

Cabinet

Wednesday 23 July 2014 at 2.00 pm

**To be held at the Town Hall,
Pinstone Street, Sheffield, S1 2HH**

The Press and Public are Welcome to Attend

Membership

Councillor Julie Dore	(Leader of the Council)
Councillor Leigh Bramall	(Business, Skills & Development)
Councillor Jackie Drayton	(Children, Young People & Families)
Councillor Isobel Bowler	(Culture, Sport & Leisure)
Councillor Ben Curran	(Finance and Resources)
Councillor Harry Harpham	(Deputy Leader/Homes & Neighbourhoods)
Councillor Mazher Iqbal	(Communities & Public Health)
Councillor Mary Lea	(Health, Care & Independent Living)
Councillor Jack Scott	(Environment, Recycling & Streetscene)

PUBLIC ACCESS TO THE MEETING

The Cabinet discusses and takes decisions on the most significant issues facing the City Council. These include issues about the direction of the Council, its policies and strategies, as well as city-wide decisions and those which affect more than one Council service. Meetings are chaired by the Leader of the Council, Councillor Julie Dore.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Cabinet meetings and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

Cabinet meetings are normally open to the public but sometimes the Cabinet may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last. If you would like to attend the meeting please report to the First Point Reception desk where you will be directed to the meeting room.

Cabinet decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Scrutiny Committee or referred to the City Council meeting, in which case the matter is normally resolved within the monthly cycle of meetings.

If you require any further information please contact Simon Hughes on 0114 273 4014 or email simon.hughes@sheffield.gov.uk.

FACILITIES

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

**CABINET AGENDA
23 JULY 2014**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 1 - 4)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 5 - 14)
To approve the minutes of the meeting of the Cabinet held on 18 June 2014
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Items Called-In For Scrutiny**
The Director of Legal and Governance will inform the Cabinet of any items called in for scrutiny since the last meeting of the Cabinet
- 8. Retirement of Staff** (Pages 15 - 18)
Report of the Director of Legal and Governance
- 9. Sheffield New Retail Quarter - Steps Towards Delivery** (Pages 19 - 56)
Report of the Executive Director, Place
- 10. Month 1 Capital Programme Approvals** (Pages 57 - 66)
Report of the Executive Director, Resources
- 11. Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report** (Pages 67 - 84)
Report of the Executive Director, Place

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
 - under which goods or services are to be provided or works are to be executed; and
 - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
 - the landlord is your council or authority; and
 - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
 - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
 - (b) either -
 - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Interim Director of Legal and Governance on 0114 2734018 or email gillian.duckworth@sheffield.gov.uk.

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Cabinet

Meeting held 18 June 2014

PRESENT: Councillors Leigh Bramall, Isobel Bowler, Ben Curran, Harry Harpham (Deputy Chair), Mazher Iqbal, Mary Lea and Jack Scott

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Julie Dore and Jackie Drayton.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where it was proposed to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETINGS

4.1 The minutes of the previous meetings held on 16 April and 4 June 2014 were approved as correct records.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Petition in respect of Broadband Access on Abbeyfield Road

A petition was submitted, containing 20 signatures, requesting the support of the City Council and local Councillors for faster broadband access and to lobby Virgin Media to install cable in the area and to complete the previous route that was stopped in the area.

RESOLVED: That the petition be referred to the Leader of the Council for consideration.

5.2 Public Questions in respect of Deprived Areas

Mr Martin Brighton asked a number of questions in relation to deprived areas in the City. Firstly he asked what criteria, in addition to the Government index of Multiple Deprivation (IMD) figures, were used to measure the success or progress consequent upon pouring vast resources into a deprived area?

In response Councillor Harry Harpham, Deputy Leader and Cabinet Member for Homes and Neighbourhoods, stated that the Council had a number of ways to track how well areas of the city were performing. Ward profiles were produced for each ward, setting out how well that ward was performing against the city average

on a wide variety of indicators across a number of topic areas, including demographics, poverty and access to services; economy and enterprise; health; housing; community safety; and environment. These ward profiles were publicly available on the Council's website. Individual programmes of activity would have their own evaluation and measurement mechanisms built into them to quantify the level of impact that programme has had.

Mr Brighton's second question stated that, historically, using the Government's own IMD figures, some deprived areas had either not improved, or improved negligibly, or even continued to decline, despite the vast resources allocated to that area. Was this information shared with the voters before elections, and if not, why not?

Councillor Harry Harpham responded that Information about each of the city's wards was made available publicly through the ward profiles as mentioned in the answer to the first question. Information about the Council's spending was made available in the annual budget report, which was also publicly available on the Council's website.

Mr Brighton's third question asked where areas had for fifteen or more years been designated as deprived, but had improved little or not at all, despite the continuing pouring of vast resources into those areas, up to the change of Government, which Elected Members had offered to stand down for what an outsider would conclude was years of failure, and if none, why none?

Councillor Harry Harpham commented that Members stood down every four years and it was then down to the judgement of the public.

Mr Brighton then asked given that these deprived areas continued to receive funds, perhaps justifiably, amid much publicity, and retaining the same political profile, how would this Council respond to any expressed perceptions that, in effect, political patronage was being bought?

Councillor Harpham commented that any such perceptions would be mistaken.

5.3 Public Question in respect of Public Questions at Council Meetings

Mr Martin Brighton referred to a recent Democracy meeting sponsored by the Houses of Parliament Outreach Service where he stated that local people said they refused to engage with this Council because there was no meaningful engagement in the decision-making processes that affected their lives and the communities, and that it was a waste of time attending Cabinet and Full Council to ask questions because they did not get answers, or were treated inappropriately. Mr Brighton therefore asked what the Council was doing to rectify this?

Councillor Harpham responded that Councillors were committed to responding to the views and concerns of residents and the Council actively supported a wide range of ways for local people to talk to politicians and those making decisions about the things that affected them. We are also very alive to the findings of the Fairness Commission around the need for better communication and involvement

of communities in the city with statutory agencies and one of the Council's Equality and Fairness objectives was to "strengthen the voice and influence of under-represented communities within the city".

Most Council meetings were open to the public and they could attend and ask questions. This included Full Council, Cabinet, and a range of other formal Committee meetings. The Council published details in advance so that people can know what is coming up and who best to contact about getting their issues raised and discussed. In the interest of openness and transparency recording was also allowed at Council, Cabinet and committee meetings open to the public. People are also encouraged to take part in the Scrutiny process, and the recent review of Scrutiny highlighted the importance of involvement of local residents, community organisations and partners as an important part of the Scrutiny process.

However, it was important to say, that formal meetings were not the only way people could get meaningfully involved in having a say and influencing the Council, particularly as many issues involved talking with people over a period of time to identify and understand issues and concerns and inform solutions.

5.4 Public Question in respect of Residents Involvement in TARAs

Mr Martin Brighton asked who had decided that residents should be restricted in the extent of their involvement with TARAs and housing issues and when and why?

Councillor Harpham commented that residents weren't restricted in their involvement with TARAs and he wanted them to become more involved. The Household and Neighbour Adviser Panel was being established and the membership of this was being consulted upon. It was agreed that tenants only would be represented on that as it would deal with issues which directly affected them. There would also be a single leaseholder representative. Councillor Harpham welcomed and actively encouraged more people to become involved in TARAs.

6. **ITEMS CALLED-IN FOR SCRUTINY**

6.1 There were no items called-in for Scrutiny.

7. **RETIREMENT OF STAFF**

7.1 The Chief Executive submitted a report on Council staff retirements.

RESOLVED: That this Cabinet :-

(a) places on record its appreciation of the valuable services rendered to the City Council by the following staff in the Portfolios below:-

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
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Children, Young People and Families

Carole Adams	Children's Centre Manager	37
Usha Bhan	Teacher, Tinsley Nursery Infant School	25
Louise Bull	Teacher, Learning Support	38
Jacqueline Damms	Senior Teaching Assistant Level 3, Watercliffe Meadow Community Primary School	22
Jeannie Devlin	Teacher, Greystones Primary School	25
Wendy Elliott	Senior Teaching Assistant Level 3, Emmaus Catholic and CofE Primary School	31
Ann Evans	Teacher, Stradbroke Primary School	21
Nina Hansbury	Teacher, Walkley Primary School	25
Elaine Heald	Supervisory Assistant, Stradbroke Primary School	24
Mary Jenkins	Teaching Assistant Level 3, Westfield School	29
Mary Kaye	Cleaner, Stocksbridge High School	25
Danny Lester	Teacher of English, Westfield School	33
Hilary Madden	Teacher, Meersbrook Bank Primary School	24
Julie Petty	Headteacher, Carfield Primary School	35
Sally Rogers	Deputy Headteacher, Wharncliffe Side Primary School	25
Fiona Snell	Geography Teacher, Westfield School	30

Angela Shrivastava	Teacher, Sharrow Primary School	29
Joanne Smith	Teacher, Dore Primary School	20
Krys Staszek	Teacher, St Marie's Primary School	37
Liane Taylor	Teacher, Stocksbridge High School	33
Decia White	Primary School Assistant, Grenoside Primary School	23
Angela Wood	Senior Teaching Assistant Level 3, St Thomas of Canterbury School	23

Place

John Smith	Community Tree Officer	35
Keith Stocks	Cemetery Operative	32

Resources

David Cantrell	Development Worker	28
David Ryszka	Finance	30

(b) extends to them its best wishes for the future and a long and happy retirement; and

(c) directs that an appropriate extract of this resolution under the Common Seal of the Council be forwarded to them.

8. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING - 2013/14 MONTH 12 (AS AT 31/3/14)

8.1 The Executive Director, Resources submitted a report providing the full year outturn statement on the City Council's Revenue and Capital Budget for 2013/14.

8.2 **RESOLVED:** That Cabinet:-

(a) notes the updated information and management actions provided by the report on the 2013/14 Revenue budget position;

(b) in relation to the Capital Programme:-

(i) approves the proposed additions to the Capital Programme listed in

Appendix 4, including the procurement strategies and delegations of authority to the Director of Commercial Services or Delegated Officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;

(ii) approves the proposed variations and slippage in Appendix 4 to the report; and

(c) notes the year end position to the Capital Programme.

8.3 **Reasons for Decision**

8.3.1 To formally record changes to the Revenue Budget and the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the Capital Programme in line with latest information.

8.4 **Alternatives Considered and Rejected**

8.4.1 A number of alternative courses of action were considered as part of the process undertaken by officers before discussions are recommended to Members. The recommendations made to Members represented what Officers believed to be the best options available to the Council, in line with Council priorities, given the constraints on funding and the use to which funding was put within the Revenue Budget and the Capital Programme.

9. **SHEFFIELD FOOD STRATEGY**

9.1 The Executive Director, Place submitted a report in relation to the refreshed Food Strategy.

9.2 **RESOLVED:** That Cabinet accepts the refreshed Food Strategy.

9.3 **Reasons for Decision**

9.3.1 The actions specified in the original Food Plan do not reflect the current position with regards to diminishing resources and emerging priorities. Therefore, a refresh is required that also includes plans for implementation and clear governance arrangements.

9.3.2 Public consultation has told us that issues such as food poverty; cooking skills; food growing and the links to environmental sustainability and an understanding of where our food comes from; and the impact of takeaways on neighbourhood 'feel' and healthy eating are all important to the people of Sheffield. A Food Strategy for Sheffield will make clear the response that Sheffield City Council, and partners, will make in order to address these important issues.

9.3.3 The six chosen priorities are informed by research evidence and also by the experiential evidence and local intelligence gathered through the consultation process. By taking action in these key areas we will have an impact on the 3 key

outcomes – environmental sustainability, health and reduced health inequalities and a strengthened role of food in the economy.

9.3.4 The Joint Health and Wellbeing Board have already signed up to this policy.

9.4 **Alternatives Considered and Rejected**

9.4.1 **Do nothing/Keep existing Food Strategy**

The risk of this approach is that the actions specified in the original Food Plan do not reflect the current position with regards to diminishing resources and emerging priorities. There is also the risk that due to the wide ranging nature of the original Food Plan and lack of clear governance in place that there will be little measurable progress.

9.4.2 **Accept the refreshed strategy**

The refreshed Food Strategy has similar aims in terms of addressing the major food priorities in the city but focuses on a smaller number of key areas that can be delivered in partnership within current economic constraints. There is also now a clearly established governance structure and a clear lead within Place portfolio, working in partnership both within and outside of Sheffield City Council. This option will allow more tangible progress to be made and monitored.

10. **OUTDOOR SPORTS STRATEGY**

10.1 The Executive Director, Place submitted a report in relation to the Outdoor Sports Strategy

10.2 **RESOLVED:** That Cabinet:-

- (a) agrees the core principles and strategic priorities set out in the report;
- (b) notes the financial implications;
- (c) agrees the Playing Pitch Strategy and facilities assessment outlined in Appendix 1 of the report as a guide to inform the development and implementation of planning policy and inform the assessment of planning applications; and
- (d) delegates authority to the Executive Director, Place in consultation with the Director of Legal and Governance, Director of Finance and Director of Capital and Major Projects to enter into such legal and financial arrangements as appropriate and take such further steps as appropriate to achieve the delivery of this strategy.

10.3 **Reasons for Decision**

10.3.1 The recommendations reflect the consensus of key partners and will be used to shape the future decision making and investment of the City Council and its partners.

10.4 **Alternatives Considered and Rejected**

- 10.4.1 This strategy is based on a joint programme of work with Sport England and extensive consultation with governing bodies and local clubs. The three core principles set out in the report closely reflect the thinking of the City Council and its partners and there is also significant consensus on the strategic priorities set out in this report.

11. **DECISION BY CABINET AS TRUSTEES OF THE FIRTH PARK CHARITY - GRANTING OF A LEASE TO PROVIDE CHILDCARE FROM THE FIRST START CENTRE**

- 11.1 The Executive Director, Children, Young People and Families submitted a report in relation to proposals to grant a lease to provide childcare from the First Start Centre.

- 11.2 **RESOLVED:** That Cabinet on behalf of the Council in its capacity as trustee of the Firth Park Charity:-

- (a) notes the principle Cabinet decision from February 2013 to cease the management and delivery of Local Authority managed nurseries and that this will be implemented by the First Start Nursery being operated and managed by the Hucklow Primary School; and
- (b) delegates authority to the Director of Capital & Major Projects to negotiate the terms of the licence and instructs the Director of Legal & Governance to prepare and complete all the necessary legal documentation subject to there being sufficient safeguards to ensure the existing and future usage of the nursery to both maintain existing services and retain the status of the building as a public asset.

11.3 **Reasons for Decision**

- 11.3.1 This option:
- Allows the retention of the building as a public asset with present and future usage safeguarded.
 - Minimises impact on other services in the building.
 - The Council has already successfully transferred two of these YCC nurseries to schools
 - Provides continuity of and safeguards future delivery of good quality services to children in Firth Park.
 - Makes a positive contribution that is within the charitable objects of The Firth Park charity.

11.4 **Alternatives Considered and Rejected**

11.4.1 **Closure**

This was not considered a viable option as it would be counter to the charitable objects of The Firth Park charity and create an unsustainable building and could impact on other service provision from the building

11.4.2 Continue with the present provision

This would not have been consistent with the Council's decision to withdraw from direct delivery and counter to the 27th February 2013 report.

