

## CITY OF SHEFFIELD

### METROPOLITAN DISTRICT

#### MEETING OF THE CITY COUNCIL – 4<sup>TH</sup> JULY 2018

#### COPIES OF QUESTIONS AND ANSWERS THERETO

##### Questions

##### Answers

#### Questions of Councillor Shaffaq Mohammed to the Leader of the Council (Councillor Julie Dore)

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| 1. Do you think that the Local Government Association (LGA) peer review adds value to the workings of the councils? | The Council participates in a range of peer reviews by a range of independent bodies (eg. CQC) and we support the principle of peer reviews, although the benefit of individual reviews can only be judged in the context of the quality of that review.   |
| 2. What is the cost of the Council's membership of the LGA?   | The cost of the Council's membership of the LGA for the financial year 2018/19 is £81,000.   |
| 3. What benefits has the Council received from its membership of the LGA?   | Multiple and varied. For example, being in the LGA has given Sheffield an important route to push for a fairer funding model for local government. The Council has also benefitted in the last year from a number of specific pieces of work that the LGA runs, including from its Care and Health Improvement Programme and the One Public Estate programme run jointly between the LGA and MHCLG.  |
| 4. Why was Sheffield the only Council in Yorkshire not to sign the letter to bring Channel 4 HQ to Leeds?           | Whilst we were disappointed not to be shortlisted as a potential HQ location, we are still on the shortlist to become a Creative Hub for Channel 4, as is Leeds, therefore we are in clear competition with Leeds. Also, if Leeds is successful in becoming the HQ it is very unlikely that they will locate a Creative Hub close by in the same region. Therefore, supporting Leeds' HQ bid would have undermined our own bid to become a Creative Hub. |

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| 5. How much has the case against Mr Paul Brooke cost the Council, including all costs to the Council, issues prior to the case, such as surveillance costs, staff time, etc and the costs of the court case the Council will have to pay, such as legal fees, etc. | The case against Paul Brooke was brought forward together with 3 other cases. It is not possible to provide a figure only for the case of Mr Brooke. |
| 6. Please break down the total cost by line of expenditure.  | There was no surveillance. All evidence gathering was overt.   |
| 7. When were you approached by senior officers about extending the current civil injunction against tree campaigners?  | See above.   |
| 8. What options were put forward in relation to the duration of the proposed extension of the civil injunction?  | I was made aware about the need to apply to renew the injunction in the weeks leading up to the decision being taken.                                |
| 9. Were there any options suggested by officers that you rejected? If so could you please list?  | The options available were to apply to renew the injunction as proposed or to allow the injunction to lapse.   |
|  | No.  |

Question of Councillor Douglas Johnson to the Leader of the Council (Councillor Julie Dore)

You told the High Court you were “happy” and expressly approved the applications to commit four tree campaigners to prison. Are you still happy with spending Council money on legal proceedings to meet Amey’s duties under the Streets Ahead contract?

I answered a question on this matter to June Council. As you were present in the meeting you will be aware that the statement you have made is untrue.

I respect the process that was followed that led to the decision to bring the cases against the four people last month. I think it is important that this process is respected. The Council is involved in many legal actions relating to a wide range of issues. It would be a very dangerous precedent to set for elected councillors to make decisions about bringing forward cases against individuals, and it is right that the decisions are made independently and objectively by professional officers.

Questions of Councillor Gail Smith to Councillor Chris Peace (Cabinet Member for Health and Social Care)

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| 1. What are your views on the proposed move of the specialist eye clinic from Hallamshire Hospital to the Northern General Hospital? | The Clinical Commissioning Group have advised that there is no planned move of the specialist eye clinic. |
| 2. What, if any, representations have you made to the Clinical Commissioning Group about the move?                                   | I have clarified the position with the Clinical Commissioning Group as above.                             |

Questions of Councillor Paul Scriven to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| 1. Do you consider that an adult single bus fare from Hunters Bar to City Centre is reasonable and will encourage the use of public transport?     | No - and not for many years.            |
| 2. What role has the bus partnership had in the new bus fare structure?  | There is no new "bus fare structure".   |
| 3. Can you confirm that data requested from individuals to sign up to the Ofo bike scheme is held and stored in the U.K. and not outside the U.K.? | Ofo data is held and stored in Germany. |

Questions of Councillor Martin Smith to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| 1. When will the report and recommendations to address safety issues at the city-wide HGV 'hot spots' be published? | Imminently.  |
| 2. When will the process for allocating the local element of Community Infrastructure Levy (CIL) be published?      | Following the statutory consultation we are required to undertake. |

Questions of Councillor Mike Levery to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| 1. Will the school bus services from North Sheffield to Notre Dame School operate in full from September 2018, covering Stocksbridge, High Green, Chapeltown, Ecclesfield, Burncross and Grenoside? | Notre Dame procure and fund this service.<br>They have confirmed there are no changes to the service in September. |
| 2. Will the morning service 782 start from High Green, significantly reducing travel time for children from this area of the city?  | See above.   |

Question of Councillor Roger Davison to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| Is there anywhere other than hotels where a coach can park in the city centre overnight? | Yes. |
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Questions of Councillor Penny Baker to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| 1. How many 'brown field' sites are there in Sheffield? | It is not possible to reliably quantify the number of sites without a minimum size criteria, which you have not specified. |
| 2. How much housing could you fit on these?             | See above.   |

Questions of Councillor Douglas Johnson to Councillor Jack Scott (Cabinet Member for Transport and Development)

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| 1. Will the Council categorically rule out any plans to dispose of land (whether freehold or on a lease or licence) in the General Cemetery? | I refer you to the comments I made at the last Council Meeting.   |
| 2. What steps have been taken to investigate or progress a Workplace Parking Levy?   | This formed part of the consultation on our Transport Vision and was included as an action within the Parking Strategy. It was also discussed at the relevant Scrutiny Committee.<br><br>A range of other discussions are ongoing on this matter. |

Question of Councillor Alison Teal to Councillor Jack Scott (Cabinet Member for Transport and Development)

You have said the Council is to be congratulated for the introduction of Ofo bicycles in the city. Can you explain what work the Council has done in relation to Ofo bicycles?

