

## Environment Partnership Action Log

### Actions agreed at EP meeting: 9:30am on 24<sup>th</sup> March 2009 @ Room 70B, TDC, Oldbury

ref	Agenda item	Meeting date	Commentary	Lead	Indicative Timing	Actions to be taken	Status
1.0	<b>LSP Executive</b>	24/03/09	The results of the recent Place Survey are to be released shortly	GBw	Next meeting on 19/05/09	GBw to feedback at next meeting	
2.0	<b>Performance Management</b>	24/03/09	<i>Thematic Partnership Planning:</i> all thematic plans to be complete by 23 <sup>rd</sup> April in readiness for approval on 30 <sup>th</sup> April 2009. Contributions are due from some work stream leads for inclusion in final document.	Work stream leads/TP	By 16/04/09	All work stream leads to provide final comments/contributions to TP by 31/03/09. TP to circulate completed thematic plan for discussion at the next EP meeting.	
2.1		20/01/09	<i>Workshop-Thematic Planning:</i> Outstanding actions carried forward following workshop on 20/01/09	GBw/TP/PS  TJ	Next meeting on 19/05/09  Next meeting on 19/05/09	GBw/PS/TP to report back following meeting with Cllr Badham on 21/04/09 to investigate how the EP can intervene in key regeneration projects across Sandwell.  TJ to collate paper regarding Ofsted review of sustainable development in schools.	
2.2		25/11/08	Risk Management: a risk management process has been developed to identify and mitigate risks impacting on the ability of each thematic partnership to implement their implementation plans. There remains a pressing need to complete this work, as it is an intrinsic element within the thematic plan.	Work stream leads	By 31/03/09	Outstanding risk assessments to be completed asap.	
2.3		24/03/09	Equality Impact Assessment: to be undertaken and inform thematic plan. Workshop arranged for 30/03/09 to be facilitated by Richard Tomlins.	TP/Surrinder Bains	Next meeting on 19/05/09	GBw/TP to feedback outcomes/findings of EIA workshop.	

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3.0	<b>Governance</b>	24/03/09	<i>Peer Assessment:</i> Steve Smith reported that SMBC peer assessment with other local authorities via IdeA commenced on 23/03/09 and due to conclude on 27/03/09.	Steve Smith	Next meeting on 19/05/09	Steve Smith to report back outcomes/findings.	
3.1		24/03/09	<i>Recession workshop</i>	Adele Phillips	Next meeting on 19/05/09	AP to circulate details.	
4.0	<b>Work-streams</b>	24/3/09	<i>Work stream workshop:</i> following on from the thematic planning process all workstream lead officers to provide a brief presentation focussing on key drivers impacting on their respective areas of responsibility. In particular highlight relevant existing plans, policies and activities.	TP, JB, KH, JH,PS	Next meeting on 19/05/09	Work stream lead officers to prepare presentations for meeting on 19/5/09.	
4.1		25/11/08	<i>Climate Change:</i> the review and audit of potential partners contributing to Sandwell Declaration on Climate Change is to be undertaken by Briar Associates and completed by March 2009.	TJ	Prior to next meeting on 19/05/09	TJ to circulate Climate Change Action Plan Stage 1 commission outcomes	
4.2		25/11/08	<i>Climate Change Impact Assessment for Adaptation:</i> Discussions underway to investigate if a joint Local Climate Impacts Profile could be produced.	TJ	Prior to next meeting on 19/05/09	TJ to progress and report back at next meeting.	
4.3		24/3/09	<i>Biodiversity and the natural environment</i>	Keith Heyes	Prior to next meeting on 19/05/09	PS to discuss progress of the local sites partnership and the Biodiversity Pledge with KH. TP to circulate paper from KH regarding the status of Green Flag awards within Sandwell.	
4.4		24/3/09	<i>Geodiversity:</i> Alan Cutler raised the importance of the Rowley Hills and outlined ideas for moving forward on a bid to undertake a study of the site.	AC, TP	Prior to next meeting on 19/05/09	AC to forward to TP details of the Rowley Hills bid for circulation to EP membership for comment and support.	

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4.5		24/3/09	<i>Sustainable Development (Planning/Land use):</i>	PSm	Prior to next meeting on 19/05/09	TP to request update from PSm. GBw, TP, JH to meet to discuss implications of LDF for the Environment Partnership	
5.0	<b>Greets Green Succession Strategy</b>	24/03/09	<i>The Greets Green NDC programme is due to end in March 2010 for which a succession strategy has been developed for circulation by the end of March 2009.</i>	GBw	By end of April 2009	GBw to circulate presentation given to LSP Executive on Greets Green Succession Strategy. GBw, JB, TP to consider risks to EP.	
6.0	<b>Development</b>	20/01/09	<p><i>Transformation Programme Carbon Footprint Analysis: Previous discussion raised several related points for consideration and feedback to the group.</i></p> <ul style="list-style-type: none"> <li>• Redundant IT kit is handled by SecureIT through an existing arrangement set up by SMBC;</li> <li>• Transform Sandwell have not been involved in the BSF programme and therefore cannot comment on how similar recycling issues are being dealt with.</li> </ul>	TP	April 2009	TP to pass on contact details for BT/Transform Sandwell to Andrew Rainsford with a view to exploring the opportunity for Greet Green Enterprise to support the recycling process.	
		24/03/09	<i>NI 195: Improved street and environmental cleanliness-Presentation by JB illustrated the current situation and national methodology for addressing the above, highlighting that within current budgets Sandwell is performing well. However there is a need to consider whether increased resources are required to allow the services to develop further.</i>	PS, JB, GBw	May 2009	PS. GBw, JB to meet to discuss the scope for supporting increased interventions/resources.	