12. DECISION BY CABINET AS CHARITY TRUSTEES OF THE OXLEY PARK CHARITY - PROPOSED LEASE OF STOCKSBRIDGE LEISURE CENTRE

12.1 The Executive Director, Place submitted a report in relation to the proposed lease of Stocksbridge Leisure Centre.

12.2 **RESOLVED:** That Cabinet acting for the Council as trustee of the Oxley Park Charity in accordance with the powers given to the Council as Trustee under the provisions contained in the Trusts of Land and Appointment of Trustees Act 1996:-

- (a) declares the former Stocksbridge Leisure Centre surplus to the requirements of the Oxley Park charity;
- (b) approves the 25 year lease of the Stocksbridge Leisure Centre to 4SLC in accordance with the terms of this Report and a Surveyor's Report in compliance with Section 119(1) Charities Act 2011;
- (c) delegates authority to the Director of Capital & Major Projects to instruct the Director of Legal & Governance to prepare and complete all the necessary legal documentation in accordance with the agreed terms and Charity Commission requirements to conclude the lease;
- (d) delegates authority to the Director of Legal & Governance to contact the Charity Commission and take such steps and enter into such documents as are required by the Charity Commission in order to give its consent to the lease; and
- (e) delegates authority to the Director of Capital & Major Projects or the Director of Legal & Governance to give public notice in accordance with Section 121 Charities Act 2011, in the local press to notify people within the beneficial area of the charity that the Charity Trustees intend to dispose of the leasehold interest in the Stocksbridge Leisure Centre.

12.3 Reasons for Decision

12.3.1 The disposal of the surplus property will benefit the Charity and the local community by :

- removing a long term maintenance liability
- providing a new local social enterprise opportunity

- continuing to provide leisure facilities for local people

12.4 **Alternatives Considered and Rejected**

12.4.1 The property is surplus to the Council's and Charity's requirements.

12.4.2 The cost of the demolition of the leisure centre would have to be met by the Council at the request of the charitable trustees and would also remove any prospect of this type of leisure facility being provided for the local community for the foreseeable future.



SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Chief Executive

Date: 23rd July 2014

Subject: Staff Retirements

Author of Report: Simon Hughes, Democratic Services

Summary: To report the retirement of staff across the Council's various Portfolios

Recommendations:

Cabinet is recommended to:-

- (a) place on record its appreciation of the valuable services rendered to the City Council by members of staff in the various Council Portfolios and referred to in the attached list;
 - (b) extend to them its best wishes for the future and a long and happy retirement; and
 - (c) direct that an appropriate extract of the resolution now made under the Common Seal of the Council be forwarded to those staff above with over twenty years service.
-

Background Papers: None

Category of Report: OPEN

RETIREMENT OF STAFF

1. To report the retirement of the following staff from the Council's Service and to convey the Council's thanks for their work:-

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children, Young People and Families</u>		
John Bainbridge	Headteacher, Limpsfield Junior School	46
Janet Brammer	Social Worker	28
Christine Case	AEN Team Leader, Forge Valley School	43
Susan Crookes	Business Support Officer, Marlcliffe Primary School	22
Josephine Haslam	Supervisory Assistant, Sacred Heart Catholic Primary School	26
Hilary Haynes	Assistant Headteacher, Bighton Nursery Infant School	35
Lorraine Musgrave	Teacher, Ecclesall CE Junior School	21
Lynda Ord	Learning Support and SEN Co-ordinator, King Edward VII School	39
Sue Pilkiw	Headteacher, Sacred Heart Catholic Primary School	31
Paul Reaney	Teacher, Wybourn Community Primary and Nursery School	44
Maria Schofield	Teaching Assistant Level 3, St Theresa's Catholic Primary School	26
Gillian Stallard	Teacher, Grenoside Primary School	23
Susan Thwaites	Teacher, Holgate Meadows Community School	37
Patricia White	Residential Homes Manager	28
<u>Communities</u>		
Graham Banks	Senior Practitioner	33

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
Simon Egginton	Advance Practitioner	30
Janet Kangley	Social Inclusion Team Co-ordinator	36
Christine Lomas	Team Manager	30
Helen Webb	Team Manager	28
<u>Place</u>		
Robert Deveaux	Senior Environmental Services Officer	31
Michael Roberts	Business Officer	28
Trevor Thorn	Principal Planning Officer	40
<u>Resources</u>		
Laurence Green	Service Delivery Manager	25
Ann Rodgers	Assistant Finance Manager	39

2. To recommend that Cabinet:-

- (a) place on record its appreciation of the valuable services rendered to the City Council by the above – mentioned members of staff in the Portfolios stated :-
- (b) extend to them its best wishes for the future and a long and happy retirement; and
- (c) direct that an appropriate extract of the resolution now made under the Common Seal of the Council be forwarded to those staff above with over twenty years service.

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Cabinet Report

Report of: Simon Green – Executive Director Place

Report to: Cabinet

Date: 23rd July 2014

Subject: **New Retail Quarter – Steps Towards Delivery**

Author of Report: **Nalin Seneviratne**
0114-205 7017

Key Decision: YES / NO*

Reason Key Decision: Expenditure/savings over £500,000*

~~Affects 2 or more wards*~~

~~*delete as appropriate~~

Summary:

The City Council is now in a position to take the New Retail Quarter forward following the Executive Leader's Decision to proceed with the outlined scheme and to effect the land acquisitions (report annexed to this report). As already reported, the Council is targeting scheme completion during 2019 with further final phases being complete in 2020. To achieve this, the Council needs to work with a development / investor partner to finally secure delivery.

Alongside the process to secure a new partner, authority is sought to utilise funding that will be generated from the New Deal with Government (Tax Incremental Financing – TIF) for use in the scheme and to fund a Sheffield City Investment Fund that will then assist with further regeneration schemes in the City Centre.

Objectives

The objectives of the recommendations are to:

1. Ensure that the city centre has a stronger retail and leisure offer that the people of Sheffield deserve and can be proud of, and one that is comparable to the best in the United Kingdom.
2. Make a step change and lift Sheffield up the national retail ranking to compete with major northern cities.
3. Deliver a more attractive proposition to strongly performing retail brands that can see the commercial value and demand a presence in the city centre.
4. Secure much improved city centre visitor numbers adding to the overall success of the City.
5. Regenerate a wider city centre area as a direct consequence of the investment commitment and opportunity provided by the NRQ project, through the Sheffield City Centre Investment Fund.

Benefits

It is expected that the benefits of implementing the recommendations will be:

1. To provide clarity to the market, later in the year, around the Council's expectation of what the development opportunity at the NRQ comprises.
2. To offer a site and development in Council control that mitigates risk and provides an immediate opportunity to an investor for forward funding.
3. To offer a site with clarity around the planning policy, highways and other statutory consents needed to progress the NRQ
4. To provide clarity of the Council's financial support available (TIF) to assist with delivery of the NRQ.
5. To offer flexibility and a controlled approach to deliver the NRQ over an acceptable timescale, protecting the Council's interests and actively managing the delivery process.
6. To create a New Retail Quarter that will fundamentally improve the retail offer in the city centre, by providing modern flexible retail and leisure space, attracting quality fashion and accessories retailers, restaurants and leisure concepts and bringing back spend (up to £90m p.a.) into the city that is currently leaking elsewhere.

Reasons for Recommendations:

The reasons for the recommendations are to provide the way forward for the delivery of the New Retail Quarter.

It is proposed that through the capital financial approval process, the Council establishes the procurement of a new development partner and creates the Sheffield City Centre Investment Fund to help progress the priorities of the Corporate Plan.

Recommendations:

1. To note the decision of the Leader taken on 6 June 2014 to approve a strategy for delivery of a new retail quarter for Sheffield City centre.
2. To delegate authority to the Executive Director of Place in consultation with the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal and Governance to agree the procurement strategy to seek a development/investor partner for delivery of the New Retail Quarter.
3. Subject to complying with the Council's capital approvals processes to delegate authority to the Executive Director of Place in consultation with the Cabinet Member for Business, Skills and Development, the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal and Governance to negotiate and award contracts following the procurement process.
4. Subject to complying with the Council's normal budget processes and Financial Regulations to delegate authority to Executive Director of Resources in consultation with Executive Director of Place to borrow, based on the Tax Incremental Financing income streams and to make any other investment to support the costs of delivering the New Retail Quarter.
5. To note the decision of Cabinet of 1 August 2012 authorising the creation of a Sheffield Investment Fund and to note the proposal in the report as to the proposals of using such a fund for regeneration of the City Centre.
6. To delegate authority to the Executive Director of Resources in consultation with the Cabinet Member for Business, Skills and Development and the Executive Director of Place to place any surplus Tax Incremental Finance funding, income and investment returns from the New Retail Quarter into a Sheffield City Centre Investment Fund.
7. To delegate authority to the Executive Director of Place in consultation with the Cabinet Member for Business, Skills and Development, the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal Services and Governance

to take such steps considered appropriate to achieve the outcomes in the report including;

- a. To negotiate, agree and complete legal agreements,
- b. To set up a separate legal entity special purpose vehicle either as a Sheffield City Council wholly owned entity or by way of joint venture with developer/investor partners, and
- c. To determine any terms on which property assets may be transferred to a special purpose vehicle.

Background Papers: Executive Leader's Decision - Steps Towards Delivery and the Use of CPO Powers dated 6th June 2014.

Category of Report: **OPEN /~~CLOSED~~***

If CLOSED add 'Not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).'

* Delete as appropriate

Statutory and Council Policy Checklist

Financial Implications
YES/NO Cleared by: Jayne Clarke
Legal Implications
YES/NO Cleared by: David Hollis
Equality of Opportunity Implications
YES/NO Cleared by: As per background paper
Tackling Health Inequalities Implications
YES/NO
Human Rights Implications
YES/NO
Environmental and Sustainability implications
YES/NO
Economic Impact
YES/NO
Community Safety Implications
YES/NO
Human Resources Implications
YES/NO
Property Implications
YES/NO
Area(s) Affected
Central Ward / City Centre
Relevant Cabinet Portfolio Lead
Cllr Leigh Bramall
Relevant Scrutiny Committee
Economic & Environmental Wellbeing
Is the item a matter which is reserved for approval by the City Council?
YES/NO
Press Release
YES/NO

REPORT TO THE CABINET

New Retail Quarter – Steps Towards Delivery

1.0 SUMMARY

- 1.1 The City Council is now in a position to take the retail quarter forward following the Executive Leader's Decision regarding the land acquisitions (report annexed to this report). As already reported the Council is targeting scheme completion during 2019 with further final phases being complete in 2020. To achieve this, the Council needs to work with a development / investor partner to finally secure delivery.
- 1.2 Alongside the process to secure a new partner, authority is sought to raise capital funding (Tax Incremental Financing – TIF) that will be repaid from the retained business rate uplift generated from the New Deal with Government for use in the scheme and to use any surplus uplift to fund a Sheffield City Centre Investment Fund that will then assist with further regeneration schemes in the City Centre
- 1.3 The objectives of the recommendations are to:
1. Ensure that the city centre has a stronger retail and leisure offer that the people of Sheffield deserve and can be proud of, and one that is comparable to the best in the United Kingdom.
 2. Make a step change and lift Sheffield up the national retail ranking to compete with major northern cities.
 3. Deliver a more attractive proposition to strongly performing retail brands that can see the commercial value and demand a presence in the city centre.
 4. Secure much improved city centre visitor numbers adding to the overall success of the City.
 5. Regenerate a wider city centre area as a direct consequence of the investment commitment and opportunity provided by the NRQ project, through the Sheffield City Centre Investment Fund.
- 1.4 It is expected that the benefits of implementing the recommendations will be:
1. To provide clarity to the market, later in the year, around the Council's expectation of what the development opportunity at the NRQ comprises.
 2. To offer a site and development in Council control that mitigates risk and provides an immediate opportunity to an investor for

forward funding.

3. To offer a site with clarity around the planning policy, highways and other statutory consents needed to progress the NRQ
4. To provide clarity of the Council's financial support available to assist with delivery of the NRQ (TIF)
5. To offer flexibility and a controlled approach to deliver the NRQ over an acceptable timescale, protecting the Council's interests and actively managing the delivery process.
6. To create a New Retail Quarter that will fundamentally improve the retail offer in the city centre, by providing modern flexible retail and leisure space, attracting quality fashion and accessories retailers, restaurants and leisure concepts and bringing back spend (up to £90m p.a.) into the city that is currently leaking elsewhere.

2.0 WHAT DOES THIS MEAN FOR THE PEOPLE OF SHEFFIELD

- 2.1 As previously reported, the New Retail Quarter will provide a high class regional shopping and leisure facility which would compete with other city centres such as Manchester, Leeds and Nottingham.
- 2.2 The scheme would drive private sector investment in the city centre and create high quality retail led mixed use scheme and consolidate the prime retail offer. The development of a New Retail Quarter also enhances the status of the city centre in itself and should in turn stimulate office, commercial and leisure opportunities/activity/development in the city centre.
- 2.3 The proposals in this report would assist in the development and promotion of Sheffield's economy with investment in city centre projects that among other things lead to environmental improvements and growth in jobs, thereby assisting in the sustainable development of the economic, environmental and social well-being of the City and its inhabitants.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 As reported in the report to the Executive Leader on the 6th of June, the New Retail Quarter Development would create construction jobs and new additional permanent jobs in the city centre estimated between 2000 and 3100. Training and employment opportunities for local people and business would form an integral part of the project delivery programme.

The development of the New Retail Quarter would also generate additional rates income which the Council can retain under the New Development Deal the Council was awarded by Government in November 2012 which became operational in April 2013. This increased income also allows the Council to raise finance which will be invested in the delivery of the New Retail Quarter

- 3.2 Also as previously reported, completion of the New Retail Quarter scheme would make the City Centre a more cohesive and sustainable location to attract further investment. Delivery of the New Retail Quarter will help the City Centre become more sustainable in terms of economic activity, by bringing about improvements in social well-being and deliver buildings designed to minimise environmental impact.

4.0 STEPS TOWARDS DELIVERY

4.1 Development Partner Procurement

The Council requires a development partner with the appropriate expertise, skills and level of resource to deliver this project. The Council has the land and the ability to raise funds to deliver the project and would therefore be a partner of equal standing with any developer / investor.

Given the history to date there is a need for the Council to retain a level of control with regard to project delivery. In addition, the Council through Tax Incremental Financing has the ability to invest substantial sums of money into the project. Therefore the options for creating a joint venture partnership look favourable.

However, given the varying market opportunities, and the scale and complexity of this project, the nature of any deal will have to be tested in the market place through a competitive process. This will ensure that the best deal can be obtained from the market.

It is proposed that the funding of the development will be met by the new development / investment partner with the exception of investment by the Council via Tax Incremental Financing. The levels of investment can only be finally assessed via the procurement process and hence the reasons for delegations sought in this report where through the procurement process, land deals may also play a part.

The Council's capital approval process will provide scrutiny of the proposals before they are finally agreed.

