



Promoting and facilitating environmental sustainability in Swansea

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**Swansea Environment Forum Executive Committee Meeting
2pm, Thursday 18th November 2021 (online via MSTeams)**

PRESENT

Name	Role	Representing	Abbrev.
Deb Hill	Chair	Swansea Council (Nature Conservation)	DH
Hamish Osborn	Vice Chair	Natural Resources Wales	HO
Philip McDonnell	Secretary	SEF Coordinator	PM
Alyx Baharie	Treasurer	Swansea CVS	AB
Heidi Smith		Swansea University	HS
John Childs		Friends of the Earth	JC
Mary Sherwood		Gower Power	MS
Ciaran O'Brien		Penllergare Trust	CO
Jill Goddard		Swansea Council (Housing)	JO
Fran Rolfe		Natural Resources Wales	FR
Josh Pike		Swansea Community Green Spaces Project Officer	JP

APOLOGIES

Name	Role	Representing	Abbrev.
Chris Lindley		Swansea Council (AONB)	CL
Peter Anderson		VocalEyes	PA
Helen Grey		NRW	HG
Iwan Davies		RISW	ID
Jules Wagstaff		Climate and Community	JW
Rhian Corcoran		The Environment Centre	RC
John Sayce		Wheelrights	JS
Howard Stevens		SBUHB	HS
Steve Bolchover		The Environment Centre	SB

Item		Action by
1.	Intros, Apologies and Conflicts of Interest Apologies were received as listed above. DH welcomed everyone. No conflicts of interest were declared.	

2.	<p>Minutes of last meeting held in July and matters arising from notes circulated in lieu of September meeting: The July minutes were accepted as a true record and the email update circulated in September in lieu of the cancelled meeting were noted. There were no outstanding actions to be discussed as these were either addressed in the September email or were to be covered later on the agendas.</p>	
3.	<p>Finances and Funding a) Approval of updated budget PM outlined the main changes to the budget previously agreed which related to the expected £5,000 ENRaW funding through the Council's Nature Conservation Team. This would contribute to the Green Spaces project enabling the expansion of the current contract by 17 extra days but also covering the cost of the existing contract to the end of March so freeing up some of the core Swansea Council contract funds for other work. b) Update on banking arrangements AB and PM reported on the ongoing difficulties with the Co-operative Bank which has delayed the switch to Triodos Bank. Bank statements stopped arriving in spring 2020 and so AB has been trying to set up online banking so that the missing statements could be accessed for the finance files. Communicating with the bank has been extremely difficult and time consuming. Statements started to be received again from September but the missing statements are still to be obtained.</p>	AB to continue to request missing statements
4.	<p>Annual General Meeting and Future Committee Meetings a) Approval of 2020/21 annual accounts PM talked through the summary sheet provided by the independent financial examiner. These were approved by the committee to go forward for the AGM. b) Proposals for AGM event It was agreed that the AGM should again be held online. There was much discussion about different options. DH was keen for a speaker and/or discussion to make the event more appealing and suggested something linked to the nature and climate emergencies and/or COP26. PM suggested a presentation on the Dragon Island proposals. HOI wondered whether Lee Waters or Julie James could be invited to talk. It was also suggested that members could be invited to give short presentations/updates on work they are doing. In the end, it was felt that time was too tight to arrange speakers or organise short talks from member organisations so it was agreed for the AGM to be low-key but include opportunity for attendees to share thoughts about the year/COP26.</p>	PM to send AGM notification to members

