



Promoting and facilitating environmental sustainability in Swansea

www.swanseaenvironmentalforum.net

**Swansea Environment Forum Executive Committee Meeting
Thursday 20th January 2022 (online via Zoom)**

PRESENT

Name	Role	Representing	Abbrev.
Hamish Osborn	Vice Chair	Natural Resources Wales	HO
Philip McDonnell	Secretary	SEF Coordinator	PM
Alyx Baharie	Treasurer	Swansea CVS	AB
Heidi Smith		individual	HS
Chris Lindley		Swansea Council (AONB)	CL
Julia Owens		Swansea Council (Housing)	JO
Iwan Davies		RISW	ID
Mary Sherwood		Gower Power	MS
Helen Grey		NRW	HG

APOLOGIES

Name	Role	Representing	Abbrev.
Deb Hill	Chair	Swansea Council (Nature Conservation)	DH
John Childs		Friends of the Earth	JC
Rhian Corcoran		The Environment Centre	RC
Peter Anderson		VocalEyes	PA
Teifion Maddocks		Swansea University	TM
Ciaran O'Brien		Penllergare Trust	CO
John Sayce		Wheelrights	JS
Jill Goddard		Swansea Council (Housing)	JO
Fran Rolfe		NRW	FR
Chris Howell		Swansea Council (Waste/Parks)	CO

Item No.		Action by
1.	Intros, Apologies and Conflicts of Interest Apologies were reported as listed above. JO was standing in for JG. As DH was not present, HO chaired the meeting. No conflicts of interest were declared.	

<p>2.</p>	<p>Minutes of last meeting held 15/11/21 and matters arising: The minutes were accepted as a true and each of the listed actions were reported on or discussed, in turn, as follows:</p> <ul style="list-style-type: none"> - AB had not yet managed to get the missing bank statements - PM sent AGM notification to members - PM had not sent calendar invites for all the agreed meeting dates but agreed to do so after this meeting. - PM did circulate information about the coaching sessions. 	<p>AB to continue to request missing bank statements</p>
<p>3.</p>	<p>SEF Committee Membership and Roles</p> <p>a) Overview of elected committee members PM reported that following the election of Jules Wagstaff and Iwan Davies at the AGM in December, there are currently 12 elected members on the committee of a possible 18 – the others being Chris Howell, Hamish Osborn, Ciaran O'Brien, John Sayce, Mary Sherwood, Steve Bolchover, Peter Anderson, Alyx Baharie, John Childs and Teifion Maddocks who replaces Heidi Smith as the representative of Swansea University.</p> <p>b) Co-opting committee members PM reported that there were 6 committee members co-opted last year willing to re-join (Deb Hill, Jill Goddard, Chris Lindley, Fran Rolfe, Helen Grey and Rhian Corcoran) plus Heidi Smith who had represented Swansea University to the end of December. It was agreed that all 7 would be co-opted for the coming year leaving two co-optee places available. It was also agreed that PM seek representation from Swansea Bay Health Board.</p> <p>c) SEF committee roles (chair, vice-chair, treasurer and secretary) It was agreed that PM continue to fill the secretary role as part of his SEF Coordination SLA. HO reported that he was willing to continue in the vice-chair role and that DH was willing to continue as chair for the next year but suggested that some thought should go in to how these positions might be filled in the future. AB confirmed that she was willing to continue in the treasurer role for another year.</p>	<p>PM to seek committee representation from Swansea Bay Health Board</p>
<p>4.</p>	<p>Finance and Funding</p> <p>a) Approval of updated budget PM highlighted the minor changes made to the budget since the previous version agreed in the November meeting. This included adjustments to some both the Swansea Council contract funding and LCSB funding from project funds to coordination fees to reflect lower project costs and greater demands on his time. PM also mentioned the plan to purchase a new SEF/LCSB laptop within the existing project budget. The amended budget sheet was approved.</p>	

	<p>b) Update on funding opportunities PM reported that Swansea Council was looking to issue a tender in the coming weeks for environmental partnership work over the coming years. SEF and the Environment Centre would hope to work together again on a joint bid. As yet it is uncertain what the tender might include.</p> <p>PM also announced that the CRF application that he had helped Swansea CVS to write for a Community-led Sustainable Transport project was successful and that it is anticipated that SEF would gain some of the funding to help with the delivery of this project.</p>	
5.	<p>Brief Project Updates</p> <p>a) Swansea Community Green Spaces Project PM reported that the project is continuing and the working group had met in December. He will circulate the latest report that Josh had provided to that meeting.</p> <p>b) Low Carbon Swansea Bay PM said that much of the focus had been on the healthy travel charter but that he was also liaison with the health board about being the focus for the next webinar.</p> <p>c) Climate and Nature Programme PM referred to earlier brief updates on the healthy travel charter and the Community-led Sustainable Transport Solutions project. HO and PM reported that there were ongoing technical issues with the online resource which VocalEyes are trying to resolve. Meetings with Swansea Council on climate and nature have been progressing and PM reported that he had met with the head of transport and cabinet member for transport to establish a stronger working relationship.</p> <p>PM referred to the intension to again work with Swansea Fair Trade Forum on a climate justice event on 3rd March as part of Fairtrade Fortnight.</p> <p>ID proposed SEF and RISW collaborating again with a series of talks on climate and nature in early 2023.</p> <p>PM outlined the latest proposals for climate coaching sessions sent out prior to the meeting and invited anyone interested to contact Tanya as soon as possible so she could have individual meetings ahead of the first session on Tuesday 1st February.</p>	<p>PM to circulate latest green spaces officer report</p> <p>PM and ID to discuss talks</p>
6.	<p>Public Service Board / Working with Nature</p> <p>a) Swansea Wellbeing Assessment HG and PM reported on progress with the new Wellbeing Assessment – the consultation draft is currently with Welsh translation and is expected to go out for public consultation from mid-February to mid-March.</p>	



Promoting and facilitating environmental sustainability in Swansea

www.swanseaenvironmentalforum.net

	<p>b) Swansea PSB Partnership Forum events PM reported that a wider PSB took place on 23rd November with a focus on human rights. Though another event was proposed for February with a focus on wildlife and wellbeing, which SEF and NRW had agreed to lead on, no further details had been provided. The Working with Nature Task Group has not met for some time.</p>	
7.	<p>Future Meetings a) Change of March meeting date PM proposed that the March meeting date be moved to 24th to avoid a clash with the Swansea City Centre Conference on 17th. This was agreed. b) Topics for future presentations / discussions It was suggested that NRW might give an update on the Water Framework Directive at the next meeting. CL suggested a future presentation on rural projects such as the AONB or Clyne. It was also suggested that the Council's new Climate Officer might be invited to update on the climate plans..</p>	<p>PM to send calendar invites for all meetings</p>
8.	<p>Any Other Business No other business was recorded.</p>	
	<p>Next SEF Exec Committee Meetings 10am, Thu 24th March (NB revised date) – online meeting 10am, Thu 19th May (venue TBC) 10am, Thu 21st July (venue TBC) 10am, Thu 15th September (venue TBC) 10am, Thu 17th November (venue TBC) It is hoped that the meetings from May onwards will be held in the Environment Centre.</p>	