With the existing budgets authorised via the Executive Leader's Decision the Council have sufficient resources to work up the scheme towards a planning consent and also create an investment prospectus to put to the market.

The recovery of the Council's investment in the land will be provided through a ground rent payment or sale of the land on completion of the scheme. The funding of the scheme will then be made up of Tax Incremental Financing (TIF), Developer / Investor Funds (equity) and bank or institutional funding (debt). Only TIF and what the Council is

committed to on land acquisitions (see Executive Leader's Report of 6th June 2014) is what is envisaged to be the Council's exposure at this stage. Any further investment by the Council would need to follow the competitive dialogue procurement process and be subject to further Council approvals.

Any decisions to commit TIF or other Council funding to the project will be subject to considerations of the potential risks/rewards. Detailed risk analysis will only be possible as the scheme dynamics are developed through the procurement process.

4.2 Sheffield City Centre Investment Fund

4.2.1 Vision and Objectives:-

Sheffield City Strategy – Vision

“It's 2020: Sheffield is a city of global significance, distinctive, successful, inclusive, vibrant and sustainable.

A great city, where people from across the world want to live, learn, work, invest and visit” - Sheffield First Partnership.

The retail vision

To reposition and revitalise Sheffield's shopping zones into a single unified shopping experience that is engaging, sustainable and appropriate for a major city centre. The Vision should enhance the entire city centre and provide a platform for further regeneration and growth from the private sector in the future.

4.2.2 To objectives set against the retail vision for the City Centre are:

- To create a distinctive city centre
- To create long term value in the city centre to enable economic and social success
- To deliver a return on investment to Sheffield City Council, through economic development creating inclusive and vibrant environments
- To focus on sustainable growth so that Sheffield benefits now and in the long term

4.2.3 By creating an investment fund for the city centre, the uplift in values and cash flow that the development of retail quarter project creates can be invested to achieve the above objectives.

The creation of the Sheffield City Centre Investment Fund enables the adoption of a Stewardship model for the city centre whereby the city

centre is considered and looked after as a whole, with a long term view to its planning and management of resources.

The “New Retail Quarter” will be the catalyst for the fund and the City’s key opportunity and first major stage of investment activity, generating major uplifts in capital and revenue with subsequent business rate growth. Property development on its own is short term and a means to an end. An investment approach enables long term sustainability, enabling the needs of today to be met without compromising those of the future. Issues to be considered will include the degree to which there is a mix of uses other than retail and leisure, e.g. office, hotel and residential.

An investment fund approach enables the delivery of other phases of improvement including Fargate, Castlegate and the City’s cultural offer through the re-development of Central Library and Graves Gallery. Dealing with these issues helps to create the “point of difference” or distinctiveness that Sheffield City Centre can offer. Improvements to the cultural offer helps to enhance the visitor experience and investor confidence by ensuring added vibrancy through an improved, dynamic and inclusive cultural offer.

- 4.2.4 The Sheffield City Centre Investment Fund would be a special purpose property investment, trading and development vehicle established to generate capital growth and revenue through asset management of the City Centre.

Authority was granted by cabinet in 2012 to develop a Sheffield Investment Fund and this Fund would be developed under that authority.

The focus would be fund management against a clear investment strategy and target outcomes for the City, existing assets and capital funding could be matched with private funding to create the investment opportunity.

The fund will be required to invest in line with State Aid regulations and therefore will be investing at a market rate (subject to obtaining any notification to the contrary). It will aim to deliver a commercial return to its investors. The fund is not primarily about gap funding, but assisting projects that may require a more considered financing solution than the market can offer on its own. Gap funding will also be considered where appropriate.

Fund investments may be in the form of debt, equity or guarantee, and may take first or subordinated security (which will affect the rate of return). Projects for investment will be selected not only on the basis of a sound business case, but also for the regenerative, economic and wider social or environmental benefits that they will deliver for the city.

The fund is expected to have an initial life of 10 years, with capital and potentially returns above a certain level being retained by the fund for reinvestment during this period (a rotating or ‘evergreen’ fund).

CBRE were procured in 2013 to act as fund manager for the Council and that procurement included the management of the Sheffield Investment Fund and special purpose vehicles created through it.

4.2.5 Financial & Resource Implications

The resources required for dealing with the procurement work (feasibility and investment proposition) have been covered under the decision of the Executive Leader dated 6th June 2014 including the land acquisitions.

This report requests the authority to commit tax incremental financing to both the New Retail Quarter project and the Sheffield City Centre Investment. This will be subject to the Council's capital approval process with reports to Capital Programme Group (CPG) and via budget monitoring that will detail the extent of that investment. At this stage the level and detail of Tax Incremental Financing and its requirement to finance the project will be subject to detailed design, rental levels achieved and profitability of the scheme subject to developer / investor required returns.

As previously stated, detailed risk analysis will only be possible as the structure and scale of the development and our investment in it become more certain through the competitive dialogue process. However, the key financial risks are set out below:

Risks During Procurement Process

That the Council is unable to capitalise the borrowing costs associated with the land acquisitions as assumed in the Leaders Report. If this is the case, options will be considered to mitigate the impact through offsetting against the rental income and the budget provision or exploring ways to extract early value out of the scheme. If this is not possible this will create a budget pressure.

The procurement process does not secure an acceptable development partner. At this stage any revenue costs associated with the property acquisitions and any previously capitalised project development costs will have to be managed within existing revenue budgets unless and until an alternative use for the properties or alternative source of funding can be secured.

Post Procurement Pre-construction Risks

Having committed TIF and any other investment, the key financial risk that the Council will carry will be that we are unable to meet the pre-let thresholds to commence development. If this results in a delay to the scheme then it adversely affects the NDD business rate uplift period reducing the potential TIF investment. If the scheme is abandoned at that stage then in addition to the above risk associated with the acquisition cost, the Council is likely to have incurred further fees which it will not be able to recover from the scheme.

Risks During Construction

The extent of the risks at this stage will be very much dependent on the degree of investment that the Council has in the development. The key construction risks should be passed on to the selected construction partner but there may still be certain cost risks that rest with the developers.

Post Construction

The key risk at this point is that the scheme cannot secure tenants for the remaining units or cannot sustain the occupation levels over the longer term sufficient to provide the expected level of business rate uplift and potential investor return.

At each stage of the procurement process and at each point that the Council commits to invest in the NRQ delivery, the risks and a risk mitigation strategy will be considered.

These risks and mitigations will be explored in more detail in the further reports to CPG.

Investment into the Sheffield City Centre Investment Fund will also be subject to the Capital Approval process, with the amount to be allocated also being subject to the competitive selection process for a development partner. The Fund will only be committed to future projects when there is an acceptable degree of certainty of business rate uplift.

Any other investment in the retail quarter project will be subject to negotiation with a future developer / investor partner through and following a competitive process and will also then be subject to the Council's capital approval process and subsequent authority.

4.2.6 Legal Implications

In implementing these proposals reliance can be placed on the 'general power of competence' (the 'GPC') conferred on the Council by Section 1 (1) of the Localism Act 2011.

Section 1(1) came into force on 18th February 2012 and provides that, "A local authority has power to do anything that individuals generally may do". This is clearly a very broad power, which is subject to existing or future statutory limitations. Whilst no statutory limitations have at this point been identified, legal input will be required when the exact details of the development / investment deal and the working of the fund have been agreed, prior to its implementation.

The procurement of any goods, works or services must be undertaken in accordance with all relevant provisions of the Council's Constitution and Contract Standing Orders in addition to the European procurement rules and any investments must be made in accordance with State Aid regulations.

The need for any special purpose vehicles (SPVs) or joint ventures is yet to be determined and expert legal advice will be sought to determine the best option for Sheffield where required.

The TIF will need to be implemented in accordance with Schedule 1 of the Local Government Finance Act 2012 and the terms of the New Development Deal the City negotiated in 2012.

5.0 EQUALITY OF OPPORTUNITY / ENVIRONMENTAL SUSTAINABILITY / COMMUNITY SAFETY IMPLICATIONS / HUMAN RIGHTS ISSUES AND CONSULTATION

5.1 All of the above matters were reported on in the accompanying background report to the Executive Leader dated 6th June 2014.

6.0 REASONS FOR RECOMMENDATIONS

6.1 The reasons for the recommendations are to provide the way forward for the delivery of the New Retail Quarter.

6.2 It is proposed that through the Capital Programme Approval process, the Council establishes the procurement of a new development partner and creates the Sheffield City Centre Investment Fund to help progress the priorities of the Corporate Plan.

7.0 RECOMMENDATIONS

- 7.1
1. To note the decision of the Leader taken on 6 June 2014 to approve a strategy for delivery of a new retail quarter for Sheffield City centre.
 2. To delegate authority to the Executive Director of Place in consultation with the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal and Governance to agree the procurement strategy to seek a development/investor partner for delivery of the New Retail Quarter.
 3. Subject to complying with the Council's capital approvals processes to delegate authority to the Executive Director of Place in consultation with the Cabinet Member for Business, Skills and Development, the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal and Governance to negotiate and award contracts following the procurement process.

4. Subject to complying with the Council's normal budget processes and Financial Regulations to delegate authority to Executive Director of Resource in consultation with Executive Director of Place to borrow, based on the Tax Incremental Financing income streams and to make any other investment to support the costs of delivering the New Retail Quarter.
5. To note the decision of Cabinet of 1 August 2012 authorising the creation of a Sheffield Investment Fund and to note the proposal in the report as to the proposals of using such a fund for regeneration of the City Centre.
6. To delegate authority to the Executive Director of Resources in consultation with the Cabinet Member for Business, Skills and Development and the Executive Director of Place to place any surplus Tax Incremental Finance funding, income and investment returns from the New Retail Quarter into a Sheffield City Centre Investment Fund.
7. To delegate authority to the Executive Director of Place in consultation with the Cabinet Member for Business, Skills and Development, the Executive Director of Resources, Director of Commercial Services, Director of Capital and Major Projects and Director of Legal Services and Governance to take such steps considered appropriate to achieve the outcomes in the report including;
 - a. To negotiate, agree and complete legal agreements,
 - b. To set up a separate legal entity special purpose vehicle either as a Sheffield City Council wholly owned entity or by way of joint venture with developer/investor partners, and
 - c. To determine any terms on which property assets may be transferred to a special purpose vehicle.

Author: Nalin Seneviratne
Job Title: Director – Capital & Major Projects
Date: 26th June 2014

SHEFFIELD CITY COUNCIL



Executive Leader Report

Report of: Executive Director, Place

Report to: The Executive Leader

Date:

Subject: Sheffield New Retail Quarter - Steps Towards Delivery and use of CPO powers.

Author of Report: The Director of Capital and Major Projects

Key Decision: Yes

Reason Key Decision: Expenditure/savings over £500,000

Affects 2 or more wards

Summary:

The Council is moving forward with the delivery of the New Retail Quarter and has set a programme that targets completion in 2019 with any remaining phases being completed in 2020. Work has begun to select a new development partner. They will work in conjunction with the Council to deliver the project. The intended start on site is spring 2016 with the potential for some early works from the spring of 2015.

The options for structuring the property deal are being finalised and will be presented to Cabinet. The potential for the Council to work up the project to create an investment grade opportunity and either seek a forward sale with interim funding or fund the scheme directly are also being considered. This work will be completed to enable the process for selecting the development partner. In addition, the delivery options for the Sheffield City Investment Fund that will be

utilised to deliver wider improvements in the City Centre linked to the New Retail Quarter project are also being finalised.

As detailed in the report, work on the sites required to implement the New Retail Quarter development will not commence until the period from January 2016 to January 2017, but in order to seek to ensure a timely delivery of the scheme the Council needs to protect its ability to acquire the land within the Sheffield City Council (Pinstone Street and Trafalgar Street) (New Retail Quarter) Compulsory Purchase Order 2006 ("the CPO"). The Council is empowered to acquire all the remaining interests comprised in the CPO, but in order to do so must act promptly.

Notices to Treat were sent out on 4th July 2011 and there is a three year period from the service of those notices to exercise compulsory purchase powers. This period can be extended by agreement with the affected property owners, but if this cannot be done, possession of the relevant interests will need to be taken by 4th July 2014. In order to do so, a Notice of Entry will need to be given not less than 14 days before possession can be taken. The affected land owners will be informed of the Council's requirement for possession of the land in January 2016 and every effort will be made to enable any land owner who wishes to do so to remain in occupation, either by reaching an agreement with them to extend the 3 year period available for taking possession or by entering into an arrangement with them, subsequent to the service of the Notice of Entry and the taking of possession, to grant them the right to retake and remain in possession of their property until it is required for the New Retail Quarter.

Consequently, this report specifically requests authority for the following:

- (i) to proceed with the New Retail Quarter scheme as outlined in this report
- (ii) to serve Notice of Entry in respect of all land interests comprised in the Compulsory Purchase Order ("the CPO")
- (iii) to enter into any necessary documentation with the affected land owners to enable them to remain in or resume possession of their property until it is required for the New Retail Quarter
- (iv) to seek to bring the New Retail Quarter site into the Councils ownership/control at a cost of up to £61 million (including project delivery and scheme preliminary costs), with approval for spend to follow through normal Capital Approval processes.
- (v) to exercise where necessary the Councils rights under all the existing New Retail Quarter legal agreements and/or to renegotiate/vary the terms of these agreements if it is considered necessary to do so
- (vi) to carry out or procure the carrying out of early enabling works on the whole or any part of the New Retail Quarter site as deemed necessary.

(vii) to determine the most appropriate method for the funding and delivery of the New Retail Quarter

The Acquisition budget of up to £55 million will be spent over the next 2 or 3 years with a return anticipated in 5 to 6 years' time.

The Council will obtain a return on this investment through an uplift in business rates through the 100% retention allowed by Government and either a subsequent sale of the New Retail Quarter development site or via a ground rent, or a combination thereof, following completion of the New Retail Quarter development.

The financial details of the current scheme are outlined in the Development Appraisal dated May 2014 Update forming Part II to this report.

This report is being brought at this time to allow commencement of the work to allow consideration of options for delivery and due to the need for the Council to protect its ability to use its powers under the NRQ CPO, which run out in July 2014. A further report will be taken to Cabinet to detail the options for delivery.

Reasons for Recommendations:

As outlined in this Report, there is a clear strategic and economic case to justify the delivery of the New Retail Quarter development and therefore the Council is acquiring/securing all the land and property necessary to secure the development.

This case is based on maintaining momentum in the delivery of the New Retail Quarter project and maximising the prospects of the earliest possible start on site, by working on the options for development delivery and consolidating land ownership, which is one of the key reasons for market failure in the past.

Failure to act to acquire the remaining land, either under the options in the legal agreements or under CPO powers would result in fragmented land ownership within the proposed New Retail Quarter site. This would, in all likelihood, result in continued blight, diminishing economic activity and output and further decline in the physical environment and environmental standards of this important area of the City Centre.