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	<p>c) Agree provisional dates for 2022 committee meetings PM highlighted the dates at the bottom of the agenda, the third Thursday of every other month, and these were agreed. Any issues to be sent to PM. FR suggested (via chat) that PM send out calendar invites for the meetings.</p>	PM to send calendar invites for all meetings
5.	<p>Swansea Community Green Spaces Project DH introduced Josh Pike and everyone introduced themselves to him. It was reported that JP is already supporting a large number of projects. PM highlighted that as his contract is being expanded with ENRaW funding, he will be given extra time to support a community growing project in Craig Cefn Parc.</p>	
6.	<p>Low Carbon Swansea Bay PM reported that the latest LCSB webinar took place earlier in the week featuring Carmarthenshire County Council and Ameresco – this is the first in a series focused on how public bodies are dealing with decarbonisation and the 2030 target. PM hopes for further sessions in the new year featuring the health board and Swansea Council. PM also pointed out that a key focus of his current LCSB work is supporting the Swansea Bay Healthy Travel Charter (covered below).</p>	
7.	<p>Public Services Board a) Wellbeing Assessment PM gave a brief update on progress. HG and PM are leading on collating the draft environment strand chapter but have had ongoing difficulties in accessing information and support from colleagues due to time constraints. This is due to go for approval from the PSB in a few weeks' time and then to public consultation in the new year. b) PSB Partnership Forum events PM reported that the long-awaited next wider PSB event takes place on 23rd November with a focus on human rights. Another event is proposed for the new year (probably February) with a focus on wildlife and wellbeing – PM and HO have agreed to lead on this but still awaiting more details.</p>	
8.	<p>Climate and Nature Programme a) Collaboration with Swansea Council DH reported that a few meetings had now taken place involving representatives of SEF and the Council. PM shared an action log which forms the basis for the meetings with shared priorities around four action areas: Stakeholder and Community Engagement; Transport and Travel; Food Systems and Resilience; Structures and Strategies. b) Climate and Nature Solutions online resource</p>	



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	<p>PM reported that a 'soft' launch will take place on Friday 26th to coincide with Wales Climate Week. The online address for the resource is https://inspirationhub.org.uk/ PM is working with VocalEyes on the publicity. JC reported that a coalition of groups formed to organise the public event linked to COP26 is now becoming the Swansea Climate Action Network to bring people and groups together to collaborate on climate action. SEF and the Environment Centre have been supporting this coalition.</p> <p>c) Transport PM updated on progress with the Healthy Travel Charter initiative with two constructive meetings with partners having taken place resulting in a draft charter that it is hoped will be finalised by Christmas and signed-off/launched in the new year (probably February). PM also reported that SCVS was successful in its application for Community Renewal Fund towards a community-led sustainable transport project, which PM helped to prepare and it is expected that SEF will play a role in its delivery (by end of June 2022). DH and FR also highlighted other projects with environmental focus that were also successful. PM urged that there is communication between these various projects to ensure collaboration and avoid duplication.</p> <p>d) Food and Growing PM reported on a recent food system regional conference jointly organised in collaboration with 4theRegion (similar to the transport conference) which involved approx. 100 participant over two days and included a contribution from Julie James. This resulted in a useful action focussed document outlining the ideas raised in the event. PM also said that a Swansea food resilience group has continued to meet and is now morphing into Bywd Abertawe and is looking working towards Swansea becoming a Sustainable Food Place.</p> <p>e) Climate leadership training PM reported that an initial exploratory meeting has taken place with Tanya and that a second meeting is planned for early/mid December. It is anticipated that the regular coaching sessions will then begin properly in the new year. Everyone was invited to join in even if they hadn't made the first meeting.</p>	<p>PM to circulate details of next session</p>
<p>9.</p>	<p>Any Other Business Several members shared news and updates: PM alerted that the Green Fayre is being held at the weekend JC updated that the Swansea Council Pensions Committee has now agreed to zero carbon in its investments by 2037. HO updated on priorities and funding related to the Water Framework Directive work. It was suggested that it would be</p>	



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	<p>useful to have a presentation/discussion on water quality challenges/opportunities at a future meeting.</p> <p>MS announced that Mike Cherry is leaving BikeAbility and it was suggested that perhaps we should mark the work he has done over many years for environmental activity in Swansea. MS has now become chair of BikeAbility and said that staff reorganisation/recruitment will be taking place.</p> <p>CO reported that Penllergare Trust is developing a funding bid for water vole habitat work. Also, a Local Places for Nature project will be started soon on site. CO announced that they have recruited two young people through Kickstart. They are also looking to remove and repair weirs to improve natural systems. DH reported that she is recruiting four new officers to her team.</p>	
	<p>Exec Committee Meetings in 2022 Thu 20th January, Thu 17th March, Thu 19th May, Thu 21st July, Thu 15th September, Thu 17th November <i>All 10am at the Environment Centre (depending on restrictions)</i></p>	