

**Leicestershire Environment Partnership Steering Group Meeting
Minutes of Thursday, 30th January 2003, 2:00pm
Glenfield Parish Council**

<p>In Attendance Peter Winkless, County Council Cabinet Member for the Environment Peter Williams, Leicestershire CC David Nicholls, Environ Chris Clarke, Soar Valley Protection Society Sally Smart, Glenfield Wildlife Group/PC Danny Goodwin, North West Leics DC Tony Lockley, Leicestershire CC Donna Worship, Leicestershire CC Leslie Sarvis, Leicestershire CC Mary Hufford, Leicestershire CC Karl Letten, Hinckley and Bosworth BC Andy Lingham, UK Coal Mining, Ltd. Neil Pike, English Nature Ruth Fenney, Leics & Rutland Fed. of Women's Institutes Mags Bainbridge, LRWT Clare Sharpe, Oadby & Wigston BC David Noble, Charnwood BC</p>	<p>Apologies Katie Hemsley, Melton BC A. Marmont, Beacon Energy, Ltd. Alan Tuppen, Leicestershire CC Paul Evans, Melton BC Lois Child, Loughborough University Derek Lott, Leics Museums, Arts & Records Service Stewart Conway, Small Medium Enterprise Energy Advice Centre Paul Tame, National Farmers' Union John Adams, Environment Agency Roger Hockney, Leicestershire CC Chris Brooke, Leicestershire CC Lesley Peasant, Environment Network Alistair Leake, Allerton Research Trust</p>
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1. Introductions and updates

Mr. Winkless, chairman of the Partnership, called the meeting to order and the group introduced themselves.

2. Background to meeting

Peter Williams reviewed the background and development of the Partnership and added that the County Council is happy to fund the Partnership and provide the Secretariat. The steering group will be the operating body of the partnership that will devise a work programme and keep the members informed.

3. Agreeing Terms of Reference

The group discussed a draft Terms of Reference and ideas were shared for the language of the Vision, Aims and Objectives to better define the functions of the Partnership. **DW will incorporate these ideas into the Terms of Reference. Please send any more ideas you may have to DW.** As for a short-term objective, the group discussed influencing or at least playing a role in the development of the Community Strategy – and whether the Partnership should try to influence District/Borough community strategies as well. More about the Community Strategy was discussed later on in the meeting.

4. Membership of the Steering Group

Although the membership of the steering group is quite diverse, it was suggested that some sectors are missing representation. The waste sector was first mentioned, but Mr. Winkless is chairman of the Waste Partnership and so can represent that sector. For transport, **PW will invite James Holden in County Highways to join the steering group, and the CVS Partnership will be asked to join for the community/voluntary sector. PW will also check into a Chamber of Commerce**

representative for business representation. Health and sport were also considered, but it was pointed out that the steering group could become too large to be productive, and that these sectors may not find all of the meetings useful. Also, since some of these sectors are members of the Leicestershire Local Strategic Partnership, it might be better instead to ask for their input when a particular issue comes up or to create a specific interest sub-group if necessary.

5. Election of a Vice Chair

Since the group does not yet know each other very well, **please send nominations to DW, including self nominations and the group will vote on a Vice Chair at the next meeting. (If you intend to nominate another person from the Steering Group, please get their agreement beforehand).**

6. Meeting our objectives

DW asked for suggestions to meet the objectives listed in the Terms of Reference, such as how the group will operate and what actions should be taken. Karl Letten suggested that a sub-group meet to flesh out the Terms of Reference and draw up a list of actions to present to the steering group at the next meeting. Volunteers for the sub-group are Karl Letten, Danny Goodwin, Tony Lockley, Ruth Fenney and Dave Nicholls. **DW will set up a meeting of the sub-group within the next week.**

7. Setting priorities and developing a work programme

In setting its priorities, the group considered how it would go about influencing and again discussed the Community Strategy. DW handed out an outline of the second draft of the Community Strategy which she asked the group to review, and she pointed out that the original priorities had been watered down considerably. Andy Lingham suggested that another way the group could influence would be to review national consultations. It was decided that the group must first define its role by settling on its aims and objectives, ensuring that they are focused enough for short-term influencing opportunities but flexible enough to address opportunities in the future.

8. Influencing the Community Strategy

The first draft of the Community Strategy was released last October and received 60 comments, which DW summarised and handed out for the group to review. The second draft will be released for consultation in April and will include a new third Action Item column. An early release of the second draft of Chapter One containing environment priorities was shared with the group. **PW suggested that everyone review it and send comments to the Secretariat by the end of February for feeding back to the Community Strategy Coordinators.** DW asked that the group also read Paper 6 when formulating comments.

DW will email the official second draft to the group when she receives it for contributions on the whole document. It is important that we consider what actions can contribute to addressing the priorities so that a co-ordinated response from the Partnership can be formulated to the public consultation in April.

9. Quality of Life Indicators

District Audit have published a set of Quality of Life Indicators, including environmental indicators, that have been proposed as a way to monitor the progress of implementing Community Strategies. **DW asked the group to review the usefulness, availability and ownership of the information needed to monitor the indicators and to submit comments on alternatives or problems inherent in the list.**

It was suggested that BAPs already contain information on environmental targets and that they could be a powerful tool if integrated into community strategies.

10. Any other business

Please submit ideas for a name for the Partnership to DW before the next meeting.

The date of the next meeting is 3rd April at County Hall in the Guthlaxton Committee Room.

The dates of the meetings for the rest of the year are:

- Thursday, 26th June at 10:00am
- Thursday, 25th September at 10:00am
- Thursday, 18th December at 2:00pm