

## CITY OF SHEFFIELD

### METROPOLITAN DISTRICT

#### MEETING OF THE CITY COUNCIL – 12<sup>TH</sup> JUNE , 2019

#### 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. What percentage of EU citizens were successfully registered via the two-step process by Sheffield City Council to vote in the European Elections of 23 May 2019? | There were 10,908 existing European electors who were all sent an EC6 form (excluding those from Malta, Cyprus and Ireland who are not required to complete an EC6 form). Of those, 1,576 were returned to us (equivalent to 14.5%). |
|   | Some of those who did not return their forms would have chosen to vote in their country of origin or at a polling station set up by their embassy/consulate in the UK.   |
| 2. How many UC1 forms did Sheffield City Council receive from EU citizens after the deadline of 7 <sup>th</sup> May, 2019?  | 10 EC6 forms were returned after the deadline (note that UC1 forms are now known as EC6 forms but their purpose is the same).  |
| 3. How many EU citizens' names were crossed off the Sheffield metropolitan electoral register for the European Elections on 23 <sup>rd</sup> May, 2019?             | - In total, 9,332 EU citizens did not return their EC6 form to us either at all or in time to become eligible to vote in the EU Parliamentary elections.   |
| 4. How many complaints has Sheffield City Council received regarding the registration of EU citizens for the European Elections of 23 <sup>rd</sup> May, 2019?      | We received around 40 queries, not all of which were complaints regarding the registration of EU citizens and their ability to vote on the day. Some of these were queries on polling day itself and were resolved on the day.       |
| 5. How many complaints has Sheffield City Council received regarding EU citizens being turned away from polling stations on 23 <sup>rd</sup> May?                   | See answer to Q4.  |

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| 6. How many complaints resulted in the Returning Officer instructing the presiding officer of any polling station in Sheffield to allow an EU citizen to vote despite their having been told in the first instance that they could not vote?  | On eight occasions, EU citizens were allowed to vote in Sheffield despite not having returned their EC6 forms. These were in cases where the voter also held UK nationality, or where other forms from the same household had been received and processed but the voter's hadn't.   |
| 7. In addition to writing to EU citizens, how did the Council use its other communication channels, such as its Twitter account and noticeboards at libraries and elsewhere, to make EU citizens aware of the two-stage registration process? | We used the Council's social media (Twitter and Facebook) and information on the Sheffield City Council (SCC) website to raise awareness of completing the EC6 form and the deadline for return. An example communication is provided as an appendix.   |
| 8. What training, if any, did Sheffield City Council provide to electoral services staff regarding the registration of EU citizens? How many people were trained and when did this training take place?                                       | The Electoral Services team were briefed on the legal requirements of the EC6 process, delivery times and processing procedure around 15 <sup>th</sup> April (shortly before the forms were delivered). This covered eight people and was then rolled out to Customer Services staff. This was then also included in the training for the 213 Presiding Officers.   |
| 9. Did Sheffield City Council publicise details of the UC1 registration process and, if so, how and when?   | The SCC website links directly to HM Government's Register to Vote webpage. Any new applications to register via HM Government's Register to Vote webpage had guidance regarding the need to complete and submit an EC6 form.<br><br>Between 26 <sup>th</sup> April, 2019 and 5 <sup>th</sup> May, 2019, we used the Council's social media (Twitter and Facebook) with links to the SCC website to raise awareness of the need to complete the EC6 form and the deadline for return. |

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

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| 1. When will you commit this Council to a target of 2030 for Sheffield to be carbon | At the meeting of February Council where we declared a Climate |
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neutral?

Emergency, it was agreed that the city's carbon neutral target would be reviewed with a more ambitious date to become zero carbon.

This work is ongoing, however, we have already stated that we would like to see the target moved to 2030, if not before.

In February we said that the review would report back within six months. We remain confident that we will be able to achieve these timescales

2. When will the revised policy be proposed to Members?

See answer above. We will ensure that the review is presented to Members and are confident that this will be within the timescales set out in February.

3. What plans does the Administration have to consider introducing a "late-night levy" under the Police Reform and Social Responsibility Act 2011?

There are no plans currently to introduce a late night levy currently. The key reason is that current legislation requires it to be applied across the city which could unfairly impact on a large number of businesses who are outside key areas. Also, the actual levy generated is estimated to be minimal so ultimately not beneficial to make a positive impact. We also have the BID for the city centre where businesses already pay a levy which includes safety in the night time economy.

4. What assessment has been made of the supply and demand of student accommodation in Sheffield?

Some work to assess student housing needs is currently being undertaken as part of the update of the wider Strategic Housing Market Assessment. That work should be published within the next 6-8 weeks. However, it is envisaged that further work on the supply and demand for student housing will need to be commissioned in advance of the new Student Housing Strategy which we plan to produce later this year.

