

# Developing a Partnership Street Tree Strategy for Sheffield

## DRAFT NOTES AND ACTIONS



Sheffield &  
Rotherham

### Meeting 10: Friday 26<sup>th</sup> June 2020

#### Attending

Chair: Liz Ballard, Sheffield & Rotherham Wildlife Trust (LB)

Christine King, Co-Chair of Street Tree Action Groups (CK)

Darren Butt, Amey (DB)

Karen Ramsay, Sheffield City Council (KR)

Paul Selby, Street Tree Action Groups (PS)

Andy Greenwood, Amey (AG)

Joe Coles (JC) Woodland Trust

#### Apologies:

Brian Stocks, Amey (BS) he will now be stepping back from this.

Mick Croft, Sheffield City Council (MC)

Sarah Shorley (SS) Woodland Trust – on furlough

#### Welcome

LB thanked everyone for attending the virtual meeting and noted the apologies received.

LB noted that the minutes had been circulated some time in advance and the few comments received had been included so it was assumed that everyone was happy with the minutes.

All agreed.

The minutes will be uploaded to the SRWT website.

### 1. Actions & Decisions from 15<sup>th</sup> May 2020 minutes

- DB/BS to define high, medium and low impact (from 'decision-matrix') – still to do but it was agreed that this would be determined through a pilot, applying the matrix to some of the remaining 309 trees. DB, 3 in particular currently being reviewed under the Joint Inspections process. PS, keen in particular to review one on Edgedale Road.

PS Asked where the findings from Joint Inspections are being recorded at present. DB has populated a spreadsheet with the joint inspections on it, they are waiting for STAG comments, which will then go to SCC for approval to progress, including some for removal. DB confirmed the decision matrix is being used for the decision process. Decisions will be published on SCC Streets Ahead page.

**ACTION: DB/PS to incorporate matrix 'test' and definitions into the working strategy as pilot & ensure definitions are set out in final strategy.**

### **ACTION: CK to respond on spreadsheet to DB/SCC**

- LB gave SS access and checked DB has access to drive – completed.
- PS sent in a case study to illustrate the decision-making matrix – completed
- KR drafted engagement questions – completed – on the agenda
- KR explored options for hosting Strategy online survey on SCC website – completed
- DB asked AG to check Amey contribution to content on design of publication. AG proposed some text amends and improvements to photos. LB, too late for material changes to this 'Working Strategy' as this now just needs to be published. However AG comments can be included in the final strategy, as agreed. DB, understands it's a working document and will contribute to it over the next 12 months. Completed.
- **ACTION LB will circulate AG's email.**  
CK sent in detailed edits – now have V3 – completed.  
LB put CK in touch with designer – completed.  
All sent comments to KR on engagement docs and these have been updated – completed.
- **ACTION ALL: to add into Stakeholder List - by 13<sup>th</sup> July**
- **CF ACTION DB/AG to review and amend action plan**
- KR/DB to feedback whether they wish to go ahead with designer and process for drafting text – in strategy action plan – track there

## **2. Strategy Timeline, PR & launch**

### **Design and Publication Update**

LB heading toward a final read through, any issues or major issues now resolved, we won't meet the end of June deadline, so suggests go to mid-July. Thanked CK for providing photos.

LB asked for feedback on the picture on the front cover, and wanted to check if we needed to credit it and the clarity of the picture. KR will look into this and see if there is a better version.

- **ACTION KR check cover photo permission and whether a better quality version is available.**

AG raised some photos of concern, page 65 photo of a Birch, page 21 picture of a dead sapling will email these to LB.

LB asked if anyone can find alternative photo's to these.

CK we included photos of trees where there were problems, including diseased trees.

AG suggested adding in some narrative. DB suggested some captions for each photo.

- **ACTION CK/AG to liaise over the photos by next week, add in captions and contact designer direct.**

KR asked to check if permission has been given to show faces, children, number plates.

- **ACTION CK to confirm permissions**

LB asked for timeline for everyone to read through V3 and send back comments using the google drive adding sticky notes to it.

KR at this point it can only be typo's etc.

- **ACTION ALL – Comments & typo's etc. by 8<sup>th</sup> July to LB using google drive**

LB circulated the logo by email, received comment from KR to add in 'Working' to strategy logo. 3 versions of logo can be used – monochrome etc. Agreed.

KR asked for confirmation that final working strategy will be on SRWT website so SCC can link the consultation/engagement to it. LB confirmed.

### **Engagement Process Update**

#### Online survey and questionnaire

KR, 12 week consultation period. SCC will need to compile the responses. Asked for everyone to look at the questions and feedback.