Sheffield City Council has been involved at all stages of this innovative and leading project.

We:

1. Invited Ofo to Sheffield following a series of presentations and soft market engagement
2. Secured a commitment for Sheffield to be the location of the UK Ofo E-bike trial
3. Negotiated a reasonable financial investment from them into adult and child cycle training, and cycle parking
4. Negotiated and agreed an MOU to address operational issues such as poor parking, obstruction etc

5. Agreed an operational area of work and appropriate incentives and targeting
6. Agreed hub locations, including with input and guidance from City Centre Management, Regeneration teams, Parks and Countryside, Network Management, Highways Maintenance and the Access Liaison Forum
7. Liaised with the police to counter initial issues around theft and vandalism
8. Helped to locate a suitable depot for their Sheffield operations
9. Have helped to promote the scheme through our social media and engagement channels
10. Acted as a point of contact for organisations that want to get involved in the scheme
11. Have linked them into our British Cycling programme of rides and events, where Ofo provide free bikes to use at our "Let's Ride" events – both local and city centre
12. Supported Ofo to establish a network of contacts to enhance their operation

This list is not exhaustive.

In contrast, it is regrettable that your only involvement in this scheme has been using it for a Green Party photo opportunity on the day it was launched.

Question of Councillor Martin Phipps to Councillor Jack Scott (Cabinet Member for Transport and Development)

When is the Ward Community Infrastructure Levy (CIL) policy to be implemented so that decisions can be made on spending the developers' contributions that have accumulated since 2015?

I refer you to the answer I have given to Councillor Martin Smith.

Questions of Councillor Penny Baker to Councillor Jim Steinke (Cabinet Member for Neighbourhoods and Community Safety)

In regards to selective licensing:-

1. How will the Council protect tenants from landlords increasing rent to compensate for the licence fee?

We have no evidence that rents do actually rise where properties become licensed. Over the licence period, the fee only amounts to around £3 per week and, in reality, landlords absorb this as a business cost. The Housing Market determines what rents are and landlords base their rents on the current market/location etc. But we will make it clear to tenants and landlords what the licence fees are and what this amounts to per week so they can challenge it should landlords try to take advantage.
2. Can you list the length of time an inspection takes?

The time it takes to carry out a full property inspection varies greatly dependent on the condition, willingness of landlord, ability to get access, size and type of property. It could take one hour, or three. Added on to that would be travelling time, follow up paperwork and action. Again, this all varies. Legal Notices are resource intensive, taking several hours to complete sometimes. They must also be checked and authorised by another officer/Manager.
3. Will all the properties that are required to hold the licence be subject to an inspection?

Every property will be inspected. A licensing scheme cannot be effective unless officers gain access to each property. We aim to inspect each property at least twice in the 5 year programme. Many properties will require multiple inspections because they are non-compliant and we will make sure that these are addressed and landlords face legal action where they are not co-operating.

4. Will the scheme be renewed at the end of five years?

The objective of the Selective Licensing is to improve conditions by running the scheme. We do not envisage having to renew the scheme at the end of the 5 year period unless the landlords are causing so many delays to improving their properties that we must renew the scheme to complete the inspection and compliance programme.

5. Can you list the types of improvements that will need to be made to a property to get it to the standard that the licence requires?

The licensing standards have basic/minimal requirements such as having a smoke detector on each floor of the property and making sure that tenants are given a tenancy agreement. The full licensing standards/conditions are attached to this and are an Appendix in the Cabinet Report which is a public document available on the Council's website or from the Private Housing Standards team.

Question of Councillor Douglas Johnson to Councillor Jim Steinke (Cabinet Member for Neighbourhoods and Community Safety)

How does the Council intend to discharge its duties to prevent homelessness during the period when Shelter is no longer accepting referrals?

Shelter Homelessness Prevention and Resettlement Service provides housing support to people who are at risk of homelessness or who need support to resettle in to a new home. The service is commissioned by Sheffield City Council and helps over 300 households a year. Because of a recent increase in demand, the service it is oversubscribed and will not generally take new referrals for 6 weeks so that the current backlog can be dealt with. However, the service will continue to provide support to current customers and will take urgent referrals from the Council's Housing Options and Advice Service who we have assessed as urgently needing support. Shelter will also advise anyone who does contact them on alternative support that may be available to them.



The Council is wholly committed to early prevention work, and does not rely on the Shelter service to discharge its homelessness prevention duties. We will continue to assess individual needs and give advice on options. A Housing Plan is agreed with each applicant that reflects their personal circumstances and sets out the steps we will take to try to prevent homelessness. This can include us directly acting on their behalf, for example speaking to their current landlord or family to help them keep their current home, or arranging a new tenancy for them so they can move in a planned way. We also make referrals to other Council services such as local neighbourhood housing teams and social care teams, and other housing providers and support organisations.

