

Notes of City Sustainability Partnership Meeting – 11 November 2012

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

Present:

Public Services:

Alistair Hill – Brighton & Hove Primary Care Trust (AH)
Becky Ritchie – Sussex Community NHS Trust (BR)
Councillor Ollie Sykes – Brighton & Hove City Council (OS)
Councillor Pete West – Brighton & Hove City Council (PW)
Dan Danahar, Eco Schools / Dorothy Stringer School (DD)
Will Clark – Sussex Community NHS Trust (WC)

Community and Voluntary Sector:

Cat Fletcher – CVSF Environmental Rep (CF)
Chris Todd – CVSF Environmental Rep – **Chair** (CT)
Roger Carter – Brighton & Hove's Wildlife Forum (RC)
Vic Borrill – Brighton & Hove Food Partnership – **Vice Chair** (VB)

Agencies:

Phil Belden – South Downs National Park Authority (PB)

Business

Damian Tow – Sustainable Energy Working Group (DT)

Brighton & Hove City Council:

Geoff Raw – Strategic Director - Place (GR)
Sarah Jones – Senior Support Officer – **Meeting notes** (SJ)
Steve Foster – Project Manager, One Planet Living (SF)
Thurstan Crockett – Head of Sustainability & Environmental Policy – **Partnership Manager** (TC)

Observers included:

Abigail Dombey - University of Brighton (AD)
Christine Gent – Brighton & Hove Fairtrade Steering Group (CG)
Ed Bending – University of Brighton (EB)
Sally Barnard – General Practitioner (SB)
Sonia Roschnik - NHS Sustainable Development Unit (SR)
Les Gunbie – Brighton Peace & Environment Centre; Hanover Action for Sustainable Living (LG)

I. Apologies

- I.1 Apologies were received from councillors Denise Cobb and Gill Mitchell; Chris Wick, Environment Agency; Charles Kingsley and Danni Craker, Brighton & Hove Chamber of Commerce; Mark Brunet, Blatchington Mill School; Mark Strong, Community & Voluntary Sector Forum; Patrick Pica, University of Sussex; Tony Mernagh, Economic Partnership; and Zoe

Osmond, University of Brighton.

2. Elections for Chair and Vice Chair

- 2.1 TC advised the Partnership that Chris Wick had stood down as Vice Chair.
- 2.2 TC advised the Partnership that he had received one nomination for the post of Chair from Chris Todd and one nomination for the post of Vice Chair from Vic Borrill. So they were duly elected for another year.
- 2.3 TC recommended that the Partnership consider seeking and then electing another Vice Chair in the near future.
- 2.4 In response to a question from CF, TC confirmed that it was useful for chairs to come from different sectors and Chair agreed that he would welcome broader input.

3. Minutes and Actions from the last meeting

- 3.1 Chair asked for any amendments to the notes of the last meeting; none were given.
- 3.2 Actions from the last meeting were reviewed as follows:
 - 3.5 *SJ to amend the minutes of the last meeting accordingly.* This had been completed.
 - 4.10 *TC to circulate the OPL Board Terms of Reference and the Bioregional paper outlining 10 key milestones to endorsement, which include community engagement and participation.* This had been completed.
 - 5.3 *SJ to schedule meetings for the period January to May 2013, to fall on a Thursday from 5pm-7pm.* This had been completed. Chair hoped that the change would ensure broader political attendance, as it had been planned to do.
 - 6.1.2 *SJ to upload Big Asks to council website.* This had been done.
 - 6.1.5 *TC to feedback to B&HSP, and raise with Simon Newell, the recommendation that other partnerships and bodies run induction sessions for new/recent members.* This had been done.
 - 6.2.1 **SJ to gather information on other Sussex sustainability organisations and people, especially for cross-boundary work such as the Biosphere Reserve.** This was carried forward to the next meeting.
 - 6.2.2 *Mita Patel to get more information on eco tourism strategy for the partnership.* She had and TC updated partners with information from John Carmichael of Visit Brighton:

- Launch of Eco Brighton section on VisitBrighton website.
- Launch of LoveBrighton Eco on Facebook to promote eco tourism in the city – partners were asked to “Like” this and spread the word
- Launch of Green Brighton Guide, a pocket sized map/guide - press coverage achieved in national media.
- Eco Tourism Conference proposed for 2013, potentially to run alongside Eco Technology Show in June.
- Visit Brighton is continuing to work with SDNPA.

6.2.3 *Chairs to consider focusing more on developing programmes and projects for implementation, rather than plans, strategies and consultation work, as a practical way of supporting the Big Ask, and discuss with GR. This was ongoing.*

6.2.4 **WC, PP, TC, CK, ZO, CF, DT to meet to set up a work programme to theme meetings.** Chairs had agreed that this should be set up once this meeting had had the opportunity to see the draft One Planet Living plan and consider the priority roles for the CSP. SJ would now convene this.

6.2.5 *TC to discuss with GR and B&HCC Economic Development, the development of a project to spread environmental management in city businesses. This was to be picked up by the newly formed City Regeneration department of the council.*

6.2.6 *Aim for shorter agenda and fewer papers.* This was discussed by the Chairs and reflected in the meeting’s agenda.

