



## Report to Policy Committee

**Author/Lead Officer of Report:** Simon Vincent,  
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**Tel:** 0114 2735259

**Report of:** Executive Director, City Futures

**Report to:** Strategy & Resources Policy Committee

**Date of Decision:** 31 May 2022

**Subject:** Governance arrangements for the Local Plan

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
N/a				

### Purpose of Report:

To seek agreement on the governance arrangements for overseeing work on Sheffield's emerging Local Plan (the 'Sheffield Plan').

### Recommendations:

It is recommended that:

- (a) owing to its cross-cutting nature, the Strategy & Resources Committee should have overall responsibility for the Sheffield Plan;
- (b) due to the level of work involved in producing the Sheffield Plan, responsibility for overseeing development of it should be delegated to the Transport, Regeneration and Climate Change Policy Committee;
- (c) the Sheffield Plan Member Working Group should be re-established under the committee system of governance to enable it to continue to play a key advisory role on the content of the Plan and provide regular progress reports to the Transport, Regeneration and Climate Change Policy Committee

## Background Papers:

- [Report to the Cooperative Executive \(16 February 2022\) – Sheffield Local Plan Spatial Options](#)
- [Sheffield Statement of Community Involvement](#) (July 2020)
- Sheffield [Local Development Scheme](#) (21 October 2021)

Lead Officer to complete:-						
1	<table border="1"> <tr> <td rowspan="4">I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.</td> <td>Finance: Kerry Darlow</td> </tr> <tr> <td>Legal: Victoria Clayton</td> </tr> <tr> <td>Equalities &amp; Consultation: Louise Nunn</td> </tr> <tr> <td>Climate: Mark Whitworth</td> </tr> </table>	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Kerry Darlow	Legal: Victoria Clayton	Equalities & Consultation: Louise Nunn	Climate: Mark Whitworth
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	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>					
2	<table border="1"> <tr> <td><b>EMT member who approved submission:</b></td> <td>Kate Martin, Executive Director, City Futures</td> </tr> </table>	<b>EMT member who approved submission:</b>	Kate Martin, Executive Director, City Futures			
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4	<p>I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.</p> <table border="1"> <tr> <td><b>Lead Officer Name:</b> Simon Vincent</td> <td><b>Job Title:</b> Service Manager (Strategic Planning)</td> </tr> </table> <p><b>Date:</b> 20 May 2022</p>	<b>Lead Officer Name:</b> Simon Vincent	<b>Job Title:</b> Service Manager (Strategic Planning)			
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## 1. PROPOSAL

- 1.1 This report relates to the arrangements for Member involvement in the work on the emerging Sheffield Local Plan (the 'Sheffield Plan') following the move to the committee system of governance. It is proposed that owing to its crosscutting nature, overall responsibility for the Plan should rest with the Strategy and Resources Policy Committee but that responsibility for overseeing progress should be delegated to the Transport, Regeneration and Climate Change Policy Committee. It is also proposed that the existing Local Plan Member Working Group should continue to meet to provide an advisory role to officers who are developing the plan content.
- 1.2 The Sheffield Plan will be the city's statutory development plan, produced in accordance with the Town & Country Planning (Local Planning) (England) Regulations 2012. Officers are currently drafting the Publication Draft Sheffield Plan (under Regulation 19) and assembling the associated necessary evidence. This will reflect the decision on the spatial strategy taken by the Cooperative Executive in February.
- 1.3 Under the most recent published Local Plan timetable<sup>1</sup> (October 2021), the intention is to consult on the Publication Draft Plan in October/November 2022. Consultation on the Sheffield Plan 'Issues and Options' (under Regulation 18) took place in autumn 2020. The Plan is due to be submitted to the Government for public examination in April 2023 and is expected to be adopted by December 2024.
- 1.4 The Publication Draft Plan must be approved by full Council prior to public consultation taking place. However, it will also be essential to provide an effective mechanism for engaging with Members prior to full Council approval. The scope of the Sheffield Plan means that it will deal with issues that are relevant to most of the Policy Committees – it covers matters such as housing, economic growth climate change/sustainable design, open space, community facilities, air quality, transport and pollution. Given the breadth of issues covered in the Plan and its significance to the future development of the city, it is appropriate for overall responsibility for the Plan to rest with the Strategy & Resources Policy Committee.
- 1.5 Although it is proposed that the Strategy & Resources Policy Committee should have overall responsibility for the Sheffield Plan, the level and complexity of work needed to produce the Publication Draft Plan means that this Committee is unlikely to be able to devote sufficient time to it in the period up to submission to Government. It would therefore be appropriate for much of the policy development work on the Publication Draft Plan to be overseen by the Transport, Regeneration and Climate Change Policy Committee.
- 1.6 The Transport, Regeneration and Climate Change Policy Committee should receive regular progress reports on the Sheffield Plan, so the public can be confident that progress is being made. However, it is proposed that the Sheffield

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<sup>1</sup> Sheffield Local Development Scheme (21 October 2021).

Plan Member Working Group would provide a more frequent advisory role to officers who are working on the content of the plan.