5. When will this be published? See answer above

Questions of Councillor Angela Argenzio to the Leader of the Council (Councillor Julie Dore)

1. What was the number of EU citizens in Sheffield who opted to vote for UK representatives rather than voting in their home countries in the EU elections?
- There were 10,908 existing European electors who were sent an EC6 form (excluding those from Malta, Cyprus and Ireland who are not required to complete an EC6 form). Of those, 1,576 were returned to us.
- Some of those who did not return their forms would have chosen to vote in their country of origin or at a polling station set up by their embassy/consulate in the UK.
2. What percentage of the total number of eligible EU voters did that represent?
- This represents 14.5% of all EU citizens on the Sheffield electoral register.
3. How many EU citizens were turned away from polling stations and denied their vote on 23rd May?
- No one who was eligible and had returned their EC6 form in time was turned away. We do not have figures on the number of people turned away from polling stations.
4. What was the number of EU voters who used their vote in previous elections?
- The Electoral Registration officer is legally required to destroy all election material from previous elections after a period of 12 months. As a result, and because this information is not collected as a statutory return, we do not know how many EU voters used their vote in previous elections.



Questions of Councillor Sue Auckland to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change)

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| 1. What are (if any) the restrictions on the commitment to clean graffiti from private domestic properties in owner occupation?          | The Parks department graffiti service do currently remove graffiti free of charge to private domestic properties on request where appropriate safe access is available. |
| 2. Are double yellow lines at the junction of Norton Lane and Little Norton Lane included in the Double Yellow Line Programme 2019-2020? | Question to be answered by Councillor Johnson   |

Questions of Councillor Tim Huggan to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change)

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| 1. Since the introduction of the revised household waste collection service last year, what proportion and tonnage of waste placed by households in the 'Brown' Bins has been recycled? What proportion and tonnage of waste placed in the 'Brown' bins been sent to be incinerated or otherwise disposed of? | Just under 8% of material collected and processed was rejected for recycling.<br><br>Sheffield operates a process of energy recovery, not 'incineration'.  |
| 2. Does the Council have targets for proportion of household waste to be recycled? How close is Sheffield to the target of 50% of domestic waste to be recycled by 2020 under EU Directive 2008/98/EC to being met? What date is the 50% target likely to be met under current Council plans?                 | Proper stewardship of our natural resources is a growing concern for the public, and we are always looking to improve our management of Sheffield's household waste to 'Reduce, Reuse, Recycle and Recover'.<br><br>We have just completed a major improvement by introducing the brown bin, and are finishing the introduction of recycling to flats and maisonettes across the city. Around 1% of Sheffield's waste is being sent to landfill, I would judge our waste management policies a major success.<br><br>Longer term, we are awaiting the UK Government's policy framework for waste management to be finalised. The Government's Waste and Resources Strategy signalled major |

changes to waste management in England. It recently concluded a consultation on implementing the strategy and we are awaiting news on its final position.

(Regretfully, I have reason to believe that the Secretary of State for DEFRA might be distracted for the next few weeks.)

Once the UK Government has finalised its approach to waste management in England, the Council can usefully consider how we can develop our policies and access necessary funding.

3. What plans does the Council currently have to extend recycling to household food waste collection?

With the appropriate funding to set up and operate the service, we would certainly like to introduce domestic food waste collections.

As explained above, the UK Government is currently finalising its new approach to waste management. It had proposed that these changes will include statutory food waste collections from all households and additional funding for this, and we look forward to hearing its final position.

Please note also the reason the Government is prioritising the collection and disposal of food waste is because food in landfill produces methane, a significantly worse greenhouse gas than carbon dioxide. Sheffield obviously does not have this problem, with a tiny amount of our overall waste being sent to landfill.

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

1. How much glyphosate is used by Sheffield City Council and has there been an examination of alternative products in the light of the World Health

Question to be answered by Councillor Lea.

Organisation stating that it is probably carcinogenic?

2. Campaigners associated with Sheffield Tree Action Groups are calling for an Independent Inquiry into the ecologically disastrous felling of over 5,000 healthy trees, the majority of which were healthy. While the community applauds the new approach of simple cost effective remedies to kerbs, the damage to the relationships between the Labour Administration and many communities is significant and remains unaddressed. Will you begin by making an apology to all residents who have suffered significant distress, loss of income, legal costs and emotional / psychological harm as a result of the poor decisions made by the Council? Will you meet and discuss the aims and objectives of an Independent Inquiry?

I am pleased to hear that there has been a positive reaction to the new approach to trees, which will see Amey cover the cost of retaining or phasing many street trees across the city.

As I am sure you are aware, I have spent the past year meeting with residents and campaigners in order to understand their concerns and rework the Council's approach. STAG raised their proposal for an inquiry in our mediated talks. As I have previously stated, my priority is instead to focus on positive steps for the future. We will look to build on the relationships that are being forged for the benefit of our stewardship of the city's trees.

