

BBEST Coordinating Group.

Coordinating Group meeting, 27 January 2015

Minutes

| Present | Action |
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| <p>BBEST Coordinating Group Pete Marsh PM (in the Chair) Anne Daw ATD(Vice Chair) Emily Pieters Brian Webster Alan Wellings Laure Astill Kath O'Donovan KO (Secretary)</p> <p>Members in attendance Jenny Carpenter Andrew Cox Kath Harding Amy Jones Ian Jones Keith Lilley Aodan Marken Marcus O'Hagan Gerry Penny Alan Wellings Matthew Willis</p> | |
| <p>Apolo gies</p> <p>Chris Topliss Bernard Donnelly Pat McGrath And four other members</p> | |
| Introduction by the Chair | |
| <p>The Chair noted that BBEST has at last been officially designated by the City Council. SCC will publish information about the designation as follows:</p> <ul style="list-style-type: none">• The designation details will be made available to view from: Broomhill Library (if they agree), First Point, Howden House, Union Street,• There will be electronic information: <p>The Council's website via www.sheffield.gov.uk/bbest-plan, there will be a highlight of the designation on the main neighbourhood planning webpage www.sheffield.gov.uk/neighbourhood-planning, a Planning News webpage item, a Council Email Alert for those who have registered an interest in Planning, a Tweet from @SCC_Planning_BC</p> | |

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| | <ul style="list-style-type: none"> • There will be notification to: those who commented on the application, Councillors for Broomhill and Fulwood wards, the Cabinet Member for Business, Skills and Development, the Chair of the Planning Board and Chairs of the South West and Central Local Area Partnerships, and also Councillors for wards bordering the designated neighbourhood area i.e. Crookes, Walkley, Central and Ecclesall. <p>The chair also noted that another Forum has been discussed locally: SKIN – Shalesmoor, Kelham Island and Neepsend Network: http://www.skinn.org.uk/</p> | |
| Group Development | | |
| | <p>A document titled ‘BBEST: the vision for 2015’ had been circulated which outlined the BBEST working plan for 2015. Work during 2015 will centre on the 5 working groups – see below. Coordinating Group will meet at key points during the year to review progress.</p> <p>Two important pieces of work have already been carried out:</p> <ul style="list-style-type: none"> • A substantial tree study and a green space survey by local environment consultants ECUS • Ideas for the Design guide and a Framework for Character areas by University of Sheffield Architecture Students as part of a Live Project. <p>Each Group will arrange a consultation meeting to take place in one of the monthly Tuesday meeting slots. The aim is to have available for discussion at the AGM and Development session on 7 November 2015:</p> <ul style="list-style-type: none"> • Draft vision statement for the Group • Evidence catalogue to include key documents and materials, and relevant meetings with a note of engagement events and numbers attending • draft planning policies • limited number of projects <p>Note – Coordinating Group on 22nd September will discuss drafts of these documents.</p> | |
| Architecture and conservation. Emily Pieters | | |
| | <p>The key task is to take the Design Guide foundations already available and develop the Design Guide. Not all areas can be covered, so the guide needs to concentrate on: areas most under threat, areas where BBEST wishes to be proactive, areas BBEST would like to see improved, e.g. the retail centre. The Design Guide will become a point of reference for development principles.</p> <p>Space standards (which ties in with Balanced Communities.) It was noted that standards already exist, for example UUK has a document. http://www.universitiesuk.ac.uk/aboutus/AssociatedOrganisations/Partnerships/ACOP/Documents/CodeofPractice.pdf</p> | |

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| | <p>The University of Sheffield also has a standard with SHU – SNUG – Sheffield Property Registration Scheme. These documents may form the basis of the work. The Students Union is actively engaged in this area, and will be a key part of the development.</p> <p>The programme for the Group is as follows: Q1 – draft structure for Design Guide Q2 – outline Design Guide – ready for Broomhill Festival Q3 – develop Design Guide for AGM</p> <p>There will be a need for a budget for drawings and other materials.</p> | |
| 2 Sustainable and Balanced Communities. Anne Daw | | |
| | <p>Anne circulated a timeline for the Group:</p> <p>Jan-Mar Housing Survey Preparation: recruit volunteers, fliers to residents, prepare materials Complete database software end enter data</p> <p>Mar-Apr Survey 2 areas – Western Front, Taptonville Rod MOT May Collate and map survey data</p> <p>May June Prepare for Broomhill Festival on 20 June</p> <p>July Document festival workshop</p> <p>Aug September Document evidence and prepare draft policies Work with Council planners to draft policies Write up and internally review Output for AGM Draft vision statement Evidence catalogue complete Draft planning policies Project proposals</p> <p>A survey of students living in University accommodation will be carried out in consultation with the University. Noted that students not in Sheffield for Broomhill festival so need to organise consultation event either in April or September/October. Planning Forum meeting on April 28 might be appropriate.</p> | |
| 3 Active Travel Routes Pete Marsh | | |
| | <p>Boulevard Project/ Gold Route extension. This recognises the significance of the major transport corridor from University Residences through Broomhill to the University. (Lower routes include via Melbourne Road and Clarkehouse Road.) Travel is by bus, foot and cycle, with major and intersected traffic flows. The aim is to improve the experience for pedestrians and cyclists. Other relevant citywide projects are the 20mph zones and the Living Streets project.</p> | |

