

Notes of City Sustainability Partnership Meeting – 09 July 2012

Committee Room 3, Brighton Town Hall, Bartholomew Square, Brighton, BN1 1JA

Present:

Public Services:

Alistair Hill – Brighton & Hove Primary Care Trust (AH)
Councillor Gill Mitchell – Brighton & Hove City Council (GM)
Councillor Ollie Sykes – Brighton & Hove City Council (OS)
Councillor Pete West – Brighton & Hove City Council (PW)
Rebecca Ritchie – Sussex Community NHS Trust (RR) for Will Clark
Zoe Osmond – University of Brighton (ZO)

Community and Voluntary Sector:

Cat Fletcher – CVSF Environmental Rep - Waste Advisory Group (CF)
Chris Todd – CVSF Environmental Rep – **Chair** (CT)
Stuart Derwent – Brighton & Hove's Wildlife Forum (SD)
Vic Borrill – Brighton & Hove Food Partnership – **Vice Chair** (VB)

Agencies:

Phil Belden – South Downs National Park Authority (PB)
Sean Ashworth – Environment Agency (SA) for Chris Wick

Business

Charles Kingsley – Brighton & Hove Chamber of Commerce (CK)
Damian Tow – Sustainable Energy Working Group (DT)

Brighton & Hove City Council Officers:

Dean Austyn – Performance Analyst (DA)
Geoff Raw – Strategic Director - Place (GR)
Mita Patel – Senior Sustainability Consultant (MP)
Sarah Jones – Senior Support Officer – **Meeting notes** (SJ)
Steve Foster – Project Manager (SF)
Thurstan Crockett – Head of Sustainability & Environmental Policy – **Partnership Manager** (TC)

Members of the public included:

Christine Gent – Brighton & Hove Fairtrade Steering Group (CG)
Joyce Edmond Smith, Local resident and member of the Food Partnership
Marcia Kizwini, Local resident and founder of Usyoume
Paul Steedman, Local resident
Simon Hickmott, Local resident

I. Apologies

- I.1 Apologies were received from: Mark Brunet, Eco Schools Rep; Mark Strong, CVSF Environmental Rep; Chris Wick, Environment Agency; Danni Craker, Brighton & Hove Chamber of Commerce; Patrick Pica, University of Sussex; and Tony Mernagh, Brighton & Hove Economic Partnership, Councillor

Denise Cobb (Brighton & Hove City Council)

2. Minutes and Actions from the last meeting

5.3.3 Chair reminded the group that Rampion consultation ends 08.08.12 and asked that they respond.

5.5 TC advised the group that both the Green and Conservative Groups on the council have regular Monday meetings. This meant that routinely Monday evening CSP meetings would be difficult for 3 out of our 4 councillors to attend. Although 2012 meetings were set, TC recommended as Partnership Manager that Chairs explore the option of changing 2012 meeting dates, working with CSP members.

5.8 CT Sustainable Cities Working Group meeting 14.06.12: see item 6 of these minutes re the City Plan.

3. Joint Strategic Needs Assessment 2012

3.1 AH gave a summary of the sustainability aspects of Joint Strategic Needs Assessment 2012 (JSNA), an update on the current status of the consultation and an overview of the new Health and Wellbeing Board (HWB).

3.2 AH asked members for their responses to the consultation by 27.07.12. Responses can be made online at www.bhlis.org/jsna. A summary of the consultation will be available at www.bhlis.org in September 2012.

3.3 It was agreed that CSP members would make individual submissions.

3.4 In answer to a question, AH confirmed that the JSNA will be circulated as widely as relevant.

3.5 PW asked if the NO₂ problem in the city centre was reflected in the JSNA. AH confirmed that Sam Rouse of the council's Air Quality Team had contributed to the JSNA.

4. One Planet Living Sustainability Action Plan

4.1 TC presented on the One Planet Living Sustainability Action Plan (SAP) currently being developed by the council and external partners. He had provided, before the meeting, a highlight report to the group on the council's work so far, along with a One Planet Regions paper that detailed the requirements for achieving One Planet Living City and Council status.

