



*Promoting and facilitating environmental sustainability in Swansea*

www.swanseaenvironmentalforum.net

## Executive Committee

Minutes of the meeting held on Thursday 17<sup>th</sup> December 2009  
At 9.45am at The Civic Centre, Swansea

**ACTION**

### MEMBERS PRESENT

<b>Chair</b>	Deb Hill	Nature Conservation Team Leader –CCS
	Philip McDonnell	PMDevelopments
	Jenny Edwards	The Environment Centre
	Hamish Osbourne	The Environment Agency
	Roy Jones	Chairman of Friends of the Earth, Swansea
	Rebecca Wright	Countryside Council for Wales
	Elizabeth May	Environment Manager, Swansea Metropolitan Univ
	Kathy Tate	Sustainable Swansea
	John Casey	Sustainable Swansea
	Alyx Baharie	Swansea Council for Voluntary Service
	Kelvin Jones	Gorseinon Development Trust
	Kate Sinclair	Enabling Officer, Housing Dept. CCS
	John Childs	Friends of the Earth, Swansea
	Terry Scales	Mumbles Development Trust
	Tanya Nash	Sustainable Development Unit, CCS (part of mtg)
	John Llewelyn	Energy Manager, CCS
<b>1.</b>	<b><u>Apologies for absence</u></b>	
	Sian Jones	National Trust
	Reena Owen	Director, Environment – CCS
	Anne Sennett	The Environment Agency
	Phil Marks	Cylch
	Paul Jones	Spatial Plan, Welsh Assembly Government

### **2. To confirm the minutes of the meeting**

Confirmed as true record.

### **3. Matters arising from minutes**

DH RW & JE still to meet again to discuss CAN Bid.

JE has circulated SEF dates – agreed 20<sup>th</sup> Jan for next exec and at GDT if possible.

A small group has met to discuss the constitution see **9.**

*Email out Rural Action presentation JE*

### **4. Sustainable Swansea Update**

**Get Sust:** KT is has had a good take up of her new programme of IT/digital media training in Townhill and Sketty Park. It looks like the area for a new community green map will be Townhill. KT is currently working with JE on a Compact application to fund the project next year.

**Trailblazers:** IB2 We have now completed 9 month of this project. JC is producing a report on this pilot phase. The period Jan-April will be a review and research period. This period will give us a chance to investigate future direction and funding. JE has contacted Hilton and Gulbenkian with respect to end of project reports and possible future funding. JC continues to work with Welsh Bacheloret pupils from Bishop Vaughan, the Foyer, SSSYP and the Youth Offending team.

**Hard Rain & Vital Signs:** PM has now produced a report that evaluates the exhibitions. It includes suggestions for improvements as well as a full financial breakdown. There is still funding available for a second tour of the Vital Signs exhibition. PM has already started identifying possible sites for it. It was agreed that this would be continued by either PM or Sustainable Swansea's staff. This needs to be completed by April 2010.

**Awards Scheme:** PM presented a paper outlining progress so far. It was agreed that we would hope to have secured 50% of the estimated £20K needed to run the awards by the end of January. Although PM has done this work under an extension of his previous contract it was agreed that after the end of January the implementation stage should be covered under a new contract that would be awarded through a tendering process. This can be done under either the Contracts subgroup or the Sustainable Swansea Steering group.

## **5. Full Forums**

Nov 25<sup>th</sup> Forum: Air Quality

This was not well attended, but the 2 speakers went down well and there was plenty of time for discussion.

Wed 3<sup>rd</sup> February: Carbon Foot-printing

A subgroup of KT, JC, JL and EM agreed to take this forward.

Tues 8<sup>th</sup> June: Blue Flag & Swansea Bay Strategy

This date may need to change. HO & PM will organise this forum meeting. [changed to 22<sup>nd</sup> June]

Agree date for June forum **HO & JE**

Mon 11<sup>th</sup> October Agm: Severn Tidal Power

Mon 22<sup>nd</sup> November: Coping with Climate Change

## **6. BSP update**

PM & DH reported on the recent Policy Task group. The new community plan will now have the word environment in its aspirations rather than just a "better place to live". Other changes for the better seem to be on the cards too.

As a consequence of feedback from WAG on the LSB review; which we had previously commented on, it appears that membership of the BSP/LSB is about to be reviewed to allow the strategic partnerships to have proper representation.

## **7. SEF Contracts update**

**Forum co-ordination** – JE reported that recent work included budgeting organising meetings and Sustainable Swansea development and staff management. On present more time is being spent on Sustainable Swansea than on the general side of SEF co-ordination. JE said that although she

**BIG Issues** – a number of research project ideas are being prepared. The EA has indicated that he may be able to help support SEF's BIG issues work by supporting PM's time spent on Blue flag work.

**Environment Strategy** – PM is now beginning our review, however since the last meeting he has been costing his time out and looking at what will be involved and it will take much longer than initially thought. It was agreed that when compared with time taken to complete previous strategy work this is a fair assessment. PM is to continue adding the extra days needed, which may mean that because of funding constraints that the Action Plan work will have to be financed using funds arriving in the new year. It was agreed that a Contracts subgroup be convened straight after Christmas to look at this and report to the next exec.

Arrange date for Contracts subgroup meeting **JE**

**Business Plan** – The completed Business plan has been sent out to all Exec members.

## **8. Constitution Re-drafting**

JE, DH, PM, JC and AB met earlier this week and JE sent around the latest version of the constitution shortly before the meeting.

There was agreement with the group's suggestions and further discussion was had around a number of key points including: the number of members the exec should have, how multiple members from the same organisation should be handled and the way in which members of

SEF may tender for work offered by SEF. The group will now meet again to look at making the suggested changes. A new version will be discussed at the next exec.

*Arrange constitution subgroup meeting JE*

**9. Brynmill Ecohouse**

JE, PM and DH attended a planning group earlier this month with other interested parties. The project has attracted funding for capital costs from Warm Wales, the Prince's Foundation and The Princes Regeneration Trust. The meeting decided that a feasibility study was needed to cover how it will be used, how it fits with other projects and centres, what the community think and how it can have longevity beyond the capital works. Fund. It is hoped one of the funders already mentioned will be happy to fund this. The next meeting will be in January. We have been careful to say that SEF is supportive and that we want to have the new facility closely linked to the Environment Centre.

**10. A.O.B.**

There was none.

**11. Date of Next Meetings**

[Wednesday 21<sup>st</sup> January now cancelled]

Thursday 4<sup>th</sup> February 2pm at the Environment Centre

Thursday 4<sup>th</sup> March, Thursday 22<sup>nd</sup> April , Thursday 8<sup>th</sup> July , Thursday 16<sup>th</sup> September,

Thursday 28<sup>th</sup> October, Thursday 9<sup>th</sup> December (Christmas lunch?)

**NB** – meetings start at 10am and are the Environment centre, unless otherwise notified.