



**Swansea Environment Forum Executive Committee Meeting
Thursday 21st November 2019 10.30am-12.30pm
Committee Room 3, Swansea Civic Centre**

PRESENT

Name	Role	Representing	Abbrev.
Deb Hill	Chair	CCS – Nature Conservation	DH
Alyx Baharie	Treasurer	Swansea CVS	AB
Philip McDonnell	Secretary	SEF Coordinator	PM
John Childs		Swansea Friends of the Earth	JC
Andrew Davies		individual	AD
Ruth Williams		Royal Institution of South Wales	RW
Ant Flanagan		Gower Power	AF
Heidi Smith		Swansea University	HS
Chris Howell		CCS - Waste Management and Parks	CH
Chris Lindley		CCS - AONB	CL
Peter Anderson		VocalEyes	PA
Helen Grey		CCS – external Funding	HG
Ciaran O'Brien		Penllergare Trust	CO
John Sayce		Wheelrights	JS

APOLOGIES

Name	Role	Representing	Abbrev.
Hamish Osborn	Vice Chair	Natural Resources Wales	HO
Fran Rolfe		Natural Resources Wales	FR

The meeting included a presentation from Martin Nicholls, Director of Place for Swansea Council on their initial response to declaring a climate emergency, followed by a discussion on SEF's role in supporting the engagement of stakeholders in the development of a climate action plan for Swansea. Notes on this part of the meeting are given at the end of these formal minutes.

Item No		Action by
1.	Intros, Apologies and Conflicts of Interest Apologies were listed. No conflicts of interest were declared.	

2.	<p>Minutes of last meeting (19th September)</p> <p>These were accepted as a true record and each of the listed actions were reported on, in turn, as follows:</p> <ul style="list-style-type: none"> - PM corrected AD's surname in the May meeting minutes. - PM circulated the RISW talks programme - PM amended the draft delivery plan for the Swansea Council contract as discussed in the May meeting. - PM confirmed that the May meeting was quorate. - PM didn't manage to speak to the accountant about amending the annual accounts so they were presented as drafted. - PM sent out AGM notifications. DH highlighted that the AGM was successful and well attended. - PM circulated dates for 2019 Exec. meetings with the agenda. - The climate crisis was put on the meeting agenda and Martin Nicholls was invited to the meeting. - PM circulated a press release, from AD, about Biophilic Wales. - FR didn't send info on the John Little talk. 	
3.	<p>Partnerships and Projects Updates</p> <p>a) Swansea PSB / Working with Nature Task Group: PM made reference to the Swansea PSB Partnership Forum event that took place in October and was attended by several Exec. members. PM and DH also reported on a meeting they had with Martin Evans (NRW) and HO to discuss future relations and funding. This included SEF continuing to facilitate the Working with Nature Task Group and potentially accompanying Martin to the Swansea PSB Joint Committee meetings. Funding may be available from NRW to cover the cost of SEF undertaking this work both within this financial year and longer-term.</p> <p><i>Due to time constraints it was agreed that project updates would be provided by PM with the meeting minutes so the following three sections were not presented or discussed in the meeting.</i></p> <p>b) Low Carbon Swansea Bay:</p> <ul style="list-style-type: none"> - <i>The Swansea Bay Ultra Low Emission Vehicles (ULEV) Task Group is continuing to meet and held a well-attended meeting at Craig-y-Nos Country Park in October with many LCSB members, Welsh Government and Transport for Wales represented.</i> - <i>Several LCSB members and Swansea Councillors were given a tour of Pobl's Active Homes development in Neath.</i> - <i>The LCSB network event planned for December has been delayed to January 22nd. The theme will be Transport and Travel and will include a presentation from Tom Porter (Public Health Wales) on a new Health Travel Charter.</i> <p>c) Community Green Spaces:</p>	<p>PM / DH to put forward proposals for NRW funding to enable SEF support for the WWN task group and objective</p>

	<ul style="list-style-type: none"> - <i>Additional funding has been offered from DH to support Neil's work with the Clydach Community Garden project.</i> - <i>Neil has also been helping Swansea Council with its Glastir Woodland Creation project.</i> - <i>Over the past couple of months, Neil has also provided support and/or advice to several other projects including Pennard Wellness Garden, Environment Centre Medieval Garden proposals, Swansea Orchard project, Primrose Park, Mumbles Community Orchard, Swansea Tree Forum and Clyne Valley.</i> <p>d) Renew Wales / Enterprising Solutions:</p> <ul style="list-style-type: none"> - <i>Through the Renew Wales programme, PM has continued to support Crynant Community Council, St.Paul's Church Sketty and the Loughor Parish churches.</i> - <i>PM also helped organise a morning training event targeting local churches and promoting the Eco Churches Awards scheme. The event – Climate Action for Churches – was well received with over 40 attending from about 15 different churches and chapels.</i> - <i>PM was also asked to use the Renew Wales process to support Swansea Community Farm prepare an application for a Top-up Lottery grant.</i> - <i>Under the Enterprising Solutions scheme, PM is continuing to facilitate support for VocalEyes, St.John's House in Bridgend and the new Llangennith Community Growers CSA project.</i> 	
4.	<p>SEF Governance, Funding and Finances</p> <p>a) Appointment of co-opted committee members: It was agreed that all co-opted committee members from last year would be invited to the committee again. Those present accepted the invitation and PM agreed to approach those not present to confirm whether they would like to re-join the committee. In addition, HG, CO and JS were all co-opted.</p> <p>b) Appointment of committee officer roles: PM pointed out that the secretary role was incorporated into his coordinator contract. It was agreed that the current chair (DH), vice-chair (HO) and treasurer (AB) be re-elected to their positions.</p> <p>c) Funding Updates: PM referred to the earlier meeting with NRW and the potential for additional funding towards WWN work. PM also reported that funding is expected from DH towards the Green Spaces project. PM said that he would adjust the budget to ensure as much unrestricted funds as possible are carried over to the next financial year.</p> <p>d) Future committee meetings: DH highlighted that the meeting dates for 2019 were listed on the agenda. PM confirmed that these had been put in the Environment Centre diary.</p>	<p>PM to approach co-optees not present about re-joining SEF Exec.</p> <p>PM to update budget and present at next meeting</p>

