



Promoting and facilitating environmental sustainability in Swansea

www.swanseaenvironmentalforum.net

Executive Committee

**Minutes of the meeting held on Thursday 4th March 2010
At 10 am at The Environment Centre, Swansea**

ACTION

MEMBERS PRESENT

Chair	Deb Hill	Nature Conservation Team Leader –CCS
	Philip McDonnell	PMDevelopments
	Jenny Edwards	The Environment Centre
	Roy Jones	Chairman of Friends of the Earth, Swansea
	Alyx Baharie	Swansea Council for Voluntary Service
	Kelvin Jones	Gorseinon Development Trust
	John Childs (JCh)	Friends of the Earth, Swansea
	Nicole Jones	Groundwork
	Reena Owen	Director, Environment – CCS
	Phil Marks	Cylch
	Kathy Tate	Sustainable Swansea
	Paul Jones	Spatial Plan, Welsh Assembly Government
	Rebecca Wright	Countryside Council for Wales
	Elizabeth May	Environment Manager, Swansea Metropolitan Univ

1. Apologies for absence

Kate Sinclair	Enabling Officer, Housing Dept. CCS
Sian Jones	National Trust
Anne Sennett	The Environment Agency
Tanya Nash	Sustainable Development Unit, CCS
Terry Scales	Mumbles Development Trust
John Casey	Sustainable Swansea

Presentation from Jake Griffiths, Wales Green Business Centre

JG used to work for Arena Network, now working for Wales Green Business Centre, based in Clydach. Includes Steve Hack and Gareth Tucker of Seren Energy. JG's role is to give advice to businesses on environmental matters. He offers a basic free help-line and a consultancy service. The work is across Wales and has done some work in England.

The Centre has made an agreement with Groundwork so that they are now responsible for issuing Green Dragon certificates. JG is in the process of informing the 300 or so Green Dragon holders of the situation. JG will offer the same service as Arena did for the scheme – at very similar rates.

Will work with wide range of organisations including 3rd sector and will also signpost to free services when available. No public money all private.

JG is not involved in Green Business start ups. He would recommend contacting Flexible Business Support. Cylch can help with this too. It was noted that Swansea has a particularly poor record for business start ups – definite gap if money was available to develop.

JG is now Swansea based and keen to join the exec – his application was unanimously accepted.

JG will now be a co-opted member of the exec. The business is not yet a member of the forum – as private sector would be able to join as an associate member.

2. To confirm the minutes of the meeting

Confirmed as true record.

3. Matters arising from minutes

DH yet to send JE Susie Mayhew's details

DH

Issues with Job Centre have been addressed.

In section 6 – should read attend both exec and BSP.

JCh & KJ have met to discuss the Green Economy. They will lead a discussion at the April meeting.

JE has sent the latest draft of the community plan out to exec.

PJ has arranged for the SDC to present on Low Caron Wales at the next meeting. PJ said that there would a workshop for our region at the end of April. [SDC not available – pos June, and all can attend workshop]

Transition Swansea – Jill Ireland the chair of TS has agreed to speak to us at our next meeting.

4. Sustainable Swansea Update

Get Sust: PM gave the exec the news that KT will be leaving us at the end of March for a job in Bath. All agreed that she will be sadly missed, but we all wished her well in her new role as Sustainable Communities officer for their council. She has done a great job for us, proving to be dynamic and capable. She will be sadly missed.

We intend to recruit ASAP to try and replace KT. Will do so as soon as we have confirmation of Compact funding.

We should also hear about Communities 2.0 shortly.

KT said that she is concentrating on getting things sorted for her leaving. The production of the Townhill map is on schedule. KT will not be here for it to be launched, but PM will work with Townhill Community First for this to happen in early April. She has been working with Morrision Community First and this and Port Tennant seem to be the most obvious candidates to work with next. Also been supporting 2 Global Exchange volunteers and helping with workshops and event for Fairtrade Fashion Show.

The new Green Spaces map will be launched online shortly and a paper copy produced next financial year.

There is now a Green Map app for iPhones. EM said it could be of interest to SEEF's HE & FE group.

The information booths in the city centre were mentioned. Would make sense for Green Map to be linked to them.

Talk to city centre partnership *KT*

KT has passed her mentoring role for the Cadarn scheme to Carys Kelly at the Environment Centre. JE will oversee. This pilot eco award for Communities led by Science Shop Wales will be one to watch for the future.

Trailblazers II: JE reported that the pilot project report was almost there and that it would be sent off shortly. The scheme is still accelerating with over 50 volunteers so far this year. Finding funding to carry on this work is proving difficult. We have a PQQ in for the Engagement Gateway run by WCVA, as well as an expression of interest for a Calouste Gulbenkian scheme.

