

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

---

**Tuesday 3 November 2015 at 5.30 pm**

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

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

## **Membership**

---

Councillors Bob Johnson (Chair), Ian Auckland (Deputy Chair), Lewis Dagnall, Gill Furniss, Neale Gibson, Julie Gledhill, Ibrar Hussain, Helen Mirfin-Boukouris, Roy Munn, 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.

---

---

## **PUBLIC ACCESS TO THE MEETING**

---

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)

---

## **FACILITIES**

---

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.

---

**ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY  
DEVELOPMENT COMMITTEE AGENDA  
3 NOVEMBER 2015**

**Order of Business**

---

- 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 the Previous Meeting** (Pages 5 - 10)  
To approve the minutes of the meeting of the Committee held on 30<sup>th</sup> September, 2015
- 6. Public Questions and Petitions**  
To receive any questions or petitions from members of the public
- 7. Private Sector House Building** (Pages 11 - 18)  
Report of the Director of Housing and Neighbourhood Services
- 8. Work Programme 2015/16**  
The Policy and Improvement Officer to report
- 9. Date of Next Meeting**  
The next meeting of the Committee will be held on Wednesday, 16<sup>th</sup> December, 2015, at 5.00 pm, in the Town Hall

This page is intentionally left blank

---

## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

---

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, Director of Legal and Governance on 0114 2734018 or email [gillian.duckworth@sheffield.gov.uk](mailto:gillian.duckworth@sheffield.gov.uk).

This page is intentionally left blank



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

**Meeting held 30 September 2015**

**PRESENT:** Councillors Bob Johnson (Chair), Ian Auckland (Deputy Chair), Lewis Dagnall, Gill Furniss, Neale Gibson, Julie Gledhill, Ibrar Hussain, Helen Mirfin-Boukouris, Roy Munn, Robert Murphy, Joe Otten, Ray Satur, Martin Smith, Steve Wilson and Pat Midgley (Substitute Member)

.....

**1. APOLOGIES FOR ABSENCE**

1.1 An apology for absence was received from Councillor Paul Wood, with Councillor Pat Midgley attending as his 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 The minutes of (a) the special meeting of the Committee held on 24<sup>th</sup> June 2015, and (b) the meeting of the Committee held on 29<sup>th</sup> July 2015, were approved as correct records.

**5. PUBLIC QUESTIONS AND PETITIONS**

5.1 There were no public questions raised or petitions submitted by members of the public.

**6. WASTE MANAGEMENT - ASSISTED COLLECTION POLICY REVIEW**

6.1 The Director of Business Strategy and Regulation submitted a report on proposed changes to the assisted collection eligibility criteria following the identification of a number of limitations to the existing criteria and a review of services provided by other local authorities.

6.2 In addition to the report, the Committee received a presentation from Gillian Charters, Head of Waste Management, on the proposed changes to the eligibility criteria. Also in attendance for this item were Councillor Terry Fox (Cabinet Member for Environment and Transport), Councillor Tony Downing (Cabinet Advisor for Environment and Transport) and Neil Townrow (Waste Management Officer).

6.3 Ms Charters reported on the present assisted collection service provided by the Authority, the present service criteria, the limitations with the current approach, the approach taken by a number of other local authorities, the proposed revisions to the criteria and consultation arrangements.

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

- In terms of transitions arrangements, those people who met the current criteria, but would not meet the criteria if and when the proposed changes were agreed, would be entitled to assisted collections up until the date of the next scheduled review.
- The Waste Management Service did not have any statistics in terms of those areas of the City having the highest and lowest demand for the assisted collection service, but this information could be obtained from the Geographical Information System and provided to Members.
- In terms of the financial implications, for those people registered under the scheme, the Council paid Veolia an increased cost in terms of the collection of their black and blue bins and blue boxes, based on the size of their black bins. On average, this cost amounted to £10 a year.
- There was no reference to weather conditions, as part of the eligibility criteria, as it was considered that if people were not physically able, or would struggle to move their bins, weather conditions would not make any difference. There was also an issue of flexibility in terms of adding this in, and dealing with this issue, as part of the eligibility criteria. Although, as part of the criteria, the Council offered temporary assisted collections for a set period of time of up to six months, for example, due to illness, pregnancy or recovery from an operation, it was considered that it would be too difficult to instruct Veolia to undertake assisted collections during periods of inclement weather. Officers were not aware of any other local authorities who adopted this approach. However, officers would talk to Veolia to discuss the possibility of undertaking assisted collections during periods of inclement weather, to assess the practical arrangements required and to determine if any financial savings could be made.
- Statistics in terms of how many people would be eligible for assisted collections under the revised criteria were not available at the present time. However, based on the fact that approximately 7% of people in the City were over 75 and approximately 5% of the City's population were disabled, and that the Council was presently providing the service to approximately one-third of these two groups of people, it would mean around 4% of people in Sheffield would be in receipt of the service.
- In those circumstances where people used shared container bins, for both waste and recycling, such as in multi-storey flats, the Council provided the

