

Swansea Environment Forum Executive Committee Meeting

Date & Time: Thursday 17th May 10am-12pm

Venue: Environment Centre, Pier Street, Swansea, SA1 1RY

PRESENT

Name	Role	Representing	Abbrev.
Deb Hill	Chair	CCS – Nature Conservation	DH
Alyx Baharie	Treasurer	Swansea CVS	AB
Philip McDonnell		Swansea Built Heritage Group	PMD
Chris Howell		CCS Waste and Parks	CH
Ant Flanagan		Gower Power	AF
Chris Lindley		CCS - AONB	CL
Peter Anderson		LocalEyes	PA
Fran Rolfe		NRW	FR
Howard Stevens		ABMU	HS

IN ATTENDANCE

Name	Role	Representing	Abbrev.
Max Stokes		NRW	MS
Delyth Higgins		Sustainable Swansea Project Worker	DHig

APOLOGIES

Name	Role	Representing	Abbrev.
Hamish Osborn	Vice Chair	NRW	HO
Steve Bolchover		Environment Centre	SB
John Childs		FOE	JC
Gill Ahern		CCS- Housing	GA
Andrew Davies (Howard S deputising)		ABMU	AD

Item No		Action by
1.	Conflicts of Interest No conflicts of interest declared.	
2.	Minutes of last meeting The minutes of the meeting on 15 th March 2018 were agreed as a true and accurate record with the following amendments: correct the date from 18 th January to 15 th March and correct date of next meeting from 17 th March to 17 th May.	
	Matters arising from minutes Archive minutes of previous meetings. PMD has not done this yet and wondered whether a volunteer could do it.	PMD to follow up

	<p>DHig is working with EC on policies and three draft policies ready. PMD will look over them and circulate to members soon.</p> <p>No joint meeting has taken place since last SEF exec. so the draft MoU between SEF & EC will be taken to the next one.</p> <p>A letter from SEF to Martin Evans (NRW) has not been done yet. It was agreed that it should still be done but very soon otherwise it would serve no purpose.</p> <p>SEF forward planning workshop had been postponed from previous day</p> <p>The Food documentary 'In Our Hands', (featuring Cae Tan and the Swansea Food Assembly). AF will find out if it is available online and forward details.</p> <p>Executive Committee members' area of interest -PMD will contact individuals who have not responded.</p>	<p>PMD to look at then circulate 3 policies</p> <p>PMD to action</p> <p>HO/DH &PMD to meet to do this ASAP</p> <p>DHigg to look to reschedule</p> <p>AF to find out and forward details to PMD to circulate</p> <p>PMD to contact individuals</p>
5.	<p>Partnership Updates</p> <p>Swansea PSB/ Wellbeing Plan. This item was moved here and Max Stokes from NRW gave an update on their Area Statement for the South and West area (Swansea, NPT, Carmarthenshire, Pembrokeshire) and its links with the Wellbeing plan.</p> <p>Main points:</p> <ul style="list-style-type: none"> • Area statements are a product of the Environment Act which aim to bring together lots of plans and activities in one place. • They will look at current state of play, key issues, risks, opportunities and priorities. They will sit alongside the National Priorities and the State of Natural Resources Report, but take a local approach. • The team are currently building the area profile and doing internal engagement work first before moving externally to other bodies for data and information. • The Statement will help align workplans, feed into the PSB, and affect commissioning plans and existing plans. • Phase 1- area profile. Phase 2- understanding risks, opportunities and priorities. Phase 3-Laying the foundation for delivery, with it being published in winter of 2019. • NRW will be very keen to have input from partners in due course. <p>PMD asked how often will it be produced and in terms of fitting with the timing of re-drafting of Wellbeing plan for example. Max stated that the timetables hadn't lined up this time around but they should do next time. The Act says every 4 years but they will update as and when necessary before that as it's meant to be a dynamic process. There was also a question about the Smart Nature website which was designed as a 'softer' entry point for the public and would it serve any purpose in these arrangements? Max replied that it could do, but that</p>	