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

1. Do you agree that the Sheffield station concourse is a key route for people travelling by rail, bus, tram, bike and on foot?  
Question to be answered by Councillor Johnson
2. What counts are available for the number of users of the concourse each day?  
Question to be answered by Councillor Johnson
3. Do you agree that key routes, such as the station concourse, should be the top priority for safety, including proactive gritting when wintry weather is forecast?  
Yes.
4. How much saving does the Council expect to make by charging low-income families the full-price charge for clearing bulky waste?  
This was detailed in the report to Cabinet in April, 2019.  
Please note that social housing tenants will continue to receive one free bulky waste collection per year.
5. What assessment has the Council done  
This was detailed in the report to

of the anticipated increase in fly-tipping as a result?

Cabinet in April 2019.

6. How many trees has Amey felled in 2019 so far?

So far in 2019, 116 trees have been removed prior to replacement. 105 of these are as a result of the trees being in poor condition with 11 replaced as they were damaging third-party property. STAG were made aware of these removals.

7. Does the Administration intend to bid to the Government's Urban Tree Challenge Fund for planting new trees in the city?

We would like to and are exploring options.

Question of Councillor Paul Turpin to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change)

Has the Council undertaken any air quality testing of the taxi rank at the train station and will the anti engine idling policy be enforced here?

Question to be answered by Councillor Johnson.

Question of Councillor Mohammed Mahroof to Councillor Mazher Iqbal (Cabinet Member for Business and Investment)

Local Shopping Centres are struggling with traders unable to compete with online shopping. What plans are being proposed to help local traders who are often the lifeline for many people's daily needs?

The Council has submitted three bids to the Future High Streets Fund and continues to support retailers through our Business Sheffield programme.

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

1. With regard to the Launchpad business support programme in Sheffield:

(a) What was the total budget (from the City Region and Sheffield City Council) for Phase 1?

Total budget £536,301.  
Made up of £321,786 ERDF and £214,524 Sheffield City Council.

(b) What is the total budget for Phase 2?

Total budget £694,255  
Made up of £416,553 ERDF and £277,702 Sheffield City Council.

2. Why is the Council taking out a lease for 100,000 sq ft of office space in the West Bar development when it is already developing an extra 390,000 sq ft in its own HOC2 project?

The lease at West Bar stimulates major regeneration including built to rent apartments, office and a multi storey car park. The office is a different offer to Heart of the City with it being larger floor plates and on the city centre fringe. This is important to give the city a full range of Grade A office product at a range of price points.

3. How many expressions of interest did Sheffield City Council submit to the Future High Streets fund, and for which area(s)?

Three – Fargate, Stocksbridge, Attercliffe.

4. With regard to the Castlegate redevelopment project:

(a) How much has the Council spent to date on the project?

The Council committed £796,000 to the "Castlegate Kickstart" programme.

The Council has committed a further £1.2m of Section 106 receipts to the Grey to Green Corridor Phase 2 (now

on site) which has attracted match funding from the City Region, Canal and Rivers Trust and European Community of £3.75m.

- (b) How much does it plan to spend in the future? No approvals for further funding have been made to date
- (c) How many meetings of the Castlegate Partnership have taken place in the last 12 months? 10
- (d) Which particular aspect of the Castlegate development scheme is under threat from the proposed conservation area? No specific element of a scheme is “under threat”. We are working to ensure future development is enhanced by the heritage and conservation assets of the area, whilst still delivering ambitious plans for the future.
- (e) What are the arrangements for involving the business community in the review of city-wide conservation areas? Discussions with representatives of the private sector about development and conservation take place on a very regular basis as part of ongoing dialogue.
5. How much has the Council spent to date on consultants in each of the HOC2 and Castlegate projects? With Heart of the City II and Castlegate, we have not used consultancy for the projects, we have used professional services that would be expected in any development of this nature which is clearly not consultancy such as architects, engineers, quantity surveyors, project managers, chartered surveyors, traffic engineers.

Question of Councillor Penny Baker to Councillor Mazher Iqbal (Cabinet Member for Business and Investment)

When will the Castlegate Cross Party Working Group meet again?

Following the Elections, some Members of the previous Panel have now ceased to be Councillors, whilst new Councillors have been elected and others’ roles may have changed. Officers will be contacting the three main party groups to invite new nominations with a view to holding a Panel meeting over the Summer.

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

1. Will the Council act to reduce business rates for the businesses along Chapel Walk affected by any further extension of the scaffolding permit?

As I stated in the press last month, we have told the developer on several occasions that delays are unacceptable and they have assured us that the deadline will be met.

To hear of more delays is simply unacceptable, for the Council, the traders and the people who shop in the city centre.

I am seeking legal advice to understand what options the Council has to intervene based on the earlier assurances that have been made to us.

Appeals for reductions in business rates would go to the Valuation Office Agency for a temporary reduction in the level of their rateable value. The only other avenue available is for them to make an application for discretionary hardship relief.

We are working closely with the businesses to improve the area which has included increased patrols from Ambassadors and Police, improved cleaning, new lighting, new CCTV and signage. Also a new brand has just been launched for the street which includes temporary signage and social media campaign. We are also working on a re-launch of the street once all the works are completed.

