

Cabinet

Wednesday 15 February 2017 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	(Deputy Leader/Cabinet Member for Business and Economy)
Councillor Ben Curran	(Cabinet Member for Finance and Resources)
Councillor Jackie Drayton	(Cabinet Member for Children, Young People & Families)
Councillor Jayne Dunn	(Cabinet Member for Housing)
Councillor Mazher Iqbal	(Cabinet Member for Infrastructure and Transport)
Councillor Mary Lea	(Cabinet Member for Culture, Parks and Leisure)
Councillor Bryan Lodge	(Cabinet Member for Environment)
Councillor Cate McDonald	(Cabinet Member for Health and Social Care)
Councillor Jack Scott	(Cabinet Member for Community Services and Libraries)

Sheffield

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
15 FEBRUARY 2017**

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 - 24)
To approve the minutes of the meeting of the Cabinet held on 18 January 2017.
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Items Called-In For Scrutiny**
The decision of Cabinet made on 18 January 2017 in respect of the Waste Services Review has been called-in and will be considered by the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee at its meeting to be held on 22 February 2017.
- 8. Retirement of Staff** (Pages 25 - 28)
Report of the Director of Legal and Governance
- 9. Financial Inclusion Strategy** (Pages 29 - 64)
Report of the Chief Executive
- 10. Sheffield City Region Innovation Corridor** (Pages 65 - 80)
Report of the Executive Director, Place
- 11. Tobacco Control in Sheffield: Strategy and Future Commissioning Model** (Pages 81 - 102)
Report of the Executive Director, Place
- 12. Revenue Budget 2017/18** (Pages 103 - 480)
Report of the Acting Executive Director, Resources
- 13. Capital Programme 2017/18** (Pages 481 - 586)

Report of the Acting Executive Director, Resources

**14. Revenue Budget and Capital Programme Monitoring
2016/17 Month 9 as at 31/12/16**

(Pages 587 -
664)

Report of the Acting Executive Director, Resources

**NOTE: The next meeting of Cabinet will be held on
Wednesday 15 March 2017 at 2.00 pm**

This page is intentionally left blank

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 Audit and Standards Committee in relation to a request for dispensation.

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

This page is intentionally left blank

Cabinet

Meeting held 18 January 2017

PRESENT: Councillors Julie Dore (Chair), Ben Curran, Jackie Drayton, Jayne Dunn, Mazher Iqbal, Mary Lea, Bryan Lodge, Cate McDonald and Jack Scott

.....

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Leigh Bramall.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 The Chair, Councillor Julie Dore, reported that the Appendix to item 13 – ‘Waste Services Review: Consideration of Delivery Solutions for Waste Services’ was not available to the public and press because it contained exempt information described in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) relating to the financial or business affairs of any particular person.

2.2 **RESOLVED:** That prior to a discussion on the above appendix, members of the press and public would be asked to leave the meeting to allow the Cabinet to discuss the confidential information.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of Cabinet held on 30 November 2016 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Public Questions in relation to Licensing Standards for Houses of Multiple Occupation (HMOs)

5.1.1 Stuart Crosswaite commented that we worked closely with a number of asylum tenants and he had witnessed first-hand some of the misery that they had to deal with. One of the biggest causes of this was forced bedroom sharing by G4S who used this as it allowed more tenants to live in houses and more income for them as a result.

5.1.2 Mr Crosswaite expected the Council would have taken action to stop this policy but he had been asking for action for 22 months and nothing had changed. He had been told by 3 Members of the Council that this policy had stopped but he had evidence that this was not the case and he therefore called on the Council to

take action to stop this policy.

- 5.1.3 John Grayson informed Cabinet that, along with colleagues, he had submitted a petition to the Council in 2015 requesting that the Council amended their regulations to prevent forced bedroom sharing. The Cabinet Member at the time, Councillor Mazher Iqbal, committed to ensuring that this practice be stopped.
- 5.1.4 Mr Grayson added that the current Cabinet Member for Housing, Councillor Jayne Dunn, had sent the voluntary organisation Mr Grayson worked for a letter in 2015 saying that this was a priority piece of work for her. Mr Grayson had further been told by a Council Officer on 16 January 2017 that a report had been drafted which had been submitted to Councillor Dunn. However, to date no action had been taken to end this practice. Mr Grayson therefore asked would the Cabinet agree that this was a shocking state of affairs and would the Chair ask for an investigation as to why no action had been taken to date? Given that Councillor Dunn had the authority to take action on this, would she commit to taking action as soon as possible?
- 5.1.5 In response, Councillor Dunn stated that she had made this a priority. However, changing Council policy was not a quick process. In respect of the HMO Licensing regulations, the Council needed to make sure they had everything exactly right so that this practice would be prevented in the future.
- 5.1.6 There were lots of authorities across the country that weren't doing anything to prevent this practice, whereas Sheffield was committing to taking action. Councillor Dunn would be signing off the decision in the next two weeks and it would then become Council policy. Any new tenants did have to go into single accommodation rooms. The delay had been increased as a result of the Council carefully considering a number of changes to Government legislation. The Council had to make sure it complied with all the legislation to prevent any possible future legal challenges.
- 5.1.7 Councillor Julie Dore added that this was a priority for the Council and anything it could do to improve the lives of tenants it would do. It did, however, have to consider the risk of challenge which was always a risk with private contractors. Councillor Dore would also look closely at the report submitted to Councillor Dunn. She expected that the decision would be taken in the next few weeks.

5.2 Public Question in respect of Waste Bins

- 5.2.1 Adam Butcher asked what the Council was doing to enforce or advise members of the public that they should put back their bins after the bins were emptied?
- 5.2.2 Councillor Bryan Lodge, Cabinet Member for the Environment, responded that he was aware of the issue referred to by Mr Butcher. The Council had introduced fixed penalty notices in the past for those who did not put back their bins but the Coalition Government had removed the right for Councils to be able to do this.
- 5.2.3 Councillor Lodge was aware of areas where there were particular problems and he would talk to the Universities to see if anything could be done. The Council

would continue to encourage people to act responsibly in respect of this.

5.3 Public Question in respect of the Streets Ahead Contract

5.3.1 Nigel Slack commented that, at the last Full Council meeting, Councillor Lodge had commented that money earned by AMEY for the sale of felled street trees “goes back into the contract”. This was used for “delivering a cheaper price on the contract for Sheffield City Council.”

5.3.2 Mr Slack was also aware, from previous answers many months ago, that the Council operated an ‘open book’ management system when it came to the financial controls of major contracts. How much money had ‘gone back into the contract’ since the beginning of the contract, as a result of felled trees being sold? Why had this money not been used to mitigate the cost of engineering solutions on those trees identified as healthy and salvageable through such solutions by the Independent Tree Panel? In Mr Slack’s view, this would go some way to repairing the damaged reputation of the Council locally, nationally and internationally, showing that when the Council say felling is a last resort, they mean it.

5.3.3 Councillor Bryan Lodge apologised for any confusion arising from his answer given at the last Full Council meeting. The cost of removing anything was included within the AMEY tender price. This was also the case with the disposal of those things removed and applied to all aspects of the contract such as waste going to landfill, biomass, repairing road surfaces etc.

5.3.4 Councillor Julie Dore added that another example of this was in respect of demolition contracts and anything that could be salvaged from demolition was offset against costs as stated within the contract.

5.4 Public Question in respect of Contracts

5.4.1 Nigel Slack stated that, given his comment about reputation in the above question, he was interested to see the principle stated in item 9 – Sheffield City Centre Wi-Fi – that: ‘There should be no or minimal legal, financial or reputational risk to the Council throughout the contract life.’ Was this principle in use in any other Council contracts (such as AMEY or Streets Ahead)? Will this principle be a part of all future contracts for the City? (i.e. Item 13 Waste Services?)

5.4.2 In response, Councillor Ben Curran, Cabinet Member for Finance and Resources, commented that quotes from Mr Slack were taken from a report about the City Centre Wi-Fi tender and should be viewed in that light. The Council carries out an assessment of risk on each contract. These are assessed on a case by case basis. For example, the level of risk could be built into a contract to reflect the contract price or potential penalties to a contractor.

5.5 Public Question in respect of Regional Contracts

5.5.1 Nigel Slack referred to Item 12 on the agenda – ‘Waste Management Policies’ and commented that he noted from the background reports for this item a plan to harmonise the collection bins throughout South Yorkshire. There was also an

aspiration commented on in paragraph 2.1.2 of the report that 'The Council had the aspiration to work more closely with neighbouring South Yorkshire authorities'.

- 5.5.2 Mr Slack therefore asked was this a precursor to a joint South Yorkshire waste services contract? If so, who would be in ultimate control of such a contract? How would this sit alongside the Council's commitment not to give up any current powers under the City Region agreement?
- 5.5.3 Councillor Bryan Lodge confirmed there were no plans for a South Yorkshire wide contract. It did, however, make sense for authorities to realign things better and make savings where it could. For example, there were Household Waste Recycling Centres close to the borders of some authorities which may present opportunities for closer working together. Councillor Lodge was also aware of some Barnsley residents travelling to waste sites in Sheffield.
- 5.5.4 Councillor Lodge did support the idea of greater standardisation in respect of waste across the country to make things less confusing and make it easier for people to recycle.
- 5.5.5 Councillor Julie Dore added that she had made it clear that where the Council could work more closely with its neighbours, such as with Bassetlaw on health, it would look at shared services. This was very different to devolution. The current devolution deal was purely an economic deal and gave Sheffield the powers, tools and funding needed to grow the economy. This did not mean that in the future the City Region would not negotiate further with the Government in respect of other powers. But, as it stood, the current deal was an economic one and not about public services.

5.6 Public Question in respect of Highway Trees

- 5.6.1 Nigel Slack referred to an email from Councillor Steve Wilson, Chair of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee, which had been sent to Labour Party members in East Ecclesfield in respect of highway trees. Mr Slack commented that, apart from the Councillor not knowing to which school this memorial related, part of Councillor Wilson's statement was, in Mr Slack's opinion, a gross injustice to the campaigners involved in the street trees movement, whether from the Green Party, the Liberal Democrats, no party at all (the majority) and, in particular to those campaigners who were members of the Labour Party. It would appear this Councillor's mind was already made up and his bias, in Mr Slack's opinion, made him unfit to Chair the Scrutiny Committee tasked with resolving this issue, failing on the Principle of Public Life that 'Holders of Public Office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.' Would the Council strongly urge that the Deputy Chair of the Committee be asked to lead on this issue to ensure that fairness was not only done, but seen to be done?
- 5.6.2 Councillor Julie Dore responded that it was not for the Cabinet to determine the composition of the Scrutiny Cross-Party Working Group. Full Council had referred the issue to Scrutiny, noting that the working group would be set up and every

Councillor had supported that approach.

5.7 Public Question in respect of Tree Felling on Dunkeld Road

5.7.1 Nigel Slack stated that, having failed to make any progress on Dunkeld Road on the Monday, AMEY's sub-contractors returned to begin felling trees again on the Tuesday. Police were in attendance and, as more protestors arrived, they moved to clear the protest. One of the protestors raised an issue of Health and Safety where, allegedly, the contractors had been seen using a technique known as 'bombing'. This was cutting branches and simply allowing them to fall to the ground from a great height. She raised this with the Police Inspector on site and asked whether the contractors had a 'method statement' that authorised this technique. After some 'to and fro', which was recorded by another witness digitally, the Inspector stated; "If they were doing something unlawfully in that respect then you will have the due redress through whatever process. That is not going to stop these people from chopping this tree down today."

5.7.2 Mr Slack added that the comments of the Police Inspector would appear to be an officer of the law permitting, without knowledge one way or the other, potentially unlawful actions. Mr Slack also found it interesting to note on the video that, after this issue was raised, all further limbs were roped and lowered to the ground in a controlled manner, even the smallest. Was an AMEY representative on site that day? Did that statement allow for 'bombing'?

5.7.3 Councillor Bryan Lodge informed Mr Slack that he would provide a written response in respect of the details referred to in Mr Slack's question. However, he did note that of the 65 houses surveyed on Dunkeld Road, 29 responded and only 9 had objected to the tree felling. Some residents in the news reports had actually been asking for the trees to come down and these views needed to be taken into account.

5.7.4 Councillor Lodge emphasised that the Council did see felling as a last resort and did intend to save as many trees as they could. There were a number of things that needed to be balanced when making the decision about felling.

5.8 Public Question in respect of Legislation

5.8.1 Nigel Slack commented that, having twice attempted to get a basic response to whether the Council supported, or not, the use of TULRA sec.241 legislation, despite a very eloquent explanation as to why they use it, he may have found the answer. In the same video from the incident referred to in the previous question, the Police Inspector is heard to say: "Police Legal Services and Council have agreed use of this legislation". Could the Council confirm or deny this statement? If correct, who in the Council made this agreement? Were any of the Cabinet Members aware of this?

5.8.2 Councillor Julie Dore responded that it was the Government and national politicians who determined laws. The Police's role was to uphold laws and protect the public. The Police decided when to use legislation and it was not the role of the Council to tell the Police what to do.

5.8.3 Councillor Dore added that, in any operation where the Police were involved and advised the Council, the Council had to take that advice into consideration. In respect of the Rustling Roads operation, the Police advised the Council on how to carry out the operation. The Council had to take the advice seriously. Councillor Dore could not comment on the statement by the Police Inspector, as she did not hear it. It was important to emphasise that it was not the role of the Council to make legislation.

6. ITEMS CALLED-IN FOR SCRUTINY

6.1 The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee submitted a report outlining the outcome of the Scrutiny Committee meeting held on 15 December 2017 where a Call-In was considered on the decision of Cabinet at its meeting held on 30 November 2016 regarding the China Economic and Civic Programme Update.

6.2 **RESOLVED:** That Cabinet notes the outcome of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee meeting held on 15 December 2016 in relation to consideration of the Call-In regarding the China Economic and Civic Programme Update to take no action in relation to the called-in decision and that the Committee had requested that a further report on an update of progress of the China Economic and Civic Programme be submitted to its first meeting in the Municipal Year 2017/18, prior to the final decision being made by Cabinet.

7. RETIREMENT OF STAFF

7.1 The Acting Executive Director, Resources 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>
<u>Children, Young People and Families</u>		
Margaret Cowen	Teacher, Shooters Grove Primary School	42
Deborah Kelly	Headteacher, Brightside Nursery Infant School	37
Deborah Rayner	Clerical Officer, Reignhead Primary School	21
Anne Taylor	Learning Mentor, Brightside	22

	Nursery Infant School	
Gillian Nugent	Higher Level Teaching Assistant Level 4, Meersbrook Bank Primary School	22
Jane Howe	Supervisory Assistant, Stocksbridge High School	27

Place

Jeffrey Lister	Cemetery Operative	44
----------------	--------------------	----

(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. SHEFFIELD CITY CENTRE WI-FI

8.1 The Executive Director, Place submitted a report seeking approval to undertake a competitive procurement for a concession contract, for up to 10 years, for the provision of a Sheffield city centre public access Wi-Fi service and to enter into contract with the bidder that provides the most economically advantageous tender.

8.2 **RESOLVED:** That authority be delegated to the Director of Creative Sheffield:-

- (a) in consultation with the Cabinet Member for Business & Economy, the Executive Management Team, the Director of Finance and Commercial Services and the Director of Legal and Governance, to approve the final procurement strategy;
- (b) in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance, to agree contract terms and enter into contracts at the conclusion of the procurement; and
- (c) in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance, to take such steps as deemed necessary to meet the Fundamental Principles and achieve the Outcomes outlined in the report.

8.3 Reasons for Decision

8.3.1 It is recommended that SCC undertakes a competitive procurement for a concession contract for the provision of a city centre Wi-Fi service and, subject to the required objectives described in this report being met to the satisfaction of the Director of Legal & Governance and Monitoring Officer and the Director of Finance & Commercial Services, to enter into a concession contract for the provision of those services.

8.3.2 This is the preferred option because it enables the Sheffield Business Improvement District and Sheffield City Council to achieve its fundamental principles and outcomes sought without having to make a significant investment.

8.3.3 The Fundamental Principles that bids must comply with are:

- There should be no net cost to the Council, in deployment, operation or exit;
- There should be no or minimal legal, financial or reputational risk to the Council throughout the contract life;
- The bid should contribute a revenue stream to the Council; and
- The bid should not prevent or limit the Council from being able to implement wireless communications services for its own administrative or service delivery purposes or future city centre vibrancy initiatives.

8.3.4 The Outcomes Sought from the Wi-Fi service are:

- Free of charge to the user;
- A high quality customer experience for access, registration and use;
- A family friendly experience;
- Good city centre coverage ideally including council owned public buildings, such as the winter gardens;
- Good performance that keeps pace with technology; and
- A reliable communications platform that can be used by the BID and others to increase footfall and to help local business thrive and grow.

8.4 Alternatives Considered and Rejected

8.4.1 A Sheffield BID and/or SCC funded public access Wi-Fi service has been considered as an option. However, the opportunity to provide a Wi-Fi service through a concession contract which requires no investment from SCC is preferable to a model requiring investment. This approach enables Sheffield BID and SCC to provide a public access Wi-Fi service and to use their limited budgets elsewhere.

8.4.2 An externally funded public access Wi-Fi service has been considered as an option. However, the funding source used to provide such services in Leeds, York and Edinburgh (the BDUK Super Connected Cities Scheme) is no longer available.

8.4.3 The European Commission has recently proposed funding community Wi-Fi schemes, which if approved by the EU Parliament, would enable the Council to apply for funding of up to 20,000 Euros in Spring/Summer 2017. Officers have evaluated this proposed scheme and have identified that this will not meet the Fundamental Principles for Sheffield City Centre Wi-Fi and that it is highly unlikely to meet the Outcomes Sought for Sheffield City Centre Wi-Fi.

9. HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN AND HRA BUDGET 2017/18

9.1 The Executive Director, Communities submitted a report providing the 2017/18 update of the Housing Revenue Account (HRA) Business Plan.

9.2 **RESOLVED:** That Cabinet recommends to the meeting of the City Council on 1 February 2017 that:-

- (a) the HRA Business Plan report for 2017/18 as set out in appendix A to the report is approved;
- (b) the HRA Revenue Budget 2017/18 as set out in appendix B to the report is approved;
- (c) rents for council dwellings, including temporary accommodation, are reduced by 1% from April 2017 in line with the requirements in the Welfare Reform and Work Act 2016;
- (d) from 2017/18, garage rents will change to a single rate for garage plots and a single rate for garage sites. Once implemented this will apply to new garage tenants immediately and to existing garage tenants once improvements have been made to existing sites and plots;
- (e) the community heating unit charge for tenants who receive metered heating is reduced by 10% from April 2017. Community heating charges for those tenants receiving unmetered heating will remain unchanged from April 2017;
- (f) following the review of sheltered housing service charges in 2015, as approved by the Cabinet Member for Housing, and work undertaken on future charging for communal heating in sheltered schemes, as reported to the Cabinet Member, the existing weekly charge of £14.89 will be amended to £15.54 to recover the cost for communal heating in sheltered schemes;
- (g) burglar alarm charges are to remain unchanged from April 2017; and
- (h) charges for furnished accommodation are to remain unchanged from April 2017.
- (i) the Director of Housing and Neighbourhoods and Director of Finance, in consultation with the Director of Legal and Governance and the Cabinet Member for Housing, be granted delegated authority to authorise prudential borrowing as allowed under current government guidelines.

9.3 **Reasons for Decision**

9.3.1 To optimise the number of good quality affordable council homes in the city.

9.3.2 To maximise the financial resources to deliver key outcomes for tenants and the city in the context of a self-financing funding regime.

9.3.3 To ensure that tenants' homes continue to be well maintained and to optimise investment in estates.

9.3.4 To assure the long term sustainability of council housing in Sheffield.

9.4 **Alternatives Considered and Rejected**

9.4.1 The stock increase programme as agreed in last year's business plan is a combination of new/replacement council housing with an emphasis on acquisitions. The option to continue with a profile geared towards acquisitions was considered but rejected as it no longer provides the mix of housing that we need.

10. **REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2016/17 MONTH 7 AS AT 31 OCTOBER 2016**

10.1 The Acting Executive Director, Resources, submitted a report providing the Month 7 monitoring statement on the City Council's Revenue Budget and Capital Programme for October 2016.

10.2 **RESOLVED:** That Cabinet:-

- (a) notes the updated information and management actions provided by this report on the 2016/17 Revenue Budget position;
- (b) approves the revenue expenditure request detailed in Appendix 7 of the report;
- (c) in relation to the Capital Programme:-
 - (i) approves the proposed additions to the Capital Programme listed in Appendix 6.1 of the report, including the procurement strategies and delegations of authority to the Interim Director of Finance and Commercial Services or nominated officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) approves the proposed additions to the Capital Programme relating to the Growth Investment Fund listed in Appendix 6.1 of the report;
 - (iii) approves the proposed variations, deletions and slippage in Appendix 6.1;
 - (iv) notes the variations authorised by Directors under the delegated authority provisions; and
 - (v) notes the latest position on the Capital Programme.

10.3 **Reasons for Decision**

10.3.1 To record formally 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.

10.4 **Alternatives Considered and Rejected**

10.4.1 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. **WASTE MANAGEMENT POLICIES**

11.1 The Executive Director, Place submitted a report recommending changes be made to how the front line service could be delivered to realise a saving on the costs of providing waste services in the City.

11.2 **RESOLVED:** That Cabinet approves:-

(a) the implementation of new polices as set out in the report, and accompanying appendices, so as to provide clear parameters to residents as well as the service provider on how Waste services will be delivered to residents in the City; and

(b) the delegation of authority to the Director of Business Strategy and Regulation, in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance and the Cabinet Member for Environment, to take such steps appropriate to implement the polices outlined in the report.

11.3 **Reasons for Decision**

11.3.1 To provide the opportunity to introduce new ways of working in the Collection Service to increase efficiency and reduce costs, while allowing an income to be generated where allowed, benefiting both the Council and residents.

11.3.2 To provide clear parameters to residents as well as the future service provider on how Waste services will be delivered.

11.4 **Alternatives Considered and Rejected**

11.4.1 The Council could continue to provide the current services in the current manner; however this would restrict the service provider's ability to create a more cost effective, more responsive, flexible and sustainable service in the future.

12. WASTE SERVICES REVIEW: CONSIDERATION OF DELIVERY SOLUTIONS FOR WASTE SERVICES

12.1 The Executive Director, Place submitted a report recommending alternative service delivery solutions for each service area and, where appropriate, to procure contractor(s) to deliver the services post April 2018. The report also seeks approval for project costs.

12.2 **RESOLVED:** That Cabinet:-

- (a) approves the strategy for the alternative service arrangements for waste services being:-
 - (i) Waste and Recycling Collection Service(s)
A seven-year contract (with extensions of up to three years) with a requirement for bidders to set out how they will introduce new ways of working to deliver greater efficiencies and continued safe working practices,
 - (ii) Energy Recovery Facility
A five-year (with extensions of up to five years) operation and maintenance contract including the sale of electricity and supply of heat to the District Energy Network,
 - (iii) District Energy Network
A two-year (with extensions of up to two years) operation and maintenance contract,
 - (iv) Call centre
Insourcing the Call-centre and Communications Service and Management Systems,
 - (v) Disposals
Procure a number of disposal contracts depending on which material streams and what can be aggregated.
- (b) approves and budgets the project costs as described in section 4.2.12 of the report; and
- (c) delegates authority to the Director of Business Strategy and Regulation:
 - (i) in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance and the Cabinet Member for Environment, to approve the final procurement strategy;
 - (ii) in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance, to agree contract terms and enter into contracts at the conclusion of the procurement; and

- (iii) in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance and the Cabinet Member for Environment, to take such steps not already delegated as he deems necessary to achieve the outcomes outlined in the report.

12.3 **Reasons for Decision**

12.3.1 The option of a fully integrated contract (as now) was discarded as this option did not allow the Council to best meet its objectives, in particular:

- the opportunity to put in place contracts that match the requirements of specific service areas.
- procuring separate services is likely to attract more market interest (specialist providers) and competition, and dependence on a single contractor is reduced.
- services are not tied into a fixed contract cycle and benefit from flexibility of different contract lengths and differing service requirements.

12.3.2 The preferred option is to make separate arrangements for each service, reflecting their specific nature, the Council's requirements for each service and enabling it to deliver a lower-cost, more flexible service overall.

Collection Service: It is recommended that a seven year contract (with an option to extend by up to three years) provides the best opportunity to meet the Council's objectives, in particular the opportunity to maximise savings, to put in place a contract that is likely to attract more market interest and service specific requirements focusing on the collection service. This also provides a contract length that reflects the life cycle of vehicles. However, the contract will include a requirement for bidders to set out how they will introduce new ways of working which should bring greater efficiencies and safer working practices. It will also seek from bidders a commitment to ensure all components of pay and the staff working arrangement results, staff being reasonably remunerated only for work actually undertaken giving regard to the good pay practices in the public sector.

Energy Recovery Facility: To be procured separately from the DEN because the Council has fundamentally different objectives and there are very different risks. There is a specific commercial and technical risk of filling the ERF capacity from third party waste, and specialist technical expertise required to manage the ERF. However the ERF is a well-understood technology and there are a number of potential bidders for a contract. Based on advice from the Council's Technical Advisers, the recommendation is to let a five year (with an extension of up to five years) operation and maintenance contract including the sale of electricity, and supply of heat to the DEN.

District Energy Network: There is the opportunity for the Council to strategically develop the DEN. This combined with the uncertainty over the condition and customer base of the DEN and the risk that this poses to a procurement, leads to a recommendation to let a short-term operating and

maintenance contract for the day to day management of the DEN for two years (with an extension of two years). The Council can then retain ownership and strategic control of the DEN as well as life-cycle development and maintenance costs. It may be necessary to establish a project within the Council to develop a business plan for the future growth and expansion of the DEN. This would include the opportunity to:

- invest to improve efficiency and performance of DEN, expand the customer base and introduce low-carbon heat sources.
- allow the Council to take a long-term investment view that is appropriate for DENs, and match that with low cost financing.
- use DEN expansion to tackle fuel poverty and reduce carbon footprint.
- generate heat sales income, and
- assess the true condition and commercial viability of the DEN.

Call centre and communications service – An insourced solution brings the opportunity to regain control of management information and influence the delivery and efficiency of the service, which is considered to be a key benefit and outcome of this project. There will however be a need to ensure the necessary interfaces with the various service providers so that service requests can be transferred to and from the relevant parties following customer contacts. Insourcing this element of the service will also enable the Council to provide an improved service to customers and residents.

Disposals – procure a number of disposal arrangements. The number of contracts will depend on which material streams can be aggregated together and the condition of the market when procurement is due to commence.

12.4 **Alternatives Considered and Rejected**

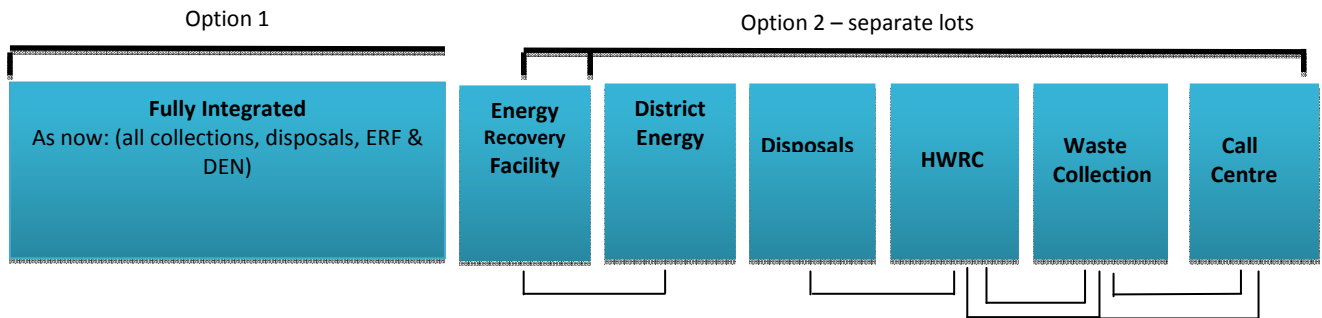
12.4.1 The key strategic objective established for the options review is to significantly reduce the cost of Waste Services and to allow for a more responsive, flexible and sustainable service in the future. The four key project drivers established to assess the options are:

1. **SAVINGS**: Provides best opportunity to reduce costs and enhance income
2. **SIMPLER**: Provides best opportunity to focus on outcomes, performance, good working relationships, and not be 'bogged down' by contractual disputes and complex mechanisms to make improvements
3. **BETTER**: Best able to provide a service that is responsive and flexible to meet Council requirements and changing policy initiatives, such as delivery of the waste strategy, employment and skills, environmental considerations and budget pressures
4. **TIME**: Is best able to ensure commencement of new arrangements by January 2018

The OBC describes in detail the alternative options considered and the reasons for the recommended options.

12.4.2 **Option One:** The first option was to review the advantages and disadvantages of an integrated contract compared to disaggregating the individual functions and contracting on an individual basis.

12.4.2.1 The table below shows the component parts of IWMC which could be procured/delivered separately.



Example: Possible combinations of service delivery/procurements

12.4.2.2 The key advantages and disadvantages of an integrated approach are shown in the table below

Key advantages of the alternative approaches.	
Advantages of integrated approach.	Advantages of service specific solutions.
<ul style="list-style-type: none"> • Maximise efficiencies through economies of scale. • Reduces the Council's procurement and contract management costs. • Large contract generates significant market interest from leading contractors. 	<ul style="list-style-type: none"> • Reduces reliance on single provider. • Separate contracts generate market interest from specialist providers. • Integrated contract is large and unwieldy. • Contract terms can match differing service requirements. • Greater flexibility.

12.4.2.3 The option of a fully integrated contract (as now) was discarded as this option did not allow the Council to best meet its objectives, in particular:

- the opportunity to put in place contracts that match the requirements of specific service areas.
- procuring separate services is likely to attract more market interest (specialist providers) and competition, and reliance on a single contractor is reduced.
- Services are not tied into a fixed contract cycle and benefit from flexibility of different contract length

12.4.3 **Option 2 – Review for each Service Area**

- Energy Recovery Facility
- District Energy Network

- Waste Collection

These three service areas were reviewed in more detail using a SWOT analysis for each option. The main options included consideration of insourcing, Teckal (company owned 100% by the Council) and an external procurement route. The option review set out the costs, benefits, opportunities, risks for each option, and these were then evaluated against the four key project drivers as set out in section 5.1. of the report.

12.4.3.1 **Energy Recovery Facility**

The ERF is essentially a 'static' asset, which needs to be operated at maximum capacity and as efficiently as possible but with no scope for expansion. The business drivers are to minimise risk and maximise income over the life of the asset. Income is from a very limited number of 'customers', from gate fees for waste processed, and from sales of electricity, heat and associated ROCs (a government subsidy for generating renewable energy). The ERF is capable of generating significant profits, but there is a high risk associated with filling the capacity and the technical expertise to operate the facility.

The commercial and technical risk of filling the ERF capacity with third party waste, together with the technical expertise required to manage the ERF and the ability to secure long term electricity and heat sales contracts, means the option of insourcing this service would result in too much risk for the Council. It therefore would not meet the Council's prime objective of securing savings. The Teckal option does not significantly reduce these risks to the Council and so the recommended option is to procure a contract for the operation of the ERF. However, it is recommended that the new contract is for a shorter term than the current IWMC in order to provide flexibility to the Council. The new contract will also seek a significantly higher share of the income that the ERF generates.

12.4.3.2 **District Energy Network**

The DEN is a more 'organic' and strategic asset that is capable of expansion (or contraction) with a very long-term potential operating life. The DEN has the capacity to grow in length and number of customers supplied, to accept heat from other sources in addition to the ERF, and to deliver strategic benefits including low-carbon heat, energy security, and contributing to tackling fuel poverty. The business drivers are the need for long-term, low cost capital, delivering a low but secure return on investment.

The Sheffield DEN is the largest, and one of the longest-established heat networks in the UK. Due to its age, the condition of the pipework of the network is uncertain. This uncertainty is exacerbated because of the lack of transparency in the IWMC with Veolia. To be able to realise the potential of the DEN as a strategic asset, the Council would need to take ownership, strategic control, and responsibility for the life-cycle development and maintenance costs of the DEN, however it should be noted that this presents significant risk to the Council. In addition there is uncertainty about the level of investment required to develop the DEN.

Principally because of the opportunity that the Council may wish to strategically develop the DEN, together with uncertainty over the condition and customer base of the DEN and the risk this poses to procurement, the option of selling off the asset or entering into a long-term strategic partnership was discarded and the recommendation is that the Council retains strategic ownership and direction but lets a short-term operation and maintenance contract (which may include billing) to manage the day-to-day functioning of the DEN.

12.4.3.3 Collection Service

There are a number of risks and issues that would arise from insourcing the Collection Service.

An insourced solution would require significant operational and management change in order to drive through service improvements and efficiency savings. The Teckal (Wholly Owned Company) option was dismissed as the Council could still be considered as an associated employer (determined by the level of control imposed by the Council on the direct employer) and therefore the risk of equal pay claims still exists. The main financial and human resources implications are explained in the table below

Risk	Insource/ Teckal or Both	Impact
Pension	Insource £0.3m (min) Annual	The incremental cost of bringing the waste collection service in house is estimated to be circa £284k. This is calculated at the future service cost of 12.9%. In addition, like all employees on payroll, payroll costs would attract a further 6.1% for the Council's overall past service deficit of £332k. This will increase with call centre insource plus other overhead posts (currently SCC does not have salary details for these to be able to include in forecast estimate). SCC will also be fully liable for any future pension deficit
TUPE Transfer	In-source & Teckal	The TUPE process, will transfer into SCC or the Teckal any existing employee liabilities that Veolia has in respect of affected employees, for example outstanding legal claims, actions against Veolia prior to transfer.
TUPE Terms and Conditions	In-source & Teckal	Breach of TUPE regulations –The incoming employer will require reasonable and sufficient time to establish whether TUPE applies and to which employees. That employer will have to undertake a full due diligence assessment and consider employee liability information. Where TUPE applies, the Council will need to undertake meaningful consultation with affected staff via their

		<p>representatives in line with the legislation and the Council's agreed policies in this area. Failure to do so would leave the Council open to challenge at Employment Tribunal and possible compensation of up to 13 weeks pay.</p> <p>If the process results in the successful claims for unfair dismissal the financial exposure based on compensation of up to 1 year's employee pay could cost the Council circa £4.8 million</p>
Equal Pay Risk	In-source	<p>Veolia employees and some employees of sub-contractors that may be eligible to TUPE transfer into the Council or the Teckal will not be all on the same terms and conditions and would be subject to different collective agreements depending on where they were previously employed. Some staff that initially TUPE transferred from the Council to Veolia will have transferred on historic Council T&Cs. However, it is not known whether these terms have been altered since. As TUPE protects whatever terms and conditions and collective agreements apply at the point of transfer, insourcing would increase the number of different arrangements within the Council. The Council would be required to maintain and apply multiple pay structures and HR Policies which could re-introduce equal pay risks. This would add complexity to, and increase the risks arising from, the TUPE transfer process.</p> <p>Detailed comparisons of relevant T&Cs and collective agreements are required to establish potential risks to the Council. However, information for this comparison would not be available until formal consultation commenced and employee liability information is received.</p> <p>The TUPE regulations provide the Council with some protection from an equal pay challenge in the short term. Early engagement with the Trade Unions would be key to explore whether an agreement can be obtained in relation to any measures that may mitigate this risk.</p>
Organisational Infrastructure	In-source & Teckal	<p>The Council has not delivered a frontline service of this nature for a number of years. The Council would need to ensure that it has leadership expertise, learning and development provision, health and safety processes and employment policies in place relevant to this workforce..</p>
Overhead	Insource & Teckal	<p>There could be an impact on Council resources should services be in-sourced, for example Legal,</p>

		Commercial, Finance and HR (increased Health, Wellbeing and Safety; Occupational Health and HR systems in particular).
Reputational Risk	In-source & Teckal	With a front line service of this nature there would be high reputation risk to the Council should there be a serious accident, fatality or industrial action as a result of the Council delivering this service.

Based on the analysis, the option to insource this service at this stage was discarded as this would result in too much risk for the Council and would not meet our prime objective of securing savings.

However, the recommendation is that the contract will include a requirement for bidders to set out how they will introduce new ways of working to bring greater efficiencies and safer working practices and at the same time enable the Council to consider insourcing this service following expiry of the contract.

12.4.3.4 **Customer Service Centre & Communications**

A key driver for the Council is the opportunity to regain control of management information and influence the delivery and efficiency of the service, which is considered to be a key benefit and outcome of this project. Although a procurement option can provide these support services, the weakness is that the Council would not directly control the management information and be less able to influence the delivery and efficiency of the service. A procurement option is therefore not the preferred route, however, there is a risk that additional costs could be incurred through an insourced option. The Teckal option was rejected because the Council already has the infrastructure to provide the required customer service function.

12.4.3.5 **Disposals**

Under the IWMC, Veolia is responsible for the onward disposal or processing of materials collected from Sheffield's households, bring sites, HWRC's and residues from the incineration process. A number of disposal sub-contracts are in place and are market tested every 5 years.

Processing and onward transfer of recyclates and residues requires specialist providers with the necessary technologies and infrastructure, which the Council does not have. In addition it is not envisaged that TUPE will apply to these elements of the service. The options of insourcing and a Teckal arrangement have therefore not been considered and the only viable option is to conduct a procurement(s) for disposal contracts.

This page is intentionally left blank

Agenda Item 8



Author/Lead Officer of Report:
Simon Hughes/Principal Committee Secretary

Tel: 27 34014

Report of: *Acting Executive Director, Resources*

Report to: *Cabinet*

Date of Decision: *15 February 2017*

Subject: *Staff Retirements*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000		<input type="checkbox"/>		
- Affects 2 or more Wards		<input type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>N/A</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>N/A</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				

Purpose of Report:

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

Recommendations:

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 20 years' service.

Background Papers: None

(Insert details of any background papers used in the compilation of the report.)

1. PROPOSAL

1.1 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>
-------------	-------------	---------------------------

Children, Young People and Families

Sharon Sayles	Office Manager, Meersbrook Bank Primary School	30
---------------	---	----

This page is intentionally left blank

Agenda Item 9



Author/Lead Officer of Report: *Cat Arnold, Policy & Improvement Officer*

Tel: 34529

Report of: *John Mothersole*
Report to: *Cabinet*
Date of Decision: *15 February 2017*
Subject: *Financial Inclusion Strategy*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000		<input type="checkbox"/>		
- Affects 2 or more Wards		<input type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>Communities Services & Libraries</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Safer and Stronger Communities</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>1217</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Purpose of Report:

To present for approval a new Financial Inclusion strategy and Action Plan for Sheffield, setting out how the Council and its partners intend to tackle financial exclusion and over-indebtedness in the City.

Recommendations:

1. That Cabinet approves the document 'A Financially Inclusive City' attached to this report as a statement of the Council's strategic approach to financial inclusion.
2. That Cabinet approves the accompanying Financial Inclusion Action Plan.
3. That Cabinet delegates authority to the Director of Policy, Performance and Communications to make amendments to the Action Plan consistent with the principles set out in 'A Financially Inclusive City' if necessary on the basis of further development and consultation with stakeholders.
4. That Cabinet requests that the Chief Executive provides a report to the Cabinet Member for Community Services and Libraries on the effectiveness of the Council's discretionary hardship funds in providing support to those experiencing financial crisis
5. That Cabinet notes that the implementation of any of the proposed actions may be subject to further decision making in accordance with the Leader's Scheme of Delegation.

Background Papers:

Appendix 1: A Financially inclusive City

Appendix 2: Financial Inclusion Action Plan

Appendix 3: Equality Impact Assessment

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Pauline Wood</i>
	Legal: <i>Andrea Simpson</i>
	Equalities: <i>Adele Robinson</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>John Mothersole</i>
3	Cabinet Member consulted: <i>Cllr Jack Scott</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.

Lead Officer Name: <i>Cat Arnold</i>	Job Title: <i>Policy & Improvement Officer</i>
Date: <i>2 February 2017</i>	

1.	PROPOSAL
1.1	Introduction and context
	<p>People’s financial position has profound implications for their wellbeing. A strong financial base enables people to plan and invest in their needs and aspirations, ensuring that they are in a position to capitalise on opportunities (for example new homes, new jobs or investments) or to cope with unexpected events (everything from the fridge breaking to an unexpected health issue). Equally, being less financially resilient or vulnerable can have profound knock-on implications on people’s lives, for example through debt and the impact on physical and mental health.</p>
	<p>We are in an era of significant social and economic change – and Sheffield is changing rapidly too – growing demographically, with greater diversity, and growing economically but unevenly. There is a changing job market with more people in flexible, part-time, self-employed work which increasingly means less dependable hours and incomes and resultant in-work poverty. In addition, we have a housing market with a growing private rented sector, which can mean that people’s accommodation is less secure than in other housing tenures, and are less able to access support if things are at risk of going wrong.</p>
	<p>Cities like Sheffield are fantastic places to live and work and they are increasingly the lifeblood of the global economy. As we continue to grow as a city, we want people living and working in Sheffield to be connected to the opportunities that the city offers – be that high skilled jobs; good education and training; high quality homes and neighbourhoods; leading arts, culture and sport; and big city centre retail and leisure.</p>
	<p>But financial exclusion remains a major challenge for Sheffield and it has a profound impact on the lives of people who are either already experiencing or at risk of experiencing financial problems. The associated problems can be significant for individuals and families, including spiralling debt, long-term physical and mental health issues such as stress and anxiety, unemployment, and reliance on illegal money lending. These challenges, in turn, bring higher and long-term demand on key public services and reduce the ability of people to fulfil their ambitions and play active roles in the life of city and their local community.</p>
	<p>Therefore, becoming a more economically and financially inclusive city is critical to Sheffield’s future. Recognising the significant change that is taking place in the global, national and local economy, we have to be realistic about the extent to which we can control some of the factors that expose people to financial difficulties. However, we have the ability to maximise the tools and powers we have to prevent, support and enable people in Sheffield to become more financially resilient. This means:</p> <ul style="list-style-type: none"> • equipping people with the right financial education, access to information and advice to <i>prevent</i> financial exclusion as far as is possible

	<ul style="list-style-type: none"> • supporting people to be more financial resilient over time • providing the tools and knowledge to avoid people slipping into financial exclusion at times of crisis • providing robust and integrated services which support those who are most at risk of significant financial vulnerability.
	<p>Understanding the financial inclusion challenge</p>
	<p>A review of the national and regional research into financial inclusion, along with workshops with a variety of organisations including social housing providers, Sheffield Citizens Advice and Department of Work & Pensions, has helped us to build a picture of the scale and nature of the challenge in the city:</p> <ul style="list-style-type: none"> • There is an increasing issue with over-indebtedness. • New regulation has curtailed some of the activity of high-cost doorstep and payday lenders, however this does not appear to have pushed people towards mainstream lenders. • Instead, people are using: credit cards, pay weekly stores, catalogues, pawnbrokers and informal lending including – concerningly – illegal money lenders. The latter is particularly an issue in S2 and S5. • National changes to the welfare system are having a significant impact on Sheffield, both in benefit income reduction and also because the gradual roll-out of Universal Credit will require money management skills not previously required. • The city’s job and housing markets are changing with more people living in private-rented accommodation and less regularised work patterns that have implications for people’s incomes and can lead to in-work financial exclusion. • People are not seeking support for their financial problems early enough, a lack of savings means that people are more exposed to financial shocks, and life costs more for people with less money – known as the ‘poverty premium’.
	<p>A financially inclusive Sheffield</p>
	<p>The draft strategy ‘A Financially Inclusive City’ that is attached to this report as Appendix 1 sets out the following vision:</p> <p>We want to be a financially inclusive city where people have the information and support they need to become more financially resilient over time and have the tools and knowledge to avoid slipping into financial exclusion at times of crisis.</p>
	<p>Financial inclusion is best thought of as a spectrum (from financially vulnerable through ‘square one’ or neutral, to financially resilient and financially secure) and people may move between different points as things happen throughout their lives. Accordingly, it would not be appropriate for Sheffield to have fixed interventions and approaches – what we need is a spectrum of support, advice</p>

	and intervention which helps to prevent people experiencing financial exclusion during their lives but is equipped to provide more intensive, targeted support when people are financially vulnerable.
	There is a detailed Financial Inclusion Action Plan, attached to this report as Appendix 2, accompanying the strategy. Some of the actions are summarised here according to the area of the financial inclusion spectrum they primarily focus on.
	<p>Financially vulnerable</p> <ul style="list-style-type: none"> • Keyworker and other support worker approaches that effectively support financial wellbeing • Targeted support for those in crisis, including funding Sheffield Citizens Advice to provide debt and welfare advice where it is needed most, and ensuring that the Council’s discretionary hardship funds are effective in providing support to those experiencing financial crisis. • Improve people’s access to affordable credit by getting more people on the electoral register when they contact the Council and its partners
	<p>Square one</p> <ul style="list-style-type: none"> • Encourage the number of people saving regular amounts and taking out home contents insurance by building a package of simple products into the start of new tenancies and potentially into the start of jobs • Ensure affordable credit is available to those who would otherwise turn to high-cost payday and doorstep lenders
	<p>Financially resilient/financially secure</p> <ul style="list-style-type: none"> • Preventative actions: ensuring that self-help and other information is available to people at life events (e.g. cancer diagnosis, relationship breakdown) • Work with employers and landlords to improve employees’ and tenants’ financial resilience
2.	HOW DOES THIS DECISION CONTRIBUTE?
2.1	This Financial Inclusion strategy contributes to the Sheffield City Council Corporate Plan ambition to tackle inequalities, including our commitment to focus on “maximising the income of struggling households by providing advice and support on affordable credit, benefits entitlement and money management”.
3.	HAS THERE BEEN ANY CONSULTATION?
3.1	This strategy has been developed on the basis of evidence and expertise drawn from workshops and discussions held during September and October 2016 with representatives from Housing Associations, Sheffield Credit Union, Sheffield

	Money, Sheffield Food Bank Network, Age UK, Department of Work and Pensions, Sheffield Citizens Advice, Manor and Castle Development Trust, the regional Illegal Money Lending Team and representatives from across Sheffield City Council. Early discussions on the strategy have also taken place at Sheffield City Executive Board.
4.	RISK ANALYSIS AND IMPLICATIONS OF THE DECISION
4.1	<u>Equality of Opportunity Implications</u>
4.1.1	<p>A full Equalities Impact Assessment is attached as Appendix 3.</p> <p>Overall, the impact of the financial inclusion strategy and action plan on different parts of the population, the Voluntary, Community and Faith sector organisations is expected to be positive or neutral. However, it is noted that we could improve our knowledge about how financial exclusion is experienced by groups in the city and therefore respond most effectively to their needs. This will be addressed by improving our use of data on financial inclusion and by ensuring that financial wellbeing support in the city is targeted most effectively.</p>
4.2	<u>Financial and Commercial Implications</u>
4.2.1	There are no direct financial implications arising from this report as it presents a strategic approach to financial inclusion. However, each initiative within the strategy will be costed and the financial implications will be brought for approval as appropriate.
4.3	<u>Legal Implications</u>
4.3.1	The Localism Act 2011 provides local authorities with a “general power of competence” which enables them to do anything that an individual can do as long as the proposed action is not specifically prohibited. This power is broad enough to encompass the production of the Strategy.
4.3.2	The implementation of any of the actions set out in this report may be subject to further decision making in accordance with the Leader’s Scheme of Delegation, and the legal implications will be considered fully at that time.
4.3.3	In carrying out any of its functions, the Council needs to be mindful of the Public Sector Equality Duty (‘PSED’) contained in Section 149 of the Equality Act

	<p>2010. This is the duty to have due regard to the need to:-</p> <p>(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;</p> <p>(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and</p> <p>(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p>This includes having due regard to the need to:-</p> <p>(a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;</p> <p>(b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;</p> <p>(c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low;</p> <p>(d) tackle prejudice; and</p> <p>(e) promote understanding.</p> <p>The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race; religion or belief, sex and sexual orientation.</p> <p>The actions set out in this report are compliant with and will further the Council's adherence to the PSED.</p>
5.	ALTERNATIVE OPTIONS CONSIDERED
5.1	<p>1) The 'As-is' option: no new strategy for financial inclusion put in place in the city. Much of the valuable work which takes place in the city supporting people with their financial wellbeing would continue. However, the new opportunities for working together to raise awareness of financial inclusion and target support effectively would be lost, as would the potential to embed financial inclusion more strongly within our city approaches to fairness and tackling poverty.</p>
6.	REASONS FOR RECOMMENDATIONS
6.1	<p>The introduction of a financial inclusion strategy and action plan will provide the city with an opportunity to build on the excellent work that is already being done to improve financial wellbeing of its residents. The approaches set out here will: ensure that frontline workers are equipped to ask and answer effectively questions about financial issues; support Sheffield Citizens Advice to provide welfare and debt advice where it is needed most; encourage people to save regularly by promoting straightforward products at the beginning of</p>

	<p>tenancies; ensure that the right kind of self-help information is available for those at major life events such as relationship breakdown or cancer diagnosis to prevent them from going into financial crisis; and embed Financial Inclusion within our city's strategic approach to fairness and tackling poverty.</p>
--	---

This page is intentionally left blank

A financially inclusive city

1. Introduction and context

People's financial position has profound implications for their wellbeing. A strong financial base enables people to plan and invest in their needs and aspirations, ensuring that they are in a position to capitalise on opportunities (for example new homes, new jobs or investments) or to cope with unexpected events (everything from the fridge breaking to an unexpected health issue). Equally, being less financially resilient or vulnerable can have profound knock-on implications on people's lives, for example through debt and the impact on physical and mental health.

We are in an era of significant social and economic change – and Sheffield is changing rapidly too – growing demographically, with greater diversity, and growing economically but unevenly. There is a changing job market with more people in flexible, part-time, self-employed work which increasingly means less dependable hours and incomes and resultant in-work poverty. In addition, we have a housing market with a growing private rented sector, which can mean that people's accommodation is less secure than in other housing tenures, and are less able to access support if things are at risk of going wrong.

Cities like Sheffield are fantastic places to live and work and they are increasingly the lifeblood of the global economy. As we continue to grow as a city, we want people living and working in Sheffield to be connected to the opportunities that the city offers – be that high skilled jobs; good education and training; high quality homes and neighbourhoods; leading arts, culture and sport; and big city centre retail and leisure.

But financial exclusion remains a major challenge for Sheffield and it has a profound impact on the lives of people who are either already experiencing or at risk of experiencing financial problems. The associated problems can be significant for individuals and families, including spiralling debt, long-term physical and mental health issues such as stress and anxiety, unemployment, and reliance on illegal money lending. These challenges, in turn, bring higher and long-term demand on key public services and reduce the ability of people to fulfil their ambitions and play active roles in the life of city and their local community.

Therefore, becoming a more economically and financially inclusive city is critical to Sheffield's future. Recognising the significant change that is taking place in the global, national and local economy, we have to be realistic about the extent to which we can control some of the factors that expose people to financial difficulties. However, we have the ability to maximise the tools and powers we have to prevent, support and enable people in Sheffield to become more financially resilient. This means:

- equipping people with the right financial education, access to information and advice to *prevent* financial exclusion as far as is possible
- supporting people to be more financial resilient over time
- providing the tools and knowledge to avoid people slipping into financial exclusion at times of crisis
- providing robust and integrated services which support those who are most at risk of significant financial vulnerability.

2. Tackling financial exclusion: what we're already doing

Financial exclusion is a significant challenge and we have already taken a number of important steps to try to tackle the underlying problems that people in the city face:

Sheffield Fairness Commission

The Sheffield **Fairness Commission**, which published its report in 2013¹, recognised that fair access to benefits, advice and credit were a key part of making Sheffield a fair city. It included a recommendation to carry out work into the high-cost credit market which was supported by the Council in the Response to the Fairness Commission approved by Cabinet in July 2013 and which led to the establishment of Sheffield Money (see below for further details).

The Our Fair City campaign continues to build on the work of the Commission, with this strategy particularly linking to the Fair Money strand of work.

Tackling Poverty Strategy

The 2015-18 **Tackling Poverty Strategy**, approved by Cabinet in March 2015 in pursuance of a duty under the Child Poverty Act 2010 (now Life Chances Act), set out the actions to be taken by organisations in Sheffield to tackle poverty. Financial inclusion is part of this wider city approach to tackling poverty, and it should be noted that – particularly where people are more vulnerable to financial shocks – improved access to appropriate financial products and improved financial capability can only be successful as part of a wider approach to ensuring that their income is high enough to meet their needs.

Vital contribution from key partners

There are many established organisations which make a significant contribution to improving financial inclusion within the city. These include:

- **Sheffield Citizens Advice** (trading name of Sheffield Citizens Advice and Law Centre) was formed from several neighbourhood advice providers to create a single point for citizens' advice, making free, independent, high quality advice more accessible for issues such as benefits, tax credits, debt, housing, employment and immigration. As well as advice being generally available, it provides targeted advice services, including within several food banks and through mental health services and the Building Successful Families programme. It helps over 18,000 people each year.
- **Sheffield Credit Union** provides savings and affordable loans across South Yorkshire. Their products include budgeting accounts, which provide 'jam jar' systems to help people manage their bills (particularly helpful for those who might be managing a

The parts of the **Tackling Poverty strategy** that this financial inclusion strategy links and contributes to include:

- Putting poverty at the heart of decision-making (poverty proofing)
- Providing advice, advocacy and access to entitlements and direct financial support
- Reducing the costs of everyday essentials (*particularly here in relation to credit and some household bills*)
- Quality jobs with fair terms and conditions (*referenced below in actions around working with employers*)
- Maximising entitlements for those who cannot work

¹ Sheffield Fairness Commission (2013) *Making Sheffield Fairer*, <https://www.sheffield.gov.uk/dms/scc/management/corporate-communications/documents/legal-justice-rights/fairness-commission/Fairness-Commission-Report/Fairness%20Commission%20Report.pdf>

household income for the first time, e.g. as a result of Universal Credit), and payroll membership savings and loans.

- **Social landlords** and **Council Housing Service** provide support to their tenants to help them manage their money and improve their financial situation. This helps make tenancies more sustainable, therefore benefitting both tenant and landlord.
- In addition, there are many more voluntary and community sector organisations in the city that help people with financial issues.

The role of the Council

Sheffield City Council administers schemes which have an impact on financial inclusion, including

- *Local Assistance Scheme* - provides loans and grants for those in greatest need as a result of an emergency or crisis, or in order to establish themselves in the community (after, for example, a lengthy hospital stay). The Local Assistance Scheme was set up following the revocation of the discretionary elements of the DWP's Social Fund by the Welfare Reform Act 2012
- *Council Tax Support Scheme* – this was set up in April 2013, in accordance with the Local Government Finance Act 1992 as amended in 2013 and regulations thereunder, when the Government abolished Council Tax Benefit. It provides some support for people to pay their Council Tax who are eligible due to low income or being in receipt of particular benefits.
- *Council Tax Hardship Scheme* – this scheme, made using powers under the Local Government Finance Act 1992 as amended, helps people who receive Council Tax Support and who are in severe hardship.
- *Discretionary Housing Payments* – these payments provide assistance to households who are receiving Housing Benefit and who are experiencing financial hardship as a result of a shortfall between their Housing Benefit and Rent. Sheffield City Council administers this scheme using the powers under the Discretionary Financial Assistance Regulations 2001.

Sheffield City Council also provides grant funding to several organisations which support the financial resilience of people in the city, including Sheffield Citizens Advice (see above). Much of the work of the council also impacts on financial inclusion, including that of social work, Housing+ (support for Council Housing tenants), the People Keeping Well programme and Trading Standards work with the regional Illegal Money Lending Team.

Nationally:

- The Financial Inclusion Commission, which published its first report in 2015, is a national independent campaigning body made up of parliamentarians and experts whose aim is to promote financial inclusion on the public policy agenda.

- The Money Advice Service is a statutory service established (alongside the Pensions Advisory Service and Pension Wise) by central government in 2010 to provide free, impartial money advice online, over the phone and in person. It was announced in the 2016 Budget that the three providers would be restructured with a new delivery model including a new pensions guidance body and a new 'slimmed down' money guidance body identifying gaps in the market and commissioning providers to ensure that consumers can access the debt advice and money guidance they need. The legislation to enable this change has not yet been enacted and the impact on support available within the city is not yet known.

3. Why this matters: understanding financial exclusion in the UK and Sheffield

The Financial Inclusion Commission took a snapshot of financial inclusion in the UK in 2015²:

- Nearly two million adults do not have a bank account
- Up to 8.8 million people are over-indebted
- 13 million people do not have enough savings to support them for a month if they experienced a 25% drop in income
- 15 million people (31% of the population) report one or more signs of financial distress

The financial inclusion challenge in Sheffield

Drawing on research from national bodies and evidence from workshops with local stakeholders (including representatives from Housing Associations, Department for Work and Pensions, Sheffield Citizens Advice, Age UK, Food Bank Network, Sheffield Credit Union, and Sheffield City Council), we have identified that there are a number of issues which are having a significant impact on the financial health of people in Sheffield:

There is an increasing issue with over-indebtedness

Whilst credit can be a very effective method of managing large expenses, we have seen both nationally and locally an increase in over-indebtedness, where people cannot meet their credit payments.

THE DATA

- Nationally, more people are seeking debt advice than ever before – 313,679 contacted StepChange³ for help between January and June 2015, up 11% from the same period last year, following notable rises since 2012⁴.
- In 2016, Yorkshire and Humber had the third highest levels of demand for debt advice of the 12 UK regions.
- Locally, Sheffield Money has seen significant evidence of over-indebtedness in their enquiries. Among their main market of 24-35 year olds, 25% have defaulted debt. Extrapolating from the national figures above, and assuming that Sheffield is close to average within the UK, suggests that **70,000 people within the city are over-indebted**.

New regulation has impacted on high-cost doorstep and payday lenders

National regulatory changes have decreased the activity of high-cost doorstep and payday lenders. However, evidence suggests that this has not been replaced by mainstream lending, but rather by other high-cost credit such as credit cards, pay weekly stores and – most concerningly – loan sharks.

² Financial Inclusion Commission (2015) *Financial Inclusion: improving the financial health of the nation*, http://www.financialinclusioncommission.org.uk/pdfs/fic_report_2015.pdf

³ StepChange are a charity which support people experiencing challenges with debt and raise awareness of the issues surrounding debt in the UK. <https://www.stepchange.org/>

⁴ StepChange (2016) *Statistics Mid-Yearbook*, <https://www.stepchange.org/Portals/0/documents/media/reports/statisticsyearbooks/Statistics-Mid-Yearbook-2016.pdf>

THE DATA

- There have been significant regulatory changes⁵ for high-cost doorstep lenders (such as Provident) and payday lenders (such as Wonga) since January 2015. This has had an impact: **the amount Provident lends has reduced by 50% since the regulation took effect.**
- The national and local evidence suggests that this lending is being replaced by the following:
 - **Credit Cards.** These are currently the most common unsecured debts⁶. In light of strong demand, which may be attributable to the contraction in pay-day lending market, some lenders have introduced new high-cost cards with higher APR between 30-60%. This can be a very high-cost form of debt, and of particular concern for high risk and vulnerable groups, who could be significantly impacted by any interest rate increases.
 - **Pay weekly stores such as Brighthouse or PerfectHome.** These stores often do not carry out credit checks, making them popular with consumers with poor or no credit ratings. They do not, however, represent good value for their customers, pushing them towards higher-cost products along with extra (and often unnecessary) services. Brighthouse has announced a national expansion of its stores, significantly including into neighbourhood centres. Representatives at our workshops confirmed that pay weekly stores are considered a significant issue locally.
 - **Catalogues and Pawnbrokers.** Local anecdotal evidence from our workshops suggests that these sources of credit are continuing to be popular.
 - **Informal lending, both legal and illegal.** StepChange has noted that reliance on loans from family and friends has risen from 20% to 28% of clients. Of greater concern, local intelligence strongly indicates **a significant issue with loan shark activity** in some parts of the city, particularly S2 and S5.

National changes to the welfare system are having a significant impact on Sheffield

Welfare reform is having an impact on financially excluded people, both in the benefit income some of them receive and also because Universal Credit monthly payments will require money management skills not previously required.

THE DATA

- The impacts of welfare reform are affecting financial inclusion in the city, including the full roll-out of Universal Credit and Personal Independence Payments.
- Universal Credit, in particular, requires benefit recipients to manage their payments for rent, etc., where the payments would have previously been made directly. This requires a higher level of financial capability than has previously been needed.
- Sheffield Hallam University has estimated that when all welfare reforms come to fruition, Sheffield will lose some £169m a year in benefit income, equivalent to £460 a year for every adult of working age in the city⁷.

The city's housing market is changing with more people living in private rented accommodation

⁵ Total Cost of Credit (TCC) in the High Cost Short Term Credit (HCSTC)

⁶ StepChange (2016) *Statistics Mid-Yearbook*,

<https://www.stepchange.org/Portals/0/documents/media/reports/statisticsyearbooks/Statistics-Mid-Yearbook-2016.pdf>

⁷ <https://www4.shu.ac.uk/research/cresr/sites/shu.ac.uk/files/impact-welfare-reform-sheffield.pdf>

Both social-rented and private-rented tenants are at particular risk of financial exclusion. However, whilst there is support available for social-rented tenants from landlords, the numbers of private-rented tenants will be greater than social-rented tenants by 2020, and the financial inclusion support available for them is more variable.

People seeking debt advice are now younger, more likely to be renting (77% of all clients, up from 55.4% in 2011) and more likely to be working (although part-time and self-employed work is increasing)⁸. Both social-rented and private-rented tenants are more likely to suffer from financial exclusion than owner-occupiers.

The type of jobs and the way people work has changed dramatically

Many of the people affected by financial exclusion are *in work*, but may be working part-time or seasonally and are therefore more exposed to financial shocks. In addition, both university and vocational students are at risk of over-indebtedness and financial exclusion.

THE DATA

- Employment in Sheffield has steadily increased since the recession, with 8.6% more people in employment between 2007 and 2014⁹
- Sheffield's employment rate is similar to the national average – but it is the type of jobs and the incomes earned from those jobs that is the challenge
- 'Gig economy' – the world of work is transforming globally with more temporary and short term contracts which is posing questions for established employment laws and rights.
- Less regularised work patterns and contractual arrangements have implications for people's incomes and mean that people are less able to depend on a regular or guaranteed level income or on when they will be paid.
- There are notable differences in the experiences of men and women in Sheffield. Male unemployment has risen earlier and quicker than female unemployment over the last ten years, but female unemployment rates has remained relatively high. This recent trend in male and female unemployment in Sheffield may be reflective of a) the gender differences in occupations, with male employment in sectors such as construction and manufacturing and women employed more in caring and service sectors, and b) the relative fortunes of these sectors and related public services over this period.
- Sheffield is a great university city with two leading institutions and over 60,000 students living and learning here. But both university and vocational students are more likely to suffer from over-indebtedness and financial exclusion than the rest of the population.

People are not seeking support early enough

Evidence from our workshops with partners in the city suggests that there is an issue with people not accessing support early enough, even when it is available.

This may be due to lack of trust in the organisations providing the support, for example if they are also creditors (such as landlords or the local authority) or because of a fear of facing their difficulties.

⁸ StepChange (2016) *Statistics Mid-Yearbook*,

<https://www.stepchange.org/Portals/0/documents/media/reports/statisticsyearbooks/Statistics-Mid-Yearbook-2016.pdf>

⁹ State of Sheffield 2016 <https://www.sheffieldfirst.com/key-documents/state-of-sheffield.html>

A lack of savings means that people are more exposed to financial shocks

National evidence indicates that far too few households have enough savings to help them get over a short-term financial shock such as a drop in income or a household appliance needing replacing.

Evidence from workshops pointed to the power of savings. Practically it gives a financial cushion to help people through an unexpected expense or loss of income (particularly if the savings are with a credit union which is able to provide cheaper lending to their savers), but equally as powerfully, savings give an emotional boost to those who have felt out of control financially: by building up even very small amounts every week, people feel like they are making a positive contribution to their financial wellbeing.

THE DATA

- Nationally, there are 13 million people who do not have enough savings to support them for one month if they experienced a 25% cut in income.
- Only 41% of British households have savings. UK households save less than almost any other country in the EU¹⁰.
- Extrapolating these national figures, and assuming that Sheffield is close to average within the UK, suggests that **140,420 households in the city are without savings.**

Life costs more for people with less money – a ‘poverty premium’

Exclusion from the financial mainstream often means that people pay a ‘poverty premium’ of as much as 10p in the pound (or £1,300 each year) – a significant extra cost for those already struggling to make ends meet.

This can be down to different factors. For example, low income households can find themselves disadvantaged by the payment methods they are able to access, or are charged higher prices to cover a perceived (but not necessarily justified) greater level of risk¹¹.

Financial education may be effective in the right situation

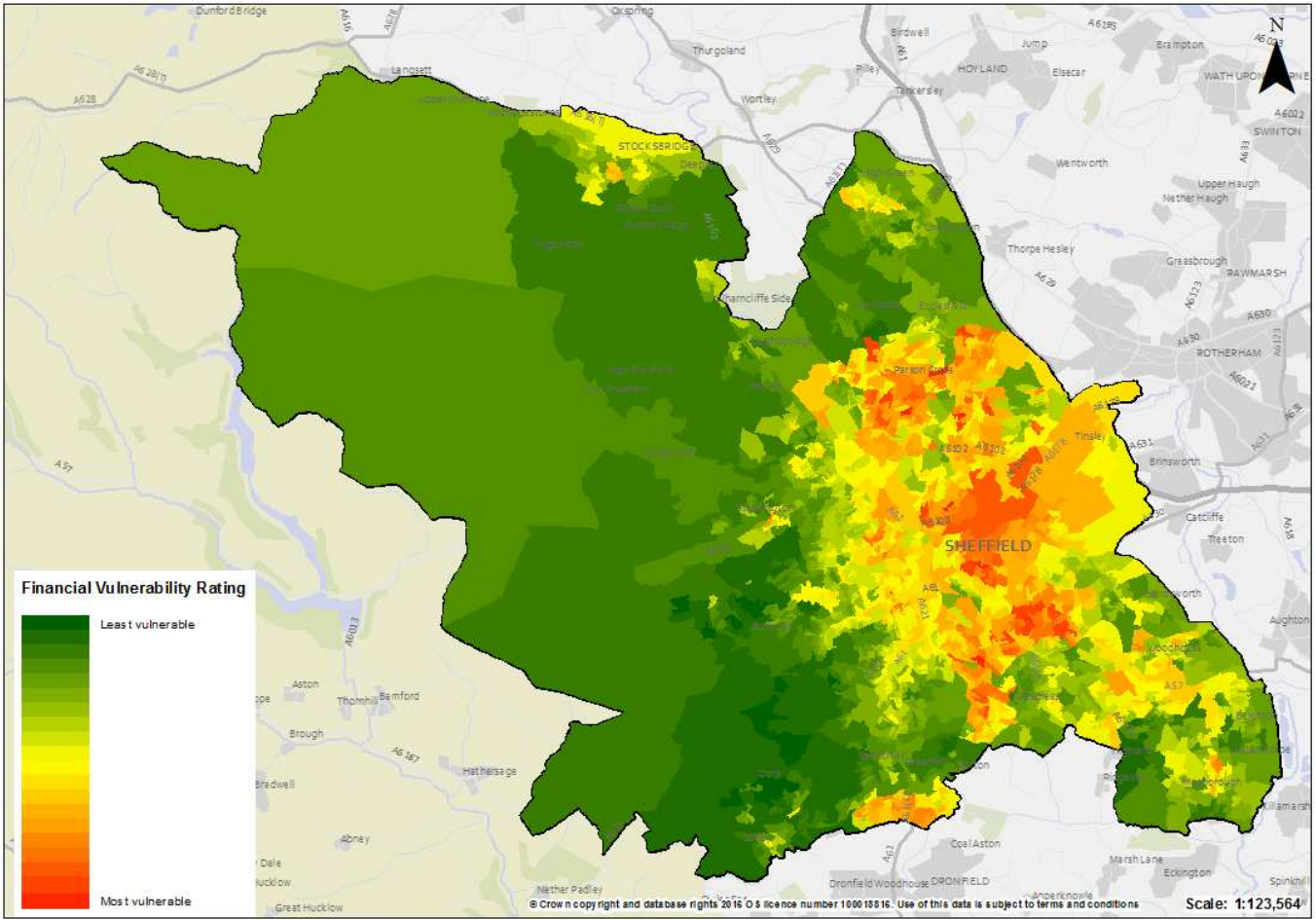
Financial education is widely mentioned as an important intervention to consider, but there is very limited evidence for its effectiveness. However, local intelligence suggests that programmes focused on pupils just before they leave school may help prepare them for the world of credit and money management.

Financial Exclusion: the geographical context

The map below shows the level of financial vulnerability of households across Sheffield as modelled by Experian using variables such as use of current accounts, likelihood of using home credit, income level and presence of debt problems.

¹⁰ Financial Inclusion Commission <http://www.financialinclusioncommission.org.uk/facts>

¹¹ Joseph Rowntree Foundation 2013



4. A financially inclusive city: our plan

Financial exclusion continues to be a significant, persistent and entrenched problem in Sheffield.

Vision:

We want to be a financially inclusive city where people have the information and support they need to become more financially resilient over time and have the tools and knowledge to avoid slipping into financial exclusion at times of crisis.

In doing this, we will employ some key principles:

What we will do:

- focus on prevention – supporting people to financial resilience to help avoid a crisis point
- offer the right support and advice when people need it
- wrap-around and targeted solutions for the most vulnerable
- focus on employment and better-paid employment (including recognising the city’s wider responsibilities to connect people into higher paid jobs)

How we will act:

- innovate and collaborate – across the public, private and VCF sector to deliver solutions that are right for Sheffield
- listen to the experts in financial exclusion – those people who are experiencing it –and build on the financial resilience that already exists in communities
- be vocal and challenging –push for change and new powers where there are external challenges (for example, welfare system change)

Whilst financial inclusion is strongly linked to poverty, *it is not the same thing*. The financial inclusion approach detailed in this report is part of the city’s wider approach to tackling poverty as set out in section 2 above.

Financial inclusion is best thought of as a spectrum¹² and people may move between different points on the spectrum as things happen throughout their lives. Accordingly, it would not be appropriate for Sheffield to have fixed interventions and approaches – what

What do we mean by financial inclusion?

We have taken our definition of financial inclusion from Transact, the National Forum for Financial Inclusion:

- **Financial inclusion** is a state in which all people have access to appropriate, desired financial products and services in order to manage their money effectively. It is achieved by financial literacy and financial capability on the part of the consumer and accessibility on the part of the financial product, services and advice suppliers.

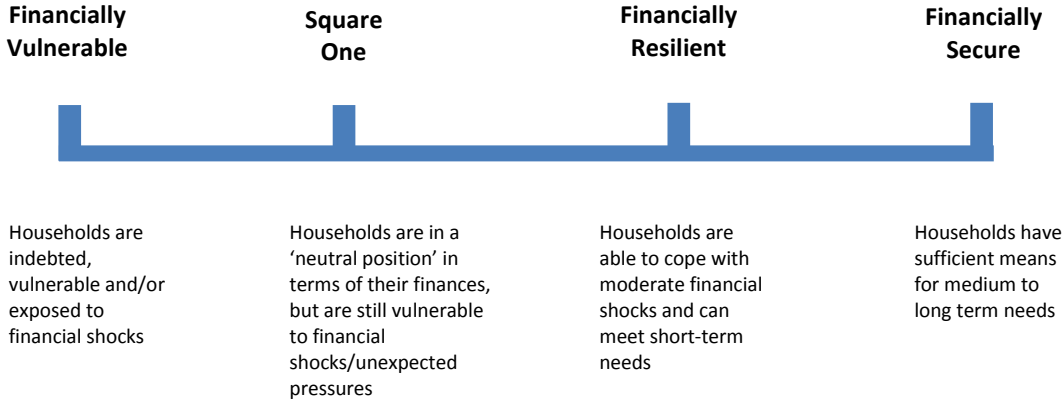
To define financial capability further:

- **Financial capability** is having the knowledge, skills, confidence and motivation to manage your money well. This includes understanding financial products, being able to use them and having the confidence and motivation to do so.

We recognise that financial inclusion is only one aspect of wider economic and social inclusion – ensuring that everyone in Sheffield is able to access the benefits of a prosperous community – and we therefore make links to these wider themes throughout this strategy.

¹² Association of Chartered Certified Accountants <http://inclusioncentre.co.uk/wordpress29/our-work/publications/britains-debt-how-much-is-too-much>

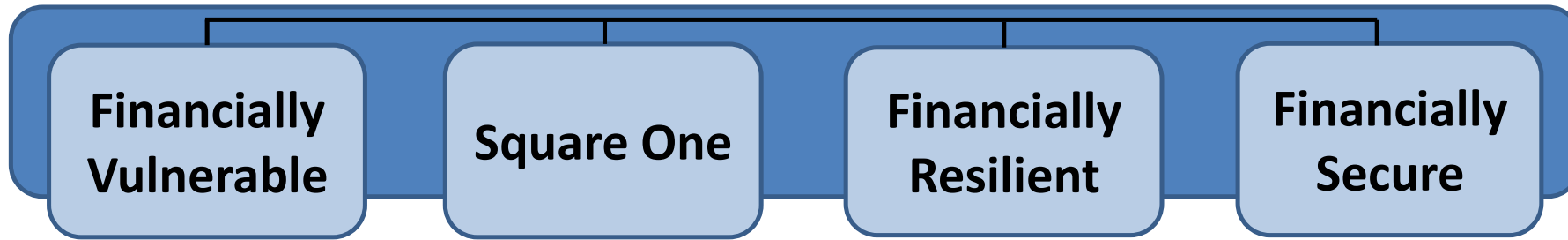
we need is a spectrum of support, advice and intervention which helps to prevent people experiencing financial exclusion during their lives but is equipped to provide more intensive, targeted support when people are financially vulnerable.



We will use this model to structure our interventions. However, interventions (possibly other than for the most vulnerable) are not exclusive to one particular place on the spectrum – indeed many of the key actions are beneficial for all, regardless of circumstance.

We want to limit the number of people becoming financially vulnerable as part of our ambition to be a more financially and economically inclusive city. Where people do become financially vulnerable, we will look to deliver targeted, comprehensive support that addresses the root causes of a person’s financial situation.

The proposed action plan is summarised below, and each area is explained in further detail in the next section.



Financially Vulnerable
Households are indebted, vulnerable and/or exposed to financial shocks

Square One
Households are in a 'neutral position' in terms of their finances, but are still vulnerable to financial shocks/unexpected pressures

Financially Resilient
Households are able to cope with moderate financial shocks and can meet short-term needs

Financially Secure
Households have sufficient means for medium to long term needs

Page 50

- Keyworker focus
- Target support at those who need it most
- Encourage early support access
- Tackle loan sharks with illegal money lending team
- Stronger cross-sector working

- Make affordable credit available to reduce payday/doorstep lending

- Build savings programmes into beginnings of tenancies and new/existing jobs
- Ensure people in Sheffield can access Government Help to Save scheme

- Work with large employers to explore how we can improve financial resilience for their employees, potentially through a greater provision of opt-out schemes for savings, home insurance and pensions.
- Work with financial services based in the city to explore ways to use their expertise to improve financial resilience of residents.

- Improve credit ratings – electoral registration; explore sharing info of reliable rent payers with credit companies to improve their credit scores.
- Support greater digital inclusion

- Ensure a response from local creditors (including SCC) that takes into account a person's full circumstances
- Ensure that there is good financial information and support available for people if they experience a major life event

- Ensure that financial inclusion approach within this report is supported at a strategic level by including as part of the Fairness/Tackling Poverty governance structures
- Develop a Sheffield proposition for a more comprehensive safety net and work towards its implementation (an aspiration within Sheffield Tackling Poverty Strategy)
- Work with young people, including Sheffield Youth Council, to help identify where financial education is most effective.
- Make effective use of data to better understand the nature of financial exclusion, focus our actions most effectively and to assess impact of our interventions

A coherent spectrum of information, advice and support

Financial Security and Financial Resilience

Those people at the ‘financially secure’ end of the spectrum have sufficient means to meet medium to long-term financial needs. Main characteristics include:

- Proper insurance cover, not just for contents but income replacement
- Paying off/paid mortgage
- Significant pension provision
- Long-term savings/asset accumulation

Financial Resilience, one step ‘down’ the spectrum, is the ability to withstand financial shocks and meet short-term financial needs, but potentially remain vulnerable to long-term financial problems (e.g. a prolonged illness). It is characterised by:

- Income surplus
- Effective use of banking system
- Emergency Savings (three months’ income)
- Access to fair, affordable credit
- Basic insurance cover
- Some form of ‘safety net’ in the form of people or organisations to turn to for financial assistance in a crisis
- Beginnings of a pension provision, but still under-pensioned

The approach to financial inclusion for people at these parts of the spectrum needs to emphasise prevention: consolidating the financial resilience they already have and ensuring that they know how to access help (including self-help) at an early stage should they need it.

Actions

- Improve financial resilience of all, including preventing those who are financially resilient or financially secure from moving down the continuum
- Ensure that financial inclusion approach within this report is supported at a strategic level by including as part of the Fairness/Tackling Poverty governance structures. These are currently under review.
- Work with young people, including Sheffield Youth Council, to help identify where financial education is most effective.
- Ensure that there is good information available for people if they experience a major life event (for example, cancer diagnosis, redundancy or family break up).
- Develop a Sheffield proposition for a more comprehensive safety net and work towards its implementation (*an aspiration within Sheffield Tackling Poverty Strategy*). This includes ensuring that the city’s crisis response is as joined up and effective as possible whilst lobbying central Government for more support through the benefits system for people who find themselves in crisis.
- Make effective use of data to better understand the nature of financial exclusion, focus our actions most effectively and to assess impact of our interventions

Square One

People at 'square one' are in a 'neutral' position – still vulnerable, but within a platform to build on. The main characteristics include:

- Effective budgeting/'making ends meet' if possible
- Participating in the mainstream financial system to some extent (e.g. functional bank account)
- Paid off unmanageable/unproductive debt
- Underinsured and/or under-pensioned

Our financial inclusion approach here includes building up financial resilience through improving opportunities for regular saving; working with large employers and financial services in the city; and ensuring that affordable credit is available to those who would otherwise be using high-cost credit. The approaches here would ideally be set up to be non-labour intensive (e.g. through opt-out savings schemes at the beginning of a job) and therefore low-cost in the medium to long term.

Actions

- Increase the number of people saving regular amounts:
 - Building savings programmes into the beginning of tenancies and new and existing jobs
 - Ensure people in Sheffield can access Government Help to Save scheme via local partners
- Work with large employers to explore how we can improve financial resilience for their employees, potentially through a greater provision of opt-out schemes for savings, home insurance and pensions.
- Work with financial services based in the city to explore ways to use their expertise to improve financial resilience of residents.
- Ensure that affordable credit is available to people who would otherwise be using high cost credit such as doorstep lenders or payday lenders through ethical alternatives, for example, Sheffield Credit Union.

Financially vulnerable

People at the 'financially vulnerable' end of the spectrum are in a 'negative' position, vulnerable and exposed to shocks/detriment. The main characteristics of this point on the spectrum include:

- No or restricted access to transactional bank account
- Over-indebted/vulnerable to high-cost lending/trapped in a vicious cycle
- No savings
- Housing problems/rent arrears
- Low/unstable incomes/poverty
- Poverty premium – paying more for their basic goods and services
- Exposed to risk, no/little insurance cover
- No pension/under-pensioned

Evidence from workshops noted that many people at this point in the financial inclusion spectrum rely on personal relationships to help them navigate the system and to react to difficulties. Also noted was the fact that there is excellent financial inclusion support being provided by several organisations in the city, and but that knowledge of that support could be better disseminated.

Local intelligence also points to digital exclusion being closely linked to financial exclusion. Digital inclusion means both access to information technology and the ability to use it, and is experienced by different people in different ways. Some older people, for example, may not wish to or may find it difficult to engage with IT, whereas younger people, although more likely to be digitally engaged and who very probably own smart phones (or other internet enabled devices), may not be able to afford the data needed to be able to access the internet.

Actions

- Ensure that financial inclusion outcomes are a strong part of keyworker and other support models, so that when residents are being supported to access services, they are also supported to become more financially resilient. This includes equipping more front-line staff with knowledge about a) what to look for (the questions to ask), and b) how and where to signpost and refer most effectively.
- Improve knowledge of the financial inclusion support that is available in the city through improved networking/mapping for front-line workers. This includes ensuring effective referral criteria and pathways.
- Target support where it is most needed, building on the example of Sheffield Citizens Advice service that is in several city food banks.
- Ensure that the various discretionary schemes provided by Sheffield City Council are working effectively to provide support to those experiencing financial hardship or crisis.
- Ensure a reasonable response from creditors in the city, including by reviewing Sheffield City Council's approach to debt where an individual and household owes money to, or is receiving support from, more than one of its services.
- Explore the use of 'nudge' techniques to address the issue of over-indebtedness to encourage people to access support sooner and before they reach crisis point, building on the use of data systems to send automatic texts/emails to customers who they know to be in debt to remind them of support that is available to them.
- Work with the Illegal Money Lending team to tackle loan shark activity by raising awareness amongst frontline staff and residents.
- Improve credit rating to increase access to lower-cost credit:
 - Use every opportunity to ensure people are on the electoral register. Build it into as many Sheffield City Council contacts as possible, for example, calls to the contact centre also check to see if someone is registered. Also build in where possible to the beginning of tenancies (both social and private) and new jobs.
 - Investigate whether it is possible to share, with permission, the details of social tenants who pay their tenancies regularly with credit information companies, such as Experian, in order to establish and improve their credit scores.
- Recognise the importance of digital inclusion to financial inclusion and explore ways to

improve access to information technology and confidence in using it.

5. Measuring success

The data presented in section 3 gives an overview of the differing aspects and levels of financial exclusion in the city. At first glance, we would therefore expect to be relatively able to measure the overall level of financial exclusion in the city and our impact on it of the approach within this strategy and the action plan.

However, reasonable as our overall picture of financial exclusion is, the data that it is based on is not currently sophisticated or sensitive enough to be able to easily assess the how that picture is changing month to month or year to year. One of the actions around our use of data will seek to address this. In the meantime, we will use outputs from our actions to assess our impact in this area.

This page is intentionally left blank

Financial Inclusion Action Plan

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
1	Target support where it is most needed, building on the example of Sheffield Citizens Advice service that is in several city food banks.	Primarily financially vulnerable but by targeting support at significant life events such as ill health, there is scope for providing preventative support for those at square one or financially resilient before they reach financial crisis.	Sheffield City Council provides grant aid support to Sheffield Citizens Advice for its advice work on welfare benefits, debt, housing, employment and discrimination, all of which improve the financial wellbeing of its customers. The grant for 2017/18 is around £830K and represents the first of a three-year minimum-level grant agreement; an arrangement which provides stability for the organisation and those people they support.	Work with Sheffield Citizens Advice and other partners to target support preventatively at particular points in people’s lives, including in hospitals when people are recovering from major health events (e.g. heart attack, cancer diagnosis, etc.). This work would need to be underpinned by quality data (see outcome below).	The grant to Sheffield Citizens Advice is subject to a separate Cabinet Report and has an accompanying outcomes and monitoring framework.
2	Improve knowledge of the financial inclusion support that is available in the city through improved mapping/networking for front-line workers.	Primarily financially vulnerable.	Build on existing networks and web resources to share and disseminate knowledge about the financial inclusion support that is available.	Explore potential with partners for networking peer support workshops.	Council Housing Financial Inclusion team developing portal of resources/ funding/ organisations by end of 2017.
3	Ensure that financial inclusion outcomes are a strong part of keyworker and other	Primarily financially vulnerable.	Equip more front-line staff with knowledge about a) what	Review outcomes frameworks for front line services (whether those	Toolkit to be developed using

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
	support models, so that when residents are being supported to access services, they are also supported to become more financially resilient.		to look for in terms of financial wellbeing (the questions to ask), and b) how and where to signpost and refer most effectively by developing a toolkit for workers and disseminating it amongst SCC and partner staff.	SCC delivers or commissions) to ensure that financial wellbeing is built into them where appropriate.	Tackling Poverty and Sheffield Citizens Advice information by June 2017.
4	Work with the Illegal Money Lending team to tackle loan shark activity by raising awareness amongst frontline staff and residents.	Financially vulnerable	Build awareness of illegal money lending and how to address it into front-line worker toolkit (see action 3 above). Work with Illegal Money Lending team to identify the most effective ways to raise awareness amongst frontline staff and residents.	Work with Illegal Money Lending team to investigate options to raise awareness with the public.	Toolkit to be developed using Tackling Poverty, Sheffield Citizens Advice and Illegal Money Lending Team information by June 2017.
5	Increase the number of people saving regular amounts and taking out contents insurance.	Financially vulnerable and Square One.	Offer savings and contents insurance 'package' to all new Council Housing tenants, by making it an easy opt in. Explore options for building savings/insurance programmes into the beginning of tenancies more widely in the city, along with new and existing jobs.	Ensure people in Sheffield can access Government Help to Save scheme when it is introduced via local providers such as Sheffield Credit Union	Council Housing Service to build package of savings and contents insurance by April 2017.

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
6	Work with large employers to explore how we can improve financial resilience for their employees, potentially through a greater provision of opt-out schemes for savings, home insurance and pensions.	Primarily square one and financially resilient, but incorporating parts of financially vulnerable as well.	Sheffield City Council and many other public, voluntary and private sector organisations work with Sheffield Credit Union and other affordable credit and savings options to make their services easily available to their employees.	Work with partners to identify and explore ways that employers can support and improve financial resilience.	
7	Ensure a reasonable response from creditors in the city, including by reviewing Sheffield City Council's approach when an individual is in debt to more than one of its services.	Financially vulnerable and square one.	Sheffield City Council commits to operate sensitive debt recovery procedures which do not place individuals in hardship, by having realistic, flexible methods of payment that can be adapted depending on individual circumstances.	Sheffield City Council will review its approach where an individual or household is in debt to, or receiving support from, more than one service to ensure that we are supporting individuals towards financial resilience. Work with other creditors in the city to learn from and disseminate best practice.	Sheffield City Council will review its approach to debt by end of 2017.
8	Help to facilitate access to affordable credit for people who would otherwise be using high cost credit such as doorstep lenders or payday lenders	Square one and financially resilient	Sheffield City Council works with Sheffield Credit Union to make their services easily available to its employees. Council Housing tenants are also supported to access affordable credit.	Work with partners to find ways to raise the profile of affordable credit options.	This will be approached as part of Fair Money campaign planned for April 2017.
9	Encourage people who are over-indebted to access support sooner	Financially vulnerable	Sheffield Citizens Advice have started providing webchat and	Explore the use of 'nudge' techniques to encourage people	

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
	before they reach crisis point.		email support as a means of helping those clients who might have been put off by, or unable to access a face-to-face appointment due to work commitments.	to access support sooner, building on the use of data systems to send automatic texts/emails to customers who they know to be in debt to remind them of support that is available to them.	
10	Improve credit rating to enable people to access more affordable credit	Financially vulnerable	Use every opportunity to ensure people are on the electoral register. Build it into as many Sheffield City Council contacts as possible, for example, calls to the contact centre also check to see if someone is registered. Also build in where possible to the beginning of tenancies (both social and private) and new jobs.	Investigate whether it is possible to share, with permission, the details of social tenants who pay their tenancies regularly with credit information companies, such as Experian, in order to establish and improve their credit scores.	The work on increasing number of people on electoral register is currently underway and will be reviewed in April 2017.
11	Make effective use of data to better understand the nature of financial exclusion, focus our actions most effectively and to assess impact of our interventions	All areas of spectrum	Use modelling and other data to better understand where households in the city fit within the financial resilience spectrum.	Use future business intelligence approaches to investigate the impact of particular life events, such as major ill health, having a baby, relationship breakdown or loss of job, on the likelihood of financial crisis in order to inform where we should target support in the most effective and efficient way.	

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
12	Ensure that financial inclusion approach within this report is supported at a strategic level by including as part of the Fairness/Tackling Poverty governance structures. These are currently under review.	All areas of spectrum	Carry out a review of the strategic groups which oversee the fairness and tackling poverty agendas, and ensure that financial inclusion outcomes are 'owned' within the new structure. Make the financial inclusion within this strategy widely available across the city so that it can be used to shape conversations and practices.	Build key aspects of the financial inclusion strategy into the Fair Money campaign which is being planned for Spring 2017.	Review of strategic groups to be completed by April 2017. Fair Money campaign planned for April 2017.
13	Work with financial services based in the city to explore ways to use their expertise to improve financial resilience of residents.	Primarily square one-financially secure, but could include parts of financially vulnerable.	Work with the Fair Money campaign being planned for spring 2017 to sign up more Fairness Champions within the financial services sector.	Build on and expand relationships with the financial services sector (including the Council's own bankers) to explore ways to use their expertise to improve financial resilience in the city.	Fair Money campaign planned for April 2017.
14	Improve financial resilience of all, including preventing those who are financially resilient or financially secure from moving down the continuum	Financially resilient and financially secure	Build a preventative approach into SCC's policies and procedures, including those approaches which apply to financial inclusion and which prioritise early interventions.		The details of this approach will be reflected in other actions.
15	Work with young people, including Sheffield Youth Council and Sheffield 0-19 Partnership, to help identify where	All areas of spectrum	Work with young people to explore where financial inclusion education may be	Where an effective approach to financial education has been identified, work with partners to	

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
	financial education is most effective.		most effective, for example as part of the Fair Futures strand of the Our Fair City campaign or in partnership with Universities and Colleges.	put that approach in place.	
16	Recognise the importance of digital inclusion to financial inclusion and explore ways to improve access to information technology and confidence in using it	Financially vulnerable and square one.	Council Housing Service runs workshops for tenants who wish to improve their IT skills.	Sheffield City Council will carry out work to assess the scale and nature of digital exclusion in the city and identify targeted solutions to improve access to digital services.	
17	Develop a Sheffield proposition for a more comprehensive safety net and work towards its implementation (<i>an aspiration within Sheffield Tackling Poverty Strategy</i>)	All areas of spectrum	Work with partners to ensure that the city's crisis response is as joined up and effective as possible. Monitor best practice and innovative solutions to welfare safety nets around the world.	Work closely with Tackling Poverty Partnership on this long-term piece of work. Lobby central Government for more support through the benefits system for people who find themselves in crisis. Ensure that financial inclusion is part of a potential future employment and income hub which would co-locate support currently delivered separately by SCC and Job Centre Plus. This idea is in discussion stage.	
18	Effective support for those experiencing financial hardship or crisis	Financially vulnerable	Sheffield City Council will review the various discretionary hardship schemes to ensure that they		This will be subject to a further report

	Outcome	Area of Financial Resilience spectrum this particularly addresses	What Sheffield City Council and/or city partners will do now	What we will work towards	Further information
			are focused on providing appropriate and effective support for those who most need them		during 2017

This page is intentionally left blank



Author/Lead Officer of Report: Paul Fell,
Transport Traffic & parking Services Business
Manager

Tel: 2057413

Report of: *Executive Director, Place*

Report to: *Cabinet*

Date of Decision: *15 February 2017*

Subject: *Sheffield City Region Innovation Corridor*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>Infrastructure & Transport</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Economic and Environmental Wellbeing Scrutiny and Policy Development Committee</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"The (report/appendix) is 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)."</i>				

Purpose of Report:

The report seeks approval to accept Department for Transport (DfT) funding (via Sheffield City Region) which has been awarded from the government's Large Local Major Schemes Fund. Sheffield City Council will receive the funding.

Approval is also sought to procure external support as advised by Commercial Services in the scheme's Procurement Strategy.

The report also proposes that authority be delegated to the Director of Finance and

Commercial Services in conjunction with the Head of Strategic Transport & Infrastructure, to award the necessary contracts following the procurement process.

Recommendations:

Approve acceptance of up to £1.4m of grant funding from Sheffield City Region who are expected to be the Accountable Body for the grant which they will receive from the Department for Transport (DfT) and then pass on to Sheffield City Council. The grant will be utilised to develop an Outline Business Case (OBC) for a DfT major transport scheme in accordance with DfT process.

Approve procurement of external support to deliver the OBC in accordance with advice from Commercial Services in the Procurement Strategy.

Approve delegation of authority to the Director of Finance and Commercial Services in conjunction with the Head of Strategic Transport & Infrastructure to award contracts to secure the necessary external support to develop the OBC.

Delegates to the Director of Finance and Commercial Services in consultation with Director of Legal and Governance and Executive Director of Place the power to finalise the grant funding agreement in accordance with council procedures.

Background Papers: *None*

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>(Insert name of officer consulted)</i> M.Wassell
	Legal: <i>(Insert name of officer consulted)</i> Henry Watmough-Cownie
	Equalities: <i>(Insert name of officer consulted)</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Simon Green, Executive Director, Place</i>
3	Cabinet Member consulted: <i>Councillor Mazher Iqbal</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.

Lead Officer Name: <i>Paul Fell</i>	Job Title: <i>Transport Traffic & Parking Services Business Manager</i>
Date: <i>03.02.17</i>	

1. PROPOSAL

- 1.1 Sheffield City Region's (SCR's) vision is to create the UK's largest research led Advanced Manufacturing cluster. The Advanced Manufacturing Innovation District (AMID) will become a world-class international centre of excellence for innovation led advanced manufacturing along the spine of the M1. AMID is recognised as having the potential to be Sheffield City Regions primary economic driver, providing productivity and growth for the Northern Powerhouse. It therefore has national significance.
 - 1.1.1 A significant constraint on achieving these aims is the capacity of the highway network in the area between junctions 33 and 34 of the M1. There are already significant highway capacity issues, caused partly by the interaction of local traffic and traffic on the strategic highway network at the motorway junctions. Extensive use of the motorway for local trips to access housing and employment, both of which are growing, compounds the issue. The AMID area also suffers from a lack of good public transport connectivity, which increases reliance on car trips and restricts access to jobs and opportunities.
 - 1.1.2 The levels of traffic congestion on the local road network and the impacts that these have on the motorway network are a cause for concern which have been noted by the government body responsible for the strategic road network, Highways England, who have carried out studies which have identified some options for improvements. Many of these are outside the scope of locally available funding due to their very high cost.
 - 1.1.3 The government have noted that the current devolved transport funding arrangements are resulting in insufficient numbers of large major schemes being brought forward. To address this, in Summer of 2016, the Department for Transport (DfT) opened the Local Large Major Schemes Fund, which provides access to £475m of funding and may provide access to further funding if required. The Local Large Major Schemes Fund is unusual in that it offers advance funding for the development of the outline business case (OBC), which normally has to be funded at risk by the scheme promoter, so it offers a lower risk approach to the development of a costly strategic scheme.
 - 1.1.4 An expression of interest to this fund was made in a Sheffield City Region bid, entitled the Sheffield City Region Innovation Corridor, which is jointly promoted by Sheffield and Rotherham Councils, with the support of a number of major stakeholders in the affected area as outlined in 3.2 below. This was one of three expressions of interest submitted by SCR to this fund. Nationally over 50 schemes were submitted to the DfT and two of the SCR schemes (SCR Innovation Corridor and SCR Mass Transit Phase 1 – Exceptional Supertram Maintenance) were accepted. Considering the national competition for

the fund, this is a significant achievement.

- 1.1.5 The expression of interest for the SCR Innovation Corridor has been accepted by DfT, who have provisionally awarded up to £1.4m to produce the OBC, which they require by March 2018. Sheffield City Council will receive the funding either directly from DfT or via SCR subject to further discussions with the SCR Finance Team.
- 1.1.6 The Local Large Major Schemes Fund is targeted at highway schemes and the potential scheme options which will be explored in the OBC will necessarily be road based. However the project will aim to facilitate public transport, including tram, or tram-train, extensions and strategic park and ride options wherever feasible.

The main objectives of the project will be to:

- Improve connectivity and capacity to, and within, the AMID – providing the headroom for the full economic growth potential of the AMID to be realised as well as the emerging priorities for new housing provision in this area
- Provide congestion relief and improve journey times through and around J33 and J34 of the M1;
- Improve environmental conditions, particularly air quality; and
- Create an environment where public transport service provision becomes more sustainable.

