

**Meeting 11 (21/22)
Notes & actions of meeting held on
Friday 3rd September 2021 (via Zoom)**

Partnership Members

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| Liz Ballard (Chair) | Sheffield & Rotherham Wildlife Trust (LB) |
| Christine King | Chair, Street Tree Action Groups Steering Group/Street Tree Warden (CK) |
| Sarah Shorley | The Woodland Trust (SS) |
| Darren Butt | Consultant, Amey (DB) |
| Kieron King | Amey (KK) |
| Richard Eyre | Sheffield City Council (RE) |
| Laurence Heijbroek | Sheffield City Council (LH) |

Guests

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| Carl Ellison | Amey (CE) |
| Gill Charters | Sheffield City Council (GC) |
| Alun Watkins | PEFC (AW) |

Apologies

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| Paul Selby | Street Tree Action Groups/Street Tree Warden (PS) |
| Amanda Preston | Sheffield City Council (AJP) |
| Andrew Greenwood | Amey (AG) |

| | | ACTION |
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| 1.0 | Welcome | |
| | LB thanked everyone for attending the meeting. | |
| 2.0 | Notes of Last Meeting | |
| | The Partnership agreed that the notes of the meeting on Friday 9 th July 2021 were a true record, and all agreed to adopt these. These would be uploaded to the SRWT website. | LH/LB |
| 3.0 | Actions/Updates & Decisions – Friday 9th July 2021 | |
| 3.1 | <u>Connecting Sheffield</u> | |
| | This point was carried forward. Marie Birks will be invited to the next meeting on 24th September. | LH |
| 3.2 | <u>Street Tree Wardens</u> | |
| | KK reported that Amey's Helen Johnson had stepped down from her role supporting the Street Tree Wardens. She has been replaced by Emma | |

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| | <p>Pickering (EP). In light of the new LACs Amey are keen to get the Street Tree Wardens engaging with the new area highways representatives. EP will take stock of how many wardens there are, how many have been lost, and what the group has done so far.</p> <p>KK to invite EP to next meeting on 24th Sep.</p> | KK |
| 3.3 | <u>Additional Street Tree Planting</u> | |
| | An update on actions will be carried forward to the next meeting, where – once he is back – PS will be able to update the group. | |
| 3.4 | <u>Tree Mapping Options</u> | |
| | The Partnership agreed that issue would be best revisited at the December meeting. LB/NR/LH to add to Forward Plan. | LB/NR/LH |
| 3.5 | <u>Tree Health Update</u> | |
| | At last meeting AG shared his expertise in relation to Kretzschmaria and highlighted some useful research he was aware of. Reminder for AG to circulate. | AG |
| 4.0 | OUTCOME 1 | |
| 4.1 | <u>PEFC</u> | |
| | <p>The Partnership welcomed AW to the meeting. AW shared an update.</p> <p>Discussions with PEFC UK and PEFC International took place regarding the Trees Outside Forests (TOF) certification. PEFC Int. indicated that TOF cannot be endorsed outside of the regular assessment cycle, which would require it to be put in for assessment around this time next year, for it to be endorsed by April '23.</p> <p>As an alternative it was agreed that there was an opportunity to now run TOF as a national pilot scheme. This would provide 12 months in which it could be trialed and tweaked before putting it in for assessment and full endorsement.</p> <p>PEFC UK are in discussion with the Soil Association, who could provide the independent assessment, as they do for other PEFC schemes in the UK. They are happy to undertake the initial assessment. PEFC are now looking for agreement from SCC to proceed with pilot initiative, with costs for the assessment being covered by PEFC as part of this first pilot. The pilot will look to start at the earliest by mid-October.</p> <p>The question remains: does the pilot stick to street trees or include parks and countryside trees also?</p> <p>There was a positive response from RE and the partnership, to the work of PEFC and team, with the pilot being welcomed as an exciting opportunity for Sheffield to be involved in.</p> | |