assisted collections automatically, regardless of the occupants' age or physical condition.

- It was accepted that not everyone would have the ability, or facilities, to photocopy or scan the documentation required, as proof, in terms of the eligibility criteria, so the Council was looking to arrange a data-share with the Department for Work and Pensions (DWP) and, if this was not possible, officers would make arrangements to cross-check the information with the DWP.

6.5 RESOLVED: That the Committee:-

- (a) notes the contents of the report now submitted, together with the information reported as part of the presentation and the responses provided to the questions raised;
- (b) approves the proposed changes to the eligibility criteria regarding the Council's Assisted Collection Policy, as set out in the report now submitted; and
- (c) requests the Head of Waste Management to look into the implications of the suggestion now made, that inclusion of the Council's Electoral Register be added to the eligibility criteria in terms of entitlement to assisted collections, including liaising with colleagues in Nottingham, who currently adopt that approach, and ensuring that appropriate safeguards are in place.

## **7. STREETS AHEAD PROJECT - WINTER REVIEW**

- 7.1 Steve Robinson, Head of Highway Maintenance, gave a presentation on the review of the winter maintenance arrangements in terms of the 2014/15 winter season under the Streets Ahead Project. Mr Robinson referred to the consultation held in June and July 2014, in connection with the proposed reduction of the gritting network and the number of highway grit bins, and the changes made following such consultation. He reported on the present gritting route network and the current fleet used to undertake the work, as well as referring to the lessons learnt from operations in previous years. Mr Robinson also circulated a paper containing details relating to the gritting of the road network, grit bins, snow wardens and other issues, including City resilience, the position of the South Yorkshire Passenger Transport Executive (SYPTe) and bus companies, and communications, with regard to (a) the position prior to changes agreed at the Cabinet Highways Committee meeting in August 2014, (b) the position regarding the period up to December 2014, (c) the latest position following the actions implemented as part of the Winter Review, (d) the operation as compared with other local authorities and (e) the budget position.
- 7.2 Mr Robinson expressed his thanks and appreciation to Amey and local farmers for their service during winter.
- 7.3 He recommended the following, subject to the approval of the Cabinet Highways Committee:-

- Gritting routes to remain as they were after December 2014
- Future gritting requests to be assessed using the criteria agreed at the Cabinet Highways Committee meeting in August 2014
- Number of grit bins to be capped at current total
- 158 grit bins on roads that had gritting removed, but now reinstated, should be collected and relocated to 155 locations requested by the public, and that met the grit bin criteria
- Further snow shovels and reflective jackets be made available to volunteer Snow Wardens
- Work to continue with the voluntary sector to establish co-ordination with community volunteers
- Consideration be given to provide community volunteers with grit bags at key locations
- A multi-agency City-wide winter resilience plan be developed in 2016

7.4 Also in attendance for this item were Councillors Terry Fox (Cabinet Member for Environment and Transport) and Tony Downing (Cabinet Adviser for Environment and Transport).