- 1.1.7 The detail of the actual scheme will be determined as option development takes place. It will be based around traditional highway infrastructure to provide the necessary improvements in capacity and direct connectivity, whilst having integral provision for sustainable transport modes. This will maximise the benefits, increase inclusivity and provide good value for money.
- 1.1.8 If the OBC is accepted by DfT, this will lead to entry to their funding programme and the award of further funds to develop the full business case (FBC) and eventually deliver the highway project.
- 1.1.9 It should be noted that the funding award will be made on the DfT's standard terms and conditions, a draft of which has been provided to us and are appended to this report at Appendix A. The actual grant offer letter is not expected to be received until late March.
- 1.1.10 The terms and conditions include a funding clawback clause:

“If a OBC of the appropriate standard is not produced by [date specified in bid] or by any extension granted by DfT, the DfT will reserve the right to reduce any future payments or grants due to [LA name] by an amount up to the value of this award”

WebTag Compliance and Proposed Risk Mitigations

- 1.1.11 The risk of clawback, although clearly real, is minimised by mitigations as follows:
- The project will be properly managed through SCC's processes
 - The funding will be expended only for the purpose provided and officers are confident the amount requested from DfT is sufficient to cover the work with ample contingency included.
 - Through the procurement strategy, officers can ensure that experienced and capable external consultants will be appointed to carry out the required work and the procurement can be weighted towards securing suppliers who have sufficient resources of the right quality to deliver in the timescale, who have substantial experience of delivering DfT major scheme business cases and have the local knowledge to enable them to progress the project rapidly. The brief for the external support work is already being progressed and Commercial Services are working on the procurement strategy.
 - DfT have their own project management processes and officers will be meeting with them regularly and reporting to them on the progress of the project. Officers will therefore be able to respond rapidly to any concerns that DfT may have.
- 1.1.12 The clawback clause relates to the quality of the OBC which is eventually submitted and it is considered that the mitigations above will be sufficient to ensure that the submission produced meets DfT's standards. It should however be noted that there can be no guarantee at this stage that a business case can be produced for any proposed option which will meet all of the DfT's major scheme evaluation criteria, so there is no guarantee that the OBC will be accepted by DfT and the proposal will progress within their funding programme.
- 1.1.13 It is important to note that at this point in time SCC and SCR are exploring options to ensure that they can present to DfT an OBC which is compliant with DfT's Transport Appraisal Methodology (known as WebTag) as required by the DfT's draft grant terms and conditions. SCC had originally been looking to SCR's new WebTAG compliant model (SCRTM1) to fulfil this need for the transport modelling aspect of major scheme development. However, as this funding opportunity has come forward whilst SCRTM1 is being developed and SCRTM1 is currently estimated to be delivered by Summer 2018 (to be confirmed). It will therefore not be possible to use it during the OBC stage of this project. It is essential to the project's success that a model which satisfies DfT requirements is developed in a timely manner in order that the overall OBC can be progressed.
- 1.1.14 SCRTM1 development timescales have also affected the other large major scheme currently in development in SCR, namely the SCR Mass Transit (Supertram) project. Preliminary discussions with DfT have covered the modelling approach for these two large major projects and

also the A630 Parkway widening project. The SCR partners have presented to DfT several modelling options for consideration. These involve updating two older Sheffield / Rotherham models which have been used previously to deliver DfT compliant business cases, but are now out of date due to the age of the base data used in their construction. These models can be updated and validated to produce results which can be used on all of the three SCR major scheme currently in development.

- 1.1.15 The A630 widening project has the greatest level of synergy in transport modelling terms with the Innovation Corridor project as its sphere of influence is very much the same. DfT have requested further details from SCR and discussions on the modelling approach for all three schemes are ongoing. However, DfT have indicated to SCC/SCR that the approach which will eventually be agreed with them for the A630 project will heavily influence the eventual approach for the Innovation Corridor project.
- 1.1.16 Transport modelling is a highly complex area of work and model development work is intrinsically prone to delays. It is therefore clear that risks remain in the transport modelling element of the project, but SCC/SCR and their delivery partners are doing everything possible to mitigate those risks and satisfy DfT's requirements.

2. HOW DOES THIS DECISION CONTRIBUTE ?

(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)

2.1 Strong Economy

2.1.1 The proposed project will be a significant step towards the city achieving its full economic potential and being well connected with the rest of the city region.

2.1.2 This will be achieved by better management of traffic on the highway network and improved or new transport infrastructure to improve access to jobs, homes, education and training and provide the capacity for new business growth. Reliable transport links are vital to business and are a significant factor in businesses deciding where to locate. Delivering the right transport infrastructure will allow business to thrive by improving reliability and reducing transport costs.

2.2 Better Health & Wellbeing

2.2.1 The proposed project will assist in promoting good health. Traffic

emissions are known to be a significant contributor to the issues of poor air quality in the area around junctions 33 and 34 M1

- 2.2.2 Improving traffic flows and reducing journey distances will assist in reducing air quality issues and noise pollution.
- 2.2.3 The project will improve the economic prospects for the area, which will result in better access to jobs and opportunities for the citizens of the city region.

2.3 **Thriving Neighbourhoods**

- 2.3.1 This project offers the opportunity to provide strategic infrastructure which will lead to a better connected transport network, improved road safety and improve access to work.
- 2.3.2 Better transport connectivity and improved management of traffic on the highway network helps improve access from growing neighbourhoods to jobs, education and training as well as improving conditions for business.

2.4 **Tackling Inequalities**

- 2.4.1 The project offers opportunities for good public transport and improved sustainable travel links to access education, employment and training.

2.5 **Key Route Network**

- 2.5.1 The project offers the opportunity for improvements to the Key Route Network via the provision of new strategic transport infrastructure to provide better access to the national road network, the city centre and all business, facilities and services.

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

- 3.1 The bid for funding was approved and submitted by Sheffield City Region (SCR) and the bid was developed in active partnership with Rotherham Metropolitan Borough Council.
- 3.2 Consultation was carried out on the initial bid, and the following bodies have confirmed support for the bid and the development of the SCR Innovation Corridor Scheme:
 - SCR Local Enterprise Partnership
 - Harworth estates
 - Highways England
 - Sheffield Hallam University
 - Sheffield Business Park

3.3

Further consultation will be carried out with key stakeholders as part of the option development process involved in the production of the DfT Outline Business Case

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1 The project offers opportunities for good public transport and improved sustainable travel links to access education, employment and training.

4.2 Financial and Commercial Implications

4.2.1 The provisional Department of Transport (DfT) grant offer of up to £1.4m is anticipated to be given to Sheffield City Region to act as the Accountable Body (to be confirmed), who will then give this grant to Sheffield City Council to deliver the project. It is then anticipated that a back to back grant funding agreement will be developed between SCR and SCC in order to deliver the project (to be confirmed).

4.2.2 The key features of the DfT's draft grant terms and conditions are summarised as follows :

- If a OBC of the appropriate standard is not produced by the specified date (to be confirmed) then the grant is at risk of claw back up to the full value of the award.
- The funding must only be used for the project and any changes to the scope need prior approval by the DfT.
- SCC is responsible for any and all costs over and above the value of this grant.
- The OBC will be consistent with the DfT's Transport Business Case guidance and Transport Appraisal Guidance (WebTAG).

4.2.3 The grant terms and conditions and arrangements for managing the grant remain to be finalised and notified therefore any SCC spending on the project in advance of the notification is done so at risk.

4.2.4 It is important to note that at this point in time SCC does not have a model which is WebTag compliant as required by the DfT's draft grant terms and conditions. It is essential to the project's success, and avoiding grant clawback, that the Council agrees with the DfT that its submission contains data which is consistent with the WebTAG principles. SCC has identified a number of proposals to minimise risks (see paragraphs 1.1.11 to 1.1.16) and is in discussions with the DfT to obtain their approval.

4.3 Legal Implications

- 4.3.1 The grant has been awarded by the Secretary of State for Transport under Section 31 of the Local Government Act 2003. Government Ministers are permitted to make grants for any purpose, capital or revenue to any local authority. The Transport Act 2000, places a duty on local authorities 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 and the acceptance of the grant will help to achieve this.

Sheffield City Region will be the Accountable Body; who will pass on the grant to SCC. That arrangement may change and SCC may receive the funding direct, effectively making SCC the Accountable Body, a final decision is needed to decide on the most appropriate and best arrangement for SCC.

SCC have been provided with such Terms and Conditions in respect of the Grant, as contained within the Funding Contribution Letter. The Council will need to accept those terms (or not); the decision maker needs to be fully aware of those terms and conditions before such decision is taken. Previous grants have been obtained from the DfT with standard terms and conditions, to which SCC have entered into. SCC hold a draft Funding Contribution Letter but a final draft is to be produced in March 2017, further Legal input will be required before any final grant agreement is entered into, subject to any changes or additions.

A failure to comply with the terms and conditions could enable the DfT to claw back the grant. The Funding Contribution Letter states (see 1.1.9 above) that claw-back of the grant is possible. This report outlines how this possibility of clawback is mitigated, in terms of the preparation and delivery of the OBC. It is of note that such grant funding could be clawed back from any other projects or other possible future payments or other grants that are made to SCC by DfT. As with any grant there is a degree of risk accepting it, SCC need to be satisfied that they are able to produce compliant OBC and that it meets DfT requirements and failure to do that could potentially result in claw-back affecting this and other projects or grants

Legal and commercial implications of individual elements of the programme, e.g. any regulated procurement, will be managed / undertaken in accordance with the Council's standing orders and applicable legislation (PCR 2015)

4.4 Other Implications

(Refer to the Executive decision making guidance and provide details of all relevant implications, e.g. HR, property, public health).

- 4.4.1 There are no other implications

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Do nothing – do not accept the offered funding and do not develop the SCR innovation Corridor Scheme or any other intervention. This would mean that the issues of traffic congestion, poor public transport links and poor air quality would not be addressed and would in fact worsen due to ongoing traffic growth. These issues would therefore become even greater constraints to development and prevent the area achieving its full economic potential.
- 5.2 Do minimum – do not accept the offered funding but continue to develop and implement local improvements. Local improvements would not have significant impacts on the heavy traffic congestion and consequent air quality issues and public transport connectivity would continue to be an issue. Minor improvements gained would be offset by ongoing traffic growth. These issues would therefore continue to be major impediments to development and prevent the area achieving its full economic potential.

6. REASONS FOR RECOMMENDATIONS

- 6.1 The DfT's Large Local Major Schemes Fund presents a unique opportunity to develop the significant transport infrastructure improvements required in the SCR Innovation Corridor and promote a bid for hundreds of millions of pounds in government funding at minimal risk to the council.
- 6.2 DfT major scheme outline business cases have normally to be developed at risk, by the scheme promoter. OBC development costs can be substantial and these are only refunded by the DfT if a scheme is accepted into their funding programmes. The Large Local Major Schemes Fund offers a lower risk approach, in that it provides advance DfT funding to develop the OBC.
- 6.3 The SCR Innovation Corridor suffers from heavy traffic congestion, particularly around junctions 33 and 34 of the M1. These problems are exacerbated by the limited number of access points for cross traffic between Sheffield and Rotherham, much of which uses the motorway junctions. The project will aim to deliver a highway scheme which will relieve the area from traffic congestion and provide better cross linkages between Sheffield and Rotherham.
- 6.4 The area suffers from poor air quality, to which transport emissions are a major contributor. Poor air quality is known to have detrimental effects on health, resulting in premature deaths. The project will aim to produce a scheme which lowers congestion levels, producing beneficial effects on air quality. It will also facilitate better public transport links, reducing the reliance on car trips

- 6.5 The area suffers from poor public transport connectivity, which limits access to jobs and opportunities and increases reliance on car based trips due to the lack of viable alternatives. The project will aim to produce a scheme which facilitates the provision of improved public transport links to and from this area.
- 6.6 The output of the project will be a DfT compliant outline business case, which will be used to potentially secure very significant funding for the strategic transport infrastructure improvements needed to ensure that the area fulfils its potential as a nationally and globally significant location for advanced manufacturing. Such a transport project, potentially involving hundreds of millions of pounds of construction work, would itself have a beneficial impact on the local economy, but the transport infrastructure built would provide the best possible transport linkages to facilitate development and economic growth, providing access to jobs and opportunities for the citizens of Sheffield City Region.

This page is intentionally left blank



Department for Transport

[Section 151 officer
name and address]

Anthony Boucher
Deputy Director
Local Infrastructure

Department for Transport
Great Minster House
33 Horseferry Road
London SW1P 4DR
Direct Line: 020 7944

[date]

Funding for business case development work [scheme name]

Dear [name],

This letter is to confirm the decision of Ministers to make a funding contribution from the Department for Transport of £[amount] for development work on [scheme name] up to and including the production of an Outline Business Case (OBC) as defined in the DfT's Transport Business Case guidance.

Grant will be paid to you in full within this current financial year as a single payment under Section 31 of the Local Government Act 2003 and is awarded subject to the following:-

- The funding is to undertake work on the [scheme name] as described in the application for funding in the fast track round of the Large Local Major Schemes programme and should not be used for any other purpose. Any significant updates or changes to this scope should be agreed with DfT.
- The development work to be undertaken and the OBC to be produced will be consistent with the DfT's Transport Business Case guidance and Transport Appraisal Guidance (WebTAG).
- If a OBC of the appropriate standard is not produced by [date specified in bid] or by any extension granted by DfT, the DfT will reserve the right to reduce any future payments or grants due to [LA name] by an amount up to the value of this award.
- [LA name] is responsible for meeting all costs of producing the OBC over and above this grant.
- A DfT representative may attend Project Board meetings as observer and Project Board papers and minutes should be provided to DfT on request.
- In general, updates of progress, and information on work carried out should be shared to DfT on an open and transparent basis and no reasonable request for information withheld.

I attach a grant determination for this award for the 20xx/xx financial year for £[amount]. Please confirm that you are content to accept the grant on the terms described above and we will then make arrangements for the transfer of the funds.

Yours sincerely

Anthony Boucher
Deputy Director, Local Infrastructure



Author/Lead Officer of Report: Magdalena Boo,
Health Improvement Principal (Place - Public
Health - Culture, Environment, Leisure)

Tel: 0114 205 7470

Report of: *Simon Green, Executive Director, Place*

Report to: *Cabinet*

Date of Decision: *15th February 2017*

Subject: *Tobacco Control in Sheffield: Strategy and Future Commissioning Model*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Culture, Parks and Leisure; Children, Young People and Families; Health and Social Care;</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee; Children, Young People and Policy Support</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>1205</i>		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is 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)."</i>		

Purpose of Report:

To propose a Tobacco Control Strategy for Sheffield and changes to future commissioning to support the Tobacco Control Strategy.

Tobacco is a social justice, fairness, and health inequalities issue for our city. Smoking is still the biggest killer in the UK and is the biggest cause of health inequalities between rich and poor. Addiction to tobacco begins in childhood and takes hold into adulthood. It is estimated that over 79,000 people in Sheffield smoke tobacco, just under 1 in 5 adults. Tobacco kills 16 people per week in Sheffield – those who smoke can expect to have shorter, less healthy lives.

The current levels of investment in Tobacco Control in Sheffield will be maintained over the 3-5 year term of the strategy. Additional investment in schools prevention, media campaigns, and increasing smokefree sites will be funded through a £120k reduction in stop smoking services. A further £100k has been sourced from the ending of pregnancy relapse programme of which the model was judged to be ineffective; a new pregnancy relapse pilot will end on 31st March 2017 and outcomes will aid a decision about future programmes.

The expected effect of these changes will be a reduction in population prevalence of smoking, which currently is ranked “amber” and “similar” to the England average. This will be achieved through helping young people resist “starting” smoking, and through helping current smokers to stop smoking or swap to e-cigarettes (vaping) as a harm reduction measure.

Recommendations:

1. That the content of this report is noted and approval is given to the Tobacco Control Strategy and the Tobacco Control future commissioning strategy;
2. That the Director of Culture and Environment be authorised to terminate contracts relevant to the delivery of the Tobacco Control Strategy in accordance with terms and conditions of those contracts;
3. That, in accordance with the commissioning strategy and this report authority be delegated to the Director of Financial and Commercial Services to:
 - a) in consultation with the Director of Culture and Environment, and Director of Public Health approve the procurement strategy for the services outlined in this report;
 - b) in consultation with the Director of Culture and Environment, Director of Public Health and Director of Legal and Governance to award, vary or extend contracts for the provision of services outlined in this report;
4. That the Director of Culture and Environment in consultation with the Director of Public Health, the Director of Legal and Governance, and the Director of Finance and Commercial Services is authorised to take such steps as he deems appropriate to achieve the outcomes in this report.

Background Papers:

(Insert details of any background papers used in the compilation of the report.)

Tobacco Health Needs Assessment 2016

Tobacco & the City: Strategy Summary

Tobacco Control Models Diagrams 2016

Mini Specifications

Local Tobacco Control Profiles for England (<http://www.tobaccoprofiles.info/>)

Citizen Space Tobacco Strategy Consultation summary of responses

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	<i>Finance: Paul Schofield, HoS Finance & Commercial Services Business Partner Resources and Place</i>
	<i>Legal: Sarah Bennett, Service Manager (Commercial), Nadine Wynter, Legal Service Manager (Governance)</i>
<i>Equalities: Annemarie Johnston Business Improvement Manager</i>	
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Simon Green, Executive Director, Place</i>
3	Cabinet Member consulted: <i>Councillor Mary Lea, Cabinet Member for Culture, Parks, Leisure</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: <i>Magdalena Boo</i>
	Job Title: <i>Health Improvement Principal, Place - Culture, Parks, Leisure - Public Health</i>
Date: <i>23rd January 2017</i>	

1. PROPOSAL

- 1.1 This proposal is for a new Tobacco Control Strategy for Sheffield with a future commissioning model to support the strategy. The proposal is to maintain investment at the current level of £987k for 3-5 years (~£1.1m in total if Clinical Commissioning Group investment of £100k continues).

The new Tobacco Control Strategy aims to reduce population prevalence of smoking in Sheffield through supporting young people to be resilient and not start smoking, through supporting current smokers to quit, and through advising those who currently are not able to or do not want to stop smoking to swap to vaping as a harm reduction measure. This is a change from a focus on individual quits to population prevalence; going forward those receiving the most intensive stop smoking support will be from population groups in Sheffield with the highest smoking prevalence. Ambitious prevalence reduction targets for 2025 are being proposed (<10% prevalence in all adults, <21% for routine and manual, <7.5% smoking at the time of delivery, <4% amongst 15 year olds by 2025); these will be monitored against the Tobacco Control Local Profiles for England.

The new strategy and commissioning model changes maintain investment at the current levels for a further 3-5 years, but this investment is shifted so that there is greater expenditure on wider tobacco control (£220,000 investment shift). This includes increased investment in additional prevention work in schools, media campaigns and smokefree sites. Investment in combatting the availability of cheap and illicit tobacco in Sheffield will continue at current levels. These new developments will be funded through an £120k reduction in stop smoking services. A further £100k has been sourced from the ending of pregnancy relapse programme of which the model was judged to be ineffective; a new pregnancy relapse pilot will end on 31st March 2017 and outcomes will aid a decision about future programmes.

The services that will be funded are shown on the *Tobacco Control Models Diagrams 2016*, a brief description is provided below and mini-specifications are offered as an appendix.

Smokefree “Stop Smoking” Service

Stop smoking services remain the largest component of the Tobacco Control commissioning model, receiving £580k annual investment (down £120k from the 2016/17 £700k investment). However, there will be changes to the way services are commissioned. In the proposed model, the emphasis will be on achieving a 26 week (6 month) quit beyond the Department of Health’s 4 week quit target.

The vision is that it will become standard in some settings, such as health

and social care settings, to be offered Very Brief Advice (VBA) on smoking status using the National Centre for Smoking Cessation and Training (NCSCT) “Ask, Advise, Act” model. Individuals will be asked if they smoke (Ask), advised of the health harms of smoking and the financial costs to them as an individual (Advise) and offered an immediate referral to the appropriate stop smoking support for them (Act). Individuals who are not currently willing or able to stop smoking will be advised to swap to vaping as a harm reduction measure. Providing Very Brief Advice in a range of settings will maximise the opportunity to reach smokers, of whom surveys show 2/3 want to quit (ASH, 2016, Smoking Statistics).

Two different levels of stop smoking support will be offered in Sheffield, the *Universal Service* and the *Priority Quits Service*. This approach is aimed at reducing population prevalence, reducing health inequalities and providing the most intensive support to those who need it most.

The “Universal” Stop Smoking service is aimed at groups where there is low smoking prevalence, such as students, those in professional occupations, and those living in more affluent areas of the city. The Universal Service will offer weekly groups with geographical coverage across the city. Universal Service users will have full access to group support, telephone, and digital media support but will be asked to fund their own over-the-counter stop smoking medications e.g. Nicotine Replacement Therapy. The rationale is that these individuals have more social capital to achieve a successful quit, may be less addicted, are less surrounded by others who smoke heavily and have a higher disposable income to invest in self-funded quit aids. Although we do not have data for Sheffield students ASH found that older young people are less likely to smoke and smoking in young people is declining (July 2015, Young People and Smoking). 13% of people in managerial and professional occupations smoke, compared to 30% in routine and manual occupations (ASH, Feb 2016, Who smokes and how much?). There is a strong link between smoking and socio-economic status (ASH, Feb 2016, Who smokes and how much?) and Sheffield’s Neighbourhood Profiles made available on the Sheffield City Council website confirm this e.g. Arbourthorne, which is in a less affluent area of the city has significantly high smoking prevalence, smoking attributable mortality rates and the highest neighbourhood rate of mothers recorded as smokers at delivery whereas Dore which is one of the most affluent areas in the city has very low smoking prevalence and mortality due to smoking.

The “Priority Quits” Service will offer intensive and sustained stop smoking support to those groups in Sheffield that have the highest prevalence, for example staff in routine and manual occupations, people living in less affluent neighbourhoods within Sheffield, people with severe and enduring mental illness. The “Priority Quits Service” will include fully funded stop smoking medications, individual face to face support, face to face groups, telephone and digital media support. The rationale is that this offers the greatest support and investment in those who are likely to be most addicted, most surrounded by heavy smokers, most likely to

have multiple complexities which would lessen their success at quitting without intensive support, most likely to need multiple quit aids, and least able to afford quit aids at the level and for the duration these will be required. Whereas in the past, a 4 week quit has been the clinical “standard” in line with Department of Health guidance, in future in Sheffield a 26 week (6 month as a measure for lifetime abstinence from smoking) sustained quit will be the goal and there will be ongoing support to prevent relapse into smoking. A range of reliable studies have found around 90% of people are still abstinent from smoking at 1 year after having quit for 3 months or longer.

The stop smoking services will be resourced entirely on a “payment by results” (PbR) basis. This means that only successful quits attract payments, not quit attempts. In line with Department of Health monitoring guidance, a “4 week quit” (carbon monoxide verified) will continue to attract a payment and will be the main measure for the Universal Service. However, the proposed Sheffield Model is to encourage a sustained quit with a stronger focus on relapse prevention. To achieve this, the Priority Quits Service provider will be paid a rate per quit which is considerably higher than the benchmark for South Yorkshire but with funding weighted to support longer term quits. This reflects the complexity and more entrenched use expected in those eligible for the Priority Quits Service.

Smokefree Sites

The Sheffield Tobacco Control Strategy aims to make Sheffield a city where smoking is unusual and children and young people do not grow up seeing adults around them smoking. To achieve this aim, public spaces in Sheffield will increasingly become smokefree. This is not about the harm from second-hand smoke, which is not believed to be significant in outdoor spaces, but about de-normalising tobacco use – this is known as a “social norms” approach. In 2016/17 considerable efforts were made by two of the city’s NHS Foundation Trusts to make their premises smokefree. Sheffield Health & Social Care NHS Foundation Trust (SHSC), the local mental health trust led the way for the NHS in Sheffield by going completely smokefree on all its sites, grounds and vehicles. This was a significant challenge requiring vision and leadership. There may be up to 70% smoking prevalence amongst those with severe and enduring mental illness such as probable psychosis (ASH, 2016, *The Stolen Years*) and people with serious mental illness smoke heavily, spending up to 40% of their income on cigarettes and tobacco (PHE, 2015, *Smoking Cessation in Secure Mental Health Settings*). The example of SHSC has encouraged other NHS organisations in the city to follow suit. Sheffield Teaching Hospitals NHS Foundation Trust will pilot smokefree policy on three of its sites in 2016/17 (Charles Clifford, Jessops, Weston Park). In Summer 2016/17 children’s play areas in Sheffield’s parks went smokefree following a public consultation. In 2016/17 a survey was conducted with the Sheffield public regarding attitudes to more sites becoming smokefree and in addition a public consultation was held on this aspect of the Tobacco Control Strategy (SOAR 2016, SCC Citizen Space 2016-17). This gave a clear mandate from Sheffield residents to see more public spaces become smokefree, particularly places where children and

young people spend time, such as the Peace Gardens. In each are where smokefree policy is proposed, further extensive consultation will take place on each site, prior to a voluntary or mandatory code being put into place, with vaping considered separately.

Smokefree Children & Young People

There will be increased investment in smokefree children and young people with a focus on stopping young people starting; smoking in young people continues to decline, but it is estimated that 5 children a day still start smoking in Sheffield, and some young people are less resilient to tobacco marketing than others (Hopkinson et al 2013, Thorax). For a number of years, Sheffield has commissioned a peer-education programme in schools based on the evidence-based ASSIST model. The current contract resources work in 4 schools per year, and it is proposed that increased investment will allow the programme to run in 8 schools per year, as well as in "out of school" environments for young people who are vulnerable to exclusion or excluded. The additional resource also allows a pilot with primary age children (Y5 and 6) which will be carefully evaluated with a research partner. This is strongly supported by Sheffield Tobacco Control Programme Board who are very concerned at initiation into smoking of very young children in some areas of the city with highest smoking prevalence. There is little evidence for work with primary age children and therefore this pilot will be developed in collaboration with a research partner (e.g. University) to ensure the study builds the evidence base for tobacco control in a way which will have benefit not just for Sheffield but for other similarly placed Local Authorities.

Cheap & illicit tobacco

There will continue to be a focus on eradicating cheap and illicit tobacco from Sheffield neighbourhoods and the investment in this service will remain the same. Cheap and illicit tobacco makes smoking affordable, can be the means of introducing young people into a lifelong addiction, and keeping smokers in addiction. It is estimated that smoking prevalence would drop by 10% if all cheap and illicit tobacco were eradicated. Cheap and illicit tobacco introduces serious organised crime into Sheffield neighbourhoods and occupies retail space and housing which would otherwise enable neighbourhood growth and prosperity. Most unfairly, it is the already deprived neighbourhoods where cheap and illicit tobacco thrives, widening the health and social inequalities in Sheffield. For this reason, the Tobacco Control Strategy seeks to eradicate cheap and illicit tobacco from Sheffield.

Marketing and Communications

In recent years, there has been a reduced investment nationally in mass media stop smoking campaigns and this, along with the growth in popularity of e-cigarettes is believed by experts to be part of the reason for the decline in uptake of stop smoking services. In the California Tobacco Control Programme, mass media campaigns contributed significantly to the reduction in smoking prevalence but this initial effect did not persist, with reasons given being reduced programme funding overall and increased Tobacco Industry marketing, whilst political

pressure was brought on legislators to reduce or reject anti-smoking media campaigns (Pierce et al, September 1998, JAMA). In Sheffield, the focus of media campaigns will be on those areas where the Tobacco Health Needs Assessment has identified the greatest challenges e.g. smoking in pregnancy, staff in routine and manual occupations. There will also be a focus on ensuring clear harm reduction messages are conveyed regarding swapping vaping for smoking in line with the best current evidence, both to the general public and to health professionals.

The current position is that there is roughly a 60/40 split between stop smoking (cessation) and prevention work across the Local Authority and the Clinical Commissioning Group. Currently £700k per annum is spent on stop smoking services, £107k per annum on combatting cheap and illicit tobacco, £40k on work in 4 secondary schools per year in Sheffield, £40k on smokefree homes and cars. There has previously been a collaborative contract for media campaigns with other South Yorkshire Local Authorities, but in 2016/17 this funding was re-purposed for work to support NHS sites in Sheffield to become entirely smokefree following the lead of Sheffield Health & Social Care NHS Foundation Trust. In addition, there is dedicated Sheffield City Council (Public Health, Communications) officer time to tobacco control. Sheffield Clinical Commissioning Group invests £100k in stop smoking services in pregnancy and this has been matched by investment at the same level from the Local Authority in a relapse prevention and smokefree Jessops pilot for this group which if successful will inform future programmes.

The need for change comes from recognition that there is a diminishing resource for Tobacco Control as funds to Local Authorities reduce and this must be used effectively to reduce population prevalence. This strategy and future commissioning plan instead draws on evidence from California, Australia and New York where impressive results were delivered through wider tobacco control, including a strong focus on media campaigns, schools work, and work in the policy arena e.g. smokefree legislation. However, it is important to note that the per capita investment for these programmes was significantly higher than Sheffield is able to achieve, and that smoking prevalence rose when investment in tobacco control was reduced. In these programmes it was a combination of what was done *and* how much of it was done, for example New York invested 4x and California 3X what Sheffield currently spends per capita (Sheffield Tobacco Health Needs Assessment, 2016-17). There is a risk that, due to austerity, Sheffield will do the right things at too small a scale to make the desired impact.

Previous Tobacco Control strategies and plans in the city have focussed on individual '4 week' quits as a way to reduce smoking prevalence in the city. The new focus is on reducing prevalence at a population rather than an individual level through wider tobacco control measures. As resources are limited, this change in emphasis will be funded through shifting investment from quits into wider tobacco control, whereas if funds were less restricted the city would maintain its investment in quits at 2016/17 levels *as well as* investing more in wider tobacco control. There is

considerable debate on this issue and Sheffield's plans, particularly the focus on prevention (stopping young people starting) have been questioned by ASH and the Yorkshire and Humber Regional Tobacco Lead; however these changes are strongly supported by the Sheffield Tobacco Control Board. Local clinicians have been offered voice and influence to shape the proposed changes. The changes in prevalence will be measured through publicly available tools such as the Tobacco Control Local Profiles for England, as well as through local service evaluation and research.

On average, smoking prevalence in Sheffield has been reducing at levels of between 0.4-1% per year. If we continued to apply a business as usual strategy then it is likely that smoking prevalence would continue to gradually decline, but a more assertive local Tobacco Control Strategy is needed if Sheffield is to see a step change in reducing smoking prevalence and in achieving a smokefree generation by 2025, in line with Breathe 2025.

The evidence used to develop the Tobacco Control Strategy and Future Commissioning Model includes an assessment local need and demand, national and international guidance, best practice and best evidence. The new strategy and future commissioning model are based on a detailed Tobacco Health Needs Assessment 2016-17 which has been developed in collaboration with partners in the city, through the Tobacco Control Board. In addition, evidence from International exemplars has been considered, where a real reduction in population prevalence has occurred including New York, Australia and California. Proposed commissioning is in line with the current best global evidence and adherence to national & international guidance (including WHO's 6 strands MPOWER).

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 The proposal will contribute to achieving a number of the ambitions within the Corporate Plan.

The vision of the proposed new Tobacco Control Strategy is that Sheffield people live longer and healthier lives, smokefree; there is a smokefree generation in Sheffield by 2025 (in line with the ambition of Breathe 2025); that Sheffield children grow up in a city where smoking is unusual; and that Sheffield is a smokefree city in which to live, work and play.

The proposal will mean that Sheffield increases its profile as a smokefree city. Those who live, work and learn in the city will enjoy smokefree public spaces. Those who visit the city will be able to visit family-oriented and sporting attractions and key public spaces which are free from cigarette smoke and smoking related litter.

This proposal will reduce inequalities and make Sheffield fairer. Tobacco is a major cause of health inequalities, leading to ill-health and early death. Those in more deprived areas of the city who may be least able to afford an addiction to tobacco, tend to be most addicted and least able to quit as they are surrounded by other people who smoke heavily. The most deprived areas of the city are targeted by those selling cheap and illicit tobacco which brings serious organised crime into neighbourhoods and drives out legitimate businesses. This proposal aims to reduce inequalities caused by tobacco by investing most heavily in those areas and groups where smoking prevalence is highest, where smoking is one of many complexities, where those who want to quit will require the most intensive support, and where those who smoke are least able to afford to quit.

There is no impact on climate change.

This proposal has economic impact in that it aims to hold the price on tobacco and eradicate cheap and illicit tobacco from neighbourhoods. This will free business units for legitimate use which will support thriving neighbourhoods, rather than illicit use which brings serious organised crime into neighbourhoods.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 There has been consultation over a 12 month period with partners through the Tobacco Control in developing the proposals which are now put before Cabinet.

There has been a 6 week public online consultation through Citizen Space regarding specific proposals and the model. This has been widely advertised to key stakeholders including voluntary, community and faith sector partners. Consultation responses received through Citizen Space are summarised in brief in an appendix to this report. 266 people took part in the online survey, 82% of those who responded were in favour of more work in schools, 64% were in favour of increased smokefree public places, 48% were in favour of more mass media campaigns, 45% were in favour of providing intensive support for the most addicted groups to quit, 46% were in favour of stop smoking medication being funded for the most addicted individuals, 50% were in favour of promoting vaping as a harm reduction measure.

Key NHS partners such as Community Pharmacy Sheffield, the Clinical Commissioning Group and the Local Medical Committee have been offered the opportunity to meet and discuss the proposals and shape the strategy and future commissioning model.

The smokefree spaces proposals have been consulted upon in detail through a separate survey led by a local commissioned VCF organisation

with a sample size of 2,000 Sheffield residents including current, ex-smokers, non-smokers and vapers (SOAR, 2016).

Sheffield's proposed future commissioning model has also been shared with South Yorkshire Local Authority Commissioners and the Regional Tobacco Lead for Yorkshire and the Humber.

Further consultation will be undertaken on proposed service re-design.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 The proposal aims to make Sheffield fairer and reduce inequalities through effective control of Tobacco which is a major cause of inequalities. The future commissioning model proposal for stop smoking services specifically aims to reduce health inequalities through investing more heavily in those high prevalence groups who are most addicted, those with the most complex needs and those least able to afford to quit without significant investment and intensive support.

Overall, the changes set out in the strategy and future commissioning model are significantly positive for those in high prevalence smoking groups who will be most impacted by the changes. This includes:

- Men in high prevalence groups (e.g. routine and manual workers, men who have sex with men)
- Black and ethnic minority groups
- Children and young people
- Households of pregnant women
- Those with severe and enduring mental illness
- Armed forces veterans
- Those in areas of high deprivation with high smoking prevalence

Those who have less complex needs from low prevalence groups will receive a Universal Service offer which offers less intensive support than the current offer (group not 1-1, self funded NRT) but this is still a good offer. Fewer quits will be purchased but these will involve more intensive support and be better targeted to those in highest need.

The future commissioning model for cheap and illicit tobacco targets resources at more deprived neighbourhoods where cheap and illicit tobacco is more prevalent.

The future commissioning model for smokefree children and young people will focus efforts on primary schools which are feeders schools for

areas with higher smoking prevalence, on secondary schools in areas with higher smoking prevalence and on out of school environments for children and young people who are not consistently present at school through exclusion or disengagement with formal learning.

The future commissioning model for mass media and marketing will focus on those areas where the Tobacco Health Needs Assessment has identified highest need.

4.2 Financial and Commercial Implications

- 4.2.1 The changes proposed require no additional investment but require a commitment to maintain investment in Tobacco Control at the current levels (£987,000) for 3-5 years, despite a diminishing Public Health grant and Local Authority funding. This demonstrates a strong commitment to control Tobacco as the biggest killer and greatest threat to Public Health in Sheffield. However, in doing so, the proposed future commissioning model shifts investment away from individual quits into wider tobacco control and furthermore focusses investment to areas of greatest need in line with the Tobacco Health Needs Assessment.

All procurement and contract award activity will be delivered via a procurement professional from Financial and Commercial Services. The contract(s) will be monitored against agreed performance indicators to ensure value for money and effective use of the Public Health budget.

4.3 Legal Implications

- 4.3.1 Section 2B of the National Health Service Act 2006, requires each local authority to take such steps as it considers appropriate for improving the health of the people in its area. The steps that may be take to achieve this include:

- a) providing information and advice;
- b) providing services or facilities designed to promote healthy living (whether by helping individuals to address behaviour that is detrimental to health or in any other way);
- c) providing services or facilities for the prevention, diagnosis or treatment of illness;
- d) providing financial incentives to encourage individuals to adopt healthier lifestyles;
- e) providing assistance (including financial assistance) to help individuals to minimise any risks to health arising from their accommodation or environment;
- f) providing or participating in the provision of training for persons working or seeking to work in the field of health improvement;
- g) making available the services of any person or any facilities;

Approval and implementation of the Tobacco Control Strategy and commissioning strategy will allow the appropriate steps to be taken to improve the health of people in the area.

The Council has a duty under section 149 of the Equality Act 2010 (the public sector equality duty) in the exercise of its functions to have regard to the need to:

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristics and persons who do not share it;
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This duty has been taken into account in drawing up the Tobacco Control Strategy, and in carrying out the consultation. Regard has been had to the responses to the consultation in finalising the strategy.

Under Section 111 of the Local Government Act 1972 local authorities have the power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions.

The procurement of any goods, works or services by the Council which will flow from this strategic decision must be undertaken in accordance with all relevant provisions of the Council's Constitution including Contracts Standing Orders and all applicable procurement rules, including where applicable the Public Contracts Regulations 2015, and the Leader's Scheme of Delegations.

4.4 Other Implications

- 4.4.1 These proposals have been developed by Sheffield City Council Public Health officers from across different Portfolios in collaboration with key stakeholders and partners on the Tobacco Control Board, and with consultation of NHS partners such as the Clinical Commissioning Group, the Local Medical Committee and the Local Pharmaceutical Committee (Community Pharmacy Sheffield).

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Do nothing – business as usual re-commissioning or extend current contracts. This option will not provide the greatest opportunity to respond to changing need as evidenced by the Tobacco Health Needs Assessment, and to the diminishing resources available and will not provide the best opportunity to re-consider how to address population prevalence.

Collaborative commissioning as a sub-region of South Yorkshire - this

option is not recommended as the timescales are not conducive to be able to do so, and the aims and ambitions of the different Local Authorities are sufficiently different that there is not a good match.

Increase investment overall in Tobacco Control from additional NHS partner contributions - this remains an aspiration, as tobacco dependency is a chronic relapsing condition that usually starts in childhood and which is currently under-treated. The London Senate describe treating tobacco dependency as *“the highest value intervention for today’s NHS and Public Health system, saving and increasing healthy lives at an affordable cost”* <http://www.londonsenate.nhs.uk/helping-smokers-quit/> . However, further local NHS investment has not yet been agreed within the timescales for this procurement. These conversations will continue and will be led by the Director of Public Health.

6. REASONS FOR RECOMMENDATIONS

(Explain why this is the preferred option and outline the intended outcomes.)

6.1 The proposal set before Cabinet is the preferred option because:

It is based on detailed analysis of local need through a Tobacco Health Needs Assessment in line with commissioning good practice;

It is evidence based, drawing on good practice and evidence of what works in international contexts including the World Health Organisation MPOWER approach;

It has been developed over a 12 month period with the Sheffield Tobacco Control Board partners and is supported by the board;

It has been tested through a 6 week public consultation through Citizen Space and through specific consultation events with key stakeholders, including NHS partners;

An important caveat is that these proposals are not supported by the Yorkshire and Humber Regional Lead for Tobacco Control or by ASH, as they include a reduction of investment in individual quits which have a strong evidence base. Sheffield City Council recognises the expertise of ASH and the Regional Lead and welcomes this challenge. Where investment has been earmarked for projects with a less strong evidence base than 4 week quits, a research partnership will be sought to robustly evaluate the projects and add to the evidence base, not just for Sheffield but for wider Tobacco Control. The Director of Public Health will continue a dialogue with local NHS partners regarding increased NHS investment in stop smoking services.

Appendix 1 - Tobacco & the City: Strategy Summary

Tobacco & the City –Tobacco Control Strategy for Sheffield (A4 Summary)

WHY:

Smoking is still the biggest killer in the UK and is the biggest cause of health inequalities between rich and poor. Addiction to tobacco begins in childhood and takes hold into adulthood. We want significant reductions in prevalence across all groups (adults, routine & manual, pregnant women, 15 year olds) by 2025.

Vision

☑ Sheffield people live longer and healthier lives, smokefree ☑ A smokefree generation in Sheffield by 2025 (in line with the ambition of Breathe2025) ☑ Sheffield children will grow up in a city where smoking is unusual ☑ Sheffield will be a smokefree city in which to live, work and play ☑

WHAT will be delivered locally?

A comprehensive local Sheffield Tobacco Control Programme including services, policy and communications. **Services** will focus on screening, prevention, cessation, and harm reduction and will be targeted to those most vulnerable to the health harms of tobacco and groups who smoke the most:

Smoke screening (Very Brief Advice, Ask, Advise, Act): 70%¹ of people who smoke want to quit. It will be routine in certain settings, such as health and social care and housing services (because of fire risk), to be asked about smoking status, advised to stop smoking, and offered a referral to stop smoking support.

Stopping starting (Prevention): It is estimated that 5 children per day start smoking in Sheffield, we aim to reduce this to zero by 2025 through targeted prevention and peer education in-reach in schools and youth settings.

Stopping Smoking (Cessation): Around 79,000 people in Sheffield smoke tobacco, just under 1 in 5 adults. Around 1 in 4 routine and manual workers smoke. We will offer a range of stop smoking support services, with more intensive and longer duration interventions targeted at highest prevalence groups. We will “pay by results”.

Swapping Smoking for vaping (Harm Reduction): Electronic nicotine delivery systems (“e-cigarettes”) are a significantly safer alternative to combustible tobacco. We will promote swapping as a harm reduction alternative for those who can’t or won’t stop smoking.

Policy change is considered a key area of Tobacco Control. Sheffield City Council as the Local Authority has opportunities to lead in this area in line with Corporate Plan goals to improve health & wellbeing:

Smokefree City: “It will be as normal to be in a smokefree space as it is now to wear a seat belt”. Most young people do not remember a time when it was possible to smoke on buses, trains, planes, in cinemas, theatres and restaurants or not wear a seatbelt in cars; these once controversial public policy measures have become “normal”. Current smokefree legislation

¹ References for statistics used in this summary can be found in the Sheffield Health Needs Assessment for Tobacco.

covers enclosed spaces but outdoor public spaces are not covered. A voluntary code in 2016 was agreed for Sheffield Children's Playgrounds in public parks for these to be smoke and vape free. Sheffield Health & Social Care NHS Foundation Trust was the first NHS Trust in the city to be completely smokefree including its grounds. We want to agree voluntary codes to extend smokefree status and make smokefree the new "social norm" in Sheffield e.g. all major city centre spaces and events targeted at children, young people and families; all health and social care premises; all learning environments; all sporting events and venues.

Holding the price on tobacco: we want to eradicate cheap and illicit tobacco from Sheffield's neighbourhoods. Cheap and illicit tobacco brings crime to Sheffield's neighbourhoods, and blights neighbourhoods by occupying retail and housing space which would otherwise have a legitimate use. It makes tobacco more affordable, and therefore accessible to younger people, and enables people to maintain their habit. It is estimated that smoking prevalence would drop by 10% if all cheap and illicit tobacco were eradicated. We will continue to disrupt the trade in cheap and illicit tobacco in Sheffield, working with neighbouring Local Authorities.

Social Norms approaches will be used to emphasise that over 80% of Sheffield adults do not smoke and that those smoking tobacco are a minority and declining. A communications strategy - including mass and social media campaigns- will support smokefree social norms and encourage people to stop smoking, or swap to an e-cigarette.

HOW will this be achieved?

Sheffield City Council Cabinet will be a leading voice for tobacco control in Sheffield. The Local Authority will work with **Strategic Partners** through its **Tobacco Control Board**, as well as with wider partners, such as Public Health England. We will work with and consult with key stakeholders in the city.

Sheffield City Council will build upon the **Tobacco Control Programme of 2014-17**. We will harness what worked best and learn from evidence regarding successful tobacco control programmes elsewhere. Our local strategy will be built on the foundation of the World Health Organisation's (WHO) six components of effective tobacco control (MPOWER): (1) Monitor tobacco use and prevention policies; (2) Protect people from tobacco smoke; (3) Offer help to quit tobacco use; (4) Warn about the dangers of tobacco; (5) Enforce bans on tobacco advertising, promotion and sponsorship; (6) Raise taxes on tobacco.

Sheffield City Council will use the opportunities afforded by being in a city with two universities to increase the evidence base for what is clinically efficacious, game-changing, and resource effective. A comprehensive health needs assessment for tobacco for Sheffield will guide decisions. In a difficult and austere environment, Sheffield City Council will strive to maintain its current levels of invest in tobacco control and seek increased investment from other partners in the city, including NHS partners.

How will we know if this is working?

Measures of success of this Tobacco Control Strategy for Sheffield will include: ☐ Tobacco Control Profiles for England (produced by Public Health England) ☐ Public Health Outcomes Framework (produced by Public Health England) ☐ Locally commissioned research, service data, surveys, evaluation, insight

SO WHAT?

Tobacco dependency is a chronic relapsing condition that usually starts in childhood and is currently under-treated. Treatment for tobacco dependency is the highest value intervention for today's NHS and Public Health system, saving and increasing healthy lives at an affordable cost.

Effective Tobacco Control supports 4/5 priorities of the Sheffield City Council Corporate Plan: Strong economy; Thriving Neighbourhoods and Communities; Better Health & Wellbeing; Tackling Inequalities. Tobacco is a social justice, fairness, and health inequalities issue for our city ☐ 5 children a day in Sheffield start smoking ☐ Tobacco kills 16 people per week in Sheffield, and those who smoke can expect to have shorter, less healthy lives.

Tobacco is the most harmful, in health terms, to the most vulnerable in our city ☐ 12.5% of pregnant women in Sheffield smoke at the time their baby is born ☐ Tobacco makes life economically harder for those on low incomes ☐ Lower paid workers are more likely to smoke (e.g. routine and manual workers) ☐ 40% of people with mental health issues smoke, and spend proportionally more of their income on tobacco ☐ 77% of homeless people smoke

Our 7 “asks” to national government: 1) License tobacco retailers in the same way as alcohol retailers 2) Strengthen sentencing for profiting from cheap & illicit tobacco 3) Extend smokefree legislation to outdoor public spaces 4) Increase investment in national mass media 5) Restrict smoking in films/TV to 18+ certificates or after 9pm watershed 6) Impel the tobacco industry to share marketing and sales data by postcode.

Appendix 2 – Tobacco Control Models Diagram

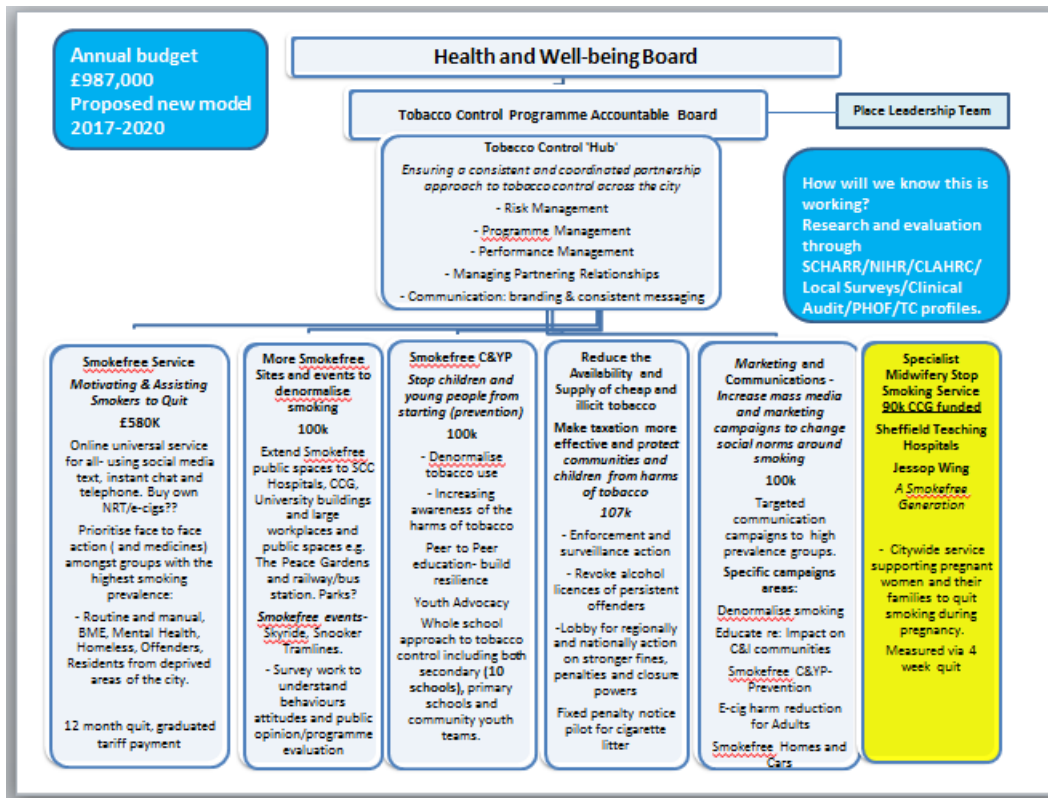


Figure 1 (above): proposed new model

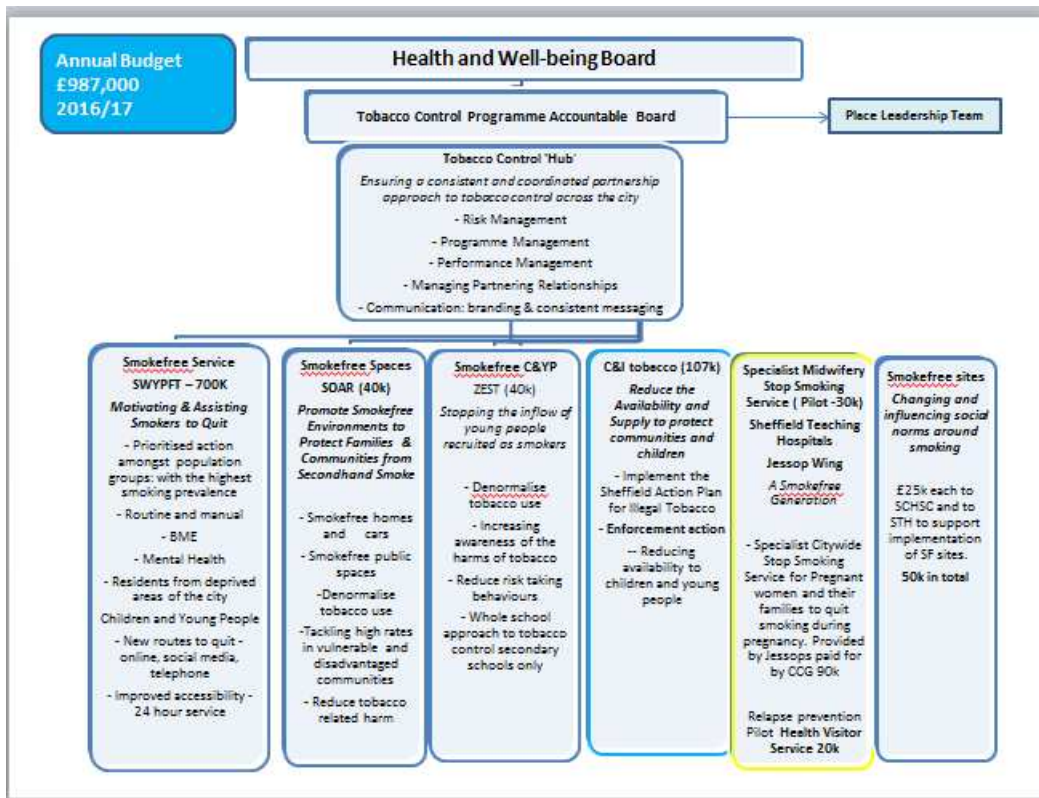


Figure 2: (above) previous commissioning model

Appendix 3 – Citizen Space Tobacco Control Consultation: Results “at a glance”

The Sheffield Tobacco Control Strategy Consultation 2017- 2022 - Results

Sheffield City Council and partners are refreshing the Tobacco Control Strategy for 2017-2022. On the 31st of March 2017 all our current tobacco control contracts are due to end. This provides an opportunity to review what we have in place, and consider what we can do better to support smokers in the city to stop, and children and young people not to start.

We offered a 6 week public consultation to understand views and opinions about the proposed new strategy. The results from the public consultation are below.

Who took part?

- 266 people took part via the online Citizen Space platform
- 45 % of the sample were males and 51% were females
- A cross section of responses were received from across the city
- Action on Smoking and Health UK (ASH) also responded to the consultation as a key partner

Age

1% of responses were from people aged 16-18 year olds,
10% of responses were from people aged 19-30 years,
23% of responses from people aged 31-40 years
28% of responses from 41-50 years
25% of responses aged 51-60,
10% of responses from people over 60
Less than 1% of responses did not record an age range

40% of the sample were parents and had children living with them who were under 18.

A high proportion of people who took part were White British 88% and 12% of responses were from black and minority ethnic communities.

Number of responses by Smoking Status:

Ex-smokers	32%
Never Smoked	43%
Smoker	12%
E-cig user (only using e-cigs)	6%
E cig user and smoker	6%
Not answered	0.8%

The proportion of consultation responses from specific population age groups are in line with the 2011 Sheffield Census population estimates for people of working age and older people; however young people were under represented in the consultation, as were men and black and minority ethnic communities (Sheffield Joint Needs Assessment 2017). Smokers are also underrepresented within the sample 12% of smokers took part. Current smoking prevalence amongst adults is 17% in Sheffield (Tobacco Control Profiles PHE).

We will do more work with groups under-represented in the sample to hear their views.

The Sheffield Tobacco Control Strategy Consultation: Results at a Glance

Of the 266 people who took part.....

82% of people are in favour of us doing more work in schools to prevent children from starting to smoke

64% are in favour of us doing more work to increase the number of Smokefree outdoor sites in the city (e.g. outside NHS buildings, hospitals, universities, Councils, leisure centres, at events such as Skyride/Sheffield half marathon/Christmas light switch on)

48% of people are in favour of us funding more work on mass media campaigns; targeting those who find it the most difficult to quit smoking and who are the most addicted (i.e. routine and manual workers, black and ethnic minorities, people with mental health conditions, pregnant women, children and young people, people living in deprived communities).

45% of people are in favour of us supporting only the most addicted groups who find it very difficult to quit smoking, rather than having a universal service that anyone can access

46% of people are in favour of us funding stop smoking medication (e.g patches, gum etc) for the groups of smokers who smoke the most, are the most addicted and find it hardest to quit.

50% of people are in favour of promoting vaping to current smokers as a harm reduction method

This page is intentionally left blank



Author/Lead Officer of Report: Dave Phillips,
Head of Strategic Finance

Tel: 0114 273 5872

Report of: *Eugene Walker*
Report to: *Cabinet*
Date of Decision: *15 February 2017*
Subject: *Revenue Budget 2017/18*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Finance and Resources</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? 1219		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is 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)."</i>		


<p>Purpose of Report:</p> <p>The purpose of this report is to:</p> <ul style="list-style-type: none"> • approve the City Council's revenue budget for 2017/18, including the position on reserves and balances; • approve a 2017/18 Council Tax for the City Council; and • note the levies and precepts made on the City Council by other authorities.

Recommendations:

1. Members are recommended:
 - a) To approve a net Revenue Budget for 2017/18 amounting to £395.551m;
 - b) To approve a Band D equivalent Council Tax of £1,428.36 for City Council services, i.e. an increase of 4.99% (1.99% City Council increase and 3% national arrangement for the social care precept);
 - c) To approve the Revenue Budget allocations and Budget Implementation Plans for each of the services, as set out in **Appendix 2**;
 - d) To note that, based on the estimated expenditure level set out in **Appendix 3** to this report, the amounts shown in part B of **Appendix 6** would be calculated by the City Council for the year 2017/18, in accordance with sections 30 to 36 of the Local Government Finance Act 1992;
 - e) To note that the section 151 officer has reviewed the robustness of the estimates and the adequacy of the proposed financial reserves, in accordance with Part 2 of the Local Government Act 2003. Further details can be found in **Appendix 4**.
 - f) To note the information on the precepts issued by the South Yorkshire Police & Crime Commissioner and of South Yorkshire Fire & Rescue Authority, together with the impact of these on the overall amount of Council Tax to be charged in the City Council's area.
 - g) To approve the proposed amount of compensation to Parish Councils for the loss of Council Tax income in 2017/18 at the levels shown in the table below paragraph 177;
 - h) To note the latest 2016/17 budget monitoring position;
 - i) To approve the Treasury Management and Annual Investment Strategies set out in **Appendix 7** and the recommendations contained therein;
 - j) To approve the Minimum Revenue Provision (MRP) Statement set out in **Appendix 7**;
 - k) To agree that authority be delegated to the Director of Finance to undertake Treasury Management activity, to create and amend appropriate Treasury Management Practice Statements and to report on the operation of Treasury Management activity on the terms set out in these documents;

- | |
|--|
| <p>l) To approve a Pay Policy for 2017/18 as set out in Appendix 8.</p> <p>m) To agree that authority be delegated to the Executive Director of Communities to set – subject to budgetary constraints – a framework of care home & home care fee increases with effect from 1 April 2017.</p> |
|--|

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Dave Phillips</i>
		Legal: <i>Sarah Bennett</i>
		Equalities: <i>Adele Robinson</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>Eugene Walker</i>
3	Cabinet Member consulted:	<i>Councillor Ben Curran</i> <i>Cabinet member for Finance and Resources</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Dave Phillips</i> 	Job Title: <i>Head of Strategic Finance</i>
	Date: 7 th February 2017	

1. PROPOSAL

(Explain the proposal, current position and need for change, including any evidence considered, and indicate whether this is something the Council is legally required to do, or whether it is something it is choosing to do)

- 1.1 The City Council on 3 March 2017 meets to consider the Revenue Budget for 2017/18 and to determine the Council Tax for that year.

The report provides information to enable the Council to set a budget and determine the Council Tax.

The proposals set out in this report provide for a balanced budget to be recommended to Council.

2. HOW DOES THIS DECISION CONTRIBUTE?

(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)

2.1 The purpose of this report is to:

- approve the City Council's revenue budget for 2017/18, including the position on reserves and balances;
- approve a 2017/18 Council Tax for the City Council; and
- note the levies and precepts made on the City Council by other authorities.

Please refer to paragraph 314 of the main report for the recommendations.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 *Yes – see paragraphs 2-21 for further details.*

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1 *No*

4.2 Financial and Commercial Implications

4.2.1 *Yes. Cleared by Dave Phillips*

4.3 Legal Implications

4.3.1 *Yes – see Legal Advice section of the report.*

4.4 Other Implications

4.4.1 *No*

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 *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.*

6. REASONS FOR RECOMMENDATIONS

- 6.1 *The City Council on 3 March 2017 meets to consider the Revenue Budget for 2017/18 and to determine the Council Tax for that year. The report provides information to enable the Council to set a budget and determine the Council Tax. The proposals set out in this report provide for a balanced budget to be recommended to Council.*

This page is intentionally left blank

Sheffield City Council

Revenue Budget 2017/18



BUDGET REPORT 2017/18

Contents

List of Appendices.....	2
Purpose of the Report.....	3
Budget Consultation.....	3
Medium Term Financial Strategy.....	7
Autumn Statement 2016.....	9
Local Government Finance Settlement.....	10
Business Rates income.....	15
Council Tax income.....	19
Business Planning for 2017/18.....	22
Formulation of the budget for 2017/18.....	22
Savings proposals for 2017/18.....	28
Development of Portfolio Budgets.....	28
Revenue Budget position for 2016/17.....	31
Balances and Reserves.....	32
Risk Management.....	32
Levies.....	32
Portfolio Revenue Spending Plans for 2017/18.....	33
Financing the 2017/18 Budget Requirement.....	47
Precepts.....	49
Legal Advice.....	50
Housing Revenue Account (HRA) Budget.....	52
The Outlook for 2018/19.....	53
Treasury Management Strategy.....	54
Financial Implications.....	54
Workforce Impact.....	54
Pay Policy.....	55
Members' Allowances.....	55
Equality Impact.....	56
Demographic evidence we have used to support impact assessments.....	61
Equalities Impact Overview.....	66
Cumulative impact.....	77
Recommendations.....	79

List of Appendices

Reference	Section Detail	Page Number
Appendix 1	Portfolio Pressures	81
Appendix 2	Portfolio Budget Implementation Plans 2a: CYPF 2b: Communities 2c: Place 2d: Policy Performance & Communications 2e: Resources	82-137 138-190 191-213 214-221 222-254
Appendix 3	Summary Budget for 2017/18	255
Appendix 4	Reserves Strategy	256-262
Appendix 5	Risk Register	263-275
Appendix 6	Council Tax determinations	276
Appendix 7	Treasury Management and Annual Investment Strategy, including The Prudential Code and Prudential Indicators	277-314
Appendix 8	Pay Policy for 2017/18	315-321
Appendix 9	Equality Impact Assessments	322-365
Appendix 10	Glossary of Terms	366-369

2017/18 REVENUE BUDGET

REPORT OF THE CHIEF EXECUTIVE AND THE EXECUTIVE DIRECTOR, RESOURCES

Purpose of the Report

1. The purpose of this report is to:
 - approve the City Council's revenue budget for 2017/18, including the position on reserves and balances;
 - approve a 2017/18 Council Tax for the City Council; and
 - note the levies and precepts made on the City Council by other authorities.

Budget Consultation

2. As part of the development and testing of options for the 2017/18 budget, the Council ran a budget conversation between November 2016 and January 2017. This included a range of consultation activity with local people and partner organisations, using the publication of the Council's Medium Term Financial Strategy as a starting point. This has helped us to ensure that the proposals we are putting forward, have been shaped by people who may be affected by decisions taken as part of the budget, and that they have had an opportunity to put forward other ideas for consideration.
3. Our budget consultation activity has had two main strands this year:
 - Cabinet Member hosted Budget Conversation Events, supplemented by additional activity including an online survey and seeking people's views via social media, and;
 - Consultation with service users, stakeholders and staff on particular topics and specific proposals, including meetings with the Voluntary, Community and Faith sector, as well as the Business Advisory Panel that will also inform longer term thinking and Equality Impact Assessments.
4. Budget priorities have also been shaped by consultation activity undertaken over recent years, that has consistently confirmed public support for prioritising services for the most vulnerable. Alongside this, the approach is based on the guiding principles of operating efficiently, developing solutions for the longer

term, prevention is better than cure, and working with our communities to deliver services in a different way.

5. Feedback from the survey suggests broad agreement with the approaches. These included concentrating on finding savings from a smaller number of areas through big, multi-year changes, and basing our approach on prioritising:
 - **Prevention and early intervention:** A unified approach across the Council to drive a focus on prevention in all areas, which will mean redesigning public services to work in a more integrated and preventative way.
 - **Growth:** Encouraging business and housing growth in the city to meet changing population needs and aspirations, and to increase our tax base so that we can continue to provide the services that people rely on.
6. Our approach also involves reviewing a number of our services to see how they can operate on a more commercial basis; thinking about new ways to raise additional funding to enable us to protect the core services that people rely on.
7. Over 100 people attended our Cabinet Member hosted events. At each of the events, Members described the Council's overall financial challenge and approach, and outlined the approach proposed by one of the main Council Portfolios. Roundtable discussions were held in several of the events followed by question and answer sessions involving senior officers.
8. Commitments were made to ensure feedback from the event was carefully considered and that it would inform immediate and longer term thinking.
9. The presentations from each event have been posted on the Council website and summary reports will also be provided.
10. During January 2017 we ran an **online survey** asking people about their views on the approaches we are taking to meet the financial challenge, as well as our proposals for a suggested increase in Council Tax and our approach to the Social Care precept.
11. We also asked people about what they would like us to do differently, both in approaching the overall challenge and the approaches each Portfolio are proposing. Finally we asked whether people had further comments or suggestions on how the Council can deliver services to save money.
12. We received 171 responses to the survey. Key findings include:

- Support for our overall Council approach to tackling the financial challenge and for the approaches outlined for the Communities, Children, Young People and Families, and Resources Portfolios. However, more respondents disagreed with the approach for the Place Portfolio.
 - Agreement with our proposal for a 1.99% rise in Council Tax, and the proposal to take Government up on the offer of being allowed to increase Council Tax by up to 3% in 2017/18 specifically to support the funding of social care (the “Social Care Precept”).
13. There was a range of responses about what people would like us to do differently in relation to the overall challenge, which included more sharing of resources and collaboration, protection of services, and concerns over privatisation. The majority of people agreed with the prevention priority but a number expressed concerns over various aspects, including the impact of changes to Activity Sheffield and Parks in relation to longer term health and well-being.
14. There was an extensive range of comments and suggestions on how the Council can deliver services differently to save money. These ranged from the long-term strategy for the city, to the delivery of specific services, approaches to contracting, how assets and resources are deployed and managed, how services are paid for and how money is collected. There were a number of statements related to protecting vulnerable people and those on lower incomes, the relationship with the Government, and different approaches to working with volunteers and local people.

Topic and service-based consultation

15. Alongside our corporate budget conversation, we have also consulted with people about proposals on particular themes or in specific areas. This consultation has taken many forms, depending both on the nature of the proposal and which providers, service users and communities are likely to be affected. This has included consultation with employees where we are proposing staffing reductions.
16. In **Communities** a great deal of time has been spent talking to service users and providers about our proposals in adult social care, as this represents a significant area of change from current service provision. For example, consultation on the Learning Disabilities Commissioning Strategy has taken place with service users, providers and stakeholders to establish principles and

overarching commissioning intentions, in order to enable the development of future specific proposals.

17. In **Children's and Young Peoples' and Families' Services**, we are consulting with Sheffield Futures as current service delivery will be maintained to 30 September 2017 with overall budget reduced before the finalisation and implementation of a significant change programme to strategically re-commission youth services for the next 3-5 years. We are also consulting on changes to Public Health in 2017/18 including the second year of a 3-year contract reduction for Health Visiting and School Nursing as well as achieving the full-year effect of reductions to the Sexual Health Sheffield contract.
18. Within **Place**, many of the 2017/18 proposals are internally focussed, so opportunities for specific public consultation have been limited, though a number of proposals have required discussions with representatives of Trusts and partner organisations.
19. Areas where consultation is still in progress, or will be required in the future, include the waste contract review. Our approach to reviewing a number of our services (To see how they can operate on a more commercial basis) will also require consultation with staff throughout the programme. Specific consultation in regard to proposed internal changes will be carried out with staff, as required in accordance with our policies. Additionally, if changes to front line service delivery are proposed, consultation will be carried out.
20. We have also consulted with representatives of the Voluntary, Community and Faith sector (VCF). Issues and concerns, raised in discussion with the VCF representatives, included questions about the vision for Sheffield City Council in 5 years' time; clarity on the big areas of change; and the impact of devolution. There was a desire for an ongoing dialogue on the challenges that the Council, and indeed the city, faces over a longer trajectory regarding delivering public services with decreasing budgets and an offer from the VCF sector to help identify creative solutions. Consultation on proposals will not stop once the budget has been agreed by Members. Further consultation with those affected individuals, groups, organisations and staff will take place throughout the year as decisions are implemented through the Council's usual governance processes. Where appropriate, Equality Impact Assessments on specific budget proposals include details about our approach to consulting people.
21. This information has been carefully considered by officers and Members in developing and refining the budget proposals, and reports on the consultation

activity will be made available on the Council's budget webpages at www.sheffield.gov.uk/budget.

Medium Term Financial Strategy

22. On 19 October 2016 Cabinet considered a report of the Executive Director, Resources entitled Medium Term Financial Strategy (MTFS) 2017/18 to 2021/22. This report provided an update of the Council's MTFS, to reflect the budget decision of the Council for 2016/17 and the potential impact on the next 5 years of the Government's plans for deficit reduction. This report set the planning scenario for the medium term.
23. The report on the MTFS indicated that there would be ongoing reductions in Revenue Support Grant (RSG) of £22.8m, £15.4m and £15.5m per annum over the next three years period to 2019/20. In other words, it was projected that the level of funding would fall from the £90.6m awarded in 2016/17 to £36.9m in 2019/20. From that point, it was assumed that any remaining RSG would be exchanged for a greater level of retention of business rates income as part of the Government's plan to fully devolve business rates to local government by the end of this Parliament.
24. As well as the RSG reduction, a series of assumptions around business rates income were made:
 - The Council's locally retained share of business rates income would increase in real terms by £1.7m in 2017/18, and;
 - The Council would receive compensation for the impact of (a) the Government's proposed changes to small business rate relief from 2017/18, and (b) revaluation of all rateable properties across England.
 - In the medium term, growth in the economy that will provide business rates and Council Tax base growth is critical to developing sustainable finances for the City Council as Government grant continues to be cut. In the short term, technical changes and the revaluation of rates by Government, mean that there are variations in our rate yield, but the need to focus on growth remains constant.
25. In addition to these funding assumptions, the Council faced additional corporate expenditure of up to £11.0m. This primarily included:

- provision for funding the increased pension contributions as a result of the 2016 actuarial review (£5.0m);
 - the unwinding of temporary budget support resulting from the restructuring of Sheffield City Trust (SCT) debt charges (£2.2m), which had been approved by Cabinet in 2013;
 - £2.0m of salary costs associated with the award of half increments (£1.8m) and the increase in the Living Wage Foundation rate (£200k), and;
 - additional Streets Ahead costs (£1.8m) due to agreed inflation rates on the annual contract charge.
26. In order to offset the additional expenditure of corporate items listed above, officers identified a number of options, of which the following was assumed to reduce the budget gap:
- Bond Capitalisation: during 2013, as planned, a bond deposit of £140m was released to pay the final lease premium for the Major Sporting Facilities (MSF). The principal and interest repayments due on this bond were initially charged to revenue. Following discussions with our external auditors, the principal element of the bond repayment is now capitalised, which has allowed the released revenue funding to support the budget from 2017/18 onwards.
27. In addition to the corporate expenditure pressures there is also the issue of rising costs faced by Portfolios due to variations in inflation, new burdens, legislation and levels of demand, particularly in social care services. At the time of publication, the MTFs included an estimate of £26.5m for Portfolio pressures in 2017/18.
28. The overall forecast picture for Sheffield City Council was for a potential shortfall of around £40.0m (£13.5m net of Portfolio pressures) in 2017/18 rising to a cumulative shortfall of £116.0m by 2021/22.

Multi-Year Settlement

29. An 'Efficiency Plan' was also included as part of the MTFs report; this was the main condition set by the Government in order for the Council to obtain a minimum funding guarantee of RSG up to and including 2019/20. This guarantee - officially known as the 'Multi-Year Settlement' – was subsequently

confirmed in the Provisional Local Government Finance Settlement 2017/18 announced in December 2016.

Better Care Fund (BCF)

30. The Council currently receives £12.4m of funding via the NHS centrally to meet the costs of providing adult social care. In addition, with effect from April 2015 the Council pooled its adult social care budget with that of the local NHS Clinical Commissioning Group (CCG).
31. The actual amount the Council will receive from the BCF is subject to ongoing discussions with the CCG. The 2015/16 budget included a £9.3m contribution from reserves to temporarily bridge the gap between the Council's current level of expenditure and the amount of resources which it can afford to contribute to the pooled budget. For the purposes of the MTFs, it was assumed that this shortfall would be met either by the CCG or through recurrent savings on health and adult social care expenditure.

Autumn Statement 2016

32. The Chancellor set out the Government's Autumn Statement (AS2016) to Parliament on 23 November 2016, an update to the 2015 Spending Review which had provided further details of how £4 trillion of government money would be allocated to departments over the next five years. The Government clearly indicated that it intended to prioritize the NHS, Defence and Housing over Local Government. No changes to departmental spending in overall terms were announced in AS2016, compared to the 2015 Spending Review.
33. The key headlines from AS2016 which were of significant interest to the Council, are listed below. Further work was then required to understand the detailed financial implications. More details emerged in the Provisional Local Government Finance Settlement – see the next section of this report.
 - The Government will no longer seek to deliver a budget surplus by the end of this Parliament (2019/20), however the Government will introduce a new Charter of Budget Responsibility with the following caveats:
 - The public finances should be returned to balance as early as possible in the next Parliament;
 - 'Cyclically-adjusted' borrowing should be below 2% by the end of this Parliament;

- Public sector net debt, as a share of GDP, must be falling by the end of this Parliament (2020/21), and;
 - Welfare spending must be within a cap, set by HM Treasury, by 2021/22.
- Continuing with the policy set out in the March 2016 Budget, the Chancellor confirmed that the threshold for **Small Business Rates Relief** would be doubled from 2017/18 and retained at that level indefinitely. This means that businesses in a single property with a value of £12k or less will pay no business rates. Tapered relief would be available on business premises valued up to £15k. Furthermore, the rateable value threshold for the standard rate multiplier would be increased from £18k to £51k, meaning that businesses with premises valued for rating purposes at less than £51k would pay around 1.4p in the pound less than those valued at more than £51k.
 - National rates of **inflation** impact on our finances – particularly on Business Rates. RPI was prudently assumed at 1.4% per annum in the MTFS, although both Treasury and the Office for Budgetary Responsibility are forecasting RPI at 2% from 2017. An increase in RPI above our latest assumptions is a double-edged sword - it increases cost pressures, but it also increases business rates income. HM Treasury has also confirmed that the switch from RPI to CPI (which is typically lower than RPI) as the mechanism for multiplier increases will take effect from 2019/20.

Local Government Finance Settlement

34. The Government announced details of the Provisional Local Government Finance Settlement for 2017/18 on 15 December 2016. As with the previous year, the 2017/18 Settlement included indicative figures for the remaining financial years to 2019/20 (the final year of the current Parliament).
35. As the Final Local Government Finance Settlement for 2017/18 will not be confirmed until 20 February 2017, this budget is based on the latest available information. Any material changes in the Final Settlement will be reported as part of budget monitoring during 2017/18.
36. Below is a summary of the key points identified within the Provisional Settlement which focus on the impact for the Council:

- **Change in core spending power** from 2016/17 to 2017/18 for Sheffield is quoted as a **reduction of 2.0%** (compared to the England average of 1.1%);
- **Revenue Support Grant (RSG)** for Sheffield will be reduced by **£22.8m**, or **25%**, in 2017/18. This is in line with what was projected in the MTFS. By 2019/20, RSG will have reduced to around **£36.9m** (again, in line with MTFS projections).
- The **referendum trigger for Council Tax** increases has been increased to **5%**, to accommodate authorities' ability to raise a 'Social Care Precept' of up to 3% (an additional flexibility of 1% compared to 2016/17) in 2017/18, 2018/19 and/or 2019/20, although a cap of 6% over three years cannot be exceeded.
- The **New Homes Bonus (NHB)** grant will be reduced nationally by £240m to fund a new, albeit one-off 'Adult Social Care Support' Grant (see following point). This is bringing forward planned reductions from 2018/19 by reducing the number of legacy years paid. The Government is also introducing a new reduction by applying a baseline for housing growth at 0.4% of the prior year's Band D properties. It is currently estimated that this will lead to a reduction for Sheffield of £2.3m in NHB.
- A new **Adult Social Care Support** grant of £241.1m nationally, but it is only available for 2017/18. The Adult Social Care Support grant allocates funding according to the Social Care needs formula, which does not take into account the ability to raise funds through the social care precept, and is financed from a reduced New Homes Bonus allocation. This new grant is estimated to provide additional funding of £2.7m to Sheffield for 2017/18 only.
- As trailed in previous settlement consultations, local authorities with adult social care responsibilities will also receive a share of a new grant called the **Improved Better Care Fund** grant, the national allocation of which will increase from £105m in 2017/18 to £1.5bn by 2019/20. The methodology employed to distribute the Improved BCF grant takes account of both the Relative Needs formulae used for the new Adult Social Care Support grant and the ability of authorities to generate additional Council Tax income from the social care precept. The 2017/18 allocation for Sheffield is expected as £2.2m.

- The national **business rates multiplier** will increase by 2.0%, which means that the Council's £29.1m Business Rates Top-up Grant will increase by the same percentage, notwithstanding the point below regarding the 'revaluation adjustment'. This is 0.6% higher than the 1.4% projected in the MTFS.
 - **Revaluation adjustment** – in order to cancel out, as far as is practicable, the impact of the 2017 business rates revaluation on local authorities' income, business rates tariffs and top-ups will be increased or decreased accordingly. As Sheffield is adversely affected by the impact of revaluation, it will receive an increase to its top-up grant of £9.4m.
37. The Finance Settlement includes the now customary "Settlement Funding Assessment" (SFA) which represents each local authority's share of the overall local government spending control total, i.e. the total amount the Government plans to spend in respect of local government.
38. The SFA comprises the following elements:
- The Business Rates Baseline funding: the Government's estimate of each local authority's share of business rate income, and;
 - Revenue Support Grant (RSG) which includes some of the funding allocations that have been specific grants in the past.

Settlement Funding Assessment for 2017/18

39. The Settlement includes a reduction in the SFA of approximately £23.0m in 2017/18 (see Table 1 below). This was due to the £23m reduction in RSG. This reduction, although unwelcome, was expected due to the Council's decision to accept the Government's offer of the multi-year settlement, and which confirmed the minimum RSG amount for 2017/18 to 2020/21.
40. Overall the Council's anticipated Business Rate income is almost unchanged at £135.1m. The Council is focussed on encouraging Business Rate growth to bring in jobs and increase prosperity for the City. However an increasing number of appeals against rateable value assessments, together with the national ruling affecting some categories of properties in our Business Rate list (e.g. GP surgeries), has meant that overall forecast Business Rate income is almost unchanged. The comparison between 2016/17 and 2017/18 is set out below:

Table 1

	Actual 2016/17 £000	Provisional 2017/18 £000	Difference £000
Revenue Support Grant	90,592	67,790	(22,802)
Baseline Business Rates Funding	135,255	135,100	(155)
Total Settlement Funding Assessment	225,847	202,890	(22,957)

Specific Grants

41. The overall impact of the Local Government Finance Settlement will include variations in the level of specific grants that will be allocated to the City Council. Although the majority of funding is now allocated through the Formula Funding process, there remain a number of specific grants from Government in support of service delivery costs. The table below shows the grants that the Council has taken into account when setting the 2017/18 revenue budget. The majority of these grants are already included in Portfolio/Service budgets and the proposals set out in the budget implementation plans.

Table 2

	Actual 2016/17 £000	Budget 2017/18 £000	Variance £000
Housing Benefit Admin Subsidy Grant	2,551	2,351	-200
Council Tax Support Admin Subsidy Grant	873	855	-18
NHS Funding	12,399	12,399	0
CCG Better Care Income	0	5,000	5,000
Improved Better Care Fund	0	2,188	2,188
Public Health	35,100	34,235	-865
Business Rates Top Up Grant	29,124	39,583	10,459
S31 Grant for Small Business Rate Relief	2,880	3,976	1,096
S31 Grant for Business Rate Cap 2014/15 & 2015/16	1,490	1,467	-23
New Homes Bonus	9,323	7,029	-2,294
Independent Living Fund	2,779	2,688	-91
Adult Social Care Grant (One Off)	0	2,717	2,717
Total	96,519	114,488	17,969

42. The overall net increase in specific grants of £18.0m for 2017/18 reflects the following key changes:
- Business Rates Top Up Grant: this grant is uplifted by RPI every year, and in 2017/18 it is also increased to offset the adverse impact of 2017 revaluation;
 - CCG Better Care Income: as a result of ongoing discussions with the local NHS Clinical Commissioning Group, the Council has agreed £5m of contribution (not grant) to partly offset the £9.3m shortfall in savings from the Better Care Fund which was first reported in the 2015/16 budget;
 - Adult Social Care funding: the Government is planning to introduce £241m of new funding in 2017/18 for authorities with adult social care responsibilities. Authorities will receive a share of this funding in proportion to the so-called 'Relative Needs Formula'. This grant is only available for 2017/18 and is effectively recycled from cuts to New Homes Bonus funding;
 - Improved Better Care Fund grant: also referred to in the previous section (Local Government Finance Settlement), this is a new grant for 2017/18 which is to support authorities with adult social care responsibilities, rising from £2.2m next year to around £22.0m by 2019/20;
 - New Homes Bonus: also referred to in the previous section (Local Government Finance Settlement), the Council's allocation is expected to fall by £2.3m due to planned reductions in the number of legacy years paid, and unexpectedly exacerbated by the introduction from 2017/18 of a baseline for housing growth at 0.4% of the prior year's Band D properties;
 - Public Health: the Government is applying a reduction of circa 2.6% to the 2016/17 allocation of the Public Health grant. This will result in a reduction of £865k for Sheffield.
43. The position shown in the previous table does not include various education-related grants such as Education Services Grant (ESG) and Dedicated Schools Grant (DSG), most of which is "passported" (i.e. passed on) to schools.

Dedicated Schools Grant (DSG)

44. The provisional 2017/18 DSG settlement amounts to £398m for Sheffield, of which it is currently estimated that £337m will be passported directly to schools. The remaining funding is used to provide early years activities (£33m), service

for children and young people with special education needs and disabilities and statutory educational services (£28m). The final settlement for DSG will be received in the spring; however, this early indication represents an overall cash standstill for the organisation.

45. As part of the Autumn Statement 2015, the Government announced that it would consult on plans to introduce a national funding formula for schools, high needs and early years. The first stage consultation was launched in March 2016. Further to the consultation, the Government has decided to postpone the introduction of the new funding formula from 2017/18 to 2018/19. The financial impact for Sheffield will be assessed in further detail as part of the 2018/19 business planning process, however it is expected that the amount of DSG held centrally to fund services delivered by the Council on behalf of schools will come under increasing pressure. Further information is available in **Appendix 5** (Corporate Financial Risk Register) of this report.

Education Services Grant (ESG)

46. In the 2015 Spending Review, it was announced that the Government intended to make a saving of £600m by removing the general funding rate element from ESG in 2017/18, leaving only the retained duties funding rate component. Although the Government intends to provide a certain level of transitional protection in 2017/18, the likely impact on the Council is that its total ESG allocation in 2016/17 of £4.4m will fall to £1.1m; this element is now rolled into the DSG and will require agreement from the schools forum. This cut of £3.3m has been reflected as a pressure in CYPF's Budget Implementation Plan.

Business Rates income

47. In April 2013 the Government introduced the Business Rates Retention scheme. As a result the Council collects all of the business rates in its area, but it is only allowed to keep a share (49%). The remaining portion is paid over to Government (50%) and South Yorkshire Fire Authority (1%). The Council therefore has an incentive to maximise this source of income, in order to mitigate the impact of reductions in RSG. Government recently announced business rates will be retained locally in full in the course of the next Parliament, but implementation is not expected until 2019/20.
48. The amount of business rates an individual authority is capable of collecting differs significantly across the country depending on its location and certain characteristics. For example, relatively prosperous areas will expect to collect more business rates because their billing areas will include a large proportion of

business premises with high rents and therefore high rateable values. In contrast to this, authorities in regions of relatively high deprivation will expect to collect less in business rates because their billing areas are likely to comprise a large proportion of small business premises with low rents and therefore low rateable values which are subject to small business rate relief.

49. In order to counteract this national imbalance, the Government implements a system of top-ups and tariffs to re-distribute business rates across the country. Authorities with a relatively high level of business rates pay a tariff into a national pot which is then used to pay top-ups to those authorities with relatively low levels of business rates. The Government has set the level of tariffs and top-ups for a period of at least seven years with effect from April 2013, although top-ups and tariffs will increase by inflation over that period. They will also be subject to a 'revaluation adjustment' – see paragraph 24 for further details.
50. The Council is required to provide an estimate of how much business rates income it will collect and therefore how much it will rely upon in setting the budget for 2017/18. The basis for doing so is set out on a statutory return called the NNDR1, which the Council is required to submit to Government by 31 January every year. This will involve the Council's own assumptions about growth (if any) in the amount to be collected, the losses on collection, the levels of refunds that may be given and the levels of outstanding appeals. All of these carry significant risk and will involve assumptions about performance in 2017/18 that will be based on experience of recent years and the use of the most up to date information available.
51. The first assumption the Council needs to make is the number of business premises in Sheffield that are liable for business rates. Using the revaluation draft list issued by the Valuation Office Agency as the starting point; it is estimated that the number of business premises in Sheffield that are liable for business rates is 18,541 (18,028 as at 31st December 2015) with an aggregate rateable value of £543.51m (£534.90m as at 31st December 2015). This includes two parts of the city where special rules apply.

Sheffield Retail Quarter and Enterprise Zone

52. As shown in the table below, the parts of the city referred to as the Sheffield Retail Quarter and Enterprise Zone account for less than 2% of the aggregate rateable value of the city. However, both parts of the city are significant because any growth in business rates above the "baseline" established in

2013/14 can be retained in full locally, rather than half being repaid to Government. On the NNDR1, they are called “Designated Areas”.

Table 3

	£m	
Sheffield Retail Quarter	3.040	0.6%
Enterprise Zone	5.387	1.0%
Rest of Sheffield	535.084	98.4%
Total	543.511	100%

53. The Sheffield Retail Quarter is expected to see substantial long-term growth in business rates, which will be re-invested to improve the infrastructure of the city centre. Sheffield is one of only three authorities in England who have successfully applied for this status as part of the Government’s programme of city deals, the other two being Newcastle and Nottingham. In 2017/18, there is no forecast surplus amount payable over and above the baseline.
54. The Enterprise Zone is located at the Advanced Manufacturing Park off the Parkway. Businesses which choose to re-locate to enterprise zones can receive several financial incentives. The Government also allows the Council to passport all business rates over and above the 2013/14 baseline to the Local Enterprise Partnership (or in Sheffield’s case, the Sheffield City Region) which then decides how those receipts should be invested. Without this arrangement, this income would have to be paid back to the Government. In 2017/18, the amount payable to the Sheffield City Region over and above the baseline, and including the Government’s Enterprise Zone qualifying relief, is estimated at £904k.

Calculating the Business Rates Estimate for 2017/18

55. Based on the 2017/18 rating multiplier (the “rate poundage”, which is set by Government) this produces a gross business rate estimated income (the “Gross Rate Yield”) of £255.2m (£260.4m in 2016/17). This is the most realistic estimate of the likely level of income before any further adjustments. However there are a number of deductions from this figure:
- Reliefs: there are a number of reliefs against business rates liability including small business rates relief, charitable relief, deductions for empty properties and partly occupied premises. It is estimated that the total value of these reliefs and deductions will amount to approximately £44.4m (£37.1m in 2016/17).

- Losses and costs of collection: this includes an estimate of the bad and doubtful debts in 2017/18, the potential legal and other recovery costs. Using the assumptions set out in Government guidance, the estimated figure is £3.7m (£2.8m in 2016/17).
56. A further deduction is required relating to refunds of business rates due to successful appeals. Business ratepayers can seek an alteration to the rateable value of a property by appealing to the Valuation Office Agency (VOA).
 57. Appeals are a notoriously difficult area to forecast. The provision for losses due to appeals that was carried forward at 31st March 2016 amounted to £23.9m and was based on information relating to the level of outstanding appeals, assumptions about the likely level of “success” for the claimant and potential further claims lodged. However, because of the large volume of appeals, decisions by the VOA can take several years.
 58. As at 31st December 2016 more than 1500 unique properties were under appeal (many of them with multiple appeals). These include appeals relating to significant national issues (GP surgeries, ATM’s and Virgin Media) which could be very costly to the Collection Fund. Using the same methodology as above the provision needed to prudently cover all these outstanding appeals is now estimated at around £33.3m.
 59. The forecast of refunds, relating to appeals specific to 2017/18 rates payable is again problematic. With a revaluation due in April 2017 this is the last year (of seven) of the 2010 rating list and so in theory the number of appeals should reduce as businesses await the revaluation. The Government has also capped the backdated element of future appeals to 1 April 2015, which may discourage appeals as the potential gains are reduced. However, the Government is also introducing new appeals legislation with effect from 1 April 2017, known as ‘Check Challenge Appeal’. In theory, this should reduce the volume of speculative appeals, but it is impossible at this stage to predict how successful at appeals businesses will be through the new legislation.

Overall Business Rates Estimate for 2017/18

60. Based on assumptions relating to reliefs and appeals, it is estimated that the total net business rates for Sheffield will amount to £197.3m in 2017/18 (£217.2m in 2016/17). However, this is then appropriated between Government and local authorities (the City Council and SY Fire Authority) on the 50:50 basis set out in the Business Rates Retention scheme (adjusted for designated areas). Business Rate income is taken to the Council’s Collection Fund, where

the appropriations are made. The estimated Collection Fund for 2017/18, relating to business rates, is shown below.

Table 4

Collection Fund - Business Rates Estimate for 2017/18

2016/17 £'000		2017/18 £'000
260,435	Gross Business Rates income yield	255,159
-37,070	LESS Estimated Reliefs	-44,388
-2,787	Losses in Collection	-3,722
-3,385	Losses on Appeals re Current Year Bills	-9,790
<u>217,193</u>	Net Estimated Business Rates	<u>197,259</u>
Appropriation of net business rates:		
106,282	Sheffield City Council	96,746
2,151	SY Fire Authority	1,953
107,508	Government	97,599
1,252	Designated Areas	961
<u>217,193</u>		<u>197,259</u>

61. The estimated 49% of net business rates for Sheffield amounts to £96.7m in 2017/18 (£106.3m for 2016/17). It is proposed that the Council budget for 2017/18 includes this figure as its share of business rates income.

Council Tax income

Council Tax base for 2017/18

62. It is proposed to set a Council Tax Requirement of £182.08m for 2017/18 and is based on a 1.99% increase. There is also an option provided by the Government to charge a 3% Social Care Precept in 2017/18, adding £5.46m to the 2% precept charged in 2016/17 (£3.46m). This brings the total Council Tax Requirement to £191,04m and results in a Band D Council Tax of £1,428.36. This includes a determination that the Council Tax base – the number of properties on which a tax can be charged – will be 133,743.89 Band D equivalent properties. This represents an increase in the tax base of 1.13% compared to the previous year.

63. The phrase “Band D equivalent properties” is used throughout this report because Band D is used by the Government as the standard for comparing Council Tax levels, between and across local authorities. This measure is not affected by the varying distribution of properties in bands that can be found across authorities. A definition of Council Tax can be found in **Appendix 10**.
64. A summary of the Council Tax levels by band can be found in Table 11 in the ‘Financing the 2017/18 Budget Requirement’ section of this report. Further details can also be found in **Appendix 6**.
65. The calculation of the tax base for 2017/18 has involved an assessment of the following:
- There has been an increase in the number of domestic properties that are liable for Council Tax. An increase in house building has resulted in an additional 1,543 band D equivalent properties.
 - There has been a decrease in the expected Council Tax Support Scheme (CTSS) caseloads. This reduction amounts to 699 fewer band D equivalent properties claiming Council Tax Support.
 - There is an increase of 752 in the number of band D equivalent properties that are entitled to discounts and exemptions. This is mostly due to additional student properties which are exempt from Council Tax.
 - The estimated collection for 2017/18: the practice has been to set a prudent in year collection rate as part of the tax base calculations, although eventually the Council recovers up to 99% of Council Tax income. As anticipated, the introduction of CTSS and other welfare reforms such as the ‘Spare Room Subsidy’ (the ‘Bedroom Tax’) has increased the level of financial hardship for many taxpayers resulting in late payments and non-payment of Council Tax. Therefore for tax base setting purposes in 2017/18, a prudent collection rate of 95.5% has been assumed (although we still intend to collect 99% over the long term), which is unchanged from 2016/17. The collection rate will continue to be closely monitored during the year as the ongoing impact of the CTSS and other welfare reforms continue to put pressure on taxpayers’ ability to meet their payments.
66. The Council Tax Base for 2017/18 has therefore been determined as 133,743.89 Band D equivalent properties, as shown in Table 5 below. This is an increase of 1490.17 properties (or 1.13%) compared to 2016/17 and will result in an increase in Council Tax income of £11.1m assuming a 1.99%

increase in Band D Council Tax and a 3% Social Care Precept. Of the £11.1m increase, £2.0m is as a result of the net increase in Band D equivalent properties, £3.6m is due to the proposed 1.99% increase in Band D Council Tax and £5.5m is due to the Social Care Precept.

Table 5

	Band D equivalent number of properties
Council Tax Base of Band D equivalent properties for 2016/17	132,253.72
Additional properties in 2016/17	1,543.22
Reduction in properties entitled to CTSS	699.14
Increase in number of properties entitled to discounts / exemptions	-752.19
Council Tax Base of Band D equivalent properties for 2017/18	133,743.89

Council Tax referenda

67. The Localism Act 2011 introduced the requirement for a local authority to determine whether its Council Tax for a financial year is excessive. If the Council Tax were to be considered excessive, a referendum is required in respect of that amount.
68. The principles upon which a Council Tax is considered to be excessive are determined by the Secretary of State for Communities and Local Government. This replaces the capping powers that were previously available to the Secretary of State.
69. The principles in previous years determined that the “basic amount of Council Tax” is excessive if the 2017/18 tax is 2%, or more than 2%, greater than the tax for 2016/17.
70. The 2015 Spending Review and Autumn Statement announced that authorities would be given an additional 2% flexibility on their current Council Tax referendum threshold with effect from 2016/17, to be used entirely for adult social care, taking the total referendum limit to 4%. This flexibility has been increased by a further 1% from 2017/18.

Business Planning for 2017/18

71. The Council's approach to managing its financial position in the medium term is controlled through the Business Planning process. This requires Services and Portfolios to develop business plans, which show what activities will be provided in 2017/18 for a specified cash limited budget. The Business Planning process for 2017/18 began before the consideration of the MTFS report by Cabinet in October 2016.
72. As reported in the MTFS, 2017/18 is the seventh year of the Government's austerity programme, and we have had to plan for another cash reduction in our Revenue Support Grant, this year by £22.8m. Given the scale of the year-on-year reductions we have faced, it is becoming increasingly difficult to balance the budget whilst protecting our front-line services, particularly by trying to make a series of across-the-Council percentage cuts to each service.
73. Consequently, for 2017/18, we have changed approach from a blanket requirement for Portfolios to find a given percentage of savings in their net budget, to concentrating on finding savings from a smaller number of discrete areas. This means that we are identifying a four-year programme of transformative strategic changes in individual services, intended to release sufficient savings, to enable our budget to be balanced. This programme is supported by a Council-wide continuing search for lower level "tactical" reductions in expenditure, where we identify that there is scope for further efficiencies in individual services.

Formulation of the budget for 2017/18

74. In formulating the budget for 2017/18, there are a number of adjustments that will need to be made to reflect variations in costs and resources, some of which are outside of the control of the Council, whilst others reflect the continuation of current Council policy. The following section shows those items that have been included in the proposed budget, along with a summary table (Table 6) which demonstrates how the Council's revenue budget for 2017/18 has been balanced.

Funding from Government

75. The earlier part of the report provided details of the Local Government Finance Settlement for 2017/18. The Settlement resulted in a reduction in RSG of £22.8m for 2017/18. Further details of variations to specific grants are also provided earlier in this report.

76. The overall reduction in funding from Government is around £13.9m.

Business Rate income

77. As stated earlier in this report, the position relating to business rate income carries significant risk. The City Council's share of estimated business rate income amounts to £96.7m, which is a decrease of circa £9.6m compared to £106.3m in 2016/17. This is offset by a corresponding increase in the Business Rates Top Up Grant.

Council Tax income

78. The determination of the Council Tax base has resulted in additional income of £10.9m, as reported earlier. This assumes that the actual Band D equivalent tax will increase by 1.99% for the City Council's element and a further 3% for the national arrangement for the social care precept from April 2017.

Collection Fund surplus

79. The Collection Fund position has been determined at 15 January 2017, as required by statute. There is an estimated surplus for the City Council of £398k. For further details, please refer to the 'Financing the 2017/18 Budget' section of this report.

80. The 2016/17 revenue budget benefitted from a one-off payment of £283k from the Collection Fund based on the estimated surplus for 2015/16. This initially created a pressure on the 2017/18 budget, however it has been offset by a similar surplus for 2016/17.

Additional Budget Provisions

81. There are a number of proposed additions to the budget for 2017/18, the most significant of which are as follows:

- Portfolio pressures: Portfolios are faced with increased levels of demand for services and rising costs of service provision, particularly in the area of social care, all of which is exacerbated by additional taxation (for instance, the apprenticeship levy), onerous legislative changes to the Council's statutory responsibilities and by loss of funding. The total cost of Portfolio pressures amounts to around £26.1m. Details of the pressures are in **Appendix 1**.

- Better Care Fund (£9.3m): The Council and the CCG agreed when the BCF was set up, that £9.3m of funds would be made available in total by the two partners. The NHS would fund £5m, and the Council would fund £4.3m as a one-off in 2015/16, with the aim that the BCF would identify savings to eliminate the need for this contribution after 2015/16, or the CCG would identify a source of funds for it. However, to date, there has been slippage on this approach, and the underlying savings have yet to emerge. Consequently, we recognised and found one-off funds to address the £4.3m in 2016/17, and intend to do so again in 2017/18. However, this area remains a significant risk in our budgets for 2018/19 onwards, as no on-going source of funds has yet emerged. We and the CCG continue to discuss the funding and management of the BCF.
- Streets Ahead (£4.5m): the Council investment in the Streets Ahead programme will result in the required amount increasing by £4.5m as planned. This consists of contract inflation of £1.2m and repayments to borrowing for the programme of £3.3m.
- Strengthening Families / Thinking Forward investment (£4m): as part of its 5-year change strategy, which builds on the existing successful platform of prevention and early intervention, the Children Young People & Families (CYPF) Portfolio is in the process of applying for £4m of funding from DCLG, in conjunction with the other three South Yorkshire councils. This funding has been assumed within the CYPF savings. However, at the time of writing this report, there was no firm indication from DCLG that the funding bid would be successful. It has therefore been deemed prudent to underwrite CYPF's exposure in the short term, as the change strategy will deliver savings in the medium term.
- Social Care Risk (£2.0m): as mentioned previously, the Council is faced with increased levels of demand for services and rising costs of service provision, particularly in the area of social care. These pressures are worsened by the risk of loss of specific grants. The Council is proposing to use £2.0m in order to minimise the impact of uncertainty caused by the national underfunding of social care.
- Pay strategy: the expected net cost of half-increments and ongoing commitment to paying the foundation living wage is around £2.0m greater than the 2016/17 budget, after taking account of the 3 days' mandatory unpaid leave introduced in 2015/16.