4.2 The council administration had recently allocated £250k to the programme, to be spent in the current financial year. The criteria and process for applying for funds from this were being developed, with funding decisions to be taken by a One Planet Board. The Board comprised the Chief Executive; Director of Place; Director of Finance; Head of Property & Design; Head of

Planning & Public Protection; Head of Policy, Performance & Analysis; and Head of Sustainability & Environmental Policy (also CSP Partnership Manager). **Action: TC to circulate the One Planet Board's ToR to CSP members.**

- 4.3 TC drew the members' attention to the indicative list of One Planet City principle leads in the highlight report provided and said the main ask of CSP members would be quickly now to decide to either lead or join working groups under each principle.
- 4.4 TC advised that there was a tight timetable: a draft SAP needed to be finalised by the end of August, would be agreed in September 2012; an informal consultation with Bioregional, politicians and city stakeholders would take place through October 2012 and the Plan would go to the CSP and the council's main Policy & Resources Committee for consideration in November 2012, before going to the city's Strategic Partnership in early December.
- 4.5 The council's budget setting process was driving this timetable and would be well underway by early autumn 2012. Budget Council would be asked to review the plan and its spending commitments in February 2013, after which a final plan could be put to BioRegional for their endorsement. The SAP would be reviewed every 18 months and refreshed as a 3 year rolling plan of work.
- 4.6 An action plan template would be circulated to CSP members and made available on the CSP website. SF confirmed that plans would require an indicative budget for three years, as well as including medium and long term aspirations.
- 4.7 In answer to questions from CSP members, TC confirmed that: the Board's preference was that funding be allocated for action and not for the plan writing stage; there was to be no restriction on the number of people in each working group; Steve Foster, One Planet Project Manager, was to maintain an overview of each section to avoid silos and Bioregional was also to review each section as it was drafted. Principle leads would decide how actions were to be implemented.
- 4.8 CSP members strongly expressed the need to resource the input required from community and voluntary organisations to write this report.
- 4.9 **Action: TC will advise the One Planet Living Board of the CSP members' request that development funding be made available to city leads for SAP work, in a similar way to the Big Lottery bid preparation.**
- 4.10 Joyce Edmond Smith enquired about the absence of Education as a One Planet Living principle. She asked that if the Sustainable Cities Big Lottery funding bid was successful, could any of the funding be used to resource community engagement for the plan. **Action: TC will circulate**

Bioregional paper outlining 10 key milestones to endorsement, which include community engagement and participation.

- 4.11 SF advised CSP that Middlesbrough Borough Council and the London Borough of Sutton had both produced Sustainability Action Plans under guidance from BioRegional. **Action: SJ will make Middlesbrough and Sutton councils' Sustainability Action Plans available on the CSP web page.**
- 4.12 **Action: In response to a question from ZO, TC will check with BioRegional if they have modelling tools like the Carbon Trust's and if they will be ranking the effectiveness of the Sustainability Action Plan against those of the other boroughs.**
- 4.13 In response to a question from the chair, TC advised that BioRegional would audit and assess the process, ensuring a quality plan is produced.
- 4.14 AH left the meeting.
- 4.15 SF will contact Chair to confirm a Principle Lead; SD will arrange for a representative of the Brighton & Hove Wildlife Forum to contact SF with a view to taking part in the working group.

5. Performance

- 5.1 Dean Austyn briefed CSP members on performance monitoring, using the example of the council's City Performance Plan.
- 5.2 He ran through two papers he had supplied to the meeting which gave a progress update on key outcomes of the City Performance Plan and detailed performance of targets against key indicators taken from the Sustainable Community Strategy. GR emphasised that the City Performance Plan is a council tool, used to track deliverables.
- 5.3 DA advised the partners that he would like to strengthen the Plan with their involvement and help them monitor their progress against targets. He confirmed that this existing performance framework could be used to monitor the future performance of the OPL SAP.
- 5.4 In answer to a point made by ZO, GR confirmed that the aim of the OP Project Board was to make the relationship between high level indicators and action plans.
- 5.5 Gill Mitchell left the meeting.
- 5.6 CK flagged up the low level detail of emissions. DA confirmed that he was working to fill that gap.
- 5.7 CF emphasised that a lot of work that was already being done could be incorporated into the SAP. CSP members agreed with her point that it

would be important to communicate performance measures of success to the general public.

- 5.8 DT suggested choosing content of APs based on smart measures: specific indicators rather than overarching ones.

6. **City Plan CSP working group and consultation response**

- 6.1 Chair advised the partnership that notes of the 13 June workshops had been circulated. The 3 workshops were: Transport; Development Areas; and Climate Change & One Planet Living. The main issue that was flagged up was that more ambition is required from the City Plan.

