

# **Economic and Environmental Wellbeing Scrutiny and Policy Development Committee**

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**Wednesday 30 July 2014 at 4.30 pm**

**To be held at the Town Hall, Pinstone  
Street, Sheffield, S1 2HH**

**The Press and Public are Welcome to Attend**

## **Membership**

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Councillors Cate McDonald (Chair), Ian Auckland (Deputy Chair), Neale Gibson, Ibrar Hussain, Steve Jones, Alf Meade, Helen Mirfin-Boukouris, Robert Murphy, Joe Otten, Ray Satur, Martin Smith, Steve Wilson and Paul Wood

## **Substitute Members**

In accordance with the Constitution, Substitute Members may be provided for the above Committee Members as and when required.

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## **PUBLIC ACCESS TO THE MEETING**

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The Economic and Environmental Wellbeing Committee exercises an overview and scrutiny function in respect of the planning, development and monitoring of service performance and other issues in respect of the area of Council activity relating to planning and economic development, wider environmental issues, culture, leisure, skills and training, and the quality of life in the City.

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk). You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday. You may not be allowed to see some reports because they contain confidential information. These items are usually marked \* on the agenda.

Members of the public have the right to ask questions or submit petitions to Scrutiny Committee meetings and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

Scrutiny Committee meetings are normally open to the public but sometimes the Committee may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last. If you would like to attend the meeting please report to the First Point Reception desk where you will be directed to the meeting room.

If you require any further information about this Scrutiny Committee, please contact Matthew Borland, Policy and Improvement Officer on 0114 27 35065 or [email.matthew.borland@sheffield.gov.uk](mailto:email.matthew.borland@sheffield.gov.uk)

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## **FACILITIES**

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There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

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**ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY  
DEVELOPMENT COMMITTEE AGENDA  
30 JULY 2014**

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**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 1 - 4)  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meetings** (Pages 5 - 14)  
To approve the minutes of meetings of the Committee held on 9<sup>th</sup> April and 4<sup>th</sup> June, 2014
- 6. Public Questions and Petitions**  
To receive any questions or petitions from members of the public
- 7. Streets Ahead Action Plan on Street Lighting**  
Ian Kirby, Technical Manager, Regeneration and Development Services and Graeme Symonds, Network Director, Amey, to report
- 8. Cabinet Member Response to the Committee's Cycling Inquiry** (Pages 15 - 36)  
Report of Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development
- 9. Draft Work Programme 2014/15** (Pages 37 - 40)  
Report of the Policy and Improvement Officer
- 10. Date of Next Meeting**  
The next meeting of the Committee will be held on Wednesday, 10<sup>th</sup> September, 2014, at 4.30 pm, in the Town Hall

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period\* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

\*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
  - under which goods or services are to be provided or works are to be executed; and
  - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
  - the landlord is your council or authority; and
  - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
  - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
  - (b) either -
    - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
    - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Interim Director of Legal and Governance on 0114 2734018 or email [gillian.duckworth@sheffield.gov.uk](mailto:gillian.duckworth@sheffield.gov.uk).

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**Economic and Environmental Wellbeing Scrutiny and Policy Development  
Committee**

**Meeting held 9 April 2014**

**PRESENT:** Councillors Cate McDonald (Chair), Ian Auckland (Deputy Chair), Trevor Bagshaw, Jayne Dunn, Keith Hill, Ibrar Hussain, Steve Jones, George Lindars-Hammond, Tim Rippon, Steve Wilson and Martin Lawton (Substitute Member)

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**1. APOLOGIES FOR ABSENCE**

1.1 An apology for absence was received from Councillor Terry Fox, and Councillor Martin Lawton attended as his duly appointed substitute.

**2. EXCLUSION OF PUBLIC AND PRESS**

2.1 No items were identified where resolutions may be moved to exclude the public and press.

**3. DECLARATIONS OF INTEREST**

3.1 There were no declarations of interest.

**4. MINUTES OF PREVIOUS MEETINGS**

4.1 12<sup>th</sup> February 2014

The minutes of the meeting of the Committee held on 12<sup>th</sup> February 2014, were approved as a correct record and, arising therefrom, (a) the Chair confirmed that she had responded to the two questions raised by Peter Hartley, together with the questions he had raised at previous meetings, (b) the Policy and Improvement Officer, Matthew Borland, confirmed that Councillor Ben Curran, Cabinet Member for Finance and Resources, had provided a written response to the seven questions raised by Peter Hartley, at the meeting of the Cabinet on 15<sup>th</sup> January, 2014, relating to the World Student Games 1992 and (c) further to an issue raised by Councillor Trevor Bagshaw, relating to the ability of bus companies in other countries being able to accommodate cycles on their vehicles, the Chair stated that the report of the Cycling Inquiry Task and Finish Group had been finalised, and contained a recommendation that Sheffield City Region Authority and public transport operators review their policy in terms of allowing rigid cycles on buses in the City.

4.2 18<sup>th</sup> February 2014

The minutes of the special meeting of the Committee held on 18<sup>th</sup> February 2014, were approved as a correct record.

## **5. PUBLIC QUESTIONS AND PETITIONS**

- 5.1 Matthew Borland reported that he had received a question from Julie Fakes, who had relatives buried in Crookes Cemetery, and was querying why a number of gravestones at Crookes Cemetery had been damaged, allegedly by the City Council for health and safety reasons.
- 5.2 The Committee agreed that the question would be referred to the relevant Council officer, with a request that they respond to Ms Fakes.

## **6. CITY CENTRE VIBRANCY**

- 6.1 The Committee received a report of the Executive Director, Place, on the City Council's plans to maintain and grow a vibrant City Centre. The report contained details on the Vibrancy Model, an update on the progress made in terms of the steps taken to maintain the vibrancy of the City Centre and information on footfall, overnight visitors, spend by overnight visitors, retail rankings, hotel occupancy and visitor attractions.
- 6.2 The report was supported by a presentation by Richard Eyre, Head of City Centre Management and Major Events. With regard to the proposed future development of the City Centre, as well as the planned events for 2014, Mr Eyre reported on the work of the City Centre Business Improvement District (BID), which was being progressed by a Steering Group comprising representatives from the City Centre's public sector, and the retail, leisure, education and office sectors, as well as the night-time economy, and which aimed to deliver a wide range of initiatives, focusing on making the City Centre a better place to visit, work and live. Mr Eyre stated that a BID was a defined area which, in this case comprised the City Centre, within which business with a rateable value of over £30,000 would, subject to a majority vote in a ballot, pay a levy that was 1% of their rateable value. This would bring in additional money which would be used to fund projects within the City Centre. The BID, which was being led by the private sector, with support from the City Council, would be funded primarily through the levy, but could also draw on other public and private funding streams. A ballot of 640 businesses and retailers in the City Centre was expected in November 2014 and, if successful, the BID could generate in excess of £800,000 additional funding per year.
- 6.3 Members of the Committee raised questions and the following responses were provided:-
- The footfall was measured by monitoring people walking to and from specific points in the City Centre by CCTV. The cameras were in operation 24 hours a day, seven days a week, 365 days a year. The method of measuring footfall, which was operated by a company called Spring Board, was comparative with methods used by other major cities.
  - In comparison to most other key cities, hotels in Sheffield had a lower rack rate and the City had a low spend to visit ratio. The City still lacked some top

end hotels, as compared with other key cities, such as Leeds and Newcastle.