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

- Whilst there had been delays in the plans to introduce a new innovative multi-agency City winter resilience approach, which would include the Council working even more closely with a number of partners, including the National Health Service, emergency services, South Yorkshire Passenger Transport Executive (SYPTTE), bus companies, Veolia and Adult Social Care teams, plans had been delayed as a result of staff being forced to deal with other Streets Ahead issues. However, such an approach was viewed as a positive way forward, and every effort would be made to ensure such plans were introduced during 2016/17.
- Following concerns raised in connection with the previous Snow Warden scheme whereby the wardens had been provided with a one tonne bag of grit for use in their neighbourhoods, mainly regarding pavements or drives being blocked by the large bags and the contents leaking onto pavements, there were plans to provide community groups with smaller bags of grit, which could be stored more conveniently.
- Amey always encouraged members of the public to let them know when grit bins were close to being empty, with the Company making every effort to refill the bins within three days although, through improved communication methods, such as Twitter, in 2014/15, the bins had been refilled within 24 hours. To assist members of the public, there were plans for there to be a telephone number and an individual number for each grit bin. There were also plans to include a 'QR' code, which would enable people with smart phones to scan a code and send a message directly to Amey.

- The Council paid Amey a set monthly fee in terms of all its services, including winter maintenance services in the City, regardless of how bad the weather was.
- There was no change in the quality of the grit from when Amey took over the contract from Street Force, as Amey used the same suppliers. The caveat to this was that grit stored in the bins comprised a combination of salt and sand.
- In the event of particularly adverse weather conditions, the Council could call on staff of the Parks and Countryside Service to assist with clearing and gritting around schools and heavily pedestrianized areas.
- The wider snow ploughs were used in the first instance, rather than the narrow ploughs, on the grounds that they had the ability to clear the whole road, which would enable buses and other traffic to use the roads.
- Previously, there had been no criteria used to select which roads were gritted. In August 2014, the Cabinet Highways Committee agreed criteria for the gritting of Priority 2 routes. The criteria included SYPTTE bus routes, access to school and GP surgeries, traffic flow of more than 3000 vehicles a day and the road having a gradient steeper than 1 in 10.
- The reason why 100% of roads were gritted in some rural areas, such as Bradfield, was because that was the service they had received for many years, rather than the roads meeting the agreed gritting criteria.
- Whilst the Council and Amey had an excellent relationship with the Police and other emergency services with regard to winter maintenance, the Police did not attend the meeting arranged to discuss the introduction of a multi-agency approach, in May 2015. Every effort would be made to include them in the plans to introduce the approach in 2016/17.
- Any network changes, including new housing developments, such as the new housing development in Stocksbridge, or changes to bus routes, would be taken into consideration in terms of winter maintenance planning.
- The Council would continually review the location of grit bins across the City in order to ensure that they were in locations that achieved the most benefit. There were plans to undertake a usage survey during the coming winter, and those not being used would be removed and relocated to other areas.
- The Snow Code was available on the Met Office/Department for Transport website, as well as on the Council's website. This information clearly explained that people clearing snow from pavements could not be sued or prosecuted and that the Council encouraged residents to support its services.
- The Cabinet Member for Environment and Transport (Councillor Terry Fox) would invite all Members of the Council to the Streets Ahead event on Winter Preparedness to be held on Tuesday, 3<sup>rd</sup> November, 2015, at Barker's Pool.

7.6 RESOLVED: That the Committee:-

- (a) notes the information reported as part of the presentation, the contents of the paper now circulated and the responses to the questions raised;
- (b) thanks Steve Robinson for attending the meeting and responding to the questions raised; and
- (c) agrees that the minutes of this meeting be referred to the Cabinet Highways Committee, for consideration alongside the report on the review of the winter maintenance service to be considered at its meeting to be held on 8<sup>th</sup> October 2015.

**8. WORK PROGRAMME 2015/16**

8.1 The Policy and Improvement Officer submitted a report attaching the draft Work Programme for 2015/16. The draft Programme set out the details of a number of topics which the Committee was requested to prioritise in terms of their consideration at future meetings. The Programme also contained details of written briefings which would be submitted to the Committee for information only.

8.2 Matthew Borland, Policy and Improvement Officer, reported that the issue regarding library services, following the recent changes, should be added to the Work Programme.

8.3 Members suggested the following changes:-

- (a) addition of a written briefing on enforcement action taken in respect of litter dropping across the City;
- (b) upgrade the issue with regard to the update following discussion of the Streets Ahead Action Plan on Street Lighting from a written briefing to a main item at a future meeting; and
- (c) requests that three of the other written briefings listed in the Programme, be submitted to the meeting to be held in October 2015.

8.4 RESOLVED: That subject to the above suggested amendments, to be confirmed by the Chair and Deputy Chair, in consultation with the Policy and Improvement Officer, approval be given to the draft Work Programme for 2015/16 now submitted.

