



**Action notes of meeting held on  
Tuesday 25<sup>th</sup> June 2024**

<b>Attendees</b>	
Nathan Edwards	Chair of SSTP (NE)
Nik Baker	SST Partnership Manager (NB)
Christine King	Street Tree Action Groups/Street Tree Warden (CK)
Paul Selby	Community Planting (PS)
Kieron King	Amey (KK)
Carl Ellison	Amey (CE)
Richard Eyre	Sheffield City Council (RE)
Mohamed Edroos	Sheffield City Council (ME)
David Wain	Sheffield City Council (DW)
Emily Standbrook-Shaw	Sheffield City Council (ESS)
Lisa Welton	Sheffield City Council (LW)
Claire Duffield	Sheffield City Council (CD)
Nicky Rivers	Sheffield City Council (NRi)
Nicola Dempsey	University of Sheffield (ND)
Camilla Allen	University of Sheffield (CA)
Matt North	Sheffield & Rotherham Wildlife Trust (MN)
<b>Apologies</b>	
Sarah Shorley	Street Tree Warden (SS)
Caroline Campbell	Woodland Trust (CC)
Liz Ballard	Sheffield & Rotherham Wildlife Trust (LB)

		<b>ACTION WHOM</b>
<b>1.0</b>	<b>Welcome and apologies</b>	
	NE welcomed and thanked all for attending the meeting.	
<b>2.0</b>	<b>Notes and actions from last meeting</b> Partners agreed the notes from the meeting held on the 4 <sup>th</sup> June 2024, subject to clarification re the delay in producing the LBAP being an administrative issue in document production, not reflecting the approach to biodiversity on the ground.	

		<b>ACTION WHOM</b>
<b>3.0</b>	<b>South Yorkshire Woodland Partnership Update</b>	
	<p>Matt North, Programme Manager for the South Yorkshire Woodland Partnership attended to provide an update on SYWP activity, including the Forest for the Nation bid, which had been supported by SSTP in the initial stages. The bid is a development of the Trees Call to Action Fund which includes the development of a training centre/network feasibility centre as well as a tree nursery business plan.</p> <p>Limited information could be shared publicly at this point, due to Pre-Election Rules on Publicity, however MN informed Partners that a full bid was now in development and would focus on:</p> <ul style="list-style-type: none"> <li>● Increasing tree and woodland canopy cover</li> <li>● Managing existing woodland – including ancient and secondary</li> <li>● Being transformative in engaging with local communities and improving access to green spaces</li> <li>● Training in forestry and arboricultural skills – both for volunteers and industry professionals.</li> <li>● Building on progress made with the NHS in social prescribing projects</li> <li>● Increasing Tree Equity</li> <li>● Sharing lessons learned nationally</li> </ul> <p>MN asked for Partners' input into the bid development, thinking about how to remove barriers to woodland creation, how the bid could support innovative programmes, and what support and resource is required to deliver them.</p> <p>Key issues raised by partners included:</p> <ul style="list-style-type: none"> <li>● Training for street tree wardens, recognising differing challenges in different parts of the city – East – improving tree equity and championing new planting; West – tree monitoring.</li> <li>● Sharing the learning from, and developing the Street Tree Partnership model, across other local authority areas.</li> <li>● Looking at ways to bring down the cost of community planted trees, including Green Finance and match funding pots.</li> <li>● Continued conversations with SYMCA about the role of street trees in their tree planting ambitions, promoting the natural capital benefits of street trees.</li> </ul> <p>MN asked for SSTP to collate an 'ask' and share back. A Project Manager for the bid had been appointed to develop the project team, and an Audience Development Consultancy had been engaged. Contact details would be shared.</p> <p>NE thanked MN for attending the meeting, and offered support through NE and NB. All partners were asked to send views to NB who would collate.</p>	<b>NB/ALL</b>

		<b>ACTION WHOM</b>
<b>4.0</b>	<b><u>Forward Look</u></b>	
4.1	<p>NE informed the Partnership that Milla Rootes had now left the role of Partnership Manager, and welcomed Nik Baker as the new postholder. Partners thanked Milla for all of her hard work in supporting the Partnership and wished her all the best for the future.</p> <p>The reasons behind delays to the LBAP were briefly discussed and all noted their disappointment that this had been allowed to slip to the extent it had. Amey were confident that this was now back on track and that regular meetings with the LBAP working group would enable completion and adoption by the autumn.</p>	
4.2	<p>ESS updated that the item on the Attercliffe/Darnall TCF Project that had been scheduled for this agenda had been pushed back due to PERP, and Jerry Gunton would be attending a future meeting to discuss the development of a nuisance policy for trees on housing and parks land.</p>	
<b>5.0</b>	<b><u>Short Updates</u></b>	
5.1	<p><u>LBAP</u></p> <p>KK reported that a draft LBAP had been shared, and a positive meeting had taken place with the working group. Amey's Ecology Team had taken away the challenges and feedback raised at the meeting, and NB would co-ordinate further input from working group members via the shared drive. This would be shared with Amey's Ecology Team in time for them to develop a further draft for the next meeting of the group, planned for August. CK would welcome sight of the relevant method statements. KK and DW would pick this up with the Commercial Team prior to the next working group meeting.</p> <p>CK suggested involving the Tree Inspectors in discussions around biodiversity. KK agreed, and would make necessary arrangements.</p>	<p><b>NB</b></p> <p><b>KK/DW</b></p> <p><b>KK</b></p>
5.2	<p><u>CIP</u></p> <p><u>Silver Hill</u></p> <p>DW circulated a paper setting out the next steps in relation to Silver Hill Road. The proposal was to progress with existing design, given broadly favourable results of the consultation.</p> <p>Partners agreed that there was a mandate for Silver Hill to progress, and requested that the results of the consultation were communicated back to residents.</p> <p>CK requested that the paper was made editable.</p> <p><u>Banner Cross and Dunkeld</u></p> <p>CK had been contacted via the website re a proposed fell on Banner Cross Rd. CE advised to send enquiry to Streets Ahead to be picked up. Partners advised that they did not expect this fell to be controversial.</p> <p>DW reported that the matrix scores had been applied to the trees on Banner Road and Dunkeld Road. Redesigns on this basis would result in a level of removals that would not be acceptable to the SSTP. DW proposed therefore that the consultation feedback was used to identify trees where the matrix data could be applied.</p> <p>PS stated the need for pragmatic solutions that aren't overengineered. CK felt that tree condition and remaining healthy lifespan should be key considerations.</p>	<p><b>DW</b></p>