Reductions in budget provision and additional income

82. There are a number of reductions that the Council can make to its budget:

- MSF capital financing costs (bond capitalisation): as previously stated in the MTFS section of this report, the Council has agreed with the external auditors that the principal element of the Major Sporting Facilities (MSF) bond repayment is capital expenditure, releasing £9.4m of revenue funding to support the budget from 2017/18 onwards.
- Capital financing costs: the Council holds a revenue budget in order to meet the costs of borrowing undertaken to finance the capital programme. On the assumption that market conditions will remain favourable to the Council next year (i.e. interest rates and borrowing requirements will not exceed those stated in the Treasury Management Strategy in **Appendix 7**), it is proposed to reduce this budget by £737k.
- Independent Living Fund (£2.7m): due to the late announcement of the ILF grant allocations for 2016/17, the Council prudently assumed, when setting the 2016/17 revenue budget, that there would be a shortfall in funding to support ILF users. The Council eventually received confirmation that the ILF grant would continue, so this pressure no longer needs to be recognised corporately in 2017/18. The funding has been used in 2016/17 to offset in-year social care cost pressures.
- Corporate redundancy budget (£2.0m): this budget was set at £8.2m in 2016/17. Due to lower than anticipated voluntary early retirement and voluntary severance applications, £3.0m has been released from this budget in-year to offset social care pressures. As stated later in this report, the potential workforce impact, arising from the recommended savings proposals to set the 2017/18 budget, suggests that the corporate redundancy budget can be reduced by £2.0m to £6.2m in 2017/18.
- Growth Investment Fund (£1.4m): this Fund is part-funded from New Homes Bonus grant. The grant is paid by DCLG and passported from the corporate budget, to the Fund, for investment in projects to stimulate economic growth. As stated earlier in this report, the Council is expecting to receive £2.3m less NHB next year due to central government funding cuts, however the Council is setting aside £0.9m of its own funding to minimise the impact on economic growth prospects. Funds will, for example, be targeted at those projects which maximise business rates income. It is essential to increase our

business rates income so that we can continue to provide the services that people rely on.

- Other contingency (£1.6m): a corporate contingency was set up in the 2016/17 budget to offset potential social care contract cost pressures. Having been used this year to reduce the impact of social care overspends, it is proposed to release this contingency because the proposed Communities portfolio 2017/18 base budget now recognises the estimated increase in contract cost pressures.

Contribution from Reserves in 2017/18

83. The budget proposals involve the use of reserves to meet expenditure in 2017/18, and/or smooth costs in future years, for various purposes which are explained further in **Appendix 4**. One of the main uses in 2016/17 includes a £65.1m early pension deficit payment. This payment covered the amounts that would have been due to South Yorkshire Pensions Authority for the 3 years covering 2017-20. The early payment allows access to a substantial £4.2m discount, which has subsequently reduced the additional budget requirement for pensions.

Table 6

Please see overleaf.

NB: the total pressures and savings figures are shown net of the c. £900k cut to Public Health grant.

	£m	£m	£m
Reductions in funding from Government			
Reduction in Revenue Support Grant (RSG)		22.8	
Business Rates Income loss - Revaluation		9.4	
Variations in Specific Grant	-6.7		
Small Business Rates Relief Grant	-1.1		
Additional Business Rates Top Up Grant	-10.5		
		<u>-18.3</u>	
			13.9
Portfolio pressures			
Loss of funding		8.6	
Increasing demand on services		13.1	
Pay & price inflation		3.3	
Legislative changes		1.1	
		<u>26.1</u>	
			26.1
2017/18 budget gap before portfolio savings proposals			40.0
Portfolio savings proposals			-25.7
2017/18 budget gap after portfolio savings proposals			14.3
Additional Council Tax income			
1.99% increase in council tax		-3.6	
3% Social Care Precept		-5.5	
Growth in tax base		-2.0	
		<u>-11.1</u>	
			-11.1
Collection Fund estimated surplus in 2017/18			-0.4
Removal of one-off items			
Collection Fund estimated surplus in 2016/17			0.3
Portfolio Adjustments			-1.4
Additional budget provisions			
Increments		2.0	
HW PFI Capital Financing Costs		3.3	
Streets Ahead Contract		1.2	
Strengthening Families - Thinking Forward Investment		4.0	
Social Care Risk		2.0	
Schools and Howden PFI		0.2	
Infrastructure Investment		0.3	
Better Care Fund		9.3	
Other		0.5	
		<u>22.8</u>	
			22.8
Budget reductions			
Capital financing costs		-0.7	
Growth Investment Fund		-1.4	
Independent Living Fund Pressure		-2.7	
Redundancy Provision		-2.0	
MSF Capital Financing Costs		-9.4	
Other Contingency		-1.6	
		<u>-17.8</u>	
			-17.8
Planned contributions from reserves to support the revenue budget			-6.7
2017/18 budget gap			0.0

Savings proposals for 2017/18

84. Discussions with Members have taken place since the consideration of the MTFS, to produce a set of proposals that will achieve a balanced budget. The proposals set out in this report form the basis of a balanced budget and a recommendation to Council on 3 March 2017. The total amount of Portfolio savings are £25.7m. If any of these proposals were not to be approved by Council then alternative compensating savings would need to be identified and recommended to Council. Details of the Portfolio savings are in the Budget Implementation Plans (attached at **Appendix 2**).

Table 7

Portfolio	Savings Proposals for 2017/18 £m
Communities	-9.9
CYPF	-7.1
Place	-7.1
PPC	-0.2
Resources	-1.5
Total	-25.7

Development of Portfolio Budgets

85. The following table (Table 8) shows how the portfolio budgets are proposed to change from 2016/17 to 2017/18. The three main reasons for changes to portfolio budgets are:

- Pressures (£27.0m) – further details can be found in both **Appendix 1** as well as the budget implementation plans in **Appendix 2**;
- Savings (£26.6m) – further details can be found in the budget implementation plans in **Appendix 2**;
- Other movements (£3.5m net increase) – virements from corporate items to Portfolios, in relation to the Streets Ahead contract inflation (£3.5m) and pay strategy (£2.0m), offset by the cessation of temporary funding for Portfolio budgets in 2016/17 (£2.0m).

Table 8

	Original Budget 2016/17	Pressures 2017/18	Savings 2017/18	Other Movements 2017/18	Original Budget 2017/18
	£000	£000	£000	£000	£000
Portfolio budgets:					
Children Young People and Families	66,423	8,976	-7,675	-1,485	66,239
Communities	136,587	13,512	-9,991	-47	140,061
Place	129,101	3,477	-7,171	3,335	128,742
Policy Performance and Communications	1,900	252	-232	-22	1,898
Resources	52,224	798	-1,515	1,693	53,200
	386,235	27,015	-26,584	3,474	390,140

86. The figures in Table 8 demonstrate that, subject to Full Council approval, the two Portfolios with social care responsibilities will be afforded relative protection from the cuts required to mitigate the impact of central government funding reductions.

87. It is also worth noting that some specific budget transfers give the appearance of an increase to the Resources Portfolio, when in reality the Portfolio over-achieved its savings target, specifically:

- service transfers (e.g. Kier Asset Partnership Services);
- ongoing centralisation of activities (e.g. cleaning, Customer Services, information and communication technology), and;
- unwinding of planned repayments to the invest-to-save reserve for the office accommodation programme.

88. Therefore, setting aside 'other movements', the net change in the four portfolios is as follows:

- Communities – £3.5m increase
- CYPF – £1.3m increase
- Place – £3.7m reduction
- Resources (including PPC) – £0.7m reduction

89. The net £3.5m increase in the Communities budget understates the scale of the challenge facing the Council's social care services. As previously stated in the Council's 2017-22 MTFS, the projected budget gap for these services is caused by the increase in new funding (i.e. social care precept, Improved Better Care

Fund grant and the recently announced one-off Adult Social Care Support Grant) failing to keep pace with the inexorable rise of cost pressures (especially due to national living wage inflation as well as demand). In addition to ASC cost pressures, the Council's Revenue Support Grant will be reduced by £22.8m in 2017/18. This cut exceeds the rise in ASC funding by £12.4m, resulting in an overall cut in the funding available to all services, and so reduces the amount of protection that can be given to ASC spending.

90. As shown in the chart below (Figure 1), there is a residual gap on social care services of £18.2m, after allowing for £10.3m of so-called additional funding being made available, namely:

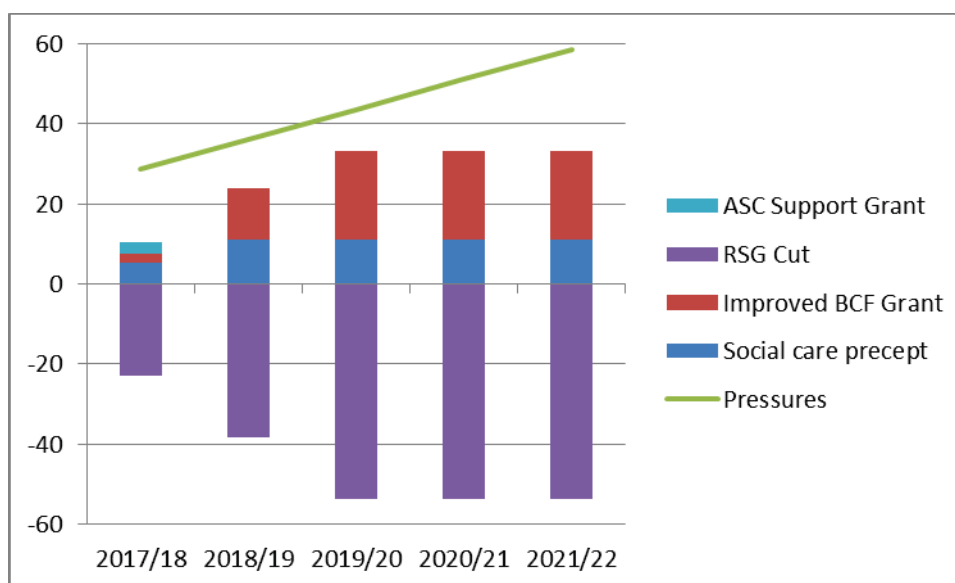
- Adult Social Care precept (£5.4m);
- Adult Social Care Support Grant (one-off for 2017/18 only) (£2.7m), and;
- Improved BCF grant (£2.2m).

91. It is proposed to allocate this funding as follows:

- £3.5m cash increase for Communities;
- £4.3m to offset the shortfall on BCF (as referred to earlier in this report), and;
- £2.5m to mitigate against BCF risks.

92. The chart (Figure 1) clearly shows that the Council faces an immediate challenge in 2017/18, in managing the combined impact of £22.8m of RSG cuts and £28.5m of social care cost pressures – i.e. £51.3m in total – with only £10.3m of additional ASC funding (of which £2.7m is temporary) and no additional funding for children's social care. The challenge is compounded over the medium term, with a cumulative gap between social care cost pressures and resource levels of £79.2m by 2021/22.

Figure 1 – Social care cost pressures compared to resource levels (£m)



Revenue Budget position for 2016/17

93. At its meeting in March 2016, the Council approved a Net Revenue Budget for 2016/17 of £406.057m. The Council increased Council Tax by 3.99% from the previous year, raising the rate for a Band D equivalent property to £1360.48.
94. The level of spending against budget is subject to a rigorous monitoring and review process each month and results in a comprehensive budget monitoring report being submitted to Cabinet, which shows the forecast outturn position.
95. The budget monitoring position at month 9, covering the period April to December 2016, shows a forecast overspend of £4.1m. Further details can be found in the table below.
96. The cumulative effect of funding cuts due to the national austerity programme, combined with emerging social care pressures and the challenge of securing funding from Health are making the Council's current financial predicament extremely difficult. Based on the current trajectory, and in spite of a major review of corporate budgets, it would appear highly likely that the Council is going to overspend this year. Consequently a contribution from reserves of £3m to £4m is forecast to be required. As the General Fund Reserve is at its minimum assessed prudent level, and most of the Council's other reserves are already committed (earmarked) towards future expenditure, it is likely that we will have to use uncommitted Growth Investment Fund (New Homes Bonus) monies to cover this overspend. Although measures are being considered, and

plans are being put in place to balance the budget for 2017/18, the strategy to bring social care pressures under control will take at least a year to implement.

Table 9

Portfolio	Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
CYPF	73,369	67,084	6,285	↑
COMMUNITIES	145,741	138,673	7,069	↓
PLACE	144,653	145,010	(357)	↔
POLICY, PERFORMANCE & COMMUNICATION	2,388	2,237	151	↔
RESOURCES	55,587	56,607	(1,020)	↓
CORPORATE	(417,665)	(409,611)	(8,055)	↔
GRAND TOTAL	4,073	-	4,073	↓

Balances and Reserves

97. The Council budget has been prepared against a backdrop of uncertainty and potential risk. There is nothing new in this and, whilst some of these are risks which the authority has managed for many years, it is important that the Council has adequate financial reserves to meet any unforeseen expenditure. For an organisation of the size of Sheffield City Council relatively small movements in cost drivers can add significantly to overall expenditure.
98. The Executive Director of Resources has reviewed the position relating to Reserves and has produced a Reserves Strategy which is attached at **Appendix 4**. This sets out the estimated requirement for Reserves and explains the purpose of each earmarked reserve.

Risk Management

99. Attached at **Appendix 5** are details of corporate risks which will need to be monitored closely throughout the year. The budget proposals identified in this report will be risk assessed and given a risk rating. The implementation of the budget proposals will then be closely monitored and reviewed based on the risk assessment and this will be reported as part of the budget monitoring process for 2017/18.

Levies

100. The Council currently has approximately £24.1m in its revenue budget for levies. This includes the following :

- Sheffield City Region (SCR) Combined Authority Local Transport Board (CALTB) levy; the SCR Combined Authority approved its budget for 2017/18 on 30 January 2017. A transport levy reduction of £1.2m is expected for Sheffield. This reduction is included in the City Council budget proposals under the Place Portfolio.
- Payments to the South Yorkshire Pensions Authority and to the Environment Agency amounted to £198k and £208k respectively in 2016/17. The figures for 2017/18 are £187k and £221k respectively.

Portfolio Revenue Spending Plans for 2017/18

101. A Budget Implementation Plan (BIP) has been completed for each of the five Portfolios and these plans, together with a detailed cash allocation for each Portfolio, are provided at **Appendix 2**. As in previous years, the BIPs will be subject to regular monitoring reports throughout the year, in accordance with the City Council's overall budget monitoring procedures.
102. Set out below is a high level summary of the Portfolio savings proposals. This section reflects the content of the Council website relating to budget proposals.

Our Priorities

103. Our budget for 2017/18 is driven by the five priorities of our Corporate Plan:
- **An in-touch organisation:** This means listening; being connected and being responsive to a range of people and organisations; ideas and developments. This includes local people; communities and Government, as well as keeping pace with technology. This means understanding the increasingly diverse needs of individuals in Sheffield, so the services we and our partners provide are designed to meet these needs. It also means understanding how to respond. This priority is also about empowering individuals to help themselves and providing opportunities to do this, so they and their communities are increasingly independent and resilient.
 - **Strong economy:** This means creating the conditions for local businesses to grow and making Sheffield an attractive location to start a business. We want Sheffield to achieve our economic potential and for the pace of Sheffield's economic growth to quicken, particularly in the private sector. This means being well-connected, both physically and digitally, building on our success as a city that supports businesses to grow and play a full, distinctive role in the

global economy. We want local people to have the skills they need to get jobs and benefit from economic growth; and to make the most of the distinctive things Sheffield has to offer, such as cultural and sporting facilities.

- **Thriving neighbourhoods and communities:** This means neighbourhoods where people are proud to live, with communities that support each other and get on well together. This includes good, affordable housing in places that are well-maintained and easy to get around. It means places with access to great, inclusive schools that also act as community amenities, together with libraries and it means places with access to high quality sport and leisure facilities, including green and open spaces. We want people living in Sheffield to feel safe and will continue to join with other agencies in the city to make it easier for local people and communities to get involved, so we can spot and tackle issues early. We will work with communities to support them and to celebrate the diversity of the city.
- **Better health and wellbeing:** This means helping people to be healthy and well, by promoting and enabling good health whilst preventing and tackling ill-health, particularly for those who have a higher risk of experiencing poor health, illness or dying early. Health and wellbeing matters to everyone. We will provide early help and look to do this earlier in life to give every child the opportunity to have a great start in life. This is strengthened by our other priorities that make sure the city has facilities and amenities that help people to stay healthy and well, such as leisure and culture, as well as access to green and open spaces.
- **Tackling inequalities:** This means making it easier for individuals to overcome obstacles and achieve their potential. We will invest in the most deprived communities; supporting individuals and communities to help themselves and each other, so the changes they make are resilient and long-lasting. We will work, with our partners, to enable fair treatment for individuals and groups, taking account of disadvantages and obstacles that people face.

104. Part of our response to the recommendations made by the Fairness Commission, was to embed the fairness principles into our Corporate Plan. The Fairness Commission report available on the Council's website at www.sheffield.gov.uk/fairnesscommission and we have continued to use the Fairness Principles to influence the shape of the budget as a whole, ensuring the Council's budget is invested as fairly and equitably as possible. These principles are:

- Those in greatest need should take priority.
- Those with the most resources should make the biggest contributions.
- The commitment to fairness must be for the long-term.
- The commitment to fairness must be across the whole city.
- Preventing inequalities is better than trying to cure them.
- To be seen to act in a fair way as well as acting fairly.
- Civic responsibility - all residents to contribute to making the city fairer and for all citizens to have a say in how the city works.
- An open continuous campaign for fairness in the city.
- Fairness must be a matter of balance between different groups, communities and generations in the city.
- The city's commitment to fairness must be both demonstrated and monitored in an annual report.

105. We need to find savings of around £40m to meet grant cuts and pressures in 2017/18 compared to 2016/17. The Council is structured with four large spending Portfolios: Communities; Children, Young People and Families; Place; and Resources. Our approach to the budget has been to seek to identify budget savings from different Portfolios, whilst bearing in mind the Council's overall priorities and the fairness principles.

106. Our broad approach for each portfolio is set out below.

Communities

107. The Communities Portfolio provides services which aim to ensure, support and promote thriving communities. Our vision is to help people to stay independent, safe and well for longer, and that if people do need either short-term or long-term support, this is delivered in such a way to maintain and support independence.

108. The Portfolio provides services relating to Adult Social Care, Housing, Libraries and Community Services and Safety. The majority of our budget in 2016/17 was allocated to Adult Social Care amounting to £115m. Housing Services not funded by the Housing Revenue Account, received £13m of investment in

2016/17, and Community Services, including Libraries, received £5.9m. Public Health Funding amounted to £12.4m.

109. As the demand for our services continues to rise and central government funding for local councils continues to reduce, we will build on the existing transformational change delivered over the past four years. This will mean continuing changes in how our statutory services are delivered and provided. There are other changes which will impact upon the Communities Portfolio, other than government grant reductions, such as changes to the minimum wage, which will impact on providers commissioned to deliver care services by the Council.

Adult Social Care and Public Health

110. We are committed to ensuring that Sheffield people can stay healthy, stay out of hospital and live independently at home for as long as possible. Our vision is for **people to keep well** and, for those who need support, that it is **active and joined-up**. The city has set out its priorities in this area in the Joint Health and Wellbeing Strategy and this is reflected in our Corporate Plan for 2015-18. We will therefore focus our remaining spending in this area on:

- Doing what we can to help people stay independent, safe and well
- Targeting our support on those that need it most, to reduce health inequalities
- Making sure services in this area are as efficient and effective as possible
- Working closely with health services so that people get co-ordinated help and support.

111. In 2017/18 we will continue to work closely with our partners NHS Sheffield Clinical Commissioning Group (CCG). Together with the CCG, we will continue to have a single budget for health and social care under the Better Care Fund. The Better Care Fund is one example of how we are working hard to make services more joined up and efficient with our partners. The exact composition of the Better Care Fund in 2017/18 is still being finalised, but will focus on those at risk of admission to hospital and those, for whom, there is the greatest opportunity to maintain their wellbeing.

112. The scale of the continued funding reductions means that we continue to have to make difficult decisions. However, our plans to manage our reduction in

funding in 2017/18 are rarely straight cuts in funding but more usually a redesign of how services are delivered. These changes include:

- Supporting people earlier, so that they have less of a need for long-term care and support (£614k). We also aim to reduce the number of people who live in care homes, by supporting them to live at home for longer (£57k) and support people who live at home with more equipment and assistive technologies to help them to live as independently as possible (£124k).
- Working with the NHS Clinical Commissioning Group, Sheffield Health and Care Trust, and other partners, to reduce the £3.7m over-commitment on the Council's Mental Health budgets by £2.5m. The net impact in 2017/18 will be an increase to the Council's Mental Health budget of £1.2m, compared to 2016/17.
- Enabling adults with a learning disability to live in less restrictive, institutional settings and live as independently as possible (£1.4m).
- Changing our approach to how we support adults with dementia, focussing more on investment in services in the local community (£200k).
- Reviewing the packages of adults with low levels of need, who may no longer need our formal support and can live independently with support from their local community (£152k).

113. There are also some changes we need to make to how we work internally.

These include:

- Redesigning our social care teams to ensure they support communities better and as efficiently as possible (£489k). We have also reduced our dependence on agency staff in our in-house learning disabilities service (£492k).
- Ensuring that our systems and processes are effective, so that where our customers are able to make a contribution to their care and support, or are in debt to us, we work sensitively and fairly with them to receive or recover the income (£925k).
- Making sure our community equipment service, which we commission with the CCG, works effectively and only delivers the equipment people need (£42k).
- Reducing our budget for post and mail (£30k).

- Not recruiting to posts that are vacant and, where required, restructuring our staffing teams (£267k).
114. Finally, in some cases we will need to make reductions to services. This includes delivering savings from our housing independence commissioning programme (£566k), reducing the community support worker service to partially offset the ending of temporary funding (£228k), reducing the number of places available to support those with drug and alcohol addictions with residential rehabilitation care (£50k), and realising the full year financial impact of savings plans agreed in the 2016/17 budget to restructure our in-house reablement service (£315k).
115. Central Government has given local authorities the power to raise additional Council Tax to pay for the increased costs of Adult Social Care. As part of the proposed budget, it is the intention to raise Council Tax by the 3% allowed by Central Government to offset some of the increased costs of Adult Social Care.
116. It is requested that authority is delegated to the Executive Director of Communities to approve any uplift in payments to providers in respect of care homes and domiciliary care providers. Any uplift is currently subject to negotiation with the Council's external providers and will be limited to agreed budgetary levels.

Services in Sheffield's communities

117. Our aim is for **thriving communities** in Sheffield. We want our services to support communities to build strong links and to have places to come together. We want people to feel they are listened to and enable them to access support and gain benefit from, community infrastructure, assets and actions. Sheffield is one of the safest cities in England and anti-social behaviour is much lower than in other, similar cities. We want to keep Sheffield safe and make it even safer.
118. We will continue to work closely with South Yorkshire's Police and Crime Commissioner (PCC) to ensure that we spend our budget relating to community safety in the best way to address the priorities of Protecting Vulnerable People, Tackling Crime and Anti-Social Behaviour and Enabling Fair Treatment. Our investment in this area includes a specific budget for small grants to address emerging community safety and anti-social behaviour issues in communities.
119. We also support specific groups of people - for example, we spend over £8m supporting people who misuse illegal drugs and alcohol. We also use our

enforcement powers, including those associated with requiring, issuing and removing licenses, to make sure that activities don't happen that have a negative effect on safety and security for local communities.

120. Changes to our library service, to introduce a new structure and service, were implemented from October 2014. This implementation included asking some community groups to take over the running of some libraries, whilst still having a core network of council-run and staffed hub libraries. In order to maintain the viability of the non-council run libraries we will be supporting these groups to demonstrate the long term viability once allocated funding ceases after 3 years. However, in order for this to continue to be possible, we will be increasing fines for adults from 10p to 20p a day (£40k) and temporarily reducing our libraries and community services budget (£112k). We will also hold any vacancies that we have across the whole of this area (£138k).

Housing Services

121. Some housing services, which benefit council tenants as well as the wider community, are funded from a combination of Housing Revenue Account funding and General Fund. This funding blend will be adjusted in 2017/18 to reflect current costs (£225k). The High Support Service, which supports families who are homeless or at risk of homelessness because of antisocial behaviour, will become a dedicated council housing service (£245k).
122. In the next year we will be making some changes to our Local Assistance Scheme, changing how the scheme operates and / or methods of delivery (£80k).

Children, Young People & Families

123. Our ambition is that all children, young people and families in Sheffield achieve their full potential in all aspects of their lives; that they have the best start in life, go to great schools, are safe and healthy, active, informed and engaged in society.
124. We will continue to work together with all of our partners and communities to ensure we raise expectations and attainment and enable our children, young people and adults to gain first class qualifications and skills, have enriching experiences and make a positive contribution to their local communities and our city.

125. We will continue to respond to increases in demand for services and in the range of our statutory duties and expectations of inspections (e.g. Ofsted). Our approach will be creative, innovative and transformational in the way we work and deliver services to ensure that outcomes for children, young people and families continue to improve.
126. In 2017/18, we are budgeting to spend in the region of £67m cash and £18m of Public Health grant, on delivering services for our children, young people and their families. A further £398m of funding was allocated separately by Government for schools.
127. We've made many changes to how we commission, deliver and pay for services, increasingly working with all our partner organisations, including schools, and seeking alternative funding streams. We are committed to protecting, as far as we can services to children, young people and families; this will always be a priority for us, and is where we spend the majority of our revenue budget.
128. The strategies that underpin our ambition for successful children, young people and families are shaped in three main areas:
- **Keeping children, young people and families safe, healthy and strong and giving every child a great start in life.** Our services focus on safeguarding, learning difficulties/disabilities, early intervention and prevention and the city's health strategy for children and young people. We provide multi-agency support services for children with additional needs and for social care services for Children in Need (CIN), including those at risk of harm, in need of accommodation and those in care. Our services promote the early identification of children in need and deliver high quality preventative and supportive services, enabling children to achieve their potential, through good quality assessments that inform effective plans to address children's needs, including the need to be safeguarded, and improve their outcomes. We will ensure that services are put in place to support children living within their families, wherever possible. Where children cannot remain in their families, we will make timely decisions to ensure that they are secured in a permanent placement as soon as possible. We will deliver, monitor and provide the highest quality care and placements for our children in care.
 - **Developing skills for life and work and encouraging active, informed and engaged young people into further education, employment or training.** We target our resources in supporting those teenagers and adults

who are most at risk of not being in education, employment or training, we work to create the technical pathways that better connect education and employers and we are working with Government to redesign the skills and employment systems, so that they better meet the needs of the local economy. This includes creating a multi-agency and localised employment service for those facing the greatest barriers to work, that integrates support from the Council, Health and Jobcentre Plus, a jobs and skills brokerage service that makes best use of the apprenticeship levy and the generation of job opportunities for the most vulnerable and activity in support of the Combined Authority, to redesign a devolved skills system that is better able to meet the training priorities of our residents and our businesses.

- **Supporting schools and children and young people’s education; being the advocate and champion for Children, Young People and Families and improving the quality of learning outcomes and attainment for all.**

The quality of the school experience for children is fundamental to their later life chances. Children who experience high quality teaching and learning are much more likely to experience positive outcomes (sustained employment, good mental and physical health, avoidance of poverty and increased social mobility) in the short and long term. The Council does not run schools and has not for many years, however, it does have a vital role to play to ensure all our children and young people achieve their full potential. We do this by working in partnership with schools, colleges and other education providers on the key educational issues affecting the whole city, such as school places or support for vulnerable learners. With Learn Sheffield and our partners we work to raise attainment and expectations by challenging schools and other education providers where their performance is not good enough and supporting them to improve.

129. We are seeing significant and growing demand and need in areas such as special educational needs, emotional health and wellbeing and poverty. These are set alongside changes in legislation and policy which impact on the way we operate and the expectations children, young people and families have of us. Most significant among these are the Children & Families Act 2014 (and the linked Care Act), National Minimum Wage; this represents an ongoing shift towards more autonomy for schools. These demands and changes in legislation mean a financial pressure of £8.4m across the Portfolio. Further pressure is recognised across education spending due to demographic growth, growing demand in special educational needs and year on year flat cash settlements.

130. We plan to mitigate around £ 5.9m of these pressures within current budgets and resources, e.g. reduced administration such as staff and supplies, re-profiling of grants, and through re-negotiation of contract prices, without generating any negative impacts for the customer and our employees.
131. We will invest in our whole family approach, supporting children and parents (£2m).
132. We will invest in strategies and services, which improve outcomes and life chances for vulnerable teenagers and young adults (£500k).
133. We will continue our work on the redesign of services to young people, through the creation of a Young People's Investment Partnership, that brings together the key stakeholders with an interest in improving outcomes and life chances for all young people.
134. We have also identified a programme of key initiatives to enable a sustainable strategic response to growing demand and need. These are: a continued focus on prevention and early years services, working with local partners; more local accessible services for children and young people with special educational needs and disabilities; new ways of working collaboratively to ensure every child has a school place; that needs of vulnerable pupils are met and to act as champions for parents and families.
135. Our Public Health grant allocation will also be significantly cut in 2017/18. We will work with the Sheffield Teaching Hospital NHS Foundation Trust to continue to integrate and redesign the delivery of Sexual Health Services. Following the transfer of responsibility to Local Government of Health Visitors, we will work in partnership with Sheffield Children's NHS Foundation Trust to develop a 0-19 Healthy Child Programme Service by remodelling and integrating children and young people's health services.

Place

136. The **Place** Portfolio works to strengthen Sheffield's economy even further;- - helping existing and new businesses to grow, and provide more, and better, jobs.
137. This area also reflects the Council's commitment to environmental responsibility. This includes reducing the carbon footprint of our own buildings and vehicles; encouraging Sheffield's businesses to reduce their carbon

emissions; and working with our partners to invest in sustainable and affordable energy, such as in our District Heating network.

138. We also want to continue to offer a vibrant mix of cultural and sporting facilities and events. This includes putting on events in the city centre, supporting cultural venues such as the Sheffield Theatres – the Crucible, Studio and the Lyceum; Sheffield Museums – Millennium Gallery, Weston Park Museum, and Graves Gallery; as well as major sporting and cultural facilities, such as the Arena, Ponds Forge and the City Hall.
139. We want to create new and improved existing public spaces and buildings so that they are safe and welcoming for businesses and people to use, for example our improvements to the Moor pedestrian area and the new Moor Market. Much of our work in this area relies on large one-off project funding, and large scale projects, such as the Sheffield Retail Quarter, will continue to transform the city over the next few years.
140. Work will complete, in 2017/18, on transforming the public realm around the University of Sheffield. Plans are also developed for the regeneration of the Castlegate area. Outside the city centre, the Council has played a major part in the development of the Olympic Legacy Park creating a setting for both public and private investment, in education and medical related industries.
141. Our ambition around creating a competitive city, with a strong economy and great assets and transport links, will not change, but how we go about it will. In particular, we are going to have to pay for things in different ways and influence our partners, like us, to find new ways of preserving activity by working more efficiently.
142. We also want Sheffield to be a city that has successful places and sustainable communities, with access to high quality housing, local services, shops, and jobs, as well as having excellent parks, streets and other physical infrastructure. Our ambition is that everyone in Sheffield should have a high quality of life, and that people feel proud of where they live.
143. It means making sure our neighbourhoods are safe and easy to move around, through delivering our Streets Ahead scheme to improve our roads and pavements, and keep them in good condition. We also want people to be able to choose how they travel about the city, whether by bus, tram, cycling or walking.

144. We need to maintain our parks, sports and leisure facilities to encourage people to use and enjoy them, and keep the streets clean by collecting and processing the city's waste and recycling, whilst continuing to review the affordability and costs of all of our strategic contracts. As well as making Sheffield a better place to live in, all of these help to promote the health of the people of Sheffield as part of our new responsibilities for Public Health. We also want communities to be better able to help themselves and for people to have a say over what happens in their local area.
145. As a local authority, we also provide a number of other public protection services, that are legally required. These include planning, pest control, trading standards and health protection services, as well as the coroner and bereavement services for the city.
146. We will spend around £129 million this year on all these things.
147. Next year, we need to reduce our portfolio budget by a further £7.2 million to meet the reduced central government funding and pressures. Not only do we need to reduce how much we spend; we need to do it quickly. The level and pace of change isn't easy so we will make sure that we keep a close eye on how any changes affect different groups of people in the city.
148. A key part of this strategy is to improve our use of resources, by seeking New Business Models, streamlining processes and raising productivity, either through using less, or releasing resource, to earn additional income through the services we provide to business and residents. In this way, we will be able to preserve the public facing services, without reducing service standards or ceasing services.
149. As part of an agreed plan being led by the South Yorkshire Passenger Transport Executive, we aim to reduce our spending across this area by around £1.2m next year as a result of previous decisions to restructure the financing of the authority's debt.
150. We will reduce our spend on **cultural and sports facilities** in the City by around £1.7m, by way of an agreed strategy, through a combination of cost reductions and improved income, without closing any facilities operated by SIV.
151. Along with these changes, we are also proposing that we increase charges for some of the services we have to provide, including **bereavement services**. Those charges that do increase, will be benchmarked against market rates.

152. Approximately one-quarter of the savings will come from improving our use of resources.

Resources

153. We have a number of corporate services which support Sheffield residents in their day to day lives. These include the Council's Customer Service Function and our service for assessing and paying benefits, and collecting Council Tax and business rates.

154. Additionally, the Council is like any large organisation, where we rely on effective support to run our business and the services we provide to Sheffield people. This support includes:

- helping our teams to manage their budgets and staff;
- providing and maintaining our technology;
- helping our teams with legal advice;
- making sure we get the best value for money when we buy goods and services; and
- helping us as a whole Council to manage our performance, finance staff, contracts and our plans for the future.

155. In addition, Services require the necessary 'infrastructure', which includes providing council buildings, transport services and information technology systems.

156. We have already made substantial savings in these areas. We are reducing the number of offices we occupy: consolidating 27 locations into three city centre sites, thereby avoiding expenditure of £34 million over 10 years.

157. Since 2010/11 we have reduced our annual spend on central costs by nearly 30% and some central services have experienced reductions of over 50%. These reductions equate to an annual saving of over £14m. By reducing the cost of our corporate services, we have been able to protect public facing services.

158. For 2017/18, further reviews and rationalisation of accommodation, contracts, systems and processes have identified nearly £1.5m saving per annum, equivalent to 5% of the previous year's budget.

159. Many corporate services have small core budgets and are increasingly reliant on trading income (some are fully traded, so receive no budget allocation) – this trading income is effectively subsidising the strategic functions that would need to exist irrespective of general services to Council departments, such as Legal and Governance. It would, therefore, be high risk to reduce such service budgets much further.

Policy, Performance and Communications

160. Policy, Performance and Communications provides a number of strategic support services for the Council, including policy advice, performance management, partnership development, research and analysis, communications support, web and intranet services. It is also responsible for supporting the Council's statutory function and for running electoral services.

161. Sheffield City Council is also a democratically elected organisation. This means we have specific additional responsibilities associated with running elections, ensuring that the public can engage with the council and have their say on important decisions, and supporting Councillors who make these decisions on behalf of the people of Sheffield.

162. The majority of the Revenue Budget funded expenditure is incurred on research and policy advice, to enable the Council to respond to central government consultation documents. The Communications service generates a net surplus to the Council, through the management of the Council's external advertising function.

Public Health

163. As a consequence of the Health and Social Care Act 2012, substantial public health responsibilities were transferred to local authorities on 1 April 2013.

164. The budget in this area is around £34.2 million, which is spent on a wide range of programmes and services such as:

- addressing the root causes of ill health, by supporting community groups that help people improve their health and wellbeing;
- working to improve the quality of housing;

- promoting healthier lifestyles through encouraging physical activity; and
 - commissioning services, such as school nursing, sexual health services, and treatment for people with drug and alcohol problems.
165. Local authorities were given a ring-fenced Public Health grant, which took into account estimates of baseline spending, including from PCT recurrent resources and non-recurrent resources, such as the pooled treatment budget and drugs intervention programme, and a fair shares formula based on the recommendations of the Advisory Committee for Resource Allocation. The grant allocation for Sheffield was £29.7m in 2013/14, rising to £30.7m in 2014/15. As per the Local Government Finance Settlement announced on 18 December 2014, the allocation was frozen at £30.7m for 2015/16.
166. During 2015/16, the DoH announced that they were reducing the Public Health Grant by £200m nationwide. The amount that was to be taken from Sheffield was only decided in late November and this amounted to a £2.1m reduction in year. This in-year reduction was found.
167. As mentioned earlier in this report, the grant allocation for 2017/18 has now been announced; it takes account of a 2.6% reduction to the 2016/17 allocation for Sheffield. This reduction amounts to £865k.
168. The savings target of £865k has been identified from all the activities undertaken with funding from the Public Health Grant. Further details of the individual saving proposals can be found in the Portfolio Budget Implementation Plans (BIPs).

Financing the 2017/18 Budget Requirement

169. The earlier part of this report is concerned with the formulation of the revenue budget and the issues which need to be considered in arriving at a total budget for 2017/18. This section of the report sets out the overall summary position and the statutory determinations relating to total net expenditure, and its financing. In accordance with the Local Government Finance Act 1992 (as amended by the Localism Act 2011) the Council is required to make a number of determinations. These are set out in **Appendix 6** and include:
- a Budget Requirement (a “section 32 calculation”)
 - a Council Tax Requirement (a section 31A(4) calculation)

- a basic amount of tax (Band D equivalent)

170. The Budget Requirement will be financed by a combination of Revenue Support Grant, Business Rate income, Top Up Grant and Council Tax income.

Council Tax

171. After taking account of the Revenue Support Grant, Business Rate income and Top Up Grant for 2017/18, the total amount to be raised from Council Tax amounts to £190.86m: this is the Council's Council Tax Requirement.

Collection Fund

172. The City Council is required to estimate, for Council Tax setting purposes, the projected year-end balance on the Collection Fund. This estimate must take account of payments received to date, the likely level of arrears and provision for bad debts etc, based on information available by 15 January. Taking these factors into account, the projection on 15 January was that the Collection Fund is in surplus, with a distribution to the City Council of £398k.

Council Tax Base

173. On 15 January, the Executive Director of Resources, under delegated authority, approved the calculation of the Council Tax Base for the 2017/18 financial year. The amount of the Tax Base is 133,743.89 Band D equivalent properties.

Budget Requirement for 2017/18

174. If the Council votes in favour of increasing the Council Tax by 1.99% and a further 3% for the national arrangement for the social care precept), this will mean the Budget Requirement for 2017/18 will be £395.6m, as shown in the table overleaf.

Table 10	2016/17 £'000	2017/18 £'000
Service Expenditure	406,057	395,551
Total Expenditure	406,057	395,551
Financed by:		
Revenue Support Grant	90,592	67,790
Business Rates	106,131	96,746
Top Up Grant	29,124	39,583
Council Tax	179,927	191,034
Collection Fund Surplus	283	398
Budget Requirement	406,057	395,551
	£	£
Band D Council Tax (City Council)	1,360.48	1,428.36

Council Tax Levels

175. Details of the indicative level of Council Tax for Bands A to H are set out below with further details in **Appendix 6**.

Table 11

{to be inserted}

Precepts

South Yorkshire Police & Crime Commissioner and of South Yorkshire Fire & Rescue Authority

176. The budget proposals of the South Yorkshire Police & Crime Commissioner (PCC) and of South Yorkshire Fire & Rescue Authority (SYFRA) are as follows. The PCC and SYFRA figures were formally approved on *{tbc}* 2017 and *{tbc}* 2017 respectively. Further details can be found in **Appendix 6**.

{table to be inserted}

Parish and Town Councils

177. The overall level of Council Tax needs to include the precepts of Parish and Town Councils that lie within the City's boundaries. The levels of precepts for Parish Councils is set out in the table below:

{table to be inserted}

178. In 2013/14, the Council received a specific grant of £82k for the purposes of compensating Parish Councils for the loss of Council Tax income, as a result of the introduction of the Council Tax Support Scheme (CTSS). From 2014/15, this specific grant was no longer provided by Government. Nevertheless, in March 2014, the Council voted in favour of continuing to compensate Parish Councils, in full, for the loss of Council Tax income as a result of CTSS, amounting to £47k in 2014/15. This was despite the fact that the Council had to absorb RSG reductions in excess of 20% over the same period.

179. After considering a number of options, Full Council agreed in March 2015 to reduce the subsidy provided to Parishes, in line with the anticipated RSG cuts. The grant was cut by 28% in 2015/16 and the remaining subsidy is to be cut by 20% per year until the end of 2020/21.

180. The Council is therefore proposing to reduce the CTS subsidy to Parish Councils by 20% in 2017/18, to a total of £21,816 as shown in the table above. The total reduction is thus £5,454.

Legal Advice

Responsibility of the Chief Financial Officer

181. Under Part 2 of the Local Government Act 2003, the Chief Finance Officer of an authority is required to report on the following matters:

- the robustness of the estimates made for the purposes of determining its budget requirement for the forthcoming year; and
- the adequacy of the proposed financial reserves.

182. There is a requirement for the authority to have regard to the report of the Chief Finance Officer when making decisions on its budget requirement and level of financial reserves. Details of Reserves are set out in **Appendix 4**. The view of the Executive Director of Resources is that Reserves are low (compared to benchmarks) but are not inadequate.
183. In addition, under the Prudential Code framework the Chief Finance Officer of an authority is required to prepare and report upon a series of Prudential and Affordability indicators. These are set out in **Appendix 7**.
184. The Local Government Finance Acts of 1988 and 1992 specify that the City Council determines its Revenue Budget before 11 March each year. The City Council is also required by Section 30 of the Local Government Finance Act 1992 to set its Council Tax after having determined its Revenue Budget requirement in accordance with the provisions of section 32 to 36 of the Act. Details of how the Council Tax has been calculated are included as part of the Council Tax resolution in this report at **Appendix 6**, which is set out as required by legislation.
185. In the Provisional Local Government Finance Settlement 2017/18 on 15 December 2016, the Secretary of State for Communities and Local Government announced that local authorities with responsibility for adult social care, which includes Sheffield City Council, would be given an additional 3% flexibility on their current tax referendum threshold to be used entirely for adult social care. On {*tbc*} February 2017 the House of Commons approved the Referendums Relating to Council Tax Increases (Principles) (England) Report 2017/18. This means that the basic amount of Council Tax increase will only be deemed to be excessive (thus triggering the requirement for a local referendum on such an increase) if it exceeds 5% (comprising 3% for expenditure on adult social care and 2% for other expenditure) or more than its relevant basic amount of Council Tax for 2016/17. As this report proposes an increase of 1.99% for the City Council's element and a further 3% for the national arrangement for the social care precept, this is deemed not to be an excessive increase and a referendum is therefore not required before the Council approves the increase. The Secretary of State has also issued a notice under Section 52ZY of the Local Government Finance Act 1992 which requires the Section 151 Officer to provide information demonstrating that an amount, equivalent to the additional 3% Council Tax above the core referendum principle has been allocated to adult social care within seven days of the Council's budget being set.

186. In determining its budget as in all other matters, an authority should have due regard towards the interest of Council Tax payers and Members must, in arriving at a balanced decision based on the evidence, take into account all relevant information placed before them and ignore irrelevant matters.
187. The proposed budget has been prepared in the context of the requirement for the Council to make significant savings in its overall expenditure. The implementation of some of the proposals in the budget will require Executive decisions. These will be made in accordance with the Leader's Scheme of Executive Delegations, and any further delegations (e.g. from Cabinet) made in accordance with the Leader's Scheme. It is important to note that in making these decisions, there will have to be full consideration of all the relevant issues such as the Council's legal duties and contractual obligations (including but not limited to its Equality duties and consideration of any impact on Human Rights).
188. In relation to equalities the Council has a duty to have regard to the need to eliminate discrimination and advance equality of opportunity between all, irrespective of whether they fall into a protected category such as race, gender, religion etc. Determining the final set of proposals for consideration, Officers and Cabinet Members have had regard to how the equality impact assessments will be prepared for specific proposals as identified by each Portfolio prior to decisions being made. The Council needs to be satisfied that it can continue to meet its statutory duties and meet the needs of vulnerable young people and adults. Proposals have been drawn up on the basis that Strategic Directors are satisfied that this will enable them to continue to meet their statutory duties and the needs of the most vulnerable. In some cases further consultation may be required.
189. If the outcome of such further considerations were to present difficulties in adhering to the agreed Council budget, officers would bring further proposals to members as appropriate.

Housing Revenue Account (HRA) Budget

190. This Report concerns the position of the Revenue Account of the Council, i.e. the income and expenditure for the majority of Council services, other than those that are accounted for separately as part of the Housing Revenue Account. A separate report on the HRA budget was considered by Cabinet on 18 January 2017.

The Outlook for 2018/19

191. Earlier sections of this report, for example Medium Term Financial Strategy (MTFS) and Local Government Finance Settlement, provide some insight into the budgetary challenges facing the Council over the next five years. The Council was amongst the 97% of councils, which accepted the Government's offer of a multi-year settlement (MYS), so we have relative certainty over RSG allocations and certain other sources of central government funding in scope of the MYS, to the end of this current parliament.
192. There is, however, less certainty over the timing and impact of devolution of business rates. At the time of writing this report, the Local Government Finance Bill (which effectively paves the way with primary legislation for some of the key components of devolution) had just reached Committee stage in the House of Commons, meaning that it is expected to take several months before the Bill passes into law. Even then, there are still a number of key factors yet to be resolved which are likely to determine the financial implications for the Council.
193. It is expected that a more detailed technical consultation on 100% business rates retention will be published later in Q4 2016/17 which will give some further clues about Ministers' current thinking. One of the positive outcomes from the previous consultation on business rates retention is the recent announcement by the Secretary of State for Communities & Local Government that Attendance Allowance will not be devolved to local government.
194. Further work is required at a national level to agree on the most effective indicators of relative need, which will be critical in setting every authority's baseline funding level from the point of devolution.
195. By far the most significant challenge facing the Council is the increase in social care cost pressures. The Council will continue to lobby the Government to recognise that social care services are not sustainable under the current local government finance system, without radical reform.
196. The Council keeps its MTFS under constant review and will publish the next annual edition by Autumn 2017.

Treasury Management Strategy

197. As part of its budget decision, the Council is required to approve a Treasury Management Strategy for 2017/18. Treasury Management relates to the management of the Council's investments, borrowings and banking operations.
198. The Council's Treasury Management activities must comply with the CIPFA Code of Practice on Treasury Management which sets out the controls over the risks associated with those activities and looks to achieve optimum performance consistent with those risks.
199. A separate CIPFA code, the Prudential Code for Capital Finance, requires the Council to set a range of Prudential Indicators as part of the budget process to ensure that capital spending plans are affordable, prudent and sustainable. The Local Government Act 2003 requires the Council to have regard to the Prudential Code and to set Prudential Indicators for the next three financial years.
200. The Sheffield City Council Treasury Management Strategy for 2017/18, including the proposed Annual Investment Strategy, Prudential Indicators and the Minimum Revenue Provision Policy, is set out in **Appendix 7**. The responsibility for day to day management of the Council's treasury management activities rests with the Head of Strategic Finance, and it is recommended that authority for undertaking treasury management activity and relevant reporting be delegated to the Head of Strategic Finance.
201. The Administration has requested the inclusion of provisions in the Annual Investment Strategy to make clear the Administration's desire not to hold any direct investments in fossil fuels or companies involved in tax evasion or grave misconduct.

Financial Implications

202. The financial implications of the recommendations in this report (below) are set out in the preceding sections of the report.

Workforce Impact

203. There are a number of potential workforce impacts, as a result of the recommended actions in the report.

204. The potential workforce impact arising from the recommended savings proposals to set the 2017/18 budget, equates to a reduction of approximately 151 full time equivalent (FTE) posts, although the reduction once vacant posts are taken into account, falls to 123 posts. The Budget Implementation Plans (BIPs) attached at **Appendix 2** contain details of these reductions. This will be managed, in the first instance, through deleting vacant posts, voluntary early retirement (VER) and voluntary severance (VS) schemes, where appropriate, and then through the Council's Managing Employee Reductions (MER) procedure to achieve the balance of reductions and re-design services.
205. VER/VS activity and the outcomes of MER processes have been the subject of Equality Impact Assessments (EIAs), as described in the Equality Impact section of this report, and they will continue to be monitored on an ongoing basis to ensure there is no disproportionate impact on any group within the workforce.
206. Consultation is taking place with the trade unions at a corporate and Portfolio level to identify opportunities to mitigate redundancies.
207. The Council is required to submit an HR1 form each year to inform the Government of any potential Council redundancies. This form includes an estimate of how many potential redundancies we think we may have to make in the year ahead. As mentioned later in this report, an estimate of up to 225 redundancies has been made for the purposes of the 2017/18 form. This estimate is higher than the figure of 151 FTE mentioned above, in order to allow for any potential delays to restructures due to be implemented in the current financial year and to account for any potential restructures which may occur within the organisation outside of the budget change process.

Pay Policy

In accordance with the Localism Act the Council is required to publish a Pay Policy for 2017/18. Details of this can be found in **Appendix 8**.

Members' Allowances

208. Prior to 1 April each year, the Council has to agree a Members' Allowances Scheme for the forthcoming financial year. At least every four years, or whenever the Council wishes to amend its Scheme, its Independent Remuneration Panel has to consider the Scheme (and any changes being proposed by the Council) and make recommendations to the Council.

209. The Members' Allowances Scheme is currently under review in accordance with statutory requirements and will be the subject of a separate report at the Budget Council meeting on 3 March 2017.
210. The current Scheme was implemented in 2013/14 and has been subject to minor alterations, as noted in previous years' budget reports. For example, as a result of the reduction in the number of special responsibility allowances and regulatory changes introduced in 2014/15 (i.e. the phased removal of Members' entitlement to participation in the Local Government Pension Scheme), savings in excess of £200k have been achieved on the budget for Members' Allowances.
211. The Scheme contains provision for the allowances to be adjusted on an annual basis in line with an agreed index. The index that has been used for many years for applying to the allowances is the average percentage officer pay award in Sheffield, although the Council has agreed not to apply an annual increase each year from 2010/11, including in the last four years when Council employees received a pay rise.
212. Provision of 1% has been built into the Council's revenue budget for 2017/18 towards the costs of the pay award to Council officers in that year. There is provision within the Members' Allowances budget proposed for 2017/18 to accommodate a 1% uplift on the Basic, Special Responsibility (including the Pensions Authority), Childcare and Dependent Carers' and Co-optees allowances, which would cost approximately £14k with on-costs. However, there are proposals contained within the 2017/18 budget to save around £21k from Members' Allowances, which will more than offset the 1% inflationary pressure.

Equality Impact

213. Under the Equality Act 2010, as a Council we have a statutory Public Sector Equality Duty to pay due regard to:
- Eliminating discrimination, harassment and victimisation.
 - Advancing equality of opportunity.
 - Fostering good relations.
214. This is with regard to people who share Protected Characteristics under the Act. The Duty means we need to understand the effect of our policies and practices

have on inequality. To do this we will examine the available evidence and work with the general public, staff, and service users to consider the impact of Council activity and actions on people who share protected characteristics. One of the ways we do this is through conducting Equality Impact Assessments (EIAs).

215. We have undertaken both a corporate EIA on the budget as a whole, and individual EIAs on the various proposals that are being recommended as part of this budget. A list of these is available on the Council's website for anyone to request at '[Equality Impact Assessments](#)'.
216. The Council-wide EIA and the individual service EIAs on budget proposals that underpin it are focussed on the impact on the protected characteristics in the Equality Act 2010. These are age, disability, race, marriage and civil partnership, sex, sexual orientation, religion/belief, gender reassignment, pregnancy & maternity.
217. In Sheffield, we have decided to go beyond our statutory duty under the Equality Act 2010. We also assess the impact on the Voluntary and Community Sector (VCS), poverty and financial exclusion, carers, armed forces and cohesion. We believe that this gives us a wider understanding than the statutory framework would without these additions.
218. This Equality Impact Assessment is based upon the EIAs completed by services for each budget saving proposal. The individual EIA is not however a one-off task; instead it is an ongoing process that develops as the budget saving proposal develops and evolves over time. So, for example, an EIA may identify the need to consult with a particular section of the community and the outcome of this may mean the EIA needs to be updated and change the way the proposal is to be implemented. The EIA should be a record of the process, not just the ultimate outcome. Through our 'live' EIA process we will be monitoring closely any adverse equality impacts as reductions and changes in provision occur during the next year.
219. As a consequence, not all EIAs are currently complete and therefore this Assessment should be seen as a reflection of our current understanding of the impact but not necessarily of how the impact may look in three or nine months' time. Therefore, it's important to ensure that all equality impacts are fully considered when services report on the specific implementation plans for their Budget Saving Proposals.

220. All reports outlining a budget reduction proposal include an outline of the key findings of the EIA undertaken for that Budget Saving Proposal. This should as a minimum describe:

- The main impacts anticipated;
- How this has been assessed and the evidence used;
- How the views of those impacted have been sought;
- What options for mitigation should be considered as part of the proposal, and;
- How the actual impact will be reviewed after implementation.

221. A list of EIAs available is attached and can be individually requested.

222. It is possible that some decisions will have a disproportionate impact on some groups in comparison to others. The impact assessments help us identify, and avoid or mitigate, these impacts. There could, for example, be disproportionate impacts on certain geographic locations or different parts of the population, such as younger or older people, women or men, disabled people or Black & Minority Ethnic (BME) communities. It's also important that we consider the cumulative effect on these groups of any decisions made. This could be cumulative, year on year or different proposals on the same group. EIAs also help us identify and make positive changes where possible.

223. Inevitably, when funding is reducing year on year at the scale and pace that we are experiencing there will be an impact on the front-line services we deliver and on people and groups with protected equality characteristics. We have tried to minimise the impact on the most vulnerable as possible, however we have to make some tough choices. The savings we are required to make this year amount to £23million, which is in addition to £352 million of savings already made over the past 6 years.

224. All of the Council's services are affected in some way by demand, pay or price inflation, as well as by legislative changes. One of our biggest cost pressures arises from the need to continue to provide key services for the growing and ageing population of Sheffield, particularly in social care. We are also facing increased demand and complexity in children's social care, in particular around Looked after Children (LAC) and domestic abuse.

225. Although not within the scope of our budget proposals, it is important to highlight the impact of national reforms on people in the city. Research carried out by Beatty and Fothergill (Uneven Impact of Welfare Reform) from Sheffield Hallam University evaluated the cumulative impact of the welfare reforms

national and in Sheffield. They found that over £169m has been removed from the local economy as a result of these welfare reform changes. However, this reduction is not spread evenly, some people see a much larger reduction and others see a smaller (or zero) reduction. These changes are likely to impact on specific groups who already experience inequality, such as people on a low income, disabled people and women.

226. It is becoming harder and harder to balance our budget by making percentage cuts across the Council, whilst still protecting our front-line services. From 2017/18 we will concentrate on finding savings from a smaller number of areas through big, multi-year changes. Our approach to meeting the challenge is based on prioritising:

- **Prevention and early intervention:** A unified approach across the Council to drive a focus on prevention in all areas. We know that working with people to help them avoid a crisis in their life, such as going into hospital, or intervening early when we identify an issue, is better for the individual and costs us less.
- **Growth:** Councils currently keep 50% of the business rates raised locally. By 2020, Councils will keep 100% of business rates. At the same time Government are further reducing the main Revenue Support Grant and allocating new responsibilities to councils. This means we need to encourage business and housing growth in the city in order to meet changing population needs and aspirations and to increase our tax base so that we can continue to provide the services that people rely on.

227. We will also review a number of our services to see how they can operate on a more commercial basis. In particular we will think about new ways to raise additional funding, to enable us to protect core services.

228. The State of Sheffield 2016 report highlights that statistics on the economy, education, health, employment, and population growth all indicate improvements over the past five years. However the report also highlights some challenges. In particular, inequality is widening and growing numbers of people are experiencing financial insecurity. Sheffield needs to meet the needs of an increasingly diverse population in a context of public services austerity, and the need to attract and retain a diverse population including in terms of age and skills mix. The Council also needs to ensure older people get the services they need, and that groups including young people, people from BME backgrounds

and women are more able to access better quality employment. All organisations in Sheffield need to work together better, so that the city can become a fairer and more just place. The State of Sheffield notes that growing inequality threatens the cohesion and success of Sheffield.

229. The issue of inequality is fundamental to the Council and is considered throughout our proposals, and one of the strongest mitigations is that we continue to prioritise those in greatest need, prevention and growth.
230. These substantial reductions in funding mean that progress on work tackling inequality will give to priority to supporting those at risk or in need, and will focus on ensuring we do not slide backwards or lose ground in tackling existing areas of inequality. However, it is inevitable when funding levels are cut year on year that there will be an impact on the services we deliver, including some of the work we do with people who are most vulnerable. As far as practically possible within the confines of a cumulatively reduced financial settlement, we have tried to minimise the impact on those in greatest need and most at risk. However, these are extremely challenging choices and difficult decisions have to be made.
231. Impact analysis is started early in the process of considering service changes, to ensure we involve all relevant individuals and groups, such as those who use the services. This also gives us time to understand and consider any evidence we have about the potential impact of any proposal. The action plans for individual EIAs are designed to ensure that the services concerned implement changes with as little negative impact as possible. There will be careful management control of each proposal. The impact analysis process helps to shape both proposals which are not included in the budget and those that are.
232. We have tried as far as possible to achieve savings through changes to the way we work, including with other partners, by redesigning and restructuring our services and support teams, and by restructuring our contracts, but it is inevitable that there will be some negative impact on service delivery for those in greatest need and on those who share protected characteristics under the Equality Act.
233. The size and pace of the financial challenge means that efficiency savings alone will not enable us to balance our budgets, so we will continue to reduce the Council's investment in services next year and in future years. Many of these reductions or changes in provision began in previous years and will continue. Therefore the impacts on individuals and groups will be monitored to

ensure that any potential negative impact is reduced as far as possible. EIAs are 'live' documents and will be subject to change, as proposals or evidence of impact changes.

234. We are confident that our budget proposals mean that services for those that most need our help and support will be prioritised. However this does mean significantly reduced universal provision, including in areas such as provision for culture and sport. This reduced universal offer may impact especially on those households who, although not in the greatest need, are still struggling financially and may not be able to pay for alternative provision.

Demographic evidence we have used to support impact assessments

235. As well as consultation evidence, we have used monitoring information we already hold to help us identify possible impacts and to help shape and inform the EIA process. To help us identify possible impacts requires an understanding of how the city is made up and the issues people face. The [2011 Census](#) , [Sheffield Facts and Figures](#) , [State of Sheffield](#), & [Community Knowledge Profiles](#) show:

- Sheffield's population has grown at the same rate as the national average and above that of the City Region, rising from 513,234 in 2001, to 552,698 at the time of the 2011 census, and 569,737 by 2015. This is projected to increase to around 590,000 by 2020. This has resulted from increases in births, net inward migration, and longer life expectancy.
- Sheffield is a diverse city and the ethnic profile continues to change. The proportion of residents classifying themselves as BME (Black and Minority Ethnic includes everyone except for those who classify themselves as White British) has grown from 11% in 2001 to 19 % in 2011. BME adults make up 17% of the population and BME children 29%.
- The Pakistani community, at 4%, is the second largest ethnic group in Sheffield after the White British category. Sheffield's BME population is increasingly dispersed across the city, although there remain geographical areas with high proportions of BME people. These areas tend to correlate with the areas of the city which are also the most economically deprived. More than a third of the BME population live in areas that are amongst the 10% most deprived in the country and for some groups this is higher. This is above the citywide average of 23%.
- Sheffield has a higher proportion of its population aged 65 years or over (16.2 % or 92,000 people) than the other English Core Cities. This is projected to increase to 19.2% by 2034, with the largest increase in the number of people aged over 85.
- The age group that has increased the most from 2001 to 2011 is the 16–24 group; 16.7% of our population is in this group and a further 18.1% is under 16. The factors which are having the most impact on this changing city

profile are increasing numbers of university students and the inward migration of households with young families.

- Sheffield has a geographical pattern of communities that experience differing levels of deprivation and affluence. Generally, the most deprived communities are concentrated in the north and east of the city whilst the most affluent are located in the south and west.
- We have high levels of financial exclusion in almost half of all Council wards, affecting approximately 218,743 people in 48% of wards. Rates of unemployment are highest among those with no or few qualifications and skills, those with caring responsibilities, lone parents, those from some BME groups, older workers and, in particular, young people.
- Around 12% of all households, 28% of over 60's, and 24% of dependent children live in households reliant on Housing and/or Council Tax Support. We have 31,552 working age taxpayers who receive Council Tax support.
- Fuel poverty is slightly higher than the national average in Sheffield, at 12.4% of households, thereby impacting 29,000 people. National statistics suggest that this rises to 28% of unemployed households and 22% of lone parent households with dependent children.
- However there is also increased polarisation of deprivation. Over 23% of small areas, as defined by indices of multiple deprivation, are now within the most deprived national category, and over 10% of small areas are within the least deprived national category.
- While the pay gap between men and women has been reducing on average, there is still evidence that, on average, men are paid more than women; the average gender gap in median incomes in Sheffield was £9,204 in 2016.
- Female pensioners therefore tend to be poorer than male pensioners. Other issues, which cannot be separated from experiences of financial exclusion and poverty include age, ethnicity, sexuality, disability and domestic abuse.
- People within some groups can be disproportionately affected by disadvantage and inequality. For example, children are more likely to live in poverty if they are from a BME background; 52.8% of Somali and 48.3% of Yemeni children in Sheffield are eligible for Free School Meals compared to 19.9% of all children in poverty in Sheffield. Children with SEN are also more likely to live in poverty; 31.6 % of children with SEN in Sheffield are eligible for Free School Meals compared with 18.5% of all children in Sheffield.¹
- There are 100,000 people with a long term limiting illness, equivalent to around 20% of the population, with 9% saying this limits their activity a lot. This is the closest estimate it's possible to reach of disabled people living in the city.
- Although the city is becoming healthier for most people, health inequalities across the city remain, and are in some cases are widening, in particular for older people, the young, some women, and some ethnic minority groups.

¹ SCC, January School Census 2010

People in the most deprived parts of the city still experience poorer health and die earlier than people living in the rest of the city.

- Life Expectancy in the city is 78.9 years for men and 82.5 years for women. There are more women than men in the city, due to higher life expectancy for women. However the healthy life expectancy for women is declining and is now 3.7 years below the national average.

Managing Impact: Mitigation

236. A commitment to tackling inequality, ensuring fairness and increasing social justice is at the heart of the Council's values. We have considered the Fairness Commission and the resultant Fair City Campaign. We have also considered the Tackling Poverty Strategy, Equality Objectives, and our Corporate Plan. These have influenced our priorities and decision making across the Council. The five priorities of our corporate plan are:

237. **An in-touch organisation:** This means listening; being connected and being responsive to a range of people. Better understanding the increasingly diverse needs of individuals in Sheffield, so the services we and our partners provide are designed to meet these needs. Also to empower individuals to help themselves, so they and their communities are increasingly independent and resilient.

238. **Strong economy:** This means creating the conditions for local businesses to grow. We want local people to have the skills they need to get jobs and benefit from inclusive economic growth.

239. **Thriving neighbourhoods and communities:** This means neighbourhoods where people are proud to live, with communities that support each other and get on well together. It means places with access to great, inclusive schools. We want people living in Sheffield to feel safe. We will work with communities to support them and to celebrate the diversity of the city.

240. **Better health and wellbeing:** This means helping people to be healthy and well, by promoting and enabling good health whilst preventing and tackling ill-health as health and wellbeing matters to everyone. We will provide early help and look to do this earlier in life, to give every child the opportunity to have a great start in life.

241. **Tackling inequalities:** This means making it easier for individuals to overcome obstacles and achieve their potential. We will invest in the most deprived communities; supporting individuals and communities to help themselves and

each other, so the changes they make are long-lasting. We will work, with our partners, to enable fair treatment for individuals and groups, taking account of disadvantages and obstacles that people face

242. Our overall approach as noted above is to protect services for those in greatest need, to develop preventive solutions for the longer term, and to make savings by changing how we manage and deliver services. This will have an impact on what the Council can continue to deliver, and especially the Council's universal offer.

243. However 2017-18 represents a real financial challenge. The budget process and approach we have used to get us to this point has run its course. Recent budget-driven service planning rounds have achieved massive cost savings, but we increasingly need different approaches to service delivery to be financially sustainable. We cannot simply create a smaller, leaner version of what we have now. That will not deliver the sustainable, financially viable model and budget savings we need. Consequently for 2017/18 onwards we are proposing a change in approach. We want to concentrate on finding savings from a smaller number of areas through big, multi-year changes.

244. The year on year reductions and the scale of the savings required mean there will be impacts which affect the people of Sheffield, including those in greatest need and groups that share equality characteristics. Most impacts relate to age, both younger and older people, disabled people and their carer's, women and households on lower incomes.

245. In all of these areas mitigating actions have been identified and will be implemented as part of EIA action plans. We are:

- Assessing all proposals in line with the Fairness Commission Principles and to take into account Tackling Poverty Strategy.
- Working with external providers to achieve savings in our large contracts, and as far as possible will achieve this through non front line service functions.
- Working with partners to encourage the private sector to support activities and events to promote Sheffield.
- Working to increase our income through fees and charges, full cost recovery, and increased trading of our services (for example schools purchasing services from us, to help keep non-core services).
- Continuing where possible with successful schemes from last year that impacted positively, such as the apprenticeship schemes and employability programmes.

- Investing in prevention, early intervention and delivering targeted support for those most vulnerable.
- Continuing to encourage people to be independent, safe and well in both children's and adult social care, such as through direct payments. Continuing to reduce reliance on expensive provision outside of Sheffield.
- Reviewing care and support arrangements and re tendering services where applicable to ensure fair contributions and value for money.
- Working in partnership with the NHS Clinical Commissioning Group to develop a single pooled budget for health and social care under the Better Care Fund to provide more efficient and joined up services.
- Restructuring management and services to increase efficiencies and create simpler routes for public access.
- Continuing to invest in Public Health, but shifting the focus to address the root causes of ill health, to help reduce health inequalities.
- Continuing to invest in the Voluntary and Community Sector through Grant Aid and Lunch Clubs across the Council.
- Continuing to support a Council Tax support scheme and hardship fund.

246. Although there are very difficult choices to make, our impact assessments illustrate our commitment to fairness principles and to mitigate negative impacts where possible. Through our 'live' EIA process we will monitor closely for any adverse equality impacts as reductions and changes in provision occur during the next year.

Evidence – Consultation

247. Between November and January, as part of the development of options for the 2017/18 budget, the Council ran a budget conversation that included a range of consultation activity with local people and partner organisations. This has helped us to ensure that the proposals that we are putting forward have been shaped by the people who may be affected by decisions taken as part of the budget. It also ensures that they have had an opportunity to put forward other ideas for consideration.

248. In line with our values as an organisation, we have used consultation to inform people about our proposals, to provide the opportunity to give feedback, to make suggestions, and to let people know the influence their feedback has had. In this way, we have attempted to ensure our consultation activity is meaningful and appropriate at all times. Our budget consultation activity has had two main strands this year:

- Three Cabinet Member hosted events looking at both the council-wide approach and the approaches adopted by each of the Council Portfolios, supplemented by additional activity, including a survey and social media.

- Consultation on particular topics and specific proposals, including meetings with the VCF and Businesses. This will inform longer term thinking and Equality Impact Assessments.

249. More information about our approach to consulting on the budget proposals can be found in the consultation section of this Revenue Budget Report and in individual service EIAs. The full results of our consultation can be found on our website <https://www.sheffield.gov.uk/your-city-council/finance/council-budget.html>

250. The results of consultation activity have been discussed with Members as part of developing our proposals and in advance of any decision being taken at Cabinet or Full Council. Cabinet Members have been briefed on impact assessments related to proposals in their area of responsibility.

Equalities Impact Overview

251. Inevitably, when funding is reducing year on year at the scale and pace that we are experiencing, there will be an impact on the front-line services we deliver, which will affect groups who share equality characteristic's under the Equality Act 2010. We have tried to minimise the impact on the most vulnerable as far as possible, however we have to make some difficult choices. This year the savings and demand pressures that are required mean that we are less able to protect frontline services than before.

252. We have tried to minimise the impact on front line services to customers as far as possible by finding more efficient ways to deliver services, including by reducing costs of:

- Management;
- Offices;
- Technology;
- Other corporate services such as legal services;
- Renegotiating contracts, and;
- Focusing on prevention and early intervention.

253. We know that working with people to help them avoid a crisis in their life, such as going into hospital, or intervening early when we spot an issue is better for the individual and costs us less. To do this means redesigning public services to work in a more integrated and preventative way. However this takes time and we have had to make some difficult choices. We are being guided in these

choices by our values, commitment to fairness, and by our priorities as outlined in the corporate plan such as tackling inequality.

In summary there are a number of key themes that run through the proposals:

- Restructuring and integrating services and teams to increase efficiency and effectiveness.
- Developing solutions for the longer term.
- Taking preventative action and intervening earlier.
- Stopping some functions or activities and working with partners so these functions can be delivered by others where possible.
- 'Managing Employee Reductions' processes to reduce the number of staff employed especially in, non -front line roles.
- Targeting resources and prioritising support to those who need it most.
- Helping people to be independent, safe and well and to make their own choices.
- Better value for money in the services we commission or purchase, including joint funding.
- Working with other partners to avoid duplication, so people get co-ordinated help and support.
- Fairer contributions and charges to ensure full cost recovery and as a way to maintain services.
- Increasing commercialisation and traded services such as with schools.
- Investing and supporting the Voluntary Community Sector with no reductions in Grant Aid, but small reductions in specific areas.
- Reducing public health investment and shifting the focus to address the root causes of ill health.
- Supporting individuals to help themselves and their communities.
- Continuing with changes made in the past year, to achieve full year effect.
- Continuing to monitor the impact of changes over the coming year.

Headline features of the combined Impact Assessment show:

- There are over 100 EIAs on proposals and the groups most likely to be impacted negatively by individual proposals and cumulatively are disabled people, young and older people, women and individuals and families on a low income.
- Many services are continuing to comprehensively restructure services and teams and as a result we have saved money on offices and technology. Staffing levels across the council have also reduced. Last year the majority of changes were managed through voluntary severance schemes. In 2017/18 we will further reduce the workforce by approximately 225 posts. Monitoring from the past year indicates that the reduction in posts has had no disproportionate negative impact on workforce diversity and only five staff were made compulsory redundant. For more information, see the workforce implications section below.
- Services will continue to look at how they collect income and recover debt. We will increase charges where appropriate and continue with work to apply costs

fairly. We understand that increasing changes will impact more heavily on individuals and families struggling on a low income.

- Central Government has given local authorities the power to raise additional Council Tax to pay for the increased costs of Adult Social Care. Therefore as part of the proposed budget it is intended to levy the Social Care precept by the 3% (52p) permitted, to offset some of the increased costs of Adult Social Care. This will help us protect those who most need our support, especially older and disabled people.
- It is clear from the respective collection rates that under the Council Tax Support (CTS) scheme some working age households have found (and will continue to find) it harder to meet their council tax liability than others.
- We have agreed to maintain a Council Tax Support scheme at 23% this is to ensure that the CTS scheme continues to be closely aligned with the principles of the revoked CTB regulations. These regulations provide for the maximum financial support being made available to those with the greatest financial need. They protect some of the income of the disabled and of families whilst providing assistance to those people who move off benefits into paid employment. However, the Government has made changes to the Housing Benefit scheme which reduces support to certain working age customer groups. If we replicate those changes in our CTS scheme we will also reduce support under our scheme to those customers. It is proposed not to incorporate those changes into our CTS scheme. By taking this decision we will continue to provide the maximum available support under our scheme.
- However we will overall increase Council Tax by 4.99% (87p). This includes the 3% dedicated precept to support adult social care. This will enable us to continue to protect services to people in greatest need. We will mitigate the impact of this by increasing the Council Tax Hardship Fund by £200k or 25% in 2017/18. Analysis of awards made under the CTHS scheme shows that well over 90% of awards have been made to working age taxpayers and 55% of all awards have been made to customers in receipt of a sickness or disability benefit.
- Public Health spending is integrated throughout the Portfolios. Overall there has been a significant reduction in funding from Central Government of 2.6% £865,000. As a result our investment in this area has reduced. In line with what was agreed last year, we are reviewing staffing and examining how and where the funding is spent to ensure that it is targeted to tackle the root causes of ill health, and to have the maximum impact on reducing inequalities. We will save on existing activities, including reducing contract and staffing costs, and encouraging efficiencies. This will allow us to reinvest in other areas.
- 2015 saw the start of the Better Care Fund between the Council and the NHS Clinical Commissioning Group (CCG). This creates a combined budget in Adult Social Care to develop joined up services. This approach aims to ensure people get the right care when and where they need it, but it will also create efficiencies in processes. The focus is on supporting people at home where possible to help

increase independence and to delay the need to access to Health and Social Care services. The Council currently receives £12.4m of funding via the NHS to meet the costs of providing adult social care. In addition, the Council has pooled its adult social care budget with that of the CCG. The Better Care Fund is not enough to support both adult social care and the NHS to work differently. While we continue to work with our CCG partners and have a joint budget, there is still a need to deliver significant change in how services are planned, commissioned and delivered in Sheffield.

- We continue to develop and implement some of our key transformative projects, such as the Learning Disabilities Commissioning Project. We continue to develop accommodation that meets the differing needs of people with a learning disability, including getting much better at helping people find the accommodation that is right for them. We will support more people to live in personalised 'supported living' accommodation, and seek to reduce the costs of residential and nursing care.
- We have considered the effect of our Adult Social Care redesign on customers. There will inevitably be an impact; however the greater focus on locality-working will provide an opportunity to meet the diverse needs within different communities across Sheffield.
- Although the proposed changes to the funding of the High Support service in Supported Housing closely reflect current service usage (there is currently capacity and 70% of service users are Council Tenants), we recognise that by making the service solely for these tenants this will impact on families who are not council tenants and we will monitor the impact of this proposed change.
- When considering the impact on the VCF, the importance of 'social value' is recognised by the 'Best Value' guidance², which was published by the Government in 2011. This states that authorities have a duty³ to consider the impact of budget reductions on the VCF and other organisations that have a 'social value'. The Public Services (Social Value) Act⁴ requires us to take social value into consideration when we commission services. In order to do this effectively we will, over the next year, continue to monitor the impact of changes on service users as well as the knock on impact of reductions on other providers. We will continue to undertake detailed consultation with customers and other stakeholders as specific activities are implemented.

² <https://www.gov.uk/government/publications/best-value-statutory-guidance--4>

³ The Best Value Statutory Guidance has statutory force and must therefore be taken into account in the exercise of funding decisions. It is issued under section 3(4) Local Government Act 1999 which states that, in deciding how to fulfil its Best Value duty (section 3(1) LGA 1999), local authorities have to take into account guidance issued by the Secretary of State which may cover the form, content and timing of consultations <http://www.ncvo-vol.org.uk/news/civil-society/helping-you-understand-new-best-value-guidance>

⁴ <http://www.legislation.gov.uk/ukpga/2012/3>

- We are continuing to invest in the VCS, including through Grant Aid and Public Health, albeit at reduced levels within Public Health.
- We are continuing to target resources at those who most need our support, to help people to become more independent, where possible intervene earlier and do more preventative work, to get even better value for money from the services we purchase and to pursue innovative approaches in service commissioning and design.
- We are continuing to develop our approach to commercialisation, including pursuing external funding where possible to help invest in innovative services. For example, we have setting up the new independent Youth Trust and continuing to develop employment schemes especially aimed at young and disabled people.
- We are continuing with restructures of Council services and are both internalising and externalising services where appropriate.
- We are continuing to get value for money from our contracts. This is with our major strategic providers but also across Portfolios such as with our, housing commissioning, learning disability services, youth services and health Trusts.
- We are continuing to work regionally where appropriate to save costs but also to enable better joined up services.

254. The Impact Assessment also highlights some positive implications of the budget proposals. These include improvements in the process of assessment and support planning for existing and future social care customers, and the reshaping of transport to provide services which promote independence. As we restructure services we're aiming to develop clearer and more efficient ways to contact services.

255. Our approach to the budget is in **Portfolio Areas** which correspond to the way Council is structured.

Place

256. The Place Portfolio has completed 22 Budget EIAs on savings totalling £7,085,000 for 2017/18. The Place budget proposals are primarily efficiency based and therefore internally focussed. This will minimise the impact on front line service delivery. The notable exceptions are:

- The closure of the Activity Sheffield front line service.
- An increase in Bereavement Services charges
- The Business Like Place Programme.

257. Overall, the proposals are a mix of:

- Savings achieved through internal reorganisation of some services and by ensuring they operate as efficiently as possible;
- Working with our delivery partners to ensure we achieve maximum value for money through our contractual agreements;
- Working with partners to renegotiate;
- Working with partners to retain services with reduced funding and/or securing partnership funding;
- Reviewing existing charges and introducing new ways of generating income, and;
- As a last resort, stopping some activities altogether.

258. It's anticipated that some of the most significant savings will come from our partners Amey and Veolia, and through the Business Like Place Programme; a major internal change programme.

259. A range of evidence including data and consultation has been used to identify if there are any differential impacts of the proposals.

260. Where consultation has taken place, Officers and members have, and will continue to, carefully review the feedback received before making final budget decisions. Areas where consultation is in progress / may be required:

- Consultation regarding the waste contract to be carried out as required.
- Closure of the Activity Sheffield front line service.
- 'Business Like Place' Programme, staff consultation will be ongoing throughout the Programme.
- Specific consultation in regard to proposed internal changes will be carried out with staff.

261. Additionally, if changes to front line service delivery are proposed, consultation will be carried out as identified.

Workforce

262. Some of the proposals will result in a reduction in posts across the Portfolio. However, there is no identified disproportionate impact on a specific group.

263. A number of Voluntary Severance/Voluntary Early Retirement schemes across Place will result in voluntary staff reductions and changes. It may be necessary in some areas to conduct Managing Employee Reduction processes to achieve non-voluntary staff reductions. In both instances, there is possibility of wider workforce impact through increased workload.

264. The year on year reduction in workforce has not had a significant impact on workforce profile, and workforce profile has shown steady improvement for the majority of characteristics. However, for 17/18 onwards this has been highlighted as a potential issue dependent on the impact of the 'Business Like Place' Programme.

Equalities Impacts

265. As identified in 16/17, the year on year key impacts remain in relation to socio economic issues, partners and staffing.

266. A number of budget savings have been implemented with no significant equalities impacts. The Portfolio has consulted with public and partners to inform these approaches and will continue this engagement throughout 2017/18 to inform decisions in 18/19 and beyond.

Children Young People and Families

267. Children, Young People, and Families (CYPF) have produced a total of 21 Equality Impact Assessments (EIA) across the Portfolio. CYPF have to manage both the pressure of budget cuts required through reductions to our grant and a significant and growing demand in areas such as special educational needs, health and wellbeing and poverty. In addition there are changes in legislation and policy will impact on the way in which we operate, and on the expectations children, young people, and families have of us. These demands and changes in legislation result in a financial pressure of £8.976m across CYPF for 17/18.

268. Children and Families are absorbing inflationary pressures on fostering allowances within existing fostering budgets, absorbing the loss of the Adoption Inter-agency grant within existing service budgets and mitigating pressures around the National Minimum Wage by renegotiating contracts with external providers through the regional White Rose procurement framework. This will absorb the cost within contract arrangements.

269. The strategy to manage the potential impact of our budget proposals has four strands:

1. Prevention and Early Intervention;
2. Partnership Working;
3. Transformational Projects/Creative Change, and;
4. Continuing to reduce costs where we can.

This enables us to:

- Re-design Public Health services as part of the Healthy Child Programme.
- Re-commission youth services for the next 3 -5 years.
- Establish the initial phase of the skills hub.
- Invest in change and have a continued focus on prevention and early years services;
- Plan for young people's progression into adulthood;
- Ensure that the needs of vulnerable pupils are met;
- Invest in strategies and services which will improve outcomes and life chances for vulnerable teenagers and young adults;
- Have a whole family approach to supporting children and parents;
- Have more locally accessible services for children and young people with special educational needs and disabilities;
- Work collaboratively to ensure every child has a school place, that the needs of vulnerable pupils are met; act as champions for parents and families, and;
- Reduce costs where we can.

Workforce

270. The year on year workforce reduction has had a positive impact on the workforce diversity profile in CYPF, as well as across the Council. There have been steady improvements in the workforce profile for the majority of the characteristics that are monitored by the Council.

Equalities Impacts

271. Wherever possible, we have sought to minimise the impact that changes to people's services will have on children, young people, and their parents/carers. We recognise that some children, young people and their families use more than one service that has been subject to changes since 2010. This includes services provided by our partners. We recognise that some people will have received a changed or a reduced service as we focus on the most in need and at risk and wherever possible we have sought to mitigate this. However, this may have impacted on those families who are struggling financially, but who are not in the most need.

Public Health

272. There are 10 EIAs which relate to Public Health spending, which is approximately £29 million and is integrated throughout the Portfolios. More detail on the use of our Public Health grant is given in the portfolio sections. There are EIAs for the Director of Public Health Office which mainly cover internal structures and have lower impact. Overall there will be a reduction in investment in this area of 2.6% or £865k to reflect Central Government cuts. We are reviewing how and where the funding is spent to ensure that it is targeted to tackle the root causes of ill health and to have the maximum impact on reducing

inequalities. This may mean that we will try to save on existing activities in order to reinvest in other areas which have been prioritised.

273. The proposals which involve more cost effective delivery, the retendering of contracts, earlier intervention leading to prevention, internal restructuring, and staff reductions will have fewer equality impacts. Two of the main areas that we will continue to support are advice and information, so the impact of the overall investment will be positive on the groups within the EIA.

274. The outcomes expected of the public health grant will continue to be assessed under the Public Health Outcomes Framework (PHOF), and broadly fall into the following categories:

- Health and wellbeing is built into all that we do.
- Protect from preventable infections and environmental hazards to health.
- Reduce health inequalities.
- Support people to live healthier lives.

275. However as we target the households in most need there will be an inevitable impact on those who are still struggling financially but are not on the lowest incomes and who will be not eligible for targeted programmes. The biggest impact is likely to be on families with dependent children.

Resources

276. In the Resources Portfolio there are 22 EIAs which cover all budget proposals for 2017/18. There are EIAs pending on Managing Employee Reduction (MER) processes across services such as Commercial Services, Customer Services, HR, Legal and Democratic Services, Transport & Facilities services. EIAs on past MERs have all shown no disproportionate impacts on staff within the portfolio.

We are proposing:

- To keep the same Council Tax Support (CTS) system this year.
- To continue to offer to Council Tax Hardship Scheme in 2017/18, and to increase spending on this by 25%.
- An increase in Council Tax. This includes an additional 3% to cover part of the funding gap in adult social care.

Over the last few years we have mitigated reductions by:

- Reviewing and reducing the number of properties we use, which is linked to increasing the use of technology to enable our staff to work more flexibly;
- Improving our telephony systems to reduce call waiting at our customer call centres;
- Renegotiating contracts to reduce the costs of the things we buy;
- Reviewing and reducing the number of IT applications we use and their licensing costs, and;
- Reviewing the way we provide various professional services, such as. Legal Services.

277. The impacts will continue to be monitored through the EIA process and action plans will be developed to mitigate impacts where appropriate.

Workforce

278. Some of the proposals will result in a reduction in posts across the Portfolio. However, there is no identified disproportionate impact on a specific group.

279. A number of Voluntary Severance/Voluntary Early Retirement schemes across Resources will result in voluntary staff reductions and changes. It may be necessary in some areas to conduct Managing Employee Reduction processes to achieve non-voluntary staff reductions. In both instances, there is possibility of wider workforce impact through increased workload.

Equalities impact

280. The greatest impact will be in relation to the increase in Council Tax, including the Social Care Precept. See detail later in the report and mitigation through the increased Hardship Scheme

Communities

281. In the Communities Portfolio, 31 EIAs have been carried out in relation to the business planning savings proposals. More EIAs are planned as these proposals continue to develop. Many of the services in this portfolio, such as Adult Social Care, are, by definition, providing services to vulnerable, disabled or older people. Savings in this portfolio therefore have the potential to impact negatively upon these protected groups. Where there is a risk of negative impact, full EIAs have been carried out and these will be updated regularly to inform the recommendations as part of the development and implementation of proposals.

282. As we develop plans for more integrated support to enable people to stay healthy and independent for longer, we have undertaken EIAs to reduce the risk of any groups of people with protected characteristics being left behind by this approach or facing disadvantage. For example, we need to ensure that people from BME backgrounds are able to take-up and benefit from the proposals. We must also involve those who are affected by the changes in the redesign of services and support.

283. In keeping with the Council as a whole, the Communities Portfolio is mindful of the cumulative impact that changes in services and broader public policy could have. In 2017-18, there will be a concerted focus on reviewing these changes and understanding more about their effect on groups with protected characteristics. The key proposals are:

- Co-design a new Adult Social Care First Contact model.
- Developed a Learning Disabilities Commissioning Plan.
- Review the care plans of other adults who currently receive lower levels of support.
- Reduce the Communities Equipment Service budget.
- Increase the level of library fines, and temporarily reduce the Library and Community Services Budget.

Workforce

284. Where Managed Employee Reductions are required, we will work to minimise the impact on direct provision. We will try to ensure that this will not have a disproportionate impact on any group already under represented within the staffing profile. We will also follow this careful approach to staffing and equalities issues for other business planning proposals, for example, the reduction in agency staff within the Learning Disabilities Service, and in plans to cease recruitment to vacant posts and to restructure services.

Policy, Performance and Communications

285. In PPC there are less than 100 staff overall and only 4 EIAs. These proposals are mainly internal restructures and changes to contracts and they are not likely to have any customer impact. One proposal to reduce grant funding to the Equality Hub Network will have a potential impact. This is a saving from last year's overall expenditure on the Equality Hub Network. The closure of the Fairness Commission Pot from 2017/18 onwards, from which this funding is drawn, requires us to manage this pressure. The main mitigation will be to focus the available grant funding on those organisations that provide facilitative and administrative activity to build the capacity of the Equality Hubs Network. This

will strengthen the voice and influence of under-represented communities in the city and continued development officer support. The grant being reduced is the smaller grant pot.

Cumulative impact

286. We have looked back at the cumulative impact of changes over the last few years to inform our decision making this year, and found that service transformation, including staff reductions and joined up services, and the prioritisation of those in most need have been the most effective ways to mitigate the negative impact of budget reductions and increased cost pressures.
287. The groups which are impacted across EIAs and portfolios are disabled people, older and young people, women, carers and people on low incomes. Disabled people, some women such as lone parents and female pensioners, carers, young people tend to have lower incomes and some BME groups (who are more likely to be unemployed) and are more likely to be cumulatively impacted. See [Community Profiles](#) for details.
288. Some people who previously received a service will receive a changed, reduced or no service, as we focus services on those most in need. The reduction in universal provision is likely to impact on those who are not in the greatest need, but who are struggling financially and may find it difficult to pay for alternative provision. Areas where this is likely to cause an impact are youth provision, sport, leisure and culture, and for disabled people and carers as a result of changes to care and support.
289. We are continuing to work with partners to be more efficient and joined up. For example, we are working with the CCG to develop a single pooled budget for Health and Social Care. We are also continuing to work across the region where appropriate, to help save costs and to enable better joined up services.
290. There are year on year reduced subsidies on our charitable partners. However, where charges increase, whether for leisure, cultural or other services, it has the potential to increase barriers to participation for individuals and families on a low income, therefore affecting the groups above.
291. A further impact across a range of proposals will be the transition from one provider to another, which may include moving from one location to another. These changes have the potential for significant impact on those individuals affected by the change. We will take this into account in any changes,

undertake risk assessments where necessary and provide support for users and carers.

292. There will be an impact on the workforce across all areas given the amount of internal restructuring as a result of the budget proposals, and there are possible staff reductions of up to a further 225 posts in 2017/18. A significant number of workforce EIAs are ongoing and a Council wide MER EIA has been completed. Over the last few years' changes to staffing has had a positive impact on workforce diversity.
293. It is difficult to quantify the cumulative level of impact as mitigations have been highlighted in all EIAs. External factors, such as welfare reform, are also impacting negatively on some of the same groups.

Human Resources Equality Impact Overview

294. In all Portfolios the budget proposals include savings on staffing budgets. The savings arise from proposals to manage or deliver services in a different way. In all cases we will seek to manage employee reductions through voluntary early retirement, voluntary severance and by actively supporting staff who are vulnerable to redundancy to find alternative employment. The Council has also taken measures to minimise the impact on frontline staff where possible and appropriate.
295. Additionally we have introduced a stronger emphasis on workforce planning to ensure that our resourcing models and choices, including agency arrangements, are well planned and cost effective. Unfortunately, despite all our efforts and mitigations, there may be the need for compulsory redundancies, although this has been limited to five in the last 12 months.
296. We have introduced and promoted employee led measures such as voluntary reductions in hours, career breaks and annual leave purchase schemes to further contribute to savings on staffing budgets and we have seen an increase in the popularity of these options each year. We are committed to continue to pay a 'Living Wage' to Council employees and to extend this to our contracted providers where possible.
297. The Council believes that the composition, skills and commitment of the workforce are vital factors in our ability to deliver effective, efficient responsive and personalised services. We continue to monitor workforce issues within Portfolios and across the Council, and are aware of the need to address:

- The degree of occupational segregation within the workforce, such as a high proportion of women in the Communities and Children and Young People and Families workforces and a high proportion of men in the Place portfolio, and;
 - Under-representation of disabled, BME and lesbian, gay, bisexual (LGB) people in the workforce and under-representation of women, disabled and BME staff at Chief Officer and senior levels.
298. Given the amount of internal restructuring as a result of the budget proposals, other drivers and possible staff reductions of up to a further 225 posts in 2017/18, a significant number of workforce EIAs within Portfolios have been done. The Council wide Managing Employee Reductions (MER) EIA will be completed in April 2017.
299. The monitoring of the MER and VER/VS schemes showed no negative disproportionate impact on people who share a protected characteristic, and actually had positive impacts in line with our workforce diversity strategy. See the corporate MER EIA for full details.
- We will continue to work within our current policies and procedures, which promote workforce diversity to reflect the demographics of the city. We are also working with managers, staff and trade unions to ensure the workforce is viable and appropriate to the council's future operating and service needs, with a balance of skills and experience. Workforce related Impact Assessments are periodically updated and have been undertaken as part of MERs including Voluntary Early Retirement (VER) and Voluntary Severance (VS), and the Pay Strategy.

Recommendations

300. Members are recommended:

- a) To approve a net Revenue Budget for 2017/18 amounting to £395.551m;
- b) To approve a Band D equivalent Council Tax of £1,428.36 for City Council services, i.e. an increase of 4.99% (1.99% City Council increase and 3% national arrangement for the social care precept);
- c) To approve the Revenue Budget allocations and Budget Implementation Plans for each of the services, as set out in **Appendix 2**;

- d) To note that, based on the estimated expenditure level set out in **Appendix 3** to this report, the amounts shown in part B of **Appendix 6** would be calculated by the City Council for the year 2017/18, in accordance with sections 30 to 36 of the Local Government Finance Act 1992;
- e) To note that the section 151 officer has reviewed the robustness of the estimates and the adequacy of the proposed financial reserves, in accordance with Part 2 of the Local Government Act 2003. Further details can be found in **Appendix 4**.
- f) To note the information on the precepts issued by the South Yorkshire Police & Crime Commissioner and of South Yorkshire Fire & Rescue Authority, together with the impact of these on the overall amount of Council Tax to be charged in the City Council's area.
- g) To approve the proposed amount of compensation to Parish Councils for the loss of Council Tax income in 2017/18 at the levels shown in the table below paragraph 177;
- h) To note the latest 2016/17 budget monitoring position;
- i) To approve the Treasury Management and Annual Investment Strategies set out in **Appendix 7** and the recommendations contained therein;
- j) To approve the Minimum Revenue Provision (MRP) Statement set out in **Appendix 7**;
- k) To agree that authority be delegated to the Executive Director of Resources to undertake Treasury Management activity, to create and amend appropriate Treasury Management Practice Statements and to report on the operation of Treasury Management activity on the terms set out in these documents;
- l) To approve a Pay Policy for 2017/18 as set out in **Appendix 8**.
- m) To agree that authority be delegated to the Executive Director of Communities to set – subject to budgetary constraints – a framework of care home & home care fee increases with effect from 1 April 2017.