Recommendations:

(1) That The Executive Leader approves the strategy outlined in this report for the delivery of the New Retail Quarter , and

(2) That authority is given for the Director of Capital and Major Projects in

consultation with the Interim Director of Legal and Governance to take such steps as he deems appropriate to secure possession of all land interests comprised in the CPO including to agree and enter into any necessary documentation with the land owners affected by the CPO to enable them to remain in or resume possession of their property and continue to trade, if they wish to do so, until possession of the New Retail Quarter site is required for dates within the period January 2016 and January 2017 to suit phasing or earlier if required by agreement.

(3) That authority is given for the Director of Capital and Major Projects in consultation with the Interim Director of Legal and Governance and the Acting Executive Director of Resources to acquire land and property interests within the proposed site for the New Retail Quarter development on the terms outlined in this report and for the costs of £61 million, including a land value of £55 million to be funded through prudential borrowing and subject to the phasing of this spend going through the Council's Capital Approval process.

(3) Delegates authority to the Executive Director of Place in consultation with The Cabinet Member for Business Skills and Development, the Acting Executive Director of Resources and the Interim Director of Legal & Governance and Monitoring Officer and the Director of Capital and Major Projects, to

- Serve an Option Notice on Hammerson under the provisions of MDA, and then to take all steps deemed necessary to acquire the Hammerson land and property interests within the New Retail Quarter development site that are required for the New Retail Quarter development.
- To serve notice on HCA to acquire their property interests within the New Retail Quarter CPO boundary and if necessary to renegotiate the terms of any of the legal agreements with HCA or to enter into new legal agreements in order to facilitate these acquisitions. Agree and enter into all necessary legal documentation with the owners/occupiers of any property required for the New Retail Quarter to facilitate the purchase by agreement
- Take all steps necessary to acquire from Hammerson any information that they hold that the Council require in order to bring forward delivery of the New Retail Quarter.
- If necessary exercise the rights as contained in the JLP Agreement or to renegotiate the terms of its legal agreement with JLP or enter into further agreements in order to facilitate the delivery of the New Retail Quarter.
- Agree and enter into all necessary legal documentation with the owners of the Citadel to effect those terms outlined in this report.

- To take such steps as appear appropriate to secure the outcomes in this report

(4) To request that a further report is taken to Cabinet to outline options for procurement of a development partner and funding of the development.

Background Papers: Sheffield New Retail Quarter Report to Executive Leader dated 8th October 2013.

Category of Report: Part 1 – OPEN, Part 2 - CLOSED

Part 2 Closed - Not for publication because it contains exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) being information relating to the financial or business affairs of any particular person (including the authority holding that information) and the public interest in maintaining the exemption outweighs the public interest in disclosing the information. .

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Anna Peysner
Legal Implications
YES Cleared by: Gillian Duckworth
Equality of Opportunity Implications
YES Cleared by: Ian Oldershaw
Tackling Health Inequalities Implications
YES
Human Rights Implications
YES
Environmental and Sustainability implications
YES
Economic Impact
YES
Community Safety Implications
YES
Human Resources Implications
YES
Property Implications
YES
Area(s) Affected
City Centre
Relevant Cabinet Portfolio Lead
Leigh Bramall

Relevant Scrutiny Committee
Economic and Environmental Wellbeing
Is the item a matter which is reserved for approval by the City Council?
NO
Press Release
YES

REPORT OF THE EXECUTIVE DIRECTOR PLACE

SHEFFIELD NEW RETAIL QUARTER – STEPS TOWARDS DELIVERY.

1.0 SUMMARY

- 1.1 This report updates the Executive Leader following the report to the Executive Leader dated 8th October 2013 on the strategy to bring forward the New Retail Quarter and outlines proposals to maintain project delivery and secure the development opportunity.
- 1.2 The steps towards delivery are based on a target completion date of 2019 with completion in 2020 for any remaining phases. To achieve this we need a new development partner to work in conjunction with the Council no later than the autumn of this year with the partner being in place for the spring of 2015. The intended start on site is spring 2016 with the potential for some early works from the winter of 2014.
- 1.3 The details of the current scheme is outlined in the Development Appraisal - May 2014 Update forming Part II to this report.
- 1.4 As part of the ongoing process CBRE have been commissioned to prepare a report outlining the various options for delivery of the New Retail Quarter project, having regard to the potential interest in the market for various funding/delivery models. The potential for the Council to work up the investment grade opportunity and either seek a forward sale with interim funding or fund the scheme directly are also being considered. The plan is for this work to be completed to enable marketing in the autumn of this year. Alongside this will be the delivery options for the Sheffield City Investment Fund that will be utilised to deliver wider improvements to the City Centre linked to the New Retail Quarter project.
- 1.5 As detailed in the report work on the sites required to implement the New Retail Quarter development will not commence until the period from January 2016 to January 2017, but in order to seek to ensure a timely delivery of the scheme the Council needs to protect its ability to acquire the land within the Sheffield City Council (Pinstone Street and Trafalgar Street) (New Retail Quarter) Compulsory Purchase Order 2006 (“the CPO”). The Council is empowered to acquire all the remaining interests comprised in the CPO, but in order to do so must act promptly. Notices to Treat were sent out on 4th July 2011 and there is a three year period from the service of those notices to exercise compulsory purchase powers. This period can be extended by agreement with the affected property owners, but if this cannot be done, possession of the relevant interests will need to be taken by 4th July 2014. In order to do so, a Notice of Entry will need to be given not less than 14 days before possession can be taken. The affected land owners will be informed of the Council’s requirement for possession of the land between January 2016 and January 2017, depending on phasing and every effort will be made to enable any land owner who wishes to do so to remain in occupation, either by reaching an agreement with them to extend the 3 year period available for taking possession or by entering into an arrangement with them, subsequent to the service of the Notice of Entry and the taking of possession, to grant them the right to retake and remain in possession of their property until it is required for the New Retail Quarter.

Consequently, this report specifically requests authority to;

- (i) to proceed with the scheme as outlined in this report
- (ii) to serve Notice of Entry in respect of all land interests comprised in the CPO
- (iii) to enter into any necessary documentation with the affected land owners to enable them to remain in or resume possession of their property until it is required for the New Retail Quarter
- (iv) to seek to bring the New Retail Quarter site into the Councils ownership/control at a cost of up to £61 million (including project delivery and scheme preliminary costs), with approval for spend to follow through normal Capital Approval processes.
- (v) to exercise where necessary the Councils rights under all the existing New Retail Quarter legal agreements and/or to renegotiate/vary the terms of these agreements if it is considered necessary to do so
- (vi) authority to carry out or procure the carrying out of early enabling works on the whole or any part of the New Retail Quarter site as deemed necessary.
- (vii) to determine the most appropriate method for the funding and delivery of the New Retail Quarter

The Acquisition budget of up to £55 million will be spent over the next 2 or 3 years with a return anticipated in 5 to 6 years' time.

The two significant risks to the Council of these acquisitions are as follows:-

1.6

(i)The final delivery of the New Retail Quarter development, as it is assumed that the cost of these acquisitions will be repaid through the receipt of ground rent once the scheme is complete; and

(ii)The ability to defer the interest on the borrowing for these acquisitions whilst they are in construction. Providing the interest on the borrowing can be deferred there will be a budget surplus over the next 5 years of between £4.8m to £5.6m. If the interest cannot be deferred and has to be funded from Council Budgets there will be a budget deficit in the region of £6m to £8.7m.

1.7

The Council will obtain a return on this investment through an uplift in business rates through the 100% retention allowed by Government and either a subsequent sale of the New Retail Quarter development site or via a ground rent, or a combination thereof, following completion of the New Retail Quarter development.

1.8

This report is being brought at this time to authorise the current proposals and due to the need for the Council to protect its ability to use its powers under the NRQ CPO, which expire on 4th July 2014, as detailed in this report. A further report will be taken to Cabinet to detail the options for delivery.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The New Retail Quarter will provide a high class regional shopping and leisure facility which would compete with other city centres such as Manchester, Leeds and Nottingham.
- 2.2 The scheme would drive private sector investment in the city centre and create high quality retail led mixed use scheme and consolidate the prime retail offer.
- 2.3 The development of a New Retail Quarter also enhances the status of the city centre in itself and should in turn stimulate office, commercial and leisure opportunities/activity/development in the city centre.

3.0 OUTCOME AND SUSTAINABILITY

Outcomes:

- 3.1 The New Retail Quarter Development would create construction jobs and new additional permanent jobs in the city centre of between 2000 and 3100. Training and employment opportunities for local people and business would form an integral part of any project delivery programme.
- 3.2 The development of the New Retail Quarter would also generate additional rates income which the Council can retain under the New Development Deal the Council was awarded by the Government in November 2012 and became operational in April 2013. This increased income also allows the council to raise finance which will be invested in the delivery of the New Retail Quarter

Sustainability:

- 3.3 Completion of the New Retail Quarter scheme would make the City Centre a more cohesive and sustainable location to attract further investment.
- 3.4 Delivery of the New Retail Quarter will help the City Centre become more sustainable in terms of economic activity, by bringing about improvements in social well-being and deliver buildings designed to minimise environmental impact.

4.0 BACKGROUND

- 4.1 Following the report to the Executive Leader dated 8th October 2013 the Council served notice on Hammerson to terminate the existing development agreement with them. The agreement terminated pursuant to that notice on 24th December 2013.
- 4.2 Although it has terminated the development agreement, the contract with Hammersons to acquire their land interests within the New Retail Quarter site remains in place and exercisable by the Council.
- 4.3 The termination of the development agreement with Hammersons has enabled the Council to take the lead with the New Retail Quarter and it is now driving the New Retail Quarter project forward and has commissioned CBRE to prepare a report outlining the various options for delivery of the New Retail Quarter project, having

regard to the potential interest in the market for various funding/delivery models. The potential for the Council to work up the investment grade opportunity and either seek a forward sale with interim funding or fund the scheme directly are also being considered. The plan is for this work to be completed to enable marketing in the autumn of this year. Alongside this will be the delivery options for the Sheffield City Investment Fund that will be utilised to deliver wider improvements to the City Centre linked to the New Retail Quarter project.

- 4.4 The Council has already undertaken a full review of the New Retail Quarter, working with expert advisors and key stakeholders in the City centre to give careful and informed consideration to the changes to the economy, trends in the retail industry and recent successful UK or European models of mixed development which combine retail led proposals with other activities and attractions.
- 4.5 In March this year the Council promoted the scheme at the International Property Festival in Cannes and a number of informal approaches have been made from the developer/investor community.
- 4.6 It is clear from the review and informal interest that demand for the New Retail Quarter remains strong from shoppers, retailers and leisure operators and from developers/investors.

5.0 STEPS TOWARDS DELIVERY

- 5.1 In order to be able to deliver the New Retail Quarter the Council needs to have control of the proposed development site. A plan showing the extent of the land to be acquired is attached to Part 2 of this report.
- 5.2 This report is being brought at this time due to the need to protect the Councils ability to use the NRQ CPO to acquire all the land and property deemed necessary to deliver the New Retail Quarter development.
- 5.3 Subject to a further report to Cabinet, the aim is to bring the New Retail Quarter development opportunity to market later this year. This further report will set out how the costs of acquisition of land will be recovered through an onward sale of the site or ground rent receipt and how the overall scheme will be funded through increased business rates and development returns.
- 5.4 A summary of the proposed delivery approach is set out in Part 2 of this report.
- 5.5 The Council has the ability either under the terms of existing legal agreements or via the NRQ CPO or via negotiation to acquire the New Retail Quarter site.
- 5.6 The Council recognises and appreciates the uncertainty caused to land and business owners within the New Retail Quarter site as a result of the previous delays in implementing the New Retail Quarter development. As a result of this, it is stating its commitment to take possession of the remaining land affected by the CPO between January 2016 and January 2017, unless an affected land owner wishes to vacate at an earlier date, to enable businesses to undertake proper business planning

NRQ CPO

- 5.7 The most time critical route to obtain ownership of the land and properties within the NRQ CPO boundary it has not yet acquired, is for the Council to use the powers conferred on it under the CPO. These are also needed to secure the temporary accommodation rights that allow the physical construction of the New Retail Quarter development.
- 5.8 On 10th July 2008 the Sheffield City Council (Pinstone Street and Trafalgar Street) (New Retail Quarter) Compulsory Purchase Order was confirmed by the Secretary of State. Following that a notice of intention to make a General Vesting Declaration (GVD) was served on all land and property interests within the CPO boundary, to enable the Council to vest those interests if it wished to do so. A GVD was subsequently made in respect of some of those land interests, which vested in the Council in November 2011 and on 4th July 2011 (following a report to Cabinet on 23rd March 2011) Notices to Treat were sent out in relation to all the remaining land and property interests within the CPO boundary.
- 5.9 The effect of the service of a Notice to Treat is to put the affected owners on notice that the Council intends to exercise the powers conferred on it under the CPO to acquire their land/property, but before possession of that land can be taken, a Notice of Entry would need to be served on them, at least 14 days before possession is taken.
- 5.10 A Notice to Treat is only valid for 3 years and unless a Notice of Entry is served and possession of the land taken within that period the statutory powers to secure ownership of the parts of the New Retail Quarter comprised in the CPO will be lost. As the Notices to Treat were sent out on 4th July 2011, it is safest to assume that this period expires on 4th July 2014.
- 5.11 This 3 year period can be extended with the agreement of the affected land owner, but if this cannot be obtained, the only way that the Council can preserve its powers to acquire the relevant land via the CPO is for it to serve Notice of Entry on any owners with whom agreement cannot be reached
- 5.12 If the Notices of Entry are not served and possession of the land taken by 4th July 2014 then the Council will not be able to guarantee the acquisition of all the land/properties required to deliver the New Retail Quarter
- 5.13 Authority is therefore requested in this report to make the necessary arrangements for the serve of Notices of Entry on the property interests within the New Retail Quarter CPO boundary that are required for the New Retail Quarter.

Hammerson

- 5.14 Even though the Council has formally terminated the development agreement with Hammerson, it retains an option to acquire any of the Hammerson owned properties within the New Retail Quarter development site at the current open market value.
- 5.15 This option lasts for 18 months from the Termination Date, and during this time Hammerson cannot dispose of their property without the Council's consent.

- 5.16 It is recommended that authority be given to serve notice exercising this option and for the Council acquire all of the Hammerson owned properties within the New Retail Quarter development site that are required for the New Retail Quarter development.
- 5.17 The Council also retains an option to acquire, under licence from Hammerson, all the Intellectual Property rights (copyright) relating to the Hammerson Sevenstone New Retail Quarter scheme, at market value. This option also last for 18 month from the Termination Date
- 5.18 The Council is still considering whether any of the Hammerson Intellectual Property rights have any benefit in bringing the delivery of the New Retail Quarter development forward.
- 5.19 It is recommended that should the Council identify any information that Hammerson hold that we require to bring forward the delivery of the New Retail Quarter that authority be given to take all steps necessary to acquire this information.

