



*Promoting and facilitating environmental sustainability in Swansea*

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## **Swansea Environment Forum Executive Committee Meeting** **Thursday 24th March 2022 (online via Teams)**

### **PRESENT**

<b>Name</b>	<b>Role</b>	<b>Representing</b>	<b>Abbrev.</b>
Deb Hill	Chair	Swansea Council (Nature Conservation)	DH
Hamish Osborn	Vice Chair	Natural Resources Wales	HO
Alyx Baharie	Treasurer	Swansea CVS	AB
Philip McDonnell	Secretary	SEF Coordinator	PM
Heidi Smith		individual	HS
Chris Lindley		Swansea Council (AONB)	CL
John Sayce		Wheelrights	JS
Teifion Maddocks		Swansea University	TM
Helen Grey		NRW	HG
Jules Wagstaff		Climate & Community	JW
Rob Hernando		Morrleston CSA Project	RH

### **APOLOGIES**

<b>Name</b>	<b>Role</b>	<b>Representing</b>	<b>Abbrev.</b>
Iwan Davies		RISW	ID
John Childs		Friends of the Earth	JC
Rhian Corcoran		The Environment Centre	RC
Peter Anderson		VocalEyes	PA
Mary Sherwood		Gower Power	MS
Ciaran O'Brien		Penllergare Trust	CO
Fran Rolfe		NRW	FR
Josh Pike		Swansea Community Green Spaces Project / Summit Good	JP
Steve Bolchover		Swansea Nature Partnership / The Environment Centre	SB
Howard Stevens		Swansea Bay University Health Board	HS

Item No.		Action by
1.	<p><b>Intros, Apologies and Conflicts of Interest</b>            Deb welcomed everyone, particularly Rob Hernandos, who was attending to give an update on the Morriston CSA Project, and Teifion Maddocks, attending as a committee member for the first time.            Teifion introduced himself and then everyone else present introduced themselves for Rob's and Teifion's benefit.            Apologies were reported as listed above. No conflicts of interest were declared.</p>	
	<p><b>Pre-meeting Presentation:</b> <i>Community Supported Agriculture Project at Morriston Hospital Update from Robert Hernando.</i>            Rob's presentation was well received and was followed by various questions, comment and discussion including:            HO proposed ongoing contact with and support for the project            HG asked about access to the project and produce for people on low incomes and also about potential supply to the hospital.            TM expressed interest in student having opportunities to visit CSAs – HG will link him with Cae Tan.            JW asked if RH was considering a n' dig' approach.            JS asked about transport to the site for volunteers.</p>	RH to send presentation to PM to circulate with minutes
2.	<p><b>Minutes of last meeting held 20/01/22 and matters arising:</b>            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"> <li>- AB had not yet managed to get the missing bank statements</li> <li>- PM hadn't yet sorted out representation from the health board</li> <li>- PM had circulated the green spaces report from Josh</li> <li>- PM and ID have arranged to meet on 1<sup>st</sup> April.</li> <li>- PM had sent calendar invites for all the agreed meeting dates.</li> </ul>	
3.	<p><b>SEF Finances and Governance</b></p> <p><b>a) Update on application to Swansea Council Framework</b>            PM explained the new arrangement being established by Swansea Council with SEF/TEC applying to be on a framework partner for environmental contracts. A decision is imminent but will not guarantee any funding – contracts under the framework will have to be separately applied for.</p> <p><b>b) Update on other funding – LCSB, CRF, ENRaW</b>            PM outlined the anticipated funding opportunities through LCSB subscriptions, the CRF community-led transport project and further ENRaW funding for the Green Spaces Project.</p> <p><b>c) Update on 2021/22 finances</b>            An updated budget sheet had been circulated ahead of the meeting and PM highlighted the main changes to the current</p>	