PS congratulated KR a really good piece of work.

KR we need to arrange a press release, including possible media involvement with individuals from the Partnership answering questions, propose the media will submit questions in advance. Thinks the timeline to start the consultation is the week after the publication, logistics may be challenging, and would be asking LB to lead it and possibly someone from SCC comms team to moderate it. We would want each member of the partnership to contribute.

LB asked each member how they felt about this. PS, JC, agreed happy to do this, CK raised concerns.

KR suggests the press event could be on 15<sup>th</sup> July, falls into the Sheffield Tree Week. Also the possibility of a webinar to the wider public on 17<sup>th</sup> July.

LB asked could we do this as one event. KR we wouldn't be able to have the dialogue with the press if a public event.

LB asked for availability of everyone for Wednesday 15<sup>th</sup> July. PS is not available, CK has concerns on doing this. LB suggested unlikely media event could go ahead on that basis.

KR explained that the public webinar for Tree Week would be moderated, with questions put to the panel, with someone from the panel offering to answer this. CK agreed she could do this on 17<sup>th</sup>, LB also. DB also confirmed. KR will liaise with MC and members to decide who would be taking part. DB we need to discuss the logistics pretty quickly.

KR will get some advice from her comms team. May need a separate meeting to prepare for webinar.

JC the webinar is a softer approach, KR suggested launching the consultation at this time. LB the Tree Warden story is a positive one to consider.

LB we will wait to hear from KR if we have a slot and liaise around logistics.

### **3. Delivering the Strategy**

**NB Majority of actions are recorded in the Action Plan GANNT chart and tracked there.**

**Only significant issues to be noted in the minutes going forwards.**

#### **Review and Update on actions**

##### Cultivars

PS circulated a document to share which DB sent through, he explained his concerns on this.

AG not sure the strategy target on cultivar is appropriate for diversity or achievable.

DB our aim is to source genetic diversity. AG, we are often tied in to what is available from suppliers.

CK wondered if we should look at the pre-planting list, to expand on this to tackle the diversity issue. AG contractually we can only plant certain trees, we do have to get approval from SCC.

- **ACTION DB/PS/JC will discuss further during the working strategy year.**

DB/AG had to leave the meeting at 11:30

#### **Outcome 1**

##### Independent Accreditation.

LB asked if CK had any update from PEFC. CK will chase them again.

KR to discuss standard with SCC – to set up internal meetings with colleagues from Parks and Countryside once we know more about what PEFC offer is.

KR Guidance on Tree Management: working with colleagues in P&C, tidying up the web pages, is aiming for September.

#### **Outcome 2**

##### New Species Selection Process Replacement

Tree inspections – DB ongoing throughout the year.

CK the only data she has is from ITree Eco (SCC), needs to have data from Amey still – will speak to AG. LB will extend the timeline.

Cultivars – discussed earlier in the meeting, PS will amend the action plan in light of the discussion.

#### **Outcome 3**

DB to update the action plan

#### **Outcome 4**

DB to update the action plan

#### **Outcome 5**

No action at this time

## **Outcome 6**

### Additional Planting

PS has modified the action plan – work in progress.

### Tree Warden Scheme

LB/PS/DB will agree uploading and advertising the scheme.

CK commented on the need for training and resources for the tree wardens. DB the Tree Officers will be proactively engaging with Tree Wardens, including training.

KR, had no comments returned and felt we should go ahead.

### Going Forward

KR suggested a letter to all stakeholders from LB to go out with the consultation to stakeholders. LB asked if SCC could draft?

- **ACTION: KR to ask SCC consultation to draft up letter and sent to LB**

KR has updated the timeline for finalising the Strategy in spring 2021.

### Monitoring

CK will develop a dashboard for performance monitoring over the year.

The meeting closed.

## **AOB**

PS asked a question on information board for Elm Tree. KR has not yet been completed.

CK felt we are missing a wider vision for different areas and landscapes of the city.

LB we have had to focus on responding to the recent issues in Sheffield – resolving the conflict and putting in place the foundations and processes for our city's trees to be valued and managed. A sticking plaster. Would imagine over the next year, once approaches to decision making, species and cultivars etc are agreed and in place we may have built trust that could result in more ambitious planting schemes. The Local Plan may also present an opportunity to have this more visionary conversation.

KR the work so far is great, but technical, not identifying what type of city we want to be, think about long term health of the city.

LB the results of the consultation on the working strategy may highlight the need for a more visionary plan. And that wouldn't be a bad thing would it!?

**Next meeting is Friday 31<sup>st</sup> July 2020 at 9:30am virtual meeting on google hangouts.**