Questions of Councillor Simon Clement-Jones to Councillor Olivia Blake (Cabinet Member for Finance)

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| 1. In regards to Birley Spa Bath House, how much was spent renovating the bathhouse in 2002? | The property was restored with the assistance of a £227,000 grant from the National Heritage Memorial Fund in 1999.   |
| 2. What are the Administration's plans for Birley Spa Bath House?                            | Birley Spa Bath House is a historically important building. It is currently in a poor state of repair and is subject to vandalism, fly tipping and anti-social behaviour due to its isolated location. We have been reviewing all the options and have held talks with some interested parties about the former bath house. We will continue to speak with people interested in this grade two listed building. |

Questions of Councillor Martin Smith to Councillor Olivia Blake (Cabinet Member for Finance)

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| 1. On how many occasions during the last 12 months have FOI requests been refused or partially refused on the grounds that the Council intends to publish information at a future date?                                  | In regard to the Freedom of Information Act 2000, the Council has applied Section 22 of the Act (information intended for future publication) on 95 occasions between 1 <sup>st</sup> June 2017 and 31 <sup>st</sup> May 2018. Please note that the majority (56) of these requests relate to the refusal of requests from individuals hoping to obtain business rates data which is published quarterly on our open data platform. |
| 2. In those cases:-<br>(a) on how many occasions was the information published within a month of the decision date?<br>(b) on how many occasions was the information published within three months of the decision date? | The Council does not track publication of documentation in this manner as there is no legislative requirement to do so. The Act allows the refusal of information intended for publication "at some future date (whether determined or not)" so there is no requirement for a publication date to be set or it to be in the immediate period succeeding a request to enable the application of this exemption.                      |

Question of Councillor Penny Baker to Councillor Olivia Blake (Cabinet Member for Finance)

Does Sheffield City Council publish its Parental Leave Policy?

This information is available to download from the Council's intranet on HR Point. This is the link:

<http://intranet/employment/absence-leave/shared-parental-leave>

Questions of Councillor Douglas Johnson to Councillor Olivia Blake (Cabinet Member for Finance)

1. What plans are there for the future of Birley Spa Bath House?

The building is currently in a poor state of repair and is subject to vandalism, fly tipping and anti-social behaviour due to its isolated location. We would like to see the building back in use and we have been reviewing all the options and have held talks with some interested parties about the former bath house. We will continue to speak with people interested in this grade two listed building.

2. In particular, what plans are there to dispose of the land?

We are currently reviewing options for future use of this building.

Questions of Councillor Adam Hanrahan to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. Which Elected Member agreed the request of the Director of Legal and Governance to extend the injunction against tree protestors?

Me and Cllr Dore were briefed and consulted, and we agreed that given the case set out it was necessary to seek the extension of the injunction as officers recommended. The final decision was that of the Director of Legal and Governance based on the legal case and the evidence before her.
2. What legal advice was provided to you by the Director or anyone in her Service regarding the above decision?

We were briefed appropriately in order to offer a view ahead of the decision.
3. Do you agree with the decision to extend the injunction. Yes or no?

I have made this perfectly clear in statements on this issue.

“With the conclusion of the recent court cases, we have been informed that there are no further historical cases of breach of injunction that the council intends to bring forward. We clearly hope that as a result of compromise from all sides further cases will not arise and ultimately the council will not have to rely upon the court injunction.

“However, we also believe it is extremely important that front-line workers should be able to go about their work without any risk to their health and safety. The current injunction, which supports the council in discharging its highways maintenance duty and protects these workers by enforcing the safety zones around their work, is due to expire in July. It is clear that when we have not yet reached a compromise, and based on the evidence provided by the council officers, their recommendation is right that the council must renew the injunction at this stage.

“This action is taken in the sincere

hope that efforts to reach a compromise will be successful, the terms of the injunction will be adhered to, and that in the future a court injunction will no longer be necessary.”

4. Do you agree with the Leader of the Council’s decision to ‘positively agree’ to High Court action when asked following a question by the Judge?

Clearly I do, but you should be aware of Cllr Dore’s explanation given at the last meeting of the Council and recorded in the minutes as such:

“Councillor Dore said that on Tuesday, 5 June she had been contacted following a request for clarification from the Judge to ask whether she agreed to the case being brought forward and her reply was that she did. She said that she respected the process that was followed and which had led to the decision and she believed it was important that the process was respected. The Council was involved in many legal actions relating to a range of issues and it would be a dangerous precedent to set for elected members to make decisions about the bringing forward of cases against individuals. It was right that decisions were made independently and objectively by professional Council officers.”

5. Have you discussed the kind of compromise you would like to see from the Council with:-

Discussions about the compromise are ongoing. I have been listening to residents and am working closely with all the people you have listed and other relevant officers and interested parties on this matter.

(a) the Leader of the Council?

(b) Deputy Leader of the Council and Cabinet Member for Finance?

(c) the Director of Legal and Governance?

(d) the Chief Executive?

