



Promoting and facilitating environmental sustainability in Swansea

www.swanseaenvironmentalforum.net

## Executive Committee

Minutes of the meeting held on Thursday 4<sup>th</sup> February 2010  
At 2pm at The Environment Centre, Swansea

**ACTION**

### MEMBERS PRESENT

<b>Chair</b>	Deb Hill	Nature Conservation Team Leader –CCS
	Philip McDonnell	PMDevelopments
	Jenny Edwards	The Environment Centre
	Roy Jones	Chairman of Friends of the Earth, Swansea
	John Casey	Sustainable Swansea
	Alyx Baharie	Swansea Council for Voluntary Service
	Kelvin Jones	Gorseinon Development Trust
	Kate Sinclair	Enabling Officer, Housing Dept. CCS (& colleague Julia Owens)
	John Childs (JCh)	Friends of the Earth, Swansea
	Terry Scales	Mumbles Development Trust
	Paul Jones	Spatial Plan, Welsh Assembly Government

#### **1. Apologies for absence**

Hamish Osbourne	The Environment Agency
Rebecca Wright	Countryside Council for Wales
John Llewelyn	Energy Manager, CCS
Reena Owen	Director, Environment – CCS
Anne Sennett	The Environment Agency
Phil Marks	Cylch
Tanya Nash	Sustainable Development Unit, CCS
Nicole Jones	Groundwork
Kathy Tate	Sustainable Swansea
Elizabeth May	Environment Manager, Swansea Metropolitan Univ
Sian Jones	National Trust

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

Confirmed as true record.

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

Corrections: KS job title needs to change – and she was present at last meeting.  
DH, RW & JE have discussed CAN Bid informally. EC, SEF and others included.  
January meeting of the Brynmill Ecohouse planning group has been postponed.  
JE & HO have arranged the June forum for Tuesday 22<sup>nd</sup> provisionally at the Centre.

*Email out Rural Action presentation JE*

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

**Get Sust:** KT had prepared a report that JE read out.

The first part of 2010 has mostly been taken up with digital training and consultation in the lead up to creating the Townhill Green Map. A group from Townhill and a group from Morriston have both received an Introduction to Digital Photography and Sustainability. Several groups from Townhill have gone through the Green Map consultation process, with more planned in the coming weeks.

Two Global Exchange volunteers have also come on board with Sustainable Swansea and will be helping with the development of the Townhill Map and will also be organising a launch

event for it in early April. Several other volunteers are also active on Sustainable Swansea projects.

There is a new Green Spaces map developing, jointly funded by Sustainable Swansea and Nature Conservation.

Time was also directed to planning, promoting and presenting at the SEF Carbon Footprinting meeting.

Two funding applications have been submitted, one to SCVS Compact, and another to Skools Out for Trailblazers I Summer activities, and a statement of interest has been submitted to Communities 2.0 (next stage of communities@1) to form a media consortium with other groups such as Undercurrents and One People to deliver content for a online TV channel. Sustainable Swansea in partnership with Swansea Waste Forum and the Environment Centre has been helping to organise and promote a number of fun environmentally based events throughout the year starting with the Upcycled Fashion Show Workshops and Bird Box making Day to be delivered in half term and for under 18's, it will be delivered through the Trailblazers scheme and be (October) accredited by Childrens University. Other events will include the Earth Day Gig (April), Fairtrade Wine Tasting (May), Pumpkin Carving and Autumn Crafts (October), and Christmas gifts from recycled materials (December). It has been a busy January!

**Trailblazers II:** JC continues to work with Welsh Bacheloret pupils from Bishop Vaughan, the Foyer, SSYHP and the Youth Offending team. The scheme is accelerating with 31 volunteers in January alone! He has helped set up an OCN and a NVQ course for young people based at Penlegare. The two courses are already filled – big demand. Very useful collaboration that is adding value to the scheme. Other organisations like Down to Earth, Forest School, MDT and GDT could be partners for further work. DH said that she would send JE the contact details for Susie Mayhew from Rural Development – they may be a chance to set up something with a rural focus. This would link well with Rural Development Plan.