John Mothersole
Chief Executive

Eugene Walker
Interim Executive Director, Resources

Portfolio Pressures

Appendix 1

	Loss of funding £'000	Increasing demand on services £'000	Pay & price inflation £'000	Legislative changes £'000	Total £'000
Communities					
Funding gap Associate Libraries	112				
Health and Social Care Integration Funding has ceased for People Keeping Well initiative	400				
Loss of temporary funding	300				
Cost Pressure		3,244			
Emerging Pressure full year effect 16/17 costs		2,097			
Increase in demand for adult social care services due to demographic changes		513			
Full year effect of 16/17 pressure		5,105			
Pay Award at 1% and Apprenticeship Levy at 0.5%			575		
Home Care Pressure to cover the cost of increased hourly rate 2016/17			750		
Home care price increase at 2%			239		
Pay + contract inflation for staff working at the Care Trust			50		
Communities Total	812	10,959	1,614	0	13,385
CYPF					
Loss of Funding as a result of the cessation of the existing Travel Training Grant	60				
Cut to external funding.	200				
Loss of Education Services Grant	3,284				
Loss of Grant : Adoption Inter-agency	100				
Health Funding Contribution for Early Intervention and Prevention	750				
E Learning Building Schools for the Future ICT Funding ending	130				
SEN reform grant due to end.	340				
Completion of City Deal Programme - staff costs	500				
100 Apprenticeship Scheme	200				
LLSC staff costs associated with specific grants ending	200				
Demand on Children and Families Services.		900			
Increased cost of bus passes			107		
Costs of Pay Award			600		
Fostering allowance inflationary uplift			80		
0.5% Apprenticeship Levy				300	
Impact of Staying Put in the Children and Families Act 2014				125	
Impact of statutory increase to National Minimum Wage on placement providers.				500	
CYPF Total	5,764	900	787	925	8,376
Place					
Provision for unidentified savings from 2016-17.	959				
Cost associated with the implementation of the 'More business like Place programme'.	400				
Provision for loss of rental income on commercial estate.	200				
Provision for loss of car park fees arising from developments in City Centre.	100				
Provision for increased costs on the waste management contract reflecting 2% increase in waste volumes and increased households (black bins).		200			
Provision to align the Moor Market budget with its approved business plan.		350			
Provision for pay increase (1%).			380		
Provision for energy (7.5%) and rent/rates (2.3%) inflation.			162		
Provision for RPI contract inflation on waste management (2%).			600		
Reduction for one-off budget required in 2016-17 for enforcement operations in the Environmental Regulation service.				(150)	
Provision for Apprenticeship Levy (at 0.5% of pay).				190	
Place Total	1,659	550	1,142	40	3,391
PPC					
End of one-off grant funding for Equality Hubs	60				
Corporate Subscriptions		82			
Pay Award			34		
Apprenticeship Levy			14		
PPC Total	60	82	48	0	190
Resources					
Income Pressures	123				
Reduced size of estate to contribute to cleaning contract costs	200				
Pay Award			341		
Apprenticeship Levy				134	
Resources Total	323	0	341	134	798
Grand Total	8,618	13,083	3,340	1,099	26,140

Children Young People and Families

	<u>Gross</u> <u>Expenditure</u> <u>£000</u>	<u>Gross</u> <u>Income</u> <u>£000</u>	<u>Net</u> <u>Expenditure</u> <u>£000</u>
<u>BUSINESS STRATEGY</u>			
Business Strategy OP Budgets	5,006	5,489	-483
Portfolio Wide Budgets	64,799	59,955	4,844
School Budgets	180,105	180,166	-61
	249,910	245,610	4,300
<u>CHILDREN & FAMILIES</u>			
Children's Disability Service	1,729	164	1,565
Fieldwork Services	15,448	6,806	8,643
Health Strategy	17,749	791	16,958
Placements	3,378	388	2,991
Policy and Service Improvement	24,159	2,431	21,727
Prevention and Early Intervention	538	108	430
Provider Services	15,234	13,015	2,219
Safeguarding Children	2,401	1,009	1,392
	80,636	24,712	55,925
<u>INCLUSION & LEARNING SERVICES</u>			
Access & Pupil Services	4,333	4,406	-73
Children's Commissioning Unit	1,909	1,909	0
Children's Public Health	14,765	14,709	56
Inclusion & Targeted Services	12,532	12,532	0
Learning & Achievement Services	1,807	1,807	0
	35,346	35,363	-17
<u>LIFELONG LEARNING SKILLS & COMMUNITIES</u>			
14-24 Partnership	1,771	803	70
Employment and Skills	9,984	8,322	1,662
Family and Community Learning	9,624	9,557	67
Performance & Partnerships	1,184	1,088	97
Services to Young People	4,261	328,004	3,459
Strategic Support	1,526	850	676
	28,350	348,624	6,031
	394,242	654,309	66,239

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	BUSINESS STRATEGY OP BUDGETS (Division)

Description of core purpose of Planning Entity	This is the budget for the core team which focuses on business strategy for the CYPF Portfolio and a range of school related activities.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	5,006	(5,489)	(483)		47.50
Total Savings Made			(45)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	INFORMATION SYSTEMS				
Description	This service provides information technology infrastructure and support to the Children, Young People and Families Portfolio (CYPF). It also supports the infrastructure that Sheffield Schools and Academies rely on, ensuring information flow between schools and Local Authority. Information Strategy and Governance is managed through the service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
26.62	996	1,032	2,028	(2,125)	(97)

Line	A3				
Activity	BUDGET RESOURCING AND STRAT				
Description	The Budget Resourcing and Strategy service provides support to the Portfolio and a range of school related activities. The service takes the lead role in the education funding formula strategy and in ensuring Government Funding requirements are met across the portfolio.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
20.88	873	2,105	2,978	(3,364)	(387)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	BUSINESS STRATEGY OP BUDGETS (Division)

Section 2: Summary of Pressures (Form Es)

Line	E2				
Activity	Inflation				
Description	Cost of Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	30	-	30	-	30

Line	E3				
Activity	Inflation				
Description	Cost of Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	15	-	15	-	15

Section 3: Summary of Savings

Line	B1				
Activity	Reduction in Business Strategy running costs				
Description	Reduction in Business Strategy running costs across the service.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(30)	(30)	-	(30)

Line	B5				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship recruitment and training.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(15)	(15)	-	(15)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	PORTFOLIO WIDE BUDGETS (Division)

Description of core purpose of Planning Entity	These budgets support the Children Young People and Families (CYPF) Portfolio and wider school based activities.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	64,799	(59,955)	4,844		24.01
Total Savings Made			(167)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	FINANCIAL SUPPORT SERVICE				
Description	Sickness Insurance scheme for schools funded by contribution paid by schools.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	2,725	2,725	(2,525)	200

Line	A2				
Activity	PENSIONS				
Description	Contribution to early retirement fixed cost of pension for school staff.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	1,662	1	1,663	(777)	886

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	PORTFOLIO WIDE BUDGETS (Division)

Line	A4				
Activity	CAPACITY PLANNING & DEVELOPMENT				
Description	Revenue contribution to property and maintenance costs for schools.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		2,438	2,438	(2,438)	-

Line	A5				
Activity	CONTRACT SERVICES				
Description	Contract Service provides the Schools Food Service (SFS) together with Emergency Planning, Business Continuity and Independent Travel Training. The SFS provides strategic support and advice to schools on catering and client and contract management of the Sheffield Central Schools Catering Contract. Emergency Planning and Business Continuity arrangements are managed on behalf of the Portfolio, working closely with the corporate team. Transportation from home to school is commissioned for students with Special Educational Needs and Disabilities. Home to school travel passes are also commissioned from SYPT. The Independent Travel Training and Assessment team work with children and young people with Special Educational Needs, who have the potential to be trained to travel independently, to and from their educational settings, rather than having to travel via taxis or minibus.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.83	494	22,687	23,180	(20,369)	2,812

Line	A7				
Activity	EARLY YEARS FREE ENTITLEMENT				
Description	This consists of the resources set aside from the delegated schools budget for free early learning.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.18	148	29,255	29,403	(29,373)	29

Line	A8				
Activity	ORGANISATIONAL DEVELOPMENT				
Description	This relates to early retirement, redundancy costs and trade union duties in schools.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	8	3,503	3,511	(3,506)	6

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	PORTFOLIO WIDE BUDGETS (Division)

Line	A9					
Activity	PENSION AND LEGAL FEES					
Description	This budget contains schools contingency funding and traded services with schools.					
Grant Income Source						
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure	
0.00		1,114	1,114	(545)	569	

Line	A10					
Activity	PORTFOLIO LEADERSHIP TEAM					
Description	This is the CYPF Portfolio Leadership Team.					
Grant Income Source						
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure	
5.00	600	164	764	(422)	342	

Section 2: Summary of Pressures (Form Es)

Line	E2					
Activity	Loss of Funding/Income					
Description	Loss of Funding as a result of the cessation of the existing Travel Training Grant					
Grant Income Source						
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure	
	-	-	-	60	60	

Line	E3					
Activity	Inflation					
Description	Increased cost of bus passes					
Grant Income Source						
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure	
	-	107	107	-	107	

Line	E9					
Activity	Loss of Funding/Income					
Description	Cut to external funding.					
Grant Income Source						
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure	
0.00	-	-	-	200	200	

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	PORTFOLIO WIDE BUDGETS (Division)

Section 3: Summary of Savings

Line	B1					
Activity	Travel Training Grant					
Description	Activity will continue and new grant expected.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	-	-	(107)	(107)

Line	B2					
Activity	Bus Pass Concessionary Fares					
Description	In discussion with South Yorkshire Passenger Transport Executive (SYPTTE) to manage increase within existing resources.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(60)	(60)	-	(60)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	SCHOOL BUDGETS (Division)

Description of core purpose of Planning Entity	This budget contains the funding for Sheffield's 170 schools, together with schools contingency funding, sickness and maternity insurance schemes and support for schools educational initiatives.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	180,105	(180,166)	(61)		0.00
Total Savings Made			(61)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	SCHOOL BUDGETS				
Description	The school budgets consists of resources set aside from the delegated schools budget, with the agreement of schools and Schools Forum, for specific purposes linked to limited term school related projects.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	180,105	180,105	(180,166)	(61)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Loss of Funding/Income				
Description	Government cut to Education Services Grant supporting central school budgets.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	1,300	1,300

Directorate	CHILDREN AND YOUNG PEOPLE
Service	BUSINESS STRATEGY - CYPF
Planning Entity	SCHOOL BUDGETS (Division)

Line	E3				
Activity	Loss of Funding/Income				
Description	Government cut to Education Services Grant Funding				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	-	-	500	500

Section 3: Summary of Savings

Line	B3				
Activity	One off Transitional ESG Funding				
Description	Education Services Grant (ESG) funding confirmed				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	-	-	(500)	(500)

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CHILDRENS DISABILITIES SERVICE (Division)

Description of core purpose of Planning Entity	This area provides a number of services including a regional resource for children diagnosed with cancer, children with disabilities and practical support for families to support disabled children in a home setting. Provides social work assessment processes and specialist support based on needs.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	1,729	(164)	1,565	40.30
Total Savings Made			(/)	0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CHILDRENS DISABILITIES SERVICE				
Description	This area provides a number of services including support for children diagnosed with cancer, children with disabilities and practical support for families to support disabled children in a home setting				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
40.30	1,508	220	1,729	(164)	1,565

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	15	-	15	-	15

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CHILDRENS DISABILITIES SERVICE (Division)

Line	E2				
Activity	Inflation				
Description	Cost of apprenticeship levy				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	7	-	7	-	7

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(7)	(7)	-	(7)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	FIELDWORK SERVICES (Division)

Description of core purpose of Planning Entity	Works with families in crisis to prevent breakdown, statutory responsibility around legal orders, child protection keyworkers. Courts impose contact requirements on service for Children in Care during and after proceedings. Responsible for social worker/young person advisors for children in care and Care Leavers.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	17,749	(791)	16,958		328.60
Total Savings Made			(63)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ASYLUM				
Description	Responsibility for social worker and support worker for Unaccompanied Asylum Seeker Children (UASC) involves supporting and planning UASC through the asylum processes and appeals processes in tribunals and courts; working to asylum legislation and care leavers legislation. Strong operational and strategic relationships with United Kingdom Border Agency.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	350	350	(94)	256

Line	A2				
Activity	CENT MGT & BUS SUPPORT				
Description	Central Management and Business Support Service consists mainly of the staffing costs supporting the Fieldwork and Fostering and Adoption services. This activity includes business support and business support Management and the administrative running costs of Fieldwork and Fostering and Adoption services. Supporting Fieldwork and Provider services.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
93.80	2,205	231	2,436	(13)	2,424

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	FIELDWORK SERVICES (Division)

Line	A3				
Activity	FIELDWORK STRATEGY				
Description	Contract for services to work with families in crisis to prevent breakdown. Intensive support & counseling around substance abuse. Cost of proceedings including court fees and third party experts. Contact Contracts is demand led as courts impose contact requirement on service for children in care. Implementation and development of a service record management system				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
12.10	316	1,857	2,173	(477)	1,697

Line	A4				
Activity	Out of Hours - C&F				
Description	The Out of Hours service operates links to the 101 Shared Service to receive referrals from Social Care, the general public and other agencies where there is concern about a child's welfare where there is a need for an immediate response as a result of significant harm or the risk of family breakdown.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.10	262	14	276	-	276

Line	A5				
Activity	PERMANENCE & THROUGH CARE				
Description	Provides social worker/support worker services for Children in Care (CIC) and Care Leavers and planning and commissioning of services, where decision is for them to remain in care. The age range covers 5 to 25 years, planning for transitions to young adulthood with a wide ranging and varied network of partnerships ; Inclusion and Learning Service and Lifelong Learning and Skills Service; fostering; residential; and private providers of 16 plus accommodation; universities; Further Education colleges, Multi-agency service with midwives; dentist drop-in; apprenticeships; mental health; Multi Agency Psychological Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
42.10	1,807	1,492	3,299	(207)	3,092

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	FIELDWORK SERVICES (Division)

Line	A6				
Activity	SERVICE AREA EAST				
Description	The teams are made up of a screening and support assessment and planning team and include Social Workers, Practice Teachers and Advanced Social Worker Practioners. The types of the assessment/work undertaken include : Children in need - assessing and supporting families and their children. Child Protection - a plan is required in order that children are safeguarded. Children in Care - either permanency care or further assessment to assess whether children can return home. Children subject to Court Orders or Directives : e.g. section 7 and section 37 of the Children's Act 1989. Families that have no re-course to public funds, unaccompanied asylum seekers, homeless 17-18 year olds, adoption for children.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
63.20	2,549	385	2,934	-	2,934

Line	A7				
Activity	SERVICE AREA NORTH				
Description	The teams are made up of a screening and support assessment and planning team and include Social Workers, Practice Teachers and Advanced Social Worker Practioners. The types of the assessment/work undertaken include : Children in need - assessing and supporting families and their children. Child Protection - a plan is required in order that children are safeguarded. Children in Care - either permanency care or further assessment to assess whether children can return home. Children subject to Court Orders or Directives : e.g. section 7 and section 37 of the Children's Act 1989. Families that have no re-course to public funds, unaccompanied asylum seekers, homeless 17-18 year olds, adoption for children.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
62.90	3,072	698	3,770	-	3,770

Line	A8				
Activity	SERVICE AREA WEST				
Description	The teams are made up of a screening and support assessment and planning team and include Social Workers, Practice Teachers and Advanced Social Worker Practioners. The types of the assessment/work undertaken include : Children in need - assessing and supporting families and their children. Child Protection - a plan is required in order that children are safeguarded. Children in Care - either permanency care or further assessment to assess whether children can return home. Children subject to Court Orders or Directives : e.g. section 7 and section 37 of the Children's Act 1989. Families that have no re-course to public funds, unaccompanied asylum seekers, homeless 17-18 year olds, adoption for children.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
52.40	2,173	337	2,509	-	2,509

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	FIELDWORK SERVICES (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Legislation				
Description	Impact of Staying Put in the Children and Families Act 2014				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	125	125	-	125

Line	E2				
Activity	Demand				
Description	Demand on Children and Families Services.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	250	250	-	250

Line	E3				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	132	-	132	-	132

Line	E4				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	63	-	63	-	63

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	FIELDWORK SERVICES (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(63)	(63)	-	(63)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	HEALTH STRATEGY (Division)

Description of core purpose of Planning Entity	This service oversees joint commissioning with NHS colleagues of some healthcare and public health services for vulnerable young people and families, primarily substance misuse prevention and treatment services for under 18s, some sexual health services, direct payments and short breaks.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	3,378	(388)	2,991		10.30
Total Savings Made			(2)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	HEALTH STRATEGY				
Description	This service oversees joint commissioning with NHS colleagues of healthcare and public health services for vulnerable young people and families, primarily substance misuse prevention and treatment services for under 18s, some sexual health services, direct payments and short breaks.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.30	520	2,858	3,378	(388)	2,991

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Demand				
Description	Demand on Children and Families Services.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	200	200	-	200

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	HEALTH STRATEGY (Division)

Line	E2				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	5	-	5	-	5

Line	E3				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	2	-	2	-	2

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(2)	(2)	-	(2)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	PLACEMENTS (Division)

Description of core purpose of Planning Entity	Purchasing of Foster care and Care Leaver beds for Children in Care, Children with disabilities and Care Leavers.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	24,159	(2,431)	21,727		8.60
Total Savings Made			(681)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	PLACEMENTS				
Description	<p>Purchasing of Foster beds for Children in Care when in house facilities not available or on rare occasions when necessary, for safety reasons, to move a child out of city. Purchasing of residential block contracts and other residential placements in and out of the city.</p> <p>There are a number of children and young people with disabilities who are looked after by the Local Authority who are either placed within or out of city residential home or placed with a private fostering carer.</p>				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.60	277	23,882	24,159	(2,431)	21,727

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Inflation on Fostering Allowances as per national fostering agencies, local fostering allowance needs to be increased in line with inflation				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	80	80	-	80

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	PLACEMENTS (Division)

Line	E2				
Activity	Legislation				
Description	Impact of statutory increase to National Minimum Wage on placement providers.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	500	500	-	500

Line	E3				
Activity	Loss of Funding/Income				
Description	Loss of Grant : Adoption Inter-agency				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	-	-	100	100

Line	E4				
Activity	Demand				
Description	Demand on Children and Families Services.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	450	450	-	450

Line	E5				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	3	-	3	-	3

Line	E6				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	1	-	1	-	1

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	PLACEMENTS (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Fostering Allowances				
Description	Increase in fostering allowances to be provided from existing fostering budget.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(80)	(80)	-	(80)

Line	B2				
Activity	Adoption Inter-Agency Grant				
Description	Absorbing costs within existing service budgets				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(100)	(100)	-	(100)

Line	B3				
Activity	National Minimum Wage - renegotiation of contracts				
Description	Placement providers statutory duty to pay national minimum wage, mitigated by Sheffield City Council not providing an increase in our contracts and the providers paying for the statutory increase.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(500)	(500)	-	(500)

Line	B4				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(1)	(1)	-	(1)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	POLICY & SERVICE IMPROVEMENT (Division)

Description of core purpose of Planning Entity	Improve outcomes for children and families by:
	<ul style="list-style-type: none"> - Ofsted inspection preparation - Establishing and maintaining policies and procedures that ensure statutory compliance - Leading and delivering the social work Recruitment and Retention Strategy - Disseminating research evidence to practitioners and managers - Supporting Service Delivery of information systems - Undertaking reports required as part of Serious Case Review process

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	538	(108)	430		7.40
Total Savings Made			(2)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	POLICY & SERVICE IMPROVEMENT				
Description	<p>Improve outcomes for children and their families by enabling quality service improvement :</p> <ul style="list-style-type: none"> Ensuring the delivery of service improvement Ofsted Inspection preparation Establishing and maintaining policies and procedures that ensure compliance with statutory requirements Leading and delivering the social work Recruitment and Retention Strategy Disseminating research evidence to practitioners and managers Supporting the service delivery of information systems e.g. CareFirst Undertaking the reports required as part of the Serious Case Review process 				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.40	363	175	538	(108)	430

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	POLICY & SERVICE IMPROVEMENT (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	4	-	4	-	4

Line	E2				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	2	-	2	-	2

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(2)	(2)	-	(2)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	PREVENTION & EARLY INTERVENTN (Division)

Description of core purpose of Planning Entity	Prevention and Early Intervention Service provide intensive family projects, working with children on the edge of care, supporting families to achieve their full potential. Working in partnership to ensure families receive effective support, preventing families needing to progress to more intensive statutory services eg Social Care or Child & Adolescent Mental Health Services. Multi Agency Support Teams work to eradicate social exclusion, improve health/wellbeing, address antisocial behaviour for those children and young people at risk
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	15,234	(13,015)	2,219	329.00
Total Savings Made			(2,190)	20.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	PREVENTION AND EARLY INTERVENT				
Description	Prevention and Early Intervention 's ambition is that every child, young person and family achieves their full potential by raising expectations, attainment and enriching experiences. This will be enabled by a strong commitment to high quality services, focusing on school readiness and closing the equalities gap at the end of the foundation stage				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
329.00	11,444	3,791	15,234	(13,015)	2,219

Section 2: Summary of Pressures (Form Es)

Line	E2				
Activity	Loss of Funding/Income				
Description	Health Funding Contribution for Early Intervention and Prevention				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	-	-	750	750

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	PREVENTION & EARLY INTERVENTN (Division)

Line	E3				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	91	-	91	-	91

Line	E4				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	45	-	45	-	45

Section 3: Summary of Savings

Line	B2				
Activity	Strengthening Families 5-year change programme				
Description	Investment in prevention and early intervention services.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
20.00	855	1,000	1,855	(4,000)	(2,145)

Line	B3				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(45)	(45)	-	(45)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CYP PROVIDER SERVICES (Division)

Description of core purpose of Planning Entity	The Provider Service mission statement is to deliver, monitor and provide the highest quality placements and complimentary services that will endeavour to meet specific assessed needs of children and young people within Sheffield. The Service is responsible for the recruitment, preparation and assessment of prospective parents and their support once a child is in placement. Provides secure accommodation via Aldine House which is a safe caring environment. Funds service and strategic commissioning for children and young people's emotional health and wellbeing and short break care for children with disabilities in Sheffield.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	15,448	(6,806)	8,643	278.80
Total Savings Made			(50)	0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	CHILDREN'S RESIDENTIAL HOMES				
Description	<p>We provide residential care for Children in Care and short break care for children with disabilities in Sheffield in compliance with Children homes regulation 2011</p> <p>We provide care for young people in 5 directly managed mainstream homes and care for and support young people and their families in three directly managed short break care homes.</p> <p>We aspire to provide high quality care for all young people in residential settings; based in thriving communities with opportunities to improve quality of life, life chances and achieve outcomes which meet or exceed national minimum standards.</p> <p>We aim to achieve positive outcomes for children and young people by working in collaboration with parents, carers, and internal and external partnership agencies.</p>				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
177.60	7,903	1,143	9,047	(4,276)	4,771

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CYP PROVIDER SERVICES (Division)

Line	A3				
Activity	FOSTERING				
Description	The Fostering Service has to comply with a number of statutory guidelines including Fostering Service, National Minimum Standards and Regulations 2011. The Fostering Service: recruits, trains and approves a high quality cohort of foster carers; retains high quality foster carers; provides placement choice for children who need looking after by the local authority; ensures that best value for money principles are applied. The service provide placements that are needed for a cross section of reasons, long term placements for Children in Care (CIC), supporting families within the community, short term placements. The service has to follow legislation in regard to the supervision of staff and foster carers. Marketing and retention activities are supported by the services Key Campaign.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
36.80	1,508	168	1,676	(9)	1,667

Line	A4				
Activity	PLACEMENT STRATEGY				
Description	Support for the Corporate Parenting Agenda Board. Children in Care and Adopted Children Survey and Pledge. Star Awards Event. Residential provision for Children's Workforce Development. Commissioned service contracts with partnership providers for Care Experience Council and Advocacy/Children's Rights Services / Looked After Nurse provision. Supports schools providing early preventative support to children with emotional and mental health problems.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	219	219	(124)	95

Line	A5				
Activity	YOUTH JUSTICE				
Description	The Youth Justice Service provides the city's statutory function for the assessment, supervision and support of young people involved in the criminal justice system. Key statutory functions include: assessment, supervision and risk management of young people on community punishment orders and on release from custody; provision of Appropriate Adult services, provision of reports to court; pre-sentence supervision and bail support; support to parents and carers of young offenders; work with victims of youth offending. Sheffield City Council is the lead agency but the service is funded through a statutory partnership funding formula, including contributions from the Home Office, Ministry of Justice, Department for Education, Probation, Police and Health.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
38.10	1,677	812	2,490	(1,700)	789

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CYP PROVIDER SERVICES (Division)

Line	A6				
Activity	ADOPTION				
Description	Responsible for the recruitment, preparation and assessment of prospective adoptive parents, and their support once a child is in placement, and for searching for a suitable adoptive placement that will meet most of the child's needs, for all Sheffield children with an agreed plan of adoption. The service offers support to adoptive families post placement and post Adoption Order including a wide range of support groups. We also offer support to birth families and adopted adults, including assistance with access to adoption records and counselling. We facilitate the 'letterbox exchange scheme' which assists contact between birth families and adopted children. The service is responsible for administering and reviewing all Residence Order and Special Guardianship Order payments and for undertaking non-agency adoption assessments and providing reports to the Court				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
26.30	1,031	986	2,017	(697)	1,321

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	100	-	100	-	100

Line	E2				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	50	-	50	-	50

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	CYP PROVIDER SERVICES (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(50)	(50)	-	(50)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	SAFEGUARDING CHILDREN (Division)

Description of core purpose of Planning Entity	The Safeguarding and Independent Reviewing Service is an integrated service combining the core functions for child protection and looked after children. It incorporates integrated practice and services to the Sheffield Safeguarding Children Board (SSCB)
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	2,401	(1,009)	1,392		50.80
Total Savings Made			(11)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	SAFEGUARDING CHILDREN				
Description	<p>Core functions of the integrated service include:</p> <ul style="list-style-type: none"> Convening, chairing and minuting of child protection conferences Independent Reviewing Service Managing the list of children subject to a child protection plan, performance monitoring and reporting information Serious Case Reviews and Child Death Overview processes Specialist services - Sexual Exploitation, Substance Misuse, Licensing and on-line Safety Support, advice, training, procedures and best practice guidance to enable organisations and individuals to understand, prioritise and discharge their safeguarding responsibilities to best effect. The SSCB and other specialist services are joint funded by partner agencies 				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
50.80	1,985	416	2,401	(1,009)	1,392

Directorate	CHILDREN AND YOUNG PEOPLE
Service	CHILDREN & FAMILIES
Planning Entity	SAFEGUARDING CHILDREN (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Cost of 1% pay award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	20	-	20	-	20

Line	E2				
Activity	Inflation				
Description	Cost of apprenticeship levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	11	-	11	-	11

Section 3: Summary of Savings

Line	B1				
Activity	Apprenticeship Levy				
Description	Implement a strategy for apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(11)	(11)	-	(11)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	ACCESS & PUPIL SERVICES (Division)

Description of core purpose of Planning Entity	The School Organisation Team fulfils the statutory duty to ensure sufficient high quality school places. The Pupil Admissions Team manages all elements of the school admissions process and is supported by the Children Missing From Education Team who work to ensure that all children missing from education are promptly re-engaged with educational provision. The School Liaison function provides a de-escalation service for school issues and includes the lead for services to schools and governors support.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	4,333	(4,406)	(73)		73.46
Total Savings Made			(274)		2.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	ACCESS & PUPIL SERVICES					
Description	The School Organisation Team fulfils the statutory duty to plan and provide sufficient high quality Primary and Secondary school places commissioning new provision where it is required and making changes to the organisation of schools. The Pupil Admissions Team provides advice and guidance to parents and schools and manages all elements of the school admissions process from application to appeals and transport. The admissions process is supported by the Children Missing From Education Team who work to ensure that all children missing from education are promptly identified and re-engaged with educational provision. The Pupil Services function includes oversight of three traded services, PESOL, and the Governors service. The latter is closely allied to School Improvement as it monitors the effectiveness of governing bodies and provides support for their operation.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	73.46	2,394	1,939	4,333	(4,406)	(73)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	ACCESS & PUPIL SERVICES (Division)

Line	B2				
Activity	Reduction in Inclusion and Learning running costs				
Description	Reduction in Inclusion and Learning Services (ILS) running costs across the Inclusion and Learning Service.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(40)	(40)	(80)	-	(80)

Line	B4				
Activity	Apprenticeship Levy				
Description	Implement a Strategy for Apprenticeship training and recruitment.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(64)	(64)	-	(64)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	CHILDREN'S COMMISSIONING UNIT (Division)

Description of core purpose of Planning Entity	The function works across the Portfolio and with Partners to support service delivery and change; including consultation and engagement with parents, all partnerships and priority work programmes with schools and children's health and well being.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,909	(1,909)	-		35.66
Total Savings Made			(192)		4.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CHILDREN'S COMMISSIONING UNIT				
Description	The function works across the Portfolio and with Partners to support service delivery and change; including consultation and engagement with parents, all partnerships and priority work programmes with schools and children's health and well being.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
35.66	1,560	348	1,909	(1,909)	-

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Loss of Funding/Income				
Description	Loss of Education Services Grant - Childrens Commissioning Unit				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	192	192

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	CHILDREN'S COMMISSIONING UNIT (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Children's Commissioning Redesign of Services				
Description	Restructure of Children Commissioning and Inclusion Learning Service.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.00	(92)	(100)	(192)	-	(192)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	CHILDREN'S PUBLIC HEALTH (Division)

Description of core purpose of Planning Entity	Public Health aims to improve the health of the population and reduce health inequalities through health protection (stopping people being exposed to risk), health promotion (with individuals, communities and organisations) and through influencing the design of health care services.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	14,765	(14,709)	56		11.08
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	COMM SERVICES - VOLUNTARY CYP				
Description	Services commissioned from Voluntary and Community organisations to promote health in the Early Years and with vulnerable groups.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		165	165	(165)	-

Line	A2				
Activity	ENHANCED SERVICES				
Description	Enhanced Sexual Health Services delivered in Primary Care by GP Practices and Community Pharmacy. Provision of long acting reversible contraception, emergency hormonal contraception and chlamydia screening.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		470	470	(470)	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	CHILDREN'S PUBLIC HEALTH (Division)

Line	A3				
Activity	Out of City Sexual Health				
Description	Sheffield City Council is responsible to pay for Sheffield residents requiring sexual health treatment out of city				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		170	170	(170)	-

Line	A4				
Activity	P H INFRASTR & CONTRACTS				
Description	Public Health Infrastructure and Contracts - Statutory delivery of the 0-19 Healthy Child Programme. Delivery of mandatory Health Visiting functions (new birth visits, post natal visits) and statutory requirements for Safeguarding, National Child Measurement Programme, universal health screening on school entry and Vaccinations and Immunisations. Universal service delivered to 0-4 years and 5-19 years. Provided by a new integrated model through redesign of Health Visiting and Health Services to Children.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.08	501	995	1,496	(1,440)	56

Line	A6				
Activity	NHS Trust Contracts				
Description	Sheffield Teaching Hospital - provides a confidential sexual health service including specialist information, advice, counseling, rapid testing and treatment for sexually transmitted infections				
	Sheffield Children's hospital delivers the statutory 0-19 Healthy Child Programme. Delivery of mandatory Health Visiting functions (new birth visits, post natal visits) and statutory requirements for Safeguarding, National Child Measurement Programme, universal health screening on school entry and Vaccinations and Immunisations. Universal service delivered to 0-4 years and 5-19 years. Provided by a new integrated model through redesign of Health Visiting and Health Services to Children.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	12,464	12,464	(12,464)	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	CHILDREN'S PUBLIC HEALTH (Division)

Section 2: Pressures (Form Es) - None Identified

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings

Line	F1					
Activity	0-19 Healthy Child Programme re-design					
Description	Integration of 0-4 and 5-19 Healthy Child Programme services provided by Sheffield Children's NHS Foundation Trust. This is second year of a 3 year integration/service re-design.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(600)	(600)	600	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	INCLUSION & TARGETED SERVICES (Division)

Description of core purpose of Planning Entity	The identification of the educational needs of individual children and young people with Special Educational Needs and the provision of high quality statutory services including schools to meet those needs. The provision of targeted services or provision to meet the needs of other identified vulnerable groups at risk of underachievement or exclusion within mainstream schools.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	12,532	(12,532)	-		104.54
Total Savings Made			(420)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	INCLUSION & TARGETED SERVICES					
Description	Timely assessments and reviews are undertaken to identify needs and support required. Needs will usually be met within maintained mainstream schools, integrated resources or special schools. However for a few children and young people independent provision may be required or travel assistance for school attendance. The key objective of the Inclusive Learning Strategy is to ensure that every school is good and inclusive, improving parental confidence to send their children to their local school. Key to all schools being inclusive. Special Educational Needs (SEN) provision delivered through excellent services (Educational Psychologists, Hearing and Visual Impairment and Autism), specialist provision (Integrated Resources and Special Schools) and for vulnerable individuals high quality targeted support as well as challenge when outcomes are not good.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	104.54	5,378	7,153	12,532	(12,532)	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	INCLUSION & TARGETED SERVICES (Division)

Section 2: Summary of Pressures (Form Es)

Line	E3				
Activity	Loss of Funding/Income				
Description	Government cut to Education Services Grant				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	-	-	80	80

Line	E5				
Activity	Loss of Funding/Income				
Description	SEN reform grant due to end.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	340	340

Section 3: Summary of Savings

Line	B1				
Activity	Inclusion programme				
Description	Reduction in running costs across inclusion services.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(40)	(40)	(80)	-	(80)

Line	B3				
Activity	Sepecial Educational Needs reform grant				
Description	Activity will continue and grant award confirmed for 2017/18.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(340)	(340)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	LEARNING & ACHIEVING SERVICE (Division)

Description of core purpose of Planning Entity	The Learning and Achievement Service provides advocacy for all children and young people's educational outcomes to ensure that they make good progress, with a particular focus on the most vulnerable. In our role as advocate and champion for children, young people and families the Local authority will support, challenge and intervene in schools where necessary.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,807	(1,807)	-		8.89
Total Savings Made			(825)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	LEARNING AND ACHIEVEMT SERVICE				
Description	The Learning and Achievement Service (LAS) provides advocacy for all children and young people's educational outcomes in Sheffield, to ensure they reach their full potential. In addition to the role of advocates, LAS also operates a virtual school for children in care to champion their educational outcomes. Within LAS there are also services such as Every Sheffield Child Articulate and Literate (ESCAL).				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.89	681	1,127	1,807	(1,807)	-

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Loss of Funding/Income				
Description	Government Cut to Education Services Grant				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	825	825

Directorate	CHILDREN AND YOUNG PEOPLE
Service	INCLUSION & LEARNING SERVICES
Planning Entity	LEARNING & ACHIEVING SERVICE (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Learn Sheffield Funding				
Description	Learn Sheffield Funding, previously funded from Education Services Grant, funded from Dedicated School Grant to continue contract up to August 2018.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(825)	(825)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	14-24 PARTNERSHIP (Division)

Description of core purpose of Planning Entity	Develops & delivers the city's 14-24 Strategy, the Raising Participation Age duty and post-16 provision planning, organises curriculum development in support of the new, national technical pathways with an emphasis on science, technology, engineering and maths, cultivates effective education-business links and enterprise education, secures adequate and sufficient 16-24 SEND provision, commissions and quality assures the city's Vocational Skills Programme and Alternative Provision for 500 vulnerable learners p.a., and contributes to city-region priorities for development including a careers guidance framework, the Enterprise Adviser Network and the Sheffield City Region digital strategy.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,771	(1,701)	70		9.72
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	14-24 PARTNERSHIP					
Description	Develops & delivers the city's 14-24 Strategy, the Raising Participation Age duty and post-16 provision planning, organises curriculum development in support of the new, national technical pathways with an emphasis on science, technology, engineering and maths, cultivates effective education-business links and enterprise education, secures adequate and sufficient 16-24 SEND provision, commissions and quality assures the city's Vocational Skills Programme and Alternative Provision for 500 vulnerable learners p.a., and contributes to city-region priorities for development including a careers guidance framework, the Enterprise Adviser Network and the Sheffield City Region digital strategy.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	9.72	389	1,382	1,771	(1,701)	70

Section 2: Pressures (Form Es) - None Identified

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	EMPLOYMENT & SKILLS (Division)

Description of core purpose of Planning Entity	Develops, commissions and delivers employment, skills and apprenticeship programmes on behalf of the City Council and the Combined Authority, targeting vulnerable and disadvantaged adults and young people disadvantaged in the labour market , leads jointly with Human Resources on the maximisation of the apprenticeship levy and manages apprenticeship training, organises the Opportunity Sheffield jobs brokerage and work experience service and the Skills Made Easy apprenticeship and skills brokerage service and secures and manages external investment in support of employment and skills provision
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	9,984	(8,322)	1,662	31.55
Total Savings Made			(942)	0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CITY DEAL				
Description	Management of the City Deal programme across the Sheffield City region on behalf of the Local Enterprise Partnership (LEP).				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.80	450	3,425	3,875	(4,075)	(200)

Line	A2				
Activity	EMPLOYMENT & SKILLS				
Description	Develops, commissions and delivers employment, skills and apprenticeship programmes on behalf of the City Council and the Combined Authority, targeting vulnerable and disadvantaged adults and young people disadvantaged in the labour market , leads jointly with Human Resources on the maximisation of the apprenticeship levy and manages apprenticeship training, organises the Opportunity Sheffield jobs brokerage and work experience service and the Skills Made Easy apprenticeship and skills brokerage service and secures and manages external investment in support of employment and skills provision.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
19.75	919	5,190	6,109	(4,247)	1,862

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	EMPLOYMENT & SKILLS (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Loss of Funding/Income				
Description	100 Apprenticeship Scheme				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	200	200

Line	E2				
Activity	Loss of Funding/Income				
Description	Completion of City Deal Programme - staff costs				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	500	-	500	-	500

Line	E3				
Activity	Loss of Funding/Income				
Description	LLSC staff costs associated with specific grants ending				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	200	-	200	-	200

Section 3: Summary of Savings

Line	B2				
Activity	Identification of alternative funding				
Description	To cover residual costs from activity where the grant funding has ceased.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(200)	-	(200)	-	(200)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	EMPLOYMENT & SKILLS (Division)

Line	B3				
Activity	Skills Hub - initial phase				
Description	£500k from cessation of City Deal mitigated by reshaped programmes and new funding opportunities through the devolution agreement.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(500)	-	(500)	-	(500)

Line	B4				
Activity	Skills Hub - Initial Hub				
Description	Initial phase of establishing Skills Hub.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(42)	(42)	-	(42)

Line	B5				
Activity	100 Apprenticeship Scheme (LLSC)				
Description	Despite cuts to funding, alternative funding found to continue to provide employer subsidies to employ vulnerable and disadvantaged learners as apprentices.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(200)	(200)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	FAMILY & COMMUNITY LEARNING (Division)

Description of core purpose of Planning Entity	Commissions on behalf of the Council, the 14-24 Vulnerable Young People's programme and Family and Community Education, delivers CYPF's Study Programme and adult training contracts and manages the council's associated training units, manages Sheaf Training as a specialist vocational college and contributes to relevant Combined Authority initiatives including the development of the devolved Adult education Budget outcomes framework.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	9,624	(9,557)	67		101.66
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	16-19				
Description	<ul style="list-style-type: none"> • Commissions and delivers provision for young people Not in Education, Employment or Training (NEETs) and other vulnerable learners. • Co-ordinates provision for 16-25 year olds with Learning Difficulties and Disabilities including assessment of need and provision of tailored learning programmes such as New Routes. 				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
26.90	73	4,338	4,410	(4,410)	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	FAMILY & COMMUNITY LEARNING (Division)

Line	A2				
Activity	ADULT AND COMMUNITY LEARNING				
Description	<p>Holds the Skills Funding Agency (SFA) contract for the city and commissions provision for learners on its behalf. To facilitate this, the service manages extensive partnership working across a range of local learning partnerships, Community Assemblies and with other providers, model now been adopted as a national pilot for the Business Innovation and Skills Community Learning Trusts. The programme is partly delivered by the service's tutors, adult learning in community settings, including basic skills, first steps to employment, English for Speakers of Other Languages, vocational learning and learning for leisure. The programme also includes SFA funded Family Learning, delivered in schools, children's centres and other community settings. These are structured programmes to support parents to support their children's learning and to improve their own basic skills and confidence.</p>				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
24.19	957	1,374	2,331	(2,330)	1

Line	A3				
Activity	EMTAS				
Description	<p>The Ethnic Minority and Traveller Achievement Service (EMTAS):</p> <ul style="list-style-type: none"> • designs and delivers support programmes targeted at under achieving young people from vulnerable communities, specifically BME • has strategic and operational responsibility for mentoring programmes for vulnerable young people • develops prevention and intervention strategies to support cohesion and develop resilient communities 				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.48	301	109	410	(410)	-

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	FAMILY & COMMUNITY LEARNING (Division)

Line	A5					
Activity	LEARNING SKILL AND EMPLOYMENT					
Description	Management and delivery in Sheffield City Council's four training centres of Skills Funding Agency /Education Funding Agency funded learning programmes across the majority of vocational areas. This activity includes: <ul style="list-style-type: none"> • the 14 -16 Vocational Skills Programme to enhance the school-based curriculum offer. • apprenticeships for young people and adults. • work based assessments and further education in vocational sectors 					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	44.09	1,620	853	2,472	(2,406)	66

Section 2: Pressures (Form Es) - None Identified

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	PERFORMANCE AND PARTNERSHIPS (Division)

Description of core purpose of Planning Entity	Seeks to meet the performance analysis needs of all CYPF services and Learn Sheffield, provides an overview of the performance of all services on behalf of the Executive Director and contributes to the corporate performance reporting process, manages statutory statistical returns to DfE and other government departments on behalf of the portfolio, supports and challenges services through the continuous improvement, project management and performance clinic processes, quality assures portfolio service plans and keeps CYPF abreast of changes to relevant regulatory and inspection frameworks.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,184	(1,088)	97		25.47
Total Savings Made			(387)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	PERFORMANCE AND PARTNERSHIPS				
Description	Seeks to meet the performance analysis needs of all CYPF services and Learn Sheffield, provides an overview of the performance of all services on behalf of the Executive Director and contributes to the corporate performance reporting process, manages statutory statistical returns to DfE and other government departments on behalf of the portfolio, supports and challenges services through the continuous improvement, project management and performance clinic processes, quality assures portfolio service plans and keeps CYPF abreast of changes to relevant regulatory and inspection frameworks.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
25.47	1,096	88	1,184	(1,088)	97

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	SERVICES TO YOUNG PEOPLE (Division)

Description of core purpose of Planning Entity	Develops young people strategy and manages the Young People contract, commissions the targeted young people support work of the multi-agency Community Youth Teams responsible for driving down NEETs (Not in Employment, Education, Training) and tackling anti-social behaviour, organises the tracking and engagement in education, employment and training of the city's 16- 18 (24 for SEND and Care Leavers)) year olds in support of Raising Participation Age, leads on the organisation of young people involvement in support of the democratic process, seeks to ensure that young people have access to positive activities through its support of a city-wide enrichment programme organised by the voluntary sector and identifies and secures external investment in support of the city's young people services.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	4,261	(803)	3,459	28.91
Total Savings Made			(122)	3.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	COMMUNITY YOUTH TEAMS					
Description	Council staff who work in multi-agency Community Youth Teams (CYTs). Identifies and delivers preventative programmes to vulnerable young people at risk involvement in crime and antisocial behaviour. Supports multi agency management arrangements for CYTs including police and health staff.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	21.93	839	440	1,278	(99)	1,180

Line	A2					
Activity	SERVICES TO YOUNG PEOPLE					
Description	Develops young people strategy and manages the Young People contract, commissions the targeted young people support work of the multi-agency Community Youth Teams responsible for driving down NEETs and tackling anti-social behaviour, organises the tracking and engagement in education, employment and training of the city's 16- 18 (24 for SEND and Care Leavers)) year olds in support of RPA, leads on the organisation of young people involvement in support of the democratic process, seeks to ensure that young people have access to positive activities through its support of a city-wide enrichment programme organised by the voluntary sector and identifies and secures external investment in support of the city's young people services.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	6.98	126	2,858	2,983	(704)	2,279

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	SERVICES TO YOUNG PEOPLE (Division)

Section 2: Pressures (Form Es) - None Identified

Section 3: Summary of Savings

Line	B1				
Activity	Investing in Services to Young People				
Description	Reshaping services including developing a commissioning model and retendering contracts.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
3.00	(35)	(87)	(122)	-	(122)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	STRATEGIC SUPPORT (Division)

Description of core purpose of Planning Entity	Includes the service senior management team responsible for leading the service, setting strategy and overseeing actions plans, developing and commissioning provision in support of these and securing the external investment and contracts through which they are delivered. Supported by a wider team responsible for liaising with and making returns to external funders, overseeing the service's project, financial, performance and risk management and its contracting, quality assurance and audit processes.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,526	(850)	676		21.97
Total Savings Made			(195)		1.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	STRATEGIC SUPPORT				
Description	Includes the service senior management team responsible for leading the service, setting strategy and overseeing actions plans, developing and commissioning provision in support of these and securing the external investment and contracts through which they are delivered. Supported by a wider team responsible for liaising with and making returns to external funders, overseeing the service's project, financial, performance and risk management and its contracting, quality assurance and audit processes.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
21.97	1,167	358	1,526	(850)	676

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	1% pay award across LLSC				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	120	-	120	-	120

Directorate	CHILDREN AND YOUNG PEOPLE
Service	LIFELONG LEARN, SKILL & COMMUN
Planning Entity	STRATEGIC SUPPORT (Division)

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	40	-	40	-	40

Section 3: Summary of Savings

Line	B1				
Activity	Reduction in service running costs across (LLSC)				
Description	Reduction in service running costs across the Lifelong Learning Skills and Communities (LLSC) Service.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.00	(35)	-	(35)	-	(35)

Line	B2				
Activity	Apprenticeship Levy				
Description	Implement a strategy for Apprenticeship training and recruitment				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(40)	(40)	-	(40)

Line	B3				
Activity	Reduction in LLSC running costs				
Description	Reduction in running costs across the Lifelong Learning Skills and Communities (LLSC) service				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(120)	-	(120)	-	(120)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Communities

	<u>Gross</u> <u>Expenditure</u> <u>£000</u>	<u>Gross</u> <u>Income</u> <u>£000</u>	<u>Net</u> <u>Expenditure</u> <u>£000</u>
<u>BUSINESS STRATEGY</u>			
Executive and Portfolio-wide Services	3,890	576	3,314
Planning and Performance	1,184	128	1,056
Quality	519	0	519
	<u>5,593</u>	<u>704</u>	<u>4,889</u>
<u>CARE AND SUPPORT</u>			
Access Prevention & Reablement	2,949	798	2,152
Contributions to Care	1,648	35,873	-34,224
Learning Disability Service	60,383	9,512	50,871
Long Term Support	81,225	8,602	72,623
Provider Services	10,616	3,380	7,235
Safeguarding	1,834	221	1,613
Practice Development	350	0	350
	<u>159,005</u>	<u>58,386</u>	<u>100,620</u>
<u>COMMISSIONING</u>			
Housing Commissioning	10,153	2,225	7,927
Mental Health Commissioning	14,155	1,879	12,275
Public Health DACT	7,889	6,985	904
Social Care Commissioning	9,650	5,927	3,723
	<u>41,847</u>	<u>17,016</u>	<u>24,829</u>
<u>COMMUNITY SERVICES</u>			
Libraries	5,302	1,085	4,218
Locality Management	2,563	950	1,613
Public Health Community	336	321	16
	<u>8,201</u>	<u>2,356</u>	<u>5,847</u>
<u>HOUSING GENERAL FUND</u>			
Business Planning	1,022	406	616
City Wide Housing Service	5,282	2,705	2,577
Neighbourhoods Int & Tenant Supp-Gen	1,992	1,509	483
Sustainable City	1,490	1,291	200
	<u>9,786</u>	<u>5,911</u>	<u>3,876</u>
	224,432	84,373	140,061

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	EXECUTIVE & PORTFOLIO-WIDE SER (Division)

Description of core purpose of Planning Entity	Includes the costs of Communities Executive Director and the Business Strategy Management Team (and support), together with central portfolio overheads.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	3,890	(576)	3,314		108.55
Total Savings Made			(180)		6.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	EXECUTIVE				
Description	Executive Director and Business Strategy Management Team and support.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.00	887	24	911	(134)	778

Line	A2				
Activity	PORTFOLIO WIDE SERVICES				
Description	General, 'central' Communities Portfolio overheads, including the provision of business support services and the Mail and Insurance Contracts.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
104.55	2,403	575	2,979	(442)	2,536

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	EXECUTIVE & PORTFOLIO-WIDE SER (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	41	-	41	-	41

Section 3: Summary of Savings

Line	B1				
Activity	Business Support Savings				
Description	This saving proposal sees the staffing budget in the service reduced to reflect current staffing/vacancy levels. The structure of the business support service will be reviewed in 2017.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.50	(150)	-	(150)	-	(150)

Line	B2				
Activity	Reduction in Mail Budget				
Description	The mail budget for the Communities Portfolio has been underspent for the last four years. There will therefore be a permanent reduction in budget.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(30)	(30)	-	(30)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	COM PLANNING & PERFORMANCE (Division)

Description of core purpose of Planning Entity	Responsible for business architecture and infrastructure, business intelligence, business systems, performance management, service business planning, financial planning, programme/project management and governance for the Communities Portfolio.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,184	(128)	1,056		28.67
Total Savings Made			(31)		0.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	INFO MANAGEMENT & SYSTEMS				
Description	Responsible for business architecture and infrastructure, business intelligence and business systems for the Communities Portfolio.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.97	411	91	502	(11)	490

Line	A2				
Activity	PERFORMANCE & PLANNING				
Description	Responsible for performance management, service business planning, financial planning, programme/project management and IT system development for the Communities Portfolio.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
19.70	672	10	682	(117)	565

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	COM PLANNING & PERFORMANCE (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff	13	-	13
0.00	13	-	13	-	13

Section 3: Summary of Savings

Line	B1				
Activity	PIPS Staff Savings				
Description	The Planning, Improvement and Performance Service is being redesigned. This saving arises from a reduction in staffing.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff	(31)	-	(31)
0.50	(31)	-	(31)	-	(31)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	QUALITY (Division)

Description of core purpose of Planning Entity	This service covers risk management, equalities, professional practice, service user consultation and involvement are also covered.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	519	-	519		10.69
Total Savings Made			(16)		0.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	QUALITY				
Description	Risk Management, equalities, professional practice, service user consultation and involvement.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.69	472	47	519	-	519

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	7	-	7	-	7

Directorate	COMMUNITIES
Service	PIPS (PERF, IMPROVT & PLAN)
Planning Entity	QUALITY (Division)

Section 3: Summary of Savings

Line	B1				
Activity	PIPS Staff Savings				
Description	The Planning, Improvement and Performance Service is being redesigned. This saving arises from a reduction in staffing.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.50	(16)	-	(16)	-	(16)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	ACCESS PREVENTION & REABLEMENT (Division)

Description of core purpose of Planning Entity	The service supports the Care Act's guidance to prevent, reduce and delay the need of care and support by offering early intervention initiatives, information and advice, assessment for new service users, identifying changes in needs following a period of reablement and preventative and reablement services.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	2,950	(798)	2,152		72.33
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ACCESS PREVENTION & REABLEMENT				
Description	Hospital and Intermediate Care based services. The primary function of this service is to support people to return home from hospital safely, avoid inappropriate hospital admission and provide Social Worker support for those with significant health conditions.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
72.33	2,869	80	2,950	(798)	2,152

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award at 1% and Apprenticship Levy at 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	34	-	34	-	34

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	CONTRIBUTIONS TO CARE (Division)

Description of core purpose of Planning Entity	This service delivers financial assessments, payment recovery and resources management and runs the direct payment process.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,648	(35,873)	(34,224)		39.46
Total Savings Made			(925)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CHC INCOME				
Description	Income from Clinical Commissioning Group where individuals' care packages are either wholly or partially eligible for Health Funding.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00			-	(9,007)	(9,007)

Line	A3				
Activity	INTEGRATED CHARGE INCOME				
Description	Income from service users' contributions for non residential care, as assessed under Sheffield's Fairer Contributions Policy.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(9,434)	(9,434)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	CONTRIBUTIONS TO CARE (Division)

Line	A4				
Activity	RESI, NURSE & PTY INCOME				
Description	Service User Contributions for residential and nursing care as assessed using national regulations.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00			-	(17,360)	(17,360)

Line	A5				
Activity	PUBLIC HEALTH DIRECT PAYMENTS				
Description	Payments to individual service users funded by public health money and organised through support plans.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		300	300		300

Line	A6				
Activity	SOCIAL CARE ACCOUNTS SERVICE				
Description	Cost of the Social Care Accounts Service team which administers the payment for all care packages, manages direct payments to service users and financially assesses individual service users and collects income.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
39.46	1,263	85	1,348	(71)	1,277

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	15	-	15	-	15

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	CONTRIBUTIONS TO CARE (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Improved Debt Collection				
Description	Business processes are being reviewed with the intention of better preventing service users accruing debt to the council. In addition work will be undertaken to improve collection rates from those who owe debt to the council and are in a position to pay it.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(183)	(183)

Line	B2				
Activity	Increased Income due to Benefits Uplift				
Description	Increase in the contributions some service users make towards the services they receive due to their increase in pensions/benefits which rise in line with inflationary increases. Any increase will only follow after a financial assessment has been revised and in line with statutory guidance. This is a standard process which occurs each year.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(242)	(242)

Line	B3				
Activity	Increased contributions				
Description	A number of options have been recommended to increase contributions to the social care budget. These include: - Increase in contributions from service users as the cost of services increases in line with the cost of care. No service user will be asked to contribute beyond what they can afford - Increase in uptake of benefits. This helps the service user but also increases the contribution they are obliged to pay towards their services - Review of the Social Care Accounts Service and Financial Processes: these will be reviewed to deliver greater efficiency and improve financial control.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(500)	(500)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LEARNING DISABILITIES (Division)

Description of core purpose of Planning Entity	The Learning Disabilities team assesses needs and provides specialist community based services, accommodation and support, short break services, specialist mental health services and service for fulfilling lives through self directed support and personal budgets.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	60,383	(9,512)	50,871	197.11
Total Savings Made			(2,330)	4.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A7				
Activity	PROVIDER SERVICES				
Description	This function provides services to adults assessed as having eligible needs.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
123.28	5,071	501	5,571	(12)	5,559

Line	A9				
Activity	PURCHASING LD				
Description	Care purchased from the independent sector, direct payments and self directed support.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	52,501	52,501	(8,975)	43,526

Line	A11				
Activity	LD A&CM				
Description	Assessment and Care Management teams supporting Learning Disability service users.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
73.83	2,122	189	2,311	(525)	1,786

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LEARNING DISABILITIES (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	93	-	93	-	93

Line	E2				
Activity	Demand				
Description	Cost Pressure				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	922	922	-	922

Line	E3				
Activity	Demand				
Description	Emerging Pressure full year effect 16/17 costs				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	2,097	2,097	-	2,097

Section 3: Summary of Savings

Line	B1				
Activity	Learning Disabilities Commissioning Project				
Description	This proposal is year two of a five year programme to implement the Learning Disabilities Commissioning Strategy which was agreed in 2014 by Cabinet. The aim is to support more people to live their lives and achieve their goals in their own home and within their community; and, to ensure good value for money from all service providers. Achieving these aims will lead to reduced reliance on more costly and traditional models of care and support.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(873)	(873)	-	(873)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LEARNING DISABILITIES (Division)

Line	B2				
Activity	Reshaping In House LD Provision				
Description	Learning Disabilities Services provided in-house by the Council have been redesigned to ensure that staffing levels fit capacity and demand and to reduce any possible requirement for agency staff. The saving is the full year effect of savings 2016/17 from reduced use of agency and bank pool staff.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(492)	-	(492)	-	(492)

Line	B3				
Activity	Review of High Cost LD Community Arrangements				
Description	This proposal prioritises service users who have not received a review in the last two years. Many of these customers receive a direct payment and are unlikely to be reviewed as part of any commissioning activity already planned. It is important to support service users with regular reviews because their needs may change over time. Savings will be achievable for some service users who have now achieved a higher level of independence than when they were originally assessed, and for others because of new support options that support greater independence at a lower cost.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(553)	(553)	-	(553)

Line	B4				
Activity	Redesigning Care & Support				
Description	<p>This proposal aims to reduce the level of demand on 'formal' Adult Social Care services and support more service users to achieve greater levels of independence and wellbeing. This will reduce the amount spent, and increase the amount of support provided locally.</p> <p>There will be a new model for service users to access services based on the principles of having a better conversation with the service user at first point of contact with the intention of preventing, reducing or delaying the demand for formal services, helping people remain independent for longer.</p>				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.00	(112)	-	(112)	-	(112)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LEARNING DISABILITIES (Division)

Line	B5				
Activity	2016/17 Budget Recovery Plan				
Description	This saving represents a 50% share (the other 50% is in Long Term Care) of the savings in 2017/18 which result from 2016/17 budget recovery plan activity.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(300)	(300)	-	(300)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Description of core purpose of Planning Entity	The service assesses needs and provides resources for the care and protection of vulnerable older people, including adults with a physical disability or sensory impairment and their carers. The aim is to provide through self directed support and personal budgets care and support for people either in their own homes, or in residential care, by working in close partnership with health colleagues, Sheffield Homes, Care4you, the independent sector and voluntary organisations to assess and provide care as required.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	81,224	(8,602)	72,623		158.88
Total Savings Made			(1,624)		11.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	ADULT SOCIAL CARE PURCHASING					
Description	Care purchased from Independent Sector Providers, via direct payments and self directed support. Primarily provision of services where there is statutory duty to meet the required needs. Some provision of preventative services, to avoid higher levels of need developing (therefore maximising independence and minimising higher cost packages).					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	74,500	74,500	(7,690)	66,811

Line	A2					
Activity	ADAPTATIONS, HOUSING & HEALTH					
Description	Occupational therapy assessments, provision of equipment for minor and major adaptations, disabled facilities grant team, adaptations to non-council houses, health and housing team assessments for re-housing priorities on health grounds and the sensory impairment team.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	36.65	1,385	293	1,678	(432)	1,246

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Line	A3				
Activity	CASE MANAGEMENT FUNCTION				
Description	Provide time limited support/Social Work services to enable people to continue to live as independently as possible. Provision of support/protection for very vulnerable people. Statutory duties associated with Community Care Services define the responsibilities to assess needs and provide services. To assess and manage risks associated with vulnerable service users to agree outcomes with them to keep them free from harm and as independent as possible whilst remaining in their own home. Additionally to support people who have to go into care or who have complex mental health problems. We also work with the Sheffield Clinical Commissioning Group to establish eligibility for either social care or health care funding.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
75.24	2,768	88	2,855	(413)	2,443

Line	A4				
Activity	REVIEW & REASSESSMENT FUNCTION				
Description	The Council must review/reassess users who require Care and Support to determine whether their eligible needs have changed and to ensure that support continues to be provided cost effectively.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
44.18	1,640	42	1,681	-	1,681

Line	A8				
Activity	SERVICE MANAGEMENT				
Description	Cost of service management team.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.81	264	246	510	(68)	442

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	82	-	82	-	82

Line	E2				
Activity	Demand				
Description	Cost Pressure				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	2,136	2,136	-	2,136

Line	E3				
Activity	Demand				
Description	Increase in demand for adult social care services due to demographic changes				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	513	513	-	513

Line	E4				
Activity	Inflation				
Description	Home Care Pressure to cover the cost of increased hourly rate 2016/17				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	750	750	-	750

Line	E5				
Activity	Inflation				
Description	Home care price increase at 2%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	239	239	-	239

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Line	E6				
Activity	Demand				
Description	Full year effect of 16/17 pressure				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	1,446	1,446	-	1,446

Section 3: Summary of Savings

Line	B1				
Activity	Reduction to Low Cost Packages				
Description	The Council has a duty of care to review service users periodically. This proposal will review clients who are receiving very small packages of care. The review process will seek to determine whether support could be offered in less restrictive ways, such as increasing uptake of benefits, use of assistive technology, or through support in the local community that will support greater independence at a lower cost.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(152)	(152)	-	(152)

Line	B2				
Activity	Care Handling Project				
Description	Occupational Therapists have been working on a project which: - Carries out moving and handling assessments for service users who are required to have two or more carers at any one time - Identifies if additional equipment or training could improve care and dignity for service users Some savings are deliverable from this piece of work as equipment and training have facilitated carers to care more effectively and service users to live more independently.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(124)	(124)	-	(124)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Line	B3				
Activity	Redesigning Care and Support				
Description	This piece of work will see a redesign of Council services involved in the assessment and co-ordination of support for adults with social care needs so as to improve customer, carer and staff satisfaction, improve joined up delivery both within the Council and with external partners and make best use of our resources.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.00	(287)	(90)	(377)	-	(377)

Line	B4				
Activity	Adult Social Care First Contact				
Description	This proposal aims to reduce the level of demand on 'formal' Adult Social Care services, increasing the level of independence for our service users, reducing the amount spent, and increasing the amount of support provided locally. There will be a new model for service users to access services based on the principles of having a better conversation with the service user at first point of contact with the intention of preventing, reducing or delaying the demand for formal services, helping people remain independent for longer.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(614)	(614)	-	(614)

Line	B5				
Activity	Reduction in Care Home Admissions				
Description	A project has identified that a modest number of care home admissions could be delayed and instead service users could be supported to live more independently closer to home for longer.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(57)	(57)	-	(57)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	LONG TERM SUPPORT (Division)

Line	B6				
Activity	2016/17 Budget Recovery Plan				
Description	This saving represents a 50% share (the other 50% is in Learning Disabilities) of the savings in 2017/18 which result from the 2016/17 recovery plan activity.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(300)	(300)	-	(300)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	COM PROVIDER SERVICES (Division)

Description of core purpose of Planning Entity	The Social Care Services directly managed by the Council for older people and adults with a physical disability or sensory impairment and their Carers. This includes Home Care, Community Support, City Wide Care Alarms, Adult Placement Shared Lives Service (APSL).
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	10,615	(3,380)	7,235		299.75
Total Savings Made			(315)		8.40

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	ADULT PLACEMENT SHARED LIVES					
Description	Provision of long and short term family or community based support provided by approved self employed Carers who have been assessed, trained and supervised by the service. Provision includes day support, befriending, overnight stays and long term placements within the Carers' own home.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	6.00	372	1,010	1,381	(99)	1,283

Line	A2					
Activity	REABLEMENT SERVICES CP					
Description	Provides reablement services to Sheffield people.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	243.32	6,051	577	6,628	(1,115)	5,513

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	COM PROVIDER SERVICES (Division)

Line	A3				
Activity	CITYWIDE CARE ALARMS				
Description	Enabling our customers to lead healthy and independent lives through the installation of equipment and provision of emergency care advice, support and practical help 24 hours a day, 365 days per year (helping the individual to remain safe, secure and independent at home).				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
28.89	998	656	1,653	(2,109)	(455)

Line	A5				
Activity	COMMUNITY SUPPORT SERVICES				
Description	In-House provision of social respite via Community Support Services which supports service users to remain in the community as an alternative to residential or nursing care, and respite support for their carers.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
17.54	427	48	474	(0)	474

Line	A6				
Activity	HEAD OF SERVICE				
Description	Includes Major Incident Response and other miscellaneous items managed by the Head of Service which relate to the whole of Adult Provider Services.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.00	461	17	478	(57)	421

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	100	-	100	-	100

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	COM PROVIDER SERVICES (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Changes to our Reablement Offer				
Description	This 2017/18 saving is the full year effect of the 2016/17 remodelling of reablement support for people who leave hospital or who are living at home but who need additional support to help them to live independently. The saving stems from efficiencies in how the service operates, including a reduction in staff; and savings from using fewer vehicles.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(283)	(32)	(315)	-	(315)

Line	B2				
Activity	Community Support Services				
Description	Reduction in funding from Housing Related Support - the in-house sensory impairment contract will end.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.40	(209)	-	(209)	209	-

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	SAFEGUARDING COM (Division)

Description of core purpose of Planning Entity	This service includes the Adult Safeguarding, Mental Capacity Act and Deprivation of Liberty Safeguards (DoLS) teams, which are funded through a joint partnership with health, probation, police and fire services. There is also a training element provided primarily for Adult Social Care.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,834	(221)	1,613		18.76
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	SAFEGUARDING				
Description	This service includes the Adult Safeguarding, Mental Capacity Act and Deprivation of Liberty Safeguards (DoLS) teams which are funded through a joint partnership with health, probation, police and fire services.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
18.76	995	839	1,834	(221)	1,613

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	12	-	12	-	12

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	CARE AND SUPPORT
Planning Entity	PRACTICE DEVELOPMENT COM (Division)

Description of core purpose of Planning Entity	This function delivers professional practice development throughout the Care and Support Service.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	350	-	350		8.57
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	PRACTICE DEVELOPMENT				
Description	This function delivers professional practice development throughout the Care and Support Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.57	346	4	350		350

Section 2: Pressures (Form Es) - None Identified

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	HOUSING COMMISSIONING (Division)

Description of core purpose of Planning Entity	Commission and develop supported housing and direct support services from a range of charitable, voluntary and independent sector providers, with the aim of helping people (a) keep a roof over their heads; and, (b) avoid negative health and wellbeing outcomes.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	10,152	(2,225)	7,927		8.27
Total Savings Made			(751)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A3				
Activity	HOUSING RELATED SUPPORT				
Description	Maintaining independence for vulnerable people who need additional support to maintain a tenancy.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.27	408	9,745	10,152	(2,225)	7,927

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	5	-	5	-	5

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	HOUSING COMMISSIONING (Division)

Section 3: Summary of Savings

Line	B1				
Activity	Review of Housing Support				
Description	The value of a commissioned service which supports vulnerable people to access social housing will be reduced to reflect take up.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(170)	(170)	-	(170)

Line	B2				
Activity	Review of Housing Support				
Description	The Transitional Landlord Service is not currently operating at full capacity. This saving will pay for what is currently provided and will keep the number of customers receiving the service at its current level.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(40)	(40)	-	(40)

Line	B3				
Activity	Changes to our Housing Related Support Offer (3)				
Description	Floating Support Services for older people and people with physical or sensory impairments are currently split between 4 contracts. The in-house sensory impairment contract will end and the older people's contracts will be consolidated and slightly reduced. In addition a Temporary Accommodation Scheme is due to end as part of a planned remodelling of family schemes. Earmarked funding for a back office worker to support the housing support pathway is no longer considered necessary.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(356)	(356)	-	(356)

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	HOUSING COMMISSIONING (Division)

Line	B4					
Activity	High Support Service					
Description	Contribution to High Support Service will now be solely HRA funded					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(185)	(185)	-	(185)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	MENTAL HEALTH COMMISSIONING (Division)

Description of core purpose of Planning Entity	Investment in services for people who are struggling with mental ill-health through Sheffield Health and Social Care Trust and other providers.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	14,155	(1,879)	12,275		66.61
Total Savings Made			(2,700)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	ASSESSMENT & CARE MGNT-MH					
Description	Social work teams (seconded to Sheffield Health and Social Care Foundation Trust) providing information, care and advice including approved social workers, assessing the support needs of vulnerable people, agreeing and arranging care packages, reviewing care and support. Undertaking statutory assessments under the Mental Health Act.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	54.26	2,176	8,695	10,872	(927)	9,945

Line	A2					
Activity	COMMISSIONING MENTAL HEALTH					
Description	Partnership grants and support for Carers of people with mental health issues.					
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	688	688	(386)	303

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	MENTAL HEALTH COMMISSIONING (Division)

Line	A3				
Activity	COMMUNITY & DAY SERVICES				
Description	Partnership payments to Sheffield Health and Social Care Foundation Trust (SHSCFT) for provision of mental health services on behalf of the City Council under the Section 75 Partnership Agreement and internal provision of day services for adults under 65. Staff employed by SHSCFT.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
9.85	16		16		16

Line	A4				
Activity	OLDER PEOPLES MENTAL HEALTH				
Description	Resource centre provided by Sheffield Health and Social Care Foundation Trust (SHSCFT) short term care and day care. Staff employed by SHSCFT.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	219	1,839	2,057	(150)	1,907

Line	A6				
Activity	SUBSTANCE MISUSE SERVICES				
Description	Care and support for people with drug and alcohol issues.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.50	123	399	521	(417)	105

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	30	-	30	-	30

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	MENTAL HEALTH COMMISSIONING (Division)

Line	E2				
Activity	Demand				
Description	Cost Pressure				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	186	186	-	186

Line	E3				
Activity	Inflation				
Description	Pay + contract inflation for staff working at the Care Trust				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	50	50	-	50

Line	E4				
Activity	Demand				
Description	Full year effect of 16/17 pressure				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	3,659	3,659	-	3,659

Section 3: Summary of Savings

Line	B1				
Activity	Integrated Mental Health Plan				
Description	This is a high level proposal to deliver a reduced overspend on council mental health budgets as a result of joint work between the Council and the Clinical Commissioning Group. Detailed proposals will be developed separately and taken through the appropriate governance arrangements.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(2,500)	(2,500)	-	(2,500)

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	MENTAL HEALTH COMMISSIONING (Division)

Line	B2					
Activity	Support for People with Dementia					
Description	This is the final year's saving from the three year dementia support services plan agreed in 2014. The budget allocated to Hurlfield View Dementia Resource Centre for 2017/18 will be re-invested, in full, in supporting more people with dementia to access support nearer their home.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(200)	(200)	-	(200)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	PH DRUG & ALCOHOL (DACT) (Division)

Description of core purpose of Planning Entity	Reducing the risk of, and increasing safety around, substance abuse and domestic abuse. Inspiring change to aid recovery from these issues.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	7,888	(6,985)	904		8.51
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	DRUG & ALCOHOL SERVICES				
Description	<p>Public Health and other sources fund a range of community based interventions for drugs, alcohol and domestic abuse. This ranges from brief interventions through to structured medical treatment. Interventions are aimed at both harm reduction and recovery from substance misuse dependence; and reducing risk and providing support to victims of domestic violence.</p> <p>This service aims to respond to new challenges in terms of drug trends. A key area for the city is in increasing recovery capital and opportunities including links with mutual aid.</p>				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.51	341	7,548	7,888	(6,985)	904

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	PH DRUG & ALCOHOL (DACT) (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% & Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	4	-	4	-	4

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings

Line	F1				
Activity	Savings from changes to Criminal Justice Contract				
Description	The Criminal Justice Integrated Team service went out to competitive tender in April and the successful bidder came in at a contract price lower than the budgeted envelope.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(77)	(77)	77	-

Line	F3				
Activity	Reduction in Residential Rehabilitation				
Description	Residential rehabilitation support is provided to those who need intensive support to help them fight their addiction. This saving reduces (but does not end) the budget available to support people in this way.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(50)	(50)	50	-

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	SOCIAL CARE COMMISSIONING (Division)

Description of core purpose of Planning Entity	Commissioning of services for older people, people with mental health problems and learning disabilities including needs assessment, service redesign, market development and contracting.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	9,650	(5,927)	3,723		46.42
Total Savings Made			(114)		1.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	PARTNERSHIP FUNDING				
Description	Funds a range of projects and programmes delivered internally and by Voluntary, Community and Faith Sector and private providers eg Carers provision, Health and Wellbeing Board, development of Health and Social Integration.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	2,508	2,508	(1,569)	939

Line	A3				
Activity	STAFF & CONTRACTS				
Description	Contract management and commissioning of adult social care services which are delivered by Voluntary, Community and Faith sectors and private providers. Developing the Joint Strategic Needs Assessment and commissioning strategies, eg Carers, prevention, Black and Minority Ethnic , Quality in Care Homes. Partnership contract management for Adult Mental Health; resource management for independent Home Care; monitoring of care homes and other care providers.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
46.42	2,433	4,709	7,142	(4,358)	2,784

Directorate	COMMUNITIES
Service	COMMISSIONING
Planning Entity	SOCIAL CARE COMMISSIONING (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	30	-	30	-	30

Section 3: Summary of Savings

Line	B1				
Activity	Savings to Community Equipment				
Description	A series of measures will reduce demand on the community equipment budget.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(2)	(40)	(42)	-	(42)

Line	B2				
Activity	Commissioning Staffing Savings				
Description	Staff savings in the service will be realised through holding vacancies.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.50	(70)	-	(70)	-	(70)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LIBRARIES, ARCHIVES & INFORMAT (Division)

Description of core purpose of Planning Entity	Providing welcoming, safe places* where people of all ages can access and share a range of resources, information and knowledge.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	5,303	(1,085)	4,218		111.20
Total Savings Made			(250)		3.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ASSOCIATE LIBRARIES				
Description	10 Libraries independent of Sheffield City Council now run by volunteer groups which are not part of the Council's Library Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	287	287	-	287

Line	A2				
Activity	CENTRAL & COLLECTIONS				
Description	The Sheffield Central Library, the Library Theatre, The Business and Intellectual Property Centre and the management of the council's library collections and its' audience development.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
24.46	671	721	1,392	(133)	1,260

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LIBRARIES, ARCHIVES & INFORMAT (Division)

Line	A3				
Activity	CO-DELIVERED LIBRARIES				
Description	5 Libraries which are run by volunteers with Sheffield City Council support by maintaining buildings and providing lending materials not part of the Council's Library service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	82	82	(25)	58

Line	A4				
Activity	HERITAGE SERVICES				
Description	Sheffield's Archives and Local Studies Service which also includes records management.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.47	417	185	602	(354)	249

Line	A5				
Activity	HUB & HOME LIBRARIES				
Description	11 Sheffield City Council Hub Libraries, including our Home Library Service to people that are not able to access a community library.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
51.25	1,274	339	1,613	(185)	1,428

Line	A6				
Activity	LEADERSHIP TEAM				
Description	The Management Team for the Libraries Archives and Information Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.00	316	9	325	(18)	306

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LIBRARIES, ARCHIVES & INFORMAT (Division)

Line	A7				
Activity	SERVICE DEVELOPMENT				
Description	Support functions for the Library Archives and Information Service including IT and E-Services and Schools and Children's Library Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.02	533	469	1,002	(371)	631

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	39	-	39	-	39

Line	E2				
Activity	Loss of Funding/Income				
Description	Funding gap Associate Libraries				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	112	112	-	112

Section 3: Summary of Savings

Line	B1				
Activity	Increase in Library Fines				
Description	Library fines will be increased to 20p per day per book for adults. This is in line with charges in Leeds and Doncaster.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(40)	(40)

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LIBRARIES, ARCHIVES & INFORMAT (Division)

Line	B2					
Activity	Libraries Staff Savings					
Description	Staff savings in the service will be realised through holding vacancies.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	3.50	(98)	-	(98)	-	(98)

Line	B3					
Activity	Temp Reduction to Library and Community Services					
Description	A reduction to the Library and Community Services Budget on a one off basis for 17/18 to mitigate the £112k pressure of the grant for volunteer led libraries.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(112)	(112)	-	(112)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LOCALITY MANAGEMENT (Division)

Description of core purpose of Planning Entity	Sheffield's wards are grouped into 7 service delivery areas, each made up of 4 wards. Each area has a Local Area Partnership, which will encourage partnership work between Councillors, the public sector, the private sector and the voluntary, community and faith sector.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	2,563	(950)	1,613	43.29
Total Savings Made			(265)	7.80

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A3				
Activity	LOCALITY AREA				
Description	Sheffield's wards are grouped into 7 Service Delivery Areas, each made up of 4 wards. Each area has a Local Area Partnership which will encourage partnership work between Councillors, the public sector, the private sector and the voluntary, community and faith sector. Each Local Area Partnership will focus on tackling 3 or 4 key priorities, which have been informed by the ward plans. To address these priorities service providers will become more integrated and efficient and will work with communities to ensure they become stronger and more resilient.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
12.57	456	294	751	-	751

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LOCALITY MANAGEMENT (Division)

Line	A4				
Activity	VOLUNTARY SECTOR				
Description	Supporting the development of the Voluntary Community Faith sector, co-ordination grant funding aid, mainstream council and partnership funding maximising the use of external funding. Cohesion and migration works regionally and nationally to share best practice and ensure a joined up approach to new arrivals to the city. We work with strategic partners on national and international migration issues. We work with Voluntary Community Faith groups on partnership approaches to community cohesion, co-producing a new cohesion strategy for the city.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
30.72	178	1,634	1,812	(950)	862

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	9	-	9	-	9

Line	E2				
Activity	Loss of Funding/Income				
Description	Health and Social Care Integration Funding has ceased for People Keeping Well initiative				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	400	-	400	-	400

Section 3: Summary of Savings

Line	B1				
Activity	Community Services Staff Savings				
Description	Staff savings in the service will be realised through holding vacancies.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.00	(40)	-	(40)	-	(40)

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	LOCALITY MANAGEMENT (Division)

Line	B3				
Activity	Managing the Pressure in Community Support Workers				
Description	Savings will be made from the Community Support Workers service				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.80	(225)	-	(225)	-	(225)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	COMMUNITY SERVICES
Planning Entity	PUBLIC HEALTH COMMUNITY (Division)

Description of core purpose of Planning Entity	The specific budgets transferred to Communities Portfolio fund the work of the Drug and Alcohol Advice Team covering prevention and treatment of alcohol and drug dependency. The Public Health Commissioning team is funded through the PH grant and covers mental health promotion, long term conditions and work to promote the health of people with learning difficulties and other vulnerable adults. The funding also includes the work of the Community Wellbeing Programme (CWP) team. The CWP is a community based programme operating primarily in the most disadvantaged parts of the City, which builds on community assets to address root causes of ill health, promote healthier lifestyles and facilitate access to health services. The team also covers work to develop the public health role of council staff.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	337	(321)	15		11.27
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A3				
Activity	COMMUNITIES PH STAFF				
Description	In house provision includes co-ordination, governance of the Health Trainers service although the operational work of this service is commissioned through Voluntary Community Faith organisations. Health Trainers are largely funded through the Sheffield Clinical Commissioning Group. Work to support people with HIV is directly provided by social care staff.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.27	320	16	337	(321)	15

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	4	-	4	-	4

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	BUSINESS PLANNING - GEN (Division)

Description of core purpose of Planning Entity	Rents, charges and back office costs associated with the council housing (HRA) business plan.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,022	(406)	616		2.30
Total Savings Made			(225)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	BUS PLANNING CENTRAL OVERHEADS				
Description	Costs of running the housing business planning function.				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.50	463	343	806	(367)	439

Line	A3				
Activity	BUS PLANNING SOCIAL HOUSING				
Description	The budgets fall into two categories:- 1 . The cost of the Housing Business Plan team (much of which is recharged to HRA) 2 . General fund contributions to the HRA either where services provide benefit not just to tenants but to the wider community, or where the service provided by the Council Housing Service cannot lawfully be funded from HRA (eg grounds maintenance, nominations to housing associations etc)				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.80	65	152	217	(39)	178

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	BUSINESS PLANNING - GEN (Division)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% and Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	1	-	1	-	1

Section 3: Summary of Savings

Line	B1				
Activity	Reduction in General Fund to Social Housing				
Description	<p>The General Fund makes a contribution to the HRA in recognition that some Council Housing services benefit non-tenants as well as council tenants.</p> <p>A desktop review of this contribution indicates the General Fund contribution may be overstated, particularly in relation to the cost of nominations and the housing register.</p>				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(225)	(225)	-	(225)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	CITYWIDE HOUSING SERVICE - GEN (Division)

Description of core purpose of Planning Entity	To provide city wide and specialist housing services focusing on prevention of housing crisis and to support independent living.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	5,282	(2,705)	2,577		66.68
Total Savings Made			(140)		2.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ACCOMMODATION & SUPPORT				
Description	Provision of accommodation, support and related services for Refugees under Gateway Programme, temporary accommodation (including bed and breakfast) for customers owed statutory housing duties and access to supported housing. High support service for families.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
25.99	754	1,708	2,461	(1,989)	472

Line	A2				
Activity	GYPSIES AND TRAVELLERS				
Description	Management of gypsy and traveller sites in the City and support to residents of sites.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.00	62	130	192	(162)	30

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	CITYWIDE HOUSING SERVICE - GEN (Division)

Line	A3				
Activity	HOUSING OPTIONS & ADVICE				
Description	Statutory homeless services including homeless prevention, homeless assessments and advice about housing problems. Local Assistance Scheme - loans for customers in an emergency and grants to support independent living.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
39.69	1,315	1,315	2,629	(554)	2,075

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	27	-	27	-	27

Section 3: Summary of Savings

Line	B1				
Activity	Local Assistance Scheme Review Project				
Description	The Local Assistance Scheme is being reviewed to ensure that the way it is delivered is fit for purpose and offers value for money.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	-	(80)	(80)	-	(80)

Line	B2				
Activity	High Support Service				
Description	High Support will receive additional contribution from the HRA to become fully HRA funded exclusively supporting Council House Tenants				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(60)	-	(60)	-	(60)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	N/HOODS INT & TENANT SUPP-GEN (Division)

Description of core purpose of Planning Entity	Services to support thriving communities and neighbourhoods. Additionally works with private sector housing provision to improve quality and standards.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,992	(1,509)	483		36.65
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	N-HOODS CENTRAL OVERHEADS				
Description	Cost of delivering services in the neighbourhoods service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		299	299	(937)	(638)

Line	A2				
Activity	PRIVATE SECTOR HOUSING				
Description	Work with landlords to ensure private sector properties meet statutory standards: to prevent illegal eviction and harassment of private rented tenants; mandatory licensing of Houses in Multiple Occupation (HMO) and enforcement, selective licensing and Empty Homes service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
25.85	1,042	126	1,168	(573)	595

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	N/HOODS INT & TENANT SUPP-GEN (Division)

Line	A3				
Activity	SAFER COMMUNITIES PARTNERSHIP				
Description	This team is responsible for co-ordinating the Partnership to deliver the city's Community Safety Strategy, Joint Strategic Intelligence Assessment Action Plan and its statutory duties. This partnership has been developed to bring together all strategic partners - Council, Health, Police, Fire, Probation Services, Voluntary Section and range of other support services to achieve the city's ambition.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.80	368	157	525	-	525

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award 1% + Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	16	-	16	-	16

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	SUSTAINABLE CITY (Division)

Description of core purpose of Planning Entity	Sustainable City is responsible for developing the City's Housing Strategy, including the wider growth strategy, as well as leading on related policy development.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,490	(1,291)	200		24.28
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	LOANS				
Description	The Regional Loans team provides services to Local Authorities in the wider region which facilitates the provision of loan products to vulnerable households. Loans are funded from a regional fund or by individual local authorities.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
3.60	175	27	201	(199)	2

Line	A2				
Activity	REGENERATION				
Description	The Housing and Neighbourhood Regeneration team is responsible for the development and delivery of a number of regeneration programmes.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.03	498	7	505	(458)	48

Line	A3				
Activity	STRATEGIC INVESTMENT				
Description	This function is responsible for the overall programme management of the Housing and Neighbourhood Investment programmes. This includes the management of the New Homes Bonus Programme.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.65	184	5	189	(168)	20

Directorate	COMMUNITIES
Service	HOUSING GENERAL FUND
Planning Entity	SUSTAINABLE CITY (Division)

Line	A4				
Activity	STRATEGY & POLICY				
Description	The Strategy and Policy team is responsible for the development and delivery of the Councils Housing Strategy as well as other related housing strategies and policies. This includes housing growth and the provision of new homes, how we make best use of our existing stock and how we support vulnerable people.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
4.00	160	12	172	(80)	92

Line	A5				
Activity	SUSTAINABLE CITY MANAGEMENT				
Description	Responsible for the overall management of the service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	406	16	423	(385)	38

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Loss of Funding/Income				
Description	Loss of temporary funding				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	300	-	300	-	300

Line	E2				
Activity	Inflation				
Description	Pay Award 1% & Apprenticeship Levy 0.5%				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	13	-	13	-	13

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Place

	<u>Gross Expenditure</u> £000	<u>Gross Income</u> £000	<u>Net Expenditure</u> £000
Business Strategy and Regulation	40,019	8,652	31,367
Capital & Major Projects	7,750	7,113	637
Creative Sheffield	4,374	1,879	2,495
Culture & Environment	29,087	17,521	11,566
Development Services	101,602	18,925	82,677
	182,831	54,089	128,742

Directorate	PLACE
Service	BUSINESS STRATEGY & REGULATION
Planning Entity	BUSINESS STRATEGY & REGULATION (Service)

Description of core purpose of Planning Entity	To ensure the portfolio is strategically well placed in terms of business planning, performance management, resource and investment management, business improvement and change management, resilience and effective Governance.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	40,019	(8,652)	31,367	142.50
Total Savings Made			(1,961)	9.60

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CORONER				
Description	The Coroner's service investigates unexplained deaths, carrying out post-mortems and hosts the Coroner's Court.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.80	336	587	923	(475)	448

Line	A3				
Activity	ENVIRONMENTAL REGULATIONS				
Description	Environmental Regulations covers a range of activities including Environmental Protection, Health Protection, Trading Standards and Pest Control. The majority of activity relates to the implementation of legally enforceable measures. The service exists to keep the city safe and healthy while protecting the environment.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
89.90	3,117	674	3,791	(1,225)	2,566

Directorate	PLACE
Service	BUSINESS STRATEGY & REGULATION
Planning Entity	BUSINESS STRATEGY & REGULATION (Service)

Line	A5				
Activity	LICENSING				
Description	Delivery of the Councils' legal / statutory / non-statutory licensing functions in relation to safety of sports grounds, taxi's, alcohol and entertainment (pubs, clubs, theatres, cinemas. Off licence, take aways etc.) gambling premises (Casino's, betting shops, bingo halls etc) sex establishments, street collections, house to house collections, pet shops, dangerous wild animals etc.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
21.20	785	628	1,413	(1,405)	9

Line	A6				
Activity	MEDICO LEGAL				
Description	The Medico legal centre provides mortuary services to the Coroner, supporting the investigation of unexplained deaths.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.30	373	179	553	(66)	487

Line	A7				
Activity	PORTFOLIO WIDE LEADERSHIP & ST				
Description	Business Strategy which covers the Place portfolio, leading on strategic development, organisational capability, resource management, programme and performance management, and internal and corporate controls.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.30	942	271	1,213	(94)	1,119

Line	A9				
Activity	WASTE MANAGEMENT				
Description	Household waste collection and treatment services provided through outsourced integrated waste management contract with Veolia. The long term contract, to 2036, included the development of the Energy Recovery Facility, enabling the city to recover energy from waste and achieve one of the highest landfill diversion rates in the country. The budget includes a small client team responsible for the management of the contract and development of the strategy for managing waste in the city.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.00	290	31,835	32,125	(5,387)	26,738

Directorate	PLACE
Service	BUSINESS STRATEGY & REGULATION
Planning Entity	BUSINESS STRATEGY & REGULATION (Service)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Provision for pay increase (1%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	63	-	63	-	63

Line	E2				
Activity	Inflation				
Description	Provision for energy (7.5%) and rent/rates (2.3%) inflation.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	7	7	-	7

Line	E3				
Activity	Inflation				
Description	Provision for RPI contract inflation on waste management (2%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	600	600	-	600

Line	E4				
Activity	Demand				
Description	Provision for increased costs on the waste management contract reflecting 2% increase in waste volumes and increased households (black bins).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	200	200	-	200

Line	E5				
Activity	Legislation				
Description	Reduction for one-off budget required in 2016-17 for enforcement operations in the Environmental Regulation service.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(150)	(150)	-	(150)

Directorate	PLACE
Service	BUSINESS STRATEGY & REGULATION
Planning Entity	BUSINESS STRATEGY & REGULATION (Service)

Line	E6				
Activity	Loss of Funding/Income				
Description	Provision for unidentified savings from 2016-17.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	300	300	-	300

Line	E7				
Activity	Legislation				
Description	Provision for Apprenticeship Levy (at 0.5% of pay).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	31	-	31	-	31

Line	E8				
Activity	Loss of Funding/Income				
Description	Cost associated with the implementation of the 'More business like Place programme'.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	400	400	-	400

Section 3: Summary of Savings

Line	B1				
Activity	Waste Contract Review				
Description	Full review of the Veolia Waste Contract				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(1,000)	(1,000)	-	(1,000)

Line	B2				
Activity	More Business Like Place (Tranche 1)				
Description	Efficiency Savings from a re-organisation of services within the Planning, Environment Regulation, Licensing and Parking Services through the creation of a new portfolio operating model and the consolidation of administrative activities into a technical support hub. Also generating more commercial income from increased activities.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
9.60	(347)	(70)	(417)	(244)	(661)

Directorate	PLACE
Service	BUSINESS STRATEGY & REGULATION
Planning Entity	BUSINESS STRATEGY & REGULATION (Service)

Line	B3				
Activity	Sustained Improvement				
Description	Sustained additional income being generated following a revision of the tonnages at the ERF Facility				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(300)	(300)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	PLACE
Service	CAPITAL & MAJOR PROJECTS
Planning Entity	CAPITAL & MAJOR PROJECTS (Service)

Description of core purpose of Planning Entity	To lead the City Council's major capital projects – city developments, housing, operational and non-operational buildings and infrastructure. Also responsible for property services, design services, energy management and commercial property including markets.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	7,750	(7,113)	637		96.60
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CAPITAL DELIVERY SERVICE				
Description	The development and delivery agent for all Council-led and procured building and construction projects. The service ensures that projects, including building, construction and development projects are scoped, developed, procured, delivered and managed as efficiently and successfully as possible, whilst delivering the required outcomes to the highest possible quality and ensuring that the requisite corporate processes are followed.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
68.00	3,379	745	4,124	(3,950)	175

Line	A2				
Activity	CARBON REDUCTION				
Description	Carbon Reduction Commitment (CRC) Energy Efficiency Scheme, is a mandatory Government scheme administered by the Environment Agency. The Council qualifies as a CRC 'participating organisation' and is required to report annually on energy used by sites and supplies specified under CRC rules and to buy 1 'carbon allowance' for each tonne of CO2 emitted as a result of using that energy. THE CRC budget is for the purchase of carbon allowances due under the CRC scheme.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	499	499	-	499

Directorate	PLACE
Service	CAPITAL & MAJOR PROJECTS
Planning Entity	CAPITAL & MAJOR PROJECTS (Service)

Line	A3				
Activity	COMMERCIAL ESTATE				
Description	Management of the commercial, rural and agricultural estates.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.00	348	277	625	(1,515)	(890)

Line	A4				
Activity	EMERGENCY PLANNING				
Description	The Emergency Planning Shared Service Rotherham & Sheffield is responsible for leading and co-ordinating the Council's preparations for response to and recovery from a major incident which may affect Sheffield. Their plans and actions comply with the Civil Contingencies Act 2004, other government guidance and also take into account the needs of our residents, the emergency services, neighbouring local authorities and other emergency responders.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.60	91	229	320	(111)	209

Line	A7				
Activity	SHEFFIELD RETAIL QUARTER				
Description	The City Council's primary objective is to enable the development of an extensive high quality retail led mixed use scheme incorporating leisure, food and drink uses in the City Centre.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	445	445	(510)	(65)

Line	A8				
Activity	PLA PROPERTY SERVICES				
Description	Corporate asset strategy and property consultancy including valuation, rating advice, acquisitions and disposals, asset rationalisation work, major projects and property negotiation.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
21.00	1,241	495	1,736	(1,028)	708

Directorate	PLACE
Service	CAPITAL & MAJOR PROJECTS
Planning Entity	CAPITAL & MAJOR PROJECTS (Service)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Provision for pay increase (1%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	51	-	51	-	51

Line	E2				
Activity	Inflation				
Description	Provision for energy (7.5%) and rent/rates (2.3%) inflation.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	37	37	-	37

Line	E3				
Activity	Legislation				
Description	Provision for Apprenticeship Levy (at 0.5% of pay).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	25	-	25	-	25

Line	E4				
Activity	Loss of Funding/Income				
Description	Provision for loss of rental income on commercial estate.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	-	-	200	200

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	PLACE
Service	CREATIVE SHEFFIELD
Planning Entity	CREATIVE SHEFFIELD (Service)

Description of core purpose of Planning Entity	Creative Sheffield is the economic development service of the Council. It is responsible for the development, delivery and monitoring of Sheffield's economic strategy as well as delivering business facing services of enterprise, inward investment and sector development.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	4,374	(1,879)	2,495		51.10
Total Savings Made			(216)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ACCOUNTABLE BODY PROJECTS				
Description	Key economic development projects for which Sheffield City Council acts as the accountable body and/or manages external funding on behalf of Sheffield City Region.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		184	184	(184)	-

Line	A2				
Activity	CS REVENUE				
Description	Management and all operational costs of the service for Creative Sheffield and in year activity budgets.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
29.70	1,474	957	2,431	(620)	1,811

Directorate	PLACE
Service	CREATIVE SHEFFIELD
Planning Entity	CREATIVE SHEFFIELD (Service)

Line	A6				
Activity	CITY REGENERATION DIVISION				
Description	The service provides a single focus and client role for planning, funding and delivery of major physical and economic regeneration schemes in three Priority Regeneration Areas (City Centre, Upper and Lower Don Valley) and also encompasses the in-house team for the Sheffield Housing Company, an innovative partnership with a major house builder to provide some 2,000 new and quality, affordable homes on Council land.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.10	357	117	474	(476)	(2)

Line	A8				
Activity	MARKETING SHEFFIELD				
Description	Strategic marketing of Sheffield as a destination to key target audiences of trade, talent and tourism and commissioning of major events including World Snooker, DocFest and the MADE festival..				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.30	239	1,046	1,285	(599)	686

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Provision for pay increase (1%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	23	-	23	-	23

Line	E2				
Activity	Inflation				
Description	Provision for energy (7.5%) and rent/rates (2.3%) inflation.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	8	8	-	8

Directorate	PLACE
Service	CREATIVE SHEFFIELD
Planning Entity	CREATIVE SHEFFIELD (Service)

Line	E3				
Activity	Loss of Funding/Income				
Description	Provision for unidentified savings from 2016-17.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	216	216	-	216

Line	E4				
Activity	Legislation				
Description	Provision for Apprenticeship Levy (at 0.5% of pay).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	13	-	13	-	13

Section 3: Summary of Savings

Line	B1				
Activity	Sustained Improvement				
Description	Sustained improvement from ESIF grant funding secured to meet the cost of the Business Sheffield Gateway and Advisor team, and saving from the reduced cost of Electric Works.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(66)	(66)	(150)	(216)

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Description of core purpose of Planning Entity	This service area delivers a range of in-house services and also commissions major sports and cultural services from trusts. Services include:- Parks and Countryside, Activity Sheffield, sports and leisure facilities, city centre management, city events (arts, sports and parks), museums, theatres, galleries and the City Hall.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	29,087	(17,521)	11,567	329.70
Total Savings Made			(3,038)	25.07

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ACTIVITY SHEFFIELD				
Description	Activity Sheffield particularly targets children/young people and older people. It offers a wide choice of activities through sport, play, and physical activity. It makes a major contribution to the city's health improvement agenda and a positive impact on the city's wider regeneration agendas e.g. community programmes, reducing Anti Social Behaviour, and helping older people become more independent. It creates pride in local communities and increases the skills and confidence of local people.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.50	1	83	83	-	83

Line	A2				
Activity	ARTS STRATEGY				
Description	Business development and delivering key projects for arts and culture in the city. Specifically, facilitating the implementation of the strategic projects and working with partners and organisations across the city to maximise the impact of culture.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	69	78	147	-	147

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Line	A3				
Activity	BEREAVEMENT SERVICES				
Description	Providing a burial & cremation service, managing City Road and Hutcliffe Wood Crematoria, and 16 Cemeteries across the city. Provision of memorialisation, including bronze plaques, Book of Remembrance.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
43.50	1,524	1,390	2,914	(4,066)	(1,151)

Line	A4				
Activity	CITY CENTRE MANAGEMENT				
Description	To manage the city centre in an efficient and integrated manner to aim to sustain current investment, footfall and retail spend and to attract future investment opportunities. We will effectively manage the city centre spaces and streets to ensure that not only their potential is fully realised, but also that they are effectively maintained in response to increased use, demands and expectations and to manage the city wide CCTV network to ensure it provides an efficient, reliable service to all partners and stakeholders.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
25.70	1,230	622	1,852	(881)	970

Line	A5				
Activity	DIRECTOR CULTURE & ENVIRONMENT				
Description	Leadership of the Culture & Environment services, plus leadership of key strategies, projects and partnerships.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	193	69	261	-	261

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Line	A6				
Activity	EVENTS				
Description	To provide a city events calendar including city and community events. Through exploiting present and future opportunities the events team will work to maximise the value that events give to the city in terms of profile, economics, creativity and community cohesion. The team will provide a range of delivery methods which will include direct delivery, support to other event owners and commissioning.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.40	398	360	759	(454)	304

Line	A7				
Activity	PARKS AND COUNTRYSIDE				
Description	Management, maintenance and development of the city's parks, green spaces and countryside. Includes parks & public realm, countryside & environment, policy & projects. Key functions include implementing Sheffield's Green & Open Spaces Strategy, tree & woodland management and maintenance, Rangers service, ecology function including biodiversity statutory duty, facility management including sports provision, playgrounds, allotments & community food growing, city, district & local parks, Botanical Gardens, animal farm, community forestry, volunteer partnerships development & support, floral displays, graffiti removal, and visitor and destination facilities.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
227.70	6,894	4,838	11,732	(6,109)	5,623

Line	A8				
Activity	PARTNERSHIPS & SPECIAL PROJECT				
Description	The Partnerships and Special Projects section deals with the relationships with the leisure/sports and cultural trusts. They all deliver services that are viewed as important to the Council in terms of its strategic objectives and play a key part in influencing the city's economic, social, educational and health priorities.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.00	55	5,481	5,535	(1,007)	4,528

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Line	A9				
Activity	PUBLIC HEALTH				
Description	The purpose of the service is to contribute to Sheffield being a healthy and successful City by tackling social determinants of ill health, health improvement programmes, tackling inequalities in health, increasing access to and improving services. The service leads public health action on several key policy areas such as tobacco control interventions to help people live smoke free lives, obesity and food and environment and health.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.80	216	2,417	2,633	(2,628)	5

Line	A10				
Activity	SHEFFIELD CITY MARKETS				
Description	Provision of the City and District Markets Service, including operational and staffing costs associated with wholesale, retail, trading and visiting markets.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.10	680	2,491	3,171	(2,375)	796

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Provision for pay increase (1%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	120	-	120	-	120

Line	E2				
Activity	Legislation				
Description	Provision for Apprenticeship Levy (at 0.5% of pay).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	60	-	60	-	60

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Line	E3				
Activity	Inflation				
Description	Provision for energy (7.5%) and rent/rates (2.3%) inflation.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	91	91	-	91

Line	E4				
Activity	Loss of Funding/Income				
Description	Provision for unidentified savings from 2016-17.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	-	112	112	-	112

Line	E5				
Activity	Demand				
Description	Provision to align the Moor Market budget with its approved business plan.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	-	-	350	350

Section 3: Summary of Savings

Line	B1				
Activity	Sports Facilities				
Description	Reduction in Grant to Sheffield International Venues (SIV). This saving has been agreed with Sheffield City Trust (SCT) as part of their medium term financial planning and will be delivered via a combination of cost reductions and improved income. No facility closures are required				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(1,821)	(1,821)	-	(1,821)

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Line	B2				
Activity	Reorganisation, grant reductions, increased income				
Description	<p>Working with partner organisations to retain services with reduced funding from SCC, including securing partnership funding for "Off the Shelf", manageable reductions in grant to industrial museums and Showroom Cinema (combined savings of £57k).</p> <p>Staff restructure within the Parks and Countryside service with a focus on reduced management and support costs (but protecting frontline delivery), charging a small number of Parks Project Officers to capital projects, reduced staffing costs in Markets and an adjustment to "Off Peak" CCTV monitoring (combined savings of £498k).</p> <p>An increase in prices within Bereavement Services and additional contracted income from recently opened sports facilities. (combined savings of £550k). Switch the funding for Activity Sheffield to support maintenance and facilities in parks</p>				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
24.57	(747)	292	(455)	(650)	(1,105)

Line	B3				
Activity	Sustained Improvement				
Description	Sustained improvement in income and efficiencies across Culture and Environment services				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.50	-	-	-	(112)	(112)

Section 4:Public Health Investments

Line	G1				
Activity	Public Health Re-investment				
Description	Amounts arising from 2017/18 savings proposals to be re-invested back into service delivery.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	25	-	25	(25)	-

Directorate	PLACE
Service	CULTURE & ENVIRONMENT
Planning Entity	CULTURE & ENVIRONMENT (Service)

Section 5:Public Health Savings

Line	F1					
Activity	Public Health Staffing Restructure					
Description	Review of existing staffing restructure and working with partner organisations to retain services whilst reducing funding requirements on SCC.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	2.50	(91)	-	(91)	91	-

Line	F2					
Activity	Re-commissioning of Smoking Contract					
Description	Re-commissioning of smoking services using alternative contract method to embed Smoke Free Spaces into the wider Tobacco Control Programme.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	-	(20)	(20)	20	-

Directorate	PLACE
Service	DEVELOPMENT SERVICES
Planning Entity	DEVELOPMENT SERVICES (Service)

Description of core purpose of Planning Entity	Regeneration and Development Services is responsible for the physical development of the City and promoting sustainable regeneration. This includes regeneration of Neighbourhoods and the City Centre, Housing Strategy and delivery of the Sheffield Local Housing Company; Spatial Development plans, development management, urban design and environmental planning; Building Standards and flood prevention; All client Highway Services including car parking and traffic information and control; Transport policy and programmes, and air quality management.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	101,602	(18,925)	82,677		312.90
Total Savings Made			(1,870)		20.40

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A2				
Activity	HIGHWAY MAINTENANCE DIVISION				
Description	Management of the Streets Ahead Contract Provision of a Development Control and Adoptions Service Provision of a Highways Records Service Delivery of Highways related infrastructure programme and works Provision of a Flood & Water Management Regulatory Service				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
49.20	2,986	59,411	62,398	(1,210)	61,188

Line	A3				
Activity	MANAGEMENT & SUPPORT DEVS				
Description	Provides management, administration and general support for Development Services				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
3.20	66	426	492	-	492

Directorate	PLACE
Service	DEVELOPMENT SERVICES
Planning Entity	DEVELOPMENT SERVICES (Service)

