

Venue: Girvan Committee Room, County Buildings
Date & Time: 2pm Wednesday 26th August 2009

MINUTES

Present:

Forum members

Cllr Peter Convery (Chair)	South Ayrshire Council Sustainability & the Environment Portfolio
Ken Gibb	South Ayrshire Council (Sustainable Development)
Cllr John McDowall	South Ayrshire Council Chair, Development & Environment Scrutiny Panel
Stuart Lindsay	Ailsa Horizons
Julie Hoggarth	BTCV Scotland
Ian Williams	Business Environment Partnership
Ruth Sutherland	Energy Saving Scotland advice centre
Michael Hitchon	Kyle & Carrick Civic Society
Lynn Sproat	NHS Ayrshire & Arran
Yvonne Irvine	SEPA
Gordon Lauder	South Ayrshire Council (Environmental Health)
Andrew Marnie	South Ayrshire Council (Sustainable Development)
Annabel Beattie	South Ayrshire Council (Sustainable Development)

Apologies:

Stuart Brabbs/Brian Shaw	Ayrshire Rivers Trust
Norma Duncan	Ayr Fair Trade
David Graham	BTCV (Scotland)
Liz Marquis	Energy Agency
Eleanor Pate	Energy Agency
Morag Moore	NHS Ayrshire & Arran
David Rackham	SAC Auchencruive
Richard Carr	SAYLSA
Cllr Mairi Low	South Ayrshire Council Development & Environment Scrutiny Panel
Valerie Stewart	South Ayrshire Council (Chief Executive's)
Fiona Ross	South Ayrshire Council (Sustainable Development)
Sarah Longair	Stagecoach
Clare Strain	Strathclyde Partnership for Transport
Sarah Gilmour	Strathclyde Partnership for Transport

Item	Minute	Action
1	<p style="text-align: center;"><u>Apologies</u></p> <p>Apologies as recorded above.</p>	
1a	<p style="text-align: center;"><u>Welcome</u></p> <p>The Chair welcomed back Ian Williams of the Business Environment Partnership. Ian gave a brief statement on his new role, and in particular the promotion and delivery of the Envirowise small business support programme on behalf of the Scottish Government</p>	
2	<p style="text-align: center;"><u>Minutes of previous meeting</u></p> <p>Minutes of previous meeting were approved and adopted.</p>	
3	<p style="text-align: center;"><u>Matters arising</u></p> <p>Item 4: Morag Moore of NHS A&A has expressed interest in attending future meetings, however in the interim has provided some useful information to contribute to the SOA action plan. LS: a gap analysis is being undertaken of 6 different areas that the NHS' Sustainability Strategy covers.</p> <p>Item 5: work is in hand to devise a suitable plaque or display certificate for partners who contribute to the aims of Fair Trade. MH suggested that a second shop be offered to the Fair Trade Partnership for their Christmas shop, in addition to the one occupied last year. KG will raise with Economic Development.</p> <p>Item 6: the CPP board has accepted the Forum's recommendation for a representative of environmental interests at board level. The favoured candidate organisation is SNH, and Ross Johnston, SNH manager for Strathclyde Ayrshire and Arran, has been approached and has accepted. With the absence of John Collie from the Sustainability Forum, SNH are close to identifying a replacement.</p> <p>Item 7: Cllr Convery queried the progress on the Biobus project for South Ayrshire. RS confirmed that the Biobus will again be running from Ayr to Auchencruive for the Sustainable Energy Fair, on Saturday 12th September. Cllr Convery commended the Energy Agency for the Fair, as an example of best practise for raising awareness of sustainable energy.</p>	KG
4	<p style="text-align: center;"><u>Sustainability Forum Terms of Reference</u></p> <p>KG explained the background and detailed the paper circulated and drew the Forum's attention to the new category of standing membership for major partners, from which the Chair and Depute Chair (in future) will be elected. KG confirmed that the Council's Executive Director of Development and Environment, (Graham Peterkin) has agreed to be a standing member, as the Council's Corporate Sustainability Champion.</p> <p>Cllr McDowall queried when in the calendar the Chair and Depute Chair would be elected. KG: this will take place in an annual Forum planning meeting (which should take place during normal meeting cycle, at a time to be determined), and the Chair should be held for 2 years. Cllr McDowall suggested that the same protocol for Chair should apply for Depute Chair, and also that re-election can take place for 1 or 2 years. Cllr Convery suggested that the next Forum meeting (28th October) should incorporate the annual planning meeting (to take place in a larger committee room), and that partners be encouraged to contribute agenda items to the Forum. Cllr Convery noted the difficulties in engaging young persons. MH suggested that the Forum visit a location which would encourage young person's engagement. KG described previous success with the Scrutiny Panel for Education visit to Kyle Academy, which may be a useful forum.</p> <p>SL: a subgroup may be useful to convene special meetings and it may be worth inviting the Council's Youth Strategy Officer to the Forum to discuss this.</p> <p>LS: the NHS has done some work in linking in with the education side, and</p>	AB KG