6. If so, for each, what outcomes were there?:-
- (a) the Leader of the Council
- (b) Deputy Leader of the Council and Cabinet Member for Finance
- (c) the Director of Legal and Governance
- (d) the Chief Executive
7. What is different about the approach you are taking as Cabinet Member to Councillor Lodge, your predecessor?
8. Do you agree with all of the actions taken by Councillor Lodge in his two years in your position?
9. What lessons did you learn from the Rustlings Road tree fellings at 5 a.m.?
10. How will you be using the lessons from above in your current role?
11. Do you feel your position in attempting to create a compromise has been undermined by the attempt to extend the injunction?
- See answer above; the discussions are currently ongoing.
- The time is right now to seek compromise from all sides and move on as a city.
- I support all my colleagues including Councillor Lodge. The time is right now to seek compromise from all sides and move on as a city, and this is my focus.
- Streets Ahead has replaced a number of trees on Rustlings Road, but also added in extra trees which had been previously been removed and never replaced under the Liberal Democrat administration.
- The Council has apologised for the controversial way in this work was carried out and also gave an assurance that it would not carry out tree works in the same way.
- I have set out how I intend to undertake my role and resolve the situation by seeking compromise.
- No. I have been consistently clear that the legal dimension is separate to the need to achieve compromise on the future policy, and I have been continuing to have a constructive dialogue with a wide range of residents and stakeholders about that policy compromise.
- You cannot, however, compromise on health and safety. At the present

time it is considered that the only way to allow works to be carried out safely is through an injunction which limits access to the safety zones around tree work.

I sincerely hope that efforts to reach a compromise will be successful, the terms of the injunction will be adhered to, and that in the future a court injunction will no longer be necessary.

12. Is there a plan to introduce reusable cups in Council facilities?

The Council is currently phasing out single-use plastic from its current catering provision and removing provision of single-use plastic in staff facilities, such as water fountains, to encourage people to choose a reusable option. Paper-based cups will be supplied where appropriate, such as in training facilities.

A pricing premium is also going to be introduced to encourage the movement away from single-use products to support the use of reusable cups.

Alternatives to plastic are also being considered by the Council's catering concession partners, Argent. These include vegetable-based products for items like coffee cups, takeout food boxes and single-use cutlery. As many of these products are new supply is limited, but it is hoped they will be introduced later in the year.

NB. Facilities management falls within Cllr Blake's Finance Portfolio.

Questions of Councillor Shaffaq Mohammed to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. Has the Council put aside any money for fines if it is found guilty of unlawful tree felling by the Forestry Commission?

We believe the Council's work is lawful.

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| 2. Was a 'cost-benefit' analysis undertaken before proceeding with the civil injunction against tree campaigners?                                 | The injunction is to allow the Council and its contractor to safely complete lawful highways work.  |
| 3. Has a 'cost-benefit' analysis been completed for proceeding with the current StreetsAhead contract?  | Streets Ahead brings great benefit to the city.   |
| 4. Were potential fines from the Forestry Commission incorporated into this?  | We believe the Council's highways work is lawful.   |
| 5. Has anyone from the Cabinet had discussions with the new Tree Champion?  | I would be willing to meet with Sir William Wolsley.  |
| 6. With the Council spending £830,000 on the Independent Tree Panel while ignoring its advice on hundreds of occasions, is this money well spent? | The Council did not spend £830,000 on the Independent Tree Panel.<br><br>The ITP process was upheld by the High Court following a survey of over 26,000 households. The Council and the ITP agreed on 70% of the trees reviewed.  |
| 7. What is the current recycling rate for Sheffield?  | In April-June 2017/18:<br>32.60% recycled and composted.<br>67.14% sent for energy recovery.<br>0.26% sent to landfill.   |
| 8. Does Sheffield have a target recycling rate?   | Along with South Yorkshire partners, our objective is to "reduce, re-use, recycle, and recover energy from 95% of South Yorkshire's waste".<br><br>As you will see from the answer above, in that period we achieved 99.74% recycling and recovery.<br><br>The objective was agreed in November 2017. The Council adopted the South Yorkshire Municipal Waste Strategy, along with the neighbouring Authorities of Barnsley, Doncaster and Rotherham. This provides a long-term direction of travel for the management of waste in South Yorkshire. |



A key aim of the strategy is to increase recycling by 10kg per household by 2021.

9. Are there any plans to increase the number of materials which can be recycled?

Recycling is an important issue. Expanding recycling services requires investment, but due to austerity cuts started by the Conservative/Liberal Democrat government, the Council has less and less money to achieve our priorities.

Existing recycling services (kerbside collections, bring sites and Household Waste Recycling Centres) already allow for a wide range of materials to be recycled, such as plastic packing, yoghurt pots, Tetra Pak and cartons, plastic bottles, foil, mixed glass, tapes and discs, cardboard, books, textiles, paper and card, small and large electronics, green waste, metals and wood.

Questions of Councillor Cliff Woodcraft to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. When was the Amey Contract variation made for the grass cutting saving and on whose authority in the Council?

The decision was approved in July 2017.

2. Can you list all the areas and roads selected for new meadows?

I can supply this following the Council meeting – the list includes individual sections of verge and is over 1,000 lines long.

3. How were the suitable areas selected?

The areas reclassified from Herbage B to Herbage C were selected so to have minimal impact on residential properties, ensure there was no adverse impact on the safe operation of the highway network, and to enhance biodiversity.

4. What were the criteria for selecting them?

See above.

5. How has this been communicated to residents?

All documentation for this decision-making process was published openly on the Council's website. Residents in trial areas last year

received a letter, and the Council has been publicising this on social media.