2. Will the Council do everything in its power to ensure the scaffolding over Chapel Walk does not stay up for a third Christmas? Noting the amount of businesses that have closed along the walk over recent years.

The Council is in regular dialogue with the contractor to ensure scaffolding is removed as soon as it is safe to do so. Every effort is being made to ensure this will be done before Christmas. The works are outside the control of the Council and we are equally unhappy about the

timescales. Unfortunately to force them to remove the scaffold now will lead to a significant health and safety risk as well as flood risk to businesses on the ground floor due to the building not being water tight. A new contractor has taken over and we have said that we will continue to issue renewals of the scaffold permits on a month by month basis, but only if we can see progress of the build matching the programme dates they have supplied.

Questions of Councillor Ian Auckland to Councillor Bob Johnson (Cabinet Member for Transport and Development)

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| 1. The most recent forward plan indicates that the decision on the (Draft) Sheffield Plan was withdrawn on 17 <sup>th</sup> May 2019, what are the reasons for this?  | We have outlined the position with regards to the Sheffield plan in our amendment to your motion.   |
| 2. A decision on the (draft) Sheffield Plan was first listed on the current record of the Forward Plan on 26 <sup>th</sup> April, 2018, and was expected much earlier than April 2018. What are the reasons for this delay? | See answer above.   |
| 3. The “Sheffield Development Framework ANNUAL monitoring report” was last published in December 2011. When might we expect the next report?  | Monitoring Reports produced by local planning authorities are now referred to as Authority Monitoring Reports. It is now also unnecessary to publish a single report covering all the local plan policies (the issues can be dealt with in series of shorter reports). The timetable for producing the next full Authority Monitoring Report is being considered as part of producing a revised Local Development Scheme. |
| 4. The Local Development Scheme sets out the timetable for producing the new Sheffield Plan and other local development documents. The latest Local Development Scheme was published in July 2016.                          | We have outlined the position with regards to the Sheffield plan in our amendment to your motion  |

Timetable:-

Our timetable covers both the Sheffield Plan (and the Statement of Community involvement. [now adopted])

Sheffield Plan:

- City-wide Options for Growth to 2034 Consultation - November 2015 to January 2016
  
- Draft Policies and Sites Options Consultation - January to March 2017
  
- Pre-submission Draft Sheffield

Plan Consultation - October to November 2017

- Submission to Government - January 2018
- Public Examination - April to May 2018
- Inspector's Report published - August 2018
- Adoption by Full Council - September 2018

(a) Who gave political approval to this timetable?

(b) What is the revised timetable?

5. What are the arrangements for Member involvement in the review of Conservation Areas?

There is no review in progress regarding existing Conservation Areas.

6. Are all Conservation Areas to be reviewed?

As question 5.

7. What are the Terms of Reference for the review?

As question 5.

8. With regard to Parking Services:-

(a) What is the average time taken to determine an informal challenge?

We do not keep a historical record of average time. The average time taken is determined by the number of appeals staff available at any one time and the number of PCN's which are appealed. This varies dependant on external factors such as events, roadworks, building works and other seasonal variations such as school holidays.

(b) What is the average time taken to determine a formal challenge?

The average time, as of 7<sup>th</sup> June for a Parking Representation is 50 days.

For Bus Lanes it is 79 days.

(c) Are all formal challenges responded to within legal time

The vast majority are those that aren't, tend to be a human error in selecting

limitations?

9. With reference to the “Clean Bus Technology” project, following the liquidation of the supplier to Stagecoach, will the grant outcomes be unchanged, or has some money been lost by fitting non-accredited equipment?

an incorrect progression route in the parking system.

Under the legal agreements set up to deliver the Clean Bus Technology Fund, outcomes the operators are responsible for sourcing and arranging the retrofit of their buses with Clean Vehicle Retrofit Accreditation Scheme (CVRAS) accredited technology. Following the loss of this accreditation and subsequent liquidation of one of the suppliers, payment was withheld until a new supplier was appointed to carry out the work. This resulted in a delay to the delivery of the retrofit programme, which was agreed with the Department for Transport’s Joint Air Quality Unit (the funder), but the outcome in terms of number of vehicles being retrofitted with CVRAS accredited technology remains unchanged.

Questions of Councillor Martin Smith to Councillor Bob Johnson (Cabinet Member for Transport and Development)

1. With regard to the review of 7.5t Environmental Weight Restrictions that began more than two years ago, and following the decision in March to approve the restrictions in four areas across the city, when will signage be installed in the areas concerned?
2. How many pre-planning applications have been submitted for the Castlegate area in the last three years, and in how many of these was the proposed conservation area highlighted as an issue that might impact on the suggested development?

All the schemes have been designed and the majority have been priced (just waiting on the Woodhouse scheme which should be turned round in a couple of weeks). Once all the construction costs are known, the schemes can be issued together for construction.

I hope the work would begin in July and be complete by September this year.

