



Action notes of meeting held on Tuesday 19th May 2025 via Teams

Attendees	
Nathan Edwards	Chair of SSTP (NE)
Nik Baker	SSTP partnership Manager (NBak)
Richard Eyre	Sheffield City Council (RE)
Rebecca Boyd	Sheffield City Council (RB)
Amanda Preston	Sheffield City Council (AJP) Notes only
David Wain	Sheffield City Council (DW)
Nicky Rivers	Sheffield City Council (NRi)
Carl Ellison	Amey (CE)
Camilla Allen	University of Sheffield (CA)
Christine King	Street Tree Action Groups/Street Tree Warden (CK)
Sarah Shorley	Street Tree Warden (SS)
Douglas Fraser	Sheffield Hallam University (FD)
Additional Attendees	
	None
Apologies	
Mohamed Edroos	Sheffield City Council (ME)
Nicola Dempsey	University of Sheffield (ND)

		ACTION WHOM
1.0	<u>Welcome and apologies</u>	
	NE welcomed all to the meeting and thanked all for attending the meeting.	
2.0	<u>Notes of last meeting from the away day and updates</u>	SS
2.1	All agreed that the notes from the Away Day were accepted as a true record, and will be published via the website for full transparency purposes. NE asked the group for any comments/reflections from the awayday?	
2.1.1	<u>Code of Conduct – Tree Wardens</u> On behalf of the Partnership ,SS thanked all for working on this and for the input received. The draft version to be shared to all for comments by Tuesday 27 th May 2025 at the latest, for adoption there after. Overall, the Away Day was very focused and a productive day. It was agreed that further work on the structure and identity of the Partnership will occur. NRi – reflection of the day good and asked if a new name was agreed for the Street Tree Wardens. On behalf of the Partnership Group, SS reported that she was taking this to their group this month and Wardens will have the final say. Constitution – on behalf of the Partnership Group, NRi suggested checking information with the Forestry Commission to ensure there is no overlap and ensuring we get the perception of the public right. SS replied that she had spoken to them and they were keen to work closely with us. RE asked NE for clarification on the constitution. NE explained his thoughts and all agreed to consider options further. Notes approved with suggested updates noted.	
3.0	<u>Partnership Group meeting and working group restructuring - Including CK Role</u>	
	NE referred to his email circulated last week: Darnall Planting Project is progressing well; Away Day was good and other strands are moving slowly so a new approach bringing in others from the Partnership	

		ACTION WHOM
	<p>Members could be trialled. It was recognised that many on the Partnership are working at capacity and don't have additional time to sit on more working groups, so a new meeting structure could release additional time.</p> <p>Suggested:</p> <ul style="list-style-type: none"> • The Partnership will continue to meet monthly, but the full Partnership will now meet quarterly and report the progress of the working groups to the members. • Working groups will meet monthly during the already scheduled SSTP meetings. • Need to work more effectively and Project Focus. • Proposed the following working groups <ul style="list-style-type: none"> ○ Community Planting/Project Delivery (Chair Nicola Dempsey) (Inspector or individual from Amey to be in attendance – AMEY to confirm) ○ Supporting Tree Wardens – recruitment and drive and supports the vision (Chair – Sarah Shorley) ○ Data Gathering and Evaluation (Chair – Christine King) ○ Operational – day to day consultation (Chair - David Wain) • Plus, the task & Finish Groups (short term) <ul style="list-style-type: none"> ○ CIP ○ Plaque group ○ LBAP • Intention for working groups to meet regularly and Chair to call in additional expertise when needed. • If anyone wants to be part of a working group, then let NE know. • RB asked how the Partnership Group captures the outcomes from the working groups? • Partnership Manager – Proposed for them to work across all groups but this post is not an administrative role. • NE/RB/NBak to meet to discuss in more detail before NBak leaves. • NE informed the Partnership Group that he was now the Chair of the CIP working Group and this will require more of his time. <p>On behalf of the Partnership Group, NE reminded all that following an email poll Christine King had been voted to remain on the Partnership Group as an independent member and all agreed to formally ratify the decision.</p>	<p>ALL</p> <p>NE/RB/ NBak</p>