Circulate TB2 report to exec *JE*

JCh said that he had volunteered alongside JC's volunteers and seen the affect of the scheme in raising motivation and helping inexperienced graduates gain skills. Clear need to better link to LSB and their NEETS agenda. Also need to link with Children and Young people's partnership.

New SEF representative to raise at next BSP. *SJ*

A useful statistic to know is whether volunteers are NEET at start of scheme.

Look through record to see if we can show how many were NEET *JC*

Steering Group meeting: The group met last week and suggested the following way forward to the exec:

Recruit ASAP to try and replace KT. Will do so as soon as we have confirmation of Compact funding. So we can continue foot-printing and digital media work.

Continue TB2 No new funds yet, continue by using unrestricted funds until end of May.

Review and update trail – now 5 years old, if funds can be identified.

Run Trailblazers1 in summer if Skools out application is successful.

All items above were agreed.

Vital Signs: programme developing. Nothing new to add.

Awards Scheme: PM reported that so far he has approached 19 sponsors and has had 6 positive replies with £6k offered. 3 said no and a further 3 are still possibles. 7 still to chase up and some new leads. He has developed a one-sided info sheet for possible sponsors that exec members can send to personal contacts.

It was agreed that we would allow some more time for PM to continue with this. A Contracts meeting will meet when PM has £10k secured to discuss the way forward. They would also look at ways to reduce costs and perhaps earn money from entrants. The contracts group would then progress scheme on behalf of exec, before next exec meeting in April.

Send promo to exec **PM**

5. Full Forums

Tues 22nd June: Blue Flag & Swansea Bay Strategy DH, TS, HO & PM in a working group to organise. To meet before next Exec. Set up meeting **PM**

Mon 11th October AGM: Severn Tidal Power. Discuss further at next exec.

Mon 22nd November: Coping with Climate Change

6. BSP update

RO has discussed SEF representation on BSP with SJ. SJ will be our representative. Better that – so less council biased group. Agreed that RO would insure SJ is able to commit to execs and BSP meetings to make the communication link work.

DH reported that the draft community strategy has been agreed and will be published shortly.

The recent Policy Task Group discussed methods for reporting progress. It is likely that WAG will now expect biannual reports. The V+BSP is proposing that CCS does this annually. The draft suggests a July draft and a final report in September, when it will be discussed at an annual Ambitions event.

Depending on the details required it could be a big undertaking for us as the only forum without dedicated staff. Baring in mind we have also committed to reviewing our strategy every two years.

7. Business Plan & Review Actions

JE had forwarded these as two documents before the meeting.

Pleasing to see many recommendations of review have been completed, however due to heavy workload and priorities elsewhere this has not moved on as quickly as perhaps hoped. Perhaps this is something a seconded person could work on.

Redraft these into a single document for a future Contracts Group **JE**

8. Forum co-ordination

There are still some concerns over match and as yet we do not have funds secured for the full year. The Business plan says we want to employ someone to do this. Around £8k is needed above what we currently have. Our review had suggested EA and CCS could fund, but not good time for either.

RO said that there is a WAG secondment scheme that we could access through CCS. There is an end of March closing date for this.

Send JE & DH details **RO**

9. BIG Issues

Not a lot of progress, still waiting for key officers from EA & CCS. The Buildings Group is to meet on March 17th.

10. Environment Strategy

PM said that he needed feedback on the traffic light system. It was agreed that he would meet with PMk in order to design a matrix.

Draft should be available in 3-4 weeks.

11. Constitution

JE presented latest draft and asked a number of specific questions raised by Gareth Williams, who is proof reading it. Next draft will be available before next Exec.

12. A.O.B.

Groundwork: NJ said that they and GDT have a bid for a Loughor Foreshore development to the value of £80k.

They are also working with Patrick Holcroft of CCS on a Community Energy Savings programme, which will include events and visiting households. A youth project is also being discussed. It was suggested that NJ talk to JE & JC about linking with TB2.

Food growing projects are also being set up in Fairyland, Neath and in Maesteg. If happening in Swansea suggest link with Transition Swansea.

Talk to JE & JC about links with TB2 *NJ*

Low Carbon Wales: PJ said that over the next 6 months the project would carry out a mapping exercise.

Swansea Met Univ: EM said that they were having a 10:10 campaign using Facebook & elearning. EM is collaborating on a bid for low carbon work between Swansea, Trinity and Lampeter.

KT leaving drinks: March 31st 5pm in No Sign Bar.

13. Date of Next Meetings

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

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