The proposal to form a Castlegate Conservation Area has no planning status. A boundary is therefore not relevant and has no status as it has not been progressed and has not been subject to consultation. It is not possible to define a Castlegate “area” in planning terms. As such, there has

been no reference to any “proposed conservation area” in any pre-application advice.

3. Would a city-wide review of conservation areas delay the publication of the Sheffield Plan? See answer above, there is no planned review of conservation areas.

Questions of Councillor Simon Clement-Jones to Councillor Bob Johnson (Cabinet Member for Transport and Development)

1. What are you doing about the junction at the top of Greenhill Avenue? There has been a further accident since the changes to the junction. How is the council going to solve this and prevent further accidents? Following the changes to the junction there is one recorded accident (in September 2018) and this was not related to the turning at the junction – the accident involved a shunt where a motorcyclist ran into the back of a stationary vehicle.

There are no current plans to make any additional changes to this junction, however a Road Safety Audit is due to be carried out in around one month. If any recommendations are made at this time then changes will be made.

2. When will the broken railings on The Greenway on Greenhill Avenue be replaced after being damaged following an accident over a year ago? Question to be answered by Councillor Wood

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

1. What is the current position regarding the alleged review of conservation areas? There is no review in progress regarding existing Conservation Areas.

2. What work has actually taken place to develop a Local List of important historic and architecturally sensitive buildings? Coming into post this is something I want to develop, at this stage I am considering how to best take this forward

3. What further work is planned? See above

4. Please list all streets that are currently If you would like to clarify what form

under consideration for road-widening schemes.

of widening you are specifically interested in, I am happy to provide a detailed response.

5. When can Councillors expect to see the draft Sheffield Plan?

We have outlined the position with regard to the Sheffield plan in our amendment

Question of Councillor Paul Turpin to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change) (to be answered by Councillor Bob Johnson (Cabinet Member for Transport and Development))

Has the Council undertaken any air quality testing of the taxi rank at the train station and will the anti-engine idling policy be enforced here?

The Council has been monitoring air pollution levels at the taxi rank at the Midland Train Station since July 2015 and has successfully worked with the Station Master to install 2 "Switch Off Engine" signs at the rank in October 2016.

Questions of Councillor Douglas Johnson to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change) (to be answered by Councillor Bob Johnson (Cabinet Member for Transport and Development))

1. Do you agree that the Sheffield station concourse is a key route for people travelling by rail, bus, tram, bike and on foot?

Yes.

2. What counts are available for the number of users of the concourse each day?

We are not aware of counts capturing footfall at this location, although a query can be raised with SYPTTE and East Midlands Trains as Station Facilities Operator if required. Passenger numbers at Sheffield Station are calculated by the number of ticket sales nationally to/from Sheffield.

Question of Councillor Alison Teal to Councillor Paul Wood (Cabinet member for Neighbourhoods and Community Safety) (to be answered by Councillor Bob Johnson (Cabinet Member for Transport and Development))

What progress has been made for the development of the Play Street Initiative within the Council and the promise made by the Administration to streamline the application process?

Officers have reviewed the approach to and procedures associated with play streets alongside our approach to other temporary road closures that are provided for a range of purposes.

I will be having discussions with

officers soon on the recommendations from the review and I will then take a decision on the changes that are required.

Question of Councillor Sue Auckland to Councillor Lewis Dagnall (Cabinet Member for Environment, Streetscene and Climate Change) (to be answered by Councillor Bob Johnson (Cabinet Member for Transport and Development))

Are double yellow lines at the junction of Norton Lane and Little Norton Lane included in the Double Yellow Line Programme 2019-2020?

The lines will be implemented this financial year .

Questions of Councillor Alison Teal to Councillor Mary Lea (Cabinet Member for Culture, Parks and Leisure)

In the Cabinet meeting on 29<sup>th</sup> May, 2019, you stated that a focus group of disability organisations recommended that Sheffield General Cemetery have designated blue badge parking. However, when answering my previous question on 3<sup>rd</sup> April, 2019 regarding which disabled groups were consulted about plans for Sheffield General Cemetery and what their response was to the Council's plans, you replied that the group's comments included: "scooter loan, tactile paving, audio trail, downloadable app, wheelchair friendly routes, signage."

Do you now accept that the expert group of disabled people consulted did not recommend creating a car park inside this historic and tranquil cemetery?

Phil Chambers Consultancy was asked by Julia Holberry Associates, on behalf of Sheffield City Council, to carry out an Access Audit of the historic landscape and to produce an Access Plan at Sheffield General Cemetery. The objective was to inform the Council's Heritage Lottery Fund (HLF) Parks for People submission.

The brief was to carry out an access audit to determine the level of accessibility and to make recommendations for access improvements for people with a wide range of physical, sensory and cognitive impairments. This required identifying current barriers to access, including physical, informational and interpretive access issues.