Line	A4				
Activity	PLANNING SERVICES				
Description	Statutory planning and building control service, including plan making, development management and projects. Support housing and economic regeneration and delivery and strategic core priorities to achieve a Competitive City and a Great Place to Live. To prepare planning briefs for key sites, protect what is special about Sheffield including it's Conservation Areas and Listed Buildings and achieve design quality in new development. To design major new greenspace and public realm and South Street park. Includes Building Standards trading account, the externally funded South Yorkshire Forest Partnership and the jointly funded South Yorkshire Archaeology Service.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
115.20	4,273	456	4,729	(4,312)	417

Line	A5				
Activity	PRECEPTS AND LEVIES				
Description	The Environment Agency charge Sheffield City Council a levy to cover flood defence for main rivers in the Sheffield area. Flood defence money is spent on the construction of new flood defence schemes, the maintenance of the river system and existing flood defences and the flood warning system. Sheffield City Council procures a core bus service via South Yorkshire Passenger Transport Executive to serve Sheffield on Boxing Day and New Year's Day and assist people travelling around the city, when no commercial operators run.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	24,506	24,506	-	24,506

Line	A7				
Activity	TRANSPORT TRAFFIC & PARKING SE				
Description	To plan, administer, co-ordinate and regulate activities on the City's highways in order to provide for the safe and efficient movement of people and goods around Sheffield. Main service areas within Transport, Traffic and Parking Services (TTAPS) are : Transport Planning. Road Safety and School Crossing Patrol Wardens. Highway Network Management, including Highway Coordination and Intelligent Transport Systems. Transport and Traffic Design & Delivery, including Traffic Regulations. Transport Traffic & Parking Services Business Management, including Public Rights of Way and Air Quality. Parking Services.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
145.30	5,257	4,220	9,477	(13,402)	(3,925)

Directorate	PLACE
Service	DEVELOPMENT SERVICES
Planning Entity	DEVELOPMENT SERVICES (Service)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Provision for pay increase (1%).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	123	-	123	-	123

Line	E2				
Activity	Legislation				
Description	Provision for Apprenticeship Levy (at 0.5% of pay).				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	61	-	61	-	61

Line	E3				
Activity	Inflation				
Description	Provision for energy (7.5%) and rent/rates (2.3%) inflation.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	19	19	-	19

Line	E4				
Activity	Loss of Funding/Income				
Description	Provision for unidentified savings from 2016-17.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	331	331	-	331

Line	E5				
Activity	Loss of Funding/Income				
Description	Provision for loss of car park fees arising from developments in City Centre.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	100	100

Directorate	PLACE
Service	DEVELOPMENT SERVICES
Planning Entity	DEVELOPMENT SERVICES (Service)

Section 3: Summary of Savings

Line	B1				
Activity	Sustained Improvement				
Description	Sustained additional income from Planning Application fees and in Highway Network Management and contract cost reductions in Highways.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(231)	(231)	(100)	(331)

Line	B2				
Activity	ITA Levy				
Description	Reduction in levy.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(1,200)	(1,200)	-	(1,200)

Line	B3				
Activity	More Business Like Place (Tranche 1)				
Description	Efficiency savings from a re-organisation from services within the Planning, Environment Regulation, Licensing and Parking Services through the creation of a new portfolio operating model and the consolidation of administrative activities into a technical support hub. Also generating more commercial income from increased activity.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
20.40	(494)	665	171	(510)	(339)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Policy, Performance & Communications

	<u>Gross</u> <u>Expenditure</u> <u>£000</u>	<u>Gross</u> <u>Income</u> <u>£000</u>	<u>Net</u> <u>Expenditure</u> <u>£000</u>
Accountable Body Organisations	219	219	0
Policy, Performance & Communications	4,740	2,707	2,033
Public Health	1,641	1,776	-135
	6,600	4,702	1,898

Directorate	POLICY, PERFORMANCE AND COMMS
Service	ACCOUNTABLE BODY ORGANISATIONS
Planning Entity	ACCOUNTABLE BODY ORGANISATIONS (Service)

Description of core purpose of Planning Entity	Sheffield Council acts as the accountable body for the provision of a number of services in partnership with organisations including Sheffield First Partnership, Sheffield Tourism and Creative Sheffield.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	219	(219)	0		0.00
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1					
Activity	ACCOUNTABLE BODIES					
Description						
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	172	48	219	(219)	0

Section 2: Pressures (Form Es) - None Identified

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	POLICY, PERFORMANCE AND COMMS
Service	POLICY, PERFORMANCE & COMMS
Planning Entity	POLICY, PERFORMANCE & COMMS (Service)

Description of core purpose of Planning Entity	Policy, Performance and Communications provides a number of strategic support services for the organisation, including policy advice, performance management, partnership development, research and analysis, communications support, and web and intranet services. It is also responsible for supporting the Council's statutory scrutiny function, and for running electoral services.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	4,680	(2,647)	2,033		76.84
Total Savings Made			(170)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	COMMUNICATIONS				
Description	The Communications team helps the Council get its message across, to make sure the people of Sheffield know what their Council is doing for them, and what services and support are available to them. We provide a full range of communications support for the Council including liaison with the media; development and implementation of marketing campaigns; design and print services; and internal communications with staff (including support for the intranet). The Digital Services Team is part of this service and is responsible for maintaining and developing the Council's website and intranet, and supporting the delivery of digitally-enabled services to the people of Sheffield				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
37.52	1,344	228	1,572	(2,131)	(559)

Line	A2				
Activity	ELECTIONS				
Description	The Elections, Equalities and Involvement Team brings together support for key elements of the democratic accountability role of the Council – elections and registration, the Scrutiny function, and policy development on social justice, fairness, equality and involvement issues. It also ensures the council meets the full range of Equalities and Consultation duties.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.50	330	665	995	(210)	785

Directorate	POLICY, PERFORMANCE AND COMMS
Service	POLICY, PERFORMANCE & COMMS
Planning Entity	POLICY, PERFORMANCE & COMMS (Service)

Line	A3				
Activity	EQUALITIES & INVOLVEMENT				
Description	The Elections, Equalities and Involvement Team brings together support for key elements of the democratic accountability role of the Council – elections and registration, the Scrutiny function, and policy development on social justice, fairness, equality and involvement issues. It also ensures the council meets the full range of Equalities and Consultation duties.				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
5.68	295	51	345	60	405

Line	A5				
Activity	PERF & RES				
Description	The Performance and Research Team is responsible for providing performance management, research and analysis functions for the Council. This covers a wide range of areas, including internal performance management, service and business planning, workforce opinion survey, demographic and other statistical analysis, survey & consultation support, and spatial analysis. We support work carried out across all portfolios in the council.				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.28	239	47	287	(30)	257

Line	A6				
Activity	POLICY & IMPROVEMENT				
Description	The Policy and Improvement Team has two main goals: Making the case for improvement and public service reform, driving forward new thinking and new ideas across the organisation and across the city, working with a range of partners Supporting the organisation to develop strategy and to plan its business accordingly				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
14.26	910	205	1,114	-	1,114

Line	A7				
Activity	PUBLIC HEALTH - INTELLIGENCE				
Description	The Public Health Intelligence Team provides research, evaluation, insight and analysis support for the Council's public health responsibilities. It is also responsible for providing support to the statutory Health and Wellbeing Board, and for working with the Director of Public Health to develop his annual report and the Joint Strategic Needs Assessment				
Grant Income Source					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
5.60	347	20	367	(336)	31

Directorate	POLICY, PERFORMANCE AND COMMS
Service	POLICY, PERFORMANCE & COMMS
Planning Entity	POLICY, PERFORMANCE & COMMS (Service)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	34	-	34	-	34

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	14	-	14	-	14

Line	E3				
Activity	Loss of Funding/Income				
Description	End of one-off grant funding for Equality Hubs				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	-	-	60	60

Line	E4				
Activity	Demand				
Description	Corporate Subscriptions				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	82	82	-	82

Directorate	POLICY, PERFORMANCE AND COMMS
Service	POLICY, PERFORMANCE & COMMS
Planning Entity	POLICY, PERFORMANCE & COMMS (Service)

Section 3: Summary of Savings

Line	B1				
Activity	Reduce equality hub grants				
Description	<p>This is a saving of £60k from last year's overall expenditure on the Equality Hub Network. The closure of the Fairness Commission Pot from 2017/18 onwards, from which this funding is drawn, requires us to manage this pressure. We propose to do this by reducing the amount of funding available for Equality and Fairness grants to £75k and manage remaining costs within the existing PPC budget.</p> <p>Grants from Equality and Fairness Grants have been made to organisations across the city to promote the work of the Equality Hubs Network (EHN) and to help the council engage with communities with protected characteristics under the Equality Act 2010. The grant funding complemented work to set up and support the Equality Hub Network. The cost of this work (60k) was funded from the Fairness Commission pot and included staffing and running costs for the EHN.</p>				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(60)	(60)	-	(60)

Line	B2				
Activity	Reduction in supplies & services				
Description	Reduce supplies and services budgets across PPC.				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(30)	(30)	-	(30)

Line	B3				
Activity	On-line Communications Ordering				
Description	<p>This proposal will redesign the 'customer gateway' to Communications, moving to a self-serve model to allow customers to choose and buy communications products online, rather than through a manual brokerage system. This should lead to a better overall experience for the customer, as well as reduce the amount of manual processing and hand-offs between different systems, processes and teams. Savings will be achieved through reducing the size of the brokerage team, which currently undertakes much of the manual processing.</p>				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(50)	-	(50)	-	(50)

Line	B4				
Activity	Elections and registration print and postage costs				
Description	<p>To reduce elections and registration print and postage costs through moving to hybrid print arrangements and extending the use of email in the registration process. The latter takes advantage of changes to the processes allowed by The Representation of the People (England and Wales)(Amendment) Regulations 2016</p>				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(30)	(30)	-	(30)

Directorate	POLICY, PERFORMANCE AND COMMS
Service	POLICY, PERFORMANCE & COMMS
Planning Entity	POLICY, PERFORMANCE & COMMS (Service)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	POLICY, PERFORMANCE AND COMMS
Service	PUBLIC HEALTH PPC
Planning Entity	PUBLIC HEALTH PPC (Service)

Description of core purpose of Planning Entity	The Director of Public Health office, including spend on key health contracts, such as GP Health checks
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	1,641	(1,776)	(135)		10.56
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	PUBLIC HEALTH - DPH				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.56	837	804	1,641	(1,776)	(135)

Section 2: Pressures (Form Es) - None Identified

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings

Line	F1				
Activity	DPH Office				
Description	Reduction in funding for GP Health checks. Remaining budget will be targeted at those most in need				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(62)	(62)	62	-

Resources

	<u>Gross</u> <u>Expenditure</u> <u>£000</u>	<u>Gross</u> <u>Income</u> <u>£000</u>	<u>Net</u> <u>Expenditure</u> <u>£000</u>
Business Change Information Solutions	3,272	2,329	943
Commercial Services	1,996	3,576	-1,580
Customer Services	6,162	3,788	2,374
Finance	7,155	2,894	4,261
Human Resources	4,952	1,616	3,336
Legal Services	6,607	3,129	3,478
Resources Management & Planning	702	515	187
Transport and Facilities Management	33,320	15,833	17,487
Sub-total	<u>64,166</u>	<u>33,680</u>	<u>30,486</u>
<u>Central Costs</u>			
Central Costs - Capita	22,098	1,962	20,136
Central Costs	10,628	8,456	2,172
Housing Benefit	182,794	182,388	406
Sub-total	<u>215,520</u>	<u>192,806</u>	<u>22,714</u>
	279,686	226,486	53,200

Directorate	RESOURCES
Service	BUSINESS CHANGE & INFO SOLNS
Planning Entity	BUSINESS CHANGE & INFO SOLNS (Service)

Description of core purpose of Planning Entity	<p>The service performs the lead role for the Council and has accountability for providing the professional leadership on Business Change and Technology and Information Management including Information Security. It delivers a refreshed approach to transforming the Council's services, making our information transparent and secure and continues to exploit existing and new Technology.</p> <p>The service is responsible for enabling the Councils commitment to be an in-touch organisation by delivering the outcomes embedded in the Corporate Plan.</p> <p>Our service will play a key role in supporting the Council's objectives of 'Making changes to the right things, in the right way' and 'Bringing partners together to collaborate and develop the tools, information and support that will enable local people to become more digitally included and literate'.</p>
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	3,272	(2,329)	943		56.73
Total Savings Made			(76)		2.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CORE BUSINESS ICT				
Description	<ul style="list-style-type: none"> • To enable the Council to deliver the right changes. Ensuring the amount of change, at any one time, is achievable, and that priorities are supported by comprehensive programmes that move us, and the city, towards our long-term goals. • Drive the digital agenda within the organisation and influence our customers to use innovative solutions that anticipate future technology advance. • To build collaborative, effective relationships and working practices with all BCIS key stakeholders. • Encourage and develop skilled, effective and motivated professional Change teams across the organisation. • Drive out the maximum benefit with the organisation including through the future use of IT. 				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
28.71	1,375	(169)	1,206	(629)	577

Line	A2				
Activity	CORPORATE PROGRAMMES				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		30	30		30

Directorate	RESOURCES
Service	BUSINESS CHANGE & INFO SOLNS
Planning Entity	BUSINESS CHANGE & INFO SOLNS (Service)

Line	A3				
Activity	BUSINESS CHANGE				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
28.02	1,962	74	2,036	(1,700)	336

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	33	-	33	-	33

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	12	-	12	-	12

Directorate	RESOURCES
Service	BUSINESS CHANGE & INFO SOLNS
Planning Entity	BUSINESS CHANGE & INFO SOLNS (Service)

Section 3: Summary of Savings

Line	B1				
Activity	BCIS Staff Savings				
Description	<p>The service has recently completed phase one of a review, which was targeted to achieve a saving of circa £240,000. This will result in cashable savings and a reduction in the overall traded target the service works to. Phase 2 will get underway in the winter and aim to complete by the summer, depending on the level of change required. This additional amount of £76,000 representing 3% of the BCIS budget will be included in the savings realised through the restructure. Consideration is currently being given as to how change is delivered throughout the Council which may result in staff and/or budgets being centralised and realisation of this saving easier to achieve</p>				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	(76)	-	(76)	-	(76)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	COMMERCIAL SERVICES
Planning Entity	COMMERCIAL SERVICES (Service)

Description of core purpose of Planning Entity	To provide strategic leadership, direction, innovation and control across the full range of the Council's procurement, commercial, contract and supplier management activities in order to deliver value for money and efficiency improvements, whilst ensuring continuity and quality of supply.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	1,996	(3,576)	(1,580)	41.77
Total Savings Made			(270)	0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A5				
Activity	COMMERCIAL SERVICES				
Description	To provide strategic leadership, direction, innovation and control across the full range of the Council's procurement, commercial, contract and supplier management activities in order to deliver value for money snf efficiency improvements, whilst ensuring continuity and quality of supply.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
41.77	1,869	128	1,996	(3,576)	(1,580)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	18	-	18	-	18

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	8	-	8	-	8

Directorate	RESOURCES
Service	COMMERCIAL SERVICES
Planning Entity	COMMERCIAL SERVICES (Service)

Section 3: Summary of Savings

Line	B1
Activity	Resources Additional 2% Savings
Description	<p>Resources portfolio is offering a further 2% saving (a total of 5%) as part of the 17/18 business planning process to support the corporate position.</p> <p>The portfolio is confident of being able to find an additional £270k of savings to help balance the corporate position. The detail of this saving is still being finalised but is likely to include a mix of different opportunities including generating further external income, rebates, or supply chain savings with the Resources Portfolio.</p>

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(270)	(270)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	CUSTOMER SERVICES
Planning Entity	CUSTOMER SERVICES (Service)

Description of core purpose of Planning Entity	Customer Services fulfils three key roles in delivering the Customer Focus objectives in our Corporate Plan: we provide the Council's In-Person and Telephone customer access services through First Point offices and the Corporate Contact Centre. We also deliver a number of specialist services and support for external and internal customers. We are leading the Council's Customer Focus Transformation Programme.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	6,162	(3,788)	2,374		222.30
Total Savings Made			(141)		5.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CUSTOMER SERVICES				
Description	Provision of the Council's in-person and telephone customer services through First Point offices and the corporate contact centre as well as provision of a number of specialist services and support for external and internal customers				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
21.19	819	(18)	801	-	801

Line	A2				
Activity	CUSTOMER FIRST				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
120.40	2,466	522	2,988	(2,075)	913

Line	A3				
Activity	FACE 2 FACE				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
72.37	1,482	399	1,881	(1,387)	495

Directorate	RESOURCES
Service	CUSTOMER SERVICES
Planning Entity	CUSTOMER SERVICES (Service)

Line	A4				
Activity	RES PLANNING & PERFORMANCE				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
8.34	381	112	493	(327)	166

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	43	-	43	-	43

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	22	-	22	-	22

Directorate	RESOURCES
Service	CUSTOMER SERVICES
Planning Entity	CUSTOMER SERVICES (Service)

Section 3: Summary of Savings

Line	B1				
Activity	Customer Services Staffing Reductions				
Description					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
5.00	(141)	-	(141)	-	(141)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	FINANCE
Planning Entity	FINANCE (Service)

Description of core purpose of Planning Entity	The Finance service provides an effective financial management framework, with financial leadership for the Council through strategic business and financial planning, provision of financial advice and information for service managers and elected members. The Finance service adopts a business partner approach, one of support and challenge, to the Council's service portfolios. It also manages the finance contract with an outsourced provider for finance business transactions, administering housing and council tax benefits and collection of council tax and business rates.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	7,155	(2,894)	4,261	144.26
Total Savings Made			(276)	1.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	COMMUNITIES BP				
Description	The business partner approach develops the strategic link between key financial and accounting requirements and resource planning in the portfolios. It provides financial support, advice and challenge to the normal business in each portfolio				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
19.51	831	98	929	(503)	426

Line	A2				
Activity	PEC				
Description	External funding team undertake a strategic co-ordination and control function with regard to all external funding and develop and ensure compliance with council wide processes for Revenue and Capital external funding				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
24.09	1,028	21	1,048	(48)	1,000

Directorate	RESOURCES
Service	FINANCE
Planning Entity	FINANCE (Service)

Line	A3				
Activity	FINANCE LEADERSHIP				
Description	FLT provide the leadership and management for the Finance service, advise the Council Senior Management team and elected members in developing and implementing the strategic plan and support them in resourcing and delivering the Council's strategic objectives sustainably and in the public interest. FLT lead the promotion and delivery of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
6.00	549	27	575	(527)	49

Line	A4				
Activity	STRATEGIC FINANCE				
Description	FSSG are responsible for the provision, configuration, maintenance and development of the Council's financial and associated systems as well as maintaining and developing financial processes and provision of financial and system training. Strategic Finance co-ordinate the strategic financial planning processes i.e. the budget setting and medium term planning processes. Co-ordinate the financial reporting processes including the provision of monthly budget monitoring reports and production of the annual statement of accounts, the financial management of the council's balance sheet and fixed and current asset base.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
26.79	998	257	1,255	-	1,255

Directorate	RESOURCES
Service	FINANCE
Planning Entity	FINANCE (Service)

Line	A5				
Activity	ICAM AND REVS & BENS				
Description	Revenues and Benefits client team are responsible for ensuring the service standards in the Capita contract are achieved, ensuring statutory functions are delivered. Income Collection and Management team are responsible for the centralised debt recovery to collect the Council's sundry debt arrears and developing the protocols and best practice for debt recovery in the council.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
20.65	781	127	908	(335)	573

Line	A6				
Activity	INTERNAL AUDIT				
Description	An assurance function that primarily provides an independent and objective opinion to the organisation on the control environment. The majority of reviews undertaken are risk based audits of services and functions across the Council. They assess management's treatment of risk and undertake reactive (fraud) investigations and pro active counter fraud initiatives. There is a statutory responsibility under the Accounts and Audit regulations for the authority to maintain an adequate and effective Internal Audit function. It contributes to the discharge of the statutory responsibilities (proper financial arrangements) associated with the designated Chief Financial Officer (section 151 officer). Forms a key part of the Corporate Governance arrangements of the Authority and contributes to the production of the Annual Governance Statement.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.27	495	24	519		519

Directorate	RESOURCES
Service	FINANCE
Planning Entity	FINANCE (Service)

Line	A7				
Activity	PROJECT & COMMERCIAL				
Description	Provides financial support to large, complex or cross cutting projects and major contractual or partnership relationships to ensure that the benefits are optimised and subject to an appropriate allocation of risk. Also provide taxation advice and support so as to ensure that the Council operates in the most tax efficient way and complies with all relevant legislation and regulations. The management of the Council's banking arrangements, investment and borrowing.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
11.60	803	48	851	(829)	22

Line	A8				
Activity	CYP BP				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
24.35	1,043	26	1,069	(652)	417

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	68	-	68	-	68

Directorate	RESOURCES
Service	FINANCE
Planning Entity	FINANCE (Service)

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
	25	-	25	-	25

Section 3: Summary of Savings

Line	B1				
Activity	Full year effect of replacement financial system				
Description	This is the full-year additional effect of savings in licensing costs arising from replacing the existing finance system (£300k was already included in 16/17 savings; £400k will be the full-year reduction, hence a further £100k is included in 17/18).				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	-	(100)	(100)	-	(100)

Line	B2				
Activity	Finance and Commercial Services Leadership Team				
Description	Realignment of the Commercial Services and Finance structure following the merger of the services, and the undertaking of an Achieving Change process to put an improved structure in place to support the new service - specifically reduction in a DG grade and reduction in an AD post.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
1.00	(85)	-	(85)	-	(85)

Line	B3				
Activity	Finance & Commercial Vacancy Management & Supplies				
Description	Following the realignment of the Commercial Services and Finance structure to support the merger of the services, there are opportunities to reduce vacancies and supplies and services across the new team to be investigated and implemented as appropriate.				
			Gross Revenue Expenditure	Income	Net Revenue Expenditure
FTE	Staff	Non Staff			
0.00	(66)	(25)	(91)	-	(91)

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	RESOURCES
Service	HUMAN RESOURCES
Planning Entity	HUMAN RESOURCES (Service)

Description of core purpose of Planning Entity	The OD/HR Service comprises Occupational Health, Health and Safety, Learning and Development, HR Policy and Strategy, HR Advisory, and Employee Relations. It is responsible for the lead on all people policy and practice within Sheffield City Council.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	4,952	(1,616)	3,336		108.04
Total Savings Made			(155)		5.50

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	HR CORE				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
71.75	3,496	533	4,029	(1,510)	2,519

Line	A2				
Activity	HR OTHER				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
36.29	934	(12)	922	(106)	817

Directorate	RESOURCES
Service	HUMAN RESOURCES
Planning Entity	HUMAN RESOURCES (Service)

Line	A4				
Activity	HR RECHARGEABLE COSTS				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	(158)	158	-		-

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	44	-	44	-	44

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	17	-	17	-	17

Directorate	RESOURCES
Service	HUMAN RESOURCES
Planning Entity	HUMAN RESOURCES (Service)

Section 3: Summary of Savings

Line	B1				
Activity	Business Support Vacancy Management				
Description	The service will seek efficiencies through income generation and vacancy management. There is also an opportunity to align business support more closely to the Fulfilment team within Customer Services.				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.50	(30)	-	(30)	-	(30)

Line	B2				
Activity	Learning & Development Services Restructure				
Description	The Learning and Development function will restructure to meet the changing shape and nature of the organisation. It is proposed to harness all learning and development activity through a single route from leadership development to employee core development to ensure a rounded development offer. This will result in reshaping the organisation to ensure effective delivery.				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.50	(50)	-	(50)	-	(50)

Line	B3				
Activity	.				
Description					

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	-	-

Line	B4				
Activity	HR Vacancy management				
Description	It is proposed to leave the part time service manager role unfilled (£23.5k full year effect) and in addition the current vacant HR business partner role (£52K) which will total full year effect savings of £75.5K				

FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.50	(75)	-	(75)	-	(75)

Directorate	RESOURCES
Service	HUMAN RESOURCES
Planning Entity	HUMAN RESOURCES (Service)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	LEGAL SERVICES
Planning Entity	LEGAL SERVICES (Service)

Description of core purpose of Planning Entity	Legal Services provide best value services and strong leadership, making it "easy to do the right thing". We provide a high quality legal service to meet the needs of the Council and individual portfolios and to ensure the Council carries out all aspects of its functions lawfully. We respond efficiently and effectively to requests for advice and are at the heart of proactive decision making.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure	FTEs
Core Activities	6,607	(3,129)	3,478	102.92
Total Savings Made			(141)	1.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	DEMOCRATIC SERVICES				
Description	Manage the democratic process and member development programme. This involves supporting and servicing a wide range of Council meetings including Full Council, Cabinet, Scrutiny Committees, Planning and Highway Committees, Licensing Committees, the Audit Committee and running the Lord Mayor's office.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
7.80	331	1,437	1,767	(117)	1,651

Line	A2				
Activity	LEGAL SERVICES				
Description	To provide high quality legal advice regarding people to ensure the Council acts lawfully and satisfies its statutory obligations.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
44.47	2,176	19	2,195	(1,583)	612

Line	A3				
Activity	PLACE				
Description	To provide high quality legal advice regarding places and property (residential and commercial) to ensure the Council acts lawfully and satisfies its statutory obligations.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
19.86	972	10	982	(872)	111

Directorate	RESOURCES
Service	LEGAL SERVICES
Planning Entity	LEGAL SERVICES (Service)

Line	A4				
Activity	BUSINESS SERVICES				
Description	Deliver value for money Statutory and Regulatory Services.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
13.84	751	290	1,041	(558)	483

Line	A6				
Activity	MEMBERS SERVICES				
Description	High quality administrative and secretarial support to Elected Members.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
16.95	535	87	622		622

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	42	-	42	-	42

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	16	-	16	-	16

Directorate	RESOURCES
Service	LEGAL SERVICES
Planning Entity	LEGAL SERVICES (Service)

Line	E3				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	14	14	-	14

Section 3: Summary of Savings

Line	B1				
Activity	Cancel DX Courier Service				
Description	DX document courier service is used by firms of solicitors to safely transport documents between solicitors firms and the courts. As many transactions are now completed electronically there is less need for this service. Alternative postal services will be used when necessary				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(14)	(14)	-	(14)

Line	B2				
Activity	Democratic Services Staff Saving				
Description	A new structure of the democratic services team with the deletion of a vacant grade 11 post to be replaced by a grade 9 post.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
1.00	(10)	-	(10)	-	(10)

Line	B3				
Activity	Reduction in Lord Mayors budget				
Description	An overall reduction in the Lord Mayors budget of £7k.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(7)	(7)	-	(7)

Directorate	RESOURCES
Service	LEGAL SERVICES
Planning Entity	LEGAL SERVICES (Service)

Line	B4				
Activity	Reduce Members Allowance Budget				
Description	The savings will be made in a number of ways. 1. Pension savings of£6,800. 2. Reduction in the numbers of co-optees resulting from the merger of Standards & Audit Committee = £1,416 3. Reduction in training and conference budget £5k 4. Reduction in IT budget by £7,500				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(21)	(21)	-	(21)

Line	B5				
Activity	Reduction in Subscriptions				
Description	Reduction in number of media subscriptions provided to Members				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(1)	(1)	-	(1)

Line	B6				
Activity	Generate Additional Legal Income				
Description	Increase external income target to £300k				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(88)	(88)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	RESOURCES MANAGEMENT& PLANNING
Planning Entity	RESOURCES MANAGEMENT& PLANNING (Service)

Description of core purpose of Planning Entity	The service includes the Executive Management for Resources, the Council's insurance and risk service and also the Business Support function for the Resources portfolio.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	702	(515)	187		12.49
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	IRM & MANAGEMENT				
Description	Management of the Councils insurance service, insurance funds and provisions, risk management strategy and framework and the Resources Business Support function				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.49	418	97	515	(515)	-

Line	A2				
Activity	INSURANCE MANAGEMENT				
Description	Resources directorate executive management				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	198	(11)	187	-	187

Directorate	RESOURCES
Service	RESOURCES MANAGEMENT& PLANNING
Planning Entity	RESOURCES MANAGEMENT& PLANNING (Service)

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	6	-	6	-	6

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	3	-	3	-	3

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	TRANSP & FACILITIES MANAGEMENT
Planning Entity	TRANSP & FACILITIES MANAGEMENT (Service)

Description of core purpose of Planning Entity	The Transport and Facilities Management Service provides effective management and provision of SEN home to school and adult/CYP social care transport services. Procurement and hire of vehicles, management of strategic transport contracts. Vehicle maintenance, servicing and MOT testing, support and advice on vehicle specifications, transport legislation and risk management. We provide facilities services for all Council owned property excluding Housing. This work includes ensuring Health & Safety compliance with respect to property, the management of PFI contracts on schools and offices and the Maintenance contracts and Cleaning contracts.
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	33,320	(15,833)	17,487		209.44
Total Savings Made			(256)		2.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	ASSET MANAGEMENT				
Description	Facilities Services for all Council owned property excluding Housing. This service includes the management and operation of all buildings including any statutory records and compliance requirements.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
61.44	3,890	18,147	22,037	(7,659)	14,378

Line	A2				
Activity	CENTRAL TRANSPORT				
Description	The service transports children with special needs to school, adults to day venues and residents with difficult access to health, leisure and well being.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
116.00	3,604	629	4,233	(5,107)	(873)

Directorate	RESOURCES
Service	TRANSP & FACILITIES MANAGEMENT
Planning Entity	TRANSP & FACILITIES MANAGEMENT (Service)

Line	A3				
Activity	FLEET MANAGEMENT				
Description	Procurement and hire of vehicles built to manufacturers latest specifications and management of the transport fleet, including management of operator licences.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
10.00	108	2,187	2,294	(2,178)	116

Line	A5				
Activity	WORKSHOPS				
Description	To service and repair Council vehicles to manufacturers' recommendations. Carry out vehicle testing for licensing.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
19.00	802	931	1,733	(771)	962

Line	A6				
Activity	WORKPLACE				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
3.00	144	2,879	3,023	(119)	2,904

Section 2: Summary of Pressures (Form Es)

Line	E1				
Activity	Inflation				
Description	Pay Award				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	73	-	73	-	73

Directorate	RESOURCES
Service	TRANSP & FACILITIES MANAGEMENT
Planning Entity	TRANSP & FACILITIES MANAGEMENT (Service)

Line	E2				
Activity	Legislation				
Description	Apprenticeship Levy				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	31	-	31	-	31

Line	E3				
Activity	Loss of Funding/Income				
Description	Income Pressures				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	123	123	-	123

Line	E4				
Activity	Loss of Funding/Income				
Description	Reduced size of estate to contribute to cleaning contract costs				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	-	200	200	-	200

Section 3: Summary of Savings

Line	B1				
Activity	Reduce specification for grounds maintenance				
Description	Vary Specification - self delivery of responsive elements e.g. fly tipping & graffiti removal. The contract is 90% delivered by Parks and the renegotiation is completed and implemented. Current responsive elements fall in to 5 or 21 working days response times these times will extend by up 3 days dependant on the nature of the request. Work will be prioritised on a health and safety basis so therefore won't impact responsive elements of a health and safety nature protecting the organisation and employees/customers				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(9)	(9)	-	(9)

Line	B2				
Activity	Increase charges for traded services to schools				
Description	Transport and Facilities Management Services provide traded services to non SCC organisations such as academy schools and commercial use of facilities. The proposal is to increase the charges to generate an additional 25k. Statutory Servicing Package – 15k Use of Facilities – 10k				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	-	-	(25)	(25)

Directorate	RESOURCES
Service	TRANSP & FACILITIES MANAGEMENT
Planning Entity	TRANSP & FACILITIES MANAGEMENT (Service)

Line	B3				
Activity	Reduce premises insurance costs				
Description	The level of claims has reduced due to effective work between Facilities Management and Insurance & Risk implementing new policies and procedures leading to a better managed estate and access to management information to successfully defend claims. It is therefore possible to offer a £75k cashable saving due to the reduction in level of claims whilst remaining confident we have covered the risk of remaining claims.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(75)	(75)	-	(75)

Line	B4				
Activity	Transport & FM Staff saving				
Description	Reduce facilities staffing levels by £65,000 per annum via an MER process; saving is equivalent to a 3% overall saving. Saving to be achieved via: 47,000 G9 post 18,000 G4 post G9 post will become vacant by the end of October 2016 due to a resignation; temporary arrangements to be put in place until 31st March 2017. G4 post is currently occupied on a temporary basis up to 31st March 2017. Service redesign underway to achieve the saving for 17/18.				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
2.00	(65)	-	(65)	-	(65)

Line	B5				
Activity	Savings from Kier insourcing				
Description	Facilities Management strategic contracts delivered by Kier will be fully insourced by 1st April 2017. Insourcing these contracts will lead to savings in the use of staff, vehicles, licences, materials, accommodation, IT, fuel, travel costs, site monitoring, use of machinery etc. By condensing elements of the service and geographically organising resources between the major sites results in cost avoidance of operating costs				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(38)	(38)	-	(38)

Line	B6				
Activity	Lease Burngreave Vestry Hall				
Description	Savings will be realised by leasing the building to a VCF sector organisation				
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	-	(44)	(44)	-	(44)

Directorate	RESOURCES
Service	TRANSP & FACILITIES MANAGEMENT
Planning Entity	TRANSP & FACILITIES MANAGEMENT (Service)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	OTHER CENTRAL COSTS - CAPITA
Planning Entity	OTHER CENTRAL COSTS - CAPITA (Service)

Description of core purpose of Planning Entity	Strategic and Operational ICT including network and hosting services, application management, service management, project management, strategic lead and service assurance.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	22,098	(1,962)	20,136		0.00
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	CAPITA CONTRACT				
Description	Strategic and Operational ICT including network and hosting services, application management, service management, project management, strategic lead and service assurance.				
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		22,098	22,098	(1,962)	20,136

Section 2: Pressures (Form Es) - None Identified

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Directorate	RESOURCES
Service	CENTRAL COSTS
Planning Entity	CENTRAL COSTS (Service)

Description of core purpose of Planning Entity	These are costs managed centrally which are essentially outside of the immediate control of the Council. The key components of the service are: Former Employee Pension Costs; Benefit Payments; Outsourced Services; Corporate Fees.
--	---

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	10,628	(8,456)	2,172		0.00
Total Savings Made			(200)		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	BANKING				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		371	371		371

Line	A2				
Activity	CORPORATE COSTS				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00	7,400	1,766	9,166	(4,197)	4,969

Directorate	RESOURCES
Service	CENTRAL COSTS
Planning Entity	CENTRAL COSTS (Service)

Line	A3					
Activity	REVS & BENS					
Description						
Grant Income Source						
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00		1,091	1,091	(4,259)	(3,168)

Section 2: Pressures (Form Es) - None Identified

Section 3: Summary of Savings

Line	B1					
Activity	Reduction in central pension liabilities					
Description	The cost of pensions for former employees is reducing as the number of individuals in receipt of the pensions naturally declines. This saving proposal reflects the full year effect of the reduced costs that are being experienced in the current financial year.					
	FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
	0.00	(200)	-	(200)	-	(200)

Section 4:Public Health Investments (None Identified)

Section 5:Public Health Savings (None Identified)

Directorate	RESOURCES
Service	HOUSING BENEFIT
Planning Entity	HOUSING BENEFIT (Service)

Description of core purpose of Planning Entity	Council wide costs relating mainly to Housing Benefit payments
--	--

	Gross Revenue Expenditure	Income	Net Revenue Expenditure		FTEs
Core Activities	182,794	(182,388)	406		0.00
Total Savings Made			-		0.00

NB all monetary amounts shown in £'000s

Section 1: Summary of Core Services (Form A)

Line	A1				
Activity	HOUSING BENEFIT				
Description					
Grant Income Source					
FTE	Staff	Non Staff	Gross Revenue Expenditure	Income	Net Revenue Expenditure
0.00		182,794	182,794	(182,388)	406

Section 2: Pressures (Form Es) - None Identified

Section 4: Public Health Investments (None Identified)

Section 5: Public Health Savings (None Identified)

Original Budget 2016/17	<u>Summary Revenue Budget</u>	Original Budget 2017/18
£000		£000
	Portfolio budgets:	
66,423	Children Young People and Families	66,239
136,587	Communities	140,061
129,101	Place	128,742
1,900	Policy Performance and Communications	1,898
<u>52,224</u>	Resources	<u>53,200</u>
386,235		390,140
	Corporate Budgets:	
	Specific Grants	
-74,601	PFI Grant	-74,437
-9,323	New Homes Bonus (LGF)	-7,029
-1,490	Business Rates Transitional Grant	-1,467
-2,880	Small Business Rates Relief	-3,976
0	Improved Better Care Fund	-2,188
0	CCG Better Care Fund Income	-5,000
0	Adult Social Care Grant (2017/18 only)	-2,717
	Corporate Items	
8,200	Redundancy Provision	6,200
-18,846	Pension Costs	-13,567
8,405	New Homes Bonus (LGF)	7,029
-698	Public Health Savings / re-investments	-698
2,700	Independent Living Fund Pressure	0
4,555	Better Care Fund	3,000
0	Social Care Risk	2,000
0	Strengthening Families - Think Forward Investment	4,000
25,094	Schools and Howden PFI	25,285
600	Infrastructure Investment	900
27	Payment to Parish Councils	22
300	ICT Refresh	300
-9,300	Better Care Fund	0
80,100	Pension Deficit Payment	0
1,067	Other	1,523
	Capital Financing Costs	
23,681	General Capital Financing Costs	22,944
8,314	Highways PFI Capital Financing Costs	11,630
28,199	MSF Capital Financing Costs	18,844
	Reserves Movements	
-882	Contribution from Reserves	-7,604
-53,400	Reserves Movements Relating to Pension Early Payment	20,417
406,057	Total Expenditure	395,551
	Financing of Net Expenditure	
-90,592	Revenue Support Grant	-67,790
-106,131	NNDR/Business Rates Income	-96,746
-29,124	Business Rates Top Up Grant	-39,583
-176,467	Council Tax income	-182,116
-283	Collection Fund surplus	-398
-3,460	Social Care Precept	-8,918
-406,057	Total Financing	-395,551

Reserves Strategy

INTRODUCTION

1. This appendix reports on the latest position in relation to the level of the Council's reserves. Section 25 of the Local Government Act 2003 requires the statutory Chief Finance Officer (the Executive Director of Resources) to present to the authority, in determining council tax levels, a report assessing the adequacy of unallocated reserves in the context of corporate and financial risks facing the Authority. The Authority needs to balance the necessity for reserves against the immediate impact on council taxpayers and arrive at a level it considers adequate and prudent, but not excessive.
2. This Reserves Strategy therefore needs to be considered and agreed by the Authority in setting its 2017/18 budget, capital programme and council tax. The Strategy explores the purpose of the general and earmarked reserves held by the Authority and sets out a recommended approach to optimise their use over the 2017-22 Medium Term Financial Strategy period.
3. This assessment of reserves is even more important in the context of the significant and continuing cuts in central government funding, which is set to last until 2019/20. In addition, there is pressure on the capital programme and ultimately any deficit on the programme would have to be charged to revenue reserves. Reserves can be used temporarily to fund services and this is reviewed as part of the budget strategy. However:
 - reserves are "one off" funds and using them in the budget will only delay the need to make savings. Once used, they are clearly not available to support future years.
 - they are therefore most suited to covering "one off", unexpected costs such as emergencies (e.g. the Sheffield flood in 2007) or costs that are likely to be incurred in the future but the timing is uncertain (e.g. legal or other claims against the council).

TOTAL RESERVES

4. The Council's Statement of Accounts for 2015/16 <https://www.sheffield.gov.uk/your-city-council/finance/statement-of-accounts.html> shows a figure for "usable" reserves in the balance sheet at page 30 of £334m as at 31 March 2016. However, this figure is a technical accounting one and is not relevant for the purposes of setting the General Fund revenue budget. The definition of "usable" is important here – it means usable in some way, but there are very specific rules about what different parts of this type of reserve can be used for. The Council's total spending and total reserves is legally separated in to four main blocks:
 - delegated school budgets, held in trust and only usable for schools spending;
 - Housing Revenue Account (HRA), i.e. spend on council housing, funded by rents;
 - capital spending, i.e. investment in long term assets such as roads and buildings;
 - "General Fund" spend, which is spend on all other services not in the above three categories and is funded from government grants, local share of business rates and council tax. It is only this category with which this reserves strategy and budget report to Cabinet and Full Council is concerned.
5. None of the resources for schools, HRA or capital can be used for the Council's General Fund spending, so for the purposes of setting the budget, £169m of the "usable reserves" are irrelevant, namely:
 - Schools reserves of £17m;
 - Housing revenue account reserves of £12m, and;
 - Capital reserves of £140m, which are committed to funding schemes planned over a number of years, e.g. school rebuilding, highways, council housing major repairs or rebuilding.
6. This leaves around £165m of General Fund reserves. However, as part of the assessment of the adequacy of reserves referred to above, a number of reserves are "earmarked" ie committed to cover liabilities for

expenditure which is already committed but not yet paid for, as explained below.

7. The table below shows that next year (2017/18), earmarked/committed reserves levels are planned to increase by £12.8m. This is primarily a cash flow movement as a result of repayments to reserves following the temporary use to fund an early pension deficit payment made during 2016/17 to deliver savings for 2017/18 to 2019/20. This is a repetition of the process followed in 2014/15.
8. The table also highlights the split of earmarked/committed and non-earmarked reserves. Of the £117.5m as at 31 March 2017, all but £9m is set aside as earmarked reserves for future liabilities.

Summary Estimate of Non-Earmarked & Earmarked Reserves at 31 March 2017 & 31 March 2018

Description	Balance at 31/03/17 £000	<i>Movement in 2017/18</i> £000	Balance at 31/03/18 £000
Non-earmarked Reserves			
General Fund Reserve	9,013	3,587	12,600
	9,013	3,587	12,600
Earmarked Reserves			
Invest to Save Post 2015	(911)	2,218	1,307
PFI Reserve	(882)	(1,079)	(1,961)
Highways PFI Reserve	15,231	(1,240)	13,991
Total PFI Reserve	14,349	(2,319)	12,030
Major Sporting Facilities	41,031	(11,165)	29,866
New Homes Bonus	6,445	(4,000)	2,445
Insurance Fund Reserve	10,653	0	10,653
Public Health	0	0	0
Other earmarked	36,962	24,491	61,453
Total Earmarked Reserves	108,528	9,226	117,754
Total Revenue Reserves	117,541	12,813	130,354

* a negative number (in brackets) indicates that the reserve is in deficit: in this case because of up front investment that is to be repaid in future years from savings.

GENERAL (NON-EARMARKED) REVENUE RESERVES

9. The purpose of general revenue reserves is to provide funding for any unforeseen risks and expenditure which may arise in the year, but only as the last resort for emergency funding. Reserves also provide flexibility in managing fluctuations between budgets and actual expenditure or emergencies: a good example being the Sheffield floods in 2007, when we had to use reserves to fund spending on the recovery operation before reclaiming costs from insurance or the Government. Finally, cash reserves and other working capital generate interest which is used in the funding of the budget.
10. Non-earmarked General Fund Reserves (the “working balance”) are estimated to be £9.0m at 31 March 2017, representing only 2.3% of the 2017/18 budget (at the maximum net budget requirement of £396m). The main reason for this anticipated reduction from the March 2016 position is a result of having to use an estimated £3.0m of the reserve to offset the likely overspend in 2016/17.
11. The £12.6m figure for General Fund Reserves as at 31 March 2018 is assessed to be the minimum requirement and hence the budgeted contribution during 2017/18. If the value was to fall below this minimum, it would have to be replaced as soon as possible as the Council would always need a minimum level of emergency reserves.
12. There is no overall formula that can calculate what the level of reserves should be; it is a matter of judgement based on the known risks, budgetary pressures and local factors. The 2012 Audit Commission report ‘Striking a Balance’ indicated that:

“most Chief Finance Officers in our research regarded an amount between 3 and 5 per cent of the council’s net spending as a prudent level for risk-based reserves...”
13. Sheffield’s level of General Fund reserves as at 31 March 2017 is below this benchmark. It is also low in comparison to most other major cities. The table below shows that Sheffield had the lowest level of General Fund reserves as at 31 March 2016 as a percentage of its 2015/16 net revenue budget when compared to similar councils.

	Un-earmarked reserves 31 March 2016* (£m)	% of Net Revenue Budget (16/17)
Birmingham	110.8	13.1%
Manchester	27.7	6.7%
Bristol UA	20.0	6.1%
Liverpool	24.8	5.9%
Nottingham	11.2	4.6%
Newcastle	10.1	4.3%
Leeds	21.6	4.3%
Sheffield	12.6	3.1%

*Based upon 2015/16 RO data

EARMARKED RESERVES

14. Earmarked reserves are set aside to meet known or predicted liabilities, but ones that are not certain enough to create an exact provision in the accounts. The liabilities are, however, likely enough to say that the earmarked reserves are not normally available to fund the budget or other measures.

15. A list of earmarked reserves, their purpose and proposed use are set out below.

Invest to Save Projects – Post 2015 (£1.3m)

16. The Council's Modern and Efficient Council programme has delivered a number of core infrastructure and business transformation projects that are essential to the future success of the Council's business operations. The ongoing successes of these programmes have delivered in excess of £8.9m of permanent savings, which have been used to help offset budget pressures over the last few years.

17. Following this success, the council is launching a number of new initiatives aimed at delivering significant long term savings as a result of some upfront developmental investment.

Private Finance Initiative (PFI) Reserve (£12m)

18. This PFI grant is a good example of why we have earmarked reserves – Government pays us money in advance to pay future years' liabilities, so we set it aside in a reserve until it is needed. If we did not do so, there would be insufficient funds to cover the cost of contracts in future years. These reserves are therefore firmly committed in medium to long term.
19. The reserve is reporting a balance of £12.0m as at 31st March 2018. £17.1m has been borrowed from this reserve to fund the pension deficit early payment in 2016/17. These funds will be fully repaid during 2018/19 to ensure that sufficient funds are available to meet any outstanding liabilities, highlighting how we use long term committed reserves in the short term to create savings opportunities, but the reserve has to be repaid to meet the long term commitment.

Major Sporting Facilities (MSF) (£29.9m)

20. The remaining funds are required for the future costs of the Major Sporting Facilities debt (re: Ponds Forge, Hillsborough Leisure Centre, etc.). It was agreed at Cabinet in June 2013 to reschedule the leasing arrangements with Sheffield City Trust, as a result of which this reserve has been re-profiled, thus releasing £7m of savings to the revenue budget in 2014/15 to 2016/17 and £5.1m in 2017/18.

New Homes Bonus (£2.4m)

21. The Government is paying all Councils "New Homes Bonus" to incentivise them to bring empty properties back into use or encourage new housing to be built. The Council intends to use the payments to promote housing development and to fund economic growth projects. This reserve sets aside the payments until required for agreed projects, which now for part of the wider Growth Investment Fund.

Insurance Fund (£10.7m)

22. This reserve was created in 2013/14 following the audit of the 2012/13 accounts. The External Auditor recommended that the difference between the Council's best estimate of actual losses and the maximum potential liability (around £10.6m) should be classified as an earmarked reserve.

Other Earmarked Reserves (£61.5m)

23. This includes various specific earmarking including:

- equal pay claims;
- redundancies;
- contingencies for potential budget deficits, including risk of business rate income shortfalls;
- pension deficit payments;
- portfolio reserves agreed by Cabinet in previous years for service specific issues, e.g. Bereavement Service business plan funds.

24. There is a forecast net in-year increase on these reserves totalling £12.8m. This is predominantly due to the aforementioned repayment of funds used to make the early pension deficit payment to deliver significant savings (resulting in an increase of £20.4m), offset by a contribution of £7.6m to support the General Fund revenue budget in 2017/18.

ASSESSMENT OF LEVEL OF RESERVES

25. The Section 151 officer has carried out an assessment of the adequacy of the level of reserves held by the Authority in light of the principal risks it faces. While the maximum total financial impact of these risks far exceeds the reserve held, the overall likelihood of all these risks being incurred in any one year is low and therefore, it is not deemed prudent nor offers best value to hold sufficient reserves to cover all eventualities.

Appendix 5 details the risks and the level of their potential impact.

26. Given the severely restricted funding outlook for the foreseeable future and the level of risk in the 2017/18 budget, the level of reserves is low but not inadequate. The Executive Director of Resources recommended during the 2017/18 budget process that:

- The General Fund Balance be replenished to an agreed figure of £12.6m, and therefore in line with the recommended level of 3% to 5% of the council's net spending, regarded by most Chief Finance Officers in the Audit Commission's research as a prudent level for General Fund reserves.

27. In order to achieve this position it is recommended that £4.0m of the uncommitted NHB reserves is unearmarked and transferred to support the General Fund Balance.

CORPORATE RISK REGISTER

This Appendix provides a brief overview of the main financial risks facing the Council in 2017/18 onwards. A more detailed schedule of these risks will be monitored by the Executive Management Team to ensure that they are mitigated.

Corporate Risks

2017/18 Budget Savings & Emerging Pressures

1. There will be robust monitoring to ensure that the level of savings required for a balanced budget in 2017/18 are achieved. This is particularly important given the cumulative impact of £352m of savings over the period 2011-17, and the backdrop of continuing reductions in Government grant from 2017/18 onwards.
2. Whilst preparing the 2017/18 budget, officers identified numerous pressures which, if left unchecked, could lead to significant overspends in 2017/18 and beyond. The following pressures have been highlighted because they present the highest degree of uncertainty.

Capital financing costs

3. The Council currently maintains a substantial but prudent under borrowed position to help support the revenue budget and mitigate residual counterparty risk on cash investments. In operating with an under borrowed position, the Council exposes itself to interest-rate risk. This risk is exacerbated by the uncertainty created by the EU referendum decision. Recognising this, Treasury maintain a regular dialogue with the Director of Finance and the Executive Director of Resources to monitor the risk and review mitigation opportunities.

Business Rates

4. Following the introduction of the Government's Business Rates Retention Scheme in April 2013 a substantial proportion of risk has been transferred to local government, particularly in relation to appeals, charitable relief, tax avoidance, hardship relief and negative growth. The issue of appeals dates back to 2005 with 76% of the main outstanding appeals relating to prior to localisation of business rates.
5. As at 31 December 2016, there were over 1,300 properties, with a rateable value of approximately £175m, under appeal in Sheffield. There have been a large number of appeals lodged in the last three

years relating to GP Surgeries, ATM's and Virgin Media. The decision by the Valuation Tribunal to significantly lower the rateable value of GP Surgeries, and the Government's apparent preference to move to full academisation of schools, will have a material impact on the business rates revenues collectable by Sheffield City Council in 2017/18 and beyond.

6. Not all of the £175m rateable value noted above is at risk and not all the appeals will be successful. However due to the uncertainty around these factors a prudent provision was taken during 2016/17 to mitigate the loss of income as a result of successful appeals. Actual trends on appeals continue to be monitored in 2016/17, with any revised estimates of the impact of appeals forming part of the 2017/18 budget process.
7. As part of the Business Rates Retention Scheme, there is a built in revaluation process every five years to ensure the rateable values of the properties remain accurate. This process has been delayed for 2 years, but will come into effect from 1 April 2017. This has seen all hereditaments in Sheffield revalued and assigned a revised rateable value. There is the potential for a large number of appeals due to Revaluation and this will be taken into account when compiling the 2017/18 budget.
8. Virgin Media are our largest hereditament following the 2017 Revaluation and their appeals feature a claim that all their hereditaments should feature on one authority's list. Should they be withdrawn from Sheffield's Rating list, it has been confirmed that we will be covered by additional top up grant from DCLG.
9. The 2017 revaluation process being undertaken by the Valuation Office Agency (VOA) has seen a slowdown in the number of appeals processed so far in 2016/17. It is anticipated that the processing of appeals will increase towards the year end. In 2017/18 and beyond, the VOA will be required to process 2017 appeals under the Check, Challenge and Appeals process, which will delay the process of clearing the 2010 appeals backlog. This may necessitate an increase in the appeals provision.
10. The draft list for the 2017 Revaluation highlights significant changes for a number of hereditaments within the city. The overall Rateable Value of the city has increased by £2.5m as a result of revaluation, however within that there are a number of increases and decreases in value.

Implementation of savings proposals

11. The risk of delivering savings in 2017/18 in specific areas such as adults' and children's social care is considerable, given the increasing demand pressures and the levels of savings that have been achieved in previous years. To mitigate this, officers are working on the safe and legal implementation of budget proposals by:
 - Ensuring that there is a thorough understanding of the impact of proposals on different groups and communities, including discussions with Cabinet Members and undertaking Equality Impact Assessments for budget proposals ;
 - Carrying out appropriate and meaningful consultation activity with affected communities and stakeholders, and ensuring that where a proposal affects a supplier or provider, that appropriate consultation and equalities work is undertaken with service users, and;
 - Discussing budget proposals with affected members of staff in advance of making them public, and putting in place MER processes where required, in consultation with HR.

Medium Term Financial Position

12. On 19 October 2016, Cabinet considered a report of the Executive Director of Resources entitled Medium Term Financial Strategy (MTFS) 2017/18 to 2021/22. This report provided an update of the Council's MTFS to reflect the budget decision of the Council for 2016/17 and the potential impact of the next 5 years of the Government's plans for deficit reduction. This report sets the planning scenarios for the medium term.
13. The report on the MTFS indicated that there would be ongoing reductions in Revenue Support Grant (RSG), based on the 2015 Spending Review which covers the period to 2020/21. As part of the MTFS, the Council accepted the Government's offer of a multi-year settlement, which gives the Council greater certainty over its main grant from central government. The cumulative reduction in RSG is expected to total £53.7m for the three-year period 2017-20.
14. The Council's financial position is significantly determined by the level of Business Rates and Council Tax income. Each of these may be subject to considerable volatility and will require close monitoring. They also necessitate a focus on delivering economic growth to increase our

income, and on delivering outcomes jointly with other public sector bodies and partners.

15. It is worth noting that, as of 2020/21, the Council will no longer receive RSG, as part of the move towards full retention of business rates. This shift in the financing regime underscores the risk outlined in the above paragraph.

Pension Fund

16. Bodies whose Pension liability is backed by the Council are likely to find the cost of the scheme a significant burden in the current economic context. If they become insolvent the resulting liability may involve significant cost to the Council.
17. Initial results of the triennial review for pensions which covers 2017 to 2020 highlighted the total liabilities being underwritten by the Council for external bodies is £10.4m. It is worth noting that this figure is based upon the current estimates of the pension funds in deficit. However, should an organisation become insolvent, this liability will be crystallised and subject to a 'least risk basis' calculation. This calculation would in effect substantially increase the amount due from the Council.
18. A review of these risks is being undertaken to ensure that any impact of potential crystallisations are minimised.

Economic Climate

19. There is potential for current adverse economic conditions to result in increased costs (e.g. increased homelessness cases) or reduced revenues.
20. The Council seeks to maintain adequate financial reserves to mitigate the impact of unforeseen circumstances.

External Funding

21. The Council utilises many different grant regimes, for example Central Government, Sheffield City Region and the EU. Delivering projects that are grant funded involves an element of risk of grant claw back where agreed terms and conditions are not stringently adhered to and evidenced by portfolios. In order to minimise risk, strong project management skills and sound financial controls are required by Project Managers along with adherence to the Leader's Scheme of Delegation to approve external funding bids.

22. As the Council's funding reduces, portfolios are increasingly seeking out new sources of external funding, both capital and revenue. EU funding contracts have more complex conditions, require greater evidence to substantiate expenditure claims and are less flexible on timescales and output delivery targets. This increases the inherent risk in projects which are EU funded. Furthermore as the Council reduces its staff resources, a combination of fewer staff and less experienced staff increases the risk of non-compliance with the funding contract conditions and exposes the authority to potential financial claw back.
23. Moreover, the pressure on the General Fund means that Service Managers are forced to seek more external funding. As a result the general level of risk associated with grants is increasing, because of the additional workload this creates amongst a reduced and potentially inexperienced workforce.
24. The result of the recent referendum on EU membership does not in the short term change the risk profile of EU grants.

Cash Management

25. The Council has been proactively managing counter-party risk since the credit crunch of 2008. Counter-party risk arises where we have cash exposure to bank and financial institutions who may default on their obligations to repay to us sums invested. Counter-party risks have diminished over the last financial year as banks have been obliged to improve their capital funding positions to mitigate against future financial shocks. However, the UK's decision to leave the European Union has the potential to intensify these risks, as it creates significant political, economic, legislative and market uncertainty, which is unlikely to be resolved in the short term. The Council is continuing to mitigate counter-party risk through a prudent investment strategy, placing the majority of surplus cash in AAA highly liquid and diversified funds.
26. As part of the 2017/18 budget process, we have developed the Treasury Management and Investment Strategies, both of which were based on discussions with members and senior officers about our risk appetite. This included a review of our counter-party risk to ensure it was reflective of the relative risks present in the economy. A cautious approach will be adopted whilst the uncertainties created by the exit from the EU are resolved and the level of market volatility returns to normal levels. Given the profound nature of the exit from the EU, we may need to review our Treasury Management and Annual Investment Strategies

to ensure we have the ability to respond appropriately to market volatility.

27. The Council is also actively managing its longer term need for cash. Cash flow requirements show that the Council will require new borrowing in the coming years to finance capital investment. Interest rates on borrowing have been affected by the EU referendum and the Council has drawn down some loans to lock into historically low rates where the expenditure is anticipated within the current financial year. The uncertainties caused by the UK exit from the EU will require the Council to remain vigilant to interest-rate risk, and we will draw down loans in a timely manner to mitigate against borrowing costs rising above our target rates.
28. The Council is continuing its efforts to ensure full compliance with the increasingly stringent requirements of the Payment Card Industry Data Security Standard (PCI DSS). PCI DSS is a proprietary information security standard for organizations that handle branded credit cards from the major card schemes including Visa, MasterCard and American Express.
29. The Council has undertaken a small number of early payments to some of our major suppliers in return for a saving on the contract cost. To date agreements have been reached with 3 suppliers and others are being considered. There is a risk to the Council that having received payment these companies may fail to deliver the services. This is mitigated by the existing contract protections, financial evaluations of the companies and parent company guarantees. Also as goods and services are delivered against these contracts, the level of exposure reduces over time.

Welfare Reforms

30. In April 2013, the Government began to introduce changes to the Welfare system which have had and will continue to have a profound effect on Sheffield residents including council taxpayers and council house tenants. The cumulative impact of these changes is significant. They include:
 - **The Abolition of Council Tax Benefit:** This has been replaced with a local scheme of Council Tax Support from April 2013. The Council approved the replacement scheme, based on the reduced funding available from the Government, and set up a

hardship fund in January 2013, but there are risks to Council Tax collection levels and pressures on the hardship fund which are being closely monitored.

- **Housing Benefit Changes:** Since 2013 the Government has introduced, and will continue to introduce, various changes to the Housing Benefit system. These changes aim to reduce the level of benefit paid and so potentially impact on the recipient's ability to pay rent and Council Tax. Consequently there may be an adverse impact on the level of arrears particularly as a result of the introduction of Universal Credit.
- **Introduction of Universal Credit:** The roll-out of Universal Credit for claimants in Sheffield started, for new, single job seekers, in January 2016. Roll-out to other new claimants is planned to start in July 2018. However, full migration of existing working age Housing Benefit claimants will not start until at least 2019 and is not expected to be finished until at least 2021. There are no known plans to discontinue Housing Benefit for pensioners (who make up half of our Housing Benefit caseload) although arrangements for funding are under review.
- Potentially the biggest impact on the Council's finances of the introduction of Universal Credit is on the Housing Revenue Account (HRA) and collection of rent. Support towards housing costs is currently paid through Housing Benefit direct to the HRA; in future this will be paid through Universal Credit direct to individuals. It is estimated that this could double or even treble the cost of collection and increase rent arrears by £12m by the end of 2020/21. However, impacts are uncertain at present as there is limited data available therefore estimates will be reviewed as we learn from the roll-out. There will also be an impact on the current contract with Capita and internal client teams.

Children, Young People and Families (CYPF) Risks

Education Funding

31. Schools are entitled to receive a proportion of the Council's Dedicated Schools Grant (DSG) which Schools Forum have decided can be de-delegated back to CYPF to fund central services. On conversion academies can choose whether to buy into those services, thus creating

a potential funding gap. Up to £500k could be at risk to centrally funded services should Academies choose not to buy back those services funded from de-delegated DSG from the local authority.

32. If an academy is a sponsored conversion then the Council will have to bear the cost of any closing deficit balance that remains in the Council's accounts. In 2017/18 this cost to the Council is estimated at around £100k and remains a risk for any future conversions, especially with the expansion of the academy conversion programme.
33. Also as part of the Spending Review and Autumn Statement 2015, the Government announced that it will introduce a national funding formula for schools, high needs and early years. The Government had planned to introduce this new funding formula from 2017/18; however, the new system will now apply from 2018/19. The Government has launched a detailed consultation; further details and the financial impact for Sheffield are expected later in 2017.
34. As part of transition to a National Funding Formula, when all funding allocations to schools will be directly managed by Education Funding Agency (2019-20), Sheffield Schools Forum is expected to review and approve all previously held centrally held allocations subject to a limitation of no new commitments or increase in expenditure over the next two years. These historical commitments are now part of the central school block and school forum approval is required each year to confirm the amounts on each line. Expenditure in centrally held funding amounts to around £8m.

Children's Social Care

35. There is an increase in demand for services for children's social care, including demand related to Unaccompanied Asylum Seeking Children. A number of transformational projects have been put in place to manage the increase in demand within available resources. Implementation of these programmes is contingent upon cross service and cross portfolio working.

Communities Risks

36. In 2016/17 a gap of £9.3m in the council's funding was bridged using £3.5m of CCG funding and council reserves. For 2017/18, the CCG has committed to contribute £5m. As with last year, the remainder will need to be funded from temporary sources until such time as sustainable savings proposals are developed from within the Better Care Fund in

order to balance the budget for future years. Work to identify these remains ongoing.

37. Significant cost pressures were identified during 2015/16 which translated into higher demand in 2016/17 on Mental Health purchasing budgets. This was as a result of some changes to care packages managed by the Care Trust. Whilst these changes are the right thing to do from a system wide perspective, they had a disproportionate impact on the Council. In 2017/18 it is proposed to enter a pooled budget arrangement with the Clinical Commissioning Group and manage Mental Health services jointly within the Better Care Fund and identify savings through a new joined up approach to delivering services.
38. In 2016/17 we have seen significant increased pressures on demand for Council adult social care services which has resulted in a forecast over spend position. For 2017/18 we have put in measures to address the budget gap however the risk remains that continued demand pressures increasingly affect our ability to set a balanced budget.

Housing Revenue Account (HRA) Risks

39. There are a number of future risks and uncertainties that could impact on the 30 year HRA business plan. Major changes for social housing have been set out in the Welfare Reform and Work Act and the Housing and Planning Act, although there have been some amendments to the original proposals. The risks include:
 - The continuation of the extension of Right to Buy to housing associations – the Government will fund a large scale regional pilot in 2017/18;
 - The introduction of fixed term tenancies, and;
 - Further Welfare Reform changes including the roll-out of Universal Credit.
40. The impacts of this legislation on the HRA are continually being assessed.
41. Other identified risks to the HRA include:
 - **Interest rates:** Fluctuations in the future levels of interest rates have always been recognised as a risk to the HRA. These are continually re-assessed as part of the overall debt HRA strategy.

- **Repairs and Maintenance:** Existing and emerging risks within the revenue repairs budget include unexpected increased demand (for example due to adverse weather conditions). The ongoing programme of proactive repair and improvement of roofing and heating systems in particular should help to mitigate this risk. This may be mitigated to some extent in the longer term by the insourcing.

Place Risks

2017/18 Revenue Budget savings

42. The Place budget comprises three significant contracts – Streets Ahead programme, Waste Management contracts and the South Yorkshire Passenger Transport Levy – which together absorb 80% of the General Fund support. The Portfolio cannot meet projected reductions in local authority funding by cutting only the remaining 20% of the budget without a significant reduction in services. Thus in the 2015/16 Business Planning process, the Portfolio's strategy was based on reducing the cost of these contracts to preserve the other services.
43. The South Yorkshire Transport Levy has been successfully reduced but the Streets Ahead and Waste Management contracts have not. The Portfolio has now developed three strategic interventions, including: further savings from the Transport Levy which follow on from existing plans, reducing the level of support to Sports Trusts, and embarking on a review of all the other services seeking a business-like approach to service delivery seeking to reduce cost or maximise income. Realising the efficiencies and opportunities within this review is crucial to maintaining the current Place savings. The review is at an early stage and requires swift implementation, along with a number of other strategic interventions, if the necessary revenue budget savings are to be realised in 2017/18. Failure to do so will very probably create an overspend pressure for the Council.
44. In light of the above risks, a review of waste services has taken place with a staged strategy agreed. As with any service change, there is a risk to the continuity of service delivery and in the longer term there is a potential financial risk if the expected investment does not result in better value services. There is also a risk to the short term achievement of the 2017/18 budget savings if the project timetable slips. In order to mitigate the risks a robust governance structure has been put in place to review

progress and issues and make decisions to ensure that the optimum solution is achieved.

45. The Council has entered into a 25 year contract with Amey to maintain and renew the public highway. Part of this work involves the replacement of trees which are damaging the pavement, with the introduction of new varieties which are more suitable to a roadside location. The Council has successfully defended a legal challenge on the application of its policy. It has agreed a revised policy in respect of the removal of trees involving additional public consultation. The hiatus in the programme caused by the legal action and potential subsequent delays during the consultation could make the Council vulnerable to substantial additional charges from the contractor.
46. The Month 9 forecast shows that up to £1.7m of the 2016/17 budget saving initiatives in Development Services (£1.1m on the Streets Ahead contract) had not been achieved. These will roll forward to 2017/18 as part of the base budget and create an immediate pressure in that and future years unless these are delivered or a sustainable mitigating cost saving can be identified.
47. The Portfolio undertakes a number of complex, high profile capital projects which require strong cost control from the sponsor and project manager. Experience in 2016/17 has shown that this discipline is not present in all projects and has exposed the portfolio to a requirement to find funding from the Revenue Budget to fund the overspend.

Capital Programme Risks

Capital Receipts and Capital Programme

48. The Council faces the risk of significant year on year capital receipts targets not being met due to reduced land values, which reflect the depressed market and the impact of the Affordable Housing policy. This could result in over-programming, delay or cancellation of capital schemes.

Project Cost Control

49. There is an inherent risk within all the programme of overspending on any single project as a result of unforeseen circumstances (e.g. ground conditions or contamination) or poor management and planning. The Council has made significant improvements in the management of capital projects including improved risk management. However, in the

event of an overspend it will have to use its own limited resources to plug the gap.

Housing Regeneration

50. There is a risk to delivering the full scope of major schemes such as Park Hill because of the instability in the housing market. This could result in schemes 'stalling', leading to increased costs of holding the sites involved.

Olympic Legacy Park

51. The Council supports the development of the Olympic Legacy Park to regenerate the Lower Don Valley. Some parts of the infrastructure need private party or external funding to realise the vision. The Council has an obligation to provide a number of facilities to the educational establishment facilities on site against a very tight timescale. If the other site developments do not proceed on time, the Council may have to step in with funding which will place additional strain on the funding of the capital programme.

Sheffield Retail Quarter

52. The Council has committed to incur around £60m to acquire land, secure planning consent, and a further £27m for the plan being worked on by our development manager to deliver the new retail quarter in the city centre. The scheme is being funded through prudential borrowing which will be repaid from the increased Business Rates that the completed scheme will produce (known as Tax Incremental financing (TIF)). The financing costs are being capitalised while the scheme is in development. There is a risk that if the scheme ceases to be active that the financing costs of circa £5m pa will have to be provided for from existing budgets. There is also a longer term risk that if the scheme does go ahead that the business rates generated are not sufficient to cover the financing costs. In order to mitigate these risks the Council is working closely with its advisors and potential tenants to ensure that a viable scheme is being developed. It is also ensuring that the level of TIF is set at a prudent level.
53. In addition to the £87m already committed, the Council may in future have to invest substantial sums (potentially several hundred million pounds) to create the public realm and develop a proposition which an external investment developer would take forward.

54. This may also involve the construction of buildings on a speculative basis with only part of the building pre let. The Council has already approved a further £86m for the construction of the first building in the Retail Quarter on this basis, which has secured HSBC bank as an anchor tenant. It is anticipated that the property will be fully let and will be sold on completion. If this is not the case this would result in additional financing costs of a further £5m and the Council will be at risk for payment of these and any service costs for any periods of non-occupancy.
55. Overall spend to date is £67m against the £173m approved amount.

Schools Expansion programme

56. In February 2016 the Cabinet approved a report setting out the need to provide additional places in primary, secondary and Sixth Form establishments. The immediate demand for places in the next three years will require the Council to commit funds ahead of receipt from Central Government. The latest estimate of the gap is a maximum of £20m in 2018/19, after mitigating action. In subsequent years we expect to receive sufficient funding to repay the cash flow by 2020/21.
57. In the event of a change of government policy which reduced the financial support available to local authorities' capital programmes, the Council would very probably be faced with a greater affordability gap in the schools' capital programme than has already been identified above, requiring it to contribute its own capital resources.
58. The Council already faces pressure to maintain the condition of the school building estate, so there is limited opportunity to divert funds earmarked for maintenance to support the school place expansion programme. The Council has taken steps to minimise this exposure by challenging the construction industry to build to a specific cost target against Education Funding Agency standards, and, matching the provision of some 16 – 18 year places to demand.

Appendix 6 will be completed following the formal approval of the Parish and Preceptors Council Tax levels for 2017/18.

Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and the Annual Investment Strategy for 2017/18

Introduction

Background

The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned for, with cash being available when it is needed. Surplus cash is invested in low risk counterparties and instruments in alignment with the Council's risk appetite. The security and liquidity of our investments are primary concerns before considering investment return.

The second main function of the treasury management service is the funding of the Council's capital programme. These capital plans provide a guide to the borrowing needs of the Council, informing the longer term cash flow planning to ensure that the Council can meet its capital spending obligations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses. On occasion any loans or credit liabilities previously drawn may be restructured to meet Council risk or cost objectives.

CIPFA defines treasury management as:

"The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

Reporting Requirements

The Council is required to receive and approve a number of reports each year, incorporating a variety of policies, estimates and actuals.

These reports include the:

Prudential and treasury indicators and treasury strategy (this report) which covers:

- the capital plans (including prudential indicators);
- a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);

- the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments are to be managed).

A mid-year treasury management report – This will update members with the progress, amending prudential indicators as necessary, and advise whether any policies require revision

Annual treasury report – This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

The above reports are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Cabinet Member for Finance.

Treasury Management Strategy for 2017/18

The strategy for 2017/18 covers two main areas:

Capital issues

- the capital plans and the prudential indicators;
- the minimum revenue provision (MRP) policy.

Treasury management issues

- the current treasury position;
- treasury indicators which limit the treasury risk and activities of the Council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and
- policy on use of external service providers.

These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, CLG MRP Guidance, the CIPFA Treasury Management Code and CLG Investment Guidance.

Training

The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training.

The Cabinet Member for Finance has been provided with treasury management training from officers in the final quarter of 2016/17. Further internal and external training will be considered as necessary.

The training needs of treasury management officers are also periodically reviewed. During the year officers attended workshops and seminars provided by CIPFA and the Council's Treasury Management consultants.

The Council's Treasury Manager holds a qualification in international treasury management awarded by the Association of Corporate Treasurers.

Treasury Management Consultants

The Council uses Capita Asset Services as its external treasury management advisors.

The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.

It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

The Capital Prudential Indicators: 2017/18 – 2019/20

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

Capital Expenditure

This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle.

Members are asked to approve the capital expenditure forecasts:

The following table shows capital expenditure forecasts:

Capital Expenditure	2015.16	2016.17	2017.18	2018.19	2019.20
	Actual	Forecast	Budget	Estimate	Estimate
	£'000	£'000	£'000	£'000	£'000
Resources	£5,003	£14,977	£1,826	£0	£0
CYP	£30,371	£30,707	£21,941	£13,315	£110
Communities	£334	£325	£0	£0	£0
Place	£71,981	£76,647	£85,276	£65,504	£13,767
Housing	£72,718	£82,684	£84,851	£88,205	£73,602
Highways General	£15,599	£12,740	£5,649	£0	£0
Highways Capital Contribution	£30,196	£32,077	£38,750	£0	£0
Corporate	£0	£2,400	£0	£0	£0
Total	£226,202	£252,556	£238,293	£167,023	£87,480

The table shows the Council's on-going commitment to investing in the city.

The Place portfolio shows particularly high level of investment reflecting the asset acquisitions and development costs associated with the flagship Sheffield Retail Quarter project – including the offices being built on the old Grosvenor hotel site. These projects will seek to revitalise the city centre retail offer and to attract and retain businesses in the city, allowing us to compete with regional and out-of-town alternatives.

The Council also continues to invest in city development projects including improvements to flood defences to provide the city with resilience to the growing threat of adverse weather conditions: recognising the importance to the regional and city economy of the industrial sector in the Don Valley; as well as improvements to the Brookhill area.

The Council also continues to invest in leisure facilities such as the Graves Park Leisure Centre and all weather pitches assisted by funding from the FA. The Council is also working on improving public transport connectivity across the city and working with the universities on research projects.

In response to the growth in the city's population, the Children & Young People (CYP) service is investing in the provision of new and improved schools.

The Council continues to invest in its housing stock building on the Decent Homes programme that ended in 2013. This will seek to address affordable housing provision in the city, tackling one of the most significant issues for our communities.

In 2017/18 we will see the last of the Highways Capital Contributions, helping to fund the Streets Ahead programme which is essential to enabling the Council to maintain its road network in a cost effective manner.

The above financing need excludes other long term liabilities, such as PFI arrangements. Assets will be acquired through PFI arrangements according to the following profile:

	2015.16	2016.17	2017.18	2018.19	2019.20
Assets acquired through PFI	Actual	Forecast	Budget	Estimate	Estimate
	£'000	£'000	£'000	£'000	£'000
Highways	£47,206	£47,059	£11,113	£0	£0
Total	£47,206	£47,059	£11,113	£0	£0

The use PFI financing means that we have leveraged financial support from government to address investment need in our highways infrastructure. The large amounts of money to be invested in highways through PFI arrangements and more traditional financing represents the Council's prioritisation of the city-wide Streets Ahead programme that will transform the city's road and pathway network.

The table below summarises our capital expenditure plans and how these plans are being financed by capital or revenue resources. Any capital expenditure not funded by grants, receipts, or revenue contributions, results in a need for borrowing.

	2015.16	2016.17	2017.18	2018.19	2019.20
Capital expenditure:	Actual	Forecast	Budget	Estimate	Estimate
	£'000	£'000	£'000	£'000	£'000
Capital expenditure:					
Non-housing	£153,484	£169,872	£153,442	£78,819	£13,877
Housing	£72,718	£82,684	£84,851	£88,205	£73,602
Total	£226,202	£252,556	£238,293	£167,023	£87,480
Financed by:					
Capital Receipts	£14,583	£21,727	£13,974	£16,064	£15,264
Capital Grants & Contributions	£78,180	£91,125	£35,725	£16,831	£3,310
Revenue Contributions	£60,582	£64,650	£68,176	£68,708	£55,138
Net borrowing need for the year	£72,856	£75,054	£120,418	£65,420	£13,767
Fund Split					
General Fund	£72,856	£75,054	£120,418	£65,420	£13,767
HRA	£0	£0	£0	£0	£0
Total	£72,856	£75,054	£120,418	£65,420	£13,767

Continued investment in the city is essential to ensure Sheffield remains an attractive place to live and do business. Investment does not simply mean development of our built environment, but also investment in our services to ensure we go about our business in an efficient and cost effective manner.

As in previous years, judicious use of borrowing to support that investment remains a prudent financing option when borrowing costs remain low, and those costs can be supported by the increased income generation we expect to flow from our investments by way of increases in rates or from efficiencies generated in the way we conduct our business.

A proportion of the Council's borrowing need over this period relates to the capital contributions to the Highways Streets Ahead project. This project is essential to enable the Council to maintain its road network in a cost effective manner, moving away from comparatively expensive and inefficient remedial repair work. Using historically cheap borrowing for the Streets Ahead project has further enabled the Council to make significant savings on what we would have otherwise paid to a contractor under the PFI contract.

The Council will also continue to use borrowing to support the development of the Sheffield Retail Quarter including the office development on the site of the old Grosvenor Hotel. The flagship scheme is aimed at kick-starting the regeneration of the city centre and the costs of this borrowing will, in time, be offset capital receipts from the sale of our interest in the Sheffield Retail Quarter development and by increased income generated from business rates.

The significant use of revenue resources to fund capital expenditure primarily relates to the use of revenue reserves and rental income raised in the HRA to fund capital works on the Council's housing stock.

The Council's need for borrowing (the Capital Finance Requirement)

The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's underlying need for borrowing that has been built up over time and will be repaid in accordance with statutory rules. Any capital expenditure which has not immediately been paid for from grants, receipts, or contributions, during the year will increase the CFR.

The increase in CFR relates to General Fund expenditure while the HRA finances the significant amount of its capital expenditure through the income it raises from housing rents. Financing expenditure in this way means the HRA has less need for credit.

The CFR does not increase indefinitely. Statute requires the Council to charge an amount each year to the budget known as the Minimum Revenue Provision (MRP).

This charge mimics depreciation, reduces the CFR, and ensures the Council has enough cash to repay its debts.

The CFR also includes other long term liabilities such as PFI arrangements. Whilst these increase the CFR, and therefore the Council's borrowing requirement, these types of arrangements include a borrowing facility which means the Council is not required to separately borrow for these schemes. The Council currently has £395m of such arrangements within the CFR.

The following table shows CFR projections:

Capital Financing Requirement	2015.16	2016.17	2017.18	2018.19	2019.20
	Actual £'000	Forecast £'000	Budget £'000	Estimate £'000	Estimate £'000
CFR non-housing	£987,416	£1,076,887	£1,177,689	£1,117,311	£1,003,168
CFR housing	£345,996	£345,968	£345,941	£345,914	£345,887
Total CFR	£1,333,412	£1,422,856	£1,523,631	£1,463,225	£1,349,055
Movement in CFR	£115,017	£89,444	£100,775	£-60,406	£-114,170
<u>Movement in CFR represented by:</u>					
Expenditure not funded by grants, receipts, or contributions	£98,571 [*]	£75,054	£120,418	£65,420	£13,767
Additional PFI liabilities	£47,206	£47,059	£11,113	£0	£0
- MRP/VMRP and other movements	£-30,759	£-32,669	£-30,756	£-125,826	£-127,937
Movement in CFR	£115,017	£89,444	£100,775	£-60,406	£-114,170

**The 2015/2016 figure includes the impact of the prior adjustment arising from a change in accounting treatment*

The table above shows that although the Council is taking on additional borrowing and PFI liabilities to create assets through capital expenditure, it is also charging prudent amounts of MRP to the budget to ensure it has enough cash to pay down its debts.

The costs of this debt will be funded through the revenue flows generated from the investment it enables. These flows will arise from increased rates as new businesses set up in the city, and from cost reductions generated from investment that allows us to conduct our business in a more cost effective and efficient manner.

The significant increase the money we put aside for repaying debt in 2018/19 and 2019/20 (£125.8m and £127.9m respectively) reflects the large capital receipts anticipated from the proposed sale of our interest in the Sheffield Retail Quarter development and Cavendish offices following the completion of Council funded works.

Minimum Revenue Provision (MRP) policy statement

Each year statute requires the Council to charge an amount to its General Fund revenue budget to raise cash to reduce the General Fund element of its CFR. This cash then ensures that the Council can pay down its debts.

The statute requires a minimum amount to be charged, but also allows the Council to charge more if it feels it prudent to do so. This is known as a Voluntary Minimum Revenue Provision (VMRP).

Regulations have been issued by the Department for Communities and Local Government that require the full Council to approve an MRP statement in advance each year. This statement sets out how the Council determines how the MRP will be calculated. Guidance affords a variety of options to Councils, so long as the calculation results in a prudent provision.

The Council is recommended to approve the following MRP statement:

For capital expenditure incurred before 1st April 2008, or which in the future will be Supported Capital Expenditure (expenditure which receives income support from government), MRP will be charged on a flat line basis over fifty years. This will ensure that all debt associated with Supported Capital Expenditure is fully provided for up to the Adjustment A level that is required of us by government within fifty years and better aligns the charges we make to the General Fund with the funding we receive from government. This approach is a prudent way of ensuring the Council can pay down debt in good time.

The Council will apply voluntary minimum revenue provisions to realign overall charges to the 'regulatory method' where it is considered prudent to do so.

From 1st April 2008, the MRP on all unsupported borrowing will be based on the 'asset life method'. This means that MRP will be based on the estimated useful life of the assets created.

Where it is considered prudent to do so, the Council will adopt an annuity profile for MRP charges under the asset life methodology. Adoption of this approach will be considered on a scheme-by-scheme basis, and will only be used where adoption will result in costs being better aligned to the benefit flows that will accrue from the investment.

There is no requirement on the HRA to make a minimum revenue provision but there is a requirement for a charge for depreciation to be made. The HRA may opt to make voluntary revenue provisions where it is prudent to do so.

Where appropriate, the Council will defer the MRP related to specific projects until the asset(s) for the project become(s) operational. This is known as an MRP holiday and will allow the Council to align borrowing repayments to the economic benefit generated from those assets.

The Council will also withhold MRP payments related to the acquisition of assets purchased under compulsory purchase orders (CPO) where there is a commitment to pass these assets and their costs onto a development vehicle.

Where capital loans are provided by the Council under section 25 of the 'The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003', the Council will, where it is prudent to do so, align MRP profiles to loan repayments. This will ensure the Council does not unnecessarily charge amounts to its revenue budget.

The Council can at times receive capitalisation directives from the Secretary of State. Where this is the case, the Council's policy will be to provide for MRP as the capitalisation is defrayed, rather than on initial recognition. The 'asset-life' approach will be taken to providing for MRP on capitalized spend, but where there is no discernible asset-life the Council will opt for a 20 year life.

Repayments included in annual PFI or finance leases are applied as MRP.

Core Funds and Expected Investment Balances

The application of resources (capital receipts, grants, revenue reserves) to finance capital expenditure will have an associated impact on investment balances, unless resources are supplemented each year from new sources such as asset sales or the receipt of other grants. This is simply because as receipts, reserves, and grants are spent, there is less cash available to place on deposit.

Detailed below are estimates of the year end balances for each resource and anticipated day to day cash flow balances.

Core Funds and Expected Investment Balances	31/03/2015	31/03/2016	31/03/2017	31/03/2018	31/03/2019
	Actual £'000	Forecast £'000	Budget £'000	Estimate £'000	Estimate £'000
Year End Resources:					
Cash backed reserves*	£257,107	£181,233	£164,363	£188,557	£175,711
Capital Receipts	£104,565	£90,000	£75,000	£50,000	£45,000
Provisions	£31,112	£26,112	£24,112	£24,112	£23,612
Total Core Funds	£392,784	£297,345	£263,475	£262,669	£244,323
Working Capital	-£129,115	-£73,205	-£50,000	-£40,000	-£32,000
(Under)/over Borrowing	-£179,600	-£202,416	-£129,095	-£100,000	-£100,000
Expected Investments	£84,069	£21,723	£84,380	£122,669	£112,323

**The vast majority of these reserves are earmarked for future spend, and do not represent available surplus for the budget*

The above table shows that the Council remains 'under-borrowed'. This means that we have not taken loans from banks, government, or other parties to finance all our borrowing needs. Instead, the Council has used its own cash balances that it doesn't need right now. These balances include grants received in advance that we're yet to spend, reserves and provisions being held over for future spend, and capital receipts that haven't yet been deployed.

Operating in this manner is a good-fit for our wider operating environment. Low interest-rates mean that investment returns from cash held on deposit are poor. This does not provide us with an incentive to hold cash on deposit. Conversely, whilst borrowing costs are still very low they are still higher than investment returns. So, where possible, it is cheaper to use our own cash balances than use external loans at more expensive rates.

Aligned to this is the residual counterparty risk in the market place. This means that we are still wary about investing with some financial institutions (such as banks and pension funds) following the credit-crunch of 2008 and bank failures. Limiting our exposure to these institutions remains a prudent course of action.

Whilst retaining the under-borrowed position we have also looked to use our cash balances efficiently, as we would any other asset.

This has encouraged us to look at using our cash in more innovative means to both provide revenue savings and support service delivery changes.

The Council continues to use selectively advance payment for a small number of strategic suppliers in return for securing savings on the normal contract price which go towards supporting the revenue budget.

These up-front payments, complement those relating to the Major Sporting Facilities and the Triennial Pension Deficit, both in 2014/15 and in 2016/17, and result in the negative working capital shown in the table above.

The above table shows that the Council's investment balances are expected to end the 2016/17 at a relatively low base, following the additional Triennial Pension Deficit payment for the 2017/18 to 2019/20 period. As these arrangements unwind our cash balances will replenish themselves.

Future cash profiles for 2017-18 onwards are consistent with the Council's approach to reducing the General Fund and HRA under borrowed position over time and our expectations around reserve levels.

It is anticipated that the Council's reserves will be called upon in the coming years to support the revenue budget and protect services. As these reserves are used, the cash backing them also falls.

Whilst an under-borrowed position is currently advantageous, it does expose us to a level of risk around interest-rates.

Should the Council's plans change in the future it may need additional cash that is no longer available to support the under-borrowed position. If this occurred the Council would be required to go to the markets to raise cash through loans. The risk is, therefore, that should we need to raise loans they will be more expensive than they are now.

Accordingly, it is important that we manage this risk, and retain exposure at a level we think is appropriate. To mitigate this risk, and to further reduce the under-borrowed position, the Council intends to take additional loans in 2017/18 whilst rates remain historically low. These loans will bring cash into the Council to offset the outflows principally associated with our investments in the Streets Ahead and the Sheffield Retail Quarter and Cavendish schemes.

Treasury officers will continue to monitor the financial markets to ensure our cash management plans are properly aligned to the Council's investment decisions and the ongoing risks in the wider economy.

The Council's expected investment balances are likely to fluctuate considerably during the year due to the irregular nature of cash flows, in particular grant income received from government.

Affordability Prudential Indicators

The previous sections cover the overall capital and control of borrowing prudential indicators. Prudential indicators are also required to assess the affordability of the capital investment plans. These indicators highlight the impact of the capital investment plans on the Council's overall finances.

The Council is asked to approve the following indicators:

Ratio of Financing Costs to Net Revenue Stream

This indicator identifies the trend in the cost of capital (principally borrowing and PFI arrangements) against the net revenue stream. The net revenue stream consists of the money we have available from grant, Council Tax, and other sources that is without restriction and can be spent as the Council sees fit.

The indicator below highlights a rise in the amount of the General Fund (non-HRA) and HRA net revenue stream that is being spent on financing costs:

Ratio of Financing Costs to Net Revenue Stream:	2015.16 Actual £'000	2016.17 Forecast £'000	2017.18 Budget £'000	2018.19 Estimate £'000	2019.20 Estimate £'000
Non-HRA	16.5%	18.4%	20.1%	19.6%	19.8%
HRA	9.8%	9.3%	9.9%	10.7%	11.0%

This reflects two prominent issues:

1. We anticipate incurring more borrowing costs in the future than we do now; and,
2. The revenue income streams used for this calculation are falling.

At a very high and unsophisticated level, this means that we are spending more on capital financing, and have a smaller income base from which to pay for it. However, these ratios should not be viewed entirely in isolation from other sources of information.

The increase in non-HRA financing costs primarily relates to the Council's investment in the Streets Ahead project and the Sheffield Retail Quarter and Cavendish office schemes.

The Streets Ahead project is a huge city-wide investment scheme that will bring up to standard the condition of the city's roads, bridges, pavements, lights, and street scene. The project not only addresses one of the public's and businesses' principal concerns but also allows the Council to move away from expensive remedial repair work to a managed affordable maintenance approach based on the up-front investment. This approach sees costs saved on service budgets over the life of the contract which unfortunately are not reflected in the above prescribed ratios.

The Council also plans to continue to invest in the city centre to kick-start the regeneration of the area known as the Sheffield Retail Quarter. As part of the wider Sheffield Retail Quarter, the Cavendish scheme aims to develop new offices on the former Grosvenor Hotel site for use by HSBC Bank. These investments will not only help to deliver a revived retail area, to enable the city centre to compete with out-of-town alternatives and regional competition, but will also keep businesses in the city and attract new rate payers. However, we anticipate capital receipts from the proposed sale of our interest in the Sheffield Retail Quarter development and Cavendish offices following the completion of Council funded works which will help reduce financing costs in the 2018-2020 period.

The HRA's increase reflects the fact that while costs are largely being funded through housing rents, restricting the need for additional borrowing, rent levels are reducing by 1% over the 2017/18 to 2020/2021 period in accordance with central government direction. Accordingly, any increase in financing costs would primarily need to be offset by cost reductions in other areas to ensure rents stayed within the given parameters.

Incremental Impact of Capital Investment Decisions on Council Tax

The Council operates a policy of striving to ensure that all new unsupported borrowing funded projects are self-financing. This means that existing budgets are found to fund new borrowing costs, or that the projects operate on an 'invest-to-save' basis whereby investment in a project enables savings to, at a minimum, service the borrowing costs incurred on that project. As a result of this policy, capital projects funded by borrowing should not, in normal circumstances, add additional costs to the Council's budget.

The Council considers a variety of options when considering how to fund capital projects. Currently, and due to global economic conditions, the Council can borrow money at historically low rates. This has enabled the Council to use borrowing to fund capital projects that will in turn generate revenue savings whilst helping us meet our wider objectives.

As an example, the Council will be using cash raised from borrowing to part finance the Streets Ahead project. By putting our own cash into the project the Council has been able to secure significant savings on the contract cost the PFI provider would otherwise have charged us. This saving arises because borrowing costs are significantly cheaper for the Council than the provider.

Accordingly the following indicator should not be viewed in isolation from the fact that our capital investments are generating revenue savings that are not represented within the figures shown. These saving have, though, contributed towards the Council managing the significant cuts imposed upon it without recourse to large Council Tax rises.

The indicator does, however, show what the cost to an average Band D council tax bill would be if we did not follow the policy and all new borrowing costs had to be met by an increase on council tax:

The average impact upon a Band D council tax bill would be:

Incremental Impact of Capital Investment Decisions on Council Tax	2015.16	2016.17	2017.18	2018.19	2019.20
	Actual	Forecast	Budget	Estimate	Estimate
	£'000	£'000	£'000	£'000	£'000
Council Tax Band D	£35.77	£53.74	£94.08	£118.92	£107.11

Estimates of the Incremental Impact of Capital Investment Decisions on Housing Rent Levels

Following the end of the subsidy system and the move to self-financing HRAs, costs incurred in the HRA are principally funded from housing rents.

This indicator shows the impact of HRA capital investment decisions outlined in this report on weekly housing rent levels.

Impact on Weekly Housing Rents	2015.16 Actual £'000	2016.17 Forecast £'000	2017.18 Budget £'000	2018.19 Estimate £'000	2019.20 Estimate £'000
Weekly housing rents	£0.00	£0.00	£0.00	£0.00	£0.00

While there is a significant housing stock investment programme this investment is being met by rental income and reserves rather than new borrowing. The table shows therefore there is no anticipated impact on rent levels arising from this investment.

Borrowing

The capital expenditure plans set out previously provide details of the Council's investment plans. The treasury management function ensures that the Council's cash is organised in accordance with relevant professional codes, so that sufficient cash is available to meet these plans. This will involve both the organisation of the cash flow, and where required, the organisation of appropriate borrowing facilities.

This section of the strategy covers the relevant treasury and prudential indicators, the current and projected debt position, and the annual investment strategy.

Current Portfolio Position

The Council's debt portfolio position is outlined below. The table below shows actual external debt against the CFR which represents the Council's need to borrow for capital purposes.

Comparing actual debt to the CFR highlights any under or over borrowing.

Under borrowing represents the Council's use of its own cash surpluses rather than external debt, whilst over borrowing represents the Council taking on more debt than it needs at that point in time.

Current Portfolio Position	2015.16 Actual £'000	2016.17 Forecast £'000	2017.18 Budget £'000	2018.19 Estimate £'000	2019.20 Estimate £'000
External Debt					
Loans at 1st April	£679,003	£739,964	£778,715	£955,976	£937,379
Expected change in Loans	£60,961	£38,751	£177,261	£-18,598	£-99,673
PFI liabilities at 1st April	£363,111	£395,228	£426,155	£426,345	£417,322
Expected change in PFI liabilities	£32,117	£30,927	£190	£-9,023	£-10,437
Transferred Debt at 1st April	£21,392	£18,619	£15,570	£12,215	£8,524
Expected Change in Transferred Debt	£-2,773	£-3,050	£-3,355	£-3,690	£-4,059
Actual Gross Debt at 31st March	£1,153,811	£1,220,439	£1,394,536	£1,363,225	£1,249,055
The Capital Financing Requirement	£1,333,412	£1,422,856	£1,523,631	£1,463,225	£1,349,055
Authority Under/(Over) Borrowing	£179,600	£202,416	£129,095	£100,000	£100,000
less HRA under/ (over) borrowing	£54,127	£55,122	£29,095	£0	£0
GF Under / (Over) Borrowing	£125,474	£147,294	£100,000	£100,000	£100,000
	£179,600	£202,416	£129,095	£100,000	£100,000

The rise in external loans and PFI liabilities is consistent with the Council's significant investment in the Streets Ahead project. The Council has committed to making MRP charges to eliminate the debt associated with this project by 2038.

The table also highlights that the Council plans to continue to manage an under borrowed position. This means that in the near term the Council will opt to use some of its surplus cash to fund capital expenditure rather than take out new loans.

This policy is helping the Council to meet its budget challenges by allowing us to avoid the interest charges that come with external loans. It does, however, mean that the Council loses investment income from cash that would otherwise be on deposit. As investment returns are currently poor, and default risk from financial institutions still elevated, this represents a prudent use of our cash.

However, as the table shows, the Council intends to reduce its under borrowed position for the General Fund to more manageable levels and move toward eliminating the HRA under borrowed position. Once the HRA under borrowing has been eliminated, the HRA loan portfolio would be in line with the overall HRA CFR.

These actions are a deliberate move to mitigate the Council's exposure to interest rate risk. Whilst using our surplus cash in the short term is beneficial, in the longer term we are likely to have to replenish that cash with loans in order for it to be spent as originally planned for. Interest rate risk is the risk that when we come to raise those loans the cost of servicing them is prohibitively high. This is an issue the Council is monitoring closely, as interest rates are likely to rise in the coming years.

Whilst this approach has been advocated for a while, the use of cash balances to solicit early payment discounts from a number of key suppliers means that the cash to support under-borrowing at current levels is unsustainable and new borrowing will

be required to ensure the Council is able to meet its commitments when they become due.

This indicator also serves as a test as to whether the Council complies with the requirement to ensure that its gross debt does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2017/18 and the following two financial years.

The Director of Finance & Commercial Services reports that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitment, existing plans, and the proposals in this budget report.

Treasury Indicators: Limits to Borrowing Activity

The **operational boundary** is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR as shown for 2016/17 but sometimes due to cash flow issues debt can be above or below the CFR.

The operational boundary can be exceeded, but it does serve as a useful indicator to assessing the Council's external debt levels.

The following table shows the Council's estimates for its operational boundary; which in future years build in both planned (i.e. known schemes) and future capital expenditure:

Operational Boundary	2015.16	2016.17	2017.18	2018.19	2019.20
	Actual £'000	Forecast £'000	Budget £'000	Estimate £'000	Estimate £'000
Loans	£945,000	£950,000	£1,160,000	£1,160,000	£1,160,000
Other Long Term Liabilities	£420,000	£475,000	£440,000	£440,000	£440,000
Total	£1,365,000	£1,425,000	£1,600,000	£1,600,000	£1,600,000

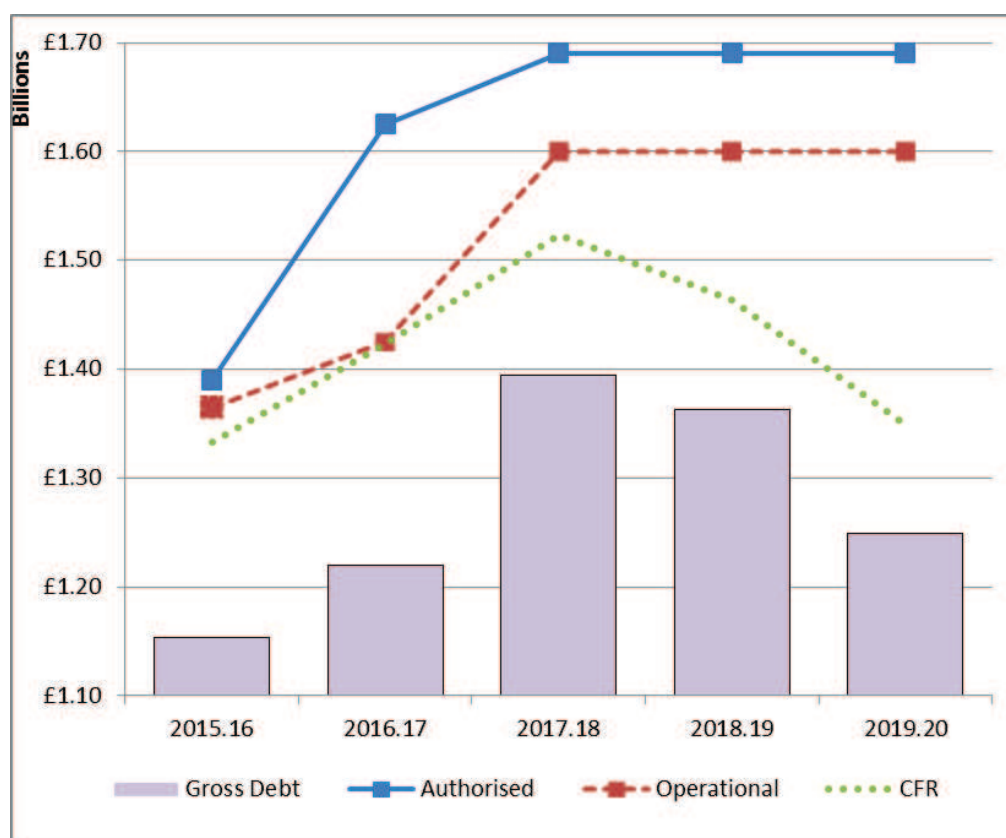
The **authorised limit on external debt** represents a control on the maximum amount of debt the Council can legally hold. Under Section 3 of the Local Government Act 2003 this limit is agreed by full Council and cannot be revised without that body's agreement. The Council is required to ensure that total capital investment remains within sustainable limits and, in particular, that the impact upon its future council tax and council rent levels is acceptable.