- It was hoped that a majority vote for the BID would be achieved as part of the ballot as this would provide funding for improvements to the trading environment in the City Centre, which would hopefully encourage the establishment of more businesses. The Council was also working with Paul Lancaster Estates and other property agents to look at offering premises at low rents for small businesses. The City Centre Management Team was working closely with colleagues in Creative Sheffield to put pressure on landlords to make vacant premises available for small businesses, either rent free or at very low rates.
- As part of the first stage of scoping, to see if a BID was needed, approximately 230 City Centre businesses and retailers, including both independent and multiples, had been surveyed and asked whether they had any issues and if so, what could be done to resolve them.
- The social media was deemed a very useful and effective method of communicating and marketing events in the City Centre. This was presently managed by the City Centre Management Team, but if the BID was successful, responsibility would be transferred to the BID Company. The Team had received nearly 7,000 “likes”, up from 105 at the same time last year.

6.4 RESOLVED: That the Committee:-

- (a) notes the contents of the report now submitted, the information reported as part of the presentation now made and the responses to the questions raised; and
- (b) requests the Policy and Improvement Officer to make arrangements for a walkabout in the City Centre, to provide an opportunity for Members of this Committee, relevant Council officers and representatives from the business and retail sector, to raise any issues in connection with the City Centre, and for such issues to be discussed at a meeting of the Committee to be held during the Municipal Year 2014/15.

## **7. STREETS AHEAD - PERFORMANCE MANAGEMENT AND STREET LIGHTING**

7.1 The Committee received a report of the Head of Highway Maintenance providing an update on the Streets Ahead project. The report was supported by a presentation by Steve Robinson, Head of Highway Maintenance, Sheffield City Council, Graeme Symonds, Network Director, Amey and John Barnett, Commercial Director, Northern Powergrid.

7.2 Also in attendance for this item were Councillor Jack Scott, Cabinet Member for Environment, Recycling and Streetscene and Mike Hammond, Connections Manager, Mick Hickling, Operations Manager, and Siobhan Barton, Stakeholder

and Communications Manager, Northern Powergrid.

7.3 Members of the Committee raised questions and the following responses were provided:-

- Significant progress had been made in terms of cleaning out gullies under the project, with most being cleaned out during the first year. Some gullies could not be cleaned due to cars being parked over them, and approximately 25% of the gullies required some form of repair work.
- Amey was performing above its performance indicators in dealing with litter and flytipping. There was now a multi-agency approach – Making Sheffield Cleaner – which reviewed where improvements could be made across the City, including in parks and on housing land.
- The City Council’s Highway Maintenance Service had a duty to respond to appropriate Freedom of Information requests received in connection with Amey’s work. This duty was included in the Streets Ahead contract, and many such requests had already been received and dealt with. In connection with this issue, Northern Powergrid also published information in terms of its performance on its website, with the purpose of being open and transparent.
- In terms of communicating information on intermittent faults to street lights to those residents affected, Northern Powergrid would prefer to deliver letters to all households affected, providing information on the faults, together with timescales for repairing such faults, rather than having Fault Aware signs stuck on those street lights where there was an ongoing electricity supply fault. Councillor Jack Scott indicated that he would be happy, from the Council’s point of view, to stop putting up such signs if there was a commitment from Northern Powergrid to deliver such letters.
- Amey had approximately 1,250 staff working on the project, of which 482 had transferred from the Council under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE). It was believed that the vast majority of the TUPE staff were still employed by Amey. A considerable amount of work had been undertaken in terms of changing working practices following the transfer.
- It was not the intention of the project to replace all kerbs, and Amey was only replacing those which were damaged beyond repair.
- A number of quality issues had been identified in connection with the installation of the new street lights and in response, two teams of staff had been tasked to deal with the problems to date.
- No new LED light had failed to date, as far as anyone was aware, although there had been a number of issues with regard to intermittent faults with the electricity supply to street lights. In approximately five years’ time, when all the LED street lights were installed, and linked to a central control system,

Amey would be aware of light failures automatically and therefore, would not rely on being informed by members of the public.

- Amey apologised for the problems being experienced with regard to the installation of the new street light columns, and subsequent connection, as well as the inconvenience caused by the barriers having to be erected to cover excavation holes. There had been a number of issues due to unexpected problems but, after a year since the project commenced, Amey were now familiar with a number of such issues, and were able to resolve such issues much quicker.
- It was accepted that there had been longer than expected delays in terms of filling in excavation holes dug for the installation of the new street light columns, which had resulted in the barriers erected to protect such holes being there for long periods of time. There had been a number of problems regarding such barriers, including them being blown down in high winds, young people using them as play equipment and even people stealing and/or selling them, which had resulted in considerable resources being allocated in terms of policing this.
- Amey and Northern Powergrid were working very closely to reduce the time period between when the old streetlights were disconnected and the new lights being connected and switched on, as this was one of the main issues that was causing inconvenience and frustration for residents.
- Some of the problems in terms of faults to the street lights had been as a result of the use of the fifth core network as on such types of cable network, smaller fuses were required (30 amp), which did not take much to blow. When Northern Powergrid's equipment could locate precisely where the fault was, there was often no technical reason identifiable for why such faults occurred. Where street lights were connected to the mains cable network, the faults were be easier to repair.
- In terms of an end to end audit in respect of Northern Powergrid's performance, the company was regulated by OFGEM, with all its processes being subject to an annual audit and strict governance arrangements. All the company's performance statistics were scrutinised and signed off at quarterly governance meetings.
- Approximately 2.9 million square metres of grass verges were maintained as part of the project. Some verges were damaged by inconsiderate parking and persistent overrunning, and there were a small number of options for permanent solutions to that, such as protection, hardening or enforcement.
- As part of the project, all street lighting columns, including the concrete columns, would be structurally assessed. Some concrete columns had deteriorated due to corrosion of reinforcement, and Amey suggested that any concerns regarding specific concrete columns should be referred to them.