Current legislation such as the Equality Act 2010, which integrated the Disability Discrimination Act (2006) and the Building Regulations Part M & BS 8300 (2001) Code of Practice Design of Buildings and their Approaches to meeting the needs of Disabled People inform the study. There was a requirement for the Access Plan to be a working and practical document to meet the policy, management and informational needs of a range of users including Sheffield Council staff, elected members and members of the public.

The Access Plan states that there is a clear need, in an historic landscape such as Sheffield General Cemetery, to balance the access needs of visitors with the conservation of the historic environment. On balance, most disabled people would prefer to see reasonable and practical modifications made rather than inappropriate landscape and building interventions which might ultimately

negate the heritage character of the site. The aim at Sheffield General Cemetery should be to provide equitable services, which reflect the principle of making reasonable adjustments set out in the Equality Act (2010). This should be an objective when designing and improving services now and in the future.

A cohesive group of disabled people from across Sheffield were invited to attend a focus group at the General Cemetery in February 2017. The aim of the visit was to survey the site and to discuss access barriers and recommendations for improvement. The group included people with sensory impairments, people with guide dogs, mobility impairments and included manual and power wheelchair users. The group were all disabled people or people with a direct knowledge of disability issues and all were notable for their knowledge of Sheffield's historic and green-space heritage.

The report "Sheffield General Cemetery: Access for All" includes a number of recommendations relating to accessible parking, including on p.27 "...Parking is permitted on Montague Road, although opportunities are at a premium during office hours. It is recommended that a designated "blue badge" parking bay is provided near to the gateway or constructed immediately within the Park, whilst restricting other vehicles. This could be achieved by moving the bollards forward."

As the Montague Street entrance is used for access by maintenance vehicles, deliveries and provides access for emergency vehicles, the masterplan positions the accessible parking spaces sufficiently within the

park to ensure Blue Badge holder vehicles don't block access.

Questions of Councillor Douglas Johnson to Councillor Mary Lea (Cabinet Member for Culture, Parks and Leisure)

1. What are the terms of reference for the Whole Site Management Group for the General Cemetery?

The terms of reference are attached. These were circulated in advance of the first meeting of the Whole Site Management Group and agreed at the first meeting.
2. What progress has been made with the review of the plans for car parking inside the General Cemetery?

It must be noted that the acceptance of the grant from HF is still in progress and no formal work can take place until this is completed and the Design Consultants are appointed. However, in the meantime, The Whole Site Management Group has established a sub-group to consider parking and access. The first meeting of the sub-group will take place in the next few weeks.
3. What levels of income from parking charges were anticipated under the Council's original plans for 14 general use parking bays in the General Cemetery?

Income generation was not a consideration and the 3 accessible parking spaces are free of charge.
4. What sites are currently under consideration for the replacement Central Library?

Options for the Central Library and Graves Art Gallery current building on Surrey Street are being evaluated. If a new Central Library building is thought to be the best way forward, a number of city centre sites would be considered at that point.

## **Terms of Reference referred to in Q.1 (Councillor Douglas Johnson to Councillor Mary Lea )**

### Sheffield General Cemetery Whole Site Management Group

#### Role of the group and group members

As part of the management arrangements for the Sheffield General Cemetery Heritage Lottery Bid, a Whole Site Management Group will be formed. The WSMG will be responsible for steering the whole site management, operations, business and cash flow. The group will embed roles, responsibilities and processes both for the HLF project and for ongoing Business as Usual, to establish sustainable management of the site.

The WSMG will be a multi-stakeholder governance group, including the following members:

- SGC Project Officer
- SCC Parks Manager
- Head of Business Development (Culture) – Chair – on behalf of Project Sponsor
- SCC Facilities Management and Property Services
- Two representatives from Sheffield General Cemetery Trustees
- Two representatives from local residents
- SGCT staff members when appropriate
- Additional partners as appropriate including Sherazi Developments, representative(s) from the local business community.
- Visiting attendees with particular expertise, at the discretion of the Chair e.g Tree Officer, Access advisors, Conservation Officer, Capital Delivery Service, Outdoor City.

The purpose of the group is to bring together a range of interests, voices and expertise to support the successful development and completion of the Sheffield General Cemetery HLF Project. Specifically, the Management Group will:

- Support and inform the work of the Project Officer and other project staff.
- Assist with revising and developing the Activity Plan and Management & Maintenance Plan in line with HLF requirements and local need.
- Inform the detail of Year 2 and 3 physical works.
- Ensure good consultation and two-way information within the local area and the city, with the assistance of project staff.

As Accountable Body, SCC is ultimately responsible for the successful delivery of the project to the satisfaction of HLF. However, the WSMG is integral to the HLF bid, and an effective, locally-responsive group is essential to the success of the bid.

The WSMG will meet monthly.

Members of the WSMG are expected (in the context of their SCC employment or as representatives from Sheffield General Cemetery Trust or the local community) to:

- Represent and consider stakeholder and site user views, including more hidden voices.
- Communicate back to those they are representing.
- Bring personal expertise and knowledge to the benefit of the Cemetery.
- Declare any conflicts of interest, actual or potential.
- Operate openly, courteously and imaginatively.