**9. DATE OF NEXT MEETING**

9.1 It was noted that the next meeting of the Committee was to be re-arranged and that Members would be informed accordingly.



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

**Report of:** Janet Sharpe, Director of Housing and Neighbourhood Services

**Subject:** Private Sector House Building Report

**Author of Report:** Georgina Parkin, Housing Strategy and Policy Manager

### Summary:

Increasing the number of homes in the city is critical to achieving economic growth. The Sheffield City Region Growth Plan sets out an ambition to create 70,000 new private sector jobs. This has significant implications for housing growth. We know from the Strategic Housing Market Assessment that Sheffield requires between 1,975 and 2,425 new homes per year.

A task group was established to scrutinise the Council's policies and practices to assess whether the Council has in place robust arrangements to meet this challenge and to identify any additional measures required to facilitate more private sector house building in the city. In May this year, a report was produced and presented to cabinet in which made 6 recommendations in the following four areas:

- Land disposal
- Culture
- Transparency / Communications
- City Centre

The information contained in this report has been requested by the Committee to enable it to scrutinise performance on the above recommendations.

**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:**

Consider the progress made in implementing the recommendations of the Private Sector House Building Report and provide further comments and recommendations to inform the development of the Housing Growth Strategy.

---

### **Background Papers:**

- 27<sup>th</sup> May 2015, Cabinet Report of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee: Private Sector House Building, including appendix.
- Strategic Housing Market Assessment 2013

**Category of Report:** OPEN

## **Report of the Director of Housing and Neighbourhood Services**

### **Private Sector House Building Report**

#### **1. Introduction/Context**

- 1.1 Increasing the number of homes in the city is critical to achieving economic growth. The Sheffield City Region Strategic Economic Plan (SEP) sets out an ambition to create 70,000 new private sector jobs. This has significant implications for housing growth. The Strategic Housing Market Assessment identified that Sheffield requires between 1,975 and 2,425 new homes per year.

A task group was established to scrutinise the Council's policies and practices to assess whether the Council has in place robust arrangements to meet this challenge and to identify any additional measures required to facilitate more private sector house building in the city. In May this year, a report was produced and presented to cabinet in which made 6 recommendations in the following four areas:

- Land disposal
- Culture
- Transparency / Communications
- City Centre

The information contained in this report has been requested by the Scrutiny Committee to enable it to review progress of the above recommendations.

#### **2. Progress on the scrutiny task group recommendations**

- 2.1 The Task Group report made 6 recommendations in the following four areas:

#### **2.2 Land Disposal**



- The Cabinet Member for Finance and Resources investigate ways to streamline the land disposal process, in conjunction with the respective Executive Directors by October 2015.
- The Cabinet Member for Finance and Resources ensures that as part of any future service delivery that the incentives for the delivery of property services align with Council's priorities for the city and take into account the longer term benefits land disposal for housing can bring. To report back on progress by October 2015.

### **2.2.1 Actions and progress to date**

- (a) Additional project rigour to improve and accelerate delivery of the strategic disposals programme includes:
- an additional Disposals Surveyor resource to accelerate delivery of disposals
  - additional Project Management resource to create project plans for all disposal valued above £100k
  - a formal case management review system including monthly dashboard reports to Asset Management Group (AMG)
  - workshops with Legal to improve processes
  - Capital Programme Group endorsement for Kier Asset Partnership Service (KAPS) to commission site investigations on disposal sites due to resourcing difficulties in Capital Delivery Service (CDS)
- (b) Currently a monthly summary of the Strategic Disposals Programme including detailed waterfall analysis is presented to the Capital Programme Group. The Asset Enhancement Programme and South East Sites disposals programme and processes is to be subject to a learning review for all service areas involved in the programme to identify any opportunities for future service improvements.
- (c) Funding has been secured for asset enhancement type works through a variety of sources including SCC revenue, Capital funding approved by the Capital Programme Group (CPG), the custom build programme, Housing Revenue Account, and more recently a bid has been made for New Homes Bonus to create a fund that can be used flexibly across a number of sites to reflect priorities in the Housing Delivery Investment Plan and market demands.
- (d) KAPS are represented on the working group for the affordable housing review. Details of this review are listed in section 2.4.1 (c) below.
- (e) Cabinet recently considered a report on the future of the KAPS contract and agreed that the service should be brought back in-house when the current contract expires at the end of June 2016. This restructure will provide greater certainty about the alignment of priorities and help to streamline the disposals process.