Send JE Susie Mayhew's details **DH**

JC has produced a report on the pilot phase, which will be discussed at the next steering meeting. JC presented a few of the points that have come out. A large percentage of participants are from Community 1<sup>st</sup> areas and most areas of Swansea are represented. The way people engaged varied with age group – 14-16 year olds tended to participate through groups, whilst 18+ were more likely to come as individuals through the web and SCVS. Volunteering opportunities were sought in order to gain experience of conservation work, it skills and environmental awareness raising experience. Of the 86 young people involved in the project, 35 are still volunteering regularly, 15 have gone onto training and employment, and just 2 have dropped out. There is also a section on problems and possible solutions.

*Organise Sustainable Swansea Steering Group mtg **JE***

What we have learnt will be useful for planning future directions. The report will go to Hilton and Gulbenkian. JE will apply for continuing funding from Gulbenkian's Innovation grant and also from WCVA's Engagement Gateway.

It was felt important that we make BSP aware of the work we have been doing with NEETS. JC mentioned the patchy support unemployed young people are receiving when they want to improve their skills through volunteering. JC was asked to write a short piece on this that JE would send to PJ and RO for bringing up with relevant Job Centre Plus people.

*Email PJ & RO re problems with JCPlus **JC&JE***

An interesting development is a new youth led group: Green Tangent – made up of a number of TB2 participants. They intend to carry out conservation work and have been successful in securing Youth Bank funding for training and development.

The exec agreed that if we had unrestricted funds available that we would prioritise this work for funding in the short term if funding does not arrive for April. The steering group will look at finances to decide the amount of funds we have to put to this.

**Vital Signs:** PM has continued with finding venues for the exhibition for a short tour this Spring, that needs to be completed by April 2010. PM has concentrated on colleges and schools and has had a good response so far. It will also be at Gorseinon's first Food Festival being held in April at Canolfan Gorseinon Centre. It was agreed that we should try and add value, where funds allowed to the exhibition visits. This could be with availability of leaflets or

workshops or activities supported by TB2 or possibly Get Sust Costs are fixed at this point though, so this will be the factor limiting what we can do. A leaflet holder would need to be weatherproof as the display is outside.

**Awards Scheme:** This was discussed at the recent Contracts group meeting. The plan is to get half of the money by the next exec meeting. PM has 4 more days of work on the current contract for this. A way forward will be discussed at the next exec.

## **5. Full Forums**

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

About 25 attended. Good range speakers. KT congratulated on her section and co-ord work. Plenty of time for discussion. There were no councillors present – despite group's efforts. Suggested RO could maybe invite. However, since v few get involved in council environmental meetings, may have little effect. Agreed that this a group we should be targeting – PM said this is in business plan. Important one to work on – but route not yet clear.

Tues 22<sup>nd</sup> June: Blue Flag & Swansea Bay Strategy

DH & TS offered to join HO & PM in a working group to organise. Suggestions for another venue to attract more people will be discussed.

Mon 11<sup>th</sup> October Agm: Severn Tidal Power. PJ said that there is further investigation being done by WAG alongside the UK government work. There have been a number of relevant reports published recently. The group to take this forward will be decided at March meeting.

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

## **6. BSP update**

RO has received an invite from BSP for her to join them as a representative of SEF, Swansea's lead partnership for the environment theme. RO had passed this good news to the forum at last night's meeting. RO said that she would be happy to pass this seat at the table to someone who is not CCS - possible SJ as vice-chair. It was agreed that whoever it was to be they would have to be able to attend both exec and BSP meetings on a regular basis. Key to allow good communication. Also they will need to be seen by other BSP members as being at high enough level – so that they can have a proper say. Also they will be there as SEF not own organisation. The meeting agreed that RO seemed most suited and that she should take the place and the situation would be reviewed in few months. SJ to be named as deputy if ok with her.