March 2019.

Question of Councillor Steve Ayris to Councillor George Lindars-Hammond (Cabinet Member for Health and Social Care)

The Health Service Journal reported on 23<sup>rd</sup> February serious claims of bullying, harassment of staff, whistleblowing complaints and a “toxic culture” following a highly-critical external review of NHS Sheffield’s Clinical Commissioning Group, commissioned by NHS England. The improvement plan, which I understand is set to be presented to Sheffield CCG’s public governing body meeting on 4 July, has an existing internal director leading its process.

Can you update this Council and outline what representations you are making in order to ensure external accountability and responsibility to the public and other stakeholders, including this Council, if the proposed improvement plan is to be taken seriously?

Both Cabinet Members and Senior Officers participated in the 360 review of the CCG, where our views were articulated.

The subsequent report and recommendations were fully accepted by the CCG’s Governing Body.

NHS England have required the CCG to develop and adopt an improvement plan to respond to the concerns articulated. This is being led by the CCG Director, Out of Hospital Care and being overseen by an independent consultant, an ex NHS Chief Executive whom I have met with to feed in my thoughts.

Both the Accountable Officer and the Chair of the CCG have announced their resignations. A recruitment process for both will follow, with Council involvement in them. We will stress our ambitions around place based working and joint commissioning of NHS and social care.

The CCG is an independent legal body and whilst we are working closely with it, the decisions it makes are its own.

Question of Councillor Mohammed Mahroof to Councillor George Lindars-Hammond (Cabinet Member for Health and Social Care)

How will you address the lack of open public conveniences in our central and local shopping centres when people with health issues find it challenging to be without them and have no choice but to remain at home?

Within the city centre we have LAVS (lavatory and ablution venue scheme) which are operated by the Sheffield BID. This provides a number of businesses that are paid to allow free use of their facilities. The majority of these are signposted via finger signs on the street. There are also links and maps on the BID website and are

available from the BID Information Point on Surrey Street.

I think there is more to do when ensuring that our district centres are accessible spaces, and this includes but goes far beyond, toilet provision.

I will work with Cabinet colleagues and important consultative groups in the City to ensure we can develop local shopping areas in an accessible way.

Question of Councillor Martin Phipps to Councillor George Lindars-Hammond  
(Cabinet Member for Health and Social Care)

Will Members of other political parties, in addition to the Administration, be invited to sit on the Health and Wellbeing Board?

This is a question that will be considered as part of the next Terms of Reference review for the Health and Wellbeing Board. Currently, the Membership of the Health and Wellbeing Board consists of local GPs, Cabinet Members, a representative of Sheffield citizens, and senior managers in the NHS and the local authority.

Opposition Members have many means of scrutinising the work of the Board such as the Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee and Full Council which you have exercised through this question.

Questions of Councillor Mohammed Mahroof to Councillor Abtisam Mohamed  
(Cabinet Member for Education and Skills)

1. Is the Council aware of the number of schools in serious financial difficulties in Sheffield?

The Council is aware of the financial position of all maintained schools in Sheffield and works closely with schools, including those schools in a financial deficit position, as required by the Sheffield Scheme for Financing Schools.
2. Are there any contingency plans if one of our schools becomes bankrupt?

It is highly unlikely that a maintained school will become insolvent. The Council works closely with schools in a challenging financial position to monitor their financial position. These schools are required to apply for a licenced deficit and submit a 3-year recovery plan. They are also required to submit monthly monitoring reports to the Council, which would allow action to be taken if the position is deteriorating.  
The Council provides a cash flow loan to maintained schools that have cashflow issues, so that they continue to pay staff and suppliers.
3. Is the Council absolved of responsibility when the school in financial trouble is an academy?

Once the school becomes an academy, financial management responsibility passes to the Academy Trust and ESFA and the Council no longer holds this responsibility.
4. Is the responsibility passed onto central Government?

Once the school becomes an academy, the financial situation of the academy will be the Trust and they would need to liaise with the Education and Schools Funding Agency (ESFA).
5. For schools that are in the local authority and not academies, how is the Council addressing the reductions in support staff, especially when it comes to supporting pupils with SEN?

The Local Authority has a very limited (statutory role) in support staff and teacher staffing issues in maintained schools.  
The Council is working with local school leaders to look at funding approaches around SEND and how schools are supported. This work will

continue to review funding for high needs learners in particular so that schools can be clear on the staffing support and structures they need in place to support individual needs.

Questions of Councillor Mike Levery to Councillor Abtisam Mohamed (Cabinet Member for Education and Skills)

1. How many children in Sheffield schools with SEND have been permanently excluded in 2017/18 and to date in 2018/19, and what is this as a proportion of all permanent exclusions?

