

Meeting Notes, Urban & Brownfield habitat group meeting

6/07/09 1100:1500 at the BHP office, Station road, Talacre.

Present: Pete Frost, Jan Sherry, Liz Howe (by phone), Steve Chambers, David Thorpe, Mari (on work placement with David), Emily Meilleur, Margaret Peters.

Item	Title	Activity	Action for:
1	Introductions and Welcome		
2	Apologies & submissions for AOB	<i>Apologies received from Isabel, Richard, Steve Williams and Sorrel</i>	
3	Minutes of last meeting	Agreed	
4	Checking actions from last meeting	Following actions will be carried forward or reallocated:	
	<i>AP4</i>	Dave still in negotiations with the regional staff, problems with MoA. Pete will take this up with CCW Finance staff and then if needed with the Chief Executive to see if this process can be more efficient when dealing with EA.	DT & PF
	<i>AP7</i>	Re-assign this action to Emily as she will forward SINC criteria for Gwynedd. Jan will request the criteria for mid Wales from Gareth at BBNP.	EM & JS
	<i>AP9</i>	Ongoing	ALL
	<i>AP11</i>	David still trying to find the data for landfill sites, there is also a contaminated land database available nationally. David will see if we can have permission for access to this data.	DT
	<i>AP12</i>	Jan reported that LA's have finished a paper for WBP to reword the letters that are sent when planning applications are received. CCW need to revise the current standard letter that is sent when responding to planning applications, ensuring that the wording in it strengthens the support for LA staff and that s42 habitats and species are referred to. Emphasis to be given to the fact that previously developed land is now a s42 habitat. Jan to talk to Julia Korn (CCW) and bring this up with the Directors. David to circulate the standard paras in EA's letters.	JS & DT
	<i>AP13</i>	Liz to send Margaret a draft email to send to regional staff.	LH
	<i>AP15</i>	Ongoing, email details to Margaret, there should be GIS data available for coal spoil sites. David and Steve will check internally.	ALL DT & SC
	<i>AP17</i>	We don't know when TAN 5 will be published, Pete will inform the Policy group that the absence of TAN5 has been noted.	PF
	<i>AP18</i>	David has obtained general information from the intranet but it's not proved to be helpful, will dig a bit deeper.	DT
	<i>AP19</i>		
	<i>AP20</i>	Steve will chase up	SC

	AP22	Liz will chase up the Coal MTAN with Keith Davies's group (CCW). Pete to report to the Policy group that it would be helpful to have an All Wales standard guidance for SINCS but that each one should retain the ability to set its own selection criteria.	LH & PF
	AP23	David to find out	DT
	AP24	Ongoing action	ALL
	AP25	Carry forward to next meeting	MP
	AP27	Need a volunteer from this group to be the LBAP contact to enable clear channels of communication. (Ideally based in South Wales)	PF
5	Publications	Review advice, guidance and information on management of brownfield sites. This group needs to come up with a list of references and produce definitive guidance, UK wide or not? Review these and identify gaps. These references could be put on the WBP webpage.	
		Steve to obtain reference to the British Lichen Society publication	SC AP31
		David will check what he has referred to in previous correspondence	DT AP32
		Jan or Richard to pull some guidance from the work that's already been done for the coal spoil sites	JS & RW AP33
		David to obtain the reference to the slate ecology handbook & ref to the open mosaic habitat management publication	DT AP34
		A year long research contract to provide management advice on brownfield sites (UK wide) needs to be set	
		Pete to contact Stuart Smith about co-ordinating the work of this group and the calamanarian grassland group.	PF AP35
		Need to talk to the English Brownfield sites group about the English guidance. Pete to pursue joint guidance for the management of these sites at a UK level.	PF AP36
6	Setting objectives and targets	Initial discussion to decide upon the form of the objectives and targets for our habitat. (See attached note).	
7	AOB & Date of next meeting	It was reported that Isabel will be a corresponding member from now on but will attend meetings as and when she can. Jan updated us on WREN funding that is available in parts of Wales. UK panel are keen to have some urban projects, up to £250,000 is available over a period of 3 years. It pays for action that is delivered on the ground. Applicants must talk to relevant ecosystem groups for advice and guidance. Inform partners to do this if they need support for the application. Jan to email the link to the website and the list of eligible counties to Margaret.	JS AP37
		Next meeting will be held either the week beginning 7 th of September or the 21 st of September. Margaret to circulate dates.	MP AP38
8	Site visit	Thank you very much Dave for the site visit.	