People videos, which were made on 6th and 12th and are on display at museum. Not measuring numbers as not manned like EFTA. There is the concern that the exhibitions impact is hard to measure. Various ways of surveying were suggested. Pledging was also brought up and the need for action to be encouraged. Actions taken as response to HR difficult to separate from other awareness raising etc. BIG Issues work will be more strategic and hence easier to measure. How do we measure? Will a WAG grant give us a chance to start this? Possibly measuring change could be a topic for a future forum meeting? Will start with an agenda item for next meeting.

Measuring Change to be agenda item at next Exec JE

Email around paper on Attitude changes EM

2 events coming up on **July 10th & 11th**. All asked to help with publicity.

Email around hr event posters JE

There are now 2 months to develop the final stage of the exhibition "Community Engagement". There is the idea of the exhibition going out to communities. Fresher's Fair and Rhosilli's fence line were suggested. The community subgroup will meet again later this week.

Look at how HR could be used at Fresher's fair EM

5. Swansea SRA

JE had sent around a request from WAG for us to input into the Swansea Strategic Regeneration Area Action Plan. This has now been done with help from the Contracts subgroup. JE had invited the WAG officer to attend our Exec meeting, but Philip Morris is on holiday. She will try again for the next meeting. PJ said that it was an attempt to use a more strategic route to regeneration to avoid the up till no more scattergun approach. There is also a plan for the Western valleys that includes a small corner of CCS area. Exec did not think SEF had been invited to be involved [*PJ has checked & SEF were invited in march, will keep us informed though*]. The Exec felt it was important to be involved, especially as this will have important implications for funding. Although the SRA does not have new monies attached it will affect other post including convergence and community plans and LSBs. The aim is to get more outcomes for the same money. This is a rolling 3 year-ish programme. PJ offered to keep the exec up to date with WAG developments. Agreed he would email useful info to exec. He also pointed out that Spatial Plan work is developing and will give us chance to work with a more regional focus. Low Carbon Workshop (held in Dylan Thomas went well).

Keep Exec informed of WAG developments including SRA's, Spatial plan etc PJ

6. Full Forums

10th June Carbon Management: TN led on this, had a good group of speakers: Jennifer Pride WAG (Strategy & plugged planned youth event) and Peter Jenner William Battle Asoc. (processes and sustainability) and TN herself on the local picture.

October 12th AGM with Marine Bill: SJ will work with DH on this. Phil Coates has been booked. Yet to have suggestion from EA and DH to chase WAG contact. Important to leave time for discussion & AGM. JE has arranged for Alun Walters to look at SEF accounts.

Nov 25th Air Quality: PM to co-ordinate with Huw CCS.

For next exec - suggestions for forum and exec meeting dates & themes JE

6. BSP update

No feedback from BSP / LSB, as HO unable to attend this exec.

TN, PM, Dh & JE are members of the BSP Policy group. The group has no powers, but its role is to inform the BSP. Was agreed that the membership of BSP be brought up at next meeting. been another meeting since last Exec. Pete Jordan has asked the exec to be clear when communicating with BSP on any actions we want them to undertake for us. With the group's wide remit he warns us not to expect them to be particularly responsive.

DH, RW and SJ are presenting on the Biodiversity BIG Issue at the next BSP.

The annual alliance meeting was very environmentally and SD orientated. Alan Netherwood's presentation went down well! As in that it caused people to take notice and caused a lot of discussion, but not clear where this is going to go.

7. SEF Contracts update

Forum co-ordination – Finances: JE presented summaries of SEF core activities and Sustainable Swansea project budgets. The core is very reliant on CCW. Other income for SEF Core this year are the small amount of interest on the bank account and a management fee from HR. The CCW requires a 60% match, this will include a contribution for voluntary contributions from Exec members. Important to find other sources to allow work to expand and to ensure we are able to continue if CCW support is not available. The business plan is important here so we can look at priorities. PM is working on this, hope draft will be available soon. Cost of this needs to be budgeted for.

Activities under core this year include: EC co-ordination of SEF – Agreed July-September 1.5 days/week at £2,250 (£150/day). Total cost £6,750 (first quarter paid in previous financial year) BIG Issues – Agreed important to continue facilitating this. Budget £2,300.

Environment Strategy – This is due for its first review. We are aiming for an early 2010 completion of this work. Very rough cost £4K.

The Sustainable Swansea finances sheet shows how project funds will be spent. There is some unrestricted carry forward, but exact amount is an estimate at the moment.

BIG Issues – PM made a verbal report. Due to spending more time on HR this has not been so active a project, but a number of meetings are about to take place.

The next Air Quality meeting is on 18th July and the first Blue Flag meeting on 15th July. The next stage for the Climate Change Adaptation issue is to meet with CCS Resilience team and the potential researchers from Swansea university. TN said that she had been able to make much progress on sustainable energy element, this is due to lack of resource.

The BIG Issues have already made progress in linking people together, SEF's facilitating role has been very useful and it was agreed that we should try and continue this. These are BIG Issues so we were not expecting to have completed anything yet, 3-5 year activities. Progress is being sent to BSP bi-monthly so this will be a good way of measuring.

8. A.O.B.

Wise Up To Waste Week – Starting July 18th, whole week of events including Swishing and Question Time. Put on by wide partnership incl CCS & Scrap members. #

Co-op "Love Food Hate Waste" campaign is to be launched in September, has WRAP involvement. If organisations have relevant activities on in this period encourage them to make a link.

SJ said that National Trust are running their "Take-away" scheme again encouraging people to take-away litter. Also running "Keen to be Green days".

9. Date of Next Meeting

10th September: 9.45am at the Environment Centre.