### **2.3 Culture**

- The Cabinet Member for Housing takes measures to ensure the proactive approach to stimulating house building is fully understood throughout the Council, particularly by front line staff dealing with developers. To report back on progress by October 2015.

### **2.3.1 Actions and progress to date**

- (a) Housing Growth Board established to ensure a co-ordinated approach to housing delivery across Council Services with representation from Housing Regeneration, Planning, Creative Sheffield, City Regeneration, Capital and Major Projects (CaMP), Property Services

The board has responsibility for the strategic lead and monitoring role for Housing Growth Strategy. The Role includes:

- Managing change needed for building of new homes in the city
- Communicating housing delivery priorities to respective service areas
- Strategic lead for neighbourhood regeneration programmes
- Private Rented Sector Growth Strategy
- Affordable Housing Strategy & Programme
- Older Persons/ Specialist Housing Plans
- Commissioning of Neighbourhood Master-planning
- Developing/integrating bids to for Housing programmes

The Board will commission a 6 monthly report to be presented to the Executive Management Team on key issues and barriers.

- (b) The Communities led Key Account Management approach being developed to ensure that all services contributing to the delivery of new homes understand the priority sites and programmes of the council, and is targeting resources accordingly.

A range of developers have been contacted identify barriers to delivery and potential improvements to planning applications process. Activity to date includes:

- Providing direct support to developers by acting as one single point of access to the council services:
- Identifying sites which are in private ownership and discussing site specific barriers to delivery
- Working with Finance team to understand viability for schemes, and explore possibilities for using council funding
- Working with KAPS to align conveyancing, leases and licenses, strategic site disposal support
- Working with Planning Services to align resources for the planning applications process, planning briefs and advice
- Approach currently being piloted/tested with Keepmoat
- Sign posting to funding or by changing internal processes if required.

Still to do:

- Work to explore Legal development agreements, and aligning conveyancing of housing sites with Housing Growth Board priorities

## **2.4 Transparency / Communications**

- The Cabinet Member for Housing takes steps to promote better understanding of the Council's flexible approach in order to attract developers to the city. To report back on progress by October 2015.
- The Cabinet Member for Housing takes steps to ensure there are opportunities for private sector developers and others to contribute to, and inform the Council's approach to housing development, including consideration of the establishment of a consultancy group. To report back on progress by October 2015.

### **2.4.1 Actions and progress to date**

#### **(a) Planning Permission**

Considering suggestions from developers and their agents the Planning Service are implementing a number of changes around the process of gaining planning permission including:

- Area Team Managers prioritising housing delivery and highlighting their role in resolving applicant issues should they arise,
- A suite of monitoring reports have been developed to enable closer monitoring of performance in processing housing applications, including the pre-application process, Quarterly reports to the Development Management Team will commence from Q2 2015/16, with development work on software to enable improved pre-app monitoring by Q3.
- Two case officer posts were filled in May 2015, enabling a more timely pre-application and application service to be restored and ensure the Service Charter for Business Customer commitments are met.

In response to feedback from developers and local agents, and to enable quicker starts on site, a review of planning conditions was undertaken. The outcomes are:

- that requests for information supporting applications are proportionate.
- reduced number of pre-commencement conditions imposed,
- enabled decision notices to have conditions grouped by stage in development process to help applicants

#### **(b) Local Plan**

- Stakeholder workshop on new Local Plan, involving housing developers and agents, held in Feb 2015 to seek views on key issues/ spatial vision
- Representatives from Home Builders Federation involved in Strategic Housing Land Availability Assessment Working Group over the summer 2015 providing private sector view on the developability and deliverability of site options

- Independent consultant (URBED) report has been completed to help inform Local Plan options for accommodating housing growth over the next 20 years. Options include urban intensification (higher densities), urban remodelling (reallocation of employment land for housing) and Green Belt deletions
- Local Plan City-Wide (strategic level) options consultation to be held Nov/ Dec 2015 will identify broad spatial options for future housing growth. House builders/ agents will be specifically targeted as part of the consultation
- Draft Local Plan to be published for consultation summer 2016
- Local Plan publication draft May 2017; public examination late 2017, adoption mid-2018