During 2017/18 and 2018/19 there were 58 (39.7%) and 55 (47.8%) children respectively with some identified Special Educational Needs or Disability who were permanently excluded from Sheffield schools . In Sheffield we have managed to reduce permanent exclusions in the last two years, against the national trend. In partnership with our schools we are targeting more resources at supporting children identified as at risk of permanent exclusion and much of this is targeted towards children with additional needs.
2. How many had EHC plans in place; how many were waiting for EHC plans; and how many had not applied for EHC plans?

At the point of their exclusion, one child had an EHCP, seven were under assessment for an EHC plan, and 250 had not requested assessment. We understand the pressures across the system and must continue to do what we can to ensure that all pupils with SEND are accessing the support they need to be successful in their current school.
3. How many had MAST intervention?

Of the 146 children permanently excluded in 2017/18, 18 have never had any MAST intervention. 128 cases had some previous intervention and 16 were being supported at the time of the exclusion.

Of the 115 children excluded in 2018/19 to date, 28 have never had any MAST intervention. 87 cases had some previous intervention and 7 were being supported at the time of exclusion.

4. When will the programme for (a) secondary schools and (b) primary schools, identifying SEND pupils needs through school SENCO's be embedded?

The local area is continuing to work with families, schools and other partners to develop SEND practice across the city. Recently, we have published the response to the SEND local area inspection conducted in November 2018. This 'written statement of action' details the actions being taken to work with, and support schools, to identify, assess and meet the needs of those with SEND. It contains a number of clear actions that will be completed by October 2020 in preparation for inspection revisits. This includes a range of work to support mainstream schools such as embedding the use of the Sheffield Support Grid and the Graduated Approach to meeting needs. Much work has already and continues to be done in partnership and under the oversight of the Inclusion Taskforce and Inclusion Improvement board. Schools have already received training on how they should identify, assess and meet the needs of children and are aware of their routes to access additional support to meet the needs of those with SEND.

Question of Councillor Alison Teal to Councillor Abtislam Mohamed (Cabinet Member for Education and Skills)

There is some evidence to suggest that using a process of Restorative Justice in schools has been helpful in reducing the number of students excluded. Has Restorative Justice been used in Sheffield schools, or is it being considered?

We are beginning to work with schools to develop preventative approaches to behavioural issues and developing resilience at secondary age aims to reduce the number of exclusions in the city. We are exploring restorative practice in partnership with schools.

Question of Councillor Alison Teal to Councillor Paul Wood (Cabinet Member for Neighbourhoods and Community Safety)

What progress has been made for the development of the Play Street Initiative within the Council and the promise made by the Administration to streamline the application process?

Question to be answered by Councillor Johnson.

Questions of Councillor Douglas Johnson to Councillor Paul Wood (Cabinet Member for Neighbourhoods and Community Safety)

1. What has been the impact on the Authority's resources for April 2017-April 2018 and April 2018-April 2019, of ending the contract for collection of water charges with Severn Trent Water?

The commission received from Severn Trent Water in 2017/18 for water rates collection was £106,935. This represented approximately 10% of the commission we received overall that year from the Water Authorities for collection of water rates.

The work carried out to collect water rates payments is all system generated to collect rent and any linked charges so there is no reduction on resources linked to the IT system.

With regards to collecting water rates arrears, this work is part of arrears recovery generally so the majority of contacts to offer advice and support will still be taking place as tenants are usually in arrears with multiple charges not just one.

Any savings we might reasonably have realised through not collecting water rents in the Severn Trent area has been affected by the roll out of Universal Credit last year, which has increased the workload and put pressure on our collection costs as Housing Benefit for people of working age is gradually phased out.

2. Has the Council's investigation into Hanover Tower cladding been completed?

We have completed an internal review but have now sought assistance with this from external experts.

3. When will the investigation report be published and reported to the tenants and leaseholders at Hanover?

This will be provided when completed. External experts have been commissioned to review the Council's conclusions and when this has been concluded, I will be issuing the report via the Council's website. Copies will be available on request. Housing are keeping the project group members and the local TARA updated on progress.

4. Has Lovell's, the Council's contractor, been asked to provide its own investigation report to the Council so as to inform the Council's own investigation?

Lovell's have been asked to share any information it holds to assist the Council with its investigation into the cladding that was installed on Hanover.

Question of Councillor Paul Turpin to Councillor Paul Wood (Cabinet Member for Neighbourhoods and Community Safety)

What research and evidence was considered that leads you to state "There isn't a need or evidence to show that we need city-wide licensing in Sheffield"?

We are not able to do a city wide scheme without Government approval but that should not stop us from looking at introducing schemes in areas we know are of great concern.

Councillor Wilson is working on proposals on future steps we can take on licensing and we intend to come forward with proposals by the end of September.

Question of Councillor Simon Clement-Jones to Councillor Bob Johnson (Cabinet member for Transport and Development) (to be answered by Councillor Paul Wood (Cabinet Member for Neighbourhoods and Community Safety))

When will the broken railings on The Greenway on Greenhill Avenue be replaced after being damaged following an accident over a year ago?