The authorised limit reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the long term.

The Council is asked to approve the following limits:

Authorised Limit	2015.16 Actual £'000	2016.17 Forecast £'000	2017.18 Budget £'000	2018.19 Estimate £'000	2019.20 Estimate £'000
Loans	£970,000	£1,150,000	£1,250,000	£1,250,000	£1,250,000
Other Long Term Liabilities	£420,000	£475,000	£440,000	£440,000	£440,000
Total	£1,390,000	£1,625,000	£1,690,000	£1,690,000	£1,690,000

The above limits, the capital financing requirement (CFR) and the underlying gross debt can be compared on the graph below



The authorised limit is significantly higher than the gross debt to all allow us to deal with both planned capital expenditure, future capital expenditure over and above the current planned capital expenditure and any opportunities that may arise in-year to restructure contracts. However, the projected CFR and gross debt figures represent current planned expenditure only and reflects the large capital receipts anticipated from the proposed sale of our interest in the Sheffield Retail Quarter development and Cavendish offices following the completion of Council funded works.

Separately, the government also limits the amount of debt the HRA can hold through a cap that was set in 2013. This debt-cap arose as a result of the HRA's transition from a government supported subsidy system to a self-financing approach.

The debt cap and the HRA's headroom position are currently:

HRA Debt Limit	2015.16 Actual £'000	2016.17 Forecast £'000	2017.18 Budget £'000	2018.19 Estimate £'000	2019.20 Estimate £'000
HRA Debt Cap	£388,311	£388,311	£388,311	£388,311	£388,311
HRA CFR	£346,336	£346,308	£345,996	£345,968	£345,941
HRA Headroom	£41,975	£42,003	£42,315	£42,343	£42,370

The HRA's debt (CFR position) is currently under the cap. The difference between the government set cap and the HRA's CFR represents the headroom it has to use credit to fund capital investment.

It should be noted that as the HRA investment over the period is anticipated to be funded from rental income or reserves built up for this purpose. The headroom is therefore expected to be broadly similar.

Economic Backdrop

Economic growth remains slow worldwide; though the UK has performed comparatively well despite the unexpected vote to leave the EU in June 2016. Economic data since the Bank of England Base Rate cut in August 2016 has indicated much stronger growth in the second half 2016 than anticipated but inflation forecasts have risen substantially as a result of a sharp fall in the value of sterling.

However, growth prospects outside the UK are unlikely to improve soon as there is a concern that developments in China will have international implications, particularly for developing and commodity supported economies and Eurozone growth continues to be fragile and vulnerable to external shocks. In fact, since the autumn, many of the worldwide economic statistics have been weak and the Bank of England November inflation report noted the concerns for the potential impact on the UK. This reflects that global economies are more intertwined than ever and an export based recovery will struggle if importing nations don't recover simultaneously.

UK growth has predominately been led by consumer spending, though investment has begun to grow. Productivity remains low though is also showing some signs of improving and we are seeing real increases in income levels. However, the current account deficit remains a problem and will continue to do so as long as Eurozone demand remains depressed. In addition there will be the dampening effect of the Government's continuing austerity programme.

The Bank of England's Monetary Policy Committee (MPC), which is the independent body that determines Bank Rate, currently expects inflation to gradually increase to around 2% over the next 2 to 3 years. However, this may be impacted by recent falls in fuel prices and the uncertainty over pay inflation.

Further information on the economic picture is shown in Appendix 1

Prospects for Interest Rates

The Council has appointed Capita Asset Services as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. The following table gives our central view.

	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20
Bank Rate	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.50%	0.50%	0.75%	0.75%
5yr PWLB Rate	1.60%	1.60%	1.60%	1.60%	1.60%	1.70%	1.70%	1.70%	1.80%	1.80%	1.90%	1.90%	2.00%	2.00%
10yr PWLB Rate	2.30%	2.30%	2.30%	2.30%	2.30%	2.30%	2.40%	2.40%	2.40%	2.50%	2.50%	2.60%	2.60%	2.70%
25yr PWLB Rate	2.90%	2.90%	2.90%	2.90%	3.00%	3.00%	3.00%	3.10%	3.10%	3.20%	3.20%	3.30%	3.30%	3.40%
50yr PWLB Rate	2.70%	2.70%	2.70%	2.70%	2.80%	2.80%	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%

Economic data since August 2016 has indicated much stronger growth in the second half 2016 than that forecast; also inflation forecasts have risen substantially as a result of a continuation of the sharp fall in the value of sterling since early August. Consequently, the UK Bank Rate was not cut again in November or December and, on current trends, it now appears unlikely that there will be another cut. Although that cannot be completely ruled out if there was a significant dip downwards in economic growth.

During the two-year period (2017 – 2019), when the UK is negotiating the terms for withdrawal from the EU, it is likely that the MPC will do nothing to dampen growth prospects, (i.e. by raising Bank Rate); which will already be adversely impacted by the uncertainties of what form Brexit will eventually take. Accordingly, a first increase to 0.50% is not tentatively pencilled in, as shown in the table above, until second quarter of 2019, after those negotiations are expected to have been concluded, (though the period for negotiations could be extended). However, if strong domestically generated inflation, (e.g. from wage increases within the UK), were to emerge, then the pace and timing of increases in Bank Rate could be brought forward.

Economic and interest rate forecasting remains difficult: with so many external influences weighing on the UK. The above forecasts, (and MPC decisions), will be liable to further amendment depending on how economic data and developments in financial markets transpire over the next year. Geopolitical developments, especially in the EU, could also have a major impact.

As a result:

- Investment returns are likely to remain low during 2017/18 and beyond;
- Borrowing interest rates have been on a generally downward trend during most of 2016 up to mid-August; they fell sharply to historically phenomenally low levels after the referendum and then even further after the Bank of England Monetary

Policy Committee (MPC) meeting of 4th August when a new package of quantitative easing purchasing of gilts was announced.

- Gilt yields have since risen sharply due to a rise in concerns around a 'hard Brexit', the fall in the value of sterling and an increase in inflation expectations. The policy of avoiding new borrowing by utilising cash balances has continued to serve the Council well. However, this needs to be carefully reviewed to avoid incurring higher borrowing costs in later times when authorities will not be able to avoid new borrowing to finance capital expenditure and/or to refinance maturing debt;
- The overall longer run trend is for gilt yields and PWLB rates to rise, albeit gently. However PWLB rates and gilt yields have been experiencing exceptional levels of volatility that have been highly correlated to geo-political, sovereign debt crisis and emerging market developments. It is likely that these exceptional levels of volatility could continue to occur for the foreseeable future.
- There will remain a cost of carry to any new long-term borrowing that causes a temporary increase in cash balances as this position will, most likely, incur a revenue cost – the difference between borrowing costs and investment returns.

Borrowing strategy

The Council is currently maintaining an under-borrowed position and plans to do so while it remains prudent. This means that the capital borrowing need (the Capital Financing Requirement) has not been fully funded with loans and other credit arrangements such as PFI arrangements.

Instead cash supporting the Council's reserves, balances and working capital has been used as a temporary measure. This strategy is prudent as investment returns have remained low and counterparty risk is still an issue that needs to be considered. This approach has allowed us to avoid interest costs and thus support the revenue budget.

However, in accordance with the view taken in previous years, the Council recognises the inherent risk in operating to this strategy. As outlined in the 2016/17 Treasury Management Strategy, where there is an extension to the current low cost period, then the Council's plans for its reduction of the internal borrowing position would be reviewed, with consideration being given to maintaining the position at its current levels, or increasing it. This has been the case during 2016/17 and therefore the underborrowing position has increased,

The Council's under borrowed position is currently supported by reasonable cash balances from reserves, grants unapplied, receipts and other sources. However, these balances are expected to fall, which increases our exposure to interest rate risk.

The Council plans to mitigate its position through a further draw down of loans in 2017/18 to finance the Council's investment plans and to replenish cash balances.

Against this background and the risks within the economic forecast, caution will be adopted. The Director of Finance & Commercial Services will continue to monitor the interest rate environment and market borrowing rates and adopt a pragmatic approach to changing circumstances.

However, if it is felt that there is likely to be a sharp fall in the cost of borrowing, or a further extension to the current low cost period, then the Council's plans for its reduction of the internal borrowing position will be reviewed again; with consideration being given to maintaining the position at its current levels, or increasing it. Alternatively, use short term borrowing to defer longer term borrowing until rates had fallen sufficiently.

Conversely, if it was felt that there was a significant risk that the cost of borrowing was likely to increase beyond that currently being forecast perhaps arising from a sudden increase in inflation risks, an acceleration in the rate of increase in central rates in the USA, a start of borrowing rate increases in the UK, or an increase in world economic activity then the Director of Finance & Commercial Services will give consideration to taking on more fixed-rate loans whilst interest rates are still lower than they would be in future years.

The cost of borrowing is likely to continue to be effected by global events. The 2016/17 financial year has seen 'event-risk' consistently effect both borrowing and investment rates as global instability has intermittently pushed investors back into safe-haven assets. The pace of recovery in the global economy will also weigh heavily on demand for sovereign debt.

Any decisions on the drawdown of loans will be reported to the Cabinet Member for Finance at the next available opportunity.

Treasury management limits on activity

There are three debt related treasury activity limits. The purpose of these are to restrain the activity of the treasury function within certain limits, thereby managing risk and reducing the impact of any adverse movement in interest rates. However, if these are set to be too restrictive they will impair the opportunities to reduce costs / improve performance. The indicators are:

- Upper limits on variable interest rate exposure. This identifies a maximum limit for variable interest rates based upon the debt position net of investments
- Upper limits on fixed interest rate exposure. This is similar to the previous indicator and covers a maximum limit on fixed interest rates;
- Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.

The Council is asked to approve the following treasury indicators and limits:

Limits on interest rate exposure	2016.17	2017.18	2018.19	2019.20
	Forecast	Budget	Estimate	Estimate
	£'000	£'000	£'000	£'000
	Upper	Upper	Upper	Upper
Fixed interest rates based on net debt (%)	100%	100%	100%	100%
Variable interest rates based on net debt (£)	£130,000	£130,000	£130,000	£130,000

This table indicates our desire not to increase the number of variable rate loans we have beyond our current floating-rate lender option buyer option (LOBO) bank loans.

Maturity structure of fixed interest rate borrowing:	2017.18	
	Lower	Upper
Under 12 months	0%	20%
12 months to 2 years	0%	20%
2 years to five years	0%	20%
5 years to 10 years	0%	20%
10 years to 20 years	0%	25%
20 years to 30 years	0%	25%
30 years to 40 years	0%	25%
40 years to 50 years	0%	15%

This table shows the Council's desire to avoid having too many loans maturing in any one period. The Council currently expects the majority of its loans to mature in the medium term, supporting the HRA business plan and aligning maturities to our CFR profiles to avoid over-borrowing situations.

Maturity structure of variable interest rate borrowing:	2017.18	
	Lower	Upper
Under 12 months	0%	100%
12 months to 2 years	0%	0%
2 years to five years	0%	0%
5 years to 10 years	0%	0%
10 years to 20 years	0%	0%
20 years to 30 years	0%	0%
30 years to 40 years	0%	0%
40 years to 50 years	0%	0%

This table is reflective of our floating-rate LOBO bank loans. The bank has the option to re-set the interest rate on these loans, typically every six months. As the Council then has the option to accept the rate or repay these loans, we are required to show them as maturing within 12 months for the purposes of this indicator.

The Council monitors the potential for the rates on these loans to re-set, but does not believe this is likely in 2017/18. Accordingly, and despite this indicator, we do not expect to repay these loans in 2017/18.

Policy on Borrowing in Advance of Need

The Council will not borrow more than, or in advance of, its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

Debt Rescheduling

As short term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long term debt to short term debt. However, these savings will need to be considered in the light of the current treasury position and the size of the cost of debt repayment (premiums incurred).

The reasons for any rescheduling to take place will include:

- * the generation of cash savings and / or discounted cash flow savings;
- * helping to fulfil the treasury strategy;
- * enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

Consideration will also be given to identify if there is any residual potential for making savings by running down investment balances to repay debt prematurely as short term rates on investments are likely to be lower than rates paid on current debt.

Consideration was given to rescheduling opportunities during 2016/17, but the costs of terminating loans early outweighed any potential gain. Any rescheduling will be reported to the Cabinet Member for Finance, at the next available meeting.

Municipal Bond Agency

It is likely that the Municipal Bond Agency, currently in the process of being set up, will be offering loans to local authorities in the near future. It is also hoped that the borrowing rates will be lower than those offered by the Public Works Loan Board (PWLB). The Council may consider making use of this new source of borrowing as and when appropriate.

Annual Investment Strategy

Ethical Investment Policy

The Council's investment policy has regard to the government's Guidance on Local Government Investments ("the Guidance") and the revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code").

The Council's investment priorities will be security first, liquidity second and then return. This ensures we do not chase yield at the expense of the security of our investment.

The Council commits not to hold any direct investments in fossil fuels or to the best of our knowledge companies involved in tax evasion or grave misconduct.

In accordance with guidance from government and CIPFA, and in order to minimise the risk to investments, the Council clearly stipulates the minimum acceptable credit quality of counterparties for inclusion on the lending list. This approach also enables diversification of counterparties and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the Short Term and Long Term ratings.

Ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets.

The creditworthiness methodology used to create the counterparty list fully accounts for the ratings, watches, and outlooks, published by all three ratings agencies with a full understanding of what these reflect in the eyes of each agency. Using these ratings services, potential counterparty ratings are monitored on a real time basis with knowledge of any changes notified electronically.

The assessment will also take account of information that reflects the opinion of the markets. To this end the Council engages with its advisors to maintain a monitor on market pricing such as 'credit default swaps', and overlay that information on top of the credit ratings. This is fully integrated into the credit methodology provided by our advisors, Capita Asset Services, in producing its colour codings which show the varying degrees of suggested creditworthiness.

Other information sources used will include the financial press, share price and other such information pertaining to the banking sector, in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

The intention of the strategy is to provide security of investment and minimisation of risk. The strategy also enables the Council to operate a diversified investment portfolio to avoid an over concentration of risk.

Investment instruments identified for use in the financial year are listed under the 'specified' and 'non-specified' investments categories. Counterparty limits will be as set through the Council's treasury management practices.

Creditworthiness Approach

This Council applies the creditworthiness service provided by Capita Asset Services. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody's and Standard and Poor's. The credit ratings of counterparties are supplemented with the following overlays:

- credit watches and credit outlooks from credit rating agencies;
- CDS spreads to give early warning of likely changes in credit ratings;
- sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads. The end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the suggested duration for investments. The Council will therefore use counterparties within the following durational bands :

Colour Band	Duration
Yellow	5 years *
Dark pink	5 years for Enhanced money market funds (EMMFs) with a credit score of 1.25
Light pink	5 years for Enhanced money market funds (EMMFs) with a credit score of 1.5
Purple	2 years
Blue	1 year (only applies to nationalised or semi nationalised UK Banks)
Orange	1 year
Red	6 months
Green	100 days
No colour	not to be used

Y	Pi1	Pi2	P	B	O	R	G	N/C
1	1.25	1.5	2	3	4	5	6	7
Up to 5yrs	Up to 5yrs	Up to 5yrs	Up to 2yrs	Up to 1yr	Up to 1yr	Up to 6mths	Up to 100days	No Colour

	Colour (and long term rating where applicable)	Money and / or % Limit	Time Limit
Banks *	Yellow	100%	5 years
Banks	Purple	£30m	2 years
Banks	Orange	£30m	1 year
Banks – part nationalised**	Blue	£50m	1 year
Banks – UK only	Red	£20m	6 months
Banks – non UK	Red	£15m	6 months
Banks	Green	£10m	100 days
Banks	No colour	Not to be used	
Council's banker (Barclays) in the event of the bank being 'no colour'	-	100 %	5 days ***
DMADF	UK Sovereign Rating	100%	6 months
Local authorities	n/a	£30m	5yrs
Money market funds	AAA	100 %	liquid
Enhanced money market - funds with a credit score of 1.25	Dark pink / AAA	100 %	liquid
Enhanced money market – funds with a credit score of 1.5	Light pink / AAA	100 %	liquid

* Please note: the yellow colour category is for UK Government debt, or its equivalent, constant net asset value money market funds and collateralised deposits where the collateral is UK Government debt.

** When placing deposits with part nationalised banks the Council will take care to review when it expects the UK Government to divest its interest in the institution, and the impact this move would have on the Council's view of the institutions security.

*** to cover period to next working day allowing for weekends and bank holidays e.g. Easter

The Council does not expect to place deposits for maturities greater than 12 months during 2017/18. Should it choose to do so, the action will be reported to the Cabinet Member for Finance at the earliest available opportunity.

Our creditworthiness service uses a wider array of information than just primary ratings and, by using a risk weighted scoring system, does not give undue preponderance to just one agency's ratings.

Typically the minimum credit ratings criteria the Council use will be a short term rating (Fitch or equivalents) of short term rating F1, and a long term rating A. There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

All credit ratings will be monitored weekly. The Council is alerted to changes to ratings of all three agencies through its use of the Capital Asset Services creditworthiness service.

- if a downgrade results in the counterparty / investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
- in addition to the use of credit ratings, the Council will be advised of information in movements in credit default swap spreads against the iTraxx benchmark and other market data on a weekly basis. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.

Sole reliance will not be placed on the use of this external service. The Council will also use market data and market information, information on government support for banks, and the credit ratings of that supporting government.

Country limits

The Council has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AA- from Fitch (or Equivalent). The list of countries that qualify using this credit criteria as at the date of this report are shown in an appendix 3. This list will be added to, or deducted from, by officers should ratings change in accordance with this policy.

Investment strategy

When considering its investments the Council will consider:

- Its longer term cash balances. This is cash available for use in the medium to long term, and comes from reserves, grants and receipts that are yet to be spent;
- Short term cash flow requirements that arise on a daily or weekly basis; and,
- Expectations on interest rates. Important when determining a required rate of return on the Council's investments.

The Bank of England base rate is forecast to remain unchanged at 0.25% before starting to rise from quarter 2 2019. Base rate forecasts for financial year ends (March) are as follows:

Year	2017/18	2018/19	2019/20
Base Rate Forecast	0.25%	0.25%	0.50%

The overall balance of risks to these forecasts is currently probably slightly skewed to the downside in view of the uncertainty over the final terms of Brexit. If growth expectations disappoint and inflationary pressures are minimal, the start of increases in Bank Rate could be pushed back.

On the other hand, should the pace of growth quicken and/or forecasts for increases in inflation rise, there could be an upside risk i.e. Bank Rate increases occur earlier and/or at a quicker pace.

The suggested budgeted investment earnings rates for returns on investments placed for periods up to 100 days during each financial year for the next few years are as follows:

Year	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Proposed Returns	0.25%	0.25%	0.50%	0.75%	1.00%	1.50%

The Council also offers an indicator for the forecast total funds invested for greater than 364 days. These limits are set with regard to the Council's cash requirements and to reduce the need for early sale of an investment and are based on the availability of funds after each year end.

The Council does not expect to place deposits with maturity dates in excess of 12 months, but should it do so the monetary value of those deposits will not exceed:

INVESTMENTS GREATER THAN 365 DAYS	2016.17	2017.18	2018.19	2019.20
	£'000	£'000	£'000	£'000
Maximum Sums	£30,000	£30,000	£30,000	£30,000

The Council is asked to approved the above treasury indicator and limits

Investment benchmark

The Coucil will use the un compounded 3 month LIBID rate as an investment benchmark for its investment returns.

End of year investment report

At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

Appendix 1 – Economic Backdrop

UK. GDP growth rates in 2013, 2014 and 2015 of 2.2%, 2.9% and 1.8% were some of the strongest rates among the G7 countries. Growth is expected to have strengthened in 2016 with the first three quarters coming in respectively at +0.4%, +0.7% and +0.5%. The latest Bank of England forecast for growth in 2016 as a whole is +2.2%. The figure for quarter 3 was a pleasant surprise which confounded the downbeat forecast by the Bank of England in August of only +0.1%, (subsequently revised up in September, but only to +0.2%). During most of 2015 and the first half of 2016, the economy had faced headwinds for exporters from the appreciation of sterling against the Euro, and weak growth in the EU, China and emerging markets, and from the dampening effect of the Government's continuing austerity programme.

The **referendum vote for Brexit** in June 2016 delivered an immediate shock fall in confidence indicators and business surveys at the beginning of August, which has been interpreted by the Bank of England in its August Inflation Report as pointing to an impending sharp slowdown in the economy. However, the following monthly surveys in September showed an equally sharp recovery in confidence and business surveys so that it is generally expected that the economy will post reasonably strong growth numbers through the second half of 2016 and also in 2017, albeit at a slower pace than in the first half of 2016.

The **Monetary Policy Committee, (MPC), meeting of 4th August** was therefore dominated by countering this expected sharp slowdown and resulted in a package of measures that included a cut in Bank Rate from 0.50% to 0.25%, a renewal of quantitative easing, with £70bn made available for purchases of gilts and corporate bonds, and a £100bn tranche of cheap borrowing being made available for banks to use to lend to businesses and individuals.

The **MPC meeting of 3 November** left Bank Rate unchanged at 0.25% and other monetary policy measures also remained unchanged. This was in line with market expectations, but a major change from the previous quarterly Inflation Report MPC meeting of 4 August, which had given a strong steer, in its forward guidance, that it was likely to cut Bank Rate again, probably by the end of the year if economic data turned out as forecast by the Bank. The MPC meeting of 15 December also left Bank Rate and other measures unchanged.

The latest MPC decision included a forward view that **Bank Rate** could go either up or down depending on how economic data evolves in the coming months. Our central view remains that Bank Rate will remain unchanged at 0.25% until the first increase to 0.50% in quarter 2 2019 (unchanged from our previous forecast). However, we would not, as yet, discount the risk of a cut in Bank Rate if economic growth were to take a significant dip downwards, though we think this is unlikely. We would also point out that forecasting as far ahead as mid 2019 is highly fraught as there are many potential economic headwinds which could blow the UK economy

one way or the other as well as political developments in the UK, (especially over the terms of Brexit), EU, US and beyond, which could have a major impact on our forecasts.

The pace of Bank Rate increases in our forecasts has been slightly increased beyond the three year time horizon to reflect higher inflation expectations.

The August quarterly Inflation Report was based on a pessimistic forecast of near to zero GDP growth in quarter 3 i.e. a sharp slowdown in growth from +0.7% in quarter 2, in reaction to the shock of the result of the referendum in June. However, consumers have very much stayed in a 'business as usual' mode and there has been no sharp downturn in spending; it is consumer expenditure that underpins the services sector which comprises about 75% of UK GDP. After a fairly flat three months leading up to October, retail sales in October surged at the strongest rate since September 2015 and were strong again in November. In addition, the GfK consumer confidence index has recovered quite strongly to -3 in October after an initial sharp plunge to -12 in July in reaction to the referendum result. However, in November it fell to -8 indicating a return to pessimism about future prospects among consumers, probably based around concerns over rising inflation eroding purchasing power.

Bank of England GDP forecasts in the November quarterly Inflation Report were as follows, (August forecasts in brackets) - 2016 +2.2%, (+2.0%); 2017 1.4%, (+0.8%); 2018 +1.5%, (+1.8%). There has, therefore, been a sharp increase in the forecast for 2017, a marginal increase in 2016 and a small decline in growth, now being delayed until 2018, as a result of the impact of Brexit.

Capital Economics' GDP forecasts are as follows: 2016 +2.0%; 2017 +1.5%; 2018 +2.5%. They feel that pessimism is still being overdone by the Bank and Brexit will not have as big an effect as initially feared by some commentators.

The Chancellor has said he will do 'whatever is needed' i.e. to **promote growth**; there are two main options he can follow – fiscal policy e.g. cut taxes, increase investment allowances for businesses, and/or increase government expenditure on infrastructure, housing etc. This will mean that the PSBR deficit elimination timetable will need to slip further into the future as promoting growth, (and ultimately boosting tax revenues in the longer term), will be a more urgent priority. The Governor of the Bank of England, Mark Carney, had warned that a vote for Brexit would be likely to cause a slowing in growth, particularly from a reduction in business investment, due to the uncertainty of whether the UK would have continuing full access, (i.e. without tariffs), to the EU single market. He also warned that the Bank could not do all the heavy lifting to boost economic growth and suggested that the Government would need to help growth e.g. by increasing investment expenditure and by using fiscal policy tools. The newly appointed Chancellor, Phillip Hammond, announced, in the aftermath of the referendum result and the formation of a new Conservative cabinet,

that the target of achieving a budget surplus in 2020 would be eased in the Autumn Statement on 23 November. This was duly confirmed in the Statement which included some increases in infrastructure spending.

The other key factor in forecasts for Bank Rate is **inflation** where the MPC aims for a target for CPI of 2.0%. The November Inflation Report included an increase in the peak forecast for inflation from 2.3% to 2.7% during 2017; (Capital Economics are forecasting a peak of 3.2% in 2018). This increase was largely due to the effect of the sharp fall in the value of sterling since the referendum, (although during November, sterling has recovered some of this fall to end up 15% down against the dollar, and 8% down against the euro (as at the MPC meeting date – 15.12.16). This depreciation in the value of Sterling will feed through into a sharp increase in the cost of imports and materials used in production in the UK. However, the MPC is expected to look through the acceleration in inflation caused by external, (outside of the UK), influences, although it has given a clear warning that if wage inflation were to rise significantly as a result of these cost pressures on consumers, then they would take action to raise Bank Rate.

What is clear is that consumer disposable income will come under pressure, as the latest employers' survey is forecasting median pay rises for the year ahead of only 1.1% at a time when inflation will be rising significantly higher than this. The CPI figure has been on an upward trend in 2016 and reached 1.2% in November. However, prices paid by factories for inputs rose to 13.2% though producer output prices were still lagging behind at 2.3% and core inflation was 1.4%, confirming the likely future upwards path.

Gilt yields, and consequently PWLB rates, have risen sharply since hitting a low point in mid-August. There has also been huge volatility during 2016 as a whole. The year started with 10 year gilt yields at 1.88%, fell to a low point of 0.53% on 12 August, and hit a new peak on the way up again of 1.55% on 15 November. The rebound since August reflects the initial combination of the yield-depressing effect of the MPC's new round of quantitative easing on 4 August, together with expectations of a sharp downturn in expectations for growth and inflation as per the pessimistic Bank of England Inflation Report forecast, followed by a sharp rise in growth expectations since August when subsequent business surveys, and GDP growth in quarter 3 at +0.5% q/q, confounded the pessimism. Inflation expectations also rose sharply as a result of the continuing fall in the value of sterling.

Employment has been growing steadily during 2016, but encountered a first fall in over a year, of 6,000, over the three months to October. The latest employment data in December, (for November), was distinctly weak with an increase in unemployment benefit claimants of 2,400 in November and of 13,300 in October. House prices have been rising during 2016 at a modest pace but the pace of increase has slowed since the referendum; a downturn in prices could dampen consumer confidence and expenditure.

USA. The American economy had a patchy 2015 with sharp swings in the quarterly growth rate leaving the overall growth for the year at 2.4%. Quarter 1 of 2016 at +0.8%, (on an annualised basis), and quarter 2 at 1.4% left average growth for the first half at a weak 1.1%. However, quarter 3 at 3.2% signalled a rebound to strong growth. The Fed embarked on its long anticipated first increase in rates at its December 2015 meeting. At that point, confidence was high that there would then be four more increases to come in 2016. Since then, more downbeat news on the international scene, and then the Brexit vote, have caused a delay in the timing of the second increase of 0.25% which came, as expected, in December 2016 to a range of 0.50% to 0.75%. Overall, despite some data setbacks, the US is still, probably, the best positioned of the major world economies to make solid progress towards a combination of strong growth, full employment and rising inflation: this is going to require the central bank to take action to raise rates so as to make progress towards normalisation of monetary policy, albeit at lower central rates than prevailed before the 2008 crisis. The Fed therefore also indicated that it expected three further increases of 0.25% in 2017 to deal with rising inflationary pressures.

The result of the **presidential election** in November is expected to lead to a strengthening of US growth if Trump's election promise of a major increase in expenditure on infrastructure is implemented. This policy is also likely to strengthen inflation pressures as the economy is already working at near full capacity. In addition, the unemployment rate is at a low point verging on what is normally classified as being full employment. However, the US does have a substantial amount of hidden unemployment in terms of an unusually large, (for a developed economy), percentage of the working population not actively seeking employment.

Trump's election has had a profound effect on the bond market and bond yields rose sharply in the week after his election. Time will tell if this is a reasonable assessment of his election promises to cut taxes at the same time as boosting expenditure. This could lead to a sharp rise in total debt issuance from the current level of around 72% of GDP towards 100% during his term in office. However, although the Republicans now have a monopoly of power for the first time since the 1920s, in having a President and a majority in both Congress and the Senate, there is by no means any certainty that the politicians and advisers he has been appointing to his team, and both houses, will implement the more extreme policies that Trump outlined during his election campaign. Indeed, Trump may even rein back on some of those policies himself.

In the first week since the US election, there was a major shift in investor sentiment away from bonds to equities, especially in the US. However, gilt yields in the UK and bond yields in the EU have also been dragged higher. Some commentators are saying that this rise has been an overreaction to the US election result which is likely to be reversed. Other commentators take the view that this could well be the start of the long expected eventual unwinding of bond prices propelled upwards to

unrealistically high levels, (and conversely bond yields pushed down), by the artificial and temporary power of quantitative easing.

EZ. In the Eurozone, **the ECB** commenced, in March 2015, its massive €1.1 trillion programme of quantitative easing to buy high credit quality government and other debt of selected EZ countries at a rate of €60bn per month. This was intended to run initially to September 2016 but was extended to March 2017 at its December 2015 meeting. At its December and March 2016 meetings it progressively cut its deposit facility rate to reach -0.4% and its main refinancing rate from 0.05% to zero. At its March meeting, it also increased its monthly asset purchases to €80bn. These measures have struggled to make a significant impact in boosting economic growth and in helping inflation to rise significantly from low levels towards the target of 2%. Consequently, at its December meeting it extended its asset purchases programme by continuing purchases at the current monthly pace of €80 billion until the end of March 2017, but then continuing at a pace of €60 billion until the end of December 2017, or beyond, if necessary, and in any case until the Governing Council sees a sustained adjustment in the path of inflation consistent with its inflation aim. It also stated that if, in the meantime, the outlook were to become less favourable or if financial conditions became inconsistent with further progress towards a sustained adjustment of the path of inflation, the Governing Council intended to increase the programme in terms of size and/or duration.

EZ GDP growth in the first three quarters of 2016 has been 0.5%, +0.3% and +0.3%, (+1.7% y/y). Forward indications are that economic growth in the EU is likely to continue at moderate levels. This has added to comments from many forecasters that those central banks in countries around the world which are currently struggling to combat low growth, are running out of ammunition to stimulate growth and to boost inflation. Central banks have also been stressing that national governments will need to do more by way of structural reforms, fiscal measures and direct investment expenditure to support demand and economic growth in their economies.

There are also significant specific political and other risks within the EZ: -

- **Greece** continues to cause major stress in the EU due to its tardiness and reluctance in implementing key reforms required by the EU to make the country more efficient and to make significant progress towards the country being able to pay its way – and before the EU is prepared to agree to release further bail-out funds.
- **Spain** has had two inconclusive general elections in 2015 and 2016, both of which failed to produce a workable government with a majority of the 350 seats. At the eleventh hour on 31 October, before it would have become compulsory to call a third general election, the party with the biggest bloc of seats (137), was given a majority confidence vote to form a government. This is potentially a highly unstable situation, particularly given the need to deal with an EU demand for implementation of a package of austerity cuts which will be highly unpopular.

- The under capitalisation of Italian banks poses a major risk. Some German banks are also undercapitalised, especially Deutsche Bank, which is under threat of major financial penalties from regulatory authorities that will further weaken its capitalisation. What is clear is that national governments are forbidden by EU rules from providing state aid to bail out those banks that are at risk, while, at the same time, those banks are unable realistically to borrow additional capital in financial markets due to their vulnerable financial state. However, they are also 'too big, and too important to their national economies, to be allowed to fail'.
- **4 December Italian constitutional referendum** on reforming the Senate and reducing its powers; this was also a confidence vote on Prime Minister Renzi who has resigned on losing the referendum. However, there has been remarkably little fall out from this result which probably indicates that the financial markets had already fully priced it in. The rejection of these proposals is likely to inhibit significant progress in the near future to fundamental political and economic reform which is urgently needed to deal with Italy's core problems, especially low growth and a very high debt to GDP ratio of 135%. These reforms were also intended to give Italy more stable government as no western European country has had such a multiplicity of governments since the Second World War as Italy, due to the equal split of power between the two chambers of the Parliament which are both voted in by the Italian electorate but by using different voting systems. It is currently unclear what the political, and other, repercussions are from this result.
- **Dutch general election 15.3.17**; a far right party is currently polling neck and neck with the incumbent ruling party. In addition, anti-big business and anti-EU activists have already collected two thirds of the 300,000 signatures required to force a referendum to be taken on approving the EU – Canada free trade pact. This could delay the pact until a referendum in 2018 which would require unanimous approval by all EU governments before it can be finalised. In April 2016, Dutch voters rejected by 61.1% an EU – Ukraine cooperation pact under the same referendum law. Dutch activists are concerned by the lack of democracy in the institutions of the EU.
- **French presidential election**; first round 13 April; second round 7 May 2017.
- **French National Assembly election June 2017.**
- **German Federal election August – 22 October 2017.** This could be affected by significant shifts in voter intentions as a result of terrorist attacks, dealing with a huge influx of immigrants and a rise in anti EU sentiment.
- The core EU, (note, not just the Eurozone currency area), principle of free movement of people within the EU is a growing issue leading to major stress

and tension between EU states, especially with the Visegrad bloc of former communist states.

Given the number and type of challenges the EU faces in the next eighteen months, there is an identifiable risk for the EU project to be called into fundamental question. The risk of an electoral revolt against the EU establishment has gained traction after the shock results of the UK referendum and the US Presidential election. But it remains to be seen whether any shift in sentiment will gain sufficient traction to produce any further shocks within the EU.

Asia. Economic growth in China has been slowing down and this, in turn, has been denting economic growth in emerging market countries dependent on exporting raw materials to China. Medium term risks have been increasing in China e.g. a dangerous build up in the level of credit compared to the size of GDP, plus there is a need to address a major over supply of housing and surplus industrial capacity, which both need to be eliminated. This needs to be combined with a rebalancing of the economy from investment expenditure to consumer spending. However, the central bank has a track record of supporting growth through various monetary policy measures, though these further stimulate the growth of credit risks and so increase the existing major imbalances within the economy.

Economic growth in Japan is still patchy, at best, and skirting with deflation, despite successive rounds of huge monetary stimulus and massive fiscal action to promote consumer spending. The government is also making little progress on fundamental reforms of the economy.

Emerging countries. There have been major concerns around the vulnerability of some emerging countries exposed to the downturn in demand for commodities from China or to competition from the increase in supply of American shale oil and gas reaching world markets. The ending of sanctions on Iran has also brought a further significant increase in oil supplies into the world markets. While these concerns have subsided during 2016, if interest rates in the USA do rise substantially over the next few years, (and this could also be accompanied by a rise in the value of the dollar in exchange markets), this could cause significant problems for those emerging countries with large amounts of debt denominated in dollars. The Bank of International Settlements has recently released a report that \$340bn of emerging market corporate debt will fall due for repayment in the final two months of 2016 and in 2017 – a 40% increase on the figure for the last three years.

Financial markets could also be vulnerable to risks from those emerging countries with major sovereign wealth funds, that are highly exposed to the falls in commodity prices from the levels prevailing before 2015, especially oil, and which, therefore, may have to liquidate substantial amounts of investments in order to cover national budget deficits over the next few years if the price of oil does not return to pre-2015 levels.

Appendix 2

Treasury Management Practice (TMP1) – Credit and Counterparty Risk Management

SPECIFIED INVESTMENTS:

All such investments will be sterling denominated, with **maturities up to maximum of 1 year**, meeting the minimum ‘high’ quality criteria where applicable.

The following specified investment instruments, along with their minimum credit rating, have been outlined below:

	* Minimum credit criteria / colour band	** Max % of total investments / £ limit per institution
DMADF – UK Government	UK sovereign rating	100%
Bonds issued by multilateral development banks	AAA	100%
Money market funds	AAA	100%
Enhanced money market funds with a credit score of 1.25	AAA	100%
Enhanced money market funds with a credit score of 1.5	AAA	100%
Local authorities	N/A	100%
Term deposits with banks and building societies	Blue Orange Red Green No Colour	12 months 12 months 6 months 100 days Not for use
CDs or corporate bonds with banks and building societies	Blue Orange Red Green No Colour	12 months 12 months 6 months 100 days Not for use
Gilt funds	UK sovereign rating	100%

NON-SPECIFIED INVESTMENTS:

These are any investments which do not meet the specified investment criteria. Non-specified investments are typically viewed as being riskier than specified investments.

A maximum of £30m will be held in aggregate in non-specified investment

A variety of investment instruments are outlined below. The Council has selected these instruments based on their high credit quality.

The criteria, time limits and monetary limits applying to institutions or investment vehicles are:

	* Minimum credit criteria / colour band	** Max % of total investments/ £ limit per institution	Max. maturity period
UK Government gilts	UK sovereign rating	100%	5 years
UK Government Treasury blls	UK sovereign rating	100%	5 years
Local authorities	N/A	100%	5 years
Gilt funds	UK sovereign rating	100%	5 years
Banks	Purple Yellow	100% 100%	2 years 5 years

Appendix 3

Approved countries for investments:

Based on lowest available rating

AAA

- Australia
- Canada
- Denmark
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- Finland
- Hong Kong
- U.S.A.

AA

- Abu Dhabi (UAE)
- France
- Qatar
- U.K.

AA-

- Belgium

PAY POLICY STATEMENT

March 2017

1.0 Background

- 1.1 Sheffield City Council is required under Sections 38 – 43 of the Localism Act 2011 to publish its pay policy; Sheffield City Council has routinely, on an annual basis, published data on all posts which have remuneration above £50,000.
- 1.2 The Council continues to monitor closely its senior management posts and keeps the structure under review to ensure it continues to be fit for purpose.
- 1.3 This policy statement does not cover or include staff employed by schools and is not required to do so.
- 1.4 This policy statement is required to be considered and approved by full Council at the Council meeting on 3 March 2017.

2.0 Definition of Officers Covered by this Policy Statement

- 2.1 This policy statement covers the following posts, the full details of these posts are attached at **Annex A**.
 - a) **Head of the Paid Service**, which in Sheffield City Council is the post of:
 - i) Chief Executive
 - b) **Statutory Chief Officers**, which in Sheffield City Council are the posts of:
 - i) Director of Adult Services (under LASSA 1970)
 - ii) Executive Director CYPF (Director of Children's Services under Children's Act)
 - iii) Director of Legal and Governance (Monitoring Officer)
 - iv) Executive Director of Resources (Chief Finance Officer under Sec 151 of LGA1972)
 - v) Director of Public Health
 - c) **Non-statutory Chief Officers** (those who report to the Head of Paid Service or Statutory Officer)
 - d) **Chief Officers** (those who report to Non Statutory Chief Officers)

3.0 Pay Policy Statement

Sheffield City Council's aim on matters of remuneration is to have in place an approach that enables the authority to:

- Recruit and retain people with the skills and expertise to deliver high quality services to the citizens of Sheffield City Council;
- Manage employee remuneration in a manner that is fair, transparent and reasonable;
- Take account of national and regional pay policy and market trends in the context of local government;
- Have a framework for managing the range of pay across the Council's workforce, this is known as pay ratios;
- Have simple uniform packages across all employment groups and to manage pay matters within national guidelines and agreements;
- Protect and remunerate low paid employees at appropriate levels, this includes the Council's commitment to the Living Wage, and;
- Protect jobs and services for as long as reasonably possible and this includes a prudent, affordable and fair approach to pay.

4.0 Policy on Remunerating Chief Officers

- 4.1 Sheffield City Council's policy is to pay Chief Officers a basic annual salary; Chief Officers' salaries do not attract enhancements or bonus of any kind. There are no additional enhancements to redundancy payments, pension contributions or pension payments outside of the Council's normal arrangements for all Sheffield City Council employees. Travel and other expenses are paid through the normal authority procedures.
- 4.2 It is the policy of this authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question at the relevant time. The Chief Officer Grading Structure is attached as **Annex B**.
- 4.3 Recruitment to posts at Chief Officer Level is undertaken by the Senior Officers Employment Committee, which is a sub committee of the Council; membership is agreed by Council on an annual basis. All recommendations for appointment at this level are signed off by Cabinet.
- 4.4 Remuneration and recruitment – all posts will be advertised and appointed to at the appropriate approved salary for the post in question, unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package may be appropriate under the authority's policy and any variation will be approved through the appropriate authority decision making process.
- 4.5 Pay Increases - the authority will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The authority will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.

- 4.6 Additions To Pay - the authority will not make additional payments beyond those specified in the contract of employment unless varied by the appropriate authority decision making process.
- 4.7 Local Election Fees - the Council sets and makes payment to the Returning Officer for the management and administration of local elections. The Returning Officer will make payments to those officers who undertake specific duties in relation to the elections (including Chief Officers) dependant on their role.

It should be noted that any fees payable for duties in connection with Parliamentary and European elections, election for Police Commissioners or referenda are recouped from Central Government subject to a prescribed aggregate maximum amount, and are not funded by the Council.

- 4.8 Performance Related Pay - the authority does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
- 4.9 Earn-Back (withholding an element of base pay related to performance) - the authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
- 4.10 Severance Payments - The authority's normal policies regarding redundancy and retirement apply to Chief Officer Posts. From 1 January 2016 to 31 December 2016, Two Chief Officers were released from the authority on Voluntary Severance, plus two Chief Officers were released from the authority on Voluntary Early Retirement.

5.0 Policy on Remunerating the Lowest Paid in the Workforce

- 5.1 The authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are incorporated into contracts of employment. The lowest pay point in this authority is Scale 1, point 6; this relates to an annual salary of £15,014 and can be expressed as an hourly rate of pay of £7.80 (April 2017 to March 2018).

A decision was taken at Cabinet on 16 January 2013 to uplift the pay of employees earning less than the nationally recognised Living Wage.

From April 2017 this will increase to £8.45 per hour. The payment will be made as a supplement which will be reviewed on an annual basis.

Pay rates are increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services.

6.0 Policy on the Remuneration Ratios

- 6.1 Currently in this authority the ratio between the highest salary (£188,298) and the average median salary (£22,682) is 8.3:1. This demonstrates the authority's commitment to a fair approach to pay.

6.2 The authority is conscious of the need to ensure that salaries are kept under review and are consistent with the needs of the authority as expressed in this policy statement. The authority's approach to the payment of staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

7.0 Approval of Salary Packages in Excess of £100k

7.1 The authority will ensure that, at the latest before an offer of appointment is made, any salary package for any post (not including schools) that is in excess of £100k will be considered by full Council. The salary package will be defined as base salary, any fees, routinely payable allowances and benefits in kind that are due under the contract.

8.0 Flexibility to Address Recruitment Issues for Vacant Posts

8.1 In the vast majority of circumstances the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

9.0 Amendments to the Policy

9.1 As the policy covers the period April 2017 – end of March 2018, amendments may need to be made to the policy throughout the relevant period. As the Localism Act 2011 requires that any amendments are approved by the Council by resolution, proposed amendments will be reported to the Cabinet Member for Finance and Resources for recommendation to the Council.

10.0 Policy for Future Years

10.1 This policy statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the authority prior to the start of each financial year.

Julie Toner
Director of Human Resources
January 2017

None of the post holders listed below receive an honorarium payment for increased duties and responsibilities. Nor do any receive a payment related to joint authority duties.

Status	Post	Base Salary (£)	Other Payments	
Head of Paid Service	Chief Executive	188,298	The Returning Officer's fee is based upon that payable at a national election and is variable dependent upon the type of election taking place. The Chief Executive will not be taking fees for local elections.	
Statutory Chief Officers which in Sheffield City council are the posts of:	Executive Director CYPF (Director of Children's Services under Children's Act)	128,677		
	Director of Adult Services under LASSA 1970	98,198		
	Director of Legal and Governance (Monitoring Officer)	84,403	Election duty fees are in accordance with normal authority procedures.	
	Executive Director Resources (Chief Finance Officer under Sec 151 of LGA1972)	128,677		
	Director of Public Health	110,146		
	Non Statutory Chief Officers (those who report to the Head of the Paid Service or a Statutory Officer) which in Sheffield City Council are the posts of:	Executive Director Communities	141,225	
		Executive Director Place	134,952	
		Director of Policy and Performance	84,403	
		Director of Sheffield First Partnership	81,947	
		Director of Children and Families (CYPF)	95,803	
	Director of Business	84,403		

	Strategy CYPF		
	Director of Lifelong Learning and Skills (CYPF)	80,037	
	Children's Commissioner	75,650	
	Director of Human Resources (Resources)	84,952	
	Director of Finance & Commercial Services (Resources)	84,952	
	Director of Business Change and Information Solutions	87,079	
	Director of Transport and Facilities Management(Resources)	79,082	
Chief Officers (those who report to Non Statutory Chief Officers) which in Sheffield City Council are the posts of:	Director of Commissioning (Communities)	84,403	
	Director of Business Strategy and Safeguarding (Communities)	83,854	
	Director of Housing (Communities)	89,210	
	Director of Regeneration and Development Services (Place)	87,079	
	Director of Creative Sheffield (Place)	80,037	
	Director of Culture and Environment (Place)	84,952	
	Director of Business Strategy and Regulation (Place)	84,952	
	Director of Capital and Major Projects (Place)	93,470	
	Assistant Director of Legal & Governance (Deputy Monitoring Officer)	56,448 x 2 Directors in same post - only one of these acts as Deputy Monitoring Officer	

Chief Officer Grading Structure

Grade Desc	Spinal Pt	01/04/2017
DG 7	1	56,448
	1.5	57,138
	2	57,828
	2.5	58,518
	3	59,207
	3.5	59,896
	4	60,584
DG 6	1	66,407
	1.5	67,215
	2	68,023
	2.5	68,831
	3	69,638
	3.5	70,448
DG 5	4	71,257
	1	76,215
	1.5	77,171
	2	78,127
	2.5	79,082
DG4	3	80,037
	1	81,947
	1.5	82,901
	2	83,854
DG3	2.5	84,403
	3	84,952
	1	87,079
	1.5	88,144
	2	89,210
	2.5	90,275
DG2	3	91,340
	3.5	92,405
	4	93,470
	1	95,803
	1.5	97,001
	2	98,198
	2.5	99,426
DG 1	3	100,653
	3.5	101,912
	4	103,170
	1	107,615
	1.5	108,881
	2	110,146
	2.5	111,558
	3	112,970
EXECUTIVE DIRECTOR	3.5	114,328
	4	115,685
	4.5	117,073
	5	118,461
	1	119,251
	1.5	122,395
	2	125,540
	2.5	128,677
EXECUTIVE DIRECTOR	3	131,814
	3.5	134,952
	4	138,089
	4.5	141,225
	5	144,361

Sheffield City Council Equality Impact Assessment

Name of policy/proposal: 2017/18 Revenue Budget

Status of proposal: New **Name of person(s) writing EIA:** Adele Robinson

Date: 09/01/2017

Service: Finance

Portfolio: Resources

What are the brief aims of the Proposal?

The purpose of the Revenue Budget report is to:

- Approve the City Council's revenue budget for 2017/18, including the position on reserves and balances;
- Approve a 2017/18 Council Tax for the City Council, and;
- Note the levies and precepts made on the City Council by other authorities.

Background

Section 149 of the Equality Act 2010, the Public Sector Equality Duty states that a Public Authority must, in the exercise of its functions, have due regard to:

- Eliminating discrimination, harassment, and victimisation.
- Advancing equality of opportunity.
- Fostering good relations

Having due regard to these involves:

- Removing or minimising disadvantage suffered by persons.
- Taking steps to meet the needs of persons with different characteristics.
- Encouraging people to participate in public life.
- Tackling prejudice and promote understanding.
- Taking steps to take account of a person's disabilities.

This is with regard both to people who share Protected Characteristics under the Act and those who don't. The Duty means we need to understand the effect of our policies and practices have on inequality. To do this we will examine the available evidence and work with staff and service users to consider the impact of Council activity and actions on the people who share protected characteristics. One of the ways we do this is through conducting Equality Impact Assessments (EIAs).

The Council-wide EIA and the individual service EIAs on budget proposals that underpin it are focussed on the impact on the protected characteristics in the Equality Act 2010. These are age, disability, race, marriage and civil partnership, sex, sexual orientation, religion/belief, gender reassignment, pregnancy & maternity.

In Sheffield, we have decided to go beyond our statutory duty under the Equality Act 2010. We also assess the impact on the Voluntary and Community Sector (VCS), poverty and financial exclusion, carers, armed

forces and cohesion. We believe that this gives us a wider understanding than the statutory framework would without these additions.

This Equality Impact Assessment is based upon the EIAs completed by services for each budget saving proposal. The individual EIA is not however a one-off task; instead it is an ongoing process that develops as the budget saving proposal develops and evolves over time. So, for example, an EIA may identify the need to consult with a particular section of the community and the outcome of this may mean the EIA needs to be updated and change the way the proposal is to be implemented. The EIA should be a record of the process not just the ultimate outcome. Through our 'live' EIA process we will be monitoring closely any adverse equality impacts as reductions and changes in provision occur during the next year.

As a consequence not all EIAs are currently complete and therefore this Assessment should be seen as a reflection of our current understanding of the impact but not necessarily how the impact may look in three or nine months' time. Therefore, it's important to ensure that all equality impacts are fully considered when services report on the specific implementation plans for their Budget Saving Proposals.

All reports outlining a budget reduction proposal include an outline of the key findings of the EIA undertaken for that Budget Saving Proposal. This should as a minimum describe:

- The main impacts anticipated;
- How this has been assessed and the evidence used;
- How the views of those impacted have been sought;
- What options for mitigation should be considered as part of the proposal, and;
- How the actual impact will be reviewed after implementation.

A list of EIAs available is attached and can be individually requested.

It is possible that some decisions will have a disproportionate impact on some groups in comparison to others. The impact assessments help us identify, and avoid or mitigate, these impacts. There could, for example, be disproportionate impacts on certain geographic locations or different parts of the population, such as younger or older people, women or men, disabled people or Black & Minority Ethnic (BME) communities. It's also important that we consider the cumulative effect of any decisions made on these groups. This could be cumulative, year on year or different proposals on the same group. EIAs also help us identify and make positive changes wherever possible.

A commitment to tackling inequality, ensuring fairness and increasing social justice is at the heart of the Council's values. We have a [Corporate Plan](#) for 2015-18 which includes tackling inequalities as one of the Council's five key priorities. We have also supported the [Fairness Commission](#) and the resultant [Fair City Campaign](#). The Tackling Poverty Partnership group, of which the Council is a part, has produced a Sheffield wide [Tackling Poverty Strategy](#). The Commission report contained a set of Fairness Principles and these, as well as our Corporate Plan and Tackling Poverty Strategy, have influenced our priorities and decision making across the Council.

Grant reductions, plus demand and cost pressures, mean we need to identify around £40m of savings in 2017/18, which is in addition to the £352m of savings already made over the past 6 years. This 'budget gap' grows to £116m by 2021/22.

All of the Council's services are affected in some way by demand, pay or price inflation, as well as by legislative changes. One of our biggest cost pressures arises from the need to continue to provide key services for the growing and ageing population of Sheffield, particularly in social care. We are also facing

increased demand and complexity in children's social care, in particular around Looked after Children (LAC) and domestic abuse.

Although not within the scope of our budget proposals, it is important to highlight the impact of national reforms on people in the city. Research carried out by Beatty and Fothergill ([Uneven Impact of Welfare Reform](#)) from Sheffield Hallam University evaluated the cumulative impact of the welfare reforms nationally and in Sheffield. They found that over £169m has been removed from the local economy as a result of these welfare reform changes. This equates to £460 per year for every working adult in the city. However, this reduction is not spread evenly; some people see a much larger reduction and others see a smaller (or zero) reduction. These changes are likely to impact on specific groups who already experience inequality, such as people on a low income, disabled people and women.

It is becoming harder and harder to balance our budget by making percentage cuts across the Council, whilst still protecting our front-line services. From 2017/18 we will concentrate on finding savings from a smaller number of areas through big, multi-year changes. Our approach to meeting the challenge is based on prioritising:

- **Prevention and early intervention:** A unified approach across the Council to drive a focus on prevention in all areas. We know that working with people to help them avoid a crisis in their life, such as going into hospital, or intervening early when we identify an issue, is better for the individual and costs us less. To do this means redesigning public services to work in a more integrated and preventative way.
- **Growth:** Councils currently keep 50% of the business rates raised locally. By 2020, Councils will keep 100% of business rates. At the same time Government are further reducing the main Revenue Support Grant and allocating new responsibilities to councils. This means we need to encourage business and housing growth in the city in order to meet changing population needs and aspirations and to increase our tax base so that we can continue to provide the services that people rely on.

We will also review a number of our services to see how they can operate on a more commercial basis. In particular, we will think about new ways to raise additional funding, to enable us to protect the core services that people rely on.

The State of Sheffield 2016 report highlights that statistics on the economy, education, health, employment, and population growth all indicate improvements over the past five years. However the report also highlights some challenges. In particular, inequality is widening and growing numbers of people are experiencing financial insecurity. Sheffield City Council needs to meet the needs of an increasingly diverse population in a context of public services austerity, and the need to attract and retain a diverse population. The Council also needs to ensure older people get the services they need, and that groups including young people, people from BME backgrounds and women are more able to access better quality employment. All organisations in Sheffield need to work together better, so that the city can become a fairer and more just place. The State of Sheffield report notes that growing inequality threatens the cohesion and success of Sheffield.

The issue of inequality is fundamental to the Council and is considered throughout our proposals, and one of the strongest mitigations is that we continue to prioritise those in greatest need, prevention and growth.

These substantial reductions in funding mean that progress on work tackling inequality will give to priority to supporting those at risk or in need, and will focus on ensuring we do not slide backwards or lose ground

in tackling existing areas of inequality. However, it is inevitable when funding levels are cut year on year that there will be an impact on the services we deliver, including some of the work we do with people who are most vulnerable. As far as practically possible within the confines of a cumulatively reduced financial settlement, we have tried to minimise the impact on those in greatest need and most at risk. However, these are extremely challenging choices and difficult decisions have to be made.

Impact analysis is started early in the process of considering service changes, to ensure we involve all relevant individuals and groups, such as those who use the services. This also gives us time to understand and consider any evidence we have about the potential impact of any proposal. The action plans for individual EIAs are designed to ensure that the services concerned implement changes with as little negative impact as possible. There will be careful management control of each proposal. The impact analysis process helps to shape both proposals which are not included in the budget and those that are.

We have tried as far as possible to achieve savings through changes to the way we work, including with other partners, by redesigning and restructuring our services and support teams, and by restructuring our contracts, but it is inevitable that there will be some negative impact on service delivery for those in greatest need and on those who share protected characteristics under the Equality Act.

The size and pace of the financial challenge means that efficiency savings alone will not enable us to balance our budgets, so we will continue to reduce the Council's investment in services next year and in future years. Many of these reductions or changes in provision began in previous years and will continue. Therefore the impacts on individuals and groups will be monitored to ensure that any potential negative impact is reduced as far as possible. EIAs are 'live' documents and will be subject to change, as proposals or evidence of impact changes.

Elected members have ensured that they are familiar with the equality implications of proposals and consider the aggregated impact on different communities. Impact assessments are made available to all Council Members in advance of any decision being taken at Cabinet or Full Council. Cabinet Members have been briefed on impact assessments related to proposals in their area of responsibility.

We are confident that our budget proposals mean that services for those that most need our help and support will be prioritised. However this does mean significantly reduced universal provision, including in areas such as provision for culture and sport. This reduced universal offer may impact especially on those households who, although not in the greatest need, are still struggling financially and may not be able to pay for alternative provision.

Evidence - What do we already know – Sheffield Demographics

As well as consultation evidence, we have used monitoring information we already hold to help us identify possible impacts and to help shape and inform the EIA process. To help us identify possible impacts requires an understanding of how the city is made up and the issues people face. The [2011 Census](#), [Sheffield Facts and Figures](#), [State of Sheffield](#), & [Community Knowledge Profiles](#) show:

- Sheffield's population has grown at the same rate as the national average and above that of the City Region, rising from 513,234 in 2001, to 552,698 at the time of the 2011 census, and 569,737 by 2015. This is projected to increase to around 590,000 by 2020. This has resulted from increases in births, net inward migration, and longer life expectancy.
- Sheffield is a diverse city and the ethnic profile continues to change. The proportion of residents classifying themselves as BME (Black and Minority Ethnic includes everyone except for those who classify themselves as White British) has grown from 11% in 2001 to 19 % in 2011. BME adults make up 17% of the population and BME children 29%.

- The Pakistani community, at 4%, is the second largest ethnic group in Sheffield after the White British category. Sheffield's BME population is increasingly dispersed across the city, although there remain geographical areas with high proportions of BME people. These areas tend to correlate with the areas of the city which are also the most economically deprived. More than a third of the BME population live in areas that are amongst the 10% most deprived in the country and for some groups this is higher. This is above the citywide average of 23%.
- Sheffield has a higher proportion of its population aged 65 years or over (16.2 % or 92,000 people) than the other English Core Cities. This is projected to increase to 19.2% by 2034, with the largest increase in the number of people aged over 85.
- The age group that has increased the most from 2001 to 2011 is the 16–24 group; 16.7% of our population is in this group and a further 18.1% is under 16. The factors which are having the most impact on this changing city profile are increasing numbers of university students and the inward migration of households with young families.
- Sheffield has a geographical pattern of communities that experience differing levels of deprivation and affluence. Generally, the most deprived communities are concentrated in the north and east of the city whilst the most affluent are located in the south and west.
- We have high levels of financial exclusion in almost half of all Council wards, affecting approximately 218,743 people in 48% of wards. Rates of unemployment are highest among those with no or few qualifications and skills, those with caring responsibilities, lone parents, those from some BME groups, older workers and, in particular, young people.
- Around 12% of all households, 28% of over 60's and 24% of dependent children live in households reliant on Housing and/or Council Tax Support. We have 31,552 working age taxpayers who receive Council Tax support.
- Fuel poverty is slightly higher than the national average in Sheffield, at 12.4% of households, thereby impacting 29,000 people. National statistics suggest that this rises to 28% of unemployed households and 22% of lone parent households with dependent children.
- However there is also increased polarisation of deprivation. Over 23% of small areas, as defined by indices of multiple deprivation, are now within the most deprived national category, and over 10% of small areas are within the least deprived national category.
- While the pay gap between men and women has been reducing on average, there is still evidence that, on average, men are paid more than women; the average gender gap in median incomes in Sheffield was £9,204 in 2016.
- Female pensioners therefore tend to be poorer than male pensioners. Other issues, which cannot be separated from experiences of financial exclusion and poverty, include age, ethnicity, sexuality, disability and domestic abuse.
- People within some groups can be disproportionately affected by disadvantage and inequality. For example, children are more likely to live in poverty if they are from a BME background; 52.8% of Somali and 48.3% of Yemeni children in Sheffield are eligible for Free School Meals compared to 19.9% of all children in poverty in Sheffield¹. Children with SEN are also more likely to live in poverty; 31.6 % of children with SEN in Sheffield are eligible for Free School Meals compared with 18.5% of all children in Sheffield.¹
- There are 100,000 people with a long term limiting illness, equivalent to around 20% of the population, with 9% saying this limits their activity a lot. This is the closest estimate it's possible to reach of disabled people living in the city.
- Although the city is becoming healthier for most people, health inequalities across the city remain, and are in some cases widening, in particular for older people, the young, some women, and some ethnic minority groups. People in the most deprived parts of the city still experience poorer health and die earlier than people living in the rest of the city.

¹ SCC, January School Census 2010

- Life Expectancy in the city is 78.9 years for men and 82.5 years for women. There are more women than men in the city, due to higher life expectancy for women. However the healthy life expectancy for women is declining and is now 3.7 years below the national average.

MANAGING IMPACT - MITIGATION

A commitment to tackling inequality, ensuring fairness and increasing social justice is at the heart of the Council's values. We have considered the Fairness Commission and the resultant Fair City Campaign. We have also considered the Tackling Poverty Strategy, Equality Objectives, and our Corporate Plan. These have influenced our priorities and decision making across the Council. The five priorities of our corporate plan are:

An in-touch organisation: This means listening; being connected and being responsive to a range of people. Better understanding the increasingly diverse needs of individuals in Sheffield, so the services we and our partners provide are designed to meet these needs. Also to empower individuals to help themselves, so they and their communities are increasingly independent and resilient.

Strong economy: This means creating the conditions for local businesses to grow. We want local people to have the skills they need to get jobs and benefit from inclusive economic growth.

Thriving neighbourhoods and communities: This means neighbourhoods where people are proud to live, with communities that support each other and get on well together. It means places with access to great, inclusive schools. We want people living in Sheffield to feel safe. We will work with communities to support them and to celebrate the diversity of the city.

Better health and wellbeing: This means helping people to be healthy and well, by promoting and enabling good health whilst preventing and tackling ill-health because health and wellbeing matters to everyone. We will provide early help and look to do this earlier in life, to give every child the opportunity to have a great start in life.

Tackling inequalities: This means making it easier for individuals to overcome obstacles and achieve their potential. We will invest in the most deprived communities; supporting individuals and communities to help themselves and each other, so the changes they make are long-lasting. We will work, with our partners, to enable fair treatment for individuals and groups, taking account of disadvantages and obstacles that people face.

Our overall approach as noted above is to protect services for those in greatest need, develop preventive solutions for the longer term, and to make savings by changing how we manage and deliver services. This will have an impact on what the Council can continue to deliver, and especially on the Council's universal offer.

However 2017/18 represents a real financial challenge. The budget process and approach we have used to get us to this point has run its course. Recent budget-driven service planning rounds have achieved massive cost savings, but we increasingly need different approaches to service delivery to be financially sustainable. We cannot simply create a smaller, leaner version of what we have now. That will not deliver the sustainable, financially viable model and budget savings we need. Consequently for 2017/18 onwards we are proposing a change in approach. We want to concentrate on finding savings from a smaller number of areas through big, multi-year changes.

The year on year reductions and the scale of the savings required mean there will be impacts which affect the people of Sheffield, including those in greatest need and groups that share equality characteristics. Most impacts relate to age, both younger and older people, disabled people and their carers, women and households on lower incomes.

In all of these areas mitigating actions have been identified and will be implemented as part of EIA action plans. We are:

- Assessing all proposals in line with the Fairness Commission Principles and to take into account the Tackling Poverty Strategy.
- Working with external providers to achieve savings in our large contracts, and as far as possible we will achieve this through non front line service functions.
- Working with partners to encourage the private sector to support activities and events to promote Sheffield.
- Working to increase our income through fees and charges, full cost recovery, and increased trading of our services (for example schools purchasing services from us, to help keep non-core services).
- Continuing where possible with successful schemes from last year that impacted positively, such as the apprenticeship schemes and employability programmes.
- Investing in prevention, early intervention and delivering targeted support for those most vulnerable.
- Continuing to encourage people to be independent, safe and well in both children's and adult social care, such as through direct payments. Continuing to reduce reliance on expensive provision outside of Sheffield.
- Reviewing care and support arrangements and re tendering services where applicable to ensure fair contributions and value for money.
- Working in partnership with the NHS Clinical Commissioning Group to develop a single pooled budget for health and social care under the Better Care Fund to provide more efficient and joined up services.
- Restructuring management and services to increase efficiencies and create simpler routes for public access.
- Continuing to invest in Public Health, but shifting the focus to address the root causes of ill health, to help reduce health inequalities.
- Continuing to invest in the Voluntary and Community Sector through Grant Aid and Lunch Clubs across the Council.
- Continuing to support a Council Tax support scheme and hardship fund.

Although there are very difficult choices to make, our impact assessments illustrate our commitment to fairness principles and to mitigate negative impacts where possible. Through our 'live' EIA process we will monitor closely for any adverse equality impacts as reductions and changes in provision occur during the next year.

Consultation and evidence to support EIAs

Notwithstanding our legal responsibilities under the Equality Act, we believe that it is critically important that we understand how the difficult decisions taken by the Council impact on different groups and communities within the city, and that we take action to mitigate any negative impacts that might be highlighted.

Tackling inequality is crucial to increasing fairness and social cohesion, reducing health problems, improving wellbeing and helping people to have independence and control over their lives. It underpins all that we do. The Fairness Commission findings and principles have guided the approach we have taken in developing these proposals such as:

- Those in greatest need should take priority.
- Those with the most resources should make the biggest contributions.

- The commitment to fairness must be a long-term one.
- The commitment to fairness must be city-wide.
- Prevention is better than cure.
- Be seen to act in a fair way as well as acting fairly.
- Civic responsibilities among residents contribute to the maximum of their abilities and ensuring all citizens have a voice.
- Open a continuous campaign for fairness in the city.
- Fairness must be a matter of balance between different groups, communities and generations.
- The city's commitment to fairness must be both demonstrated and monitored annually.

As part of the development of options for the 2017/18 budget, the Council ran a budget conversation between November and January that included a range of consultation activity with local people and partner organisations. This has helped us to ensure that the proposals that we are putting forward have been shaped by the people who may be affected by them. It also ensures that local people and partner organisations have had an opportunity to put forward other ideas for consideration and to inform future approaches to meeting the financial challenge.

In line with our values as an organisation, we have used consultation to inform local people about our proposals, to provide the opportunity to give feedback and make suggestions, and to let people know how their feedback has helped to influence our thinking. In this way we have made sure that our consultation activity is meaningful and appropriate at all times. Our budget consultation activity has had two main strands this year:

- Budget conversation events hosted by Cabinet Members covering each of the Councils' portfolios, supplemented by additional activity, including a survey and social media activity.
- Detailed consultation on particular topics and specific proposals, including meetings with VCF and Businesses.

Budget priorities have also been heavily shaped by consultation activity undertaken over recent years that has consistently supported our approach based on the following guiding principles:

- Operate efficiently as an organisation.
- Develop solutions for the longer term.
- Take action early because we know prevention is better than cure.
- Focus on people with the greatest need.
- Work with our communities to deliver services in a different way.

Initial feedback from the survey suggests broad agreement with the priorities that were outlined at the events and in the survey. These principles included concentrating on finding savings from a smaller number of areas through big, multi-year changes, and basing our approach on prioritising:

- Prevention and early intervention: A unified approach across the Council to drive a focus on prevention in all areas which will mean redesigning public services to work in a more integrated and preventative way.
- Growth: Encouraging business and housing growth in the city to meet changing population needs and aspirations and to increase our tax base so that we can continue to provide the services that people rely on.

This approach also involves reviewing a number of our services to see how they can operate on a more commercial basis, in particular thinking about new ways to raise additional funding to enable us to protect the core services that people rely on.

Initial survey results also support the approaches outlined for the Communities, Children, Young People and Families (CYPF) and Resources portfolios, although slightly more respondents disagreed with the approach for the Place Portfolio. With regard to Place, a number of comments noted concerns over approaches to Activity Sheffield and Parks on health and well-being and our prevention priority. Further details on what people would like us to do differently will be added following analysis of the full results. In addition, initial responses to the survey indicate agreement with the proposal for a 1.99% rise in Council Tax, and the proposal to take Government up on the offer of being allowed to increase Council Tax by up to 3% in 2017/18 specifically to support the funding of social care (the “Social Care Precept”).

Interim results of the survey have already been shared with Cabinet Members, and following the official close of the survey, a full report will be shared. This will also include details of dialogue that has taken place over the budget conversation period and specifically around each of the conversation events via Twitter for those who were unable or chose not to attend the events. The public events and the survey elicited an extensive range of comments which helped to inform our overall thinking on the budget for 2017/18 and in future years. This information has been carefully considered by officers and Members in developing and refining the budget proposals and reports on the consultation activity will be made available on the Council’s budget webpages at www.sheffield.gov.uk/budget.

Three Cabinet Member hosted events were held, focussing on Communities, Place and CYPF. At the Communities portfolio event questions were raised about housing support, homelessness and plans to develop new social housing. Concerns were also raised about child protection and caseloads. At the CYPF event the issues discussed included: the impact of the national fairer funding formula, involvement of local communities in resolving issues, approaches to innovation and risk, and delays converting Statements of Special Educational Needs to Education, Health and Care plans.

At the Place events the issues discussed included: the waste services contract, street trees, cleanliness, street lighting, grass verge cutting, smoking cessation, discretionary spend areas versus statutory spend, allotments, Sheffield International Venues (SIV) funding reductions and impacts, alternative models for funding Parks, the Sheffield Retail Quarter, Sheffield City Region funding, the Central Library, income generation from assets, attracting families into the city centre, and the impact of homelessness and litter issues on the city’s image/reputation.

Conversations at all the events were generally positive and constructive, and views expressed on key issues for the Council and Portfolios will be considered by Members.

Topic and service-based consultation

Alongside our corporate budget conversation, we have also consulted with people about proposals on particular themes or in specific areas, and will continue to do so. This consultation takes many forms, depending both on the nature of the proposal and which providers, service users and communities are likely to be affected. This has included, and will include, consultation with employees where we are proposing staffing reductions.

In **Communities** although we continue to prioritise support to the most vulnerable and those at risk, the continued reductions in government funding and continuing demand pressures have made this increasingly challenging. We have therefore spent a great deal of time talking to service users and providers about our proposals in adult social care, to help inform changes to current service provision. For example, over recent years consultation on the Learning Disabilities Commissioning Strategy has taken place with service users, providers and stakeholders to establish principles and overarching commissioning intentions, in order to enable the development of future specific proposals. We have also made progress

in reviewing adult social care re-ablement so that the service can refocus. These views and involvement will inform recommendations and next steps for the development of the service.

In **Children's and Young Peoples' and Families' Services**, we are consulting with Sheffield Futures to establish the attendance patterns and demographics of youth services. Current service delivery will be maintained until 30th September 2017 with the overall budget reduced. A significant change programme is to be implemented after this date, which will involve the strategic re-commissioning of youth services for the next 3-5 years. We are also consulting on changes to Public Health in 2017/18, including the second year of a three year contract reduction for Health Visiting and School Nursing, and reductions to the Sexual Health Sheffield contract.

Within **Place**, many of the 2017/18 proposals are internally focussed so consultation has been internal. Where consultation has taken place, Officers and Members have, and will continue to, carefully review the feedback received before making final budget decisions.

Areas where external consultation is in progress or may subsequently be required include the waste contract, staff consultation in relation to the Business Like Place programme and Activity Sheffield.

We have also consulted with representatives of the **Voluntary, Community and Faith sector (VCF)** and **Business** via the Business Advisory Panel. VCF representatives highlighted their preference for a longer term dialogue on the challenges that the Council faces in delivering public services with decreasing budgets. The VCF sector also expressed their willingness to help identify creative solutions.

Consultation on proposals will not stop once the budget has been agreed by Members. Further consultation with those affected individuals, groups, organisations and staff will take place throughout the year as decisions are implemented through the Council's usual governance processes. All the results of consultation activity will be taken into account when making individual decisions on the proposals. In some cases this consultation activity is not yet complete and therefore firm proposals will be subject to further decision making in line with the Council's usual governance processes. More information about our approach to consulting on the various budget proposals can be found in individual service EIAs where consultation has informed the approach to EIAs, content and mitigations.

Impact Analysis

Areas and detail of impact

Overall

Inevitably when funding is reducing year on year at the scale and pace that we are experiencing, there will be an impact on the front-line services we deliver, on those in greatest need and on some of the work we do with groups who share equality characteristics under the Equality Act 2010. We have tried to minimise the impact on the most vulnerable as far as possible, however we have to make some really difficult choices. This year the savings and demand pressures that are required mean that we are less able to protect frontline services than before.

These substantial reductions in funding mean that progress on work on equality and fairness is much more focused on ensuring fairness and ensuring that we do not slide backwards and lose ground in tackling existing areas of inequality.

We have tried to minimise the impact on front line services to customers as far as possible by finding more efficient ways to deliver services, including by reducing costs of:

Areas and detail of impact

- Management;
- Offices;
- Technology;
- Other corporate services such as legal services;
- Renegotiating contracts, and;
- Focusing on prevention and early intervention.

We know that working with people to help them avoid a crisis in their life (such as going into hospital), or intervening early when we spot an issue is better for the individual and costs us less. To do this means redesigning public services to work in a more integrated and preventative way. However this takes time and we have had to make some really difficult choices. We are being guided in these choices by our values, commitment to fairness, and by our priorities as outlined in the corporate plan such as tackling inequality.

Our approach to the budget is in **Portfolio Areas** which correspond to the way the Council is structured:

- Communities.
- Children, Young People and Families.
- Place.
- Resources.

There is also the small corporate services function 'Policy, Performance and Communications' (PPC).

Communities is the largest portfolio and covers: care and support for adults, housing & neighbourhood services, and libraries & community services.

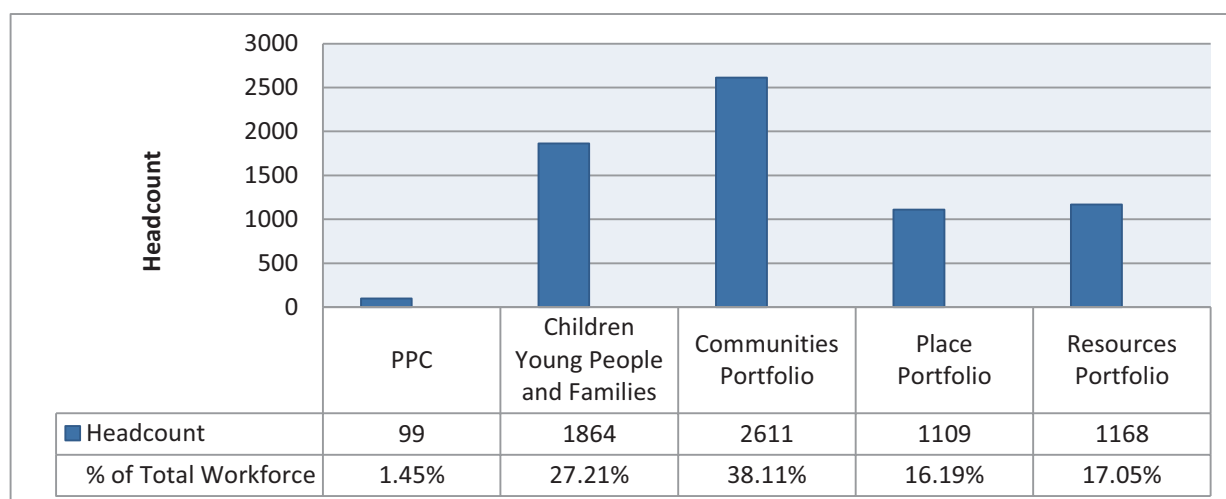
Children, Young People and Families is the 2nd largest Portfolio and covers: support and care for children and families, youth services, employment and skills. Most schools funding is now provided directly to schools.

Place covers: waste management, environmental regulation and licensing, sports, culture and the environment, transport, infrastructure and economic development.

Resources covers: information technology, finance and commercial services, customer services, human resources, legal & governance and transport and facilities management.

Policy, Performance and Communications is very small, with less than 100 staff. It covers corporate services Policy, Research, Communications, Public Health, Elections, Equality/involvement and Scrutiny.

Public Health is distributed across the Council with the addition of a Director and small central team.



The approach we adopted to balance the 2016/17 Budget did not identify sufficient amounts to balance

Areas and detail of impact

the budget, requiring a number of corporate items to be identified to bridge the gap (for example savings from the early payment of pension contributions, reduction in the ITA Levy and additional specific grant income). These difficulties reflect the fact that 2016/17 was the sixth year of the Government's austerity agenda, and so ways of reducing net budgets across the board are becoming harder to find.

The introduction of the National Living Wage may have a positive impact on our local care market, driving up the attractiveness of working in the sector and therefore increasing the security and stability of our providers. The social care precept is not enough to cover all the cost pressures but it does help that this year in line with government rules the precept increases to 3% or 52p per week extra for most households.

The Better Care Fund (BCF) is not sufficient to support both adult social care and the NHS to work differently. While we continue to work with our CCG partners, and have a joint budget, there is still a need to deliver significant change in how services are planned, commissioned and delivered in Sheffield. Our cash-strapped NHS partners do not have the resources to provide the support that adult social care needs. We would like the Government to accelerate the payment of the BCF grant to local authorities to help with this.

2017/18 represents a real financial challenge. The budget process and approach we have used to get us to this point is no longer workable. Recent budget-driven service planning rounds have achieved massive cost savings, but we increasingly need different approaches to service delivery to be financially sustainable. We cannot simply create a smaller, leaner version of what we have now. That will not deliver the sustainable, financially viable model and budget savings we need.

Consequently for 2017/18 onwards we are proposing a change in approach. Portfolios are still required to absorb their pressures (so there may well still be a number of Portfolio-based savings schemes), however to achieve the corporate savings necessitated by the anticipated further reduction in Revenue Support Grant from Central Government, we will concentrate on a discrete number of key areas where we believe resources can be released.

In line with their longer term plans Portfolios have undertaken an initial impact analysis on all budget proposals. Where the risk of disproportionate impact has been identified an in-depth impact assessment has been undertaken and mitigations sought. The impact analyses shape proposals which do not make it forward into the budget proposals as well as those that do. See the [website](#) for more detail on the Council budget and how we spend it.

Overview of Portfolio Areas

Place

The Place Portfolio has completed 22 Budget EIAs on savings totalling £7,085,000 for 2017/18. The Place budget proposals are primarily efficiency based and therefore internally focussed. This will minimise the impact on front line service delivery. The notable exceptions are:

- The closure of the Activity Sheffield front line service.
- An increase in Bereavement Services charges.
- The Business Like Place Programme.

Areas and detail of impact

Overall, the proposals are a mix of:

- Savings achieved through internal reorganisation of some services and by ensuring they operate as efficiently as possible;
- Working with our delivery partners to ensure we achieve maximum value for money through our contractual agreements;
- Working with partners to renegotiate, and in some cases, cease funding activity;
- Working with partners to retain services with reduced funding and/or securing partnership funding;
- Reviewing existing charges and introducing new ways of generating income, and;
- As a last resort, stopping some activities altogether.

It is anticipated that some of the most significant savings will come from our partners Amey and Veolia, and through the Business Like Place Programme; a major internal change programme.

A range of evidence including data and consultation has been used to identify if there are any differential impacts of the proposals.

Where consultation has taken place, Officers and members have, and will continue to, carefully review the feedback received before making final budget decisions. Areas where consultation is in progress / may be required:

- Consultation regarding the waste contract will continue to be carried out as required.
- Closure of the Activity Sheffield front line service.
- Business Like Place Programme – staff consultation will be ongoing throughout the Programme.
- Specific consultation in regard to proposed internal changes will be carried out with staff.

Additionally, if changes to front line service delivery are proposed, consultation will be carried out as identified.

Workforce

Some of the proposals will result in a reduction in posts across the Portfolio. However, there is no identified disproportionate impact on a specific group.

A number of Voluntary Severance/Voluntary Early Retirement schemes across Place will result in voluntary staff reductions and changes. It may be necessary in some areas to conduct Managing Employee Reduction processes to achieve non-voluntary staff reductions. In both instances, there is a possibility of wider workforce impact through increased workload.

The year on year reduction in workforce has not had a significant impact on workforce profile, and workforce profile has shown steady improvement for the majority of characteristics. However, for 2017/18 onwards this has been highlighted as a potential issue dependent on the impact of the Business Like Place Programme.

Equalities Impacts

As identified in 2016/17, the year on year key impacts remain in relation to socio economic issues, partners and staffing.

A number of budget savings have been implemented with no significant equalities impacts. The Portfolio has consulted with public and partners to inform these approaches and will continue this engagement throughout 2017/18 to inform decisions in 2018/19 and beyond.

Areas and detail of impact

Children Young People and Families

Children, Young People and Families (CYPF) have produced a total of 21 Equality Impact Assessments (EIA) across the Portfolio. CYPF have to manage both the pressure of budget cuts required through reductions to our grant and a significant and growing demand in areas such as special educational needs, health and wellbeing and poverty. In addition, changes in legislation and policy will impact on the way in which we operate, and on the expectations children, young people and families have of us. These demands and changes in legislation result in a financial pressure of £8.976m across CYPF for 2017/18.

Children and Families are absorbing inflationary pressures on fostering allowances within existing fostering budgets, absorbing the loss of the Adoption Inter-agency grant within existing service budgets and mitigating pressures around the National Living Wage by renegotiating contracts with external providers through the regional White Rose procurement framework. This will absorb the cost within contract arrangements.

The strategy to manage the potential impact of our budget proposals has four strands:

1. Prevention and Early Intervention;
2. Partnership Working;
3. Transformational Projects/Creative Change, and;
4. Continuing to reduce costs where we can.

This enables us to:

- Re-design Public Health services as part of the Healthy Child Programme.
- Recommission youth services for the next 3 -5 years.
- Establish the initial phase of the skills hub.
- Invest in change and have a continued focus on prevention and early years services;
- Have whole life planning and progression into adulthood;
- Plan for young people's progression into adulthood;
- Ensure that the needs of vulnerable pupils are met;
- Have a whole family approach to supporting children and parents;
- Have more locally accessible services for children and young people with special educational needs and disabilities;
- Work collaboratively to ensure every child has a school place, that the needs of vulnerable pupils are met; and act as champions for parents and families, and;
- Reduce costs where we can.

Workforce

The year on year workforce reduction has had a positive impact on the workforce diversity profile in CYPF, as well as across the Council. There have been steady improvements in the workforce profile for the majority of the characteristics that are monitored by the Council.

Equalities Impacts

Wherever possible, we have sought to minimise the impact that changes to people's services will have on children, young people and their parents/carers. We recognise that some children, young people and their families use more than one service that has been subject to changes since 2010. This includes services provided by our partners. We recognise that some people will have received a changed or a reduced service as we focus on the most in need and at risk and wherever possible we have sought to mitigate this. However, this may have impacted on those families who are struggling financially, but

Areas and detail of impact

who are not in the most need.

Public Health

There are 10 EIAs which relate to Public Health spending, which is approximately £34m and is integrated throughout the Portfolios. More detail on the use of our Public Health grant is given in the portfolio sections. Overall there will be a reduction in investment in this area of 2.6% or £865k to reflect Central Government cuts. We are reviewing how and where the funding is spent to ensure that it is targeted to tackle the root causes of ill health and to have the maximum impact on reducing inequalities. This may mean that we will try to save on existing activities in order to reinvest in other areas which have been prioritised.

The proposals which involve more cost effective delivery, the retendering of contracts, earlier intervention leading to prevention, internal restructuring, and staff reductions will have fewer equality impacts. Two of the main areas that we will continue to support are advice and information, so the impact of the overall investment will be positive on the groups within the EIA.

The outcomes expected of the Public Health grant will continue to be assessed under the Public Health Outcomes Framework (PHOF), and broadly fall into the following categories:

- Health and wellbeing is built into all that we do.
- Protect from preventable infections and environmental hazards to health.
- Reduce health inequalities.
- Support people to live healthier lives.

As we target the households in most need there will be an inevitable impact on those who are still struggling financially but are not on the lowest incomes and who will not be eligible for targeted programmes. The biggest impact is likely to be on families with dependent children.

Resources

In the Resources Portfolio there are 22 EIAs which cover all budget proposals for 2017/18. There are EIAs pending on Managing Employee Reduction (MER) processes across services such as Finance & Commercial Services, Customer Services, HR, Legal and Democratic Services, Transport & Facilities services. EIAs on past MERs have all shown no disproportionate impacts on staff within the portfolio.

We are proposing:

- To keep the same Council Tax Support (CTS) system this year.
- To continue to offer the Council Tax Hardship Scheme in 2017/18, and to increase spending on this by 25%.
- An increase in Council Tax. This includes an additional 3% to cover part of the funding gap in adult social care.

Over the last few years we have mitigated reductions by:

- Reviewing and reducing the number of properties we use, which is linked to increasing the use of technology to enable our staff to work more flexibly;
- Improving our telephony systems to reduce call waiting at our customer call centres;
- Renegotiating contracts to reduce the costs of the things we buy;
- Reviewing and reducing the number of IT applications we use and their licensing costs, and;
- Reviewing the way we provide various professional services, such as Legal Services.

Areas and detail of impact

The impacts will continue to be monitored through the EIA process and action plans will be developed to mitigate impacts where appropriate.

Workforce

Some of the proposals will result in a reduction in posts across the Portfolio. However, there is no identified disproportionate impact on a specific group.

A number of Voluntary Severance/Voluntary Early Retirement schemes across Resources will result in voluntary staff reductions and changes. It may be necessary in some areas to conduct Managing Employee Reduction processes to achieve non-voluntary staff reductions. In both instances, there is a possibility of wider workforce impact through increased workload.

Equalities impact

The greatest impact will be in relation to the increase in Council Tax, including the Social Care Precept. See detail later in the report and mitigation through the increased Hardship Scheme.

Communities

In the Communities Portfolio, 31 EIAs have been carried out in relation to the business planning savings proposals. More EIAs are planned as these proposals continue to develop. Many of the services in this portfolio, such as Adult Social Care, are, by definition, providing services to vulnerable, disabled or older people. Savings in this portfolio therefore have the potential to impact negatively upon these protected groups. Where there is a risk of negative impact, full EIAs have been carried out and these will be updated regularly to inform the recommendations as part of the development and implementation of proposals.

In keeping with the Council as a whole, the Communities Portfolio is mindful of the cumulative impact that changes in services and broader public policy could have. In 2017/18, there will be a concerted focus on reviewing these changes and understanding more about their effect on groups with protected characteristics. The key proposals areas are:

- Co-design a new Adult Social Care First Contact model.
- Developed a Learning Disabilities Commissioning Plan.
- Review the care plans of other adults who currently receive lower levels of support.
- Reduce the Communities Equipment Service budget.
- Increase the level of library fines, and temporarily reduce the Library and Community Services Budget.

Workforce

Where Managing Employee Reductions are required, we will work to minimise the impact on direct provision. We will try to ensure that this will not have a disproportionate impact on any group already under represented within the staffing profile. We will also follow this careful approach to staffing and equalities issues for other business planning proposals, for example, the reduction in agency staff within the Learning Disabilities Service, and in plans to cease recruitment to vacant posts and to restructure services.

Areas and detail of impact

Policy, Performance and Communications

In Policy, Performance and Communications (PPC) there are less than 100 staff overall and only 4 EIAs. These proposals are mainly internal restructures and changes to contracts and they are not likely to have any customer impact. One proposal to reduce grant funding to the Equality Hub Network will have a potential impact. This is a saving from last year's overall expenditure on the Equality Hub Network. The closure of the Fairness Commission Pot from 2017/18 onwards, from which this funding is drawn, requires us to manage this pressure. The main mitigation will be to focus the available grant funding on those organisations that provide facilitative and administrative activity to build the capacity of the Equality Hub Network. This will strengthen the voice and influence of under-represented communities in the city and continued development officer support. The grant being reduced is the smaller grant pot.

SUMMARY

In summary there are a number of key themes that run through the proposals:

- The restructuring and integration of services and teams to increase efficiency and effectiveness.
- Developing solutions for the longer term.
- Taking preventative action and intervening earlier.
- Stopping some functions or activities and working with partners so these functions can be delivered by others where possible.
- 'Managing Employee Reductions' processes to reduce the number of staff employed especially in, non-front line roles.
- Targeting of resources and prioritising support to those who need it most and those at risk.
- Helping people to be independent, safe and well and to make their own choices.
- Better value for money in the services we commission or purchase, including joint funding.
- Working with other partners to avoid duplication, so people get co-ordinated help and support.
- Fairer contributions and charges to ensure full cost recovery and as a way to maintain services.
- Increasing commercialisation and traded services such as with schools.
- Investing in and supporting the Voluntary Community Sector with no reductions in Grant Aid, but small reductions in specific areas.
- Reducing public health investment and shifting the focus to address the root causes of ill health.
- Supporting individuals to help themselves and their communities.
- Continuing with changes made in the past year to have full year effect.
- Continuing to monitor the impact of changes over the coming year.

Furthermore, we will continue to fund a Local Assistance Scheme and to have a Council Tax Support scheme at 23% despite Government funding cuts in these areas. We will also mitigate the impact of the 1.99% increase (35p per week for most households) in Council Tax and an additional 3% Social care precept (52p per week for most households), by increasing the Council Tax Hardship Fund in 2017/18 by 25% (£200k).

Overall, this year the proposals do have the potential to impact negatively in some areas and service EIAs have sought to mitigate this. However there are also positive impacts which have been identified. Further details of the impacts are contained in individual service EIAs.

Our impact assessments identify and provide mitigations for any potential impacts in services for younger people, older people, disabled people, BME, women and men, religion and belief, sexual

Areas and detail of impact

orientation, voluntary community and faith sector, cohesion and financial inclusion/ poverty. Disabled people, carers, young people, some women and some BME communities are over-represented among people financially excluded or in poverty. For example 11% of BME men are unemployed compared to the city average of 7% and 8% of BME women are unemployed, compared to the city average of 4%. Further details of the impacts are contained in individual service EIAs which are listed at the end of this document.

Age	Older people
-----	--------------

In 2011 Sheffield had a higher proportion of its population aged 65 years or over (16.7 % or 85,700 people) than the other English Core Cities. The proportion of Sheffield's population aged over 65 is also projected to increase, with the largest increases in the number of people aged over 85.

Across **all Portfolios** impacts on age have been identified; however for older people the impacts are largely in **Communities**. There are approximately 8,140 people currently receiving social care support. Within Adult Social Care, we will continue to prioritise keeping people who need our support safe and well and fulfilling our statutory obligations.

The Adult Social Care First Contact proposal aims to increase access to local support and enhance independence for citizens, and therefore to prevent, reduce or delay the demand for Adult Social Care services. A citizens' working group, with representation across communities with protected characteristics, is working with us to co-design a new model of service. Initial implementation will include a focus on older people.

In the Adult Social Care redesign, staff who help to assess and co-ordinate support for adults with social care needs will be redeployed so as to improve customer, carer and staff satisfaction, and coordination with other services. A key principle will be increased working within localities across Sheffield to support the needs of different communities. The EIA will be updated as plans develop further.

The restructure of our re-ablement service (ongoing from 2016/17) considers the impact on staff and service users, a very high proportion of whom are older people. This proposal is to increase the efficiency and effectiveness of the Short Term Intervention Team (STIT), which supports people to recover following an accident or other episode. Typically, the STIT receives referrals for people in hospital and the proposal aims to ensure that the service targets its support only for people who will benefit from short-term re-ablement. We have updated this EIA regularly since the project was launched last year, to monitor impact.

Each of the above proposals aims to create changes that enhance people's wellbeing, support and experience. However, there will be an inevitable impact from such changes and, where possible, we will mitigate any negative consequences of these proposals. The EIA process provides critical information to enable us to target our approach carefully.

The Better Care Fund partnership with the CCG has continued to develop with the aim to deliver better joint commissioning, to ensure people get the right care when and where they need it. This should also lead to more effective and efficient services and have more positive impacts for older people. However the Better Care Fund is not enough to support both adult social care and the NHS to work differently. While we continue to work with our CCG partners and have a joint budget, there is still a need to deliver significant change in how services are planned, commissioned and delivered in Sheffield.

Areas and detail of impact

In Adult Social Care reviews and reassessments, we will continue to prioritise those people who need our support and fulfil our statutory obligations, ensuring that our approach meets the legal benchmark. As in other years, we will review and reassess social care packages across all customer groups, with a focus on adults with learning disabilities and older people. We will monitor the cumulative impact of this approach.

Although our plans to reduce the Community Equipment Service budget do not affect eligibility rules, our EIA identifies the need to monitor the effect of the change on what is primarily an older customer group.

We are investing in Grant Aid to the local voluntary sector and as part of this we are continuing to support lunch clubs to reduce isolation of older people. We have reviewed existing arrangements across the Council to ensure we are prioritising available support. The main beneficiaries of grant funded services are BME people, older people, women and people on a low income.

We have considered the impact on library-users of the proposals to increase the level of fines and temporarily to reduce the Library and Community Services budget. Library fines do not apply to people who are disabled. Our EIA identifies the need to communicate the changes clearly with library-users, and to target communication appropriately. Although there is a commitment to ensure that there is not a disproportionate impact on any particular communities, any reduction in funding will have some impact across library users (which include large numbers of older, younger and disabled people, and people from BME communities).

In Place there may be some negative impacts on older people dependent on the savings identified through working with our partners but, wherever possible, we will try to mitigate this by reducing the impact on frontline services. Where services are reducing we will continue to make sure the people who need our support the most can still access services.

An increase in Bereavement Services charges of £100 has a potentially negative financial impact on those needing to use the service and disproportionate impact on older people as they are more likely to need the service. However, service fees are to be brought in line with other service providers in South Yorkshire and will not exceed them (see service EIA for detail).

CYPF, Resources and PPC have few proposals which impact directly on older people.

In **Resources**, the changes to the Council Tax Support Scheme are likely to have a low impact in this area as regulations prescribe that current claimants – and the vast majority of future claimants – of a pensionable age are protected. This means that if they are eligible for support, the amount of support that they receive is based on 100% of their net Council Tax liability. Those who receive Pension Guarantee Tax Credit will currently have their full council tax charge covered by CTS, and this will still be the case if Council Tax increases.

Young People

The age group that has increased the most from 2001 to 2011 is the 16–24 groups. We now have 16.7% of our population in this group and a further 18.2% of the city's population is under 16. 28% of BME residents are aged Under 16.

Around 20% of people in Sheffield will live in relative poverty at any one time. In 2012 this included 23% of all Sheffield children and almost a third of all Sheffield children under 10.

Areas and detail of impact

In **Children, Young People and Families** many of the proposals and subsequent EIAs relate to responding to demand led and loss of grant pressures. The proposals with the main differential impact are summarised below:

The reshaping of **Youth Services** started in 2012, and in 2017/18 a significant change programme to strategically re commission youth services for the next 3-5 years will be implemented. The current service delivery by Sheffield Futures will maintained until 30th September 2017, although with a reduced budget and some reductions in the number of youth work sessions. There will also be some capacity reductions to Community Youth Teams (CYT).

Lifelong Learning, Skills and Communities will be covering residual costs from activity where grant funding has ceased, mitigating pressures and continuing the provision of employer subsidies to support the employment of vulnerable and disadvantaged learners as apprentices. It will establish the initial phase of the Skills Hub; its updated core team to work on employment projects and apprenticeships. Mitigations of pressures and the initial phase of establishing the Skills Hub will positively impact on young people accessing the labour market.

To address growing demand and complexity, we are investing via replacement funding in new prevention approaches to achieve the identified savings over the five year Strengthening Families change programme. This invest to save change programme will transform services via skilled multi-agency workers assessing need holistically; ensuring prevention is at the heart of delivery and that services are accessible through a locality approach. It will include innovative delivery including wrap around Foster Care, improved stability of placements and Building Successful Families, which includes employment support for vulnerable adults and care to home rehabilitation assessment.

Negative impacts on young people are identified as a result of sexual health contract reductions. This will see a service remodelling, and the hub function is now delivered from one site instead of two. Young people are more at risk of poor sexual health due to increased exposure to risk taking behaviours. The detailed impacts will be noted in the individual proposal EIAs. This is being mitigated by working with the provider to reduce non frontline services where possible and mitigate the potential negative impact on students and young people through targeting specific further work with the universities and Community Youth Teams (CYT).

Since 2010, there has, however, been a cumulative reduction in the universal offer to children and young people and this is likely to impact on young people and their families who have a lower income and would struggle to pay for additional activities/ services.

In Resources and PPC, there are mainly none to low impacts, as most of the EIAs relate to internal restructuring. The main areas of customer impact are Council Tax and Customer Services. In relation to Council Tax, it is clear from the collection rates that under the CTS scheme some working age households have found (and will continue to find) it harder to meet their council tax liability than others.

We are proposing this year to continue to keep the same Council Tax Support (CTS) scheme. The CTS scheme continues to be based on the principles of the old Council Tax Benefit (CTB) regulations and provides for the maximum financial support being made available to those with the greatest financial need. It protects some of the income of the disabled and of families whilst providing assistance to those people who move off benefits into paid employment. The Council recognises, however, that requiring all working age customers to pay a minimum of 23% of their Council Tax may cause financial

Areas and detail of impact

hardship amongst some households.