		<b>ACTION WHOM</b>
	<p>CK asked why in the original (pre-2018) proposals, only 3 trees would have been felled. SCC reiterated its requirement that only sustainable options with a full lifespan, that pass Road Safety Audits are considered.</p> <p>NE welcomed the opportunity to discuss how to address the potential impasses between consultation responses, engineering solutions and matrix information could be addressed. NE, ME and DW would meet to work this through, and then bring back to a future meeting.</p> <p><u>Consultation</u> CD would share a draft version of the consultation questions with Partners in the near future.</p>	<p><b>NE/ME/ DW</b></p> <p><b>CD</b></p>
5.3	<p><u>Third Party Trees</u> PS asked about the current backlog of cases was. DW reported that it was in single figures, due to a number of cases being settled.</p> <p>Partners expressed surprise and concern that cases had progressed to court as the last update to the Partnership was that reports were pending. Post meeting note from Chair: STTP partners stand ready to look over reports when they are forthcoming. We have a process in place to review cases - please make sure reports are circulated so SCC / Amey can avoid similar costs in future.</p>	
5.4	<p><u>Tree Tagging Project</u> DW wanted to make Partners aware that at University of Sheffield PhD student was undertaking a project that involved non invasive tagging of street trees to collect data around insects.</p> <p>Partners asked that the list of tree locations be circulated, and that the student be asked to come to SSTP to present their findings.</p> <p>NRi highlighted the importance of involving SSTP in developing methodologies.</p> <p>CK informed partners of a University project in Shiregreen looking at biodiversity in verges.</p> <p>Partners recognised the need to be aware of the range of University projects underway and asked NE, CA and ND to work with University colleagues to collate a list of relevant projects.</p>	<p><b>DW</b></p> <p><b>NE/CA/ ND</b></p>
5.5	<p><u>SURE Project</u> ND updated the Partnership on a 6 week project being undertaken by a student looking at people's views on the benefits of street trees. She would be in Crystal Peaks Shopping Centre on the 5<sup>th</sup> and 6<sup>th</sup> July to talk to conduct the research.</p> <p>Conclusions will be reported back to SSTP.</p>	
5.6	<p><u>Sheffield Ecology Group</u> NE reported that he had met with Alison Teal, convenor of the Sheffield Ecology Group for initial discussions. He would continue these discussions to get clarity on what the group's 'ask' of the Partnership is, and will bring back to SSTP in due course.</p>	<b>NE</b>
5.7	<p><u>Spatial Palette</u> The recently held workshops had been successful (well attended and fruitful). ND/NE/CA currently working through the outputs to identify next steps. The presentations from the workshops would be circulated for information.</p>	

		<b>ACTION WHOM</b>
5.8	<u>Town Hall Plaque</u> ESS informed the partnership that the working group for the Town Hall Plaque had been appointed, the first meeting scheduled, and a facilitator commissioned to run the first session.	
<b>6.0</b>	<b><u>Comms Protocol</u></b>	
6.1	CK felt the Comms Protocol should cover the 'Managing Street Trees' page of the Council website. LW and CK would pick this up. Once any amends are decided, the final draft will be circulated for sign off via google form.	<b>CK/LW/ NB</b>
<b>7</b>	<b><u>Tree City of the World Events Feedback</u></b>	
	SS had reported that the events were positive, and would circulate written feedback. CK reported that engagement had been a key theme of the event. Further networking with other Tree Cities of the World would be beneficial. DW reported that SCC staff had a less positive experience, and it had been clear that some industry professionals still had a negative perception of Sheffield in terms of street trees. The progress Sheffield has made is not visible to the wider arbs industry – and there needs to be a way to promote Sheffield's successes more widely. CE suggested channels such as the Arb Association magazine. NE agreed that this should be picked up under the engagement strand.	
<b>8</b>	<b><u>Forward Plan</u></b>	
	NE introduced the Forward Plan, which had been developed by Camilla Rootes whilst in post, and would now be taken forward by Nik Baker. NE highlighted the importance of progressing the actions of the strategy and the working groups over the summer. Partners worked through the 'Must Do' elements of the Forward Plan. Key actions were: NB and SS to pick up Tree Fayre, consider scale and funding. Option to link to National Tree Week in November. ND/CA to link in re programme of UoS talks and possible crossover. NB/NE to pick up support for working groups. NB taking over management of SSTP website NE to continue discussions with the Woodland Trust re their role in SSTP DW to circulate revised CIP programme RE/KK to continue work to address tree inspector capacity. NE/PS to pick up Community Planting Strand offline NB to pick up Engagement Strand NE/CK/CE to work out outputs for the Data Strand, and consider i-tree eco given that 5 year mark is approaching, and how to involve universities in biodiversity monitoring.	
<b>9</b>	<b><u>AOB and Close of Meeting</u></b>	
	NE informed the Partnership that it was ESS's last meeting before returning to her substantive role at SCC. Partners thanked Emily for her work over the past year. NE thanked all for attending, and drew the meeting to a close.	