	<p>suggested that this might be of use. Cllr Convery highlighted the Energy Agency's work with young people in education and suggested their expertise may be useful. RS agreed that use of the media in the same way as young people use it, is the best approach. Agreed that more thought is required, and Cllr Convery asked the Forum to agree that a scoping paper be drawn up to address these issues. Agreed.</p> <p>Cllr Convery asked the Forum if it agreed with the ToR changes made today? Agreed. KG will re-draft the ToR for circulation to the Forum. KG asked if the Wednesday pm format was still acceptable. Agreed. Next meeting is the 28th October, however the December 16th meeting could perhaps be aligned with the CP board meeting. Cllr Convery requested that a list of coordinated dates be sent out to the Forum as soon as possible.</p>	<p>KG</p> <p>KG</p> <p>AB</p>
5	<p align="center"><u>Overview of the SOA process in South Ayrshire</u></p> <p>KG explained that this paper had been prepared for information purposes at the request of some Forum Members. After a brief commentary, the Forum noted the paper.</p>	
6	<p align="center"><u>SOA Action Plan progress</u></p> <p>The current version of the Clean, Attractive Sustainable SOA action plan was circulated. KG advised that some work was still in hand to add more actions from various partners, eg Energy data from the NHS A&A; SNH etc. An edited list of feedback actions from the Community Planning Conference relevant to the Forum's remit was circulated for information. A number of key actions from this have now been assimilated into the action plan, and KG asked the Forum to reflect on the comments within the document to see what actions partners can contribute in the future.</p> <p>LS noted that NHS A&A targets are for Ayrshire as a whole and would not be able to be broken down into individual component Local Authority areas. KG: reported that a meeting is scheduled with the Head of Policy, Performance and Communications to develop an interim reporting framework to group some of the actions. KG has also met with Internal Audit who require that the high level indicators be supported by written evidence and who have also highlighted an issue with ownership of and responsibility for collecting the data. They also identified some indicators which may not be possible to report on an annual basis, or which may not smoothly progress over the life of the SOA. The Forum should be aware of this, but these are general issues which will be considered and developed by the Implementation Group on behalf of all the theme groups. KG thanked the Forum partners for their support so far and noted that there should be a final draft put before the Forum before the next Forum meeting.</p> <p>IW notified the Forum that the Business Environment Partnership also captures data on business waste and water usage and requested that this action be captured under Local Outcome 16b. The BEP reports to the Scottish Government in terms of carbon emissions. KG asked if this information could be included in the data specific to South Ayrshire? IW confirmed.</p> <p>SL noted that an action regarding the rail freight line at Grangestone was missing, and that one community appraisal had already been undertaken therefore the baseline should be altered to reflect this. AB confirmed it would be in the next draft.</p> <p>LS discussed difficulties with NHS data being confined to South Ayrshire boundaries. AB and LS to discuss further.</p> <p>YI: SEPA (Ayr) could measure the number of shared business journeys that take place, and the number of video conferencing events set up. MH queried the baseline for the action "number of churches provided with recycling containers" under LO 16b – the baseline should be 1, as the Holy</p>	<p>ALL</p> <p>KG</p> <p>AB</p> <p>IW</p> <p>AB</p> <p>AB,LS</p>

	<p>Trinity church in Fullerton St has a container. AB to speak to Stratton MacDonald.</p> <p>GL: noted also regarding the home composting action under LO14a – should the baseline for the number of residents undertaking home composting be zero? AB to investigate.</p> <p>(Cllr McDowall left the meeting at this point, as did Stuart Lindsay).</p>	<p>AB</p> <p>AB</p>
7	<p style="text-align: center;"><u>AOB</u></p> <p>KG: the launch of Scotland's Zero Waste Plan took place on the 20th August and the consultation period runs until the 13th November.</p> <p>YI: SEPA is meeting shortly to discuss it.</p> <p>MH: asked whether in the Ayr Renaissance programme, there could be scope for re-use of buildings, rather than the demolition.</p> <p>MH circulated leaflets relating to "Doors Open Day" and the Ayr Concert Series</p>	
8	<p style="text-align: center;"><u>Date of next meeting</u></p> <p>10am Wednesday 28th October 2009 in the Ayr Committee Room, County Buildings, Ayr. This will be incorporated into a Forum annual planning meeting.</p>	