- In terms of members of the public reporting complaints or issues in connection with the project, the vast majority of people had called the City Council's Call Centre on 0114 273 4567, and they had received a response in terms of what action would, or had, been taken.
- The Council had not imposed any penalties on the utility companies in terms of them excavating into new road surfaces, as part of their planned works, after zone works had been completed under the project. This was because the new road surfaces were subject to protection under the Highways Act. In terms of the companies' emergency works, every effort was made, where possible, to stop this happening, but everyone appreciated that it was the right thing to repair leaks in pipes. The Council and Amey held monthly meetings with the utility companies to discuss whether they had any such works programmed.
- Some mobile phone applications could be used to report highway issues to the Council, which included Love Clean Streets and Fix My Street.
- It was envisaged that the high performance levels would continue under the contract following the initial five-year investment phase. As and when the contract moved to the maintenance phase, there were likely to be a number of personnel changes, with more managers and staff having maintenance experience being employed by Amey.

7.4 RESOLVED: That the Committee:-

- (a) notes the contents of the report now submitted, the information reported as part of the presentation and the responses to the questions raised;
- (b) requests Steve Robinson, Head of Highway Maintenance, Sheffield City Council, working with colleagues in Amey and Northern Powergrid, to draft a report, together with an Action Plan, on the following issues raised, for submission to a future meeting:-
  - (i) The repair process for intermittent faults as an end to end process;
  - (ii) The communication of intermittent faults to the public;
  - (iii) Making the installation of the new street lights a slicker process;
  - (iv) Communication of updates to customer and Member-reported faults; and
- (c) thanks those representatives from Amey and Northern Powergrid for attending the meeting and reporting on the progress of the project and responding to the questions raised.

**8. WORK PROGRAMME**

- 8.1 The Chair requested that if any Members had any ideas in terms of topics they would like the Committee to consider, as part of its Work Programme 2014/15, they should refer them to the Policy and Improvement Officer.

8.2 Councillor Steve Wilson referred to two issues he considered should be scrutinised – The Future of the City Centre and The Impact of Broadband.

**9. DATE OF NEXT MEETING**

9.1 The next meeting of the Committee would be held on a date to be arranged.

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**SHEFFIELD CITY COUNCIL**

**Economic and Environmental Wellbeing Scrutiny and Policy Development  
Committee**

**Meeting held 4 June 2014**

**PRESENT:** Councillors Ian Auckland, Neale Gibson, Ibrar Hussain,  
Steve Jones, Cate McDonald, Alf Meade, Helen Mirfin-Boukouris,  
Robert Murphy, Joe Otten, Ray Satur, Martin Smith, Steve Wilson  
and Paul Wood

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**1. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**2. APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

RESOLVED: That Councillor Cate McDonald be appointed Chair of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee and Councillor Ian Auckland be appointed Deputy Chair.

**3. DAY AND TIME OF MEETING**

RESOLVED: That meetings of the Committee be held on a bi-monthly basis, on dates and times to be determined by the Chair.

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## Report to Economic and Environmental Well-being Scrutiny & Policy Development Committee

**Report of:** Councillor Leigh Bramall, Cabinet Member  
Business, Skills and Development

**Subject:** Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report

**Author of Report:** Dick Proctor, Transport Planning Manager

### Summary:

The Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report proposed an updated vision and strategic approach to cycling in Sheffield. The report set out:

- An ambitious vision for the City
- A strategic approach based around the three themes of Strong Leadership, Getting the Right Infrastructure in Place and Getting People Cycling
- 19 specific recommendations intended to broaden and increase participation in cycling in Sheffield

The principles of this report were anticipated to be supported by Cabinet on 23rd July 2014.

Attached as Appendix A is the endorsed response from the Cabinet Member for Business, Skills and Development proposing that the Council:

- Incorporate the vision for cycling into the Council's overall Vision for Excellent Transport in Sheffield.
- Refresh the Sheffield Cycle Action Plan taking into account the three themes and 19 recommendations within the report, produce a plan of the strategic cycle network and a delivery plan.
- Work with partners, organisations and others to implement the recommendations set out in the report.

**Type of item:** The report author should tick the appropriate box

Reviewing of existing policy	✓
Informing the development of new policy	✓
Statutory consultation	
Performance / budget monitoring report	

Cabinet request for scrutiny	(✓)
Full Council request for scrutiny	
Community Assembly request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	✓
Other	

**The Scrutiny Committee is being asked to:**

Scrutiny Committee is asked to note the support shown by Cabinet in agreeing a new strategic approach to broaden and increase participation in cycling in Sheffield, and to comment on the appended "Delivery Milestones".

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**Background Papers:**

Previous background evidence-gathering papers presented to Economic and Environmental Well-being Scrutiny & Policy Development Committee (December 2013 and April 2014)

**Category of Report:** OPEN



# SHEFFIELD CITY COUNCIL

## Cabinet Report

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**Report of:** Councillor Leigh Bramall, Cabinet Member Business, Skills and Development

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**Report to:** Cabinet

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**Date:** 23<sup>rd</sup> July 2014

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**Subject:** Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report

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**Author of Report:** Richard Proctor, 273 5502

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**Key Decision:** YES

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### Summary:

The Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report proposed an updated vision and strategic approach to cycling in Sheffield. The report set out:

- An ambitious vision for the City
- A strategic approach based around the three themes of Strong Leadership, Getting the Right Infrastructure in Place and Getting People Cycling
- 19 specific recommendations intended to broaden and increase participation in cycling in Sheffield

The principles of this report are supported by the Cabinet Member for Business, Skills and Development.

Attached as Appendix A is a response from the Cabinet Member for Business, Skills and Development proposing that the Council:

- Incorporate the vision for cycling into the Council's overall Vision for Excellent Transport in Sheffield.

- Refresh the Sheffield Cycle Action Plan taking into account the three themes and 19 recommendations within the report, produce a plan of the strategic cycle network and a delivery plan.
  - Work with partners, organisations and others to implement the recommendations set out in the report.
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**Reasons for Recommendations:**

This report sets out the response to the vision, strategy and the 19 recommendations proposed by the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report from the Cabinet Member for Business, Skills and Development.

In order to deliver a number of the recommendations it is proposed that a refreshed Sheffield Cycle Action Plan with a plan of the strategic cycle network and delivery plan is produced and brought to Cabinet for endorsement. At this time it would also be appropriate to update Cabinet on the progress being made in delivering the Cycling Inquiry recommendations.