6. What is the long term strategy to managing these new meadows e.g. annual cut, removal of richer organic matter, seedlings etc?

The long-term strategy is to cut once per year using a flail mower at the correct time to allow seed heads to fall and encourage wild flowers to establish in these areas over time. We are already seeing Oxeye Daisies and Bee Orchids establishing in highway verges.

Question of Councillor Roger Davison to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

How many of the new saplings planted across the city to replace trees that have been felled are native, European and ornamental e.g. Cherry Blossom, within the city?

Diverse planting is a sensible policy which should be welcomed, given the risks of climate change. The trees planted are classed as extra heavy standard. 1,397 are UK native or UK native cultivars. 2,348 are European native or European native cultivars.

Questions of Councillor Martin Smith to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

With regards to road resurfacing work carried out under the Amey contract:-

1. How many streets have been resurfaced to date?
2. How many of these streets received the conventional asphalt treatment?
3. How many of these streets received the micro asphalt treatment?
4. When did use of the micro asphalt system begin under the contract?

I will write to you with an answer to this question.

All the roads treated have received conventional asphalt treatments.

No roads have received micro asphalt treatments to date. However, it has always been planned to use these treatments during the full term of the programme.

The use of micro asphalt surfacing has been an option from the start of the programme, but has only been used on footways so far.

Questions of Councillor Douglas Johnson to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. How much did the Council incur in legal costs for the applications, heard in

£10,880.

June, to commit four tree campaigners to prison?

2. What is the total cost of legal proceedings against tree campaigners to date?
3. The Director of Culture and Environment (Paul Billington) stated in Court that the figure of 17,500 trees to be felled was given to bidders so they could bid “consistently.” What tender document was this figure contained in? Please provide a copy.
4. What steps has the Council taken to reduce its own consumption of disposable plastics on Council premises?

£81,934.06.

The Output Specification, which is listed on the Council’s website (Schedule 2 of the PFI Contract).

The Council is currently phasing out single-use plastic from its current catering provision and removing provision of single-use plastic in staff facilities, such as water fountains, to encourage people to choose a reusable option. Paper-based cups will be supplied where appropriate, such as in training facilities.

A pricing premium is also going to be introduced to encourage the movement away from single-use products to support the use of reusable cups.

Alternatives to plastic are also being considered by the Council’s catering concession partners, Argent. These include vegetable-based products for items like coffee cups, takeout food boxes and single-use cutlery. As many of these products are new supply is limited, but it is hoped they will be introduced later in the year.

NB. Facilities management falls within Cllr Blake’s Finance Portfolio.

Questions of Councillor Alison Teal to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. At Nether Edge trees meeting on 25<sup>th</sup> June, 2018, you stated that, during the summer, Amey and the Council were meeting to develop proposals for a ‘new

As I have repeatedly said, there will be a dialogue with residents and stakeholder groups when we bring forward proposals. The Council has

way forward' in approaching the trees dispute, and that when the plan is developed, it will be presented to residents and campaigners. Will you consider including the campaigners and other residents at each stage of the process, rather than handing down solutions that residents and campaigners will have had no input into?

not yet received proposals from Amey.

2. Is it your intention to seek a genuine compromise with residents concerned about tree felling or do you wish to take legal proceedings instead?

As I have repeatedly said we are currently working to find a compromise, there will be a dialogue with residents and stakeholder groups when we bring forward proposals.

3. What proposals has the Council received from Amey to address (a) street trees that were originally identified for felling and (b) the likelihood of protest associated with these trees?

The proposals have not yet been received.

4. Will you confirm if these proposals are in a written document? If so, please provide a copy. If not, please provide notes of the relevant meetings where such proposals were discussed.

The proposals have not yet been received.

5. What is the Council's response to Amey's proposals?

The proposals have not yet been received.

6. Specifically, is it accepted that Amey has proposed to carry out work around healthy trees said to be 'damaging'?

The proposals have not yet been received.

Questions of Councillor Robert Murphy to Councillor Lewis Dagnall (Cabinet Member for Environment and Streetscene)

1. How many Freedom of Information requests have been received regarding information in the Highways PFI contract?

The Council does not record information in this way.

2. Of these, in how many cases did the Council disclose the information requested?

See above.

Questions of Councillor Douglas Johnson to Councillor Jackie Drayton (Cabinet Member for Children and Families)

1. What steps have been taken since February 2018 to complete and formalise a scheme for supporting care leavers with regard to Council Tax?

The Council is supporting our care leavers in the following ways with Council Tax:-

- A form of Council Tax exemption has been in place for Sheffield's care leavers since November 2017, through the use of the Council's discretionary powers;
- The Care Leaver Service supports care leavers who receive Council Tax Support in applying for assistance from the Council Tax Hardship Scheme and under this Scheme, the Revenues and Benefits Client Team can reduce the care leaver's Council Tax amount further - this allows the Council to lower or reduce an individual's Council Tax bill to nil in appropriate circumstances;
- The vast majority of care leavers who are aged under 25 who have a current Council are receiving Council Tax Support;
- The support that the Council has in place for care leavers currently is a bespoke deal for Council Tax Support, which attends to the individual needs, and this arrangement is the outcome of significant consultation, working with Sheffield care leavers;
- A new piece of work is ongoing for care leavers, including measures of support for Council Tax payments, which will be formalised soon.