Homes and Communities Agency (HCA)

- 5.20 During the currency of the previous New Retail Quarter scheme the Council and the Homes and Communities Agency (HCA) entered into a number of legal agreements for the New Retail Quarter. Collectively these are referred to as the EP Agreements.
- 5.21 These EP Agreements set out how HCA (formerly known as English Partnerships (EP)) work with both the Council and Hammerson to progress the delivery of the New Retail Quarter.
- 5.22 Now that the Council has terminated its development agreement with Hammerson, the HCA have served notice on the Council to terminate the EP Agreements.
- 5.23 Under the terms of the EP Agreements the Council has an 18 month option period, from the date of termination, in which to purchase all of the HCA owned properties within the New Retail Quarter site.
- 5.24 The process for acquiring these sites together with a mechanism to calculate their price is contained in the EP Agreements.
- 5.25 Authority is therefore requested in this report to serve notice on HCA to acquire their property interests within the New Retail Quarter CPO boundary and if necessary to renegotiate the terms of any of the legal agreements with HCA or to enter into new legal agreements in order to facilitate these acquisitions .

Acquisition Budget

- 5.26 In order to acquire/control all of the land and property within the proposed New Retail Quarter development boundary The Council will have to commit up to £61 million (including £55 million for land purchases). Funding for this will be through prudential borrowing
- 5.27 It is expected that the £55 million spend will be incurred over the next 3 years at the

outside. However all attempts will be made to avoid a lengthy process so that the properties are available to be developed at the earliest opportunity.

- 5.28 All spend will be subject to a further scrutiny through the Capital Programme Group and then will be subject to the usual capital monitoring and reporting requirements. All acquisitions will be independently signed off by commercial property experts acting for the Council, to the satisfaction of the Director of Capital and Major Projects, to represent best consideration and to comply with the Council's duties under Section 123 of the Local Government Act 1972.

John Lewis Partnership (JLP)

- 5.29 JLP are one of the most sought after anchor tenants for any retail scheme and so are critical to the success of any New Retail Quarter scheme.
- 5.30 As part of the revised delivery process the Council is continuing to work closely with JLP to ensure that in the short term the environment around their existing store is improved wherever possible and that their future requirements for remaining in the city centre are incorporated within any New Retail Quarter scheme.
- 5.31 In August 2007 the Council entered into a Legal Agreement with JLP concerning the New Retail Quarter
- 5.32 The termination by the Council of the development agreement with Hammerson triggers certain obligations on the Council to consult on and discuss with JLP the appointment of an alternative developer in order to deliver a revised scheme.
- 5.33 In order to do this authority is sought if necessary to exercise the rights as contained in the JLP Agreement or to renegotiate the terms of its legal agreement with JLP or enter into further agreements in order to facilitate the delivery of the New Retail Quarter.

Citadel

- 5.34 In 2007 the Council and Hammerson entered into a Legal Agreement with the owner of the Citadel to secure the removal of their objection to the CPO
- 5.35 Under the terms of this Legal Agreement the owner would not object to the CPO but undertook to refurbish/develop the Citadel in conjunction with the New Retail Quarter, and granted the Council and Hammerson a high level of control over the physical works to the building, there timing and the proposed use and tenants of the Citadel.
- 5.36 This Legal Agreement now needs to be amended as firstly following termination of the development agreement Hammerson are no longer the Councils developer partner and secondly because a number of the long stop dates by which works had to be done need to be pushed back , due to the delay in the delivery of the New Retail Quarter by Hammerson.

6.0 FINANCIAL IMPLICATIONS

- 6.1 In commencing this next stage of the New Retail Quarter, the Council will need to fund the following:
 - 6.2 Capital Expenditure
 - 6.2.1 Land acquisitions as detailed in this report including the capitalised borrowing costs whilst the properties are held for development or in construction.
 - 6.2.2 Any immediate demolition or stabilisation works required on any of the properties acquired; and
 - 6.2.3 Any preliminary work on the NRQ Site or scheme delivery proposal to develop the proposition to a point where an investment decision can be taken
 - 6.2.4 The continued feasibility costs including internal and external resource to develop a viable delivery proposal.
 - 6.2.5 This expenditure will be subject to the usual governance of the Capital Approval and Management process.
 - 6.3 Revenue Expenditure
 - 6.3.1 The interest costs on holding the acquired property are significant (rising to a maximum of £3.7m per year for all £55m of acquisitions plus other costs). This cost is not provided for within the Council's financial strategy, but we believe that is appropriate to defer these costs while the assets are in construction in order to fund them from a future development deal. This needs to be agreed with our external auditor and this remains a risk until resolved.
 - 6.3.2 The other costs associated with the properties once they come into Council ownership (maintenance and management) net of any rental income received.
 - 6.3.3 The Medium Term Financial Strategy agreed by Cabinet in September 2013, provided for a revenue budget for the New Retail Quarter of £0.4m for 2014/15 and £1m per annum thereafter to 2018/19
 - 6.3.4 An analysis has been carried out of the rental income and servicing costs of the various properties as they currently operate. A best and worst case has been developed in terms of timing and value of acquisition and how the income generation and holding costs of the properties might flex over time once an impending development is known. At the point at which the New Retail Quarter development commences all the associated costs will be met by the developer.
 - 6.3.5 On the basis of that best and worst case then the properties are expected to continue to be occupied and therefore generate a net income until the point that they are subsumed into the New Retail Quarter development at that point they will become vacant but become the responsibility of the developer with the Council just left with the on-going borrowing costs

For the purpose of this analysis this has been assumed to be March 2016 but could be earlier depending on the conclusion of the land acquisition processes and

positive progress of the wider New Retail Quarter delivery solution.

- 6.4 A schedule showing the expected capital and revenue costs for 2014/15 and 2015/16 for the best and worst cases is set out in Part 2 of this report. A summary is set out below. In overall terms in both the best and the worst case scenarios, provided we can defer the interest, the Council has made adequate provision to cover the costs and builds up a surplus of rental income. The biggest financial risk therefore lies in the ability to defer the interest cost a sensitivity for this is shown in the last table below:-

6.4.1

Worst Case	2014/15	2015/16	2016/17	2017/18	2018/19	Total
Capital Expenditure	£26.8m	£34.4m				£61.2m
Interest Charge @ 5%	£0.8m	£2.9m	£3.4m	£3.5m	£3.7M	£14.3M
Total Capital Value To Be Recovered					£75.6m	
<u>Revenue Costs</u>						
Budget Provision	£0.4m	£1m	£1m	£1m	£1m	£4.4m
Management Costs	£0.04m	£0.42m				£0.46m
Rental Income	(£0.46m)	(£1.23m)				(£1.7m)
Budget surplus/(deficit)	£0.8m	£1.8m	£1m	£1m	£1m	£5.6m

6.4.2

Best Case	2014/15	2015/16	2016/17	2017/18	2018/19	Total
Capital Expenditure	£2.3m	£49.9m				£52.2m
Interest Charge @ 5%	£0.1m	£1.8m	£2.8m	£3.0	£3.1	£10.8m
Total Value To Be Recovered					£63.0m	
<u>Revenue Costs</u>						
Budget Provision	£0.4m	£1m	£1m	£1m	£1m	£4.4m
Management Costs		£0.4m				£0.4m
Rental Income		(£0.8m)				(£0.8m)
Budget surplus/(deficit)	£0.4m	£1.4m	£1m	£1m	£1m	£4.8m

- 6.5 For illustrative purposes the table below shows the budget deficit created in the event that the interest on the acquisitions cannot be deferred.

6.5.1

Worse Case	2014/15	2015/16	2016/17	2017/18	2018/19	Total
Net Variance	£0.8m	£1.8m	£1m	£1m	£1m	£5.6m

	against Budget						
	Interest Charge @ 5%	£0.8m	£2.9m	£3.4m	£3.5m	£3.7m	£14.3m
	Budget surplus/(deficit)	£0 m	(£1.1m)	(£2.4m)	(£2.5m)	(£2.7m)	(£8.7m)
6.5.2	Best Case	2014/15	2015/16	2016/17	2017/18	2018/19	Total
	Net Variance against Budget	£0.4m	£1.4m	£1m	£1m	£1m	£4.8m
	Interest Charge @ 5%	£0.1m	£1.8m	£2.8m	£3m	£3.1m	£10.8m
	Budget surplus/(deficit)	£0.3	(£0.4m)	(£1.8m)	(£2)m	(£2.1m)	(£6m)

6.6 It is assumed that the acquisition value and all associated capitalised borrowing and project costs will be repaid through the receipt of ground rent once the scheme is complete. This will be by way of an upfront capital value or an ongoing rental receipt or a combination of the two. If the sites can be acquired for less than the worst case budget then there could be a surplus which could be invested in other projects or used to reduce the council's investment in the scheme delivery.

6.7 The further report to Cabinet will set out in detail the wider financial implications of the scheme delivery and what role the Council will have in that delivery and how it will extract a return for both the acquisition costs and any direct investment in the scheme.

Financial Risks

6.8 The key financial risk is that the Council having committed to purchase land, cannot secure the New Retail Quarter development as envisaged because of, for example:

- Inability to attract an acceptable co-funder; or
- Inability to secure the appropriate anchor tenants required to deliver a viable New Retail Quarter
- Inability to attract sufficient pre-lets

6.9 At each stage of the projects development and at each point that the council commits to invest in the New Retail Quarter delivery, the risks and a risk mitigation strategy will be developed.

6.10 These risks and mitigations will be explored in more detail in the further report to Cabinet.

6.11 A significant risk is that the Council is unable to defer the borrowing costs as expected. In this case, options will be considered to mitigate the impact through setting off against the rental income and the budget provision or exploring ways to extract early value out of the scheme but where this is not possible this will create a budget pressure. Officers are to enter into discussions with external audit on this

matter.

7.0 LEGAL IMPLICATIONS.

- 7.1 The Interim Director of Legal & Governance and Monitoring Officer is satisfied that the Council has the ability to acquire the remaining land and property interests within the NRQ CPO as long as possession is taken by 4th July 2014, or an agreement is reached with the affected owner to extend the time limit for obtaining possession.
- 7.2 The Interim Director of Legal & Governance and Monitoring Officer is satisfied that the Council has now terminated the development agreement with Hammerson in accordance with the termination clauses contained in the Master Development Agreement
- 7.3 The legal consequences of the termination of the development agreement with Hammerson are as set out in the report to the Executive leader dated 8th October 2013.
- 7.4 The Interim Director of Legal & Governance and Monitoring Officer is satisfied that the Homes and Communities Agency has validly terminated the EP Agreements on 3rd March 2014
- 7.5 The termination of the EP Agreements means the Council has an 18 month option period from the EP Termination date in which to purchase all of the HCA owned properties within the New Retail Quarter site
- 7.6 It is the view of the Executive Director, Place, that the proposed regeneration of the New Retail Quarter site in the city centre is likely to achieve the promotion or improvement of the economic and environmental well-being of the City and its inhabitants, and consequently their social well-being as well.
- 7.7 For reasons set out in paragraph 7.4 above the Interim Director of Legal & Governance and Monitoring Officer confirms that under section 227 of the Town and Country Planning Act 1990 the Council may acquire by agreement the land required for the development.
- 7.8 Procurement and state aid issues will be fully considered and addressed as part of the feasibility study and will be reported back to Cabinet at a later date as part of the report on the New Retail Quarter delivery strategy.
- 7.9 The appointment, novation and/or extension of the contracts as required of providers of professional services to assist the Council to work on the New Retail Quarter and its delivery will be undertaken in accordance with all relevant provisions of the Councils Constitution and Contract Standing Orders in addition to the Public Contract Regulations 2006.

8.0 PROPERTY IMPLICATIONS AND RISK

- 8.1 All land and property is being acquired on the assumption that the Council will deliver the New Retail Quarter.

- 8.2 The terms of all acquisition will be independently signed off by commercial property experts acting for the Council, to the satisfaction of the Director of Capital and Major Projects, to represent best value for the Council.
- 8.3 Many of the properties to be acquired produce a rental income which will be collected by the Council.
- 8.4 The costs of holding and managing the New Retail Quarter estate will fall to the Council. It is anticipated that the rental income generated by the properties within New Retail Quarter estate will meet these costs

However as the New Retail Quarter estate is managed down for commencement of development, the rental income will fall as vacant possession is gained.

- 8.5 When vacant possession is obtained and the land and buildings are decommissioned for development all the associated costs will have to be met by the New Retail Quarter developer.
- 8.6 If the Council decide at a future date not to proceed with the New Retail Quarter development it will own a considerable amount of land and property in the city centre.
- 8.7 These substantial land and property holdings will be capable of being sold to generate capital receipts, either individually as investments, or as piecemeal mixed use development sites.

9.0 EQUALITY OF OPPORTUNITY

- 9.1 The redevelopment of the New Retail Quarter site will be of universal positive benefit for all local people regardless of age, sex, race, faith, disability, sexuality, etc. Local people will benefit from the creation of a significant number of new full and part time jobs. The socio economic and community cohesion impacts locally will be particularly positive.
- 9.2 No negative equality impacts have been identified. However, a full Equality Impact Assessment will be undertaken at a later stage as part of the ongoing development proposal.
- 9.3 Ease of pedestrian access throughout the scheme is of paramount importance and will require careful design and integration of lifts, ramps, and stairs for all users. The provision of a Shop Mobility facility within the scheme is also an aspiration of the Council.

10.0 ENVIRONMENTAL SUSTAINABILITY

- 10.1 The long term strategic implications of a New Retail Quarter to Sheffield have already been covered in this report and the detailed elements of environmental and sustainability matters will be incorporated into the planning process by virtue of negotiated designs, planning conditions and Section 106 planning obligations.
- 10.2 Included in these requirements are high standards for the following:-

Provision of “Green Roofs”, highway works, preparation of a Travel Plan, recruitment and training of local people and employment of local businesses, implementation and maintenance of a high quality public realm, and provision of high quality street furniture and signage.

10.3 Within properties that have been acquired in the proposed site for the New Retail Quarter a number of temporary lettings to start up and small businesses have taken place and empty units have been incorporated into the highly successful Sheffield Showcase initiative, which has helped to maintain the environmental quality within the site and immediate environs.

10.4 It is the Council’s intention to carry out a comprehensive refresh of the hoardings and shop frontages of the vacant properties within the New Retail Quarter development site this summer to give a short term lift to the quality of the environment.

11.0 COMMUNITY SAFETY IMPLICATIONS.

11.1 Any design for the development of the New Retail Quarter will incorporate a series of well-designed pedestrianised streets and public squares within the scheme, and these will provide a safe environment for all.

11.2 Use of CCTV and informal policing by The City Centre Ambassadors will ensure that a safe and secure environment will be maintained within any completed New Retail Quarter scheme.

12.0 HUMAN RIGHTS ISSUES

12.1 The Human Rights Act 1998 incorporated into domestic law the European Convention on Human Rights (“the Convention”). The specific rights protected by the Convention include, amongst others:

- The right of everyone to the peaceful enjoyment of their possessions, which can only be impinged upon in the public interest and subject to relevant national and international laws;
- The right to a fair and public hearing for those affected by the scheme; and
- The right to a private and family life, home and correspondence, which again can only be impinged upon in accordance with law and where such encroachment is necessary in the interest of national security, public safety or the economic well-being of the country

12.2 The above rights would be engaged by the use of a CPO to acquire land for the New Retail Quarter scheme. However, the European Court has recognised that “regard must be had to the fair balance that has to be struck between competing interests of the individual and the community as a whole”. Any interference with a convention right must be necessary and proportionate.