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**Recommendations:**

Cabinet is asked to:

1. Endorse the response to the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry Report from the Cabinet Member for Business Skills and Development.
  2. Agree that the vision for Cycling should be incorporated into the Council's overall Vision for Excellent Transport in Sheffield and the recommendations implemented as proposed.
  3. Request that an updated Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan be brought back to Cabinet in June 2015 along with a progress report on delivery of the Cycle Inquiry Report recommendations. Subject to identification of resources to produce it.
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**Background Papers:** Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report

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**Category of Report:**        **OPEN**

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## Statutory and Council Policy Checklist

<b>Financial Implications</b>
NO Cleared by: Gaynor Saxton
<b>Legal Implications</b>
YES Cleared by: Nadine Wynter
<b>Equality of Opportunity Implications</b>
YES Cleared by: Ian Oldershaw
<b>Tackling Health Inequalities Implications</b>
YES
<b>Human Rights Implications</b>
NO
<b>Environmental and Sustainability implications</b>
YES
<b>Economic Impact</b>
YES
<b>Community Safety Implications</b>
NO
<b>Human Resources Implications</b>
NO
<b>Property Implications</b>
NO
<b>Area(s) Affected</b>
All
<b>Relevant Cabinet Portfolio Lead</b>
Cabinet Member for Business, Skills and Development
<b>Relevant Scrutiny Committee</b>
Economic and Environmental Wellbeing Scrutiny and Policy Development Committee
<b>Is the item a matter which is reserved for approval by the City Council?</b>
NO
<b>Press Release</b>
YES

## REPORT TO THE CABINET

### RESPONSE TO THE ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY DEVELOPMENT COMMITTEE CYCLING INQUIRY REPORT

#### 1.0 SUMMARY

- 1.1 The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee has undertaken a Cycling Inquiry to review what we are doing in Sheffield and what we can do better, in order to improve the opportunities for cycling.
- 1.2 The Inquiry took a cross party approach and included cycling representatives on the task force. It reviewed the existing evidence on the impact of cycling on the local economy, health and environment, considered what is happening in Sheffield and other cities and talked to the people of Sheffield as well as external organisations. The Scrutiny Board set out a vision which if supported and incorporated into the Council's Vision for Excellent Transport in Sheffield would help to guide the future of transport in Sheffield.
- 1.3 Attached as Appendix A is a response from the Cabinet Member Business, Skills and Development proposing that the Council:
- Incorporate the vision for cycling into the Council's overall Vision for Excellent Transport in Sheffield
  - Refresh the Sheffield Cycle Action Plan taking into account the three themes and 19 recommendations within the report, produce a plan of the strategic cycle network and delivery plan
  - Work with partners, organisations and others to implement the recommendations set out in the report.
- 1.4 The recommendations have been considered and are all supported by the Cabinet Member for Business, Skills and Development. However delivery of the recommendations and the associated timescales will in many cases be dependent on funding made available by national Government. In addition support will be needed from across the Council as well as from the Sheffield City Region Combined Authority and other partners.
- 1.5 A revised Sheffield Cycle Action Plan based on the 19 Cycle Inquiry recommendations and incorporating a plan of the strategic cycling network and delivery plan will be drawn up by the newly established Sheffield Cycle Group (a cross departmental working group) with Cycle Sheffield and in consultation with partners and the public and brought back to Cabinet for endorsement in June 2015.



## **2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE**

- 2.1 Delivery of the Cycling Inquiry Report vision, strategy and recommendations will get people of all ages and backgrounds cycling in both urban and rural areas. Cycling can provide an affordable, quick and efficient mode of transport for many residents and visitors of the City. 42% of all our trips are within two miles – less than the average length of a cycling trip. Cycling can provide travel choice and a vital link to our public transport systems.
- 2.2 Economic benefits extend across: the wider community, contributing to improved public health, reduced congestion and carbon emissions; individuals, with bike ownership being affordable to almost all without expensive fuel costs; and local businesses, with high quality green transport infrastructure supporting Sheffield's image as an attractive city for investment, helping to recruit and retain a talented, healthy and productive workforce, and tourism spending.
- 2.3 Cycling is also good for individual health. Around 60% of men and 70% of women are currently not physically active enough to benefit their health. Cycling offers the opportunity to build moderate, pleasant exercise into people's daily routines. This kind of exercise can help us to counteract problems of overweight and obesity as well as coronary heart disease, stroke, diabetes and cancer in addition to improving mental well-being. On average, people who cycle regularly enjoy a level of fitness of someone ten years younger and halve their risk of heart disease.

## **3.0 OUTCOME AND SUSTAINABILITY**

- 3.1 Implementation of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report recommendations would result in the development of a coherent approach to cycling which makes the most of opportunities as they arise through working with partners and across boundaries, promoting cycling at the highest levels and working locally to broaden participation.
- 3.2 The response of the Cabinet Member for Business Skills and Development proposes that the Council implement the Report's vision, strategy and recommendations in order to improve opportunities for cycling for all people by building on successful work already being carried out by the Council.

## **4.0 RESPONSE OF THE CABINET MEMBER FOR BUSINESS, SKILLS AND DEVELOPMENT**

- 4.1 The response of the Cabinet Member for Business, Skills and Development to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report is attached

as Appendix A.

- 4.2 The response supports the Report's ambitious vision and states that the Council should do all it can to help achieve this and make a real difference to cycling in the City:

“To realise the full potential of cycling to contribute to the health and wealth of Sheffield, and the quality of life in our local communities, and to play its part in a fully integrated transport network that will encourage reduced car usage, alleviate congestion and ease pollution across the whole of the city. We believe this is both possible and necessary.

We need to get the whole of Sheffield cycling: not just healthy people or sporty young males, but people of all ages and backgrounds, in urban and rural areas.

We need to change the culture of how we use our roads, so that people are no longer afraid to cycle or allow their children to do so. Our streets, roads and local communities, need to become places for people, where cycling and walking are safe and normal.

We endorse the aim of the Get Britain Cycling report to see cycle use increase to 10% of all journeys in 2025 and 25% in 2050.”

It is proposed that this vision is incorporated into the Councils Vision for Excellent Transport in Sheffield to guide the future of transport in Sheffield.

- 4.3 To help achieve the vision 19 recommendations were made across the following areas:

**Strong Leadership**

- Political Leadership
- Working with others to develop and support cycling
- Making the most of opportunities

**Getting the Right Infrastructure in Place**

- A Long Term Plan
- Publicising the Cycle Network
- Integrating cycling with public transport
- Cycling and walking audits

**Getting People Cycling**

- Training
- Behaviour on our roads
- Cycle Tourism

- 4.4 Appendix A sets out the Cabinet Member for Business, Skills and Developments support for the 19 recommendations made within these themes and includes proposals for how the Council should implement them. In many cases this will be dependent on the level of funding

available which we will seek from external sources and also through the prioritisation of SCC resources. The Council will also need to work with partners, organisations and others to deliver the recommendations. Suggested milestones for the delivery of the actions are outlined in Appendix B.

4.5 Strong Leadership

4.6 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Strong Leadership' theme.