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| | RE, plus a team he will pull together, to look at detail behind the scheme, meeting with AW on how best to take it forward – report back next meeting | RE/GC/DB + AW |
| 4.2 | <u>Core Investment Programme (CIP) trees</u> | |
| | <p>DB shared an update with the group.</p> <p>The CIP report has been tweaked this week after site investigations. The Hunter House tree had a recommendation to be replaced due to the weight of pressure of tarmac.</p> <p>The next steps for publishing the CIP reports were discussed. GC highlighted that it was important to have the final updated report from Amey, with their recommendations and then a clear SCC response to that along with a timeline for when the proposed works would take place over the coming year. In addition, GC highlighted that Councillors had requested a consultation to residents affected by any road buildouts be included in the process. The consultation process and when it is triggered needs designing.</p> <p>DB/KK and GC to continue to meet and resolve the issues above – timeline for CIP publication uncertain – to update at next meeting.</p> | DB/KK/GC |
| 4.3 | <u>Appendix 5 trees process</u> | |
| | <p>This discussion related to the decision-making matrix on page 65 of the Sheffield Street Tree Strategy, relating to public consultation.</p> <p>LB wished to ensure that the agreed process was being used. For example, the CAVAT calculation and cost:benefit assessment and scoring and the feedback to the partnership following consultations.</p> <p>CK added, it would be better to add the CAVAT value of a tree to the information provided to the public through the consultation process. There is also a need to load the tree assessment from Amey into the consultation. And to find ways of making the process of feeding information back to Partnership more effective.</p> <p>LB noted this has already improved since the last meeting, with David Wain now sharing tree decisions on email with the wider partnership.</p> <p>GC expressed some concerns about the process and that it needed to be as streamlined as possible.</p> <p>LB emphasised that SCC and Amey signed up to this process, as such all stakeholders need to give their best to make the process in its current form work, even if it needs to be dialled back or simplified in future.</p> <p>GC agreed to talk to the SCC Highways Team about the process, to digest what they can practically do together. When NR arrives in her new</p> | GC/RE |

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| | role, she may be able to review the process. CK also happy to help on this. | |
| 4.4 | <u>Guidance for Managing Street Trees</u> | |
| | <p>The Partnership recognised that the guidelines are in the project plan but falling behind, is there a revised timeline?</p> <p>GC updated that the guidelines would need Member endorsement to safeguard them from challenge. The plan would be to add them as an appendix to an upcoming governance report. She expected that this would be signed off by the end of October.</p> <p>GC has a draft of the guidelines and will share with Partnership for comment asap. GC and Cassie Stuart (CS) lead people to take it forward.</p> <p>LH to amend the action plan on GC's behalf to update the guidelines milestones, inserting a key decision point for October and target completion date by November.</p> | <p>GC</p> <p>LH</p> |
| 4.5 | <u>Method statement changes</u> | |
| | <p>KK updated the Partnership on this agenda point. The methods statement changes are sitting with Amey's national performance team who have included them in a larger exercise review of methods statements across the country.</p> <p>KK to take this forward with his team. He expects to be able to put something in front of the authority (SCC) for comment in next couple of weeks – by the end of September. The authority will then be able to come back with their own comments.</p> <p>The whole project cycle is expected to run through to February, considering the contractual nature of the methods statements and processes of approval.</p> <p>LH to update the action plan to reflect this project timeline.</p> | <p>KK</p> <p>LH</p> |
| 5.0 | OUTCOME 2 | |
| 5.1 | Species selection update | |
| | AG has changed a number of species selected for this season. | |
| 6.0 | OUTCOME 6 | |
| 6.1 | Community/Additional Tree Planting | |
| | GC updated the group after having met with PS and others on this issue. PS had felt that the cost of planting trees in paved areas was too high, outside the original pricing they were quoted. It appears that this initial quote was low-end. KK added that Amey were going in at true cost and can't come down further on hard surface planting, but the verge planting costs are favourable compared to elsewhere. | |

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| | <p>At present there is nothing to stop an order request going through to Amey. GC has said authority will contribute to the accruals costs so that has been resolved.</p> <p>Issue to be discussed again as needed when PS is able to attend.</p> | |
| 6.2 | <p>Pledge coverage and future engagement opportunities not discussed. Carried over to future meetings. LB/NR/LH to build in to Forward Plan to ensure issues are covered in future discussions.</p> | LB/NR/LH |
| 8.0 | <u>Any other business</u> | |
| 8.1 | <p><u>Future Leadership Discussion</u></p> <p>LB to step down as chair at the end of the year (already announced). ALL Partnership members to gather ideas around future leadership of the group. Responses to be submitted at the next meeting, 24th September.</p> | ALL |
| 9.0 | Next Meetings | |
| | <p><i>Friday 24th September, <u>9.30 am - 12 pm</u></i> - Marie Birks to be invited to this meeting.</p> <p><i>Friday 22nd October, <u>10 am - 11 am</u></i></p> <p>Note: consider inviting David Wain from SCC Highways to future meetings.</p> | |