The link of Environment and Economy is key, although we have had forum's on this in past, agreed could revisit. JCh and KJ offered to produce a paper on this subject for future Exec [April date decided on to allow them to develop ideas].

Meet & prepare paper on Green Economy for exec **JCh & KJ**

The latest draft of the Community Plan has changed substantially – some of the changes we have wanted for years are included – not all exec have seen it yet.

Email Community plan draft to JE for sending out to full exec **DH**

JCh mentioned a proposed project to improve energy efficiency that CCS Housing are applying for funding for. KS said that the bids were in and the key role was to reduce fuel poverty. It is led by council, but not just council housing and may include renewables. Will be a partnership project and would lead to job creation, though details unclear as yet.

## **7. SEF Contracts update**

The Contracts group has met and made a number of recommendations.

PM & JE have met to look at SEF and Sus Swans finances.

The £12k from CCW that is used to pay for co-ordination and core projects is confirmed. But will need to be matched. Part of this match can be done using volunteering time, however at present the forum has not secured any other events to go alongside this. The contracts group thus suggests caution with respect to the next financial year. If £4k can be volunteer input – then £8k of funds are needed to go with this.

**Forum co-ordination** – The Centre's day rate is going up to £195. It was agreed that the Centre should be asked for 1.5days/wk over the next 3 months – cost will be £3510. This period will be used to try and secure other funds and to get to point where we can offer a post for SEF co-ordination

**BIG Issues** – a number of research project ideas are being prepared. The EA has offered £900 to support SEF's BIG issues work on Blue flag issue. £500 was agreed for first 3 months of next financial year to continue this work through contracting PM.

Over last month PM has presented on Air Quality to BSP and pushed on with the University research project proposals.

TN had taken on the Carbon Management BIG Issues co-ordination, but as she has been struggling recently time-wise not much has happened. Building & Energy subgroup meetings have not been held and the energy action plan has not been updated. PM has taken on the organising of a subgroup meeting in March. But BI time is very limited. As CCS is no longer to lead – really need a paid person to do – need more funds for SEF? Contracts group will discuss this.

**Business Plan** – The actions from the Business plan and the recommendations of the Hall Aitken report will be looked at in the next exec meeting.

Produce table of recommendations and actions **JE**

**Environment Strategy** – 20 days are to be spent on the review of the strategy and 15 on the new action plan. Most of this work will be possible this financial year, due to Sustainable Swansea paying for some of the forum's co-ordination over the last year, thus freeing up some core money.

PM presented a sample page of how the strategy review will be done. PM wanted all to read them through and comment on the content and tone. He will use Red, Amber, Green (RAG) to rate progress – need to yet be carefully defined. The next Contracts meeting will discuss this further. At the next exec PM hopes to have drafts for most available.

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

JE, DH, PM and AB have met again and JE sent around the latest version of the constitution shortly before the meeting. Lauren at SCVS has looked through it too. JE will ask Gareth Williams to proof read it for us.

After further discussion a number of recommendations were approved. All exec members were asked to read the latest version that JE will send around and have comments ready for next meeting.

It was agreed that 15mins at the beginning of the June forum will be an Extraordinary General Meeting to discuss the suggested constitution. Members will require 14 days notice of this.

*Send around latest version of constitution* **JE**

## **9. Brynmill Ecohouse**

No news – meeting yet to take place, last one was snowed off! Probably late Feb.

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

**Transition Swansea:** This group is up and running again. Had a very good turn out for a film screening. We should work closely together. JCh, RJ and Carys Kelly from Environment Centre are already involved. JCh will ask the group for someone to present to SEF exec – either March or April.

Ask Tswan to next exec **JCh**

**Low Carbon Wales Report:** JE was asked to see if PJ can organise a presentation on this aspirational report to the Exec.

Ask for Low Carbon Wales presentation for Exec mtg **JE**

## **11. Date of Next Meetings**

Thursday 4th March, Thursday 22nd April, Thursday 8th July, Thursday 16th September, Thursday 28th October, Thursday 9th December (Christmas lunch?)

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