4.7 Working with the Sheffield City Region is entirely consistent with the Council's approach to strategic transport planning. The Sheffield City Region Combined Authority was established on 1<sup>st</sup> April 2014 bringing together the South Yorkshire Integrated Transport Authority and an Economic Prosperity Board to align decision making. In addition working with the Health and Wellbeing Board to maximise the health benefits of cycling, with partners including voluntary sector cycle groups as well as across Council activity to make the most of opportunities all builds on good work already being carried out.

4.8 Sheffield's joint Health and Wellbeing Strategy includes the principles of tackling the wider determinants of health and partnership working, and supports the Move More initiative to encourage people to be more physically active as part of their daily lives. Support for the delivery of this initiative through Sheffield's Cycle Action Plan will help to maximise the health benefits of cycling.

4.9 Sheffield's Cycle Action Plan need to be refreshed to provide a common approach for the delivery of cycling interventions across the Council taking into account the vision and recommendations of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report. It is proposed that this will be drafted in conjunction with Cycle Sheffield who along with members of the Cycle Forum do a great deal of work to promote and encourage cycling in the City, consulted upon and brought back to Cabinet in June 2015 for agreement. Anticipated milestones for this process are set out in Appendix B.

4.10 Getting the Right Infrastructure in Place

4.11 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Getting the Right Infrastructure in Place' theme.

4.12 A long term strategic cycle network plan will be produced. This, along with a delivery plan, will sit alongside the Cycle Action Plan providing a coherent and comprehensive plan of the cycle network that is in place and that we wish to develop. A great deal of work has already been undertaken planning the strategic corridors of a 'green' network. With the

addition of orbital links and strategic 'on street' routes this should provide the basis of the plan. By linking the strategic corridors to 20mph zones and public transport / cycle hubs a comprehensive network will be produced. The plan will be drafted in conjunction with Cycle Sheffield who along with members of the Cycle Forum do a great deal of work to promote and encourage cycling in the City, and consulted upon in parallel with the refresh of the Sheffield Cycle Action Plan. Anticipated milestones for this process are set out in Appendix B.

- 4.13 It is agreed that it is important to improve the promotion of the cycle network and this can be done in certain areas within the coming year. However there is an opportunity to work with the new South Yorkshire Cycle Co-ordinator and potentially the Universities to better understand how market segmentation could apply to cycle marketing to make the best use of the resources available and broaden participation amongst all Sheffielders whatever their age, gender or ethnicity. This will be taken forward again in parallel with the refresh of the Cycle Action Plan.
- 4.14 A cycle audit process has been developed and is already being applied to all new highway and development schemes. The roll out of this for all land use development proposals and changes to public space would build on this good work.
- 4.15 Getting People Cycling
- 4.16 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Getting People Cycling' theme.
- 4.17 The Council's ability to provide cycle training depends both on the level of revenue funding available and engagement / promotion with both schools and the public. In 15/16 this will be dependent on the Local Sustainable Transport Fund 2 bid and Cycling England grant. A great deal of engagement work has already been done with schools and this will continue however the number of child training places meets annual demand. Instead of targeting an increase in numbers it would be beneficial to extend the level of training offered to secondary school pupils in order to support continuation of cycling in the future. Engagement with schools in relation to this has already begun.
- 4.18 Encouraging the Council's contractors, drivers and partners including Amey, Veolia, Kier and Capita to undertake cycle awareness training is supported and will build on work already being taken forwards around improving the safety on our roads.
- 4.19 The Tour de France coming to Yorkshire, and Sheffield in particular, is a huge opportunity to promote Sheffield as a cycling city and encourage people to get cycling. Linking this with improvements to the promotion of cycle tourism in and around Sheffield will help support our economy attracting both people and businesses to the area.

- 4.20 In order to ensure a coherent approach across the region and gain maximum impact SCC is working as part of Cycle Yorkshire to deliver the actions that will meet the objectives of the approved 10 year Tour de France Legacy Strategy (<http://cycle.yorkshire.com/the-strategy>). As well as building routes to cater for all users, encouraging training, and free loans of bikes SCC is looking at introducing a Cycle to Work scheme and we will be promoting led rides, mass participation events and festivals with our partners British Cycling, erecting special signs along the route of the tour and extending facilities for bike hire and bike hubs. Facilities for mountain biking and BMX riding will also be improved alongside work with the Peak District National Park to develop leisure and sports cycling.

## **5.0 LEGAL IMPLICATIONS**

- 5.1 The Transport Act 2000 as amended places a duty on the City Council to develop policies which will create safe, integrated and economic transport within Sheffield which meets the needs of persons living or working within the city. In developing these policies the City Council must have regard to government policies designed to mitigate climate change or the protection or improvement of the environment. Implementation of these recommendations will help to achieve this.
- 5.2 Where implementation of any of the recommendations requires further authority to take action this will be the subject of a further decision taken in the usual manner and in line with the Council's Constitution / Leaders Scheme of Delegation. For example, a refreshed Cycle Action Plan and network of strategic cycle routes and delivery plan will be brought back to Cabinet for approval.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 There are no financial implications at this stage. Financial implications will be linked to delivery of the recommendations via individual schemes. Delivery of the recommendations and the associated timescales in many cases will be dependent on the level of funding available which we will seek from external sources and also through the prioritisation of SCC resources. The Council will also need to work with partners, organisations and others to deliver the recommendations.
- 6.2 The response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report is broadly based on the current allocation of resources. However, implementing the recommendations will require additional staff time and will be dependent on the level of both revenue and capital funding available. This will be fed into future Council budget planning discussions to ensure that delivery of the recommendations and refreshed Cycle Action Plan and delivery plan are considered. The delivery of an action plan will require future capital funding from external sources such as the Local Transport Plan.

## **7.0 EQUALITIES IMPLICATIONS**

- 7.1 Fundamentally these proposals are positive for all Sheffield people regardless of age, sex, race, faith, disability, sexuality, etc. The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report wanted to 'identify measures to broaden and increase participation in cycling in Sheffield.'
- 7.2 One of the recommendations focuses on cycle training and broadening participation 'Improved communication needs to be in place within the next year so that training can lead to broadening participation amongst all Sheffielders, whatever their age, gender or ethnicity'. The proposal is to start to implement this recommendation. However in order to make the most effective use of funding available it is proposed that a study including looking at market segmentation will be carried out to target promotion carried out in 2015/16 and onwards to achieve this.
- 7.3 As part of the implementation additional information regarding age, gender and ethnicity will be recorded in relation to adult cycle training so that the success of the above measures can be assessed.
- 7.4 Where implementation of any of the recommendations, or changes to budgets, requires further authority to take action this will be the subject of a further decision taken in the usual manner and in line with the Council's Constitution / Leaders Scheme of Delegation. For example a refreshed Cycle Action Plan, plan of the strategic cycle network and delivery plan will be brought back to Cabinet for approval. This would include an assessment of the equalities implications. Where implementation would not require further authority to take action this should use an existing EIA or build upon an existing EIA.