12.3 In the light of the significant public benefit which would arise from the implementation

of the New Retail Quarter scheme should this become necessary, and the fact that the known owners and occupiers of land within the site will be contacted regarding the scheme and will, should their land be compulsorily acquired, qualify for compensation under the Compensation Code, the Council has concluded that in principle it would be appropriate to make the Order. It does not regard the proposed Order as constituting any unlawful interference with any individual's rights under the Convention, including in particular any property rights.

13.0 CONSULTATION

- 13.1 Since the instigation of the New Retail Quarter initiative in 2000, extensive consultations have been undertaken. These have consisted on both statutory consultations through the planning and CPO processes and initiatives set up by the Council and Sheffield One (now Creative Sheffield), in relation to the City Centre Masterplan and on all occasions the feedback from consultations has been overwhelmingly in favour of the New Retail Quarter initiative.
- 13.2 As part of the ongoing review of the City Centre Masterplan a number of workshops with key stakeholders in the city centre were held, facilitated by The Academy of Urbanism, to review the concept, content, delivery and spatial extent of the New Retail Quarter and the central retail area in the City Centre.
- 13.3 These workshops show the continued need for a New Retail Quarter and the support of key stakeholders in the city centre to its delivery
- 13.4 Landowners/occupiers affected by the CPO have to date been served with all the necessary Statutory and Legal Notices and the necessary press releases have been issued.
- 13.5 Detailed discussions and negotiations with the affected property owners/occupiers will commence as soon as the funding approvals as set out in this report are secured and the necessary statutory CPO notices served.
- 13.6 As part of the planning process for any new revised New Retail Quarter development a new comprehensive consultation exercise will be undertaken.

14.0 ECONOMIC IMPACT

- 14.1 As set out above in this report the long-term benefits to Sheffield of securing delivery of a New Retail Quarter would be both enormous and long lasting. It would provide a high class regional shopping facility which would compete with other City Centres such as Manchester, Leeds and Nottingham and create a major private sector investment in the City Centre and create a high quality retail led/mixed use scheme.
- 14.2 The development of a New Retail Quarter also enhances the status of the City Centre in itself and will in turn stimulate office, commercial and leisure opportunities/activity/development in the City Centre.

15.0 ALTERNATIVE OPTIONS CONSIDERED

- 15.1 The choices between the two main alternative options are stark.

15.2 Outcomes with Council acquiring the land/property required for the New Retail Quarter

- Secures the site for the New Retail Quarter – thus the development opportunity is not lost
- Further establishes the Council as a long term investor in the New Retail Quarter project.
- Council control/ownership of land/property will make the New Retail Quarter a more attractive proposition to any new developer/investor(s).
- Prevents long term blight and decline in the city centre.
- Managed programme of acquisition to gain control wherever possible, and retain operational tenants, thus securing active uses of buildings.

15.3 Outcomes without the Council acquiring the land/property

- As detailed in this report, the Council's powers to acquire the land comprised in the CPO will expire on 4th July 2014
- Once this date has passed, the Council will not have any way of guaranteeing the acquisition of all the land/properties required to deliver the New Retail Quarter
- By not utilising the current CPO powers by 4th July 2014, it may prove necessary to make a further compulsory purchase order which would increase costs and reduce certainty.
- Continued risk of blight in the area.
- Status of city centre diminishes.
- Long term economic aspirations less feasible.
- Lack of confidence for other projects.
- Detract from inward investment potential.
- City Centre Masterplan unfulfilled.
- Reputation of the City and the Council will suffer.

16.0 REASONS FOR RECOMMENDATIONS

16.1 As outlined in this Report, there is a clear strategic and economic case to justify the Council acquiring/securing all the land and property necessary to secure the opportunity for delivery of the New Retail Quarter development scheme as outlined

and therefore the Council acquiring/securing all the land and property necessary to secure the development.

- 16.2 This case is based on maintaining momentum in the delivery of the New Retail Quarter project and maximising the prospects of an early start on site, by working on the options for development delivery and consolidating land ownership, which is one of the key reasons for market failure in the past.
- 16.3 Failure to act to acquire the remaining land, either under the options in the legal agreements or under CPO powers would result in fragmented land ownership within the proposed New Retail Quarter site. This would, in all likelihood, result in continued blight, diminishing economic activity and output and further decline in the physical environment and environmental standards of this important area of the City Centre.

17.0 RECOMMENDATIONS

- 17.1 That The Executive Leader approves the strategy outlined in this report for the delivery of the New Retail Quarter , and
- 17.2 That authority is given for the Director of Capital and Major Projects in consultation with the Interim Director of Legal and Governance to take such steps as he deems appropriate to secure possession of all land interests comprised in the CPO including to agree and enter into any necessary documentation with the land owners affected by the CPO to enable them to remain in or resume possession of their property and continue to trade, if they wish to do so, until possession of the New Retail Quarter site is required for dates within the period January 2016 and January 2017 to suit phasing or earlier if required by agreement.
- 17.3 That authority is given for the Director of Capital and Major Projects in consultation with the Director of Legal and Governance and the Acting Executive Director of Resources to acquire land and property interests within the proposed site for the New Retail Quarter development on the terms outlined in this report and for the costs of £61 million, including a land value of £55 million to be funded through prudential borrowing and subject to the phasing of this spend going through the Council's Capital Approval process.
- 17.4 Delegates authority to the Executive Director of Place in consultation with The Cabinet Member for Business Skills and Development , the Acting Executive Director of Resources and the Interim Director of Legal & Governance and Monitoring Officer and the Director of Capital and Major Projects, to
- Serve an Option Notice on Hammerson under the provisions of MDA, and then to take all steps deemed necessary to acquire the Hammerson land and property interests within the New Retail Quarter development site that are required for the New Retail Quarter development.
 - To serve notice on HCA to acquire their property interests within the New Retail Quarter CPO boundary and if necessary to renegotiate the terms of any of the legal agreements with HCA or to enter into new legal agreements in order to facilitate these acquisitions.

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- Agree and enter into all necessary legal documentation with the owners/occupiers of any property required for the New Retail Quarter to facilitate the purchase by agreement
- Take all steps necessary to acquire from Hammerson any information that they hold that the Council require in order to bring forward delivery of the New Retail Quarter.
- If necessary exercise the rights as contained in the JLP Agreement or to renegotiate the terms of its legal agreement with JLP or enter into further agreements in order to facilitate the delivery of the New Retail Quarter.
- Agree and enter into all necessary legal documentation with the owners of the Citadel to effect those terms outlined in this report.
- To take such steps as appear appropriate to secure the outcomes in this report

17.5 To request that a further report is taken to Cabinet to outline options for procurement of a development partner and funding of the development .

Simon Green
Executive Director Place
18th June 2014



Cabinet Report

Report of: Eugene Walker, Interim Executive Director of Resources

Report to: Cabinet

Date: 23rd July 2014

Subject: Capital Programme Approvals Month 1

Author of Report: Paul Schofield, 0114 27 36000

Summary:

This report seeks approval for two additions to the 2014/15 Capital Programme and the approval of two procurement strategies for the delivery of projects in the programme.

Reasons for Recommendations:

The proposed changes to the Capital programme will improve the infrastructure of the City Council to deliver services and improve the environment for the people of Sheffield.

To formally record changes to the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the Capital Programme in line with latest information.

Recommendations:

That Cabinet

- i. approves the proposed additions and variations to the Capital Programme listed in Appendix 1, including the associated procurement strategies and delegates authority to the Director of Commercial Services to award the necessary contracts following stage approval by Capital Programme Group;
- ii. notes that there have been no exercises of delegated authority to vary capital expenditure this month; and
- iii. notes there have been no approvals under the emergency provisions.

Background Papers:

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Eugene Walker
Legal Implications
NO Cleared by: Gillian Duckworth
Equality of Opportunity Implications
NO
Tackling Health Inequalities Implications
NO
Human rights Implications
NO
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
Relevant Cabinet Portfolio Leader
Ben Curran – Cabinet Member for Finance
Relevant Scrutiny Committee if decision called in
Economic and Environmental Well Being
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

Approvals and variations to the Capital programme – Month 1

1.0 SUMMARY

- 1.1 A number of schemes have been submitted for approval in line with the Council's agreed capital approval process.
- 1.2 This report seeks approval to add two schemes to the programme with a value of £1,275k, net £859k. Further details of the scheme can be found in Appendix 1
- 1.3 There have been no emergency approvals since the previous report to Cabinet.
- 1.4 No directors exercised their delegation to vary investment authorities since the previous report to Cabinet.
- 1.5 Further details of the schemes referred to above can be found in Appendix 1.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The proposed changes to the Capital programme will improve the infrastructure of the City Council to deliver services and improve the environment for the people of Sheffield.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 By delivering these schemes the Council seeks to improve the quality of life for the people of Sheffield.

4.0 MAIN BODY OF THE REPORT

4.1 Background and Key Issues

The details of the schemes can be found at Appendix 1.

5.0 Human Resources Implications

- 5.1 There are no direct Human Resource implications for the Council.

6.0 Financial Implications

- 6.1 The primary purpose of this report is to provide Members with information on the proposed changes to the City Council's Capital Programme and, as such, it does not make any recommendations which have additional financial implications for the City Council.

7.0 Equal Opportunity Implications

- 7.1 There are no specific equal opportunity implications arising from the recommendations in this report.

8.0 Procurement Implications

8.1 There are no direct procurement implications arising from this report.

9.0 Legal Implications

9.1 There are no direct implications arising from this report.

10.0 ALTERNATIVE OPTIONS CONSIDERED

10.1 A number of alternative courses of action are considered as part of the process undertaken by Officers before decisions are recommended to Members. The recommendations made to Members represent what Officers believe to be the best options available to the Council, in line with Council priorities, given the constraints on funding and the use to which funding is put within the Revenue Budget and the Capital Programme.

11.0 REASONS FOR RECOMMENDATIONS

11.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield

11.2 To formally record changes to the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the capital programme in line with latest information.

12.0 RECOMMENDATIONS

That Cabinet:

- 12.1
- i. approves the proposed additions and variations to the Capital Programme listed in Appendix 1, including the associated procurement strategies and delegates authority to the Director of Commercial Services to award the necessary contracts following stage approval by Capital Programme Group;
 - ii. notes that there have been no exercises of delegated authority to vary capital expenditure this month; and
 - iii. notes there have been no approvals under the emergency provisions.

Finance 6th June 2014

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Scheme Description	Approval Type	Value £000	Procurement Route
GREAT PLACE TO LIVE			
<p>Beighton Landfill Site Waste Management Infrastructure</p> <p>The Council is responsible for the operation of the now disused Landfill site at Beighton. The site produces two waste products:</p> <p>(i) an effluent discharge (leachate) created by the decomposition of waste and water percolating through the waste mass and draining out naturally into groundwater and:</p> <p>(ii) methane gas from decomposing waste. The gas is captured through a network of underground pipes and utilised to produce electricity. This process is operated by a third party and earns the Council a very small royalty.</p> <p>The site has seen considerable previous investment. Over £6m to provide a membrane cap to prevent gas escaping and a pipe network to capture it. In 2011-12 a further £150k was spent to fence off the site and undertake emergency remedial work on some of the equipment. That project also identified that further improvements would be required to bring the site up to standard.</p> <p>The site is the subject of constant monitoring and over the last six months, the need for a number of remedial works has been identified. These include:</p> <ul style="list-style-type: none"> - a complete overhaul of the Leachate Treatment Plant (£80k) to current standards which will improve the quality of the effluent discharge and reduce the cost of the effluent discharge consent by around £50k per annum; - Extension of the gas collection network to capture more gas (£279k). This work, in conjunction with the renegotiation of the existing contract should produce a small increase in the annual revenue and, more importantly, keep the Council compliant with legislation. 		375	Extension or variation of existing contracts or new commissions as appropriate

<p>The Council has engaged a specialist consultant to evaluate the site using boreholes and monitoring equipment. It is proposed to then use the consultant to procure the necessary infrastructure works through competitive tender, and provide on-going consultancy advice and monitoring work.</p> <p>The consultant is already employed by the Council and it is proposed to extend this commission because the Council does not possess the staff capacity to undertake this work. It also proposed to undertake the upgrade of the leachate infrastructure using the existing plant contractor through a variation to that contract in order to effect the works without delay as the contractor has the requisite knowledge of the site operations. Future works will be subject to full competitive tender.</p> <p>The project will be funded from the Corporate Resource Pool initially by diverting £375k earmarked for the Douglas Road Landfill site remediation works which are the subject of a feasibility study. Any requirement for Douglas Road will form part of the 2015/16 Capital Programme budget.</p>			
SUCCESSFUL CHILDREN & YOUNG PEOPLE :-			
<p>Thornbridge Accessible Unit This project will create a new Outdoor Education Centre at the Thornbridge Outdoors site. The full scheme of works is described below and includes as its main element, the erection of a new outdoor classroom with additional ancillary accommodation for a disabled child to stay overnight when not being used for teaching purposes. The centre will therefore create expanded opportunity for disabled children and their families to access Thornbridge and the Peak District either as part of a residential visit with school or as a family short break. Planning permission was granted by the Peak District National Park Authority on 9th May 2014.</p>	Addition	900	Single stage selective tender

<p>The construction cost includes provision for materials and building standards in keeping with the site’s Grade 2 listed status and for specialist adapted disability equipment, whilst the infrastructure costs include provision for the extension of gas, electricity and water facilities. The overall revenue effect will be neutral as any additional running costs will be covered by the letting income generated from renting out the building as a respite provision to disabled families.</p> <p>In addition to delivering a new building with specialist provision for disabled children and their families, the scope of works includes: -</p> <ul style="list-style-type: none"> • remodelling of the main car park and pedestrian path adjacent to farm building • building a disabled person’s parking space/turning area • demolition of the stable building • relocation of the Grounds Compound area including providing a new shed for storing the ride on mower • relocation of the formal circular garden area • relocation of the ‘Yurt’ tent • upgraded electrical supply <p>The above works relating to the provision of the new building total £584.4k, to which will be added works to existing buildings of £41.2k and repairs to drainage of £29.2k, resulting in a total construction cost of £654.8k.</p> <p>The total project cost of £900k is arrived at by adding infrastructure costs of £36.8k, fees and other development/project costs of £164.1k and contingencies for inflation and unforeseen risks of £44.3k.</p> <p>Funding is to be provided from the Aiming High for Disabled Children Short Breaks Fund (£416k already received, See below) and £484k from Capital Maintenance funds</p>			
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in 14/15 and 15/16.			
<p>Short Breaks Block Allocation</p> <p>This amount of £416k (fully funded from AHDC grants) to be transferred to Thornbridge Accessible Unit. This is contained within the scope of the original Short Breaks project approved by Cabinet (January 2013)</p>	Variation	(416)	N/A



SHEFFIELD CITY COUNCIL

Cabinet Report

Report of: Councillor Leigh Bramall, Cabinet Member Business, Skills and Development

Report to: Cabinet

Date: 23rd July 2014

Subject: Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report

Author of Report: Richard Proctor, 273 5502

Key Decision: YES

Summary:

The Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report proposed an updated vision and strategic approach to cycling in Sheffield. The report set out:

- An ambitious vision for the City
- A strategic approach based around the three themes of Strong Leadership, Getting the Right Infrastructure in Place and Getting People Cycling
- 19 specific recommendations intended to broaden and increase participation in cycling in Sheffield

The principles of this report are supported by the Cabinet Member for Business, Skills and Development.

