

Minutes of the Meeting of GreenSpace South West Steering Group
Tuesday 9th December 2008
Livestock Centre, Exeter

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1.	Present	
	Peter Wilkinson – Bristol CC (Chair) Richard Keating – GreenSpace South West Naomi Wright – Natural England Richard Taylor – Torbay Council Nick Jones – Plymouth CC Gareth Harrison-Poole – Plymouth CC Harley Cook – Sedgemoor DC Sarah Moore - GreenSpace Matthew Hartgrove – GreenSpace Leanne Scholey – GreenSpace Andrew Burns – Natural England	
	Apologies	
	Michael Rowland – Bournemouth CC Bob Hussey – Kennet DC Jon Mitchell – Kerrier DC Andy Chard – Bath and North Somerset Council	
2.	Meeting	
1	Welcome and Introductions	
1.1	Peter Wilkinson welcomed everyone and introductions were made.	
2	Minutes of the last meeting	
2.1	It was agreed that the minutes were correct and true from 09/10/08	
3	National and Regional Reports	
3.1	The GreenSpace fund is being developed. The pilot project Park it in Neutral was undertaken in partnership with KPMG and Preston CC as another way to get money back into parks. Businesses would donate to the fund for each area. Project boards will then be set up between local business, local authorities and community groups to agree an improvement strategy and decide on the projects to be supported. Expressions of interest should be sent to Leanne lscholey@green-space.org.uk and more information will be provided as it become available.	All

3.2	GreenSkill is an online skills management system which is now ready and open for business. It was developed in partnership with Lantra. PW suggested having a quick promo at the skills session after the Open Meeting.	SM
3.3	SM is taking forward the National Forum action plan. It was suggested that each region should lead a theme such as Play. Each region should find it's strengths and interests for this. This will hopefully make the National Forum more shared. PW suggested the South West could lead on play due to the current projects being undertaken and the links with Play England.	
3.4	At the last National Forum meeting a presentation was given by the Royal Observatory, on next years International Year of Astronomy 2009 . As part of this year they are undertaking a dark skies project. The aim of this project is to encourage communities to find the darkest place in there area. They mentioned that they were talking to Natural England about the Access to Nature grant. The Royal Observatory has a unit in the South West called Dark Sky Discovery. Dan Hillier is the main contact. 0131 6688 406 djh@roe.ac.uk www.darkskydiscovery.org.uk	
3.5	PW mentioned how London has 'Forum Ambassadors' to help build up interest and strengthen membership. The group agreed it would be a good idea and SM suggested that the sub regional chairs could perform this role.	
3.6	SM stated that HLF would like greater representation from parks in the latest BIG Lottery consultation. There were few responses from park managers last time which suggests that parks don't need funding! SM encouraged GSSW to respond on behalf of the regions membership & also for individuals to respond. RK to draft a response by February deadline. MH to circulate link with minutes. www.big-thinking.org.uk	
3.7	SM mentioned that the membership has doubled from around £5,000 to £10,000 this year. SM proposed GreenSpace to handle all of the membership drives next year, as part of the MOU. It was also mentioned that the previous minutes in June said that GreenSpace received a fee – which SM corrected as it hasn't been agreed, the MOU is only in draft and not finished yet. SM to liaise with PW/RK on finalising MOU. SM also mentioned that some of the membership fees which have been paid didn't include VAT. SM has completed an audit on these and will chase.	SM/PW/ RK
3.8	SM mentioned that she wants to give more financial information, more often to the forum mangers. A P&L statement will be given once a month to enable forecasting.	

3.9

PW handed out a draft copy of the MOU. SM expressed that she would like the MOU to begin at the next financial year(09/10). RT asked if the MOU was generic throughout all the Regions. SM said that although it is generic, the detail varies with each region to suit there needs as much as possible. HC asked who the MOU was between. SM explained that it is between GreenSpace and GreenSpace South West – as the region is an unincorporated association linked to the parent organisation GreenSpace.

3.10 **CLG Expressions of Interest**

SM 6 out of the 7 eligible regions applied. These will be reviewed on Wednesday 17th by Rose Waddilove from CLG Paul Bramhill Chief Executive and David Tibbatts. A decision will hopefully be made before Christmas.

RK mentioned that a Forum Co-Ordinator could be hired at £20K a year for 3 years.

RK circulated a copy of the Eol.