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| | Consideration needs to be given to other 'travel generators' such as schools and hospitals. It was also noted that a key air pollution issue are the emissions from green school buses) | |
| 4 Green spaces. Kath O'Donovan - acting | | |
| | <p>The ECUS work will form the basis of the Green Spaces project</p> <p>Phases</p> <ul style="list-style-type: none"> * evaluate how other plans have addressed this * evaluate work commissioned from ECUS * carry out additional work arising from these two * Tease out areas to include in the plan. Draft these. * public discussion at Broomhill festival and other locations * revise draft plan in light of consultation. <ol style="list-style-type: none"> 1. members meet to evaluate what has already been done. Possible presentation of what is in other plans. 3. Meet for first draft of items for plan. 4. BBEST Development meeting for wider discussion 5 subsequent refinement of ideas 6 publicity/consultation/Broomhill festival. 7 further refinement ahead of AGM on 7th November. 8 presentation at AGM followed by final redraft. <p>Noted</p> <p>Architecture students worked on a revision of Victoria Park</p> <p>Overlap with Boulevard project in relation to University Playing Fields</p> <p>Aging trees</p> <p>Amey must have a full tree survey</p> | |
| Retail Centre | | |
| | Representatives not present | |
| Coordinating and publicity issues | | |
| | <p>Broomhill Festival</p> <p>The importance of planning for the Broomhill Festival was evident throughout the meeting.</p> <p>Dates:</p> <p>Brochure text – March 2015</p> <p>Festival – June 5-21</p> <p>Garden Party 20 June</p> <p>If a separate event is planned, this needs to be noted in the brochure</p> <p>Calendar – see below for draft</p> <p>Website</p> <p>2 Newsletters</p> <p>Student/University events</p> | |
| Expressions of interest in project groups | | |
| | Design Guide – Anne Daw | |

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| | <p>Sustainable communities – Matt, Jenny Carpenter Travel corridors – Jeremy Clines, and a planning student who will work with PM on this over Easter Green Spaces – Marcus O’Hagan Retail spaces The University is happy to consider active engagement and help.</p> <p>Alan Wellings noted: that the 3 community groups in the area may be able to help: BANG, REACT, Ranmoor Society display space in Broomhill Library is available – BBEST already has plans to use what is available to it. There is a project to restore the Library garden Quarterly meetings of Broomhill Forum</p> | |
| Next meeting | | |
| | <p>The next Coordinating Group meeting will be on 25th June. See below for schedule of meetings.</p> | |
| BBEST Calendar | | |
| | <p>2015 Dates</p> <p>Four meetings of the Co-ordinating Group</p> <p>Eight meetings of the Forum itself (including the AGM/Development Session)</p> <p>Jan 27 Co-ordinating Group: (vision for the year)</p> <p>For March – write text for Broomhill Forum Brochure</p> <p>Decide on additional event</p> <p>Feb 24 Planning Forum</p> <p>Mar 24 Planning Forum – Active Travel</p> <p>Apr 28 Planning Forum – Student engagement and/or Green spaces</p> <p>May 26 Planning Forum - Broomhill Festival coordination meeting</p> <p>June 5-21 Broomhill Festival</p> <p>June 20 Broomhill Festival Garden Party</p> <p>Jun 23 Co-ordinating Group: (taking stock) and review of Broomhill Festival</p> <p>Jul 28 Planning Forum – Active Travel (major traffic generators)</p> <p>Aug 25 Planning Forum – Balanced Communities</p> <p>Sep 22 Co-ordinating Group: Review project group progress</p> <p>Oct 27 Planning Forum ?student engagement</p> | |

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| | <p>Nov 7 AGM & Planning Forum Development Session: (basic structure of plan)</p> <p>Nov 24 Co-ordinating Group: (plan for 2016)</p> | |
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