	<p>budget sheet since the last meeting: i) £800 of CRF funding to cover support in jointly coordinating the Community-led Sustainable Transport project and ii) £8,000 WG capital funding received via Swansea Council for four green spaces projects.</p> <p><b>d) Proposals for 2022/23 budget</b></p> <p>PM reported that the Contracts Subgroup had met earlier in the week to discuss an interim budget for the next financial year. PM talked through the draft budget spreadsheet circulated ahead of the meeting with four key proposed elements:</p> <p>i) Use some of SEF's underlying unrestricted funds to underpin the SEF Coordinator role for six months on a one day a week basis with the expectation of securing additional funding from Swansea Council, NRW and CRF contracts which would reduce the use of unrestricted funding and/or extend the Coordinator hours.</p> <p>ii) Extend the green spaces project officer contract for up to six months at a reduced level of just four days a month, once the expected ENRaW funding is secured, with the option to expand if additional funds are acquired</p> <p>iii) Continue Low Carbon Swansea Bay arrangements as in previous years, depending on income from subscriptions.</p> <p>iv) Budget for £1,000 governance costs and £1,000 to cover office space costs for the year.</p> <p>The committee approved acceptance of this interim budget and it was confirmed that that Contracts Group would be able to take decisions about additional funding and use of resources, within the financial procedures previously agreed.</p>	
<p><b>4.</b></p>	<p><b>Updates on SEF Projects and Partnerships</b></p> <p><b>a) Travel and Transport priority</b></p> <p>PM reported that the CRF project had been focused on running surveys and events to engage with stakeholders, particularly those experiencing significant problems with transport and access to services. PM also reported that the HTC had slowed down but would hopefully be picked up again soon with a launch now being planned for May.</p> <p><b>b) Climate &amp; Nature Action Project</b></p> <p>PM reported on both the Bwyd Abertawe and Swansea CAN work – a Food Forum event is taking place on 30<sup>th</sup> March to start the process towards applying to be a Sustainable Food Place. Swansea CAN held an online event yesterday focused on the Race to Zero Cymru scheme.</p> <p><b>c) Community Green Spaces Project</b></p> <p>PM reported that capital funding was made available through the green spaces project to four community groups.</p>	



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	<p><b>d) Low Carbon Swansea Bay</b> PM reported that the proposed LCSB network event focused on the health board has been postponed to May.</p> <p><b>e) Working with Nature Task Group / PSB</b> PM reported that the Working with Nature Task Group met in the first week of March for the first time for several months. A further meeting is being planned for late April / early May.</p> <p>HG gave an update on progress with the well-being assessment: the consultation period is now closed and PM/HG will soon be looking at the responses and considering what changes need to be made to the environment chapter before publication in early May. HG also referred to a piece of work being undertaken by Swansea University for the PSBs in both Swansea and NPT – to prepare a response analysis focused on integration of themes and actions of multiple benefit. The next step after this will be to start work on the new wellbeing plan and identify the key objectives. HG shared some initial objectives published by Ceredigion PSB.</p> <p><b>f) Inspiration Hub online resource and VocalEyes</b> PM outlined an ongoing issue with the online resource developed in partnership with VocalEyes which has been offline and inaccessible since November. Despite repeated assurances that the issues would be resolved quickly, this has not happened and communication from VocalEyes has been well below what might be expected. It was agreed that the Contracts Subgroup would meet to agree how best to take the next steps to retrieve either the resource or a refund for the investment made.</p>	<p>Contracts Subgroup to meet to agree action to be taken regarding VocalEyes and the Inspiration Hub.</p>
<p>5.</p>	<p><b>A.O.B. and Stories from Around the ‘Virtual’ Table</b></p> <p><b>a) Project updates and information from members</b> HO highlighted that NRW are having a 10-week ‘national conversation’ about ‘Nature and Us’ and encouraged everyone to visit the website and circulate information – there are also webinars DH reported that she had secured substantial funding for green infrastructure and nature projects next year.</p> <p><b>b) Forthcoming events and meetings</b> Nothing else was raised.</p>	
	<p><b>Next SEF Exec Committee Meetings</b> 10am, Thu 19th May 10am, Thu 21st July 10am, Thu 15th September 10am, Thu 17th November All will be held in the Environment Centre (restrictions permitting).</p>	