		ACTION WHOM
	On behalf of the Partnership Group, NE thanked CK for stepping up to the role.	
4.0	<u>STAG representation following AGM</u>	
	<p>CK gave a brief update position following the STAG AGM and current voting.</p> <p>The way the STAG AGM works is that the meeting is adjourned to run an online vote of all members and is re-opened by email to give the final results.</p> <p>The voting has now started and will close at midnight on Sunday 25th May. Following that, votes will be counted and independently verified by 30th May.</p> <p>After that, the outgoing committee will inform the Street Tree Partnership who has been appointed to the new Executive Chair.</p> <p>Once the votes have been verified, on behalf of the Partnership, NE will write to the Chair to meet with them and discuss STAG involvement and representation on the Partnership.</p> <p>SSTP Partnership Charter – once elected, the new SSTP reps from STAG will need an induction - NBak / NE will ensure they are clear on this before signing up.</p>	NE
5.0	<u>Strategy Refresh Outcomes 4 and 5</u>	
	<p>NE ran through Outcome Areas 4 and 5 of the strategy</p> <p>Discussion</p> <ul style="list-style-type: none"> CK noted that analysis of the distribution of all street trees across city, and their quality etc had been undertaken and that monitoring had been done. This had flagged a couple of areas where pollution was recognised as a problem especially around the train station. <ul style="list-style-type: none"> Action to check Air quality with SCC's Air Quality Team. This is always re traffic issues. Consider how mitigation / consideration of these issues can be added to the strategy. DW – Not just health outcomes, people are wanting EV charging points and this infrastructure is needing to be considered in relation to trees. 	DW / CK

		ACTION WHOM
	<ul style="list-style-type: none"> Mapping analysis to target additional planting in areas of low canopy cover, and low air quality. <ul style="list-style-type: none"> Discussion on how is this best measured? Partners suggested analysis should be used to target new planting and to focus on low areas with low canopy cover All recognised clear limitations/scope of partnership group – particularly around time commitments. Planting Working Group – to take the above and consider potential wording for the revised strategy. <i>Development measures that will lead to more even distribution of trees across the City</i> – This action was considered part of the Planting working groups remit and that this group should consider S.M.A.R.T actions relation to this objective. <i>Influence others to consider additional planting in local centres etc district centres, city centres etc</i> <ul style="list-style-type: none"> Areas of high pollution – CK to look into this DW- difficult and challenging to do this in City Centre. No conclusion reached as to how to approach this objective. Requires further discussion. <p>NE – asked all members if they felt anything was missing from the outcomes? To reflect and to raise any potential additions at a future session.</p> <p>NRi – working groups needed to be mapped to outcomes? NE agreed to share his thoughts with all.</p> <p>Outcome 5 not discussed due to time constraints</p> <p>NE shared his thoughts going forward and suggested:</p> <ul style="list-style-type: none"> The objectives of outcomes 3,4,5 all remain but that the outcomes themselves are reworked. This would possibly see Outcome area 3 being dropped and outcomes 4 and 5 merged? <p>Agreed to discuss outcomes 5 & 6 at the next meeting.</p>	<p>Planting Sub Group</p> <p>Planting Sub Group</p> <p>CK</p> <p>ALL</p> <p>NE</p>
6.0	<u>General updates</u>	
6.1	<u>Darnall Project</u> RE updated the Partnership Group: <ul style="list-style-type: none"> A briefing document will be going to leaders briefing soon; Funding – going to bid for SENCO SYMCA funding and there is a small amount from the Streets Ahead contract Refresh. 	

		ACTION WHOM
	intended, due to a number of scheduling clashes. Instead, the first session of the April Away Day was used for updates and SSTP business.	
8.0	Date of next meeting TBC	