- Increase membership
- Develop capacity
- Engage community
- Advance skills
- Spread influence

Income		Expenditure	
CLG	£15k	Salary + on costs	£30.8k
Membership	£15k	GS Mou	£5.5k
Reserves	£19k	Steering Group Activity	£30k
In kind	£30k	Contingency/Reserves	£12.7k
Natural England	£10k	Projects/Research	£25k
Acess to Nature	£15k		
Total	£104k	Total	£104k

Implications:-

	09/10	10/11	11/12
Membership	50% = 15k	65% = £23.5k	80% = £29k
Regional Partners	5 = £4k	10 = £10k	15 = 12k
In kind	£30k	£35k	£40k
External Funds	£ 25k	£40k	£30k

The Eol was discussed in the group and concerns were raised about the layout of the accounts and use of reserves. It was agreed this would be discussed in greater detail if the group were successful in their bid to the CLG.

RK highlighted the fact that due to unification the number of authorities would be reduced from 51-41 this would reduce possible membership income from £36,000 to £30,000.

If they do not meet the targets required then GreenSpace would be taking a financial risk. It was also suggested that a funding working group should be set up to help manage money coming in and out.

	<p>HC asked if the money had been received already and if it was just waiting to be allocated, SM confirmed this.</p> <p>PW mentioned in regards to sub-groups, more people need to support fundraising – to be bought up at next Open Meeting.</p> <p>4 County Groups and Sub Regional Updates</p> <p>4.1 Devon/Plymouth Planning a meeting in early February in Plymouth the invitation will be extended to all Devon LA's</p> <p>Cornwall RK meeting with Cornwall authorities about play for Natural England project.</p> <p>Gloucester Have been working with the network around Natural play.</p> <p>Dorset RK to talk to potential people to take the lead with this group. A lot of potential.</p> <p>5 Business Planning</p> <p>5.1 RK mentioned that as part of the Natural Play and ANGST for Green Infrastructure work there will be two events in Plymouth and Bristol. RK has received positive feedback.</p> <p>NW suggested it should be more helpful to Green Space managers, planners and regional organisers. She also mentioned that it may have been better if the people from the Bristol event spoke at Plymouth, or if just one event was held.</p> <p>MH to review Wiltshire Contacts with Bob Hussey</p> <p>5.2 RK circulated about Natural Play Programme.</p> <p>5.3 PW asked about what the group thought of about a calendar with all the important dates on as part of a membership campaign. The group agreed this was a good idea.</p> <p>5.4 RK Discussed a future project 'Notable Trees' which could link in to the Cultural Olympiad. The South West has around 17 long distance footpaths it was suggested these could be linked in to a project around the idea of journeys. The project would be focused around mapping trees. The project would work with local community groups, local authorities, tree wardens, artists and walkers. (See Appendix for more detail)</p> <p>5.5 PW raised elections to the Steering Group. PW agreed to stand again as chair but would like a vice chair who could take over the position of chair the following year. NJ nominated himself as Vice Chair. RK to consult members unable to attend today to see if any wished to be nominated for these positions, otherwise the meeting voted PW as chair & NJ Vice-chair.</p>	
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Notable Trees (working title)

The GreenSpace South West Regional Forum with artist group Walking the Land are developing a project, initially for an Access to Nature bid and possibly as a part of the South West's Cultural Olympiad under the Quest programme of journeys.

The series of journeys focus on the cultural significance of trees and woodland, improving access to nature and increasing healthy activity opportunities for the most deprived communities in the region.

The broad approach and legacy is:

- Sharing understanding: develop local networks of artists/landscape professionals, health walk groups, tree enthusiasts and Friends Groups
- Promoting walking: publish materials (paper and digital) about the walking routes
- Improving accessibility: link town and country through walking events and artist led workshops
- Celebrating trees and woodlands: record and celebrate the value of trees using the arts – produce paper and digital materials
- Interpretation: as well as the walking events and resultant exhibitions, install appropriate on site mobile phone based interpretation points - “sounding posts”
- Engagement: enable under represented groups to access walking and nature in new ways

Project development objectives

- bid for funds and cement support of partner organisations
- establish steering group/email group
- develop "Walking Artists" Network, including local contacts for landscape/tree enthusiasts, including “Friends Groups”
- develop maps overlaying long distance routes (there are 17 in the south west) with urban areas, deprivation hot spots, arts hot spots and woodland hot spots
- develop appropriate technology - mobile phone/down loadable pdfs etc.
- develop "activity template" and build capacity to deliver
- develop activity programme, walks etc
- deliver and record activity
- plan, arrange and deliver outputs - exhibitions, installations, books/video, website

Install on-site “sounding post” interpretation

Date of the Next Meeting

10.30 am 10th March 2009 Livestock centre Exeter
Access, Equal Inclusion, Jane Stoneham Sensory Trust