## **8.0 OTHER RELEVANT IMPLICATIONS**

- 8.1 Cycling provides a 'no-emissions' alternative to motor vehicles and hence contributes to local and national bio-diversity. The Council's Air Quality Action Plan also recognises and supports increased use of more sustainable forms of travel. Economic benefits extend across: the wider community, contributing to improved public health, reduced congestion and carbon emissions; individuals, with bike ownership being affordable to almost all without expensive fuel costs; and local businesses, with high quality green transport infrastructure supporting Sheffield's image as an attractive city for investment, helping to recruit and retain a talented, healthy and productive workforce.

## **9.0 ALTERNATIVE OPTIONS CONSIDERED**

- 9.1 An alternative option would have been to not support or implement the vision or recommendations of the Committee's Cycling Inquiry Report. The Committee spent a lot of time reviewing evidence and engaging with members of the public and organisations and as such have produced a set of recommendations which should improve the opportunities for

cycling in Sheffield.

- 9.2 Another alternative option would be to support the recommendations but not produce a refreshed Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan or incorporate the vision into the Council's Vision for Excellent Transport in Sheffield. However this would not result in a coherent approach or enable Cabinet to approve specific actions and associated spend for delivery of the recommendations.

## **10.0 REASONS FOR RECOMMENDATIONS**

- 10.1 This report sets out the response to the vision, strategy and the 19 recommendations proposed by the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report from the Cabinet Member for Business, Skills and Development.
- 10.2 In order to deliver a number of the recommendations it is proposed that a refreshed Sheffield Cycle Action Plan with a plan of the strategic cycle network and delivery plan is produced and brought to Cabinet for endorsement. At this time it would also be appropriate to update Cabinet on the progress being made in delivering the Cycling Inquiry recommendations.

## **11.0 RECOMMENDATIONS**

- 11.1 Endorse the response to the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry Report from the Cabinet Member for Business Skills and Development.
- 11.2 Agree that the vision for Cycling should be incorporated into the Council's overall Vision for Excellent Transport in Sheffield and the recommendations implemented as proposed.
- 11.3 Request that an updated Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan be brought back to Cabinet in June 2015 along with a progress report on delivery of the Cycle Inquiry Report recommendations. Subject to identification of resources to produce it.

Simon Green  
Executive Director - Place

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**Appendix A**

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
	<b>Vision</b>		<p>To realise the full potential of cycling to contribute to the health and wealth of Sheffield, and the quality of life in our local communities, and to play its part in a fully integrated transport network that will encourage reduced car usage, alleviate congestion and ease pollution across the whole of the city. We believe this is both possible and necessary.</p> <p>We need to get the whole of Sheffield cycling: not just healthy people or sporty young males, but people of all ages and backgrounds, in urban and rural areas.</p> <p>We need to change the culture of how we use our roads, so that people are no longer afraid to cycle or allow their children to do so. Our streets, roads and local communities, need to become places for people, where cycling and walking are safe and normal.</p> <p>We endorse the aim of the Get Britain Cycling report to see cycle use increase to 10% of all journeys in 2025 and 25% in 2050.</p>	Yes	The vision should be incorporated into the Councils Vision for Excellent Transport in order to help to guide the future of transport in Sheffield.	Aug-14
<b>R1</b>	Strong Leadership	Political leadership	That Sheffield City Council appoints a councillor to be a 'Cycling Champion' by June 2014	Yes	Councillor Tim Rippon has been appointed as Sheffield City Council Cycling Champion.	Jun-14
<b>R2</b>	Strong Leadership	Working with others to develop and support cycling	The Council works with the Sheffield City Region to ensure there are coherent plans in place to develop and support cycling by June 2015	Yes	<p>There is a commitment in the Sheffield City Region Growth Plan to develop a Strategic Cycle Network.</p> <p>The South Yorkshire Local Transport Plan partnership are in the process of appointing a Cycle Co-ordinator whose role it will be to ensure that Authorities plans to develop cycling are coherent and supported by the Sheffield City Region Combined Authority.</p> <p>We are also working to deliver the Yorkshire Cycling Strategy (Get Yorkshire Cycling) to get more people cycling more often in Yorkshire over the next 10 years capitalising on the Tour de France Grand Depart.</p>	Jun-15
<b>R3</b>	Strong Leadership	Working with others to develop and support cycling	Align funding streams with the NHS through the Health and Well Being board to maximise the health benefits that can be achieved through cycling	Yes	<p>The Move More initiative (supported by the joint Health and Wellbeing Strategy) is delivered by the Health and Wellbeing Boards Physical Activity &amp; Food Sub Group. Support for the delivery of this initiative will help to align funding streams with the NHS to maximise health benefits where possible.</p> <p>To deliver a series of rides and mass participation events throughout the summer we are working with British Cycling. Led rides start on the 15th June and go right through until November with a Skyride scheduled for August which will include closure of significant thoroughfares for mass participation with supporting events on route.</p>	Ongoing

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R4	Strong Leadership	Working with others to develop and support cycling	The Council builds on best practice in working with a range of partners, including voluntary sector cycling groups	Yes	The Council holds bimonthly Cycle Forum engagement meetings with organisations including cycle interest groups such as Cycle Sheffield and those with an interest in cycling. A subgroup has recently been set up building on this to provide a consultative meeting on transport and development proposals of significance to cycling in Sheffield. The revised Sheffield Cycle Action Plan, plan of the strategic cycling network and delivery plan will be drawn up by the newly established Sheffield Cycle Group with Cycle Sheffield and in consultation with partners and the public. We are also working with our current local providers Recycle Bikes, Pedal Ready and Get Cycling to deliver the Cycle Boost scheme. To deliver a series of rides and mass participation events throughout the summer we are working with British Cycling. Led rides start on the 15th June and go right through until November with a Skyride scheduled for August which will include closure of significant thoroughfares for mass participation with supporting events on route.	Ongoing
R5	Strong Leadership	Working with others to develop and support cycling	The Council works with the City's MPs to support them to lobby government for key improvements	Yes	To secure sufficient devolved transport funding to deliver the ambitions set out in the Sheffield City Region Growth Plan. A review will also be undertaken to highlight what national changes would be significant to Sheffield in helping to encourage and enable cycling for example DfT regulation on allowing separate traffic lights for cycling and more flexible use of capital and revenue funding for cycling.	Ongoing
R6	Strong Leadership	Making the most of opportunities	That as part of a Cycling Plan the Council takes a joined up and systematic approach to exploiting the opportunities to improve cycling across all areas of Council Activity	Yes - timescale dependent on revenue funding available.	A refreshed Cycling Action Plan which takes account of the Cycle Inquiry recommendations and sets the strategic direction for cycling will be produced, alongside a plan of the strategic cycling network and delivery plan, and consulted on led by a cross departmental Council working group chaired by Transport Planning. Linked to R7. This may take up to a year in order to produce the plans with Cycle Sheffield, consult on them and then take them through the approvals process. It will however be done as soon as possible.	Jun-15, then ongoing
R7	Getting the right infrastructure in place	A long term plan	Sheffield should have a long-term strategic plan for a coherent and comprehensive cycling network in place by June 2015	Yes - timescale dependent on revenue funding available.	In parallel with the refresh of the Cycle Action Plan a plan of the strategic cycle network and delivery plan should be produced and consulted on. This may take up to a year in order to produce the plans with Cycle Sheffield, consult on them and then take them through the approvals process. It will however be done as soon as possible.	Jun 15, draft Nov 14