- 6.2 City Plan consultation ends 20.07.12. Partners who volunteered to collate a Partnership response with CT were: CF; SA on behalf of CW; SD; and CG. CT requested responses by end of 13.07.12; he would then draft up a response over the weekend and circulate to the Partnership for review.

- 6.3 GR asked the Partnership to input to the refresh of the Economic Strategy especially regarding Fairtrade.

- 6.4 PW left the meeting.

- 6.5 VB left the meeting.

7. **Updates and Information**

7.1 **Biosphere Reserve**

- 7.1.1 CT reported that the Biosphere Steering Group was currently updating the governance of the partnership group; planning a consultation on their management plan; and working up a communications strategy for the Biosphere Reserve area to promote across 5 local authorities and the SDNP, taking different audiences into account.

7.2 **Waste Advisory Group**

- 7.2.1 The WAG meeting scheduled to be held before this meeting was cancelled. At the next meeting the Group intended to address the issue of the small membership of the group, currently six people. Their current top priority was the One Planet Living Zero Waste plan.

7.3 **Brighton & Hove Wildlife Forum**

- 7.3.1 Minutes of the group's last meeting had been circulated in advance of this meeting. SD advised of the main issues that arose from that meeting.

- 7.3.2 The concern about the limited reach of the LBAP consultation was now allayed as it had been confirmed this had been extended to include the general public; the group felt that plain language was key to making the consultation as widely accessible as possible.
- 7.3.3 The consultation would be open until 03.09.12 and submissions could be made via the council website. CT encouraged partners to engage in this.
- 7.3.4 The level of Toads Hole Valley development was a concern as this was to be more intensely developed than originally planned.
- 7.3.5 SD reported an improvement in the case of bikers damaging habitats in Patcham Place and Coney Wood due to council enforcement. He passed on concerns that the group held about Health & Safety regarding these activities taking place on council land.

7.4 Sustainable Energy Working Group

- 7.4.1 DT advised that the group had most recently met with TC and discussed the One Planet Living Zero Carbon plan.
- 7.4.2 Work continued on their application to the Big Lottery.
- 7.4.3 The recent Eco Technology Show had received 3,000 visitors. The group had booked Brighton Centre for 2013 and hoped to link with the Eco Open Houses event.
- 7.4.4 £160k had been raised for the Brighton Energy Co-op share issue along with a £50k loan.

7.5 Brighton & Hove Fairtrade City Steering Group

- 7.5.1 CG updated CSP on the group's latest activities.
- 7.5.2 Events in 2012 had included fairs at Jubilee Square and the Marina; the Christmas fair would take place on 17.11.12.
- 7.5.3 The group was currently embracing a broader fair trade agenda and writing their plan. The website was up and running and CG requested comments and feedback to aid development. The group aimed to link with ethical businesses in Brighton & Hove.
- 7.5.4 Their next meeting was to be on 19.09.12.

- 8.1 GR advised that the council was bidding for the Technology Strategy Board Future Cities Demonstrator for One Planet Super City. The first round was for £50k feasibility funding. GR would call an update meeting for the CSP if the council achieved this. The final bidding round deadline was 14.12.12.
- 8.2 ZO advised that she had looked at this funding and believed it focussed on integrating infrastructure.
- 8.3 CT advised he would compose a brief high level response to the Rampion consultation by 08.08.12, which he would circulate to partners for comment / endorsement.
- 8.4 TC briefed the partnership on the first meeting of the Environment & Sustainability Committee (ESC) on 11.07.12. The meeting would be considering: CSP minutes, Air Quality; Rampion Offshore Windfarm; the major funding bids to the Lottery and TSB; and approach and work planning for the year ahead. The agenda of the meeting and associated papers can be viewed on the council website here: <http://present.brighton-hove.gov.uk/ieListDocuments.aspx?CId=707&MId=4045&Ver=4>
- 8.5 TC explained that the Committee is chaired by Councillor Pete West with Councillor Ollie Sykes as Deputy Chair. It linked to the CSP as the CSP minutes would be taken to the E&SC meetings and the two share common interests and objectives. TC reminded the partnership that the CSP can inform the agenda of ESC meetings.

The next City Sustainability Partnership meeting will be held on 10 September 2012 from 5.30pm to 7.30pm in Committee Room 1, Brighton Town Hall, Bartholomew Square, Brighton BN1 1JA.