Attached as Appendix A is a response from the Cabinet Member for Business, Skills and Development proposing that the Council:

- Incorporate the vision for cycling into the Council's overall Vision for Excellent Transport in Sheffield.

- Refresh the Sheffield Cycle Action Plan taking into account the three themes and 19 recommendations within the report, produce a plan of the strategic cycle network and a delivery plan.
 - Work with partners, organisations and others to implement the recommendations set out in the report.
-

Reasons for Recommendations:

This report sets out the response to the vision, strategy and the 19 recommendations proposed by the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report from the Cabinet Member for Business, Skills and Development.

In order to deliver a number of the recommendations it is proposed that a refreshed Sheffield Cycle Action Plan with a plan of the strategic cycle network and delivery plan is produced and brought to Cabinet for endorsement. At this time it would also be appropriate to update Cabinet on the progress being made in delivering the Cycling Inquiry recommendations.

Recommendations:

Cabinet is asked to:

1. Endorse the response to the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry Report from the Cabinet Member for Business Skills and Development.
 2. Agree that the vision for Cycling should be incorporated into the Council's overall Vision for Excellent Transport in Sheffield and the recommendations implemented as proposed.
 3. Request that an updated Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan be brought back to Cabinet in June 2015 along with a progress report on delivery of the Cycle Inquiry Report recommendations. Subject to identification of resources to produce it.
-

Background Papers: Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
NO Cleared by: Gaynor Saxton
Legal Implications
YES Cleared by: Nadine Wynter
Equality of Opportunity Implications
YES Cleared by: Ian Oldershaw
Tackling Health Inequalities Implications
YES
Human Rights Implications
NO
Environmental and Sustainability implications
YES
Economic Impact
YES
Community Safety Implications
NO
Human Resources Implications
NO
Property Implications
NO
Area(s) Affected
All
Relevant Cabinet Portfolio Lead
Cabinet Member for Business, Skills and Development
Relevant Scrutiny Committee
Economic and Environmental Wellbeing Scrutiny and Policy Development Committee
Is the item a matter which is reserved for approval by the City Council?
NO
Press Release
YES

REPORT TO THE CABINET

RESPONSE TO THE ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY DEVELOPMENT COMMITTEE CYCLING INQUIRY REPORT

1.0 SUMMARY

- 1.1 The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee has undertaken a Cycling Inquiry to review what we are doing in Sheffield and what we can do better, in order to improve the opportunities for cycling.
- 1.2 The Inquiry took a cross party approach and included cycling representatives on the task force. It reviewed the existing evidence on the impact of cycling on the local economy, health and environment, considered what is happening in Sheffield and other cities and talked to the people of Sheffield as well as external organisations. The Scrutiny Board set out a vision which if supported and incorporated into the Council's Vision for Excellent Transport in Sheffield would help to guide the future of transport in Sheffield.
- 1.3 Attached as Appendix A is a response from the Cabinet Member Business, Skills and Development proposing that the Council:
- Incorporate the vision for cycling into the Council's overall Vision for Excellent Transport in Sheffield
 - Refresh the Sheffield Cycle Action Plan taking into account the three themes and 19 recommendations within the report, produce a plan of the strategic cycle network and delivery plan
 - Work with partners, organisations and others to implement the recommendations set out in the report.
- 1.4 The recommendations have been considered and are all supported by the Cabinet Member for Business, Skills and Development. However delivery of the recommendations and the associated timescales will in many cases be dependent on funding made available by national Government. In addition support will be needed from across the Council as well as from the Sheffield City Region Combined Authority and other partners.
- 1.5 A revised Sheffield Cycle Action Plan based on the 19 Cycle Inquiry recommendations and incorporating a plan of the strategic cycling network and delivery plan will be drawn up by the newly established Sheffield Cycle Group (a cross departmental working group) with Cycle Sheffield and in consultation with partners and the public and brought back to Cabinet for endorsement in June 2015.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 Delivery of the Cycling Inquiry Report vision, strategy and recommendations will get people of all ages and backgrounds cycling in both urban and rural areas. Cycling can provide an affordable, quick and efficient mode of transport for many residents and visitors of the City. 42% of all our trips are within two miles – less than the average length of a cycling trip. Cycling can provide travel choice and a vital link to our public transport systems.
- 2.2 Economic benefits extend across: the wider community, contributing to improved public health, reduced congestion and carbon emissions; individuals, with bike ownership being affordable to almost all without expensive fuel costs; and local businesses, with high quality green transport infrastructure supporting Sheffield's image as an attractive city for investment, helping to recruit and retain a talented, healthy and productive workforce, and tourism spending.
- 2.3 Cycling is also good for individual health. Around 60% of men and 70% of women are currently not physically active enough to benefit their health. Cycling offers the opportunity to build moderate, pleasant exercise into people's daily routines. This kind of exercise can help us to counteract problems of overweight and obesity as well as coronary heart disease, stroke, diabetes and cancer in addition to improving mental well-being. On average, people who cycle regularly enjoy a level of fitness of someone ten years younger and halve their risk of heart disease.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 Implementation of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report recommendations would result in the development of a coherent approach to cycling which makes the most of opportunities as they arise through working with partners and across boundaries, promoting cycling at the highest levels and working locally to broaden participation.
- 3.2 The response of the Cabinet Member for Business Skills and Development proposes that the Council implement the Report's vision, strategy and recommendations in order to improve opportunities for cycling for all people by building on successful work already being carried out by the Council.

4.0 RESPONSE OF THE CABINET MEMBER FOR BUSINESS, SKILLS AND DEVELOPMENT

- 4.1 The response of the Cabinet Member for Business, Skills and Development to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report is attached

as Appendix A.

- 4.2 The response supports the Report's ambitious vision and states that the Council should do all it can to help achieve this and make a real difference to cycling in the City:

“To realise the full potential of cycling to contribute to the health and wealth of Sheffield, and the quality of life in our local communities, and to play its part in a fully integrated transport network that will encourage reduced car usage, alleviate congestion and ease pollution across the whole of the city. We believe this is both possible and necessary.

We need to get the whole of Sheffield cycling: not just healthy people or sporty young males, but people of all ages and backgrounds, in urban and rural areas.

We need to change the culture of how we use our roads, so that people are no longer afraid to cycle or allow their children to do so. Our streets, roads and local communities, need to become places for people, where cycling and walking are safe and normal.

We endorse the aim of the Get Britain Cycling report to see cycle use increase to 10% of all journeys in 2025 and 25% in 2050.”

It is proposed that this vision is incorporated into the Councils Vision for Excellent Transport in Sheffield to guide the future of transport in Sheffield.

- 4.3 To help achieve the vision 19 recommendations were made across the following areas:

Strong Leadership

- Political Leadership
- Working with others to develop and support cycling
- Making the most of opportunities

Getting the Right Infrastructure in Place

- A Long Term Plan
- Publicising the Cycle Network
- Integrating cycling with public transport
- Cycling and walking audits

Getting People Cycling

- Training
- Behaviour on our roads
- Cycle Tourism

- 4.4 Appendix A sets out the Cabinet Member for Business, Skills and Developments support for the 19 recommendations made within these themes and includes proposals for how the Council should implement them. In many cases this will be dependent on the level of funding

available which we will seek from external sources and also through the prioritisation of SCC resources. The Council will also need to work with partners, organisations and others to deliver the recommendations. Suggested milestones for the delivery of the actions are outlined in Appendix B.

4.5 Strong Leadership

4.6 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Strong Leadership' theme.

4.7 Working with the Sheffield City Region is entirely consistent with the Council's approach to strategic transport planning. The Sheffield City Region Combined Authority was established on 1st April 2014 bringing together the South Yorkshire Integrated Transport Authority and an Economic Prosperity Board to align decision making. In addition working with the Health and Wellbeing Board to maximise the health benefits of cycling, with partners including voluntary sector cycle groups as well as across Council activity to make the most of opportunities all builds on good work already being carried out.

4.8 Sheffield's joint Health and Wellbeing Strategy includes the principles of tackling the wider determinants of health and partnership working, and supports the Move More initiative to encourage people to be more physically active as part of their daily lives. Support for the delivery of this initiative through Sheffield's Cycle Action Plan will help to maximise the health benefits of cycling.

4.9 Sheffield's Cycle Action Plan need to be refreshed to provide a common approach for the delivery of cycling interventions across the Council taking into account the vision and recommendations of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report. It is proposed that this will be drafted in conjunction with Cycle Sheffield who along with members of the Cycle Forum do a great deal of work to promote and encourage cycling in the City, consulted upon and brought back to Cabinet in June 2015 for agreement. Anticipated milestones for this process are set out in Appendix B.

4.10 Getting the Right Infrastructure in Place

4.11 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Getting the Right Infrastructure in Place' theme.

4.12 A long term strategic cycle network plan will be produced. This, along with a delivery plan, will sit alongside the Cycle Action Plan providing a coherent and comprehensive plan of the cycle network that is in place and that we wish to develop. A great deal of work has already been undertaken planning the strategic corridors of a 'green' network. With the

addition of orbital links and strategic 'on street' routes this should provide the basis of the plan. By linking the strategic corridors to 20mph zones and public transport / cycle hubs a comprehensive network will be produced. The plan will be drafted in conjunction with Cycle Sheffield who along with members of the Cycle Forum do a great deal of work to promote and encourage cycling in the City, and consulted upon in parallel with the refresh of the Sheffield Cycle Action Plan. Anticipated milestones for this process are set out in Appendix B.

- 4.13 It is agreed that it is important to improve the promotion of the cycle network and this can be done in certain areas within the coming year. However there is an opportunity to work with the new South Yorkshire Cycle Co-ordinator and potentially the Universities to better understand how market segmentation could apply to cycle marketing to make the best use of the resources available and broaden participation amongst all Sheffielders whatever their age, gender or ethnicity. This will be taken forward again in parallel with the refresh of the Cycle Action Plan.
- 4.14 A cycle audit process has been developed and is already being applied to all new highway and development schemes. The roll out of this for all land use development proposals and changes to public space would build on this good work.
- 4.15 Getting People Cycling
- 4.16 The Cabinet Member for Business, Skills and Development fully endorses the recommendations set out within the 'Getting People Cycling' theme.
- 4.17 The Council's ability to provide cycle training depends both on the level of revenue funding available and engagement / promotion with both schools and the public. In 15/16 this will be dependent on the Local Sustainable Transport Fund 2 bid and Cycling England grant. A great deal of engagement work has already been done with schools and this will continue however the number of child training places meets annual demand. Instead of targeting an increase in numbers it would be beneficial to extend the level of training offered to secondary school pupils in order to support continuation of cycling in the future. Engagement with schools in relation to this has already begun.
- 4.18 Encouraging the Council's contractors, drivers and partners including Amey, Veolia, Kier and Capita to undertake cycle awareness training is supported and will build on work already being taken forwards around improving the safety on our roads.
- 4.19 The Tour de France coming to Yorkshire, and Sheffield in particular, is a huge opportunity to promote Sheffield as a cycling city and encourage people to get cycling. Linking this with improvements to the promotion of cycle tourism in and around Sheffield will help support our economy attracting both people and businesses to the area.

- 4.20 In order to ensure a coherent approach across the region and gain maximum impact SCC is working as part of Cycle Yorkshire to deliver the actions that will meet the objectives of the approved 10 year Tour de France Legacy Strategy (<http://cycle.yorkshire.com/the-strategy>). As well as building routes to cater for all users, encouraging training, and free loans of bikes SCC is looking at introducing a Cycle to Work scheme and we will be promoting led rides, mass participation events and festivals with our partners British Cycling, erecting special signs along the route of the tour and extending facilities for bike hire and bike hubs. Facilities for mountain biking and BMX riding will also be improved alongside work with the Peak District National Park to develop leisure and sports cycling.

5.0 LEGAL IMPLICATIONS

- 5.1 The Transport Act 2000 as amended places a duty on the City Council to develop policies which will create safe, integrated and economic transport within Sheffield which meets the needs of persons living or working within the city. In developing these policies the City Council must have regard to government policies designed to mitigate climate change or the protection or improvement of the environment. Implementation of these recommendations will help to achieve this.
- 5.2 Where implementation of any of the recommendations requires further authority to take action this will be the subject of a further decision taken in the usual manner and in line with the Council's Constitution / Leaders Scheme of Delegation. For example, a refreshed Cycle Action Plan and network of strategic cycle routes and delivery plan will be brought back to Cabinet for approval.

6.0 FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications at this stage. Financial implications will be linked to delivery of the recommendations via individual schemes. Delivery of the recommendations and the associated timescales in many cases will be dependent on the level of funding available which we will seek from external sources and also through the prioritisation of SCC resources. The Council will also need to work with partners, organisations and others to deliver the recommendations.
- 6.2 The response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report is broadly based on the current allocation of resources. However, implementing the recommendations will require additional staff time and will be dependent on the level of both revenue and capital funding available. This will be fed into future Council budget planning discussions to ensure that delivery of the recommendations and refreshed Cycle Action Plan and delivery plan are considered. The delivery of an action plan will require future capital funding from external sources such as the Local Transport Plan.

7.0 EQUALITIES IMPLICATIONS

- 7.1 Fundamentally these proposals are positive for all Sheffield people regardless of age, sex, race, faith, disability, sexuality, etc. The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee's Cycling Inquiry Report wanted to 'identify measures to broaden and increase participation in cycling in Sheffield.'
- 7.2 One of the recommendations focuses on cycle training and broadening participation 'Improved communication needs to be in place within the next year so that training can lead to broadening participation amongst all Sheffielders, whatever their age, gender or ethnicity'. The proposal is to start to implement this recommendation. However in order to make the most effective use of funding available it is proposed that a study including looking at market segmentation will be carried out to target promotion carried out in 2015/16 and onwards to achieve this.
- 7.3 As part of the implementation additional information regarding age, gender and ethnicity will be recorded in relation to adult cycle training so that the success of the above measures can be assessed.
- 7.4 Where implementation of any of the recommendations, or changes to budgets, requires further authority to take action this will be the subject of a further decision taken in the usual manner and in line with the Council's Constitution / Leaders Scheme of Delegation. For example a refreshed Cycle Action Plan, plan of the strategic cycle network and delivery plan will be brought back to Cabinet for approval. This would include an assessment of the equalities implications. Where implementation would not require further authority to take action this should use an existing EIA or build upon an existing EIA.

8.0 OTHER RELEVANT IMPLICATIONS

- 8.1 Cycling provides a 'no-emissions' alternative to motor vehicles and hence contributes to local and national bio-diversity. The Council's Air Quality Action Plan also recognises and supports increased use of more sustainable forms of travel. Economic benefits extend across: the wider community, contributing to improved public health, reduced congestion and carbon emissions; individuals, with bike ownership being affordable to almost all without expensive fuel costs; and local businesses, with high quality green transport infrastructure supporting Sheffield's image as an attractive city for investment, helping to recruit and retain a talented, healthy and productive workforce.