6.4 *Chairs to consider proposed agenda item from NHS Sustainable Development Unit for the 12.11.12 CSP meeting. This was on the meeting’s agenda.*

8.1.5 *CSP members agreed to write a letter of support for the Volks Solar Trees project funding bid. This was done.*

8.4.3 *TC to circulate details of Chair and Vice Chair role and information on how to nominate in the elections for CSP Chairs. This was done.*

4. NHS Sustainable Development route map and local working group

4.1 SR gave a presentation on this subject to partners. The presentation was to be made available on the City Sustainability Partnership page on the council website.

4.2 TC brought partners’ attention to SR’s recommendation that a working group be established, reporting to this partnership. WC saw the routemap as a framework for action planning. Partners felt that the CSP should report

on the group's work to the Environment & Sustainability Committee and the Health & Wellbeing Board.

4.3 Action: WC and TC will establish the working group.

5. One Planet Living Sustainability Action Plan draft, development phase plan and Governance proposals

5.1 TC asked the partners to give high level comments on the draft plan, help shape the development phase and to discuss the CSP's roles and governance proposals. The next version of the draft Plan was due by 16 November 2012 for approval by the council's Policy & Resources Committee on 29 November 2012 as the version to circulate for further development.

5.2 The high number of actions and proposals in the Plan was a source of concern for the partners. It was suggested we highlight and seek to deliver either the actions which will make the most difference or those that give the best return on investment.

5.3 VB believed that it would be a valuable exercise to link more actions across themes. SF said a meeting of leads was being set up partly to explore this further.

5.4 The Chair expressed concern at the Transport chapter; he believed that results of the suggested actions should be quantified before selection was made. He saw a lack of ambition in the chapter and felt it should be broadened to have more of a city focus.

5.5 CF asked how we could involve residents in the consultation process; TC said the current thinking is to involve residents much more during the three year engagement process after accreditation and not on the whole plan.

5.6 An example of best practice in communications for behaviour change was brought to the partnership by EB and AB in the form of the leaflet from the University of Brighton's Carbon Management Plan, titled *c-change*. Partners agreed that the best approach for OPL would be to encourage understanding and ownership and present information in bite-sized chunks using strong branding.

5.7 SF set out the options for measuring progress: ecological footprint and a brief set of high level indicators were being considered. BioRegional has a footprint indicator that could be adapted for an open source website.

5.8 In answer to a question from VB, TC confirmed again that there was now £90k left out of the £250k council fund allocated for spending on OPL projects that would ensure endorsement. Projects funded so far had been automatic water metering and energy studies within the council property portfolio – these had been specified in the council committee decision to allocate the fund. A gap analysis had been requested on the plan to allocate the remaining funds based on the areas requiring endorsement. A behaviour

change / communications programme was a likely candidate. Partners suggested a range of alternatives, including a small projects fund and a spend-to-save revolving fund,

5.9 GR advised the partners that the council would be seeking external funding and investment for projects.

5.10 CF advised the partners that she had applied for funding to stage an engagement event in January to develop the Zero Waste city section.

6. Economic Strategy Consultation Update

6.1 GR updated the partners on the consultation and requested they establish a working group to respond. He proposed to bring the main partner to the next CSP meeting on 10 January 2013 who would give a more detailed presentation.

7. Updates and Information

7.1 Biosphere Reserve bid

7.1.1 The Biosphere project is inviting early inputs from key local stakeholders into their Management Strategy during a 3 week pre-consultation period from 19 November 2012 followed by 12 week consultation period from 14 January 2013.

7.2 Fair Trade Steering Group

7.2.1 Fair Trade Steering Group had provided minutes of their recent AGM on 19 September 2012.

7.2.2 The Group's current 4 key areas of activity are procurement; public engagement; schools and higher education; and local businesses.

7.2.3 CG advised that the next Fairtrade event in Brighton will be the Christmas Market at the Friends Meeting House in Ship Street on 17 November 2012.

7.3 Brighton & Hove Wildlife Forum

7.3.1 The Forum had provided minutes of their last meeting on 23 October 2012.

7.3.2 RC was encouraged to learn from partners that there would be an Environmental Impact Assessment carried out on the proposed development at Toads Hole as Forum members had been concerned about this.

- 7.3.3 GR asked about the impact of Ash Dieback in Sussex and PB confirmed that SDNP had made an initial assessment.
- 7.3.4 The Forum's wildlife photo exhibition at the Booth Museum over half term weekend had been very successful.
- 7.4 Sustainable Energy Working Group
 - 7.4.1 DT advised partners that Brighton Energy Co-operative were joining a consortium with Mitie and Shoreham Port Authority to install a large array of solar panels at Shoreham Port and potentially some wind turbines.
 - 7.4.2 DT welcomed partners' proposed activities for the Eco Technology Show in June 2013 and asked for more ideas.
- 7.5 Waste Advisory Group and Brighton Waste House project
 - 7.5.1 CF advised partners that the Waste Advisory Group was being replaced by a Waste and Materials Group to cover both the OPL Zero Waste and Sustainable Materials sections as they related to one another so closely.
 - 7.5.2 CF circulated information from the Brighton Waste House project requesting surplus materials and waste for use in construction.

8. Any Other Business

- 8.1 None was raised.

**Next meeting: Thursday 10 January 2013, 5pm-7pm
Committee Room 1, Brighton Town Hall, Brighton BN1 1J**