#### (c) Affordable Housing Interim Planning Guidance (AHIPG) Review

- Consultants commissioned to assess whether current policies and procedures are stifling housing development (including on Council-owned sites)
- Review will also consider whether the expected developer contributions in the AHIPG (2014) is reasonable and based on sound evidence. The review will be informed by consultation with residential developers, including Registered Providers, residential agents and the district valuation office
- The review will fully explore and advise on the wider implications of any changes to the Council's approach to Affordable Housing through planning policy both in terms of the policy requirements and its implementation.
- Due to report December 2015

#### (d) Community Infrastructure Levy (CIL)

- CIL introduced July 2015 – expected to speed up and simplify negotiations with developers on planning benefits
- The CIL provides a vital funding source for enabling the delivery of upfront infrastructure (priorities to be agreed) to support sustainable development, including development on some housing sites. Introduction of CIL publicised through Developer Forum and via the Council web-site

#### (e) Engaging/ Supporting SME Developers

- Event held on 14 May 2015 aimed at small developers and builders covering:
  - Sheffield's Ambition for Growth,
  - Sheffield's Approach to supporting Development
  - Custom Build and Imminent Opportunities
  - Exploring Joint Ventures (Together Housing Group)
  - Supporting SME Businesses (Business Gateway Adviser, Sheffield City Council)
  - Developing Your Workforce (Apprenticeship Programme Manager, Opportunity Sheffield)

- Further event held September 2015 to communicate the Efficiency North Framework tender and to explore potential to include SME builders/developers in the tender frameworks opportunities. Business Sheffield also attended to see what support their service could provide to SMEs during this process.
- Working with KAPS the Custom Build Vanguard Programme has started to release small plots for residential development. The Planning Delivery Service continues to provide design and planning support to the programme.

## **2.5 City Centre**

- The Cabinet Member for Housing undertakes further work to develop a fully integrated approach to a range of housing in the city centre, including family housing and the associated infrastructure requirements this type of housing would require, e.g. schools. To report back on progress by October 2015.

### **2.5.1 Actions and progress to date**

#### **(a) Revised City Centre Masterplan**

The delivery of city centre residential sites is intrinsically linked with economic regeneration and the lead for this activity remains with the Creative Sheffield service. Officers in Creative Sheffield are actively monitoring over 60 residential opportunity sites in the City Centre liaising with land owners, developers, planners, KAPS and external agencies such as the Homes and Community Agency and Environment Agency to understand and try to overcome constraints and barriers to residential delivery. Over the past 3 years of this work over 2,200 new homes have been built or are under construction with a further 1,500 in the pipeline to start within the next 12 months.

#### **(b) Strategic approach**

A key element of the city's housing growth strategy will include a closer focus on the opportunities for residential development in the city centre, particularly how we will influence and diversify the type and range of homes on offer in the city centre. It will be a priority of the new Housing Growth Board to identify key residential opportunities in the city centre and to understand the infrastructure requirements that will enable a change in housing offer and encourage more families and older residents to come and live in the city centre.

The Sheffield City Region Infrastructure Fund could be a potential source of financing for some of these infrastructure requirements, although issues around the assessment criteria have proved challenging for housing led projects

#### **(c) Schools**

Key to the successful growth of family housing in any neighbourhood is good school provision. The city centre has one Primary school located within the boundary (Springfield). The 5 year capital programme for future provision identified increased demand and therefore a need for primary school at Netherthorpe in 2017. The plan also identified the need for primary school provision at Woodside in 2017 and secondary school provision in this area in 2018. The planned school provision in these areas will help accommodate the increased demand arising from the planned family housing in the Kelham Island area.

### **3 What does this mean for the people of Sheffield?**

- 3.1 The Strategic Housing Market Assessment states that Sheffield requires between 1,975 and 2,425 new homes per year. The activity described in this report aims to facilitate more private sector house building in the city to meet this demand.

### **4. Recommendation**

- 4.1 The Committee is asked to consider the progress made in implementing the recommendations of the Private Sector House Building Report and provide further comments to inform the development of the emerging Housing Growth Strategy.