- 1.7 The Cooperative Executive approved the establishment of a cross-party Local Plan Member Working Group in October 2021, with membership drawn from the Climate Change, Economy and Development Transitional Committee. Its purpose was to enable officers to obtain an ongoing political steer on the content of the Plan in advance of the Plan being submitted to Government for public examination. The Working Group is made up of 2 Members from each of the 3 largest political parties and does not have any decision-making powers.
- 1.8 The Climate Change, Economy and Development Transitional Committee was disestablished at the Annual Meeting of full Council on 18<sup>th</sup> May 2022 when new policy committees were established to enable a committee system of governance. To enable the Sheffield Plan Member Working Group to continue it is necessary to re-establish it as a working group of the Transport, Regeneration & Climate Change Policy Committee (being the policy committee being given delegated responsibility for the development of the Sheffield Plan).
- 1.9 As set out in the Terms of Reference below, generally we would anticipate the Working Group would meet once every two weeks. However, over the period leading up to the Publication Draft Plan being reported to the Strategy & Resources Policy Committee, the Group may need to meet more frequently. There will be an intense period of work to consider key issues relating to:
  - Draft site allocations – early July 2022
  - Draft sub-area policies – late July 2022
  - Draft development management policies – late July/August 2022

### **Terms of Reference for the Working Group**

- 1.10 It is proposed that the terms of reference should be:
  - (a) The Group will comprise up to 2 Members from the each of the three largest political parties and include at least one of the joint chairs of the Transport, Regeneration and Climate Change Policy Committee.
  - (b) The Group will report directly to the Transport, Regeneration and Climate Change Policy Committee and may be required to report back to Strategy and Resources Policy Committee from time to time.
  - (c) The Group will provide advice to officers on the content of the Publication Draft Sheffield Plan (Regulation 19).
  - (d) Officers will seek the advice of the Group where it is felt:
    - a political steer is necessary due to the potential for an issue to be controversial
    - a policy choice could have a significant impact on the economy, the environment or social inclusion, or

- a policy choice may have a significant impact on other services the Council provides

(e) It will be open to Members of the Group to request certain issues are considered by the Group where this is practicable within the constraints of the timetable set out in the Local Development Scheme.

1.11 We envisage that briefings for all the political groups will also be needed at key stages. The LAC chairs and MPs will also be briefed on how the emerging Draft Sheffield could affect their areas.

## **2. HOW DOES THIS DECISION CONTRIBUTE?**

2.1 Once adopted the Plan will play an important role in supporting Council priorities in relation to the 1-Year Plan themes of:

- Education, health and care
- Climate change, economy and development
- Communities and neighbourhoods

## **3. HAS THERE BEEN ANY CONSULTATION?**

3.1 There has been no public consultation on the proposal because it is essentially an internal Council governance issue. However, public consultation on the Sheffield Plan Issues and Options took place in autumn 2020 and the Publication Draft Plan will also be subject to public consultation later this year. The Statement of Community Involvement (July 2020) sets out how the Council will consult on the Sheffield Plan.

3.2 It should be noted that any changes the Council wishes to make to the Publication Draft in response to comments made during the consultation will need to be submitted to the Planning Inspector as proposed amendments alongside the Draft Plan. There is no guarantee that the inspector will accept the changes proposed by the Council. It is likely that the Inspector will propose a series of 'Main Modifications' to the Plan; these may or may not include the amendments proposed by the Council (depending on whether the Inspector agrees with them, based on the evidence presented at the public examination).

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

### **4.1 Equality Implications**

4.1.1 None.

### **4.2 Financial and Commercial Implications**

4.2.1 None

### **4.3 Legal Implications**

4.3.1 There are no legal implications of this decision; continuation of the working group

will assist the Council in its statutory duty to produce a Local Plan.’

#### 4.4 Climate Implications

4.4.1 None.

#### 4.5 Other Implications

4.5.1 None

### **5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 An alternative option would be for officers to seek a political steer on specific matters relating to the Sheffield Plan directly from either the Strategy and Resources Policy Committee or the Transport, Regeneration and Climate Change Policy Committee. However, the Strategy and Resources Committee only meets monthly and the Transport, Regeneration and Climate Change Policy Committee every 2 months. It would cause considerable delay to the Sheffield Plan timetable if each issue under consideration had to be reported to one of the formal Policy Committees.

5.2 A further option would be to formally establish a Task and Finish Group for either the Strategy & Resources Policy Committee or the Transport, Regeneration and Climate Change Policy Committee. However, under Council Procedure Rules at 25.2, a Policy Committee is only able to have one Task and Finish Group operating at any one time. Having a Task and Finish Group for the Local Plan would effectively limit the scope to have a Group working on other matters for a considerable period.

### **6. REASONS FOR RECOMMENDATIONS**

6.1 The cross-cutting nature and significance of the Sheffield Plan for the future development of the city means that it is appropriate for the Strategy & Resources Policy Committee to take overall responsibility for the Plan. However, delegation to the Transport, Regeneration and Climate Change Policy Committee reflects the level of work required from Members to progress the Plan and the relative capacities of the two Policy Committees.

6.2 Continuing the Sheffield Plan Member Working Group will allow officers to obtain a regular political steer on various matters relating to the content of the Sheffield Plan. The Group will have no decision-making powers. The Strategy and Resources Policy Committee can be kept up to date on progress and will have ultimate responsibility for deciding whether to support the Publication Draft Plan and refer it to full Council for final approval.