5.	<p>Stories from Around the Table: Members Networking a) Sharing updates and information and b) forthcoming events and meetings – RW said she would inform RISW members about the Green infrastructure (GI) consultation. CO felt that there were opportunities for Penllergare Trust to be involved with the GI strategy work. JC reported on the initial Climate Action Group meeting organised by Swansea FOE. AF shared information about a new energy supply scheme being set up by Gower Power.</p>	RW to inform RISW members about GI consultation
6.	<p>AOB AD asked whether a replacement representative from the health board had been secured. PM said that Reena Owen had been approached but not yet given a decision. PM also pointed out that Howard Stevens could be co-opted as he has previously seconded for AD.</p>	
7.	<p>Next SEF Exec. Meetings Thursday 16th January 2020 Thursday 19th March 2020 Thursday 21st May 2020 Thursday 16th July 2020 Thursday 17th September 2020 Thursday 19th November 2020 All 10am at The Environment Centre</p>	

Below is an outline of the presentation given by Martin Nicholls, Director of Place for Swansea Council and the discussion that followed. Martin agreed to send a copy of the presentation for circulation to the Exec.

Martin Nicholls' (MN) presentation included an overview of the Council position in relation to the climate emergency declared on 27th June 2019. Progress on delivering actions will be overseen by the Council's Future Generations and Equalities Policy Development Committee. One proposal is for the Council to publish a Swansea Climate Change Charter and encourage partners and other organisations to adapt and adopt it. MN handed around the latest draft of the charter for consideration and comment.

MN presented some of the options being considered regarding the scope of an action plan – but pointed out that this may be influenced by work currently being done by others at a national level. The Council action plan would need to be deliverable but could perhaps include some things that are currently not affordable or permitted. It would start with functions under the direct control of the Council and may also include areas where the Council could 'influence' others.

The Council needs to map out the existing policy context and existing actions being delivered – there are already some strong commitments e.g. guidelines to enable/encourage local procurement are being changed. There is still uncertainty about baselining but the Welsh Government are developing a baselining tool and guidance for local Authorities to provide a common methodology. The aim is to have a Council strategy and action plan in place by the end of March 2020 – this might include current and future actions. There is also a proposal to provide a ten point plan for individuals.

A Climate Change conference/market place event is being planned for early in the new year to raise awareness and seek views on what actions the council could take.



MN referred to earlier discussions with DH and PMD regarding the possibility of SEF helping with stakeholder engagement and wider consultation around the development of an Action Plan

DH commented that many organisations were developing their own Climate Action Plans and that SEF and the Council could play a useful role in helping to develop a common framework so that these individual plans could be combined to into an overarching Climate Action Plan for Swansea.

HS suggested that the target of preparing an action plan by March 2020 is too ambitious and also suggested that the related engagement work could be linked to the COP due to take place in Glasgow later in 2020. JC suggested that there is a need for some quick wins and then longer-term plans. AD pointed to achievements already made e.g. recycling, new housing but highlighted that transport is a big issue and referred to air quality, EVs and the need to link strategies.

PA raised the importance of public engagement and referred to citizen's assemblies, community training, sharing best practice examples and participatory budgeting. PA also raised the issue of divestment. MN reported on the Council's work in supporting a crowd-funding facility.

JS suggested that there needs to be a number of subgroups established for specific issues such as transport, housing and energy. PM said that there is a need for some process and structure to help everything hang together. MN agreed with comments made by others e.g. the need for quick wins, public engagement and best practice examples. PA suggested a working group and strategy specifically for engagement.

RW referred to the excellent presentation given by Paul Allen at the Working with Nature Conference and suggested that it would be good to invite him back to speak to the Council and others, possibly at the event in January.

The need for additional resources for this work was highlighted. MN referred to the recent WG Climate Change Action Fund .HG suggested that there is some RDP staff resource available to support this work.

ACTION: It was agreed that PA and PM would organise two separate task group meetings before Christmas – one focused on public engagement and the other on supporting the action planning process.