2. When will this be published?

See above

Questions of Councillor Roger Davison to Councillor Jayne Dunn (Cabinet Member for Education and Skills)

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| 1. What percentage of young people leaving Sheffield schools and colleges at the age of 18 are going to university? | Based on the latest Department for Education destinations statistics, 50% of young people that completed Key stage 5 in Sheffield schools and Colleges during the 2014/15 academic year progressed on to UK Higher Education Institutions in 2015/16.   |
| 2. How does this compare with the last five years?  | The DfE Ks5 Destination measures only became official statistics as of the 2014/15 academic year - Progression to HE increased between 2014/15 and 2015/16 by 4 percentage points, from 46% to 50%. Experimental data was published by the DfE for the 2011/12 – 2013/14 cohorts, but this data should be treated with caution as the methodology was still in development. |

Academic Year	2011/12*	2012/13*	2013/14*	2014/15	2015/16
Progression to UK HE Institution	49%	43%	45%	46%	50%

*\*Experimental Data*

Questions of Councillor Alison Teal to Councillor Jayne Dunn (Cabinet Member for Education and Skills)

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| 1. Do you agree with the statement made by a fellow Labour Councillor at a recent scrutiny meeting that “Learn Sheffield actively promotes academisation?” | It is our understanding that Learn Sheffield does not encourage or discourage schools in relation to academisation. Stephen Betts, CEO, Learn Sheffield maintains that it is his role to support school leaders to understand their options and the advantages/disadvantages of different approaches to deciding upon their school’s future, but he does not offer an opinion about the best course of action to take. |
| 2. How will you respond to Learn Sheffield about their active promotion of academisation?  | Stephen Betts from Learn Sheffield emailed the Council to clarify the position that they do not actively promote academisation.  |

3. The Regional Schools Commissioner has the ultimate decision on which trust wins the bid to take control of a school that chooses to become an academy, but the Local Authority has an opportunity to comment on the tenders made by trusts for schools. What is the procedure for this?

This is not the case for schools becoming academies. The process described only applies to new schools. There have been four such processes in Sheffield, the first one in 2013. In these processes, the Council has operated a panel approach with representation from Members, officers, parents, young people, governors, and trade unions.
4. Please provide a copy of the submissions made for each academy conversion.

There are no such submissions for academy conversions.
5. In how many cases has the Regional Schools Commissioner selected the winning tender that Sheffield LA has also expressed a preference for?

In all four new school processes, the selected academy trusts fitted the views of the local panel.

Questions of Councillor Martin Smith to Councillor Mazher Iqbal (Cabinet Member for Business and Investment)

1. With regards to the Heart of the City 2 project:-

(a) How many additional dwellings would be built under the current plans?

Subject to Planning consent and final developer requirements, approximately 400 dwellings.

(b) How many additional car parking spaces would be created in the city centre?

Within the development site a **net** addition of at least 200 spaces is planned in addition to the 412 in John Lewis and 438 in the Wellington Street NCP and any other city car park provision that may come forward as part of further development.

(c) Would there be any significant reduction in city centre parking during any of the construction phases?

The Heart of the City 2 Development is being delivered on a block by block basis which will result in some loss of existing on-street and surface level off-street parking provision. However, the development includes a new multi storey car park and we are currently looking at options to deliver this early in the development programme so a loss of overall parking provision is removed or reduced to the minimum.

2. Has the Council had any discussions with the Sichuan Guodong Construction Group or its associated companies within the last six months?

Yes.

3. Has the Council had any investment discussions with any state-owned or state-controlled Chinese investment organisations within the last six months?

We have investment discussions with numerous organisations.

Questions of Councillor Paul Scriven to Councillor Mazher Iqbal (Cabinet Member for Business and Investment)

1. What schemes have been completed and how many jobs have been created from the initial £220m investment deal that would pay for four or five city centre projects over three years and create “hundreds if not thousands” of jobs in South Yorkshire

As stated above, we are still in discussions with Sichuan Guodong Construction Group about schemes and their investment in Sheffield. As you will be aware a number of schemes have been considered which were not brought forward.



as part of the Chinese investment deal with Sichuan Guodong Construction Group announced in July 2016?

2. How many schemes are under active progression as part of the deal with Sichuan Guodong Construction Group as part of the £1bn investment announced in July 2016?  
See above
3. What restrictions have the Council placed in the contract on the sale of data to private sector companies as part of the Free City Centre Wifi scheme, on the types of company and or industries that data must not be sold to?  
No personal data will be sold, only anonymised data. This will be governed by data protection legislation. There are no specific exclusions listed but sales are likely to be to businesses interested in providing commercial opportunities in the city. The data would provide useful marketing and footfall information.
4. Can you confirm that data requested from individuals to sign up as part of the city centre free wifi scheme is held and stored in the U.K. and not outside the U.K.?  
The data is stored in a Sheffield data centre.
5. In reply to the question asked at the last Council meeting "if you were clear that the new free city centre wifi scheme is compliant with GDPR Article 8 for young people of 13 and under", you replied "yes". Could you please tell me what checks are in place to ensure Article 8 compliance for under 13 year olds?  
The current control measure is for users to confirm that they are 13 or over before using the system. If they do not confirm this, then they are unable to use the system. This is being further enhanced in the coming weeks to require parental approval.  
  
The ICO guidance effectively requires ldaq to use best endeavours to control access for under 13s. Should any further guidance be issued by the ICO in the future, then ldaq will comply with it.  
  
