

Minutes of BBEST Steering Group meeting, 19th October 2016

Present		Action
	Pete Marsh PM (Chair) Anne Daw ATD Alan Wellings AW Magid Mah (Councillor) Kieran Harpham (Councillor) Aileen Wade – Oriel House Group Kath O'Donovan (Secretary)	
Apologies	Chris Topliss CT (Treasurer) Michelle Cook (Councillor) Emily Pieters Laure Astill Anna Mullaney (Union of Students)	
1. Minutes of the previous meeting on 27 June 2016	The minutes were accepted, although it was recognised that events have moved on considerably since the last meeting.	
2. Introduction	Following engagement with Officers of Sheffield City Council a number of issues have arisen which require further work or discussion. These are noted in the sections below.	
3. Timing of the plan	<p>When the BBEST Forum was formed, it was anticipated that the BBEST plan would develop in the same timescale as the Local Authority plan. The City plan is currently 2-3 years behind schedule and it has become clear that this has an impact on the local plan. For example, it is difficult to be specifically 'local' without the city plan to refer to.</p> <p>The Council agreed to make informal comments on the draft BBEST plan and initially, despite a delay in their response, we decided to maintain the timescale of the BBEST consultation. However, the significance of the responses meant that the BBEST consultation was cancelled.</p> <p>The new proposal is that we spend the next year developing the Plan and the Design Guide, aiming to move to the referendum at the end of 2018.</p> <p>A neighbourhood Planning Bill is going through parliament currently, which should mean the long term stability of Neighbourhood Planning.</p>	
4. Oriel House and the Community Hub	The need for a community hub in the BBEST area is well recognised. Oriel House has become the focus for this development. Advantages are: <ul style="list-style-type: none"> • The garden is a green public space 	

	<ul style="list-style-type: none"> • It is historic building • It may be possible to apply to the HLF for funding when the status of the building is resolved. KH agreed to follow this up <p>On 5th November 2016 PM and ATD are holding a workshop to help develop a communal vision for Oriel House.</p>	KH
5. Impact of SCC comments on draft plan	<p>SCC comments in the draft plan pointed out a number of areas where supporting evidence is required, involving BBEST in varying amounts of additional work. In response to this, and despite the fact that the objectives have become 'tablets of stone' BBEST plans to omit the section on Blue Infrastructure since the workload in its present form would require consultancy work which is unaffordable.</p> <p>It may be possible to retain some of the spirit of this section through historic and descriptive work, such as 'water walks' linked to the gazetteer and historic buildings proposals. This will be raised at the Forum/AGM.</p> <p>It was agreed that SUDS would be retained if this is not part of the local plan.</p>	
6. Lettings Boards	<p>SCC comments on the draft plan indicate that this action must be taken by them. During discussion the following points were noted:</p> <ul style="list-style-type: none"> • This is a problem in other areas such as Crookesmoor, Sharrow, Ecclesall Road • Complaints about lettings boards are a significant part of Councillor's workload • Businesses also have a problem with this • Students use the internet to find accommodation, not the signs • The universities could be approached to see if their codes of practice for landlords could be used to help • The union of students' representative had agreed to look into this area. <p>There was strong support for pressing the council to take action with BBEST on this area, and this will be done as part of the discussions with the Local Planning Authority on the draft plan.</p>	AM
7. Retail Centre	<p>Broomhill has been suggested as a pilot for issues across all retail centres across the city. This would cover issues such as:</p>	

	<ul style="list-style-type: none"> • Transport • Use of council owned land in front of the main shopping area. • Car parking and signage 	
8. Boulevard project	A useful meeting had been held between the Estates departments of The University of Sheffield, the Children's Hospital, the Royal Hallamshire Hospital and Weston Park Hospital and general approval of the Boulevard concept was agreed. Ideas for improving the pedestrian experience were discussed and agreed. A further meeting will be held after Easter next year.	
9. Design Guide	The significance of the Design Guide has grown as the plan has developed. For example the Council is unable to manage Conservation Areas as previously, making the descriptions of 'character areas' within the Guide more significant. The next Forum will be principally about the Guide.	
10. Finance	<p>Finance is an issue for BBEST into the future. No further grants are currently available from Locality. Examples of calls on funding are:</p> <ul style="list-style-type: none"> • Consultancy on areas of the Design Guide such as appraisals of sites at risk. • Annual running costs of c £350 for bank charges, room hire, website etc. • Some listed and important buildings are not being maintained. Professional assessment is required to understand the extent of problems. <p>The possible availability of CIL as a source of funding was discussed since BBEST, as a designated Forum, could receive 15% of funding from this source. Councillors confirmed that a relatively modest amount CIL is currently available for the BBEST area. They would look into the possibility of provision. PM will ask LP how they can do this.</p>	PM Councillors
11. Forum and AGM, 19 November	<p>Items for the agenda are:</p> <p>Introduction to current situation</p> <p>Design Guide</p> <p>Gazetteer and walking guides, to include 'water walk'</p> <p>Need to enhance finances</p> <p>Need to enhance the amount of active support for BBEST:</p> <ul style="list-style-type: none"> • Website • Gazetteer and walks – suggest group 	

	meeting <ul style="list-style-type: none">• Finance• Data management	
12. Dates of Future meetings	The next meeting of the BBEST Steering Group are scheduled to take place on: 7 th February 2017, 9 th May 2017.	