9.0 ALTERNATIVE OPTIONS CONSIDERED

- 9.1 An alternative option would have been to not support or implement the vision or recommendations of the Committee's Cycling Inquiry Report. The Committee spent a lot of time reviewing evidence and engaging with members of the public and organisations and as such have produced a set of recommendations which should improve the opportunities for

cycling in Sheffield.

- 9.2 Another alternative option would be to support the recommendations but not produce a refreshed Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan or incorporate the vision into the Council's Vision for Excellent Transport in Sheffield. However this would not result in a coherent approach or enable Cabinet to approve specific actions and associated spend for delivery of the recommendations.

10.0 REASONS FOR RECOMMENDATIONS

- 10.1 This report sets out the response to the vision, strategy and the 19 recommendations proposed by the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry report from the Cabinet Member for Business, Skills and Development.
- 10.2 In order to deliver a number of the recommendations it is proposed that a refreshed Sheffield Cycle Action Plan with a plan of the strategic cycle network and delivery plan is produced and brought to Cabinet for endorsement. At this time it would also be appropriate to update Cabinet on the progress being made in delivering the Cycling Inquiry recommendations.

11.0 RECOMMENDATIONS

- 11.1 Endorse the response to the Economic and Environmental Wellbeing Scrutiny Committee's Cycling Inquiry Report from the Cabinet Member for Business Skills and Development.
- 11.2 Agree that the vision for Cycling should be incorporated into the Council's overall Vision for Excellent Transport in Sheffield and the recommendations implemented as proposed.
- 11.3 Request that an updated Sheffield Cycle Action Plan, plan of the strategic cycle network and delivery plan be brought back to Cabinet in June 2015 along with a progress report on delivery of the Cycle Inquiry Report recommendations. Subject to identification of resources to produce it.

Simon Green
Executive Director - Place

Appendix A

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
	Vision		<p>To realise the full potential of cycling to contribute to the health and wealth of Sheffield, and the quality of life in our local communities, and to play its part in a fully integrated transport network that will encourage reduced car usage, alleviate congestion and ease pollution across the whole of the city. We believe this is both possible and necessary.</p> <p>We need to get the whole of Sheffield cycling: not just healthy people or sporty young males, but people of all ages and backgrounds, in urban and rural areas.</p> <p>We need to change the culture of how we use our roads, so that people are no longer afraid to cycle or allow their children to do so. Our streets, roads and local communities, need to become places for people, where cycling and walking are safe and normal.</p> <p>We endorse the aim of the Get Britain Cycling report to see cycle use increase to 10% of all journeys in 2025 and 25% in 2050.</p>	Yes	<p>The vision should be incorporated into the Councils Vision for Excellent Transport in order to help to guide the future of transport in Sheffield.</p>	Aug-14
R1	Strong Leadership	Political leadership	That Sheffield City Council appoints a councillor to be a 'Cycling Champion' by June 2014	Yes	Councillor Tim Rippon has been appointed as Sheffield City Council Cycling Champion.	Jun-14
R2	Strong Leadership	Working with others to develop and support cycling	The Council works with the Sheffield City Region to ensure there are coherent plans in place to develop and support cycling by June 2015	Yes	<p>There is a commitment in the Sheffield City Region Growth Plan to develop a Strategic Cycle Network.</p> <p>The South Yorkshire Local Transport Plan partnership are in the process of appointing a Cycle Co-ordinator whose role it will be to ensure that Authorities plans to develop cycling are coherent and supported by the Sheffield City Region Combined Authority.</p> <p>We are also working to deliver the Yorkshire Cycling Strategy (Get Yorkshire Cycling) to get more people cycling more often in Yorkshire over the next 10 years capitalising on the Tour de France Grand Depart.</p>	Jun-15
R3	Strong Leadership	Working with others to develop and support cycling	Align funding streams with the NHS through the Health and Well Being board to maximise the health benefits that can be achieved through cycling	Yes	<p>The Move More initiative (supported by the joint Health and Wellbeing Strategy) is delivered by the Health and Wellbeing Boards Physical Activity & Food Sub Group. Support for the delivery of this initiative will help to align funding streams with the NHS to maximise health benefits where possible.</p> <p>To deliver a series of rides and mass participation events throughout the summer we are working with British Cycling. Led rides start on the 15th June and go right through until November with a Skyride scheduled for August which will include closure of significant thoroughfares for mass participation with supporting events on route.</p>	Ongoing

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R4	Strong Leadership	Working with others to develop and support cycling	The Council builds on best practice in working with a range of partners, including voluntary sector cycling groups	Yes	The Council holds bimonthly Cycle Forum engagement meetings with organisations including cycle interest groups such as Cycle Sheffield and those with an interest in cycling. A subgroup has recently been set up building on this to provide a consultative meeting on transport and development proposals of significance to cycling in Sheffield. The revised Sheffield Cycle Action Plan, plan of the strategic cycling network and delivery plan will be drawn up by the newly established Sheffield Cycle Group with Cycle Sheffield and in consultation with partners and the public. We are also working with our current local providers Recycle Bikes, Pedal Ready and Get Cycling to deliver the Cycle Boost scheme. To deliver a series of rides and mass participation events throughout the summer we are working with British Cycling. Led rides start on the 15th June and go right through until November with a Skyride scheduled for August which will include closure of significant thoroughfares for mass participation with supporting events on route.	Ongoing
R5	Strong Leadership	Working with others to develop and support cycling	The Council works with the City's MPs to support them to lobby government for key improvements	Yes	To secure sufficient devolved transport funding to deliver the ambitions set out in the Sheffield City Region Growth Plan. A review will also be undertaken to highlight what national changes would be significant to Sheffield in helping to encourage and enable cycling for example DfT regulation on allowing separate traffic lights for cycling and more flexible use of capital and revenue funding for cycling.	Ongoing
R6	Strong Leadership	Making the most of opportunities	That as part of a Cycling Plan the Council takes a joined up and systematic approach to exploiting the opportunities to improve cycling across all areas of Council Activity	Yes - timescale dependent on revenue funding available.	A refreshed Cycling Action Plan which takes account of the Cycle Inquiry recommendations and sets the strategic direction for cycling will be produced, alongside a plan of the strategic cycling network and delivery plan, and consulted on led by a cross departmental Council working group chaired by Transport Planning. Linked to R7. This may take up to a year in order to produce the plans with Cycle Sheffield, consult on them and then take them through the approvals process. It will however be done as soon as possible.	Jun-15, then ongoing
R7	Getting the right infrastructure in place	A long term plan	Sheffield should have a long-term strategic plan for a coherent and comprehensive cycling network in place by June 2015	Yes - timescale dependent on revenue funding available.	In parallel with the refresh of the Cycle Action Plan a plan of the strategic cycle network and delivery plan should be produced and consulted on. This may take up to a year in order to produce the plans with Cycle Sheffield, consult on them and then take them through the approvals process. It will however be done as soon as possible.	Jun 15, draft Nov 14

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R8	Getting the right infrastructure in place	Publicising the Cycle Network	Identifying ways of improving the promotion and advertisement of the cycle network by June 2015	Yes - timescale dependent on revenue funding available.	In the short term the cycling section of the SCC website will be updated in consultation with partners. Scope to tap into social media and existing commercial communications will be investigated. We will also continue to work with existing networks of cycling interest groups. A study to better understand how market segmentation could apply to cycle marketing should be undertaken to feed into the refresh of the Cycle Action Plan to identify the best ways of promoting and advertising the cycle network and broaden participation with the funding available. This offers an opportunity to work with the new South Yorkshire Cycle Co-ordinator and potentially the Universities. A review of signing throughout Sheffield has also begun. It is recommended that the timescale for implementation of this action is amended to Jun 16 to allow for this development and provide opportunity to look for revenue funding to support this action.	Jun-16
R9	Getting the right infrastructure in place	Integrating cycling with public transport	Within the next three years the cycle and public transport networks should be combined as a single network with 'hubs' developed at strategic locations and existing hubs improved	Yes - timescale dependent on funding available.	The development of the strategic network plan (R7) will be linked to the public transport networks and identify locations for cycle hub development. A cycle hub is currently being developed at Sheffield Station and subject to LSTF2 another will be developed in the City Centre.	Jun-17
R10	Getting the right infrastructure in place	Integrating cycling with public transport	That the Sheffield City Region Authority and public transport operators identify opportunities and commit to undertake pilot schemes within the next 12 months, with priority given to trials on the Supertram network.	Yes	This is supported and we will actively open discussions with the public transport operators. The wider Peak Park Strategy contains an ambition to seek to persuade operators to trial more bike friendly carriages (encouraging more bike / bus and bike / train facilities) which presents an opportunity to trial arrangements for taking cycles out to the Peak.	Jun-15
R11	Getting the right infrastructure in place	Cycling and walking audits	That the Council undertake cycling and walking audits for all development proposals and for all changes to highways and to public spaces	Yes	A Cycle Audit process has been developed and is being applied to all new highway schemes. This is now being rolled out as a requirement for all development proposals and changes to public spaces. A process requiring the sign off of any recommendations that could not be implemented is being put in place.	Immediate, then ongoing
R12	Getting people cycling	Training	For the next year Sheffield must maintain its programme of cycle training so that in the short term at least the current numbers of adults and children receive training each year. Over the next three years in addition the Council and its partners should look to extend the cycle training to train increasing numbers of adults and children year on year	Dependent on bids for revenue funding	Funding is secured to provide adult and child cycle training for 14/15. What can be provided in 15/16 will be dependent on the availability of grants through Cycling England and the outcome of the Local Sustainable Transport Fund 2 revenue bid. Following this it will depend on revenue streams made available by Government or other organisations. The current number of child cycle training places reflects the maximum take up achieved through engagement with schools. Instead of increasing the number of places should funding be available it would be beneficial to extend the level of training offered to secondary schools to support continuation of cycling. Engagement work has started with schools in relation to this.	Jun-17

Ref	Theme	Area	Recommendation	Supported?	Cabinet Member Response	Timescale
R13	Getting people cycling	Training	These training opportunities need to be joined up. Improved communication needs to be in place within the next year so that training can lead to broadening participation amongst all Sheffielders, whatever their age, gender or ethnicity	Dependent on bids for revenue funding	Linked to R8. The timescale for implementation of this action has been amended to Jun 16 to allow for development of marketing strategy and provide opportunity to look for revenue funding to support this action.	Jun-16
R14	Getting people cycling	Training	That revenue funding needs to be part of any funding bids. Where this is not possible the Council should press the case to enable this	Yes	Agreed. This links to R5. There is a need to influence the way that DfT develop guidelines for new funding mechanisms at a SCR / national level.	Ongoing
R15	Getting people cycling	Behaviour on our roads	The Council should take steps to encourage its contractors to provide practical cycle awareness training for their drivers. Within three years this requirement for this training should be built in to the procurement process, starting with HGV drivers	Yes	We will look to distribute an e-learning module to all our contractors including strategic partners such as Amey, Veolia, Kier and Capita. How completion of this could become a requirement will be explored with the Councils Commercial Services. The Council should also expand this recommendation to cover training its own drivers. The training will also be promoted via the South Yorkshire Freight Transport Group to the Freight Transport Association and also to the Road Haulage Association for their members who travel through Sheffield.	Jun-17
R16	Getting people cycling	Behaviour on our roads	Organisations in the Sheffield Bus Partnership should include cycle awareness training into all commercial and tendered routes		Bus driver awareness training is in development. Stagecoach has committed to training their drivers and First is understood to be developing similar.	Jul 14, then ongoing
R17	Getting people cycling	Behaviour on our roads	The Council should lobby government to ensure local agencies, including South Yorkshire Police have the powers and resources to improve road safety	Yes	This will be raised via the South Yorkshire Safer Roads Partnership to identify resource requirements and additional powers that would be required to help improve road safety. This links to R5.	Ongoing
R18	Getting people cycling	Cycle tourism	The Council makes full use of the opportunity the Tour de France presents	Yes	SCC is fully engaged on a wide range of fronts through implementation of the Cycle Yorkshire Tour de France Legacy (13-23) plan	Mar-23
R19	Getting people cycling	Cycle tourism	The Council improves the promotion of cycle tourism in and around Sheffield, including, for example, working with other local authorities, the Peak District National Park, Sustrans and hotels	Yes	SCC is currently developing a Green Route Network of strategic cycle links through green and open spaces connected by quiet roads. Supported by the development of an Outdoor Economy Strategy the Council will be working to improve the promotion of cycle tourism. Work will also be undertaken with 'Welcome to Sheffield' in order to ensure Sheffield's cycling offer is promoted in and around Sheffield and the Peak District National Park to align our work e.g. with their cycling strategy.	Ongoing

Appendix B
Delivery Milestones

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
Report		Response to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee Cycling Inquiry Report to Cabinet													
Vision			Refresh of Transport Vision												
R1	Appointment of Cycling Champion														Complete
R2													Sheffield City Region cycling plans in place		
R3													Programme of led rides and events for summer 2014		Ongoing
R4													Programme of led rides and events for summer 2014		Ongoing
R5			Review of national changes that would be significant in helping to encourage and enable cycling												Ongoing
R6			Review of existing information	Development of Cycling Action Plan and Delivery Plan with Cycle Sheffield				Consultation on Cycling Action Plan and Delivery Plan					SCC approval of Cycling Action Plan and Delivery Plan		
R7			Consolidation of existing information	Network planning with Cycle Sheffield				Consultation on network plan					SCC approval of network plan		

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
R8		Update of SCC website cycling section (in consultation with partners), review of existing commercial communications and use of social media.		Identification of locations for cycle hub development linked to network planning	Market segmentation study (to inform latter milestones)			Consultation on locations for cycle hub development			SCC approval of locations for cycle hub development				Implementation by Jun 16
R9															Implementation by Jun 17
R10			Open discussions with public transport operators (to inform latter milestones)												
R11	Implementation of cycle audit for all new transport and development schemes														Ongoing
R12				LSTF2 funding outcome expected											Ongoing
R13		Update of SCC website cycling section (in consultation with partners), review of existing commercial communications and use of social media.			Market segmentation study (to inform latter milestones)										Implementation by Jun 16
R14			Raise with Sheffield City Region (to inform latter milestones)												Ongoing
R15			E-learning module finalisation	Distribution of e-learning module Initiate discussions with Commercial Services (to inform latter milestones)											Requirement for training to be built into procurement process by Jun 17
R16			To be discussed via Sheffield Bus Partnership (to inform any latter milestones required)												Ongoing
R17			Item to be raised at the South												Ongoing

Ref.	Jun 14	Jul 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Onwards
			Yorkshire Safer Roads Partnership (to inform latter milestones)												
R18	Tour de France route signed	Tour de France in Sheffield	Programme of led rides and events for summer 2014 (starting June 14)										Programme of led rides and events for summer 2015		Full implementation by Mar 23
R19	Work started with 'Welcome to Sheffield' and the Peak Park												Adoption of the 'Green Routes Network' as part of the Sheffield Cycle Network Plan		Ongoing