It should be noted that the free Wi-Fi Service is family friendly, it provides internet filtering similar to what one would find in a public library. Furthermore, ldaq will soon join the 'Friendly Wi-Fi' scheme and apply for certification.

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| 6. Has the Council written a GDPR compliant data migration plan for services currently being undertaken by Capita which will be coming in-house?   | A Data Protection Impact Assessment will be carried out as part of the insourcing work to identify and address privacy risks.  |
| 7. With GDPR fines possibly reaching EUR20m, has the Council got a contingency plan for any GDPR breaches?   | Work is continuing to review and improve data protection practice across the Council, which will help to mitigate the risk of fines. In the event of a breach, the Information Commissioner looks at existing governance arrangements (training, policies, procedures, performance, etc.) and future work to determine if the breach was due to individual or organisational errors. |
| 8. Can you confirm that data requested from individuals to sign up to the Ofo bike scheme is held and stored in the U.K. and not outside the U.K.?   | Question to be answered by Councillor Jack Scott.  |
| 9. Has the Council carried out a Brexit impact assessment?   | The Council has commissioned and taken part in a number of such assessments.   |
| 10. Does the Council use UK retail sales as compiled by the Office for National Statistics as an indicator for the health of our high street?  | The Council tracks a number of economic indicators.  |
| 11. Where would the index have to be before the Council got worried?   | It is not about being worried. It is about gathering the best data available and judging decisions accordingly.  |
| 12. Has the Council been in recent communication with the following businesses to ensure their continued investment in Sheffield?:-<br>1. Boeing<br>2. HSBC<br>3. Rolls-Royce<br>4. McLaren<br>5. John Lewis<br>6. Debenhams<br>7. Marks & Spencer<br>8. SIG plc<br>9. Outokompu<br>10. EVO Business supplies<br>11. B Braun Medical | Yes  |

Question of Councillor Joe Otten to Councillor Mary Lea (Cabinet Member for Culture, Parks and Leisure)

Do you believe there is demand for more opera in Sheffield than we currently enjoy?

There has been no direct research into the demand for opera in Sheffield.

The English Touring Opera performs to sold-out audiences several times a year at the Lyceum, and Sheffield-based Opera on Location performs in unusual venues in the city at least twice a year.

The Showroom Cinema shows screenings of Glyndebourne.

Sheffield City Opera provides a high-quality amateur opera experience.

Question of Councillor Roger Davison to Councillor Mary Lea (Cabinet Member for Culture, Parks and Leisure)

How does the Council promote the Off The Shelf festival, in addition to leaflets?

Sheffield City Council no longer manage Off the Shelf – the festival has transferred to a partnership of the University of Sheffield and Sheffield Hallam University.

Marketing is led by Sheffield Hallam University. The festival has 20,000 brochures distributed across the region, a CD version of the brochure for Visually Impaired people, a new website, pdf brochures and extensive on line and social media marketing including facebook advertising.

The Council does support the festival through providing the front of the Winter Garden for a large publicity vinyl in October which is really important to the event, and also through providing city centre space for events if needed.

**Appendix referred to in Question 5 – Councillor Penny Baker to Councillor Jim Steinke**

## **Appendix 5 – The Proposed Licence Conditions**

### **General responsibilities**

We remind all landlords that they must meet the legal minimum standards for repairs and maintenance. We will be regulating that as part of our legal duty under Part 1 of the Housing Act 2004.

### **Selective licence Conditions**

The Licence Holder and the manager, as well as any other person who has agreed to be bound by the licence is required to comply with these licence conditions.

When we issue the licence, it will be based on the arrangements at that time. It is the responsibility of the Licence Holder to notify us within one calendar month of any changes. These include, but are not limited to; changes to the ownership or management of the property, changes of address and changes of management arrangements.

The property licence and conditions do not grant approval or permissions for Building Control, Planning Consent or the Regulatory Reform (Fire Safety) Order 2005.

### **Property Conditions**

#### **Gas**

If gas is supplied to the property, the Licence Holder must send the Council a valid gas certificate for that property, for every 12 month period. It is the responsibility of the Licence Holder to submit this to the Council.

#### **Electrical Appliances & Furniture**

If the Licence Holder supplies any electrical appliances and/or furniture – you must keep them in a safe condition and must supply us, on demand, a declaration as to the safety of such appliances and furniture.

#### **Smoke Alarms**

Licence Holders must ensure that a smoke alarm is installed on each storey of the house where there is a room used wholly or partly as living accommodation. You must keep every alarm in proper working order. You must supply us with a declaration as to the condition and positioning of such alarms within a specified period of time.

#### **Carbon Monoxide Alarms**

Licence Holders must make sure that a carbon monoxide (CO) alarm is installed in any room in the property which is used wholly or partly as living accommodation if it contains a solid fuel burning combustion appliance. You must keep any such alarm in proper working order. You must supply us with a declaration as to the condition and positioning of such alarms within a specified period of time. 2

### Fire Safety and escape

Licence Holders must make sure that all means of escape from fire, including escape windows, are kept free from obstruction and maintained in good order and repair.

### Rubbish / Dustbins

Licence Holders must make sure there is suitable and adequate provision for the storage and collection of refuse. You must also take all reasonable steps to ensure that the Council's arrangements for refuse collection, including recycling, are adhered to. This includes the provision of closable bins and recycling boxes of suitable capacity and type as specified by the Council's refuse collection scheme.

