

## TERMS OF REFERENCE - SHEFFIELD HOUSING GROWTH BOARD

Mission: To bring partners together to accelerate the delivery of new homes in the City, which are of the correct type, quantum and quality.

### 1. MAIN FUNCTIONS

- To **advance** the delivery of the following core objectives:
  - Work collaboratively and establish new ways of partnership working to support the delivery of more new homes in Sheffield.
  - Progress the delivery of a joint Housing Pipeline of sites to enable between 2,500 and 3,000 housing (all tenure) starts per annum over 3, 5 and 7 years (starting in April 22/23).
  - Prepare a five-year (rolling) Integrated Affordable Housing Programme, ramping up to 1,000 starts per annum.
  - Review partners own existing land ownerships and identify key third party owned acquisition opportunities which will support the delivery of residential developments initiatives across Sheffield.
  - Utilise the partners market relationships with developers and funders to target sites within Sheffield and to try to resolve any development constraints to the delivery of those sites.
  - Secure access to public funding sources and private sector finance to assist in programmes of acquisition, land remediation and the provision of core infrastructure.
  - Co-develop business cases to support investment in critical infrastructure to support growth.
  - Consider and agree the most appropriate means of existing land holdings and acquired sites being taken to market, and develop core competencies in relation to place-making to provide the most favourable conditions for investment and the creation of sustainable places. This will include ensuring that, where relevant, residential management arrangements are established that are in line with market leading developments.
  - Use partners existing tools/ skills/ programmes to proactively unlock public and private sector land for housing.
  - Respond to the pilot status awarded to Sheffield in the Levelling Up White Paper released by Government on 02/02/2022.
  - As an initial activity, partners will focus available resource on the delivery of strategic residential growth in the Central Area Strategy priority neighbourhoods and Catalyst Sites. Activities undertaken in these areas shall act as an exemplar of how any strategic partnership between the parties will function.
  
- Provide **oversight** across Sheffield housing programmes to:
  - Ensure that a deliverable timetable is established.
  - Ensure that appropriate governance is implemented.
  - Ensure that an appropriate scheme of delegation is implemented.
  - Ensure that a clear audit trail exists of decisions made and that they are recorded and approved. The approval of any transaction will remain with the Party that is proposing to enter into the transaction with such approval to be obtained through its internal approvals process.
  - Consider significant risks to housing delivery and interrogate and approve suggested interventions as necessary.

## 2. OPERATION

- The Housing Growth Board will be Chaired by the CEX of Sheffield City Council.
- The Housing Growth Board will meet once every three months, unless a meeting is deemed unnecessary by the Chair.
- Additional meetings will be called by the Chair as necessary.
- Facilitation, and the capturing of notes and actions, will be undertaken by Mark Canning from Homes England.

## 3. MEMBERSHIP

- The Sheffield Housing Growth Board will be attended by:
  - Kate Josephs, Chief Executive, SCC (Chair)
  - Eugene Walker, Executive Director, SCC
  - Ryan Keyworth, Financial Director, Sheffield City Council
  - Kate Martin, Executive Director City Futures, Sheffield City Council (Mcr)
  - Tony Stacey, CEO, South Yorkshire Housing Association
  - Matt Harrison, CEO, Great Places
  - Martin McKervey, High Sheriff of South Yorkshire, Chair of Sheffield Property Association
  - Colin Blackburn, Assistant Director Housing & Infrastructure, SY Combined Authority
  - Duncan Inglis, Assistant Director, Partners, Places, Homes England
  - Carl Moore, Head – Markets, Partners, Places, Homes England
  - Mark Canning, Senior Partnerships & Business Dev Manager, HE (Sec)

## 4. STANDARD AGENDA ITEMS

- Apologies
- Minutes and Actions from the Previous Meeting
- Updates on: Action Plans/ Programmes/ Workstreams
- Performance Monitoring
- Funding Updates
- Budget
- Risks and Issues
- Any Other Business
- Time and Date of the Next Meeting

## 5. MEETINGS SCHEDULE

Day	Date	Time	Venue	Room
Friday	3 <sup>rd</sup> December 2021	1.30 to 3.00	SYHA Head Office	The View
Friday	25 <sup>th</sup> March 2022	1.30 to 3.00	Cutlers Hall	Muniment Room
Thursday	30 <sup>th</sup> June 2022	1.30 to 3.00	Tbc	Tbc
Monday	19 <sup>th</sup> Sept 2022	11.00 to 12.30	Tbc	Tbc
Friday	16 <sup>th</sup> Dec 2022	1.30 to 3.00	Tbc	Tbc

## **6. SENSITIVE INFORMATION**

The members acknowledge that in the Housing Growth Board they will enter into discussions concerning or relating to the Main Functions and that in doing so each member may disclose commercially or politically sensitive information to the other members which if disclosed to any other person or third party could or would be likely to prejudice the interests of the member disclosing the information.

Each member acknowledges the need to treat all commercially and politically sensitive information as confidential and to maintain the confidentiality of such information and not to disclose it to any third party (except as agreed by the disclosing member) and not to use such information for any purpose other than that for which it is provided.