In anticipation of this, the Council has a Council Tax Hardship Scheme (CTHS) to offer additional support to those in severe financial need. Analysis of the awards made under the CTHS show that over 90% of awards have been made to working age taxpayers, the group most adversely affected by the introduction of CTS. We have increased the hardship fund significantly by 25% (£200k).

The changes in Customer Services and the implementation of the customer experience strategy will in some cases lead to positive impacts, such as better access to services online (the preferred contact method of younger people).

In Place the closure of the Activity Sheffield front line service means that support for local health and wellbeing activity delivered by individuals, groups and communities will cease. The result could be potential negative equality impacts on a range of characteristics. Mitigation is that residual support will be retained for city and community sport/physical activity and will focus disproportionately on areas that were previously supported by Activity Sheffield.

Disability

There are over 110,000 adults with a long term limiting illness in Sheffield, equivalent to around 20% of the population, with 9% saying this limits their activity a lot. Service EIAs have identified a potential risk of negative impact on disabled people, both directly and indirectly, through impacts on people on a low income and noted mitigations to be put in place. Over a third of disabled people in Sheffield live in areas which are in the 10% of the most deprived areas in the country, which is 10% higher compared to 23% which is the overall average in Sheffield. [See Community Knowledge Profile](#)

When the extra costs of disability are partially accounted for, half of all people in poverty are either disabled, or in a household with a disabled person.

Across **all Portfolios**, impacts on disability have been identified. However the main impacts are in the **Communities Portfolio**. Most users of Adult Social Care are disabled by virtue of the eligibility criteria for services. This means that some of the changes within Adult Social Care will have a larger impact upon disabled people. There are currently approximately 8,140 people currently receiving support, including 1,671 people with a learning disability. A lot of the same impacts that were identified for older people are also outlined below for disabled people due to the nature of the services.

Our Learning Disabilities Commissioning Plan has been informed by engagement with people with learning disabilities and their carers, and will continue to be refined as proposals develop. We have also completed an EIA for proposals to review learning disabilities community arrangements. The approach to the reviews will meet our obligations under the Care Act and we will ensure that follow-up contact with customers after the review considers the impact on particular groups and their need to adjust to new levels of support.

We are carefully considering the effect on people of needing to transition to new types of support. For example, the equalities impact assessment for our plans to refocus support for people with dementia in the community acknowledges there could be some negative transitional impact, although the overall impact is expected to be positive.

The Integrated Mental Health Plan is a significant proposal for 2017/18, the aim of which is to reduce the overspend on the Council's mental health budgets through joint work and service development

Areas and detail of impact

with the Clinical Commissioning Group (CCG). The different elements of the proposal are currently being discussed and negotiated. The EIA highlights the need for more refined assessments as the proposals develop – in recognition, for example, of the contrasting experiences of health inequalities and access to services that different groups with protected characteristics face.

We will look to work closely with mental health service-users to design and consult on this Plan. We have created an over-arching EIA but, as our plans develop, individual EIAs will look in more depth at the implications of change, picking up on issues like inequity of use of mental health services amongst different groups. Our plans also anticipate consultations and ensuring that any transition for service users to or from a service is managed carefully and sensitively.

There are some proposals which were implemented following last year's budget, where the reductions did not fully take effect until this year. We have reviewed and updated EIAs from last year to make sure that we have implemented EIA action plans and identified next steps.

The Better Care Fund partnership with the CCG will continue in 2017/18, with the aim to deliver better joint commissioning, to ensure people get the right care when and where they need it. This should also lead to more effective and efficient services which will lead to positive impacts for disabled people. However as noted above this is not enough to support both adult social care and the NHS to work differently. There is still a need to deliver significant change in how services are planned, commissioned and delivered.

EIAs have helped to inform the development of proposals to target housing-related support on the most vulnerable groups (mental health problems are a key issue for significant numbers of those accessing housing related support). Reductions in budget will inevitably have an impact. We will closely monitor the development of the proposals, and review the EIAs accordingly to ensure that negative impacts are mitigated.

We will also use the EIA process to review the impact of a reduction in the Community Support service on older people, disabled people and other groups with protected characteristics, and continue to look for other sources of support to mitigate this impact.

We recognise that plans to reduce the residential rehabilitation care budget will have an impact on people who may be vulnerable, and the EIA completed considers this. However, we believe the funding allocation process will help to ensure that care is targeted at those in greatest need.

In Place there may be some negative impacts on disabled people dependent on the savings identified through working with our partners but wherever possible we will try to mitigate by reducing our impact on frontline services and continuing to make reasonable adjustments in our provision for disabled customers. Mitigations have been identified and put in place in individual service EIAs.

In Children, Young People and Families, it is recognised that although there are no specific reductions proposed for services for disabled children and young people, changes to the Integrated Sexual Health Service, specifically around reductions to clinics and outreach work, may reduce access for some disabled people.

- The reduction to the Sheffield Futures contract will not impact negatively on disabled children.
- The Strengthening Families Change programme and investment in Prevention and Early Intervention services will transform services into simplified, accessible and locality led services to children and families. For example Taking Care, a care to home rehabilitation assessment will

Areas and detail of impact

positively impact on disabled children and their families.

- Protecting targeted support to children and young people and employment projects, for example protecting apprenticeships and employment programmes, will positively impact on disabled people's opportunities to continue accessing opportunities.

There are low impacts on disabled people in **Resources**. Most changes are internal restructures or relate to contracts, which will not impact on customers except for Council Tax.

The Council recognises that changes to Council Tax may cause hardship for some customers in this group as there are in excess of 12,000 taxpayers with a disability who are in receipt of CTS. However by continuing to closely align our CTS scheme with the principles of the old National Government CTB scheme customers in receipt of disability benefits will continue to receive the highest possible level of CTS.

Equally, some disabled customers or households may have a higher net income than other groups and although the Council recognises that this income is intended to meet their wider needs, they may still be in a better position to meet their Council Tax Liability than customers on non-disability welfare benefits. To continue to offer the highest possible support to all disabled customers, the Council intends to continue to disregard as income for calculating eligibility for CTS, Attendance Allowance (AA), Disability Living Allowance (DLA) and War Disablement Pension.

In anticipation of the potential impact that the change to CTS may have on disabled taxpayers the Council introduced, and in 2017/18 proposes to maintain with increased funding, a Council Tax Hardship Scheme (CTHS) to offer additional support to those in severe financial need. This will increase by 25%, or £200k, this year. Although it is not currently possible to identify the Council Tax collection rate amongst disabled taxpayers, under the CTHS support for both disabled taxpayers and carers of disabled taxpayers is prioritised, with this group receiving both higher levels of awards and being awarded support for longer than other customers.

Analysis of the CTHS shows that approximately 55% of all awards are made to customers in receipt of a sickness or disability benefit.

This underlines a key aim of the CTHS, which is to prioritise support to those in financial need who are least able to change their circumstances. It also supports the Council's original understanding, when setting up the CTHS, that hardship is not linear within customers with a shared protected characteristic, nor is it uniform across different customer groups and that targeted assistance, as opposed to blanket exemption, is an effective way of providing assistance to those taxpayers in most financial need. Under our CTHS, we do not take account of DLA (care or mobility components) as income when calculating entitlement to assistance.

Race

Sheffield is a diverse city and the ethnic profile continues to change, with the proportion of residents of working age classifying themselves as BME (Black and Minority Ethnic which includes everyone except for those who classify themselves as White British) growing from 11% in 2001 to 19.2% in 2011. BME adults make up 16% of the population and BME children make up 29% of the BME population as a whole. The largest group is the Pakistani community and the biggest proportional increases are occurring in the Arabic, East European, Indian and Chinese communities. Sheffield's BME population is increasingly dispersed across the city, although there remain geographical areas of the city with high proportions of BME people, these tend to correlate with areas of higher deprivation. See '[BME](#)

Areas and detail of impact

[Community Knowledge Profiles](#) for more details on this.

There were very few impact assessments which highlighted a direct medium/high impact on race. There are more indirect impacts identified; this is mainly in the areas of impacts on young people and people on low incomes. Mitigations have been identified and put in place in individual service EIAs.

In Children, Young People and Families the change to the Integrated Sexual Health Services may negatively impact on some ethnic groups who are at a higher risk of contracting sexually transmitted infections. This is partially due to cultural differences around sexual health and the often strongly resistant approach of some BME communities to engage with sexual health services or in encouraging young people to access contraception. There has been an overall low or positive impact and we will focus on:

- The reduction to the Sheffield Futures contract will not impact negatively on BME groups. They are a priority group because the contract targets those who have disadvantaged social economic backgrounds.
- The Strengthening Families Change programme and investment in Prevention and Early Intervention services will transform services into simplified, accessible and locality led services to children and families, which will positively impact on BME groups.
- Protecting targeted support to children and young people and employment projects, for example protecting apprenticeships and employment programmes, will positively impact on BME groups. Some BME communities may see a positive impact through the re-design of Health Visiting and School Nursing as part of contract reductions, with a shift from a universal approach to ensure that those in greatest need do not face any adverse impact.

The **Communities** portfolio is continuing to invest in Grant Aid to the local voluntary sector and in Lunch Clubs. The funding will be targeted at those in greatest need of support. The main beneficiaries of grant funded services are BME people, older people, women and people on a low income.

There is no evidence to suggest that BME people will be disproportionately negatively affected by the reductions in Adult Social Care.

In Place the closure of the Activity Sheffield front line service means that support for local health and wellbeing activity delivered by individuals, groups and communities will cease. The result could be potential negative equality impacts on a range of characteristics in the most deprived communities across the city including; financial inclusion, BME groups and health inequalities. Additionally, the Service has a higher percentage of the BME community accessing its services than the overall BME population levels in Sheffield. Mitigation is that residual support will be retained for city and community sport/physical activity and will focus disproportionately on areas that were previously supported by Activity Sheffield.

In Resources, the proposal to increase Council Tax will affect all working age taxpayers, irrespective of race. It is clear from analysing overall collection rates that some households from across the City have found (and will continue to find) it more difficult to meet their council tax liability. As the CTS caseload is representative of the City's differing ethnic make-up, it is reasonable to assume households from different ethnic backgrounds will form part of the overall group of CTS taxpayers who are struggling financially. Also BME communities are more likely to be working age taxpayers rather than of pension age. However, there is no evidence available which would suggest that taxpayers from differing ethnic backgrounds will be disproportionately affected by an increase.

Areas and detail of impact

In anticipation of the potential impact that the change to CTS may have on taxpayers from differing ethnic backgrounds the Council introduced, and in 2017/18 proposes to maintain, with increased funding a Council Tax Hardship Scheme (CTHS) to offer additional support to those taxpayers from differing ethnic backgrounds who are in severe financial need.

Access to the scheme is open to all taxpayers in receipt of CTS regardless of ethnicity. Analysis of our CTS caseload shows that 25% of all applicants are from a BME background whilst 26% of all awards made under the CTHS are made to BME households. In anticipation of the potential impact that the change to CTS may have on taxpayers from differing ethnic backgrounds, the Council introduced a Council Tax Hardship Scheme (CTHS) which has been substantially increased this year by 25% to offer additional support to those taxpayers who are in severe financial need including those from differing ethnic backgrounds.

Religion/ Belief

According to the [Census 2011](#) the largest religion/belief held in the city is Christian 52.5 %, followed by no religion 31%, Muslim 7.7% and no religion stated 6.8%. Few service impact assessments have detailed any disproportionate impacts in this area.

In **Children, Young People and Families** the reduction to the Integrated Sexual Health Service contract highlights the difficulties of sexual health services engaging with some communities. These difficulties may increase. Further monitoring of the impact is being undertaken as part of the EIA being developed in collaboration with the provider.

There are no identified disproportionate impacts in **Resources, Place, Communities or PPC**.

Sex – including men, women, pregnancy and maternity

While the pay gap between men and women has been reducing, there is still evidence that, in general, men are paid more than women; the gender pay gap in Sheffield is 17.5%. The unemployment picture also shows gender difference, the male unemployment rate in 2014 was 6.4% (5.8% in GB) but for women this was 9% (5.4% GB total). See '[Women's Community Knowledge Profile](#)' for more information on this.

Few impact assessments have noted clear direct disproportionate impacts on gender. However, as women have lower incomes overall, are a larger proportion of adult social care service users, carers and lone parents, there will therefore be an indirect impact from multiple proposals such as increasing in charging, changes in Adult Social Care, and Council Tax. See the sections on older people, disability and carers for the potential of indirect impact due to multiple disadvantages in Communities Portfolio.

The **Communities** portfolio is continuing to invest in Grant Aid to the local voluntary sector including lunch clubs. The main beneficiaries of grant funded services are BME people, older people, women and people on a low income.

In **Children, Young People and Families Portfolio** changes to the Integrated Sexual Health Service contract may negatively impact on women who are more likely to access sexual health services. Treating and preventing sexually transmitted infections is critical in both sexes. The NHS provider will

Areas and detail of impact

try to mitigate any proposals by reducing non front line activity first.

The Strengthening Families change programme and investment in Prevention and Early Intervention services will transform services into simplified, accessible and locality led services to children and families which will improve the culture and practice in the prevention and mitigation of domestic violence.

Following the integration/service re-design of Health Visiting and School Nursing as part of contract reduction, service delivery will be monitored to ensure that there is no adverse/negative impact and to mitigate as necessary.

There are no identified direct impacts on gender in **Place or PPC**. However, **across Portfolios**, women are more likely to be unemployed and have lower incomes. Any changes impacting on people on a low income, such as increased charging, will more indirectly impact on women.

In **Resources**, pregnant customers claiming CTS have their award based on 77% rather than 100% of their Council Tax Liability. By continuing to closely align our CTS scheme with the principles of the revoked CTB scheme, once these customers give birth their change in circumstances will be positively reflected in the level of CTS that they will receive. The Council will also continue to disregard child benefits as income when assessing a customer's eligibility to CTS. In anticipation of the potential impact that the change to CTS may have on pregnant taxpayers or new parents the Council introduced, and in 2017/18 proposes to maintain with increased funding of 25%, a Council Tax Hardship Scheme (CTHS) to offer additional support to those in severe financial need. By maintaining the scheme in its present format, it will continue to include in calculating entitlement to support, the family premium which the Government removed from Housing Benefit entitlement decisions in May 2016, and which we could have replicated in our CTS scheme in 2017/18.

Further, the Government is also proposing to reduce Housing Benefit entitlement for families or single parents who have a third child after April 2017. We could also have incorporated this change into our CTS scheme, but by choosing not to do so we will continue to be able to offer the maximum possible support to families with more than 2 children. This is particularly relevant given that the second phase of the Government's "Benefit Cap" will be introduced in Sheffield in January 2017. Unlike the first phase, which predominantly affected families with 4+ children, the reduced benefit income allowed under this phase of the cap will affect households with 3 children and some with 2. The Department of Work and Pensions states that up to 900 households in Sheffield (with approximately 3450 children) will be affected by the benefit cap. The benefit cap will, until a household moves on to Universal Credit, reduce the weekly Housing Benefit received, thus increasing the amount of rent these households have to pay. The average Housing Benefit reduction will be £48.23 per week. By maintaining the CTS scheme in its current format, we will not be increasing the net amount of Council Tax these households have to pay, at a time when for most their rent payments will significantly increase. By increasing the funding available for the CTHS we will increase our ability to offer, where appropriate, priority financial assistance to these families, as demand for assistance from this group of customers increases.

It is recognised that lone parents in receipt of CTS, the majority of whom tend to be female, are likely to be affected not just by the advent of CTS but by other welfare reforms, such as the removal of the family premium in Housing Benefit calculations, which we are proposing not to replicate for CTS, and the introduction of the benefit cap. As such, by maintaining the CTS scheme in its present format and proposing to maintain and increase the funding for the CTHS, the Council will continue to offer financial

Areas and detail of impact

assistance to single parents.

Sexual Orientation

The [Community Knowledge Profiles](#) note that approximately 5 to 7% of people identify nationally as LGB (lesbian, gay or bi-sexual), although we do not have more local information. We estimate though that Sheffield is likely to have a similar proportion of people who identify as LGB as the national average, so approximately 28,000 to 38,000 people. The proportion of younger people Identifying as LGB is usually higher than the national average.

Few service impact assessments have identified impacts in this area except the **Children, Young People, and Families portfolio**.

The Sheffield Integrated Sexual Health Service has had ongoing reduction since 2013. It works across several protected characteristics, particularly age, race, religion/beliefs, maternity, sexual orientation, disability, and poverty. There has been mitigation since 2013, including reducing training, communications and rationalising the development of sexual health outreach work, all of which will impact on access and delivery of services.

Within the Sheffield Futures contract reduction, Lesbian, Gay and Bisexual (LGB) young people are seen as a particular priority vulnerable group and therefore there are no planned reductions of current levels of support.

Overall, across the Council, **in Place, Communities, Resources or PPC** we do not think there will be a negative disproportionate impact for LGB people, but information on our service users in this area is limited. In the past year we have integrated appropriate monitoring into key areas like social care. Further monitoring will be undertaken as part of individual EIAs to assess this as appropriate.

In Resources there is no evidence to suggest that assessing CTS based on 77% of Council Tax liability has had a greater or lesser impact on customers purely as a result of their sexual orientation. It is clear from analysing overall collection rates that some households from across the City have found (and will continue to find) it more difficult to meet their council tax liability. As the CTS caseload is representative of the City's differing make up, it is reasonable to assume taxpayers of different sexual orientation will form part of the overall group of CTS taxpayers who are struggling financially. Therefore the Council has established the CTHS to mitigate the impact of CTS amongst the most financially vulnerable. Access to the scheme is open to all, irrespective of sexual orientation.

Transgender

There are nationally approximately 0.6% of the population that are trans, and so we would expect there to be similar numbers in Sheffield, which equates to 3,300 people. Few service impact assessments have detailed any disproportionate impacts in this area except in the **Children, Young People and Families Portfolio**. The reductions to Integrated Sexual Health Service (ISHS) may negatively impact support on transgender issues, as it is a non-core activity and could be compromised if funding is reduced, carrying the risk that trans people, already one of the most marginalized groups, will be further marginalised. Further monitoring of the impact is being undertaken.

Within the Sheffield Futures contract reduction, transgender young people are seen as a particular priority vulnerable group and therefore there are no planned reductions of current levels of support.

Areas and detail of impact

Overall, across the Council in **Place, Communities, Resources or PPC** we do not think there will be a negative disproportionate impact on trans people. However we do not have a sufficient amount of monitoring information about our service users in a lot of services, so further monitoring will be undertaken as part of individual EIAs to assess impact as relevant and appropriate.

Financial Exclusion, Poverty and Social Justice

There were 24.7% of children (28,275 children) in Sheffield living in relative poverty in 2014. This is an increase on the previous year, which is in line with national, regional and core cities trends. This city level figure masks wide variation in the extent of child poverty in different parts of the city. In the Ecclesall Ward, just 3.3% of children were living in poverty, whilst less than 5 miles away in Firth Park ward, the rate was more than 14 times as high at 42.9%. 125,000 (22%) of people in Sheffield live within areas ranked as the most deprived tenth nationally, and 47,000 (8%) live within the least deprived tenth nationally.

Joseph Rowntree Foundation (JRF) research ([JRF Monitoring Poverty & Social Exclusion](#) report 2016) notes: "While overall levels of poverty have remained fairly static over the last 25 years, risks for particular groups have changed. Income poverty among pensioners fell from 40% to 13%, while child poverty rates remain high at 29%, and poverty among working-age adults without dependent children has risen from 14% to around 20%. The percentage of children in relative low-income households before housing costs rose for the first time since 2008 in 2014/15 (and stood at 19%, up from 17% in 2013/14)". The number of people in poverty in a working family is 55%. Four-fifths of the adults in these families are themselves working, some 3.8 million workers. Those adults that are not working are predominantly looking after children.

Between 2008 and 2014 the cost of essentials went up three times faster than average earnings and the cost of essentials went up twice as fast as general inflation. At the same time, average earnings were stagnant and benefits that low-income households rely on (both in and out of work) were cut in real terms. The face of poverty has also changed in other ways:

- Pensioners are now less likely to be in poverty than previously, but other groups are more likely to be in poverty. Poverty amongst pensioners is directly linked to their experience in earlier life.
- Nationally, poverty rates for disabled people have reversed, with poverty increasing.
- When the extra costs of disability are partially accounted for, half of all people in poverty are either disabled, or in a household with a disabled person.
- People from minority ethnic backgrounds are more likely to be in poverty.
- People in poverty face reduced and falling financial resilience. For example, 69% of the poorest fifth have no savings whatsoever, an increase from 58% in 2005/06.
- Care leavers, and carers (both young carers and adult carers) are at increased risk of poverty.
- Children in large or single parent families are at greater risk of poverty. Almost two thirds of children living in single parent families live in poverty; they are also one of the groups hardest hit by the new benefit changes.

The Government's commitment to make a further £12billion reduction in welfare spending will be achieved in part through increased employment and wages, in part through reducing and limiting specific welfare benefits, and in part through a dramatic reduction in the resources available to offer employment support that will accompany the termination of the Work Programme in 2017. A detailed analysis of the impact of the planned reductions in welfare spending is being carried out by Sheffield Hallam University and can be found here:

<http://www.shu.ac.uk/research/cresr/sites/shu.ac.uk/files/welfare-reform-2016.pdf>.

Areas and detail of impact

Sheffield City Council's budget reductions, coupled with issues as noted above like welfare reform, mean that preventing inequality from worsening or not widening is one of the main aims of the impact assessments.

Across **all Portfolios** we have tried to minimise the impact as far as possible, especially on those that are in greatest need or at risk, such as those that face financial exclusion and poverty. We have also aimed to ensure the budget proposals are in line with the [Fairness Commission Principles](#) and our priorities outlined in our [Corporate Plan](#).

We have considered the key drivers of poverty and its effects (short, medium, and long term). Our proposals therefore reflect the Council's intention to tackle poverty and reduce inequality, as outlined in the [Tackling Poverty Strategy](#) 2015. The strategy notes three ways we will make an impact:

- Changing the way we do things so that tackling poverty is always a priority.
- Taking action to make things better for children and adults who are struggling and in poverty now (including providing advice, reducing the cost of essentials and reducing crime).
- Tackling some of the root causes of poverty and giving our children the best chance of a poverty-free future (including improving skills and employability, increasing the supply of good quality jobs, giving children a great start in life and a good education, improving health and tackling health inequalities and providing more affordable, decent homes).

In Communities we are reviewing the discretionary hardship schemes. We have consulted on plans to change the scope of the Local Assistance Scheme (LAS), including removing loans and the administrative cost of their recovery. The Council is now carrying out an urgent review of discretionary funding schemes like this that support people in hardship and who are vulnerable. We may therefore need to consult further on more fundamental changes to the LAS, but this has not yet been determined.

EIAs have helped to inform the development of proposals to target housing-related support on the most vulnerable groups. Reductions in budget will inevitably have an impact. We will closely monitor the development of the proposals, and review the EIAs accordingly to ensure that negative impacts are mitigated.

We will also use the EIA process to review the impact of a reduction in the Community Support service on older people, disabled people and other groups with protected characteristics, and continue to look for other sources of support to mitigate this impact. We recognise that plans to reduce the residential rehabilitation care budget will have an impact on people who may be vulnerable, and the EIA completed considers this. However, we believe the funding allocation process will help to ensure that care is targeted at those in greatest need.

In Place there is a cumulative impact of year on year reduced subsidies on our charitable partners, Museums Sheffield, Sheffield International Venues and Industrial Museums. Although the services continue to be delivered, staffing will be at reduced levels. Any potential leisure or theatre price increases will be minimised for low income users via discount schemes.

Any further equalities impacts and mitigation will be identified as the work progresses. We have used a range of evidence such as data and consultation to identify potential differential impacts and these key areas are:

- Inflationary increase in fees and charges and greater cost recovery for service provision will continue to have more impact on low income households due to less disposable income to

Areas and detail of impact

manage any additional costs.

- The closure of the Activity Sheffield front line service means that support for local health and wellbeing activity delivered by individuals, groups and communities will cease. Residual support will be retained for city and community sport/physical activity and will focus disproportionately on areas that were previously supported by Activity Sheffield. The result will be potential negative equality impacts on a range of characteristics in the most deprived communities across the city including financial inclusion, BME groups and health inequalities.
- A broad range of potential impacts may result from Business Like Place. Examples may include, but are not be limited to, reviewing charging models for service provision, changing or reviewing service standards and ceasing activity altogether.

In **Children, Young People and Families**, there are a number of proposals with an impact on financial inclusion and poverty including:

- The Strengthening Families Change programme and investment in Prevention and Early Intervention services will transform services to become simplified, accessible and locality led. Children and families will contribute towards improved outcomes in a range of areas for Sheffield's children, young people and their families.
- Within the proposed reduction to the Integrated Sexual Health Service, the impact between poor sexual health and health inequalities is highlighted.
- Protecting targeted support to children and young people and employment projects, such as protecting apprenticeships and employment programmes, will positively impact on reducing financial exclusion and poverty.
- A targeted approach to those in greatest need through the re-design of Health Visiting and School Nursing will have a longer term positive impact on children at a higher risk of financial exclusion and poverty.

In Resources it is intended that the CTS scheme continues to be closely aligned with the principles of the revoked CTB regulations. These regulations provide for the maximum financial support being made available to those with the greatest financial need. They protect some of the income of the disabled and of families whilst providing assistance to those people who move off benefits into paid employment. However, the Government in pursuing its Welfare Reform agenda has made changes to the Housing Benefit scheme which reduces support to certain working age customer groups. If we replicate those changes in our CTS scheme we will also reduce support under our scheme to those customers. It is proposed not to incorporate those changes into our CTS scheme. By taking this decision we will continue to provide the maximum available support under our scheme.

The Council recognises however that requiring all working age customers to pay a minimum of 23% of their Council Tax may cause financial hardship amongst these households. Therefore the Council is proposing to continue to operate the Council Tax Hardship Scheme (CTHS) in 2017/18 and to increase the assistance available under the scheme by 25% or £200k, in order to continue to offer assistance to the most financially vulnerable households. By doing so we will be able to target assistance to those customers in the greatest financial need. Further the Council also maintains a Local Assistance Scheme which can provide additional financial support to certain CTS taxpayers in financial difficulties.

However we will increase Council Tax by 1.99% (approx. 35p per week for most households), plus the social care precept of 3% (52p) so 87p overall to enable us to continue to protect services to those who are in greatest need and at risk.

The Council provides funding to Sheffield Advice and Law Centre as well as providing other

Areas and detail of impact

organisations with grants to support people who are living in poverty or who are at risk of poverty. The Revenues and Benefits service also has close links with this sector, particularly with advice agencies and supported housing providers. The service will continue to engage with them where appropriate to review and refine the scheme in order to ensure that it continues to be fit for purpose. By proposing to maintain the scheme in its current format and therefore not making it less generous, the Council is ensuring that during a challenging period of change for many low income households, it will provide continuity for those already claiming CTS.

Carers

According to the [Carers Community Profile](#) and 2011 Census there are 57,373 residents who provide unpaid care, including 4,559 young people under the age of 25. 58% of carers are women. Few impact assessments have noted clear direct negative impacts on carers. However, as carers overall have lower incomes and, by definition, care for a large proportion of adult social care service users, there will be an indirect impact from multiple proposals.

See the sections on older people and disability for potential of indirect impact due to multiple disadvantages in **Communities Portfolio**.

The Better Care Fund partnership with the NHS CCG will continue in 2017/18, with the aim to deliver better joint commissioning, to ensure people get the right care when and where they need it. This should also lead to more effective and efficient services which will lead to positive impacts for disabled people and their carers. However the Better Care Fund is not enough to support both adult social care and the NHS to work differently. There is still a need to deliver significant change in how services are planned, commissioned and delivered in Sheffield.

In Adult Social Care reviews and reassessments have the potential to impact on carers directly and indirectly. We will continue to prioritise those people who need our support and fulfil our statutory obligations, ensuring that our approach meets the legal benchmark. As in other years, we will review and reassess social care packages across all customer groups, with a focus on adults with learning disabilities and older people. We will monitor the cumulative impact of this approach.

Our Learning Disabilities Commissioning Plan has been informed by engagement with people with learning disabilities and their carers, and will continue to be refined as proposals develop. We have also completed an EIA for proposals to review learning disabilities community arrangements. The approach to the reviews will meet our obligations under the Care Act and we will ensure that follow-up contact with customers after the review considers the impact on particular groups and their need to adjust to new levels of support.

We are carefully considering the effect on people of needing to transition to new types of support. For example, the equalities impact assessment for our plans to refocus support for people with dementia in the community acknowledges there could be some negative transitional impact for people with dementia and their carers, although the overall impact is expected to be positive.

There are some proposals which were implemented following last year's budget, where the reductions did not fully take effect until this year. We have reviewed and updated EIAs from last year to make sure that we have implemented EIA action plans and identified next steps.

EIAs have helped to inform the development of proposals to target housing-related support on the

Areas and detail of impact

most vulnerable groups. Reductions in budget will inevitably have an impact. We will closely monitor the development of the proposals, and review the EIAs accordingly to ensure that negative impacts are mitigated.

We will also use the EIA process to review the impact of a reduction in the Community Support service on older people, disabled people, carers and other groups with protected characteristics, and continue to look for other sources of support to mitigate this impact.

The Adult Social Care First Contact proposal aims to increase access to local support and enhance independence for citizens, and therefore to prevent, reduce or delay the demand for Adult Social Care services. A citizens' working group, with representation across communities with protected characteristics, is working with us to co-design a new model of service. Initial implementation will include a focus on older people many of whom will be carers.

In **Children, Young People and Families**, through Strengthening Families, carers of disabled people will benefit from locality based services.

In **Place and PPC** there are few impacts on carers highlighted.

In **Resources** there is no evidence to suggest that assessing CTS based on 77% of Council Tax liability has had a greater or lesser impact on carers. The Revoked CTB scheme provided maximised financial assistance to eligible carers. By basing the current scheme on the revoked CTB scheme we will ensure that the CTS scheme continues to offer carers the maximum support they are entitled to. In addition carers may apply for support from the CTHS scheme. As carers are often amongst those who are least likely to be able to change their financial situation, through for example increasing income via employment, they are one group to whom support under the CTHS is, where appropriate, prioritised.

Voluntary and Community and Faith Sector

When considering the impact on the VCFS, the importance of 'social value' is recognised by the 'Best Value' guidance², which was published by the previous Government in September 2011. This states that authorities have a duty³ to consider the impact of budget reductions on VCF or other organisations that have a 'social value'. The Public Services (Social Value) Act⁴ requires us to take social value into consideration when we commission services. In order to do this effectively we will continue to monitor the impact of changes over the next year on service changes as well as the knock on effects of reductions on other providers, and continue detailed consultation with customers and other stakeholders as specific activities are implemented.

The **Communities** portfolio is continuing to invest in Grant Aid to the local voluntary sector. Following a review in 2016 there will be no new reduction to the overall amount on Grant Aid or Lunch Clubs this year.

In **Children, Young People and Families**, Sheffield Futures is the largest contractor of youth services. We are consulting on, finalising and implementing a significant change programme for the strategic re

² <https://www.gov.uk/government/publications/best-value-statutory-guidance--4>

³ The Best Value Statutory Guidance has statutory force and must therefore be taken into account in the exercise of funding decisions. It is issued under section 3(4) Local Government Act 1999 which states that, in deciding how to fulfil its Best Value duty (section 3(1) LGA 1999), local authorities have to take into account guidance issued by the Secretary of State which may cover the form, content and timing of consultations <http://www.ncvo-vol.org.uk/news/civil-society/helping-you-understand-new-best-value-guidance> ,

⁴ <http://www.legislation.gov.uk/ukpga/2012/3>

Areas and detail of impact

commissioning of youth services in 2017/18 for the next 3-5 years. Current service delivery by Sheffield Futures will be maintained to 30th September 2017, with a 10% reduction to the contract.

Through Strengthening Families, there is the potential for greater involvement and a possible greater role in long term locality based delivery for locally based voluntary, community and faith sectors, who are key partners delivering improved outcomes, who have local knowledge of the local area, and can help reach the hardest to reach sections of the community.

In Public Health, Central Government reductions have meant a cut to our budget of 2.6% or £865k. However we are continuing to address the root causes of ill health by supporting community groups that help people improve their health and wellbeing. These contracts are being reviewed to ensure value for money and this may result in reduced contract values for some organisations.

In PPC a reduction in the Equality and Fairness grants will mean fewer organisations are able to access small scale grant funding for voice and influence related activity. This could impact on the ability of some organisations to support the work of the Equality hubs, or mean that some organisations that may have previously received a grant are no longer funded (and may not receive funding from other sources). However, under the VCF review there will be longer term funding at similar levels available to organisations providing direct facilitative support to each of the Hubs, covering all 'protected' characteristics, enabling more organisational stability and more robust support for each Hub.

It is possible that the combination of cumulative budget reductions over the last few years may have the unintended effect of destabilising some organisations that the Council and communities value. We are however working to mitigate this, including by ensuring no reduction to Grant Aid this year. Therefore the impact in this area will be low this year and not disproportionate.

In Resources the Council provides funding to Sheffield Advice and Law Centre as well as providing other organisations with grants to support people who are living in poverty or who are at risk of poverty. The Revenues and Benefits service also has close links with this sector, particularly with advice agencies and supported housing providers. The service will continue to engage with them where appropriate to review and refine the scheme in order to ensure that it continues to be fit for purpose. By proposing to maintain the scheme in its current format and therefore not making it less generous, the Council is ensuring that during a challenging period of change for many low income households, it will provide continuity for those already claiming CTS and ensure that no additional confusion or disruption is brought about which otherwise may result in significant additional pressures being put on the Voluntary, Community and Faith sectors as customers seek advice and assistance in order to deal with changing financial circumstances.

Spending in **Public Health** is integrated throughout the Portfolios, so more detail on the use of our Public Health grant is given in the specific EIAs. There are some EIAs for the Director of Public Health Office which mainly cover internal structures and have a lower impact. Overall there will be a negative impact which reflects National government cuts in this grant. We are reviewing how and where the funding is spent to ensure that it is targeted to tackle the root causes of ill health and to have the maximum impact on reducing inequalities. This may mean that we will save on some activities in order to reinvest in other areas which have been prioritised.

The outcomes expected of the Public Health grant will continue to be assessed under the Public Health Outcomes Framework (PHOF), and broadly fall into the following categories:

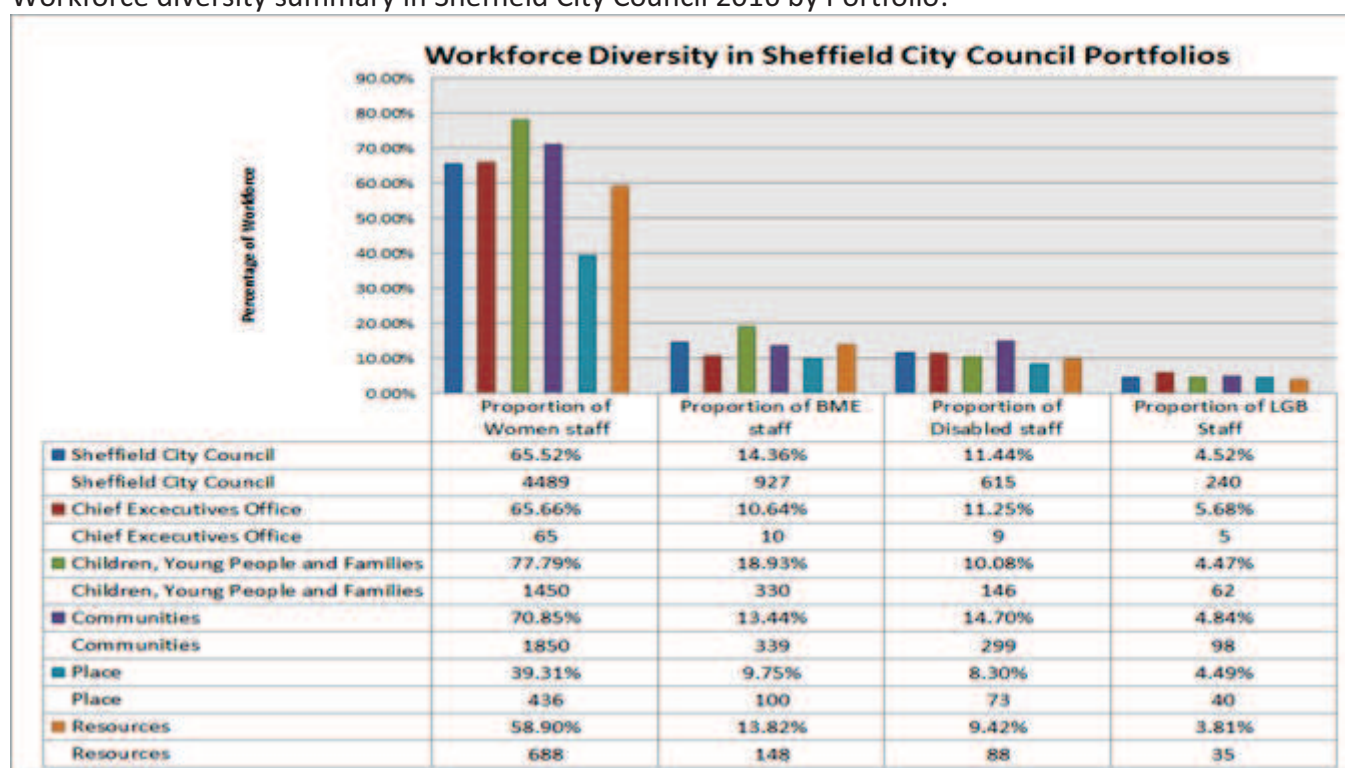
Areas and detail of impact

- Health and wellbeing is built into all that we do
- Protect from preventable infections and environmental hazards to health
- Reduce health inequalities
- Support people to live healthier lives

Overall however as we target the households in most need there will be an inevitable impact on those who are still struggling financially but are not on the lowest incomes and who will not be eligible for targeted programmes. The biggest impact is likely to be on families with dependent children.

Council staffing implications, including workforce diversity

Workforce diversity summary in Sheffield City Council 2016 by Portfolio.



In all Portfolios the budget proposals include savings on staffing budgets. The savings arise from proposals to manage or deliver services in a different way. In all cases we will seek to manage employee reductions through voluntary early retirement, voluntary severance and by actively supporting staff who are vulnerable to redundancy to find alternative employment. The Council has also taken measures to minimise the impact on frontline staff where possible and appropriate. Additionally we have introduced a stronger emphasis on workforce planning to ensure that our resourcing models and choices, including agency arrangements, are well planned and cost effective. Unfortunately, despite all our efforts and mitigations, there may be the need for compulsory redundancies, although this has been limited to around fifteen in the current financial year.

We have introduced and promoted employee led measures such as voluntary reductions in hours, career breaks and annual leave purchase schemes to further contribute to savings on staffing budgets and these increase in popularity each year. We are committed to continue to pay a 'Living Wage' to Council employees and to extend this to our contracted providers where possible.

Areas and detail of impact

The Council believes that the composition, skills and commitment of the workforce are vital factors in our ability to deliver effective, efficient responsive and personalised services. We continue to monitor workforce issues within Portfolios and across the Council, and are aware of the need to address:

- The degree of occupational segregation within the workforce, such as a high proportion of women in the Communities and Children and Young People and Families workforces and a high proportion of men in the Place portfolio, and;
- Under-representation of disabled, BME and lesbian, gay, bisexual (LGB) people in the workforce and under-representation of women, disabled and BME staff at Chief Officer and senior levels.
- We also need to improve workforce declaration rates in some areas such as sexual orientation and disability and religion/belief which is at 70% and Trans at 64% to ensure our monitoring is as accurate as it can be.

Given the amount of internal restructuring as a result of the budget proposals, other drivers and possible staff reductions of up to a further 225 posts in 2017/18, a significant number of workforce EIAs within Portfolios have been done. The Council wide Managing Employee Reductions (MER) EIA will be completed in April 2017.

The monitoring of the Managing Employee Reductions and Voluntary Early Retirement/Voluntary Severance schemes showed no negative disproportionate impact on people who share a protected characteristic, and actually had positive impacts in line with our workforce diversity strategy (see the corporate MER EIA for full details).

We will continue to work within our current policies and procedures, which promote workforce diversity to reflect the demographics of the city. We are also working with managers, staff and trade unions to ensure the workforce is viable and appropriate to the council's future operating and service needs, with a balance of skills and experience. Workforce related Impact Assessments are periodically updated and have for example been undertaken as part of MERs including Voluntary Early Retirement (VER) and Voluntary Severance (VS), and the Pay Strategy. See the [workforce equality report](#) for full details.

CUMULATIVE IMPACT

We have looked back at the cumulative impact of changes over the last few years to inform our decision making this year, and found that service transformation, including staff reductions and joined up services, and the prioritisation of those in most need have been the most effective ways to mitigate the negative impact of budget reductions and increased cost pressures.

The groups which are impacted across EIAs and portfolios are disabled people, older and young people, women, carers and people on low incomes. Disabled people, some women such as lone parents, pensioners, carers and young people tend to have lower incomes and some BME groups (who are more likely to be unemployed) are more likely to be cumulatively impacted. See [Community Profiles](#) for details.

Some people who previously received a service will receive a changed, reduced or no service, as we focus services on those most in need. The reduction in universal provision is likely to impact on those who are not in the greatest need, but who are struggling financially and may find it difficult to pay for

Areas and detail of impact

alternative provision. Areas where this is likely to cause an impact are youth provision, sport, leisure and culture, and for disabled people and carers as a result of changes to care and support.

We are continuing to work with partners to be more efficient and joined up. For example, we are working with the CCG to develop a single pooled budget for Health and Social Care. We are also continuing to work across the region where appropriate to help save costs and to enable better joined up services.

There are year on year reduced subsidies on our charitable partners. However, where charges increase, whether for leisure, cultural or other services, it has the potential to increase barriers to participation for individuals and families on a low income, therefore affecting the groups above.

A further impact across a range of proposals will be the transition from one provider to another, which may include moving from one location to another. These changes have the potential for significant impact on those individuals affected by the change. We will take this into account in any changes, undertake risk assessments where necessary and provide support for users and carers.

There will be an impact on the workforce across all areas given the amount of internal restructuring as a result of the budget proposals, and there are possible staff reductions of up to a further 225 posts in 2017/18. A significant number of workforce EIAs are ongoing and a Council wide MER EIA will be completed in April 2017. Over the last few years changes to staffing have had a positive impact on workforce diversity.

It is difficult to quantify the cumulative level of impact as mitigations have been highlighted in all EIAs. External factors, such as welfare reform, are also impacting negatively on some of the same groups.

SUMMARY

- There are over 100 EIAs on proposals and the groups most likely to be impacted negatively by individual proposals and cumulatively are disabled people, young and older people, women and individuals and families on a low income.
- Many services are continuing to comprehensively restructure services and teams and as a result we have saved money on offices and technology. Staffing levels across the council have also reduced. Last year the majority of changes were managed through voluntary severance schemes. In 2017/18 we will be reducing the workforce by approximately 225 further posts. Monitoring from the current financial year indicates that there has been no disproportionate negative impact on workforce diversity and only 15 staff were made compulsorily redundant. See workforce implications section above.
- Services will continue to look at how they collect income and how debt is recovered. We will increase charges where appropriate and continue with the work to apply costs fairly. We understand that increasing charges will impact more heavily on individuals and families struggling on a low income.
- Central Government have given local authorities the power to raise additional Council Tax to pay for the increased costs of Adult Social Care. Therefore as part of the proposed budget, it is intended to levy the Social Care precept by the 3% (52p) permitted, to offset some of the increased costs of Adult Social Care. This will help us protect those who most need our support and at risk, especially older and disabled people.
- It is clear from the respective collection rates that under the Council Tax Support (CTS) scheme

Areas and detail of impact

some working age households have found (and will continue to find) it harder to meet their council tax liability than others.

- We have a Council Tax Support scheme at 23% despite Government cuts in these areas. However we will overall increase Council Tax by 4.99% (87p) (this includes the 3% dedicated precept to support adult social care noted above). This will enable us to continue to protect services to people in greatest need and at risk. As above, we will mitigate the impact of this by increasing the Council Tax Hardship Fund by £200k or 25% in 2017/18. Analysis of awards made under the CTHS scheme shows that well over 90% of awards have been made to working age taxpayers and 55% of all awards are made to customers in receipt of a sickness or disability benefit.
- Public Health spending is integrated throughout the Portfolios. Overall there has been a significant reduction in funding from Central Government of 2.6% (£865k) so our investment in this area has reduced. In line with what was agreed last year we are reviewing staffing and how and where the funding is spent to ensure that it is targeted to tackle the root causes of ill health and to have the maximum impact on reducing inequalities. This means that we will save on existing activities including reducing contract and staffing costs and encouraging efficiencies in order to reinvest in other areas.
- 2015/16 saw the start of the Better Care Fund between the Council and the NHS Clinical Commissioning Group (CCG) to create a combined budget in Adult Social Care to develop joined up services. This approach aims to ensure people get the right care when and where they need it, but it will also create efficiencies in processes. It focuses on supporting people at home where possible to help increase independence and to delay access to Health and Social Care services. The Council currently receives £12.4m of funding via the NHS to meet the costs of providing adult social care. In addition, the Council has pooled its adult social care budget with that of the local CCG. The Better Care Fund is not enough to support both adult social care and the NHS to work differently. While we continue to work with our CCG partners and have a joint budget, there is still a need to deliver significant change in how services are planned, commissioned and delivered in Sheffield.
- We continue to develop and implement some of our key transformative projects such as the Learning Disabilities Commissioning Project. We continue to develop accommodation that meets the differing needs of people with a learning disability, including getting much better at helping people find the accommodation that is right for them. We will support more people to live in more personalised 'supported living' accommodation, and seek to reduce the costs of residential and nursing care.
- We have considered the effect of our Adult Social Care redesign on customers. There will inevitably be an impact; however the greater focus on locality-working will provide an opportunity to meet the diverse needs within different communities across Sheffield.
- Although the proposed changes to the funding of the High Support service closely reflects current service usage, we recognise that this could impact on families who are not council tenants and will monitor the impact of this proposed change.
- When considering the impact on the VCF, the importance of 'social value' is recognised by the 'Best Value' guidance⁵, which was published by the Government in 2011. This states that authorities have a duty⁶ to consider the impact of budget reductions on VCF or other organisations that have a 'social value'. The Public Services (Social Value) Act⁷ requires us to

⁵ <https://www.gov.uk/government/publications/best-value-statutory-guidance--4>

⁶ The Best Value Statutory Guidance has statutory force and must therefore be taken into account in the exercise of funding decisions. It is issued under section 3(4) Local Government Act 1999 which states that, in deciding how to fulfil its Best Value duty (section 3(1) LGA 1999), local authorities have to take into account guidance issued by the Secretary of State which may cover the form, content and timing of consultations <http://www.ncvo-vol.org.uk/news/civil-society/helping-you-understand-new-best-value-guidance>

⁷ <http://www.legislation.gov.uk/ukpga/2012/3>

Areas and detail of impact

take social value into consideration when we commission services. In order to do this effectively we will continue to monitor the impact of changes over the next year on service changes as well as the knock on effects of reductions on other providers and continue detailed consultation with customers and other stakeholders as specific activities are implemented.

- We are continuing to invest in the Voluntary and Community Sector including through Grant Aid and Public Health albeit at reduced levels within Public Health.
- We are continuing to target resources at those who most need our support and are at risk, help people to become more independent, where possible intervene earlier and do more preventative work, get even better value for money from the services we purchase and pursue innovative approaches in service commissioning and design.
- We are continuing to develop our approach to commercialisation, including pursuing external funding where possible to help invest in innovative services such as setting up the new independent Youth Trust and continuing to develop employment schemes especially aimed at young and disabled people.
- We are continuing with restructures of Council services and are both internalising and externalising services where appropriate.
- We are continuing to get value for money from our contracts. This is with our major strategic providers but also across Portfolios such as with our housing commissioning, learning disability services, youth services and health Trusts.
- We are continuing to work regionally where appropriate to save costs but also to enable better joined up services.

The Impact Assessment also highlights some positive implications of budget proposals. Examples include improving the process of assessment and supporting planning for existing and future social care customers whilst ensuring choice and control over support to meet their eligible needs, and reshaping transport to provide services which promote independence. We will have better targeted and joined up pathways and services. Also, as we restructure services there should be clearer and more efficient ways to contact services.

Although we are confident that our budget proposals will mean services for those that most need our help and support will be prioritised, it will mean cumulatively significantly reduced universal provision such as in areas like youth services, leisure, culture and sport. This reduced universal offer may impact especially on those households not in the greatest need, but who are still struggling financially and not able to pay for alternatives. Growing inequality is likely to therefore impact on stability and cohesion, this will need further monitoring.

A list of EIAs available is attached and can be individually.

Areas and detail of impact		
EIA Action plan		
Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
Overall and for specific issues relating to communities sharing characteristics under the Equality Act 2010	<p>Individual proposals have had detailed EIAs and specific mitigation has been devised wherever possible. These will contain the detail of the actions required to be monitored as appropriate.</p> <p>In some cases as proposals are developed further and implemented alongside consultation, some impact assessments will be revisited or updated.</p> <p>Continued focus on applying corporate priorities, the Fairness Commission Principles and the Equality and Fairness Objectives.</p> <p>Randomly sample 10% of EIAs in the year across portfolios to assess progress and effectiveness.</p>	<p>Service Managers within Portfolios as noted in EIAs.</p> <p>Performance monitoring within Portfolios - Directors of Business Strategy.</p> <p>Strategic Equality and Inclusion Board to examine in more detail the cumulative impact of the budget cuts made on Sheffield over the last 6 years.</p>
Poverty and financial exclusion	<p>Analyse, assess and monitor:</p> <ul style="list-style-type: none"> • The impact and effectiveness of the Fairness Principles, and poverty proofing as part of the EIA budget process. • The impact of the reduction in universal provision especially in culture, leisure, sport and young people. • The use and impact of the Council Tax Hardship Fund. 	<p>The Tackling Poverty Senior Officer Group to develop further monitoring and analysis arrangements within the year which seek to assess the issues highlighted.</p>
Workforce	<p>The corporate workforce EIAs will be monitored annually.</p>	<p>Director of HR, annually at the Strategic Equality and Inclusion Board.</p>

Approved (Lead Officer): John Mothersole: February 6th 2017

Approved (EIA Lead Officer): Adele Robinson: February 6th 2017

FULL EQUALITY IMPACT (EIA) LIST BUDGET 2016/17

<https://www.sheffield.gov.uk/your-city-council/policy--performance/how-we-will-deliver/other-strategies-plans-and-policies/equality-and-diversity/equality-impact-assessments.html>

Portfolio	Budget Proposal Title	EIA Reference Number
Communities	Business Support Staff Savings.	435
Communities	Care Handling Project.	514
Communities	Learning Disabilities Commissioning.	634
Communities	Changes to our Reablement Offer.	685
Communities	Savings from changes to Criminal Justice Contract.	823
Communities	Increased income due to benefit uplift.	824
Communities	Commissioning Staff Savings.	840
Communities	Libraries and Community Services Staff Savings.	840
Communities	PIPS Staff Savings.	925
Communities	Local Assistance Scheme Review Project.	963
Communities	LD Provider Service Savings.	975
Communities	Reduction in residential rehabilitation support.	976
Communities	Support for People with Dementia.	1002
Communities	Reducing the rate of Older People's admissions to Care Homes.	1034
Communities	Redesigning Care and Support.	1068
Communities	Increase in Library Fines.	1087
Communities	Temporary Reduction to Library and Community Services Budget.	1087
Communities	Changes to our Housing-Related Support Offer (1).	1091
Communities	Changes to our Housing-Related Support Offer (2).	1091
Communities	Review of LD Community Arrangements.	1118
Communities	Savings to Community Equipment Budget.	1121
Communities	Improved Debt Collection.	1124
Communities	Adult Social Care First Contact.	1127
Communities	Adult Social Care Low Cost Package Reviews.	1134
Communities	Review of Housing Service Funding.	1157
Communities	Contributions to Care.	1176
Communities	Integrated Mental Health Plan.	1184
Communities	High Support Service funding.	1186
Communities	Full Year Effect of 16/17 Recovery Plan Savings.	1187
Communities	Managing the pressure in the Community Support Worker Service.	1189

Portfolio	Budget Proposal Title	EIA Reference Number
Communities	Changes to our Housing-Related Support Offer (3).	1155, 1091 & 1074
CYPF	Sexual Health Sheffield Service Re-design.	267
CYPF	0-19 Healthy Child Programme Re-design.	812
CYPF	Investing in Youth.	1015
CYPF	To cover residual costs from activity where grant funding has ceased.	1022
CYPF	Reduction in service running costs - savings across Lifelong Learning.	1023
CYPF	Skills Hub - initial phase.	1024
CYPF	100 Apprenticeship Scheme (LLSC).	1026
CYPF	Skills Hub - initial phase.	1027
CYPF	Fostering Allowances.	1056
CYPF	National Minimum Wage - renegotiation of contracts to ensure providers absorb costs.	1058
CYPF	Successful Families Grant.	1059
CYPF	Adoption Inter-agency grant.	1060
CYPF	Business Strategy SEN Reform Grant.	1100
CYPF	Travel Training Grant.	1102
CYPF	Bus pass concessionary fares.	1103
CYPF	Completion of E-Learning programme (BSF Funded).	1105
CYPF	Reduction in Business Strategy running costs across the service.	1111
CYPF	Reduction in Inclusion and Learning Services (ILS) running costs.	1111
CYPF	Reduction in LLSC running costs across the service.	1111
CYPF	Apprenticeship Levy.	1112
CYPF	Strengthening Families 5-year change programme.	1154
Place	ITA Levy.	362
Place	Business Like Place Programme.	638
Place	Sports Trusts.	756
Place	Waste Contract Review.	969
Place	Parks & Countryside - reduced management and support staff.	1039
Place	Bereavement Services - match prices in Rotherham.	1041
Place	Reduce Ranger Service.	1042
Place	Switch Parks project officers to trading account and charge costs.	1043

Portfolio	Budget Proposal Title	EIA Reference Number
Place	Partnership Funding of Off the Shelf Events.	1045
Place	CCTV - reduce off peak monitoring 6am - 12 from 2 members of staff to 1 (half year saving shown).	1046
Place	Places for People contract payment for Graves, Thorncliffe and Wisewood.	1051
Place	No grant funding to Showroom.	1052
Place	Reduced grant to Sheffield Industrial Museums.	1053
Place	Activity Sheffield - close the service and switch Public Health funding to parks.	1090
Place	Public Health MER/Achieving Change.	1114
Place	Reduction of markets maintenance team.	1123
Place	Re-commissioning of Smoking Contract.	1132
Place	Sustained Improvement (Waste).	1160
Place	Sustained Improvement (Creative Sheffield).	1161
Place	Sustained Improvement (Parks).	1162
Place	Sustained Improvement (Streets Ahead).	1163
Place	Sustained Improvement (Planning & TTAPS).	1164
Resources	Democratic Services Staff Savings.	972
Resources	Reduce Members allowance budget by 3%.	978
Resources	Cancel DX document courier service.	979
Resources	Cancel subscription to the Star newspaper.	980
Resources	Reduce transport costs.	981
Resources	Generate additional legal income.	983
Resources	Full year effect of Replacement Finance System.	984
Resources	Reduction in Corporate Pension Costs.	985
Resources	Reduced Specification of Grounds Maintenance.	986
Resources	Increase charges for traded services to schools.	987
Resources	Reduce premises insurance costs (due to lower costs).	988
Resources	Transport & FM Staff Saving.	989
Resources	Efficiency savings from Kier insourcing.	990
Resources	Lease Burngreave Vestry Hall.	993
Resources	Finance and Commercial Vacancy Management & Supplies.	994
Resources	Finance and Commercial Services Leadership Team Savings.	994
Resources	HR Staff Savings.	1008
Resources	Learning and Development Service restructure.	1010

Portfolio	Budget Proposal Title	EIA Reference Number
Resources	Business Support Vacancy Management.	1011
Resources	Customer Service staffing reductions.	1086
Resources	BCIS Staff Savings.	1088
Resources	Resources Additional 2% Savings.	1097
PPC	Reduce PPC supplies and services budget.	995
PPC	Reduce Equality Hub grants to mitigate loss of income from Fairness Commission.	991
PPC	On-line Communications Ordering.	1012
PPC	Elections and registration print and postage costs.	1021

Term	Definition
Abbreviations	The symbol 'k' following a figure represents £thousand. The symbol 'm' following a figure represents £million. The symbol 'bn' following a figure represents £billion.
Capital Expenditure	Expenditure that is incurred to acquire, create or add value to a non-current asset.
Capital Financing Requirement	It measures an authority's underlying need to borrow or finance by other long-term liabilities for a capital purpose. It represents the amount of capital expenditure that has not yet been resourced absolutely, whether at the point of spend or over the longer term. Alternatively, it means capital expenditure incurred but not yet paid for.
Capital Receipts	The proceeds from the sale of capital assets which, subject to various limitations (e.g. Pooling Arrangements introduced in the Local Government Act 2003) can be used to finance capital expenditure, invested, or to repay outstanding debt on assets originally financed through borrowing.
Collection Fund	A fund administered by the Council recording receipts from Council Tax, National Non-Domestic Rates and payments to the General Fund. All billing authorities (including the Council), are required by law to estimate the year-end balanced on the Collection Fund by 15 January, taking account of various factors, including reliefs and discounts awarded to date, payments received to date, the likely level of arrears and provision for bad debts. Any estimated surplus on the Fund must be distributed to the billing authority (the Council) and all major precepting authorities (Police, Fire and DCLG) in the following financial year. Conversely, any estimated deficit on the Fund must be reclaimed from the aforementioned parties.
Contingency	A condition which exists at the Balance Sheet date, where the outcome will be confirmed only on the occurrence of one or more uncertain future events not wholly within the Council's control.
Council Tax	A banded property tax that is levied on domestic properties. The banding is based on assessed property values at 1 April 1991, and ranges from Band A to Band H. Around 60% of domestic properties in Sheffield fall into Band A. Band D has historically been used as the standard for

	comparing council tax levels between and across local authorities, as this measure is not affected by the varying distribution of properties in bands that can be found across authorities.
Council Tax Freeze Grant	Grant funding provided by national government to support councils that freeze their Council Tax charges. The grant scheme is open to all billing and major precepting authorities, including police and fire authorities, which decide to freeze or reduce their council tax. If they do, they receive additional funding in 2015/16 equivalent to raising their council tax by 1 per cent.
Council Tax Support	Support given by local authorities to low income households as a discount on the amount of Council Tax they have to pay, often to nothing. Each local authority is responsible for devising its own scheme designed to protect the vulnerable. CTS replaced the nationally administered Council Tax Benefit.
Credit Risk	The possibility that one party to a financial instrument will fail to meet their contractual obligations, causing a loss to the other party.
DCLG	Department for Communities & Local Government
Designated Areas	These are specific parts of the city referred to as the New Development Deal and Enterprise Zone. They are significant because any growth in business rates above the “baseline” established in 2013/14 can be retained in full locally, rather than half being repaid to Government.
Equality Impact Assessment (EIA)	A process designed to ensure that a policy, project or scheme does not discriminate against people who are categorised as being disadvantaged or vulnerable within society.
General Fund	The total services of the Council except for the Housing Revenue Account and the Collection Fund, the net cost of which is met by Council Tax, Government grants and National non-domestic rates.
Hereditament	A non-domestic property occupied by a business that is liable for business rates.
HR1	Each local authority is required to submit an HR1 form to inform the Government of potential redundancies in the organisation. The Redundancy Payments Service then collects the information and distributes it to the appropriate government departments and agencies who offer job brokering services and/or training services. This happens so that the government can discharge its obligation to these employees.

Least risk basis calculation	The relevant discount rate used for valuing the present value of liabilities is consistent with that used under the most recent valuation but removing the allowance for asset out-performance. In addition, the basis contains a full allowance for the market implied rate of inflation.
Minimum Revenue Provision (MRP)	The minimum amount which must be charged to an Authority's revenue account each year and set aside as provision for credit liabilities, as required by the Local Government and Housing Act 1989.
National Non-Domestic Rates (NNDR)	These are often referred to as Business Rates, and are a levy on business properties based on a national rate in the pound applied to the 'rateable value' of the property. The Government determines the national rate multiplier and the Valuation Office Agency determine the rateable value of each business property. Business Rates are collected by the Local Authority and paid into their collection fund, this amount is then distributed 49% to the Local Authorities general fund, 1% to the South Yorkshire Fire and Rescue Authority and 50% to Central Government. The Central Government share is then redistributed nationally, partly back to Local Authorities through Revenue Support Grant.
LAC	Looked After Children
Precepts	The amount levied by another body such as the South Yorkshire Police Authority that is collected by the Council on their behalf.
Private Finance Initiative (PFI)	A contract in which the private sector is responsible for supplying services that are linked to the provision of a major asset and which traditionally have been provided by the Council. The Council will pay for the provision of this service, which is linked to availability, performance and levels of usage.
Provisions	Amounts charged to revenue during the year for costs with uncertain timing, though a reliable estimate of the cost involved can be made.
Public Works Loan Board (PWLb)	A government agency, which provides loans to authorities at favourable rates.
Remuneration	All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as those sums are chargeable to UK income tax) and the money value of any other benefits received other than in cash. Pension contributions payable by either employer or employee are excluded.

Reserves	Result from events that have allowed monies to be set aside, surpluses, decisions causing anticipated expenditure to have been postponed or cancelled, or by capital accounting arrangements.
Revenue Expenditure	Expenditure incurred on the day-to-day running of the Council, for example, staffing costs, supplies and transport.
Revenue Support Grant (RSG)	This is a Government grant paid to the Council to finance the Council's general expenditure. It is based on the Government's assessment of how much a Council needs to spend in order to provide a standard level of service.
Specific Government Grants	These are designed to aid particular services and may be revenue or capital in nature. They typically have specified conditions attached to them such that they may only be used to fund expenditure which is incurred in pursuit of defined objectives.
Spending power	<p>DCLG measures the impact of government funding reductions against local authorities' combined income from both government funding and council tax. This combined measure of income is called revenue spending power.</p> <p>NB: in a press release from the Chartered Institute of Public Finance & Accountancy (CIPFA) following the Local Government Finance Settlement, CIPFA made the following notable comment: <i>"CIPFA's measure of funding used in this analysis is "unfenced spending power". This is funding that councils have available to meet their priorities and fund existing staff and commitments and which is not already ring-fenced for other use. This includes Revenue Support Grant (RSG), retained business rates, council tax and a number of special grants that authorities are free to spend as they wish. In contrast DCLG's measure also includes Public Health Grant (which can only be spent on public health matters) and the Better Care Fund (which is largely NHS money or budgets that local authorities have pooled with the NHS, and can only be spent on priorities agreed with local NHS managers)."</i></p>
Under-borrowed	The Council's use of its own cash surpluses rather than external debt, resulting in a level of external debt below the authorised limit.
Unsupported (Prudential) Borrowing	Borrowing for which no financial support is provided by Central Government. The borrowing costs are to be met from current revenue budgets.
VCF	Voluntary and Community Sector



This document can be supplied in alternative formats,
please contact:

Sheffield City Council
Finance
Tel: 0114 273 5519
www.sheffield.gov.uk

This cover is printed on paper from a sustainable source

This page is intentionally left blank



Author/Lead Officer of Report: Paul Schofield - Finance

Tel: 27 36000

Report of: *Acting Executive Director, Resources*

Report to: *Cabinet*

Date of Decision: *15 February 2017*

Subject: *Capital Programme 2017-18*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>Finance and Resources</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Purpose of Report:

The report sets out the proposed Capital Programme from 2017-18 onwards describing the programmes to be undertaken, lists the projects to be delivered and sets out the context in which it has been compiled.

Recommendations:

(i) It is recommended that Members note the specific projects included in the years 2016-17 to 2020-21 programmes at Appendix 9. Block allocations are included within the programme for noting at this stage and detailed proposals will be brought back for separate Member approval as part of the monthly monitoring procedures.

(ii) Note the proposed Capital Programme for the 5 years to 2020/21 as per Appendix 9.

(iii) Approve the Corporate Resource Pool policy outlined in Appendix 4 such that the commitment from the CRP is limited to one year and no CRP supported schemes are approved beyond 2017/18 unless explicitly stated. Further reports will be brought to Members as part of the monthly approval process should the receipts position improve.

Background Papers:

(Insert details of any background papers used in the compilation of the report.)

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance:
	Legal: <i>Sarah Bennett</i>
	Equalities: <i>(Insert name of officer consulted)</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Eugene Walker</i>
3	Cabinet Member consulted: <i>Ben Curran</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any

additional forms have been completed and signed off as required at 1.	
Lead Officer Name: <i>Paul Schofield</i>	Job Title: <i>Finance and Commercial Services Business Partner</i>
Date: <i>15 February 2017</i>	

This page is intentionally left blank

Sheffield City Council

Capital Programme 2017/18 to 2022/23



THIS PAGE IS INTENTIONALLY LEFT BLANK

2017-18 Capital Programme

TABLE OF CONTENTS

Section Detail	Page Number
Executive Summary	2
Capital Programme Summary 2017-22	11
Key Elements of the Capital Programme	13
Sources of Programme Funding	19
Recommendations	23
Appendix 1 – Summary of Capital Programme Expenditure	25
Appendix 2 – Analysis of Capital Programme Funding	27
Appendix 3 – Monitoring Report for the 8 months ended 30 th November 2016	29
Appendix 4 – Corporate Resource Pool (CRP)	35
Appendix 5 – Glossary of terms	39
Appendix 6 – Housing Investment Programme	41
Appendix 7 – Transport Capital Programme	63
Appendix 8 – Regeneration Capital Programme	69
Appendix 9 – List of All Projects in Capital Programme by Portfolio	71
Appendix 10 – List of All Projects in Capital Programme by Strategic Outcome	87

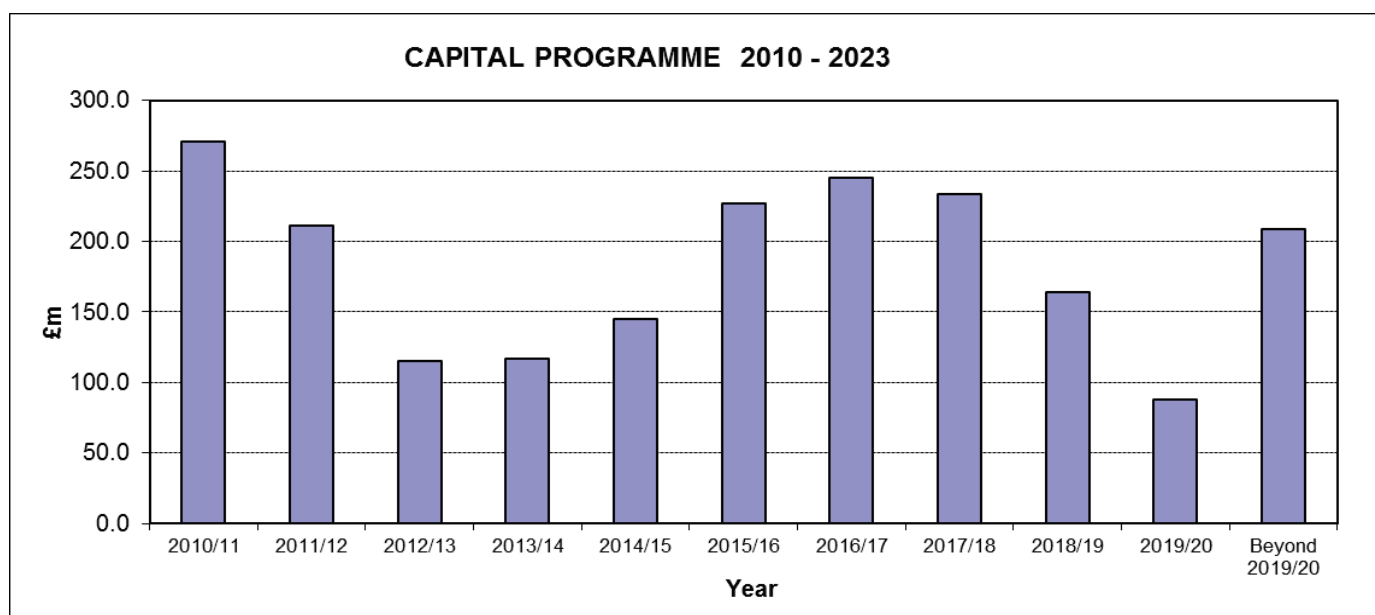
2017/18 Capital Programme

CAPITAL PROGRAMME EXECUTIVE SUMMARY

1. Capital spending pays for buildings, roads and council housing and for major repairs to them. It does not pay for the day-to-day running costs of council services.
2. The Council's Corporate Capital Strategy is shaped by a number of central Government policies:
 - the devolvement of capital spending decisions to City Region authorities and the involvement of the Local Enterprise Partnerships (LEP) in capital allocation decisions
 - the shift towards capital funding to economic regeneration projects which generate a financial return to repay the initial investment and create a revolving investment fund;
 - the introduction of funding streams such as Community Infrastructure Levy and New Homes Bonus which reward economic development;
 - the impact of the Government's austerity programme on the rest of the non-housing programme, which has not only led to less capital funding but is also reducing Revenue Budget funding it has limited the scope for contributions to the Capital Budget;
 - the self-financing regime for the Housing Revenue Account (HRA) has provided for a relatively well funded programme of investment in existing and even new Council housing stock;
 - the recently announced reductions in the permitted level of annual increases will put pressure on this source of funding unless resources can be released from elsewhere within the HRA activity.
 - the education policy mandating that all new schools should be academies which transfers maintenance responsibilities away from the Council's Local Education Authority (LEA) role and will subsequently reduce central grant funding which is formula driven based on pupil numbers;
 - the Streets Ahead programme is providing massive investment in the City's roads and street lighting over the next few years, funded via the Private Finance Initiative (PFI), which is outside the capital programme except for the Council's own capital contribution
3. As a result of the above, the Housing investment programme therefore now accounts for almost fifty per cent of the Capital Programme. The next biggest applications include economic regeneration and infrastructure renewal of highways, schools and leisure facilities.
4. The delivery of the Council's Affordable Housing policy will be increasingly through council housing investment and, for private sector affordable housing, local housing associations or the Sheffield Housing Company initiative where the

Council is working in partnership with a private sector developer to increase the number of affordable homes and regenerate housing estates.

5. In the Strong Economy priority, the focus will be on creating the necessary infrastructure to support economic regeneration and supporting the development of industrial hubs in new industries such as advanced manufacturing or the creative digital sector.
6. In the Health and Well-being priority, investment will be directed to adapt homes so that people can live independently.
7. The Successful Young People priority will continue to invest in schools to meet the increasing demand for pupil places.
8. The declining central government support will place increased reliance on the Council's Asset Enhancement programme to generate capital receipts to use on its own priorities.
9. The graph below illustrates the change in activity in the Capital Programme from 2010/11 to 2019/20 and beyond.



Capital Investment Plans

10. So, looking forward, the current Approved Capital Programme from 2016-17 is projected at £939.9m.
11. 2012/13 saw the introduction of the Streets Ahead Programme (a Highways Private Finance Initiative (PFI)). The programme will result in loss of the Local Transport Plan (LTP) Maintenance Grant of approximately £6m per year, but the PFI funding of £1.2bn should deliver substantial improvements to the Highways

network through capital investment over a 30 year period concentrated in the first five years of the Core Investment Period of the project. If economically advantageous, the Council will invest further sums if this can generate revenue budget savings where it can raise finance cheaper than its commercial partners.

12. The Housing Revenue Account (HRA) Self Financing project delivers to local authorities' greater autonomy in the management of their housing stock and writes off substantial amounts of accumulated debt. This will allow the authority to plan contributions to the capital programme from the Housing Revenue Account with greater certainty over a longer term period, and the Authority has developed a 30 year business plan which will inject into the Housing Programme £349.2m from 2017/18 onwards..
13. School building works will be financed mainly by Department for Education formula calculated central grants supplemented by occasional specific grants to deal with building condition or population growth.
14. The proposed programme illustrated by the graph in paragraph 9 above does not include a number of major projects costing potentially more than £100m which are currently the subject of funding bids or approvals as detailed below.
15. **Flood Defence Schemes (£65m):** Cabinet has already approved a £18m scheme to provide enhanced flood defences over a five mile stretch of the River Don between the city centre and Meadowhall which would protect homes and businesses against a 100 year flood event. The Council has made presentations to central government proposing an £80m+ programme to undertake works across the city including the Upper Don Valley, River Sheaf, Blackburn Brook and Car Brook.
16. **City Centre Development:** it is a Council priority to regenerate the city centre. The Council is reviewing different partnership options for taking this project forward. This may involve the Council undertaking infrastructure works to prime the development and possibly taking a stake in the Sheffield Retail Quarter.
17. **Transport Infrastructure:** the Council has very recently obtained a grant of over £1m to move to the next stage of bidding for a share of £400m fund made available by the Department of Transport for major schemes. The central objective will be to enable growth in the Lower Don Valley by increasing the transport infrastructure capacity to reduce congestion caused by East-West traffic flows.
18. **Housing Schemes:** the Council has also been successful in obtaining support to bid for central government funding made available by the Homes and Communities Agency (HCA) to support the acceleration of new homes building.

19. **Castlegate Redevelopment:** the Council is seeking external funding to develop the former Castle Market site potentially as a visitor attraction if there are sufficient remains of the former castle which can be uncovered.

Pressures on the Capital Programme

20. This summary details the pressures on the Capital Programme and the consequences for its funding.

Schools

School Places

21. The Council has a significant duty to provide sufficient and suitable school places. The rising birth rate means that the primary population (which eventually becomes the secondary group from 2015/16) has risen significantly. Two new schools were delivered in 2014 and expansion measures have continued throughout 2016/17. This need will continue for the next three years as the responsibility to build new schools remains with the Council and does not transfer to academies.
22. The proposed programme in this report will commit the Council to investing up to £20m in school places to create the infrastructure in advance of receiving future government funding allocations beyond the current known values up to the end of 2017/18. Given the construction lead times for new pupil places, this is a risk to the Revenue Budget that the Council must take in order to be able to educate the children in an acceptable environment.
23. The proposals in this report are based on the current education funding arrangements and do not include any attempt to forecast the impact of additional schools converting to academy status or changes to the education system (which might see vocationally based education provided for pupils aged 14+ in colleges such as the University Technical Colleges). This development is expected to reduce the level of funding from today but the demands on the Authority's capital funds will reduce too as the commensurate responsibility for the renewal of the school infrastructure transfers to the Academies. However the demands relating to the condition of the primary estate are still significant. For the whole school estate, the backlog fabric renewal bill has been estimated at £100m and in some cases is becoming more urgent as time passes and assets which are critical to the functioning of the school become life expired.

Homes

24. The Housing Programme has suffered twin pressures caused by reductions in nationally funded programmes and reducing capital receipts as a result of the economic climate and changes to the Right to Buy legislation. The introduction of the Self-Funded Business Model has created greater freedom for the Council to

invest in its housing stock through contributions from the Housing Revenue account.

25. Having conducted an assessment of the housing market, the Council estimates that at least 725 affordable homes are required each year. The Council aims to deliver these through a combination of initiatives including building homes itself using the Sheffield Housing Company, releasing land to Housing Associations, bringing long term empty properties back into use as well as private sector developments.
26. The Council has developed a Housing Delivery plan to deliver 20,000 additional homes over the next ten years. This will be achieved through a mix of private sector, Council and Housing association led development. It may be appropriate for the Council to provide or assist in the provision of infrastructure to accelerate the development of key sites.
27. Smaller scale initiatives such as the Custom Build initiative to allow individuals to build their own homes are also being supported through the release of Council owned land,

Roads

28. The Streets Ahead programme is well underway, renewing the fabric of the City's highway infrastructure and nearing the end of the core Investment period. The new contract creates greater budgetary discipline than before in that the future maintenance costs of changes to the network have to be identified at the point of construction. This is done by calculating the future costs as a "commuted sum" which is usually funded out of the existing revenue budget. As the austerity programme reduces local authority budgets, there may come a point where new works are unable to progress because the Council cannot meet the future maintenance obligations.
29. The final position on the Inner Relief Road (IRR) scheme is dependent on the disposal of a small number of residual sites. Balancing this project relies on realising the sales to match any shortfall otherwise funding will have to be taken from the Corporate Resource Pool (CRP).

Maintaining the Existing Fabric of the Property Estate

30. The Council has traditionally allocated several million pounds each year to fund building renovations and machinery replacement. Cabinet has approved a programme to maintain the rolling programme and deliver savings to the Revenue Budget by engaging in capital spend to address the fundamental problems rather than "patch and mend". However, the size and age of the estate produces a significant demand on the Council's funds.

31. In particular the Council is the owner and custodian of a number of key civic city centre buildings including the Town Hall, Central Library plus Victorian schools in the suburbs. Many of these are listed buildings (the Town Hall is in the highest category of Grade 1) requiring the Council to keep these in good condition and preserve their original features.
32. In the case of the Central Library, it is estimated it will require investment in essential capital works of around £2.2m. This includes works relating to the heating system, roof, fire risk and general repairs. Whilst this will secure the building's operation in the short term, experience over the last 10 years shows that continued essential investment will be required on an on-going and sizeable basis. It is estimated that a major refurbishment of the building would cost at least £16m and a major redevelopment (modernising the layout and uses) would cost in excess of £30m. To put this in context, the essential works spend on the whole of the Council's operational buildings in the last five years was £12.7m, and, of that £6.9m is forecast to be spent in 2016/17 prompted by the Fire Risk Assessment Programme. The backlog work is assessed at £65m.
33. Inevitably the need to preserve architectural heritage features adds to the cost of any works because the replacement parts have to be specially built. Moreover as these buildings become older, building regulations become more demanding, the simplest work on say the electrical system can require a substantial overhaul in order to meet the current standards.
34. In order to mitigate this pressure, the Council is currently reviewing the estate to identify underutilised or high cost buildings where the facility can be provided from existing or new premises. This project, the Community Investment Plan, will run in conjunction with the Accommodation Efficiency Strategy has reduced the Council's office space needs enabling it to leave rented property providing Revenue Budget savings.
35. The first phases of the Community Investment Plan (CIP) and Asset Enhancement have concluded and the benefits realised through Revenue Budget savings and capital receipts. The first call on the receipts is to repay the investment in these initiatives. The CIP will progress on cash neutral basis with minimal funding whereby future schemes will be financed from capital receipts or revenue savings from completed projects.
36. There is also a substantial programme of remedial works in schools. A small proportion of this can be met by specific grants from the Department for Education (DfE) but the majority of works will require either significantly more grant from the DfE and/or alternative financing.

Developing the Local Economy and Infrastructure

37. Despite the downturn in the property market, the Council will be presented with opportunities to acquire strategic land sites which will help the city recover as the economic upturn gathers pace or provide sites for housing development. Investing in the city's people is also a key priority. In 2012-13 the Council acquired land to facilitate the construction of the University Technology College in the city centre and has support a second facility in Attercliffe as described in the next paragraph.
38. The Council has led in the redevelopment of the new Olympic Legacy Park in Attercliffe built around a theme of education, sports and well-being to complement the existing sports facilities in that area such as the English Institute of Sport and Sheffield Arena. The site has a through school constructed by the Council in 2015-16 and complemented by the City's second University Technical College which opened in 2016-17.
39. There are further plans to include other private sector led developments including an Advanced Well Being Research Centre led by Sheffield Hallam University and Toshiba. The total site investment will be around £60m of which just over half will be from the private sector. The Council has acted as a catalyst investing £25m of its own or grant funding in the remediation of the site, construction of the school and provision of the public realm.
40. The Capital programme funding strategy needs to be flexible enough to respond to such opportunities.

The Consequences for funding the Capital Programme

41. The impact of the national expenditure reductions, the uncertainties of the national economy and the need to manage the risks and contain the pressures within the non-housing programme combine such that the authority becomes increasingly reliant on capital receipts. Looking beyond this source, there are opportunities within the capital programme and new funding streams which have been combined to create funding pools such as the Growth Investment Fund. Other initiatives such as the Tax Increment Financing Scheme (TIF) are now in operation and the Community Infrastructure Levy (CIL) has been enacted from July 2015. These sources are discussed more fully at paragraphs [103 & 110]

The Growth Investment Fund

42. The purpose of the Growth Investment Fund (GIF) is to provide long term funding for regeneration and housing projects which will stimulate growth to provide high quality jobs and homes that people can afford. The money may be used to support land assembly, remediation and match inward and external investment for projects which have no other income stream. The fund is also intended to support infrastructure projects such as transport links which will enable growth

projects to progress by removing network capacity constraints which may prevent the grant of planning permission.

43. Approvals from the fund are made by the Deputy Leader and Cabinet Members for Finance, Children, and, Transport and Infrastructure assisted by the Executive Directors responsible for Housing, Place and Finance.
44. The fund will comprise receipts from New Homes Bonus and CIL potentially topped up by Council Tax and Business Rates generated from projects financed by the fund. It is intended to operate on an “evergreen” basis with receipts from successful projects recycled back through the fund. The potential benefit of this approach is gained from amalgamating multiple income streams to generate further growth to provide the critical mass to support major projects which will transform the city. The alternative piecemeal approach would delay projects for years until sufficient funds from individual streams e.g.CIL had been accumulated.
45. The priorities for the fund are set by the priority boards, led by Members. The Strong Economy Board has identified four immediate priorities:
 - Transport Strategy development
 - Medium Term Congestion Reduction Schemes
 - Securing Inward Investment
 - Redevelopment of Castlegate

The Capital Resource Pool (CRP)

46. Historically the Capital Resource Pool (CRP) has been used to fund investment needs not met by Government funding which is principally targeted at housing, schools and roads. The CRP is therefore used to improve the authority’s building estate, deal with backlog maintenance demands and unplanned failures of large critical assets or other property losses caused by natural disasters such as the floods in 2007. The authority needs to retain a prudent level of reserve to cover such risks.
47. CRP is also a key resource for funding those projects which are not supported by specific central government grants for homes, schools or roads. It can also be used to demolish empty properties to redevelop land for sale. This can bring benefits to the Revenue Budget by reducing the costs of safeguarding vacant property as well as replenishing the CRP.
48. The success of the Asset Enhancement programme is key to replenishing this reservoir of funding.
49. Appendix 4 discusses the position on the CRP in further detail but the key point to note is that this report, as for the past three years, recommends that no

schemes funded from this source be approved beyond one year (2017-18) because of the uncertainty around future capital receipts.

50. The Structure of the Report

This report now describes

- the whole of the programme for the next four years and beyond;
- the programme in 2017/18 and the changes from 2016/17; and
- funding of the capital programme

THE CAPITAL PROGRAMME 2017 – 22

51. The capital programme over the 5 years 2016-21 shows a broadly balanced position with proposed expenditure totalling £939.9m as per Appendix 1.
52. Wherever possible, attempts are made to match the timing of the receipt of resources and the incurrance of expenditure to protect the Council's cash flow position. Where the levels of expenditure are significant, then individual management arrangements are put in place to mitigate the impact as far as possible. These are overseen by the Director of Finance, in conjunction with the respective Head of Service.
53. The funding of the programme comes from a diverse range of resources, such as government grants, other grants and contributions from other public bodies or third parties, capital receipts, prudential borrowing and revenue contributions to capital. The majority falls within either prudential borrowing or contributions from the revenue account to the capital programme, which together represents £701.7m (74 %) of the overall programme value.
54. The 2016 programme was set on the 6th March 2016 and at the time totalled £195.2m for 2016-17. This has been revised as additional resources have been secured and applied to new schemes, together with the net effect of the 2015/16 Outturn slippage and actions taken below, resulting in a revised current approved programme for 2016/17 of £246.8m as per appendix 1.

Slippage within the Capital Programme

55. For the last six years there has always been an underspend against the approved capital programme. The risk of slippage is present in all capital programmes. Subject to Cabinet approval, funds are rolled forward into the next year in order to complete projects. Slippage reflects delays in physical progress of a project and in most cases the work is delivered in the next financial year.
56. However, the current reporting system has provided greater transparency and identified instances where money appears to be repeatedly carried forward from earlier years. This allows members to test if the funding is really needed and could be reallocated to other priorities. It also shows the delivery performance on the capital programme.
57. Considerable work was undertaken in 2014-15 to identify the cause of slippage and improve capital delivery. This work compared Sheffield's approach to that of other organisations with significant capital programmes and concluded that project management needed to be strengthened and that delivery plans need independent scrutiny.

58. During 2015-16 the Council introduced a number of “gateways” at which the validity of the project is tested led by the Priority Programme Boards and the Capital Programme Group. These include:

- Approval of a mandate to ensure that all projects are linked to the Council’s priorities so scarce resource is not wasted on irrelevant projects;
- Review of an Outline business case which will set out the benefits and delivery options for the project. The Priority Boards will test if the proposal is value for money;
- Review of an initial business case once the preferred option has been selected. The Council’s Capital Delivery Service and Commercial Services function will advise on the proposed project plan and procurement route;

59. These changes have addressed a number of weaknesses in the programme including:

- the need for an independent review and challenge of project timelines which tend to be optimistic and do not allow sufficient time for key procedures such as approval, procurement and consultation with no contingency if things go wrong;
- Submitting investment bids before the whole project has been scoped in order to obtain capital funding; and
- Weak project governance with inadequate supervision of project managers by project and programme boards. In some cases the supervising group is managing the project instead of the Project Manager.

60. The value of net slippage approved to date at 30th November totals £9.7m. A breakdown of this by Programme is listed in the table below.

Portfolio	Slippage (£m)	Accelerated Spend (£m)	Net Slippage (£m)	2015/16 Comparable Figure [1]
Housing	9.1	0.0	9.1	4.6
Place	0.3	0.0	0.3	2.7
Resources	0.0	0.0	0.0	4.1
Highways	0.2	0.0	0.2	0.0
Communities	0.0	0.0	0.0	0.0
CYPF	0.0	0.0	0.0	2.1
TOTAL	9.7	0.0	9.7	13.5
[1] Represents the level of slippage approved at the equivalent period last year.				

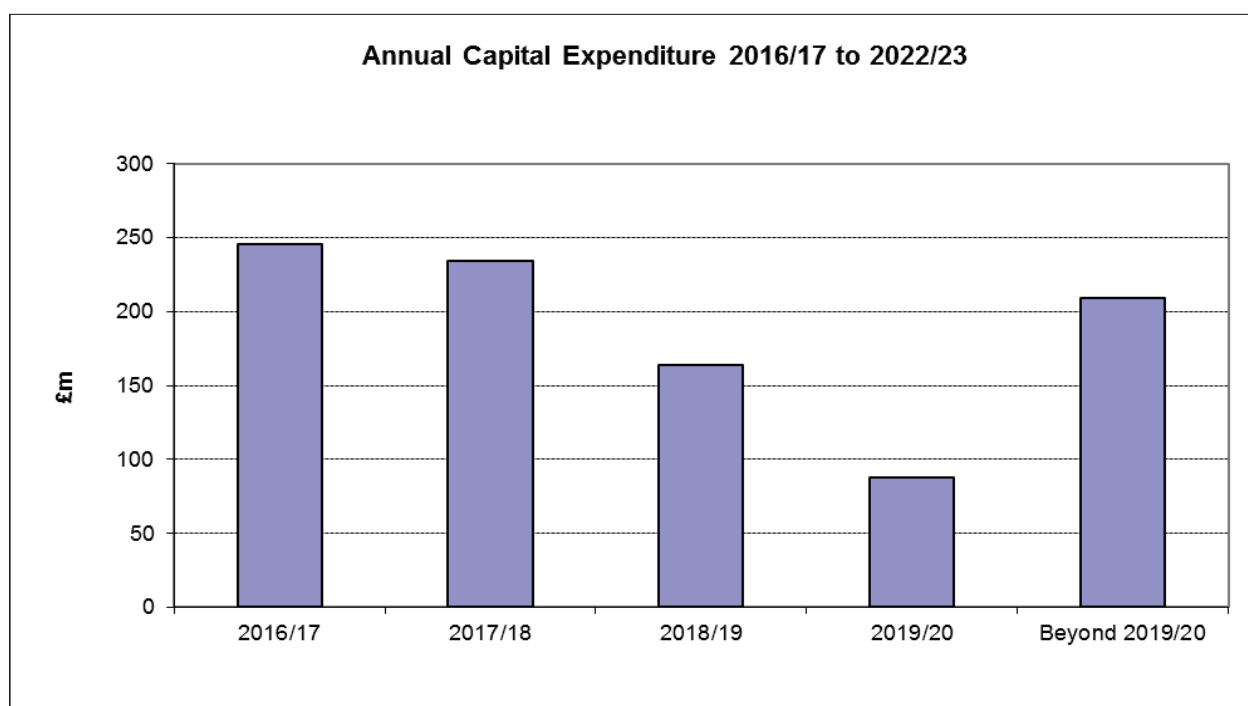
The value is lower than last year and does represent an improvement.

KEY ELEMENTS of the CAPITAL PROGRAMME

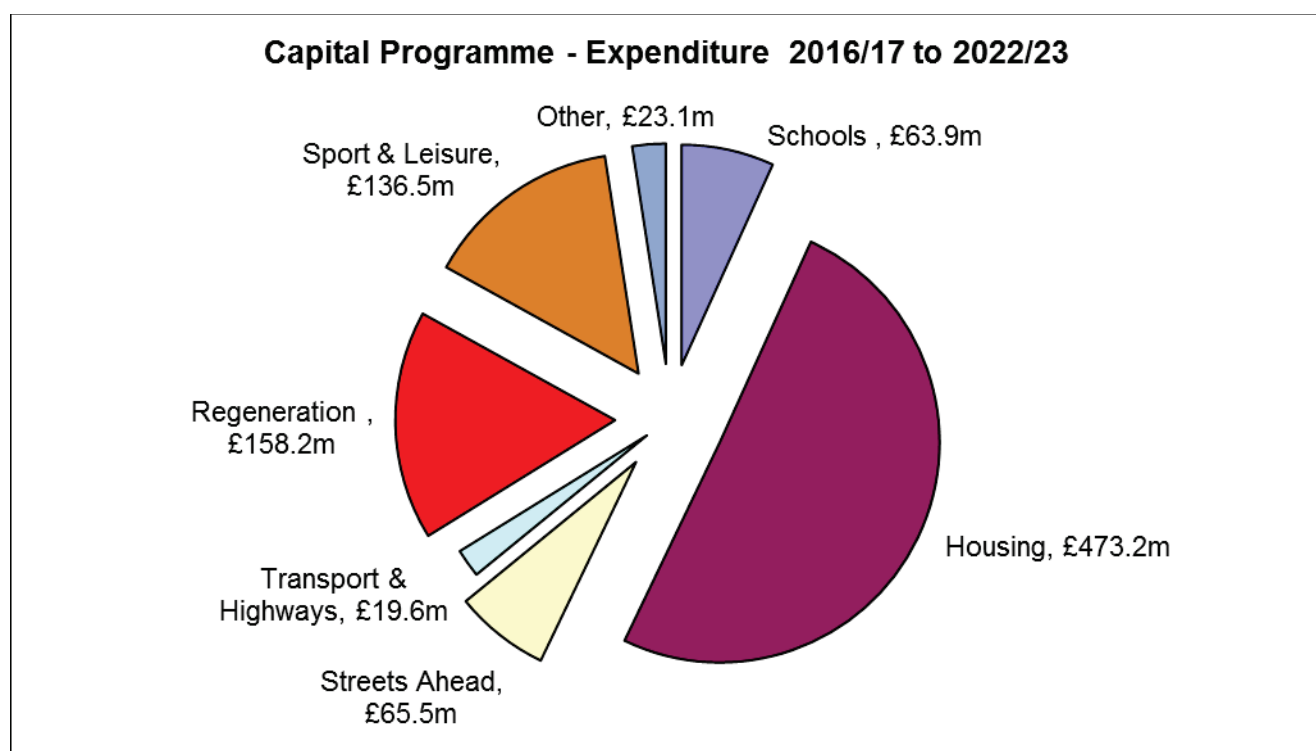
61. The overall Capital programme position for the 5 years from 2016/17 – 2020/21, amounts to £939.9m. Although the programme is made up of numerous capital projects the majority of its value falls within the Housing programme (£473.2m), which represents 50 % of the total programme.

2017/18 Approved Programme	
Annual Profile	
	£m
2016/17	245.6
2017/18	234.0
2018/19	164.1
2019/20	87.5
Beyond 2019/20	208.8
Grand Total	939.9

62. The profile of the programme is below and relatively even. As discussed at paragraph 14, it is expected that further projects will come forward for approval and add to the programme in 2018-20 to level out the activity.



63. The Housing programme becomes the largest single element (50 %) of the Capital Programme with significant amounts being invested in roads, regeneration, schools and leisure facilities.



CAPITAL PROGRAMME		
2016/17 to 2022/23		
	£m	%
Schools	63.9	7%
Housing	473.2	50%
Streets Ahead	65.5	7%
Transport & Highways	19.6	2%
Regeneration	158.2	17%
Sport & Leisure	136.5	15%
Other	23.1	2%
Overall Total	939.9	100%

Comments on the main elements are shown below. Further detail can be found in Appendices 6 to 8.

School Places and Capital Maintenance Programme for Schools

64. The need to meet the demand for additional school places created by an expanding population is a priority for the council. Recently new schools in the Waterthorpe and Skinnerthorpe areas plus the new Through School in Attercliffe on the site of the Olympic Legacy Park will create places in areas with increasing pupil numbers. The Council will design and procure the new schools, which will

be run as academies under government rules. An external sponsor will then maintain them.

65. Cabinet has approved, and work has commenced on providing more capacity at Bannerdale, Woodside and Ecclesall Juniors which will add a further 2,400 places.
66. Capital investment in maintaining the estate (including primary schools) utilises the approximately £4m annual grant from the DfE together with the Devolved Formula Grant from the schools themselves (£1.3m annually). Good prioritisation utilising our asset management plans means that the Council can target resources at the most needy schools throughout the city. This includes the ability to combine programmes at schools where it produces better value for money. The critical programmes to follow on after BSF are, heating and electrical, fire risk assessment measures, structural, roofs, windows and mobile replacements.
67. The proposed programme is aligned to the three main themes in the Council's Housing Strategy. The programme is summarised below and described in detail in Appendix 6
- 68. Increasing the Supply of New Homes in the City (£102.3m)** through supporting the Sheffield Housing Company and other registered homes providers to build new properties. Growth Investment Fund could be used to clear undeveloped sites to prime construction work. For the first time in many years the Council will build its own houses using substantial funds from the HRA and Affordable Housing payments from developers.
- 69. Making the best use of the City's existing housing stock (£264.7m)** by continuing to renovate and refurbish the Council's housing stock. The Decent Homes Programme completed in 2013-14 having invested over £700m into improving homes. Going forward, £349m of funding has been identified within the Housing Revenue Account to maintain the standards reached today. Investment will be directed to renewing roofs, kitchens, bathrooms, electrical wiring and the communal areas of estates.
- 70. Helping Younger, Older and Vulnerable people live independently (£23.9m)** through the provision of grants to help adapt private sector houses to their needs as well as adapting the Council's own stock.

Other Projects and Programmes

- 71. Regeneration (£158.2m)** is a key programme and objective within the Place portfolio. These works are seen as essential to promote economic growth and jobs which will increase footfall and spending in the city. More businesses, less vacant office and shop space should also increase the Council's business rate

income which will help offset the loss of central government funding. Most of the money (£128.8m) is allocated to the New Development District in the city centre which will incorporate the Sheffield Retail Quarter Over £6m will improve the area around Sheffield University and is funded by SCRIF and the University.

72. £10m of SCRIF grant is being invested in the development of a “Light Weighting” research centre which is being delivered through the University of Sheffield. The project provides a great opportunity to develop the region’s existing advanced manufacturing hub by investing in new technologies which are key to the aerospace industry. It should help to attract inward investment creating skilled high quality jobs for the people of Sheffield.

73. Over £35m has been spent to implement the **Council’s leisure facilities strategy**. This will be completed in the life of this plan with the final spend of £7m to deliver new centres in the North and South of the city complementing those at Ponds Forge in the city centre. The new sports centres will also include medical evaluation facilities to measure the impact of exercise on health. A further £3.3m will be invested in a venture with the Football Association to transform the quality of both adult and junior pitches across the city with Sheffield being the pilot for the national scheme.

74. At financial year end 2015-16 an adjustment to the prior year accounting treatment for the outstanding bond repayments in relation to Major Sporting Facilities was implemented with the agreement of the Council’s Audit Committee and External Auditors, KPMG. The impact of this was to recognise that the bond principal repayments should be funded from capital rather than charged to revenue (£26m to date). This is not an additional burden on the Council and no additional cash payments will need to be made. Therefore the Capital Programme now reflects the revised treatment of the remaining payments (£115m) as capital for the remaining term (8 further years).

75. The £16.8m expenditure in the Resources portfolio is primarily on essential building works to comply with current legislation. A significant programme of Fire Risk Assessment works to survey, risk assess and mitigate fire hazards in buildings is underway and will be added to over the next two years.

76. £18m is included for the feasibility, design and construction of **flood defences** to protect the Lower Don Valley which should raise business confidence and assist the regeneration of the area which is one of the Council’s key priorities.