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R8	Getting the right infrastructure in place	Publicising the Cycle Network	Identifying ways of improving the promotion and advertisement of the cycle network by June 2015	Yes - timescale dependent on revenue funding available.	In the short term the cycling section of the SCC website will be updated in consultation with partners. Scope to tap into social media and existing commercial communications will be investigated. We will also continue to work with existing networks of cycling interest groups. A study to better understand how market segmentation could apply to cycle marketing should be undertaken to feed into the refresh of the Cycle Action Plan to identify the best ways of promoting and advertising the cycle network and broaden participation with the funding available. This offers an opportunity to work with the new South Yorkshire Cycle Co-ordinator and potentially the Universities. A review of signing throughout Sheffield has also begun. It is recommended that the timescale for implementation of this action is amended to Jun 16 to allow for this development and provide opportunity to look for revenue funding to support this action.	Jun-16
R9	Getting the right infrastructure in place	Integrating cycling with public transport	Within the next three years the cycle and public transport networks should be combined as a single network with 'hubs' developed at strategic locations and existing hubs improved	Yes - timescale dependent on funding available.	The development of the strategic network plan (R7) will be linked to the public transport networks and identify locations for cycle hub development. A cycle hub is currently being developed at Sheffield Station and subject to LSTF2 another will be developed in the City Centre.	Jun-17
R10	Getting the right infrastructure in place	Integrating cycling with public transport	That the Sheffield City Region Authority and public transport operators identify opportunities and commit to undertake pilot schemes within the next 12 months, with priority given to trials on the Supertram network.	Yes	This is supported and we will actively open discussions with the public transport operators. The wider Peak Park Strategy contains an ambition to seek to persuade operators to trial more bike friendly carriages (encouraging more bike / bus and bike / train facilities) which presents an opportunity to trial arrangements for taking cycles out to the Peak.	Jun-15
R11	Getting the right infrastructure in place	Cycling and walking audits	That the Council undertake cycling and walking audits for all development proposals and for all changes to highways and to public spaces	Yes	A Cycle Audit process has been developed and is being applied to all new highway schemes. This is now being rolled out as a requirement for all development proposals and changes to public spaces. A process requiring the sign off of any recommendations that could not be implemented is being put in place.	Immediate, then ongoing
R12	Getting people cycling	Training	For the next year Sheffield must maintain its programme of cycle training so that in the short term at least the current numbers of adults and children receive training each year. Over the next three years in addition the Council and its partners should look to extend the cycle training to train increasing numbers of adults and children year on year	Dependent on bids for revenue funding	Funding is secured to provide adult and child cycle training for 14/15. What can be provided in 15/16 will be dependent on the availability of grants through Cycling England and the outcome of the Local Sustainable Transport Fund 2 revenue bid. Following this it will depend on revenue streams made available by Government or other organisations. The current number of child cycle training places reflects the maximum take up achieved through engagement with schools. Instead of increasing the number of places should funding be available it would be beneficial to extend the level of training offered to secondary schools to support continuation of cycling. Engagement work has started with schools in relation to this.	Jun-17

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R13	Getting people cycling	Training	These training opportunities need to be joined up. Improved communication needs to be in place within the next year so that training can lead to broadening participation amongst all Sheffielders, whatever their age, gender or ethnicity	Dependent on bids for revenue funding	Linked to R8. The timescale for implementation of this action has been amended to Jun 16 to allow for development of marketing strategy and provide opportunity to look for revenue funding to support this action.	Jun-16
R14	Getting people cycling	Training	That revenue funding needs to be part of any funding bids. Where this is not possible the Council should press the case to enable this	Yes	Agreed. This links to R5. There is a need to influence the way that DfT develop guidelines for new funding mechanisms at a SCR / national level.	Ongoing
R15	Getting people cycling	Behaviour on our roads	The Council should take steps to encourage its contractors to provide practical cycle awareness training for their drivers. Within three years this requirement for this training should be built in to the procurement process, starting with HGV drivers	Yes	We will look to distribute an e-learning module to all our contractors including strategic partners such as Amey, Veolia, Kier and Capita. How completion of this could become a requirement will be explored with the Councils Commercial Services. The Council should also expand this recommendation to cover training its own drivers. The training will also be promoted via the South Yorkshire Freight Transport Group to the Freight Transport Association and also to the Road Haulage Association for their members who travel through Sheffield.	Jun-17
R16	Getting people cycling	Behaviour on our roads	Organisations in the Sheffield Bus Partnership should include cycle awareness training into all commercial and tendered routes		Bus driver awareness training is in development. Stagecoach has committed to training their drivers and First is understood to be developing similar.	Jul 14, then ongoing
R17	Getting people cycling	Behaviour on our roads	The Council should lobby government to ensure local agencies, including South Yorkshire Police have the powers and resources to improve road safety	Yes	This will be raised via the South Yorkshire Safer Roads Partnership to identify resource requirements and additional powers that would be required to help improve road safety. This links to R5.	Ongoing
R18	Getting people cycling	Cycle tourism	The Council makes full use of the opportunity the Tour de France presents	Yes	SCC is fully engaged on a wide range of fronts through implementation of the Cycle Yorkshire Tour de France Legacy (13-23) plan	Mar-23
R19	Getting people cycling	Cycle tourism	The Council improves the promotion of cycle tourism in and around Sheffield, including, for example, working with other local authorities, the Peak District National Park, Sustrans and hotels	Yes	SCC is currently developing a Green Route Network of strategic cycle links through green and open spaces connected by quiet roads. Supported by the development of an Outdoor Economy Strategy the Council will be working to improve the promotion of cycle tourism. Work will also be undertaken with 'Welcome to Sheffield' in order to ensure Sheffield's cycling offer is promoted in and around Sheffield and the Peak District National Park to align our work e.g. with their cycling strategy.	Ongoing