### External Areas

All outbuildings, yards, forecourts and gardens surrounding the house must be maintained, in good repair and kept in a clean, tidy and safe condition.

### Licence holder/Manager Details (**Houses in Multiple Occupation only**)

To ensure the licence holders and any manager's names, addresses and telephone numbers are displayed in the common parts of the house.

### **Management Conditions**

#### Terms of occupation

The Licence Holder must supply the occupiers of the house with a written statement of the terms on which they occupy the house which can include a copy of the current occupancy agreement (this is usually in the form of a tenancy agreement).

This statement must include:

- the date on which the tenancy began
- the rent payable under the tenancy and the dates on which that rent is payable,
- in the case of a fixed term tenancy, the length of the fixed term,
- the name and address of the landlord and name and address of any agent authorised by the landlord to carry out management duties, including anyone authorised to collect rent
- the address of the premises subject to the tenancy including, where only part of a property is being rented to a tenant, e.g. a room in a shared house, a description of the part of the property being let e.g. '1st floor back bedroom' or 'Room 1,'
- the arrangements for using any shared areas i.e. what parts of the premises the tenant is going to have shared use of and how many other tenants they will be sharing with

Where a copy of the tenancy agreement has been provided to the occupier but one or more of the above terms are not included, an additional statement must be provided stating the omitted terms. 3

Where we refer to 'tenancy' in the licence condition(s) relating to the requirement to produce a statement of terms, this includes any occupancy arrangement whether it is a tenancy or a licence to occupy.

You must keep copies of all documents (tenancy agreement copies or statements) given to tenants to satisfy the terms of occupation condition, for a period of 3 years, and produce them to the Council on demand.

A statement provided for the purposes of this licence condition shall not be regarded as conclusive evidence of what was agreed by the parties to the tenancy.

#### Tenant references

- The Licence Holder must require a written reference from prospective tenants. The reference should address the tenant's past record of keeping to tenancy conditions, or provide other evidence as to the likelihood of the occupier keeping to tenancy conditions. The reference should also provide the referee's name and address and telephone number or email address where available.
- You must keep copies of all tenant references that you obtain for a period of 3 years, and produce them to the Council when required.
- Written reference includes by email and text or other social media in so far as a copy can be provided to the Council as required above.
- Where we refer to 'tenant' in the licence condition(s) relating to references, this includes an occupant occupying under a licence agreement.

#### Reporting repairs

- You must provide the occupiers with a contact address at which repairs can be reported in writing and an email address or telephone number in the case of emergencies.
- You must have in place suitable emergency and other management arrangements in the event of your absence.
- These contact details must be provided to tenants at the start of each new tenancy and, for existing tenants, within one month of the commencement of selective licensing.
- You must provide the Council with a copy of the above information that you provided the tenant or licensee within a specified time period.

#### Access for repairs

- To get access to the property to carry out repairs, then, except in an emergency, you must make all reasonable efforts to agree a mutually acceptable time with the tenants and confirm this arrangement in writing with them (text or email is acceptable providing this can be proven to the Council).
- You must make sure that any planned programmes of repair, servicing and those improvements that a landlord is entitled to do, are carried out with regard to the convenience of the occupants.
- Where you want to carry out improvements or renovations which you are not obliged to do by law, or which are not required by the City Council, you must get the tenant's permission.
- You must advise your tenants as far as possible as to how long repairs are expected to take and any disruption or inconvenience that may be caused.
- You must take reasonable steps to carry out repairs in a way which minimises discomfort and disruption to tenants and is considerate to the tenant's

circumstances. You must make sure that all contractors and tradespersons carry relevant identification which should be shown to tenants on demand and can be checked. Alternatively, the tenants should be notified who will be coming, when they will be coming and why.

#### Management of anti-social behaviour

You must make sure that you manage the tenancy effectively, by taking reasonable steps to reduce anti-social behaviour arising from the property by the people occupying or visiting the property. You must also make and keep records of the action you take relating to anti-social behaviour, including copies of all correspondence, whether in letter form or electronic (e.g. text messages, e-mails, messages sent through social media). All records should be retained for a period of 3 years and you should supply copies to the Council upon request.

#### **Training Requirement Conditions**

All licence holders and managers named on this licence must attend suitable training on the law and legal requirements relating to managing property within **one year** of the issue date of the licence.

In particular this training must cover repairing duties, organising access for repairs/improvements and assessing hazards within properties.

This requirement can be satisfied in one of the following ways:

by attending the Council approved, one-day training course arranged and delivered by our training partner.

by completion of other suitable training on the law and legal requirements relating to managing property subject to approval by the Council in advance, and submission of a pass certificate or similar document to the Council for confirmation.

#### **Occupancy Level Conditions**

The Selective Licensing Standards published on the council's website at [www.sheffield.gov.uk/selectivelicensing](http://www.sheffield.gov.uk/selectivelicensing)<sup>1</sup> sets out the Overcrowding and Space Standards for the selective licensing area. It includes criteria for single family dwellings and non-licensable houses of multiple occupation.

<sup>1</sup> Once the standards are finalised this webpage will become live

Licence Holders/Managers must not permit anyone to occupy the property if it is going to make it overcrowded. If landlords suspect that a house has become overcrowded, they must take all reasonable steps to deal with the issue and advise the Council of the actions taken. 5

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