• \* NI indicators in **bold** indicate core targets for LAA

• Status indicator (at agenda setting): Awaiting action



Action underway



Action complete



## Document Register

<i>EP meeting date</i>	<i>Agenda ref.</i>	<i>Title/Reference</i>	<i>Status</i>	<i>Author/distributor</i>	<i>Comments</i>
23/07/08	2.1	<i>Basis for an Audit of Potential Partners for the Sandwell Declaration on Climate Change</i>	draft	Terry Jones	
		<i>The Carbon Reduction Commitment and the Statutory Carbon Trading Scheme</i>	draft		
		<i>Climate Change: Issues for Sandwell Council</i>	draft		
		<i>Section 1: Sandwell Council's In-house Carbon Emissions</i>	draft		
		<i>Introduction: Sandwell's Declaration on Climate Change</i>	draft		
		<i>Appendix C: Priority Delivery Template 2008/2011</i>	draft		
		<i>The Indicator Targets (Overview NI's: 185, 186, 187, 188,194)</i>	draft		
		<i>Climate Change: Existing &amp; Proposed Actions</i>	draft		
		<i>The Sandwell Declaration on Climate Change</i>	final		
		2.1	<i>Capacity of Voluntary and Community Sector</i>		draft
	2.1	<i>Notes of Workshop Meeting 22<sup>nd</sup> April 2008</i>	final	Gary Bowman	
	2.2	<i>LAA Priorities and Indicators with Targets</i>	draft		
	3.1/3.2	<i>Linking Priorities to Targets: LAA Implementation Plans</i>	draft		
23/09/08	2.0	<i>Protocols for Governance of Sandwell Partnership 11/09/08</i>	final draft	Gary Bowman	
	3.1	<i>Definition: NI 185: CO2 reduction from local authority operations</i>		Terry Jones	
	3.1	<i>Definition: NI 186: Per capita reduction in CO2 emissions in the LA area</i>			
	3.1	<i>Briar Associates: Initial expression of interest to audit partners on Climate Change</i>			

	3.1	<i>Basis for an Audit of Potential Partners for the Sandwell Declaration on Climate Change.</i>	draft	Terry Jones	
	3.1	<i>Groundwork Briefing Note: 1. Green Technologies/Initiatives and 2. Capacity Building of Voluntary and Community Sector</i>	final	Graham Bould	
	3.1	<i>Update Report outlining progress in the implementation of the Housing Strategy</i>	final	Stephen Gabriel	
	3.2	<i>Local Transport Plan: exchange of emails</i>	notes		
	3.2	<i>Transport &amp; Accessibility Group Meeting 12<sup>th</sup> August 2008: Minutes</i>	Final	John Hawkins	
	3.2	<i>LTP2 Delivery Report 2006-08</i>		Simon Rowberry	
	4.1	<i>Sandwell's LAA 2008/11 Implementation Plan</i>	draft		
	4.2	<i>LAA Performance Overview: Report Quarter 1 2008/09</i>	final	Gary Bowman	
	4.2	<i>LAA Performance Overview: Appendix C Quarter 1 Analysis</i>	final		
	4.2	<i>National Indicators and LSP Thematic Partnerships</i>	draft		
	4.3	<i>LAA Implementation Plan 2008-2011: Cleaner, Safer &amp; Active Communities</i>	draft		<i>Safer Sandwell Partnership</i>
	4.3	<i>LAA Implementation Plan 2008-2011: Cleaner, Safer &amp; Active Communities-National Indicator Set</i>	draft		<i>Safer Sandwell Partnership</i>
	5.0	<i>Briefing Note: Performance Indicators – Improved Street &amp; Environmental Cleanliness</i>	final	Jan Britton/Julia Bridgett	NI 195
	5.0	<i>Briefing Note: Performance Indicators – Waste Collection and Disposal</i>	final		NI 191, 192, 193, 195, 196 & BVPI's
	6.0	<i>Annual Conference: draft agenda</i>	draft	Liz Mabley	
25/11/08	2.0	<i>State of Sandwell 2008: Stakeholder Conference version</i>	draft	Gary Bowman	
	4.0	<i>NI 197 Improved Local Biodiversity (from Handbook of Definitions)</i>		Keith Heyes	
	4.0	<i>Waste Improvement Plan 25<sup>th</sup> November 2008 (update)</i>		Alan Roberts	
	5.0	<i>Greets Green New Deal for Communities Programme: Succession</i>	final	Ally Allerson	

		<i>Issues</i>			
	6.0	<i>Sandwell Environment: Draft Roles and Responsibilities</i>	draft	Tim Pritchard	
20/01/09	3.0	<i>Environment Partnership Workshop Details</i>		Dawn Reeves	REIP
	3.0	<i>Environmental Partnership Indicators</i>		Lewis Young	
	3.0	<i>Environment Partnership Quarter 2 Overview</i>		Lewis Young	
	3.0	<i>Update on the Local Area Agreement review and refresh of Targets</i>		Lewis Young	
	5.0	<i>Transformation Programme Carbon Footprint Analysis</i>		Stephen Smith	CEO Transform Sandwell

## Representatives

Peter Shirley	Chair	PS
Gary Bowman	Sandwell Partnership	GBw
Terry Jones	Sustainable Development Team, SMBC	TJ
Sandra Spence	Black Country Housing Association	SS
Jane Cole	Economic Development, SMBC	JC
Graham Bould	Groundwork Black Country	GB
John Hawkins	Transportation Policy, SMBC	JH
Stephen Gabriel	Housing Strategy, SMBC	SG
Tim Pritchard	Corporate Property, SMBC	TP
Jan Britton	Environment Direct, SMBC	JB
Philippa Smith	Planning Policy, SMBC	PSm
Liz Mabley	Sandwell Partnership	LM