## Appendix B

### Delivery Milestones

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
<b>Report</b>		Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report to Cabinet													
<b>Vision</b>			Refresh of Transport Vision												
<b>R1</b>	Appointment of Cycling Champion														Complete
<b>R2</b>													Sheffield City Region cycling plans in place		
<b>R3</b>	Programme of led rides and events for summer 2014												Programme of led rides and events for summer 15 begins		Ongoing
<b>R4</b>	Programme of led rides and events for summer 2014												Programme of led rides and events for summer 15 begins		Ongoing
<b>R5</b>			Review of national changes that would be significant in helping to encourage and enable cycling												Ongoing
<b>R6</b>			Review of existing information	Development of Cycling Action Plan and Delivery Plan with Cycle Sheffield				Consultation on Cycling Action Plan and Delivery Plan		SCC approval of Cycling Action Plan and Delivery Plan					
<b>R7</b>			Consolidation of existing information	Network planning with Cycle Sheffield				Consultation on network plan		SCC approval of network plan					

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
R8		Update of SCC website cycling section (in consultation with partners), review of existing commercial communications and use of social media.			Market segmentation study (to inform latter milestones)										Implementation by Jun 16
R9				Identification of locations for cycle hub development linked to network planning				Consultation on locations for cycle hub development			SCC approval of locations for cycle hub development				Implementation by Jun 17
R10			Open discussions with public transport operators (to inform latter milestones)												
R11	Implementation of cycle audit for all new transport and development schemes														Ongoing
R12				LSTF2 funding outcome expected											Ongoing
R13		Update of SCC website cycling section (in consultation with partners), review of existing commercial communications and use of social media.			Market segmentation study (to inform latter milestones)										Implementation by Jun 16
R14			Raise with Sheffield City Region (to inform latter milestones)												Ongoing
R15			E-learning module finalisation	Distribution of e-learning module  Initiate discussions with Commercial Services (to inform latter milestones)											Requirement for training to be built into procurement process by Jun 17
R16			To be discussed via Sheffield Bus Partnership (to inform any latter milestones required)												Ongoing
R17			Item to be raised at the South												Ongoing

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
			Yorkshire Safer Roads Partnership (to inform latter milestones)												
<b>R18</b>	Tour de France route signed	Tour de France in Sheffield	Programme of led rides and events for summer 2014 (starting June 14)										Programme of led rides and events for summer 2015		Full implementation by Mar 23
<b>R19</b>	Work started with 'Welcome to Sheffield' and the Peak Park										Adoption of the 'Green Routes Network' as part of the Sheffield Cycle Network Plan			Ongoing	

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## Report to Economic and Environmental Wellbeing Scrutiny & Policy Development Committee

**Report of:** Matthew Borland, Policy and Improvement Officer  
 Tel: 2735065  
 Email: matthew.borland@sheffield.gov.uk

**Subject:** Work Programme 2014/15

**Summary:**

This report sets out the broad ways in which the Committee can scrutinise topics and a number of potential topics for the Committee to consider for the 2014/15 Work Programme.

**Type of item:** The report author should tick the appropriate box

Reviewing of existing policy	
Informing the development of new policy	
Statutory consultation	
Performance / budget monitoring report	
Cabinet request for scrutiny	
Full Council request for scrutiny	
Community Assembly request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	<b>X</b>

**The Scrutiny Committee is being asked to:**

To discuss and agree a Work Programme for 2014/15.

**Background Papers:**

**Category of Report:** OPEN

## **Work Programme 2014/15**

### **1. Introduction**

- 1.1 This report sets out the broad ways in which the Committee can scrutinise topics and a number of potential topics for the Committee to consider for the 2014/15 Work Programme.
- 1.2 Members were asked to contribute ideas on potential review topics through a consultation process and these ideas, along with contributions from officers, have informed the topics outlined Section 3.
- 1.3 The purpose of this item is to agree the way in which the Committee wishes to approach the topics outlined in Section 3, bearing in mind there are 5 further Committee meetings in 2014/15.

### **2. Approaches to Scrutiny**

- 2.1 There appear to be four broad ways in which the Committee can choose to scrutinise topics.

#### **1) In-depth work**

It is proposed that this is not on the scale of the Cycling Inquiry that the Committee undertook last year. Rather, it would involve 1 or 2 Task Groups completing their work in 3 or 4 months. Each Task Group would lead on, and undertake the work outside of the Committee's meetings. There would be brief oral updates on progress at each of the Committee's regular meetings, with the final report brought back to the Committee for sign-off. It is proposed that each Task Group would include a minimum of 4 councillors including the Chair of the Committee who would also be the Chair of the Task Group. Each Task Group would also have cross-party membership.

#### **2) Single topic meeting**

This approach would see the whole of one of the Committee's meetings dedicated to one topic. It would be enable the Committee to scrutinise a topic in more depth than usual and it could involve hearing from a wider range of people or organisations. The Committee's discussion on street lighting involving council officers, Amey and Northern Powergrid is an example of the type of topic that might benefit from this approach.

#### **3) Items for Business meeting**

These topics would typically have 45 minutes to an hour of a Committee meeting.

#### **4) Written briefings**

This approach could be used for those topics where the Committee wishes to be kept up to date to 'keep an eye' on an issue but does not feel the need to allocate meeting time.

2.2 For clarity, this report is not proposing any changes to how the Scrutiny Committee approaches the Call-In procedure to review a decision. The Call-In process would continue as it currently does.

2.3 It is proposed that the Committee alternates between single topic meetings and business meetings.

### **3. Potential Topics for the Work Programme**

3.1 Potential topics for the Work Programme and the approach that could be taken are suggested below. Where a topic is not chosen it would then be considered as part of the discussion on the category.

**In-depth work** – a maximum of 2 from:

1. Broadband and economic development
2. House building and the local economy
3. Waste strategy

**Single topic meetings** – a maximum of 3 from:

1. Future role of the City Centre
2. Climate change
3. Open spaces
4. Streets Ahead
5. How Sheffield presents itself to the UK and internationally
6. Energy policy for the city
7. Topics from above not selected for In-depth work

**Potential topics for a business meeting** – a maximum of 6:

1. Libraries (the Committee requested this return in February 2015)
2. Topics from above not selected

**Potential topics for a written briefing**

1. Rural Broadband – the Committee has had written and verbal updates on this topic following this discussion at April 2013 and could be kept up to date with this through written briefings.
2. Modernisation of Cabinet Highways Committee – the Committee requested at its April 2013 meeting that a review of the new arrangements be undertaken following implementation.

### **4. Other issues**

4.1 The consultation with Members also highlighted some other potential topics. A Review of the City Deal, or the City Deal mark 2 asks of the next Government and the role of the City Region in economic regeneration were mentioned. These topics are potentially ones that would benefit from scrutiny at the city region level rather than at the local authority level.

### **5. Recommendation**

5.1 The Committee is asked to:

1. Discuss the potential topics for inclusion on the Committee's 2014/15 Work Programme
2. Agree a Work Programme for 2014/15

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