	<p>there are plans to have interactive maps available to the public too. DH pointed out that it would be good to link to the Swansea green maps series done by SS.</p> <p>Wellbeing Plan</p> <ul style="list-style-type: none"> • NRW are leading on the steps needed to deliver the Working with Nature (WwN) objective of the plan and will be drawing together a working group very soon which will include representation from SEF. • First step is to go through the consultation responses, to a shorter list of 'achievable' and want as many as possible involved. <p>PMD pointed out that there appear to be 2 elements to the work:</p> <ol style="list-style-type: none"> 1. A working group to look at how the PSB projects will be delivered 2. A broader vision and action plan such as the previous 'Environment Strategy' drawn up by SEF. <p>SEF agreed to halt the Env. Strategy and work on WwN instead. However there is no mechanism to monitor or evaluated the objectives at present. Max stated that the working group will only be focussing on the PSB projects.</p> <p>PA pointed out that a community-led action plan of projects that the PSB can support already exists via the work carried out as part of the consultation process, and that we should be able to create community mapping system to make projects happen. These would be <i>encouraged</i> by networks of the PSB not <i>dictated</i> by them. Involvement is critical to anything happen.</p> <p>HS agreed about community aspects but stated that there still needs to be a mechanism for institutions to be involved. It was noted that it was an issues of resources and part of the relationship with Swansea Council.</p> <p>Max was thanked by the chair for his contribution.</p>	
3.	<p>Project Updates</p> <p>Sustainable Swansea A paper report was tabled so a brief verbal report was given by DHig as follows: Working on window stickers for some site on Swansea Green Map. Digital Streams exhibition is currently up in the hall and launch event is on June 7th. Quite a number of community talks been undertaken recently and Delyth helped arrange the Clothes Swap in EC. A meeting arranged by Swansea FoE around the issue of plastic pollution which was very well attended resulted in a 'committee' being set up to draw several issues and activities together under one banner. Delyth has undertaken some of this initial work and sought approval from the Exec.to continue with this co-ordinating role. This was given.</p> <p>Renew Wales & Enterprising Solutions DHig and PMD are now re-engaging with RW and need to work with 5 new projects each by the end of March 2020. Both are now also Co-ordinators for the Swansea area under Enterprising Solutions scheme, which is run very similarly to RW but for supporting enterprises and entrepreneurs. The targets for that scheme 2 new groups each by the end of 2019.</p>	

	<p>Low Carbon Swansea Bay PMD reported that the provisional programme for this year is: 11th July – Sustainable Procurement and member’s updates. Sept.- Motivating colleagues and influencing decision makers. Dec.-Managing energy efficiently. March 2019 – Low carbon building and buildings. The process of renewing memberships is also underway.</p> <p>Community Green Spaces PMD reported that the project was going very well and Neil was very busy, including: doing some tree planting on the Gangees site; development work with Cae Tan on a second site; created raised beds at Matthew’s Café; looked at a litter issues in Penlan and worked with Keep Wales Tidy; developing the garden at the Env. Centre and interacting with a whole host of other organisations by sign posting and directing. AB asked when the toolkit would be launched. PMD will discuss with Neil about doing this.</p>	
4.	<p>Funding Updates PMD reported that the Swansea Change Fund’s commissioning details should be ready to go out to tender by July with a 3-year funding period from January 2019 at the same rate as previous two years. We should hear by middle of June the result of the application to Postcode Lottery for money to run a Trailblazers play scheme. A recent application was put in to Pobl Trust under the theme of Building Stronger Communities and the decision was taken to focus on Gorseinon and to undertake aspects of SS’s outreach, green mapping, digital streams and greenspaces work there for 15 months. It is a two stage process with the second stage being a face-to-face interview in late June. The Landfill Disposals Tax Communities Scheme is also something we will be looking at applying for either by 26th July or by the next round in October. This led on to some discussion about SEF’s forward planning workshop which was postponed and maybe the focus of that now needs to be around the Working with Nature objective of wellbeing plan? A new date of 14th June (9.30-12.30) was decided amongst members at the meeting for that workshop.</p>	DHigg to circulate new date to all members
5.	<p>Partnership Updates Best Start Swansea Campaign PMD reported that as part of SEF’s support for this campaign an exhibition of children’s books with environmental links, written and illustrated by local young parents, will be erected in the EC hall from mid-June until end of July.</p>	
6.	<p>Governance Issues GDPR preparations PMD explained that much work has gone on to understand, review, assess and act on the new regulations and their implications for SEF and its projects. A document logging all the data which is kept by SEF is in the process of being finalised with a view of acting on it as soon as possible and also logging this action for reference and evidence.</p>	

	<p>Exec. committee members' areas of interest table Dealt with under matters arising.</p> <p>Presentations at future meetings It had been suggested by JC that air quality remains an important issue in Swansea and that a presentation around this theme would be timely. It was also suggested, was SEF's influence on the City Centre redevelopment which was seen as a 'once in a decades' opportunity to do something. PMD mentioned a Smart City & City Deal event on June 11th in TechHub. After discussion, it was agreed that a smaller meeting with relevant Council officers and some SEF members would be more beneficial for tackling the city developments issues but that it needed to be done very soon.</p>	DH to speak to Penny Gruffydd about arranging a meeting ASAP.
7.	<p>Any other business (AOB) DH asked if future dates of meetings can be put on the agenda as they used to be.</p>	PMD to place future meeting dates on the bottom of agenda.
	<p>Next meeting date Thursday 19th July 2018.</p>	