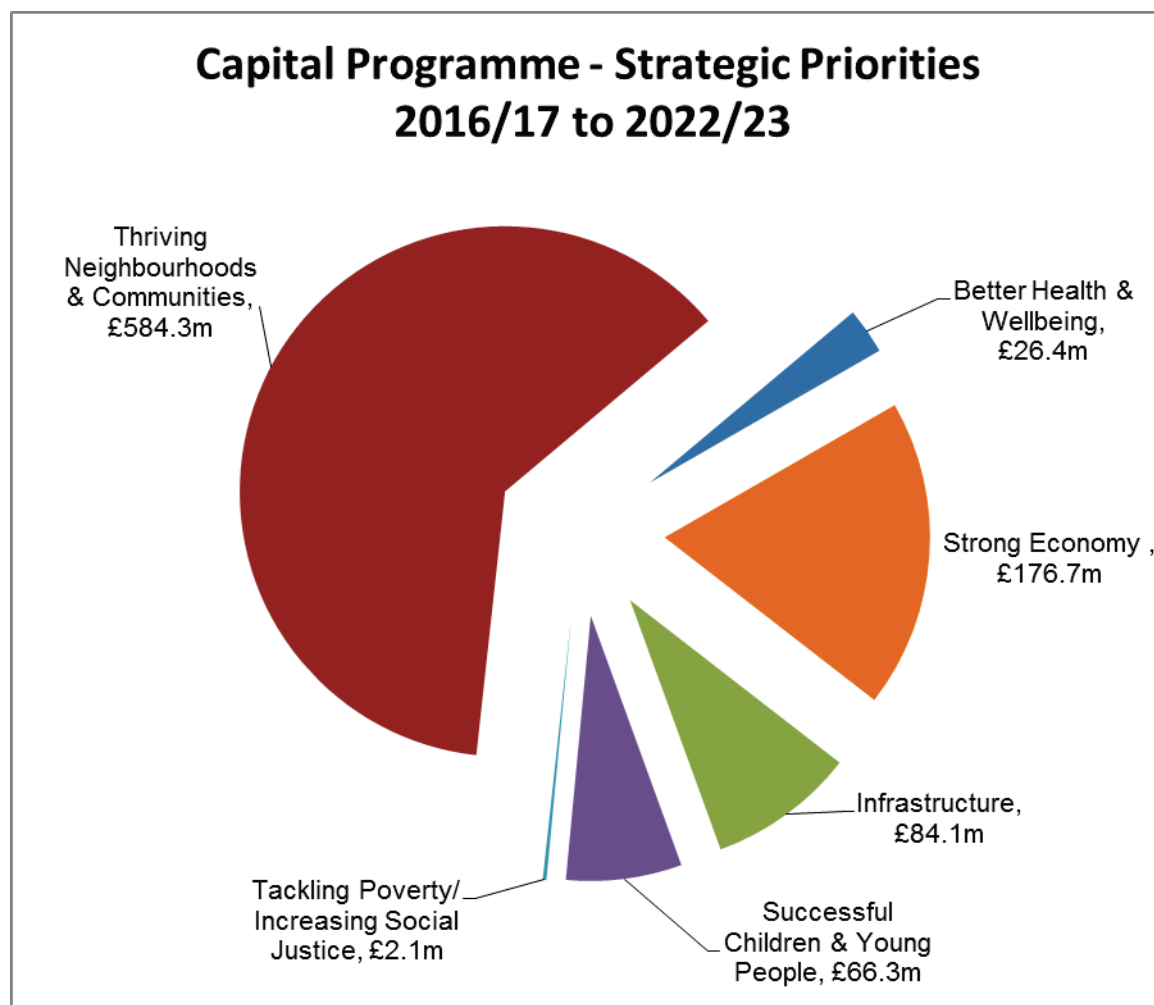
77. **Asset Enhancement Programme**. £1.2m will be invested in surplus council land to prepare it for development increasing its attractiveness so that it can be sold to generate a future stream of capital receipts which is vital to fund the Capital Programme. This programme will also assist other Council priorities such as developing new homes by releasing land for house building.

78. £3.6m investment in **Parks projects** including £1.6m Green and Open Spaces improvement programme funded by Housing Planning s.106 agreements and £600k to construct a new educational centre at the Botanical Gardens providing a facility for local children in particular to learn about nature. This development has been funded by a third party contribution.

Strategic Priorities

79. Over the past two years the Council has adopted an alternative strategy considering the total investment across all service delivery portfolios in a particular area of performance (called a strategic priority) which is linked to the medium-term plan priorities. As stated in the Executive Summary, the current disposition of central government and external funding opportunities result in the capital programme principally supports the Thriving Neighbourhoods and Communities and Strong Economy priorities.

80. The graph below shows the allocation of investment by Strategic Priority. Individual projects are listed under each strategic priority at Appendix 10.



81. **Thriving Neighbourhoods and Communities** includes not just the Housing Programme but also investment in schools, sports and leisure facilities, parks, fit for purpose transport systems and road safety measures. These works are predominantly undertaken by the Housing and Place Portfolio programmes and are explained in greater detail in Appendices 6 and 7 8.
82. **Successful Young People** primarily reflects the investment in education assets to give children the opportunity of a good start in life. The School Places Expansion and Maintenance Programmes are the main components of this priority.
83. **Strong Economy** – Schemes contributing to this priority include the City centre regeneration schemes (New Development District and public realm improvements) plus some energy efficiency schemes such as the insulation of homes which contributes to the Council’s environmental objectives. The schemes are discussed in more detail in Appendix 8.
84. **Health and Well Being** outcome will see investment in information systems and ICT equipment to improve customer service and reduce operating costs, plus Housing programme schemes that help people to live independent lives in their own homes.
85. **Infrastructure** comprises mainly schemes associated with essential building works to extend the life of, improve or rationalise the Council’s building estate e.g. the Office Accommodation Efficiency Strategy, Asset Enhancement and Community Investment Plan. Investments are made to make Revenue Budget savings.
86. **Tackling Poverty and Increasing Social Justice** – £3.9m scheme to improve the local district heating system including the installation of meters in individual dwellings to give people the opportunity to control their energy usage and cost.
87. **Safe and Secure Communities** investment will provide local facilities like resource centres to develop more sustainable and cohesive communities.

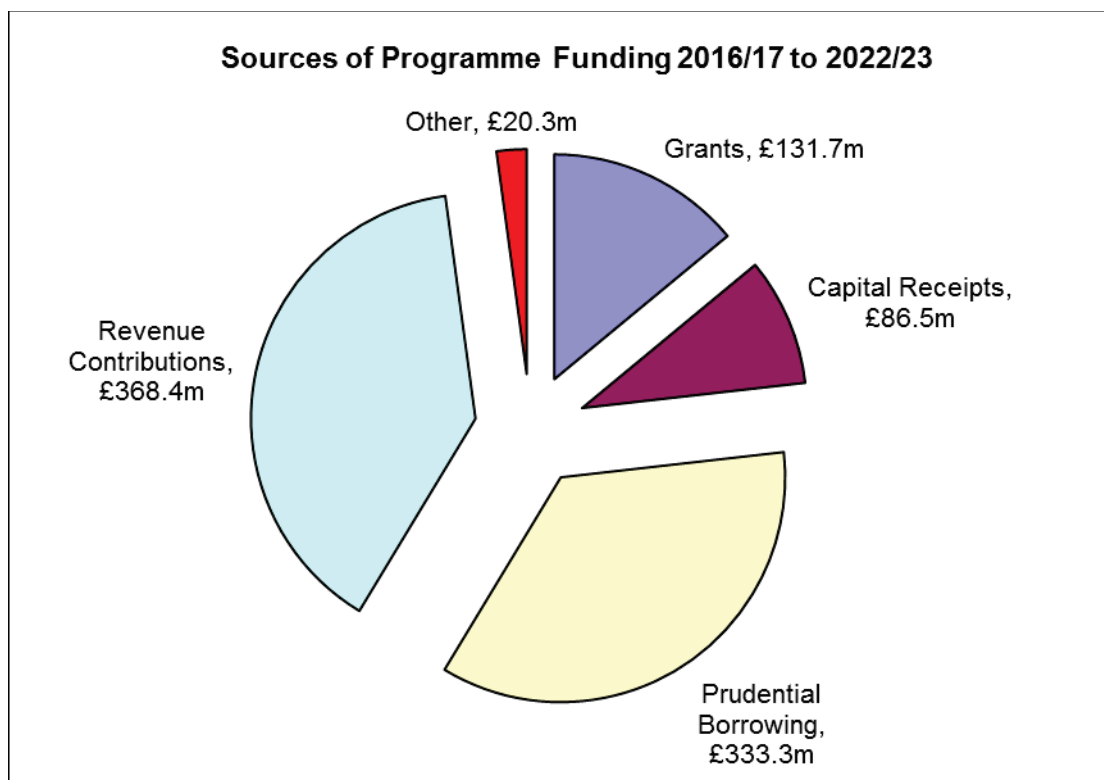
The Programme in 2017-18 and changes from 2016/17

88. The CYPF programme will decrease from £30.7m to £21.9m reflecting the completion of Tinsley Meadows School in 16/17 and expansions at Gleadless Primary and Hallam. Three new schools at Bannerdale, Ecclesall Juniors and Woodside are under construction for completion in September 2018. During 2017/18 it is anticipated that further approvals to move the Woodside School from design to construction will add a further £20m+ to the programme.

89. The Communities programme is focussed on Housing. – key projects include continuing Roofing, Electrical replacement and increasing the stock of Council housing
90. The Place portfolio programme increases by £6m to £80.7m. There is a net increase in regeneration project spend of £32.7m as the SRQ office block is built out (£47.7m) offsetting the completion of the £10m investment in the Lightweighting centre and £5m spent on University of Sheffield public realm improvements in 2016/17. Lower Don Valley Flood defences spend will be £9.3m lower than 2016/17 as it is forecast to complete next year, and, the significant investment in sports facilities is also completed (£14.5m spent in 2016/17).
91. The Highways programme falls from £13.1m to £6.4m following the completion of the BRT North project (£4m) and several Better Buses projects (£0.7m). The remaining shortfall is accounted for the 17/18 Local Transport programme which is under development and not yet submitted for approval. The major programme in 17/18 will be the completion of the Chesterfield Road Key Bus Route from Heeley Retail Park to Queens Road funded by the Better Buses scheme.
92. The Resources programme comprises statutory compliance projects or essential works to keep Council buildings safe and “wind and watertight”. The programme falls from £15m to £1.8m due to the inclusion in 2016/17 of a one-off purchase of £5.8m of vehicles for the Housing repair insourcing project, £4.4m on the planned renewal work as the programme is yet to be brought forward for approval, a net decrease of £3.1m of Fire Risk Assessment work, and completion of the Office Accommodation Efficiency programme (£0.7m).
93. Further details on individual projects in the programmes can be found at Appendix 9.

SOURCES OF PROGRAMME FUNDING

94. The programme details at scheme level, both the proposed expenditure and expected funding on an annual basis. The funding of the programme comes from a diverse range of resources and Appendix 2 gives a breakdown of how the overall Capital Programme is currently funded.
95. The majority of the programme is funded via revenue contributions to capital mainly from the Housing Revenue Account, which amount to (39 %). Prudential Borrowing funds 35% Grants fund 14% of the programme, and capital receipts represent a further 9% and it is this element of funding that is the most uncertain. Any projects in the Capital Programme funded by capital receipts can only be undertaken if the receipts are realised.



96. Grants funding is mainly used for the schools capital programmes and highways.

97. Prudential borrowing is used where no external funding is available and to fund schemes which will generate a Revenue Budget saving which then repays the principal and interest. The council can often borrow funds cheaper than its commercial sector partners because of its perceived higher credit rating. It makes sense therefore to inject such capital where there is a potential economic benefit.

Capital Receipts Funding

98. The receipts from the sale of surplus assets are used to fund a Corporate Resource Pool (CRP) which allows Members at their discretion to undertake projects for which there is no external funding. It is also used by the authority as a strategic reserve to cover to emergencies such as the total loss of a key piece of infrastructure e.g. as occurred in the 2007 Floods. As external funding sources are reduced because of austerity cut backs, the CRP assumes an even greater significance in funding the Capital Programme.

99. Appendix 4 reviews the potential receipts and demands on the CRP over the next five years in order to form a view on the level of commitment which can be prudently made.

100. Whilst the Asset Enhancement and Community Investment programmes should deliver a steady stream of surplus properties, the uncertainty in the market suggests that the receipts may not be realised within five years. Moreover, the receipts from the CIP will be re-invested in the programme so that it does not require specific support from the Council.

101. Given the need to maintain a prudent level of reserve to mitigate infrastructure failures, grant claw back, or project overspends, the conclusion is that there is insufficient confidence to be able to recommend to Members that any CRP funded projects are approved beyond 2017/18.

Other forms of Funding

Prudential Borrowing

102. Under the rules of the Prudential Code, the Council has the power to finance Capital schemes using Prudential Borrowing (borrowing that does not attract financial support from the Government, which is also known as unsupported borrowing). The principles for entering into such borrowing were approved by Cabinet on 22 September 2004, and generally relates to 'Invest to Save' schemes, including Land Assembly and funding for major capital projects.

103. It remains the Council's view that it's best overall financial interest is served by substituting Prudential Borrowing for Leasing. It is considered that borrowing in lieu of leasing can be undertaken as an element of 'Invest to Save' (where it is considered to be more cost effective over the whole life of the asset when compared to Leasing), and can be contained within an overall annual limit established for such borrowing.

104. Included within the 2017/18 Capital Programme are the following amounts of prudential borrowing for projects funded in whole or part from prudential borrowing:

Project	Total Project Value £000s
New Retail Quarter	63,473
Street Ahead Capital Contribution	38,350
Leisure Facilities	12,173
Other misc schemes	2,087
TOTAL	116,082

105. Any amendments to these limits will be approved by Full Council and undertaken in line with the Prudential Code. There are other commitments outside of the capital programme and these are described in the Revenue Budget report.

106. Prudential Borrowing does not receive any government support and therefore if the Council enters into any prudential borrowing then it will incur additional Capital financing costs. Prudential Borrowing will only be entered into where it can be demonstrated that funding is available within the overall Council budget to meet the ongoing borrowing costs.

New Homes Bonus Fund

107. This fund which has been created out of two government incentive payments for building new homes (the New Homes Bonus) and reducing the number of long term empty properties. Council policy is to make this available for projects which improve the local housing or neighbourhood environment or assist in regeneration. This grant is now included within the Growth Investment Fund and is discussed at paragraph 42.

108. The grant is being used to provide infrastructure or clear derelict buildings to kick start developments at sites which have been unattractive to developers. Often this improves the neighbourhood through removing opportunities for anti-social behaviour as well meeting the Council's priority of providing new homes.

Tax Increment Financing (TIF)

109. This initiative was announced in September 2010. The principle is to allow the authority to borrow funds to undertake capital improvements in an area. The money would be repaid from increased tax revenues (i.e. business rates) in the area as land values rise as a result of the capital investment. This scheme has been used successfully in the United States over the last fifty years, often for major transport, infrastructure or regeneration projects.

110. A scheme to develop infrastructure required for the New Development District (also known as the New Retail Quarter) has been approved by H.M. Treasury. The borrowing will be repaid out of the anticipated additional rates revenue generated by the redevelopment of the city centre. The Council had previously been developing the NDD using a preferred developer but has agreed, by mutual consent, to dissolve the partnership. The Council is currently reviewing options for taking forward this important scheme.

Community Infrastructure Levy

111. This will supplement the current Section 106 (Town & Country Planning Act 1990) arrangements which fund many of the local neighbourhood facility improvements especially in Parks & Countryside as well as City Development Division. CIL allows local authorities in England and Wales to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.
112. The Council intends to use CIL to develop strategic infrastructure projects such as roads and schools e.g. it will be used to fund the development of the BRT North link.
113. The Council has developed its rating tariff and introduced the scheme from July 2015. Although at a very early stage of the new regime the current estimates predict annual revenues of £2m - £3m p.a. depending on the pace of development.

RECOMMENDATIONS

114. It is recommended that Members note the specific projects included in the years 2017-18 to 2022-23 programmes at Appendix 9. Block allocations are included within the programme for noting at this stage and detailed proposals will be brought back for separate Member approval as part of the monthly monitoring procedures.
115. Note the proposed Capital Programme for the 5 years to 2022-23 as per Appendix 9.
116. Approve the Corporate Resource Pool policy outlined in Appendix 4 such that the commitment from the CRP is limited to one year and no CRP supported schemes are approved beyond 2017/18 unless explicitly stated. Further reports will be brought to Members as part of the monthly approval process should the receipts position improve.

Finance

February 2017

THIS PAGE IS INTENTIONALLY LEFT BLANK

Appendix 1

SHEFFIED CITY COUNCIL

CAPITAL PROGRAMME

PORTFOLIO / SERVICE	2016/17		2017/18		2018/19		2019/20		Future		Total	
	£k	%	£k	%	£k	%	£k	%	£k	%	£k	%
Children Young People & Families (CYPF) consisting of:												
Schools Programme	29,267	12	20,989	9	13,315	8	110	0	220	0	63,901	7
Other	1,439	1	952	0	-	0	-	0	-	0	2,391	0
	30,707	13	21,941	9	13,315	8	110	0	220	0	66,292	7
Communities consisting of:												
Housing	82,333	34	84,851	36	88,205	54	73,602	84	144,196	69	473,187	50
Other	325	0	-	0	-	0	-	0	-	0	325	0
	82,658	34	84,851	36	88,205	54	73,602	84	144,196	69	473,512	50
Place consisting of:												
Highway Maintenance Division	247	0	335	0	75	0	-	0	-	0	657	0
Transport Traffic & Parking Service	12,866	5	6,049	3	-	0	-	0	-	0	18,916	2
Development Services	416	0	330	0	-	0	-	0	-	0	746	0
Capital & Major Projects	786	0	124	0	-	0	-	0	-	0	910	0
Sheffield Retail Quarter	15,800	6	63,473	27	49,508	30	-	0	-	0	128,780	14
Culture & Environment	30,274	12	15,083	6	12,954	8	13,767	16	64,378	31	136,457	15
Creative Sheffield	26,145	11	1,595	1	-	0	-	0	-	0	27,740	3
Business Strategy & Regulation	1,149	0	-	0	-	0	-	0	-	0	1,149	0
	87,684	36	86,989	37	62,537	38	13,767	16	64,378	31	315,356	34
Resources	14,977	6	1,826	1	-	0	-	0	-	0	16,803	2
Corporate	2,400	1	0	0	0	0	0	0	0	0	2,400	0
Streets Ahead	27,182	11	38,350	16	0	0	0	0	0	0	65,532	7
Overall Total	245,607	100	233,958	100	164,057	100	87,480	100	208,794	100	939,894	100

THIS PAGE IS INTENTIONALLY LEFT BLANK

CAPITAL PROGRAMME FUNDING

Appendix 2

SOURCE OF FUNDING	2016/17		2017/18		2018/19		2019/20		Future		Total	
	£m	%	£m	%	£m	%	£m	%	£m	%	£m	%
Revenue Budget Contributions to Capital	64.9	26.3	68.2	29.3	68.7	41.9	55.1	63.0	111.5	53.4	368.4	39
Prudential Borrowing	68.1	27.6	116.1	49.8	62.5	38.1	13.8	15.7	72.9	34.9	333.3	35
Grants	79.5	32.2	30.6	13.1	15.3	9.3	2.1	2.4	4.2	2.0	131.7	14
Capital Receipts	21.7	8.8	14.0	6.0	16.1	9.8	15.3	17.4	19.4	9.3	86.5	9
Other Capital Contributions	11.7	4.7	4.2	1.8	1.5	0.9	1.2	1.4	0.8	0.4	19.4	2
Community Infrastructure Levy	0.9	0.4	-	-	-	-	-	-	-	-	0.9	0
Overall Total	246.8	100	233.0	100	164.1	100	87.5	100	208.8	100	940.1	100

THIS PAGE IS INTENTIONALLY LEFT BLANK

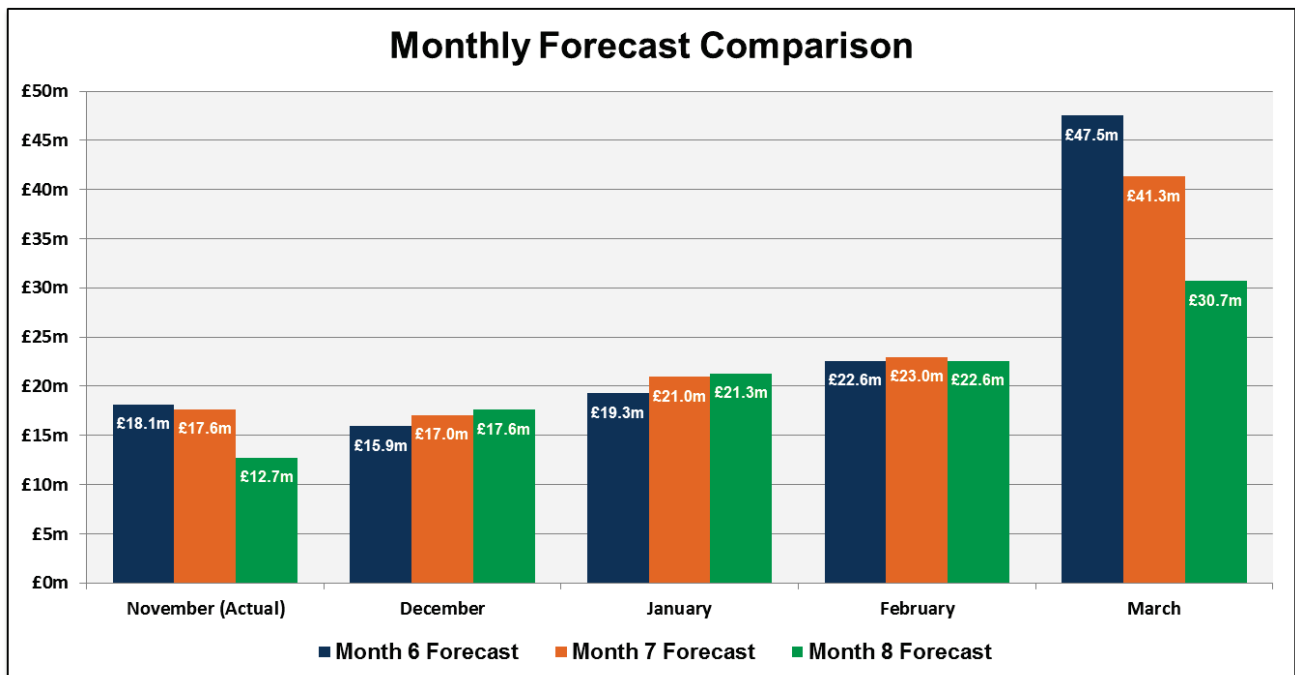
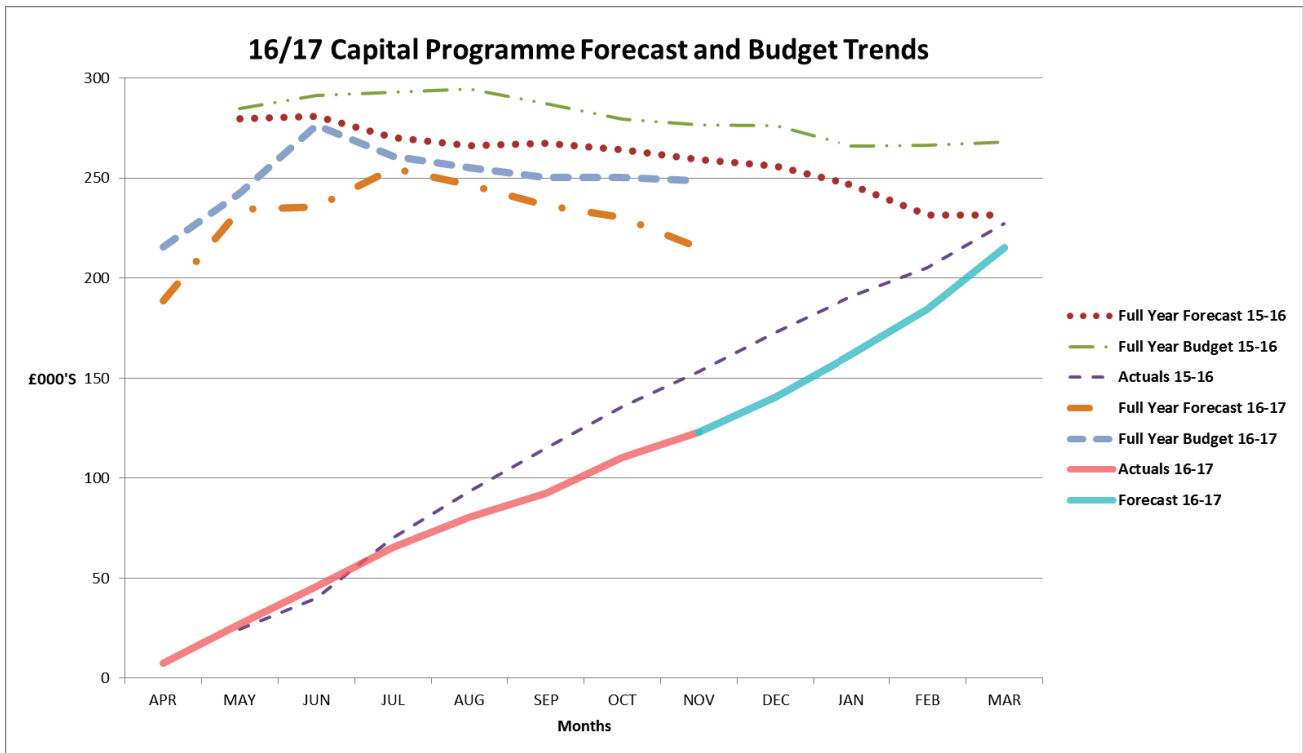
CAPITAL PROGRAMME MONITORING AS AT 30th November 2016

Summary

1. The forecast for 2016/17 has decreased by £15.1m on the Month 7 forecast to £215.1m. The Approved programme budget is £248.8m, so the current shortfall is £33.7m. This represents a slippage rate of 13.5% which is up from 8.0% at Month 6. The majority of the difference is in the Housing programme which is forecasting an underspend of £19.0m mainly arising on acquiring or building new council housing stock and refurbishment of existing properties, and, the Sheffield Retail Quarter project (£11.5m). The SRQ remains on track overall.
2. The table at paragraph 4 below shows that at Month 8, the year to date spend is £21.4m (14.8%) behind plan. The absolute variance has slipped £2.3m further behind in Month 8, predominantly in Housing (£3.0mW) offset by accelerated spend in CYPF programme (£1.9m B).
3. The upper chart at paragraph 5 shows that capital programme spend rates in 2016/17 continues to lag behind those seen in 2015/16 when the Outturn was £232m. The current forecast is £215.1m and the lower chart at paragraph 5 shows that the monthly level of spend in January to March needs to virtually double on that achieved in Month 8. However, the rate of increase required looks to be very optimistic. An Outturn around the £200m looks more likely at this stage.
4. **Financials 2016/17**

Portfolio	Spend to date	Budget to Date	Variance to date	Full Year forecast	Full Year Budget	Full Year Variance on Budget
	£000	£000	£000	£000	£000	£000
CYPF	15,325	17,292	(1,968)	22,577	24,227	(1,650)
Place	28,977	34,243	(5,266)	53,788	66,587	(12,799)
Housing	49,843	60,495	(10,653)	81,735	100,743	(19,008)
Highways	6,383	6,854	(471)	13,431	11,608	1,824
Communities	147	220	(73)	347	325	22
Resources	1,620	4,569	(2,949)	13,643	15,701	(2,058)
Corporate	20,648	20,648	(0)	29,582	29,582	(0)
Grand Total	122,943	144,321	(21,378)	215,104	248,773	(33,670)

5. Forecast trends



6. Capital Programme

Capital Programme

	2016-17 £m	2017-18 £m	Future £m	Total £m
Month 7 Approved Budget	250.2	208.6	271.3	730.0
Additions	1.3	18.0	13.0	32.3
Variations	-2.7	-18.0	-10.6	-31.2
Slippage & Acceleration	0.0	0.0	0.0	0.0
Month 8 Approved Budget	<u>248.8</u>	<u>208.5</u>	<u>273.7</u>	<u>731.0</u>

The programme has increased by £1m to £731m following the approval of mechanical plant replacement in schools.

PROJECT MANAGEMENT

7. From the start of this year the Council has introduced an improved system of reporting and monitoring project delivery. This will collect in one place, all project highlight reports which will be accessible to all users and, eventually, provide the basis for workflow driven meeting agendas for each stage of the Gateway Approval process. The progress of a project will be readily evident.
8. The table below shows the current level of performance. Of the 183 projects in the system, 95% of project managers have submitted highlight reports and just under 90% of these have been reviewed and approved by sponsors. Overall therefore, just over 85% of the projects in the programme have been reported on and reviewed by sponsors.
9. This is similar to last month's performance. Performance appears to be stabilising at this level.

10. The table below shows performance by Programme Board:

Outcome Programme Board	Reports Issued	Reports Completed	%	Reports Approved	%
Capital & Growth	29	29	100.0%	29	100.0%
Community Investment Programme	1	1	100.0%	1	100.0%
Housing Capital Programme	72	69	95.8%	69	95.8%
Resources Leadership Team	18	17	94.4%	17	94.4%
SRQ Board	4	4	100.0%	4	100.0%
Strong Economy	8	8	100.0%	5	62.5%
Thriving Neighbourhoods and Communities	59	54	91.5%	46	78.0%
Waste Management Board	1	1	100.0%	1	100.0%
Total	192	183	95.3%	172	89.6%

Commentary

11. Appendix 6.3 summarises the Top 20 projects in the Capital Programme. This group accounts for 67% of the current 2016/17 budget. The key **forecast variances** from Budget at Month 8 include:

- Housing programme is forecasting to be £19.0m below budget by the year end. The majority of the slippage (£15.2m) occurs on the New Build Council Housing and stock acquisitions and repairs following previously reported contractor problems and a lack of suitable properties coming onto the market. The New Build project will be re-profiled in December to reflect the latest plans. Slippage is also forecast on Kitchen and Bathroom replacement programme (£1.3m), Electrical repairs (£0.8m) and Garage demolition (£0.8m).
- Place programme is forecast to be £12.8m below budget principally due to the Sheffield Retail Quarter which is £11.5m behind programme although the overall direction and progress of the scheme remains on target.

- The Highways programme is forecasting to be £1.8m above budget awaiting approvals of new schemes associated with the Better Buses programme.
- The CYPF programme is forecast to be £1.7m below Budget of which £1.1m is newly declared slippage on the Devolved Formula Capital scheme which is administered by schools. A further £0.7m is due to anticipated final costs being below the approved budget on several projects offset by a potential £0.5m overspend at Hallam. £0.5m of the £0.7m work at Aldine House Secure Unit is forecast to slip into 17/18 following a re-design of the accommodation.
- Resources programme is forecasting to be £2.1m behind budget on the Fire Risk Assessment work (£0.4m) and essential repairs at the Medico Legal Centre (£0.3m).

Year to date variance

- Of the £21.4m year to date variance, £5.3m and £10.7m is on the Place and Housing programmes respectively.
- In the Schools programme £2.0m below budget, £0.5m is due to cost savings on projects which have been procured at a lower cost, £0.7m on the schools expansion programme where the configuration of the programme has been reviewed as initial cost estimates are above the budget. This has delayed detailed design work. The residual variance is on the remaining schemes in the programme with variances of £0.1m to £0.2m per project.
- The Housing programme is £10.7m behind the plan at Month 8. The majority of the underspend (£7.0m) is on the New Build and Stock Acquisition/Repair for the reasons quoted above in the Outturn variance section This is offset by the Roofing and Windows replacement programme which is (£1.0m) ahead of plan following good progress during the relatively mild start to Autumn and a revised plan to complete the multi-year programme early.
- Place programme is £5.3m behind budget at Month 7. There are four principal variances on The Lower Don Valley Flood defence work (£2.1m), Olympic Legacy Park Infrastructure (£2.1m), Brookhill Public Realm works (£0.5m) and £0.8 on Parks service projects at Botanical Gardens, Parkwood Waste tip site and the General Cemetery.

- Resources Capital programme is now £2.9m behind principally on Fire Risk Assessment programme (£0.9m) and path resurfacing (£0.2m). Several other projects are each recording a £100k - £150k of slippage.

Risks

12. There are several projects where the anticipated spend in 16/17 is significantly behind plan but the funding is secure to complete the work.
13. The Lower Don Valley Flood defences work is at risk of overspending. The unknown workload and novel nature of the design creates an inherent risk of overspend. This project is grant funded promising specific outcomes which could lead the Authority exposed to clawback or putting in its own funds. A review of this project is currently underway and has identified a number of proposals to reduce costs or attract new funding

Finance

November 2016

CAPITAL PROGRAMME: CORPORATE RESOURCE POOL

Overview

1. The Council's Corporate Resource Pool (CRP) provides a flexible capital resource pool to address key Member and Corporate capital priorities. Funding comes mainly from capital receipts arising from the sale of Council land and buildings plus other unrestricted capital income. The national programme of expenditure reductions has increased the importance of this facility as central government support has decreased.
2. In recent years officers have recommended that Members approve capital expenditure commitments for no more than one year in advance because the weak property market, and consequent low levels of capital receipts, put considerable constraints on the CRP creating a net reduction in the level of the pool year-on-year. Prior year commitments exceed the current annual level of receipts leading to a year-on-year reduction of the value of the reserve. Previously, CRP allocations had been set for three years forward to enable services to plan capital investment on a medium term basis.
3. Capital Programme Group (CPG) has reviewed the current position and recommends retaining the current policy in the face of the:
 - declining level of the CRP;
 - irregular flow of receipts from the disposals programme;
 - need to maintain the Council's infrastructure and provide for other capital contingencies such as structural failures or uninsured losses caused by natural disasters such as the 2007 floods.
4. The CRP is used to address funding issues that are not covered by mainstream capital resources. There is still central government funding for some types of capital projects and there are sources of external funding through grants e.g.
 - Department of Education funding for educational buildings through Capital Maintenance or Basic Needs Provision;
 - Department of Health funding for social care;
 - Department of Transport funding for transport infrastructure through Local Transport Plan (LTP), Better Buses Funding initiative or The Local Sustainable Transport Fund; and
 - The Housing Revenue Account (HRA) which funds a substantial part of the housing programme and already accounts for 39% of the current capital programme.

Investment Rules for use of the Capital Resource Pool

5. Capital Programme Group has developed a series of principles to test the eligibility for CRP support for projects and these are set out below:
 - The project has no other available funding sources i.e. not from central government, internal investment funds e.g. HRA, or other grant funding bodies; and
 - is in line with corporate priorities; and
 - the project is necessary to make an asset compliant with legislation; or
 - the project has a robust business case which delivers financial savings or significant improvements in performance; or
 - is a strategic project which requires cash flow support until a funding package can be arranged. Funding for this type of project will be on an **exceptional** basis taking into account the current level of unallocated cash within the CRP. The project must be viable and capable of repaying the CRP within a reasonable time, for example, by generating asset sales. If the project does not proceed, any abortive project costs would have to be financed from the sponsoring portfolio's Revenue Budget.

Key Issues for the CRP

6. In managing the CRP, the Council faces a number of key issues in respect of the demands placed upon the CRP and the likely level of future receipts:
 - Declining level of Central government support as the period of austerity continues which may require the authority to use its own resources to fund essential infrastructure
 - The need to maintain sufficient funds to match, at short notice, those available from external funders like the European Union, Heritage Lottery Fund, Sport England etc. in order to lever in funding to replace that lost from Central Government.

The Strategy for Managing the CRP

7. The funding of the capital programme is managed by the Capital Programme Group (CPG) comprising senior officers from the Council's services. It makes recommendations to Members through the monthly Finance Budget Monitoring report.
8. Services are asked to propose projects which might use CRP funding. CPG then reviews those projects against criteria such as the economic social benefit of the project, the opportunity to use the CRP as "match" investment to win additional external funding, and ease of delivering the project and its risk profile.

9. Following this financial planning exercise, CPG will make recommendations to Members about those projects which offer best value and the extent and speed to which they can be funded. Those projects will then be developed and come forward for approval as part of the Council's capital approval process.
10. The rate of approvals can be regulated so that funds are released to projects as capital receipts come in.

Demands on the CRP

11. In the exercise referred to above at paragraph 8, the requests from services for CRP funding totalled just over £67m over the next five years. Given the existing level of CRP funded commitments and the outlook on receipts, CPG recommends allocating a further £6.6m to future projects.
12. This allocation is used for financial planning purposes only and Members are not required to approve any of the projected schemes outside the Capital Approval process.

Receipts

13. The next three years should see a considerable inflow of capital receipts as the Council's Asset Enhancement and Accommodation Efficiency programmes are completed. Many of these sales will deliver receipts worth over £2.5m per site. The precise timing of these receipts is difficult to predict being influenced by local market and national macro-economic conditions. This uncertainty is on top of the inherent risk in all property sales of buyers pulling out, procedural difficulties, ground contamination, searches etc. Further reports will be prepared for members as negotiations proceed and transactions are completed.
14. The final value realised will also depend on the application of the Council's Affordable Housing policy. Experience to date has shown that this can lead to a significant reduction in the forecast receipt.

Risks in the Programme

15. Most of the specific risks arise from former capital schemes including:
 - Uncompleted land transactions on the Inner Relief Road;
 - Uncertainty over realising the projected receipts from the asset enhancement and Accommodation Efficiency Strategy which are dependent on a sustained economic recovery in the property market; and
 - Potential delayed development of Broad Street development which will fund a small part of the new Indoor Market cost.

16. Moreover there is a general risk of any approved project within the programme overspending. Given the pressures on the Revenue Budget, the CRP will be the last resort for covering overspends.

17. There are also a number of legacy issues relating to European funded projects where the Council has been adjudged to be non-compliant with grant conditions and suffered clawback.

Conclusion on the Funding of the CRP

18. Recognising the uncertainty over the future stream of capital receipts, officers believe there is no argument to recommend to Members that the current policy of approving CRP funds for the capital programme only 12 months ahead is changed.

There is some improvement in the property market which should start to move sites but the rate and scope of asset realisation is likely to be determined more by the Council's own policies and performance.

Appendix 5

GLOSSARY OF TERMS and ABBREVIATIONS

Term	Name	Description
BBAF	Better Buses Area Fund	A fund to support the development of an improved bus service network which replaced the Bus Services Operators Grant (BSOG).
BB2	Better Buses Fund 2	The follow on programme to BBAF
BID	Business Improvement District	A scheme in which Non Domestic ratepayers pay a levy on the rateable values of their properties to fund additional services or developments.
BRT North	Bus Rapid Transit North	A major project to deliver dedicated road lanes for buses between Sheffield and Rotherham.
CIL	Community Infrastructure Levy	A levy on new development. The purpose of the CIL is to contribute to the cost of infrastructure (roads, schools etc.) needed to support commercial and residential development.
CPG	Capital Programme Group	The management group within the Council which develops and recommends to Cabinet the Capital Strategy for the Authority.
CPO	Compulsory Purchase Order	A statutory power to enable local authorities to purchase land in order to facilitate developments.
DfE	Department for Education	The central government department administering the national education policy.
DfT	Department for Transport	The central government department administering the national transport policy.
ERDF	European Regional Development Fund	European Community Funds available to finance key projects.
HRA	Housing Revenue Account	The specific Council fund where costs and income associated with the provision of council housing are collected. The fund provides a substantial contribution to the refurbishment of council owned properties.
LEP	Local Enterprise Partnership	A body comprising Local Authority and local business representatives which allocate capital funds to major

		economic and infrastructure projects.
LSTF	Local Sustainable Transport Fund	Introduced by Government to promote sustainable transport interventions that support economic growth whilst reducing carbon emissions.
LTP	Local Transport Plan	The capital programme to develop and improve transport links across the county. Funded from central government grant.
NDD	New Development District	An area in the City Centre designated for regeneration through the construction of offices.
NRQ	New Retail Quarter	The area of the City Centre designated for a revitalised retail offer
SCR	Sheffield City Region	A combination of local authorities (Barnsley, Bassetlaw, Bolsover, Chesterfield, Derbyshire Dales, Doncaster, North East Derbyshire, Rotherham and Sheffield) which jointly develop strategic infrastructure projects and economic policy within their combined geographic boundaries.
SCRIF	Sheffield City Region Investment Fund	Devolved funding from central government to be used to create key infrastructure for e.g. transport to promote and assist economic growth.
SRQ	Sheffield Retail Quarter	The programme to redevelop the retail offer in the city centre
SYITA	South Yorkshire Integrated Transport Authority	Established in 2009 to take the lead in developing transport policy across the county.
SYPTA	South Yorkshire Passenger Transport Executive	The organisation that takes the lead to develop the region's transport network and operates some transport facilities.
TIF	Tax Increment Financing	A scheme by which local authorities are given powers to borrow money to finance large scale infrastructure projects. The interest charge and borrowed sum are repaid using the additional local taxes created by the increased economic activity.
UTC	University Technical College	Academies for 14 – 19 year olds offering vocational training and education.

Appendix 6

The Housing Investment Programme 2017/18 – 2021/22

1 Background

This report sets out the Council's proposed investment in homes and neighbourhoods across the city. This investment plays an important role in contributing towards the delivery of the Council's Corporate Plan priorities.

The investment within this report represents Housing and Neighbourhoods activity within the city and is complemented by other investment and delivery activity.

The Housing Investment Programme helps to underpin and deliver some specific elements contained within the Council's 10 year Housing Strategy and other related strategies. This establishes three key objectives for housing in the City over the period 2013 - 23. These are:-

- Increase the supply of new homes in the city;
- Make best use of the city's existing stock;
- Help younger, older and vulnerable people to live independently.

The activities contained within the appendices follow this format in order to clearly set out how the Housing Investment Programme is contributing towards the achievement of these objectives. As noted above, there are other investment activities that are being delivered both by the Council and by other partners that will deliver additional outcomes. Some of these sit outside the scope of this report.

This year's proposed Housing Investment Programme totals £84.851m. The majority of this investment (£75.949m) will be invested in council housing, as part of the self-financing Housing Revenue Account (HRA) Business Plan 2017–18. This includes a commitment to deliver 1,000 new council homes through new build and acquisition by 2019/20.

Table 1: Split of Investment HRA / Non HRA

The remaining £8.902m will be invested in non-HRA activity, as detailed within this report. The non-HRA activity remains at a level which is small by comparison to the overall programme. A priority continues to be exploring alternative options for funding or service delivery within the non-HRA areas.

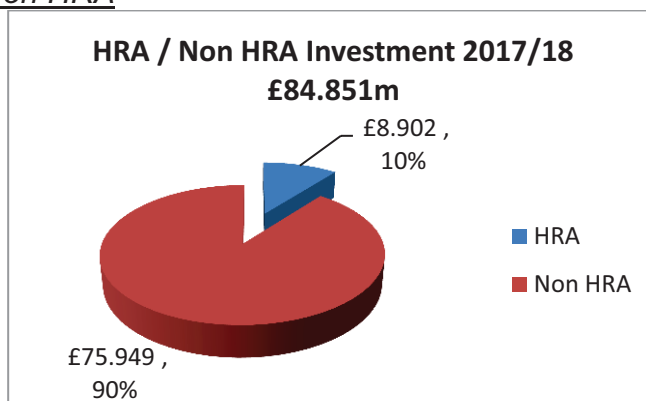
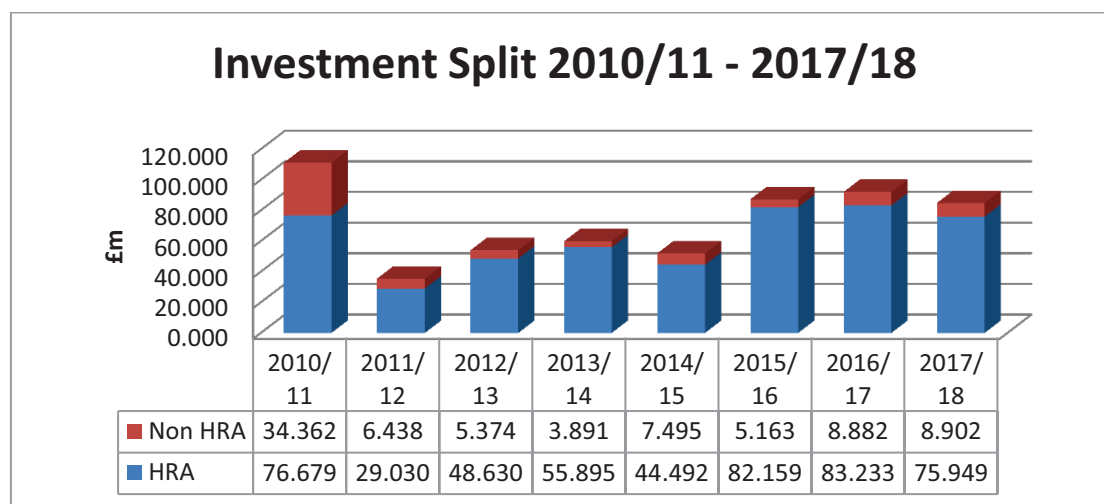


Table 2 details the level of investment split over the HRA and Non HRA activity over an eight year period.

Table 2: 2010 – 2018 HRA / Non Investment



Achievement of housing growth in the City of Sheffield is critical in order to meet the priorities of the Corporate Plan. Sheffield City Council is consulting on a new Local Plan which sets out the rationale for the numbers of new homes required to meet the Sheffield City Region economic growth ambitions. The Council is about to publish a new Housing Strategy to set out the Council's housing objectives and priorities, which states our intentions to build over 21,000 new homes in the next 10 years. To support this priority, the Council has developed a new Housing Growth Delivery Plan.

This year the Council has submitted a number of capacity funding bids to Government, including the Housing Zone, Starter Homes Land Fund, Garden Villages and Estate Regeneration. The Housing Zone initiative has great potential to optimise Brownfield site opportunities, support some exciting new development initiatives already on the ground, and enable the development of this part of the city centre as a 'sustainable neighbourhood of choice'.

The Council has reviewed its Governance arrangements, and a new Housing Growth Board has been established. The Board is chaired by the Cabinet Member for Transport and Infrastructure and attended by the Executive Director for Communities. Further to the revised Leaders Scheme of Delegation will help to ensure that the Housing Growth Board has streamlined decision making processes for activity and investment relating to the priority pipeline of sites which are identified in the Housing Growth Delivery Plan.

2 Review of what has been achieved in 2016/17

Increase the supply of new homes in the city

Non HRA activity

- Shop front improvements to 130 properties in the Sharrow / London Rd District Centre as part of the Successful Centres Programme.
- In Attercliffe, the “Town Team”, part formed by the Council, continues to meet and plan for the centre. Information boards have been procured and currently being installed strategically round the centre giving information about the businesses and also heritage.
- Approval given and development work has begun for a shop front improvement scheme at Manor Top to deliver improvement work to 28 properties.
- Registered Providers delivered 185 new affordable homes in the city. Sheffield Housing Company has completed all of the 293 homes planned in Phase 1. Of the 293, 104 new homes have been completed at Norfolk Park, with a further 142 new homes at Parson Cross. The third site, comprising 47 new homes built on a series of infill plots in Shirecliffe, was completed in 2015.
- As of September 2016, 17 new homes have been built in Parson Cross as part of SHC’s Phase 2 development. It is anticipated that by the end of March 2017 SHC will have built of total of 67 of the planned 478 new Phase 2 homes- across Parson Cross, Norfolk Park and Fir Vale.
- It is expected that planning permission will be submitted in relation to Sheffield Housing Company’s phase 3 developments in Manor and Norfolk Park (333 new homes)

HRA activity

- A contractor has been procured to deliver 38 new build council houses in the south east of the city.
- All remaining residents at Arbourthorne Fields have been matched for re-housing, with one owner-occupier remaining still to agree terms.
- 3 homes have been acquired as part of the Long Term Empty Purchase and Repair Scheme between April – Oct 2016, and 46 general acquisitions have been completed in the same period.

HRA and Non HRA activity

- At least 100 long term empties were brought back into use between October 2015 and October 2016.

Making the best use of the city's existing housing stock

HRA Activity

- 1,700 council homes fitted with new efficient central heating systems.
- Completed the programme to install individually metered communal heating systems with a further 1,335 homes.
- Upgrading the district heating network which has resulted in savings to over 2,000 households, (6,000 over a three year period, resulting in lower heating charges.
- Carried out essential Health & Safety improvements such as lift maintenance and asbestos management.
- The completed the fire safety improvements project to low rise flats & maisonettes with a further 6,000 homes completed.
- Completed the Installation of 1,276 smoke alarms in sheltered schemes and hard wired alarms in Deer Park Tower Blocks.
- Installed adaptations to nearly 500 homes to support people to continue to live independently in their home.
- The provision of recycling facilities to 250 blocks of flats & maisonettes across the city.
- Completed the programme of flat roofing completing a further 1,400 properties.
- Delivered new pitched roofing and roofline works to over 5,500 homes.
- Carried improvements in Communal Areas to nearly 800 blocks of flats.
- Completed work to replace kitchens and bathrooms to around 800 properties.
- Completed work to renew windows & doors to around 800 properties.
- Started the demolition of garages as part of the wider garage strategy.
- Continued the demolition programme for the 5M properties at Arbourthorne.
- Completed the demolition of Sweeney House sheltered scheme at Stocksbridge.
- Started the procurement of a contract to deliver the electrical strategy across the city.
- Started procurement of the contracts to deliver improvement works to garages.

Helping younger, older and vulnerable people live independently

Non HRA Activity

- Reduced hazards in 75 private sector homes where people with "vulnerable health" conditions live
- Made 475 private sector homes safer by taking action including carrying out works in default to deal with category 1 hazards or conditions prejudicial to health.
- Reduce the impact on neighbourhoods by carrying out enforcement works to repair or improving the appearance of 30 empty homes.

- Bring 10 long term empty homes back in to use by taking enforcement action or using the threat of enforcement action; This includes possible Compulsory Purchase Order, (CPO), action at an average cost of £80K and take over the management of, refurbish, and let 2 empty homes per year at average cost £30K.
- 75 low income home owners assisted to improve their homes with Minor Works Grants
- Exposures to hazards have been removed / reduced in 350 private rented homes.

HRA and Non HRA Activity

- 861 homes both in the council and private sector received adaptations to enable people to remain in their homes, (483 Disabled Facility Grants and Public Sector 500 Adaptations
- Installed 1,276 hard wired smoke alarms within each of the sheltered schemes which is linked to South Yorkshire Fire & Rescue via a monitoring station.

3 The key targets for 2017/18

Increase the supply of new homes in the city 16.234m

Non HRA Activity

- Deliver shop front improvement scheme to 28 properties at Manor Top.
- Deliver support to district and local centres which have not yet been part of the Successful Centres Programme. Development work currently being undertaken to establish the best approaches for specific centres based on their current condition.
- Work with RP partners in the city to deliver up to 114 homes as part of the Affordable Homes Programme.
- Continuation of Sheffield Housing Company's, (SHC), Phase 2 housing developments across 6 sites in Norfolk Park, Parson Cross, Fir Vale and Manor. All of the Phase 2 sites have now been transferred over to SHC ownership.
- It is expected that SHC's phase 3 developments in Manor and Norfolk Park (333 new homes) will have started
- SHC will also be seeking to undertake pre development and design work on Phase 4 (currently scheduled for 322 new homes) with a view to obtaining planning permission for the majority of these sites in summer 2017. Phase 4 comprises 7 sites in Granville, Norfolk Park, Parson Cross and Shirecliffe.
- Bringing another 100 long term empty properties back into use between October 2016 and October 2017.

HRA Activity

- Complete remaining demolitions at Arbourthorne Fields
- Completion of 38 new build council houses.

- Continuing to work on developing plans and building new council homes for both general and specialised use, including schemes to support older adults and those with learning disabilities.
- Purchase 7 LTE properties as part of the purchase and repair scheme and 80 general acquisitions.

HRA & Non HRA Activity

- Work is on-going / progressing on the Housing Growth Strategy with the intention supporting the delivery of 40,000 new homes over the next 20 years.
- Continued development of Park Hill.

Making the best use of the city's existing housing stock £63.895m

HRA Activity

- Continue to complete heating works to properties where access could not previously be gained as part of the Obsolete programme or where the boiler has become 15 years or older.
- The continued delivery of the pitched roofing & roofline programme to a further 6000 homes.
- Complete the provision of waste recycling for facilities completing a further 80 blocks.
- Continue to deliver the Low Rise Communal Area upgrades to over 600 blocks.
- Continue to deliver kitchen, bathroom window & door upgrades to around 2000 properties.
- Start the delivery of the electrical strategy to upgrades to around 5000 properties.
- Procure contracts to start the external wall insulation of non-traditional houses.
- Continue to complete adaptations work at homes where work is identified as being required.
- Start of programme of works to remove asbestos containing materials to properties identified as medium risk.
- Continue to carry out essential Health & Safety works such as lift maintenance, electrical upgrades and asbestos management.
- Complete the demolition of garages identified through the garage strategy and start the delivery of improvement works
- Develop a programme of work to respond to H&S environmental issues on estates.

Helping younger, older and vulnerable people live independently

£4.722m

Non HRA Activity

- Make private sector homes safer by taking action including carrying out works in default to deal with category 1 hazards or conditions prejudicial to health in 450 homes.
- Reduce the impact on neighbourhoods of empty homes by carrying out enforcement works to repair or improving the appearance of 35 empty homes.
- Bring 12 long term empty private sector homes back in to use by taking or threatening enforcement action and use of voluntary empty property management orders. The enforcement includes potentially 4 properties being subject to CPO action.
- Reduce hazards in 100 private sector homes of "health vulnerable" people whose health conditions and health outcomes are prejudiced by exposure to hazards.
- Carry out a feasibility study for the introduction of a Council run property management service based in the Page Hall area to support landlords and tenants in sustaining viable tenancies. Reducing the negative impact on the community of poorly managed private rented dwellings, creating confidence in the rental market and encouraging empty dwellings back in to use.
- Implementing and consolidation of the assessed enforcement approach in 3 proactive area based proactive enforcement programmes in Page Hall Voluntary Area, Darnall and Abbeydale Road corridor.

HRA & Non HRA Activity

- 775 homes both in the council and private sector received adaptations to enable people to remain in their homes, (325 Disabled Facility Grants and Public Sector 450 Adaptations).

4 The 2017/18 Housing Investment Programme

In total the council expects to invest £86.144m, (excluding any further slippage from the Month 8 forecast), through this programme in 2017/18 as set out in Appendix 6b and 6c. The source of these funds is set out in Appendix 6a. This sum will increase as some projects will carry over both funds and work commitments from 2016/17 into 2017/18; the level of slippage is currently forecast to be in the region of £6.600m.

Investment in the housing stock has delivered benefits to both the council and the wider community:-

Savings on procurement

Almost £11.0m of savings have been achieved through efficiency savings as a result of external procurements since 2012, the main contract savings were on:-

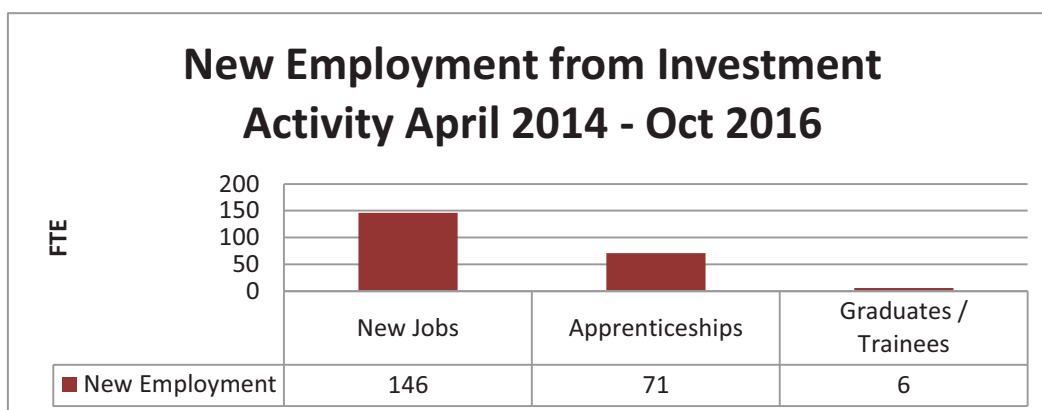
- Adaptations and Associated Work savings of £0.922m,
- Balfour House Refurbishment savings of £0.588m,
- Investment Projects Elemental Programme savings of £2.984m
- Housing Demolition Programme savings of £2.252m.

Employment and Training benefits since 2014

Employment

- new jobs created 146,
- 71 people benefiting from apprenticeships, (project initiated),
- 6 graduates / trainees.

Table 3: New Employment April 2014 – October 2016

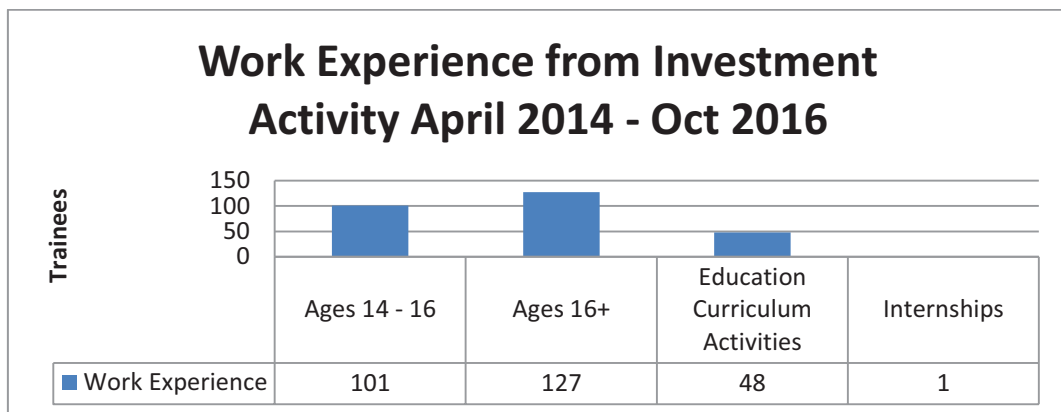


Work Experience

- in total 228 people have benefited from work experience, some securing apprenticeships or new jobs,
- 48 have benefited from Educational Curriculum Activity,

- 1 internship created.

Table 4: Work Experience April 2014 – October 2016

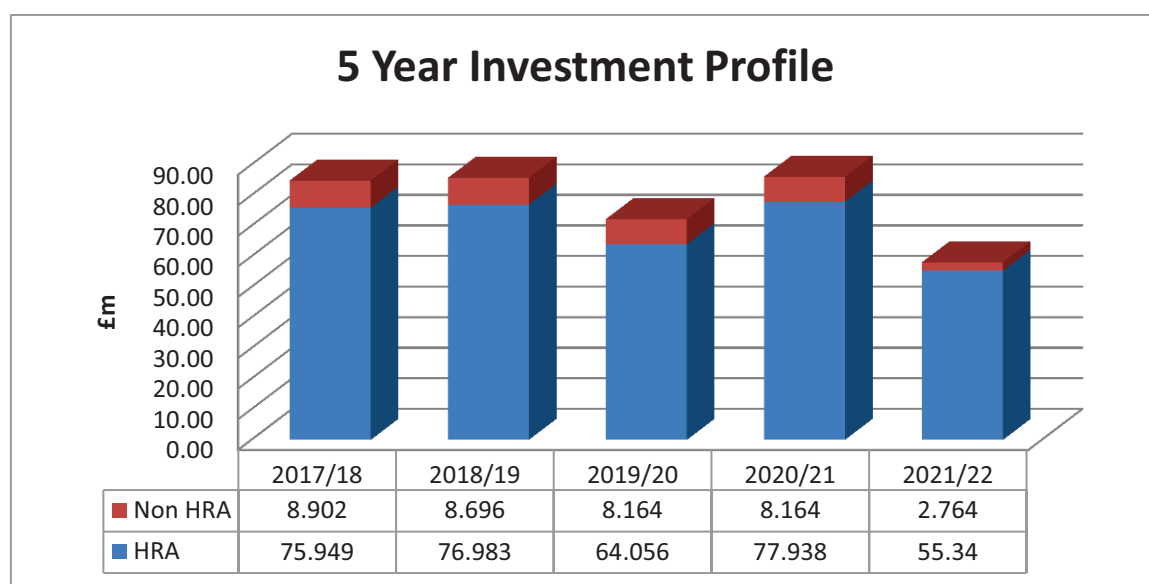


Tenant Engagement

Programmes of investment have been agreed with tenants through extensive consultation at the following forums:-

- HANAP – Housing & Neighbourhoods Advisory Panel,
- Investment, Repairs & Environment Service Partnership Group,
- Local Area Housing Forums,
- Local Estates & Investment Service Forums,
- Project specific Task & Finish Groups,
- Yearly cycle of City Wide Forum consultation events.

Table 5: 5 Year investment Profile 2017 - 2022

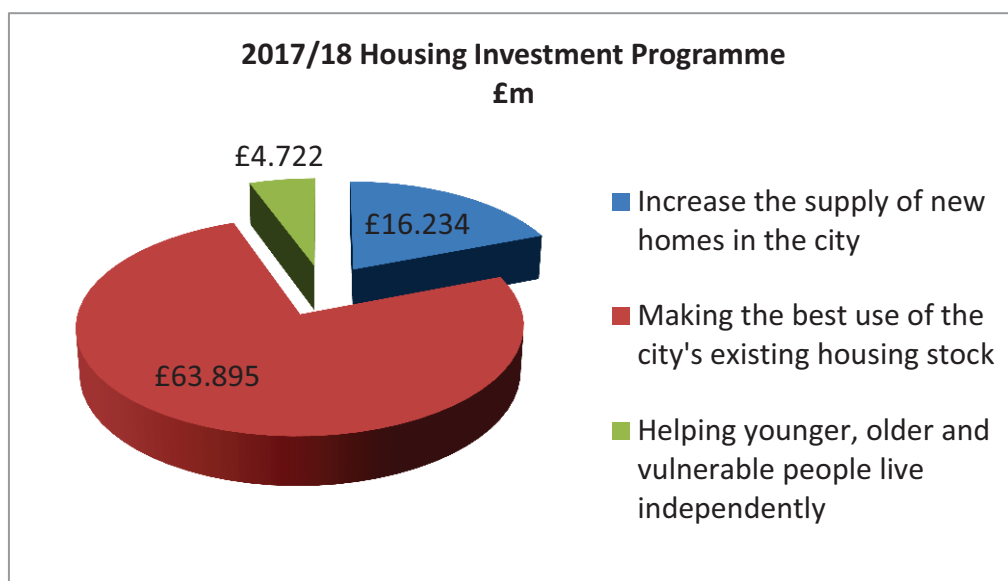


Investment has been prioritised in line with the three key objectives outlined below (Table 4):

Increase the supply of new homes in the city,	£16.234m
Making the best use of the city's existing housing stock,	£63.895m
Helping younger, older and vulnerable people live independently.	<u>£ 4.722m</u>

TOTAL	£ 84.851m
--------------	------------------

Table 6: Three Key Objectives



As set out in previous year's Housing Investment Programme Cabinet Report, there has been a significant reduction in the funding available for regeneration and private sector housing interventions.

This limits the scope of activities that the council can undertake and has required a change in the way the council operates, to see greater emphasis on working closely with our partners to influence their investment decisions and deliver change and investment. We are also utilising New Homes Bonus through the Housing Growth agenda to deliver regeneration outcomes and to increase housing growth.

5 Increase the Supply of New Homes in the City £16.234m

Housing regeneration and housing supply,

The Council is committed to increasing the supply of homes in the city, and has secured resources from a variety of sources to achieve this. The main sources of funding for housing growth are from income from the sale of assets and through HRA "borrowing headroom". Additional funding comes from contributions from Homes & Communities Agency, (HCA), and New Homes Bonus, (NHB).

The New Homes Bonus Scheme is now entering its seventh year; by the end of March 2017 the council will have received £32.514m of income in the first six years. The scale of the future income expected from this scheme can only be estimated, as it depends on the numbers of new homes built, the number of empty homes in the city and the number of properties demolished, and, above all, Government policy,

but it is estimated that there will be an additional £9.332m of New Homes Bonus 2017 to 2019.

On 25th November 2015 the Comprehensive Spending Review and autumn statement set out plans to reform the New Homes Bonus, including means of sharpening the incentive to reward communities for additional homes and reducing the length of payments from 6 years to 4 years. Details of how this reform will affect the New Homes Bonus income assumptions moving forwards are currently being modelled. It is anticipated that the future income may be significantly reduced, but this has not yet been confirmed by government.

The council has approved the use of these resources for projects aimed at creating housing, regeneration and economic growth within the city. A strategy has been developed aimed at delivering this growth, bringing long-term vacant homes back into use, supporting wider regeneration to improve the quality of life for residents in our neighbourhoods and encouraging private investment in building new homes.

The schemes which are currently funded or part funded from New Homes Bonus are set out below:-

- Empty Property Loans
- London Road Shop Fronts
- Manor Top Centre

The New Homes Bonus Programme for 2017/18 is £3.147m; this is broken down by capital of £1.055m and revenue of £2.092m, this report only covers the capital element of £0.390m within the Housing Investment Programme.

The “Long Term Empty Purchase and Repair” scheme, which brings long term empty properties back into circulation through the HRA, the level of investment in acquisition and new build is £17.861m of which the HCA contributes £0.020m per property and a contribution for staffing and project support.

SCC Stock Increase Programme

The Stock Increase Programme was approved by Cabinet in 2013/14 with the aim of increasing the number and quality of affordable houses in the city. This is through both new build (general needs and supported housing) and purchasing suitable properties to add to the Council’s housing stock.

Over time, the target number of new build units and acquisitions has changed in response to funding and strategic priorities. By the end of 2016/17 315 acquisitions and 51 new build properties will have been delivered since the start of the programme. 2017/18 will see the delivery of 55 acquisitions with a further 159 acquisitions and 420 new build properties being delivered by 2021.

Sheffield Housing Company

Sheffield Housing Company's (SHC) Phase 1 development comprises of 293 new homes spread across three neighbourhoods. The Phase has now been built out with all properties either bought or rented out. SHC has supported 39 apprentices to date in addition to working with many local businesses as part of their supply chain, with 70 new jobs created. SHC has now submitted a further 5 planning applications for 478 new homes on 5 more sites across the city as part of its Phase 2 development. Phase 2, which is currently underway, will deliver more new homes being built in Parson Cross, Norfolk Park, Manor and Fir Vale. Before the end of 2016/17, SHC plans to submit further planning applications for two sites in Manor and Norfolk Park (delivering a further 333 new homes) as part of Phase 3. Pre development work is also scheduled to begin on 6 further sites as part of Phase 4.

In 2017/18 the council will continue to be an active partner in the Sheffield Housing Company and enable the delivery of new high quality homes and maximise its impact on the regeneration and economic growth of the areas of the city in which it operates.

Investment in new affordable homes

The Homes & Communities Agency (HCA) has provided funding for new affordable housing through the Affordable Homes Programme (AHP) and the Affordable Homes Guarantees Programme (AHGP). It has recently launched the Shared Ownership and Affordable Homes Programme (SOAHP).

Local Registered Providers (RPs) secured £7m funding from AHGP 2014/17, which together with RPs' private funding represents approximately £27m of investment. 139 homes were completed through this route during 2016/17 including:

- Regeneration schemes at Wybourn
- Older persons housing at Jordanthorpe

Local RPs also secured approximately £5.5m Homes & Communities Agency, (HCA), grant funding from the first tranche of the 2015/18 AHP. 46 new homes for older people were completed at Shiregreen in 2016/17. A further 164 homes are due to be completed in 2017/18 including:

- Regeneration schemes at Arbourthorne, Hyde Park, Beighton and Manor Park
- More older persons housing at Shiregreen

The SOAHP 2016/21 is now in place and we expect bids from local RPs for Sheffield sites in 2017.

Capital for Housing Improvement and Regeneration

Programme Management **£5.696m**

The staffing and professional support services costs incurred in the planning, management and delivery of the programme and the council will continue to make residual contributions to past social housing projects.

Essential Health and Safety **£0.025m**

This includes a budget for emergency demolition of houses and garages.

Regeneration **£10.217m**

Council Housing New Build

Phase 1 of the New Build Council Housing project has been completed with 33 homes at Darnall and a further 18 on the Manor. Phase 2 comprises 38 homes on the Weakland estate at Birley and is due on site in Spring 2017 with completion in Spring 2018.

Approximately 380 additional units are planned in later phases including schemes for older people and people with learning disabilities.

Long Term Empties Purchase and Repair

The Long Term Empty (LTE) Purchase & Repair scheme will deliver 45 properties over 3 years as part of the wider stock increase programme. This is part funded by the Homes & Communities Agency as part of the HCA's Affordable Homes Programme 2015/18. The properties will be acquired, refurbished and the added to the council stock for social housing. The properties must have been empty for 6 months or more to qualify for purchase, they must be financially viable for the council to acquire and be in areas where we have demand for housing. So far the LTE Purchase & Repair scheme has acquired 30 long term empty properties out of the 2015-18 target of 45 properties.

6 Making the best use of the city's existing housing stock **£63.895m**

The review of the Housing Revenue Account (HRA) Business Plan

The Housing Investment Programme contained within this report sets-out the investment in council homes over the coming year, as part of the 30 year self-financing business plan. A separate report updating the HRA Business Plan for 2017/18 was agreed by Cabinet on 13th January 2017. The plan incorporates anticipated income and projected expenditure for 30 years and sets the long term direction for council housing investment and services in Sheffield.

Heating & Insulation

£2.153m

There are boilers remaining across the city that are classified as obsolete and need replacing. The backlog of obsolete heating has been tackled systematically since 2009 and should see the completion of the original Obsolete Heating Programme. In 2016/17 there was significant investment in renewing Obsolete Heating systems. This has reduced the cost of responsive repair breakdowns and benefited tenants by providing affordable warmth and tackling fuel poverty. There have been difficulties gaining access to some properties however the scheme is still progressing in 2017/18 and beyond. Following the completion of the Obsolete Programme the priority will be to ensure that all heating systems that are older than 15 years are renewed and that this cycle of replacement is maintained.

The breakdown element of the project includes renewal work to the social housing stock for which the landlord has an obligation. The project will provide a responsive service to customers who experience a boiler breakdown. This is more likely to be on boilers that are old and obsolete but as this is on a responsive basis address lists cannot be determined. The number of boiler breakdowns has reduced over the previous year as a result of the planned Obsolete Programme therefore the budget for 2015/16 has been reduced to £0.800m.

There is a budget of £1.353m for the continuation of the scheme to install cavity & loft insulation to homes that have not had this work completed and for the contracts to start for the external wall insulation of non-traditional houses.

The capital investment in the district heating scheme and particular the installation of heat meters over the last 3 years has meant that customers (both tenants and home owners remaining on the system after RTB) are making significant savings on their district heating bills.

Households now have greater choice on the amount of heat they take and therefore the size of their energy bills. On average our district heating customers are saving around 38% compared to what they paid previously under the fixed weekly charge under an unmetered supply under the. This is really excellent news for customers and for the Council too. As customers are using less, significant costs saving (along with the lowering carbon omissions) are also being achieved relating to the gas it has to purchase to fuel the district heating network.

Essential Investment Work (Health & Safety)

£1.183m

Minimising fire risk in blocks of flats, this has become a regular item of expenditure following the fire at Lakanal House, Camberwell in London in July 2009. Risk assessments for all archetypes in the city were carried out and a programme has been underway for a number of years on low rise flats to deal with all identified risks as part of an agreed plan with the South Yorkshire Fire and Rescue Service. All future improvements will be tackled based on level of risk. Other Health and Safety work includes lift maintenance and replacement, electrical rewires, asbestos management, and fire sprinkler systems, in a 5 year programme.

Elementals Programme

£55.026m

The following activity is included within the Elemental Programme:-

Kitchens, Bathrooms, Windows & Doors £12.200m

This programme of work will continue to address the backlog of homes that did not have all elements of decent homes works or only had partial works completed. These elemental programmes will be delivered separately and will be delivered in two stages. The first stage will complete work to homes that had no work carried out during the Decent Homes Programme. Stage 2 will complete elemental work those homes that only had partial work completed during the Decent Homes programme.

Communal Areas Investment £8.509m

A programme of communal area refurbishment for low rise flats is on-going, this started on site in 2015/16. This work is complementing the decent homes work in the city and helps improve the sustainability of blocks. This is been done by refurbishing all blocks in the city to a consistent standard. Each block will where practicable have a secure communal door or door entry system, double glazed windows in the communal area, provide a well-lit communal area and floor finishes that are safe and can be easily cleaned. The extent of work in each block will be determined through site surveys in conjunction with local priorities.

Electrics £7.866m

A budget has been set for electrical work this will develop and deliver the future strategy and approach for electrical installations in the Council Housing stock. Many upgrades of systems were carried out as part of the Decent Homes programme particularly around the kitchen/bathrooms work however electrical installations to blocks and remaining parts of properties have not been invested in. A programme needs to be brought forward to deal with this backlog of work.

Roofs and Externals £22.768m

This work includes replacement of flat and pitched roofs, rainwater goods and external fascia's/soffits in order to protect the substantial investment in the internal fabric that the Council has made in the stock since 2004/2005; it will also enhance the appearance of neighbourhoods. Investment in the external fabric also provides an opportunity to generate savings to the revenue repairs budget by a planned programme of replacement rather than carrying out expensive individual responsive repairs and external painting which involves the use of scaffolding equipment and working at height. Work began in 2014/15 and will be completed in 2019/20.

Waste/Waste Management Improvements £1.246m

This project will include completing recycling facilities provision to blocks of flats in the city which require specific facilities. It is also anticipated that some bin chute

closure work will be undertaken alongside this recycling work at some maisonette blocks which will provide a complete waste disposal solution.

Garages

£2.437m

Investment work will continue on garages and garage sites from 2015/16. Investment of almost £4m is proposed over a 4 year period to 3,402 garages. 1291 garages and garage sites are not sustainable and it is proposed that these garages are demolished. This will secure the viability of garages for the long term and may offer sites for new council house development.

Miscellaneous Schemes

£2.383m

There are several miscellaneous schemes for Lansdowne and Hanover cladding and Non Highways Responsive Work

Lansdowne Area Investment Environmentals	£0.095m
Non-Highways Other Planned Elementals	£0.020m
Other Planned Elementals	£2.268m

Programme Management & Capital Management Fee

£3.030m

The staffing and professional support services costs incurred in the planning, management and delivery of the programme.

Private Sector Housing Empty Properties

£0.120m

The Council needs as a last resort to be able to take action to reduce the impact that empty properties have on the neighbourhood by serving enforcement notices and carrying out works when owners are non-compliant. Debts created can give rise to enforced sale procedures which lead to a change in ownership as a precursor to return to occupation. CPO action is also sometimes warranted.

Empty property management orders are an enforcement tool and also a voluntary method whereby the Council can take over management of an empty property, carry out works to bring it to a lettable standards and bring back in to use for accommodating Council tenants. This can be up to a 5 year period.

The ability to carry out or threaten to carry out enforcement actions is a key enforcement tool for which a budget is an essential requirement and also a budget is necessary to cover the cost of improving/ repairing bringing empty properties to a lettable standard as part of any enforced or voluntary property management arrangements.

7 Helping younger, older and vulnerable people live independently. £4.722m

Disabled Facilities Grants for Owner Occupiers £2.000m

This will be funded by £2.0m capital grant from Government through the Better Care Fund. The Allocation in 2016/17 was significant higher at £3.4m but this level can't be guaranteed. In previous years the council has contributed £0.500m of its own resources but due to the low level of capital receipts and other calls on this resource the match funding the council has previously provided is no longer available. However this lower level of match funding may result in households waiting longer for adaptations in their homes and a waiting list may develop towards the latter part of the year. It could also have knock on effect on increasing the financial pressure on local health services and adult social care budgets, it is predicted that 410 disabled facility grants will be approved in the 2017/18 period and that 30% (123) of these will be prioritised as urgent. Cases are deemed urgent to avoid hospital admission. A small proportion of the total will be approvals issued for people awaiting discharge from hospital. Failure to find additional funding may see increased pressure on hospital and care services, therefore the capital receipt position will be reviewed regularly to see if it becomes possible to increase this budget during 2017/18.

Private Housing Standards £0.130m

The Council is under a statutory duty to take action to deal with private rented properties where there is a Cat 1 hazard or a statutory nuisance. We work with landlords to seek compliance thorough co-operation, however where necessary we do have to resort to enforcement action. This can be carrying out works in default or prohibiting the use of part or the whole dwelling. In some cases for the Council may wish to assist landlords to meet required property standards or achieve higher property standards where appropriate.

Such cases for example could include works necessary to tackle childhood asthma or additional costs of fire protection to allow for residential carers for vulnerable adults.

Minor Works Grants £0.150m

This project helps the vulnerable elderly owner occupiers to remain safe, secure and healthy in their homes by funding up to £2K of minor repairs per grant.

Approximately 75 homes will benefit for each year of £0.150m investment, relieving pressure on home care services, hospitals and care homes.

Homes and Loans £0.460m

This service was set up by Sheffield during 2004 to offer affordable loans instead of grants to financially vulnerable home owners living in non-decent accommodation. It continues to provide this service to all local authorities in Yorkshire and the Humber, as well as Sheffield. Such loans require no monthly repayments and only become due when the property changes hands. In addition, the service administers

Relocation and Empty Property loans using various funding sources, and also provides Foster Care loans (conditionally non repayable) specifically for Sheffield. The service continues to be funded entirely from non-council resources.

Sheffield Home Appreciation Loan, (HAL)

£0.050m

The current budget is fully committed and has been allocated to cases of extreme need where owner occupiers could not sustain continued occupancy of their homes without financial intervention and advice and guidance from housing officers. Further requests for assistance have had to be refused. The recent Building Research Establishment, (BRE), house condition survey shows that there are an increasing number of cases in similar need in the private sector. There is no other form of assistance for to Owner Occupiers to help them stay in their own homes. Funds do not often recycle back into the pot which evidences that this secures homes for people for the long term reducing pressure on council housing and care.

Adaptations

£1.932m

Since the start of the Decent Homes programme significant investment in Council housing has taken place to address any household who are in need of adaptations to allow independent living. The demand for adaptations is expected to increase given the age profile of council tenancies across the city. The Decent Homes investment does mean that many of the new bathrooms and adaptations will help suppress cost demand pressures and a number of initiatives to recycle stair lifts and ramps have been implemented to reduce costs. The budget will meet the demand of new requests and also refurbishment of older adaptations in 2017/18.

Neighbourhoods Investment Programme 2017/18 to 2021/22

Resources for Investment in Council Housing

	£000's 2017/18	£000's 2018/19	£000's 2019/20	£000's 2020/21	£000's 2021/22
Major Repairs Reserve/Capital Reserve	67,969	68,708	55,138	60,927	50,541
Additional Borrowing	0	0	0	7,600	900
Right to Buy Receipts	6,000	9,900	9,100	9,000	3,500
Other Capital Contribution	1,700	900	1,100	400	400
Total HRA Resources	75,669	79,508	65,338	77,927	55,341

Resources for Other Investment

Sub-regional Loan Contributions	460	531	100	0	0
New Homes Bonus	278	2	0	0	0
HCA	280	0	0	0	0
Disabled Facilities Grants (Better Care Fund)	2,000	2,000	2,000	2,000	2,000
Capital Receipts	5,400	5,400	5,400	5,400	0
Capital Receipts - RTB	0	0	0	0	0
Capital Receipts - Land	764	764	764	764	764
Capital Receipts - RTB Preserved	0	0	0	0	0
Corporate Resource Pool	0	0	0	0	0
Total General Resources	9,182	8,697	8,264	8,164	2,764

Grand Total Resources

Grand Total Resources	84,851	88,205	73,602	86,091	58,105
Programme Total	84,851	88,205	73,602	86,091	58,105
Check Total	0	0	0	0	0

Neighbourhoods Investment Programme 2017/18 to 2021/22

Spending	£000's 2017/18	£000's 2018/19	£000's 2019/20	£000's 2020/21	£000's 2021/22
Helping younger, older and vulnerable people to live independently	4,722	4,885	4,630	4,830	4,830
Increase the supply of new homes in the city	16,234	21,685	20,474	35,539	8,334
Make best use of the city's existing housing stock	63,895	61,635	48,498	45,722	44,941
Grand Total	84,851	88,205	73,602	86,091	58,105
Funds	84,851	88,205	73,602	86,091	58,105

Neighbourhoods Investment Programme 2017/18 to 2021/22

Spending	£000's 2017/18	£000's 2018/19	£000's 2019/20	£000's 2020/21	£000's 2021/22
Adaptations and Access	1,932	2,024	2,200	2,500	2,500
Area Investment Environmentals	95	-	-	-	-
Communal Areas Investment	8,509	3,420	5,200	5,000	5,000
Community Heating	-	2,382	1,155	1,380	910
Electrics	7,865	7,653	6,866	4,719	4,000
Essential Health & Safety	1,208	1,488	1,177	910	2,970
Garages	2,437	752	-	-	230
Heating	2,153	6,500	6,900	7,227	1,700
Kitchens, Bathrooms, Windows & Doors	12,200	7,307	7,819	7,000	5,000
New Build & Acquisitions	10,217	15,944	14,735	29,805	-
Other Planned Elementals	2,288	2,040	2,000	2,250	2,800
Private Sector	2,910	2,981	2,550	2,450	2,450
Regeneration	296	20	18	18	8,018
Roofs & Externals	22,768	25,534	14,255	14,105	19,200
Waste Disposal	1,246	1,433	-	-	-
Programme Management	8,727	8,727	8,727	8,727	3,327
Grand Total	84,851	88,205	73,602	86,091	58,105

Transport Capital Programme 2017/18

The National Context

1. The LTP is a statutory document that sets out how transport will help support the development of the Sheffield City Region (SCR) over the next 15 years. It comprises a 15 year strategy document covering the Sheffield City Region (2011-2026), together with a series of annual capital programmes for South Yorkshire.
2. The Better Buses Area Fund (BBAF) programme sets out specifically how public transport will help support the economic development of South Yorkshire over the next two years. The programme has three core elements - Smart Ticketing; Smart Infrastructure; and Smart Management.
3. The BB2 capital programme is a five year national pilot initiative, and is at various stages of development and delivery. The core elements are similar to other LTP and BBAF funded work, investing in improved infrastructure to increase efficiency and reduce the cost of bus operations on a number of key corridors (thereby reducing the need for Government direct grant assistance to operators).

The Local Agenda

4. The funding streams combine to form the Council's overall transport programme. This programme will help deliver our "Vision for Excellent Transport in Sheffield", enabling people to make informed choices about the way they travel and helping transport contribute to the social, economic and environmental improvements we want to happen in the city.
5. The transport programme will reinforce the "Excellent Transport" vision by ensuring that transport contributes to achieving many of the outcomes in the Council's Corporate Plan, and will help deliver the specific transport objectives in the Corporate Plan, namely:
 - Thriving Neighbourhoods and Communities
 - Sustainable and Safe transport
 - Reducing carbon emissions
6. The transport programme also makes a significant contribution to the Council's new Public Health role, and links to on-going "Olympic Legacy" work via Sheffield's National Centre for Sport and Exercise Medicine, by promoting "Active Travel" (walking and cycling).

7. Principles of Sheffield's Plan for Transport

- Segregated networks for public transport, walking, cycling and private cars *reducing conflict and accidents and offering improved transport speed, capacity and choice*
- Integration between all modes – thus Park and Ride from city outskirts; bike parking / hire and family friendly dedicated cycling / walking routes to bus and tram stops and key destinations *allowing faster public transport journeys and transforming connectivity*
- A “Metro” style public transport network for the city region integrating bus, tram, tram-train and rail *offering London Underground style simplicity and user confidence in interchange opportunities*
- Mode shift – from private car to walking and cycling for trips typically under two miles and from private car to public transport and cycling for trips under five miles *freeing up road capacity for essential journeys (and the mobility restricted), improving health, air quality and workforce productivity along with access to work and training*
- A defined network of “distributor” roads, engineered to 30mph speed limits (or higher where possible) legible for motorists and road freight and *designed to keep traffic flowing, physically protecting vulnerable users from danger and discomfort and reducing accidents and delays. Fewer major junctions, reducing stop-start motoring*
- Managed traffic volumes and speeds in residential and other areas, distinct from the distributor network *providing high quality, liveable neighbourhoods supporting 20mph speed limits with safe walking and cycling environment and minimising turning movements, traffic signals etc.*

Overview of the Programme

8. Each year, the Council delivers a programme of transport projects, funded by external funds made available nationally. The Local Transport Plan (LTP) is the main process used historically by Government and the Department for Transport (DfT) for local authorities to set out their transport strategy and for the nationwide allocation of funds for projects. Sheffield is part of the South Yorkshire Local Transport Partnership, led by the South Yorkshire Integrated Transport Authority (SYITA). Sheffield's share of the LTP in 2017/18 is expected to be around £2.5m
9. In recent years the Government has also provided other dedicated funding streams for transport initiatives for authorities to bid for according to specific guidelines. Local Sustainable Transport Fund (LSTF), Better Buses Area Fund (BBAF) and Better Bus Area (BB2) resources are now both available to the South Yorkshire Partnership following successful bids. “Pinch Point” funding was awarded to Sheffield City Council for improvements to Penistone Road.
10. The “Better Buses Area Fund” completed in March 2014. A second “Better Bus Area” fund (BB2) was awarded to the Sheffield Bus Partnership in February 2013 in recognition of the ground-breaking Voluntary Agreement between the principal bus operators, SYPTE and the City Council

that was launched in October 2012. This programme totals £18.3m spanning a five year period - £6.7m revenue activities (coordinated by SYPTE) and £11.6m capital investment. The Council is again responsible for leading on the delivery of these capital projects on behalf of the Sheffield Bus Partnership.

11. The Council's formal Capital Approval process requires full Cabinet sign-off for each funding stream programme as outlined above, and each scheme within these. The lower flexibility of some of these funding streams, and their mixed capital/revenue nature has created further complexity for delivery. This paper therefore sets out current priorities for funding allocations prior to the Council's overall budgets being agreed early in the New Year. Once developed the full programme will be taken through the Strategic Priority Programme Board for approval to ensure that the proposed work delivers benefits which are consistent with the Council's Corporate Plan.
12. The Council will work with the South Yorkshire Integrated Transport Authority to make best use of the available funds.
13. Another very significant influence on timing is the Streets Ahead programme. The Council's contractor Amey is progressing an initial five-year "core investment period" which ends in 2017/18 and most roads and footways in the city will be improved during this time, the works being spread across 108 "zones" to facilitate this. Maximising opportunities to dovetail funding (and therefore achieve value for money) whilst minimising disruption is therefore now central to the priorities for the Council's overall transport capital programme over the next five years.

Sheffield City Region Investment Fund Programme (SCRIF)

14. The Council has agreed a deal with Central Government to devolve up to £500m of investment funds previously controlled by central government. Some of this will be available for transport schemes and can be used by the city region to create significant infrastructure projects to improve connectivity across South Yorkshire, North Derbyshire and North Nottinghamshire. The bidding process for these funds is via the City Region.

The "Better Bus Area" (BB2) Programme

15. This is a similar programme to BBAF, except that it is specific to the Sheffield District as "reward" for the launch of the ground-breaking Sheffield Bus Partnership. It comprises a new five year capital and revenue programme, the capital element of which increases year-on-year with revenue decreasing. The capital programme will be to focus on further infrastructure projects that improve the reliability, punctuality and cost-effectiveness of bus services, hence contributing to passenger growth. The programme is coordinated by the PTE but delivery of most of the infrastructure projects rests with SCC

16. The current proposals for next year would see £4m invested. Approximately £1.1m will be spent completing the North Sheffield corridors whilst the majority of the investment (£2.9m) will be spent on the Chesterfield Road Key Bus Route to accelerate journey times between Heeley Retail Park and Queens Road thereby improving the reliability of services.
17. Infrastructure investment needs to tie into the Streets Ahead programme to minimise disruption and maximise value-for money. Further refinement of the programme will need to be agreed through the Bus Agreement Partners initially and will then be reported to the Cabinet Member and to SYITA as appropriate.

Proposed 2017/18 Local Transport Plan Programme

18. In the coming year, there will be a number of **commitments for continuing existing initiatives**. These include:
 - Accident reduction schemes - additional funding for more schemes to improve road safety, from existing lists of known problem sites.
 - 20mph speed limits outside schools and in residential areas – implementing an agreed programme of 20mph areas where needed across the city, plus associated parking restrictions such as zig-zags outside school gates. The key priority remains on reducing child casualties.
 - The citywide programme of projects under the banner of “Enhancements to the Streets Ahead Programme”, including pedestrian crossings, refuge islands, school entrance schemes – focussed on the twenty zones where Amey are programmed to be working next year;
 - Another city-wide programme, again linked to Streets Ahead, of smaller scale opportunities such as provision of dropped kerbs, guard rails, removal of old street clutter etc. – identified jointly with Amey for each zone and with input from ward Councillors;
 - Another city-wide programme, again linked to Streets Ahead, of small scale cycling opportunities;
 - Cycle Routes - continued progress on a programme of on-street facilities and off-road “Green Routes”, encouraging more people to try different ways of travelling to work and adopt healthier lifestyles whilst avoiding congestion. The LTP investment also enables development work for future bids for DfT funding such as “Cycle Ambition Grant”; “Cycling Cities” etc.
 - Sheffield Bus Agreement Work –the Council’s contribution to the Bus Partnership focuses on dealing with bus hotspots and developing Key Bus

Routes to help prevent buses getting stuck in congestion and hence improve reliability and increase patronage.

- Traffic Management schemes – including small scale traffic signal enhancements and camera enforcement schemes
- Public Rights of Way improvements – a rolling annual programme to maintain local footpaths

Details of these schemes can be found in Appendices 9 and 10.

19. Arising from the above and recognising the overall imperative to align the Capital Programme as much possible with Amey’s “core” programme, the following indicative Programme Blocks are proposed:

Draft 2016/17 LTP Programme by Block Allocation	£ million
Road Safety schemes	0.6
Action linked to “Streets Ahead” Programme	0.6
Contribution to Bus Rapid Transit North project	0.5
Traffic management schemes	0.5
Public Rights of Way	0.1
Total (£2.6m provisionally available)	2.3

Detail project proposals will be brought forward via the Programme Boards as part of the Council’s capital approval process. These numbers are not included within Appendices 9 and 10.

THIS PAGE IS INTENTIONALLY LEFT BLANK

Regeneration Programme

The National Context

1. Over the six years, central government policy on capital funding for economic stimulation projects has changed. There has been a move towards investments in projects which repay the original capital either through a direct repayment of the loan or grant from the profits of the project, or higher business rates for local authorities like the TIF schemes (see paragraph 95).
2. The government has sought to create regional funds (like the Local Growth Fund) where cash allocations are made through the Local Enterprise Partnerships (LEPs). The BRT North project has obtained a £2.3m loan to cash flow the project until local building developments generate CIL earnings to repay the loan.
3. In the future, government policy may further devolve funding for skills, transport, regeneration projects and other capital spending decisions to City Region authorities with the involvement of the Local Enterprise Partnerships (LEP) in capital allocation decisions

The Local Agenda

4. In practice this means that there is a substantial fund known as the Sheffield City Region Investment Fund (SCRIF) which is available to the leaders of the Sheffield City Region (SCR) to allocate and transform the infrastructure and economy of the SCR.
5. The Council has already succeeded in securing £5m public realm improvements for the Grey-to-Green in the West Bar area and to develop a high quality campus around the University of Sheffield. Further bids will be made for projects to develop the city centre around Castlegate, Fitzalan Square to Paternoster Row and, promote an industrial development at Claywheels Lane.
6. £10m has been invested in a Lightweighting Centre. The project provides a great opportunity to expand the region's existing advanced manufacturing hub by investing in new technologies to develop light weight materials which are used in the aerospace and automotive industries. It should help to attract inward investment creating skilled high quality jobs for the people of Sheffield.
7. The biggest scheme under the development is the Sheffield Retail Quarter (also known as the New Development District). For the moment this is being wholly funded by the Council as it acquires the necessary parcels of land and develops the blue print for the scheme. This work will be completed to enable the process for selecting the development partner of land. 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 is also being considered.

8. These schemes support the Council's strategy to create a revitalised city centre which will drive footfall and business creating jobs and grow the economy of the city.
9. The regeneration of the city extends beyond the city centre. In the Lower Don Valley the Council has a number of initiatives aimed at regenerating the area. This strategy is based upon securing the future of the established businesses through better flood defences, creating new businesses by developing the Olympic Legacy Park for use as an Advanced Well-being and Research centre, and creating new homes and schools in the area to support the growth of the community.
10. Other joint initiatives with Rotherham Metropolitan Borough Council over Sheffield – Rotherham Economic Corridor and national investment like the Tram-Train project should further strengthen the development of the area.
11. Plans are also being drawn up to regenerate the Upper Don Valley to create more employment and housing from Parkwood right through to Stocksbridge and Deepcar. These will be brought forward in due course.

The Capital Programme 2017-18

12. The key component of the 2017-18 Capital Programme is the £53.7m spend to complete the office block within the SRQ..

The Expected Benefits

13. Through these works the Council aims to promote more economic activity, create a better public realm and the lift overall national standing of the city.

Summary of 2017/18 Capital Projects by Portfolio

Appendix 9

2017-18 Approved Capital Programme

Values in £'000s	Expenditure					Total
	Current Year Outturn	2017-2018	2018-2019	2019-2020	2020-	
Resources	14,977	1,826	-	-	-	16,803
CYPF	30,707	21,941	13,315	110	220	66,292
Communities	325	-	-	-	-	325
Housing Programme	82,333	84,851	88,205	73,602	144,196	473,187
Place	74,571	80,605	62,462	13,767	64,378	295,783
Highways	13,114	6,384	75	-	-	19,573
Corporate	29,582	38,350	-	-	-	67,932
Total	245,607	233,958	164,057	87,480	208,794	939,894

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget
 Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL
 Directorate: **RESOURCES**
 Service: * ALL
 Division of Service 1: * ALL
 Division of Service 2: * ALL
 Division of Service 3: * ALL
 Management Area: * ALL
 Manager: * ALL
 Business Unit / Project: * ALL
 Approval Status: Approved or Requested Approval Versions
 Stage: 10 Project Planning - 90 Disposal

	Version	Project Start	Project End	Stage	Approval Status	Expenditure				Total
						2016-2017	2017-2018	2018-2019	2019-2020	
Values in £'000s										
001 SHEFFIELD CITY COUNCIL										
RESOURCES										
TRANSP & FACILITIES MANAGEMENT										
ASSET MANAGEMENT										
P&FM CAPITAL SCHEME										
FIRE SAFETY MANAGEMENT										
COMPLIANCE										
90027, DARNALL FRA WORKS (Q0073)		38 DEC 2013	SEP 2016	30 Inclusion	Approved - Active	17				17
90067, TREE MANAGEMENT PROG (Q0073)		16 NOV 2015	MAR 2017	30 Inclusion	Approved - Active	38				38
90080, STANFORTH WORKS FRA (R) (Q0073)		7 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	388				388
90081, FRA 1516 STOCKSBRIDGE YC R (NAQNO)		8 AUG 2016	MAR 2017	30 Inclusion	Approved - Active	100				100
90082, FRA 1516 BISHOPS HOUSE MR (NAQNO)		8 AUG 2016	MAR 2017	30 Inclusion	Approved - Active	48				48
90083, FRA 1516 FIRTH PK CLK TWR R (NAQNO)		8 AUG 2016	MAR 2017	30 Inclusion	Approved - Active	105				105
90147, MEDICO LEGAL FRA (Q0073)		18 DEC 2015	MAR 2018	70 Build	Approval Requested	399	1,896			2,095
90148, STOCKSBRIDGE LIBRARY FRA (Q0073)		14 APR 2015	MAR 2017	70 Build	Approved - Active	170				170
90152, GRANGE CRESCENT FRA (R) (Q0073)		6 AUG 2015	MAR 2017	30 Inclusion	Approved - Active	199				199
90153, VERDON STREET FRA (R) (Q0073)		7 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	56				56
90154, WARMINSTER HOSTEL FRA (R) (Q0073)		7 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	207				207
90155, STRADBROKE YC FRA (R) (Q0073)		6 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	24				24
90156, ADJUNGTON ROAD CC FRA (R) (Q0073)		6 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	55				55
90157, COLLEGIATE CRESCENT FRA (R) (Q0073)		6 FEB 2015	MAR 2017	30 Inclusion	Approved - Active	55				55
90159, FRA WORKS 16-17 (NAQNO)		18 FEB 2016	MAR 2017	70 Build	Approved - Active	3,017				3,017
ROOF RENEWAL										
HARD FM										
90344, ABBEYDALE IND HAM-STRUCT DEF (Q0003)		40 DEC 2013	MAR 2017	70 Build	Approval Requested	53				53
90145, PARK LIBRARY/COMM ROOF RENEWAL (Q0021)		28 DEC 2014	MAR 2017	30 Inclusion	Approved - Active	145				145
LIBRARIES										
HARD FM										
90066, CENTRAL LIBRARY (Q0010)		14 NOV 2015	MAR 2016	30 Inclusion	Approved - Active	74				74
94362, BROOMHILL LIBRARY (NAQNO)		63 AUG 2016	MAR 2017	70 Build	Approved - Active	100				100
OTHER										
HARD FM										
90086, ASBESTOS REMOVAL FRAMEWORK (NAQNO)		12 FEB 2016	MAR 2017	70 Build	Approved - Active	150				150
92356, MILLENIUM GALLERY LIFE CYCLE (NAQNO)		60 APR 2010	MAR 2017	20 Annual Inclusion	Approved - Active	6				6
97899, PATH RESURFACING PROGRAMME (Q0007)		59 APR 2010	JAN 2017	30 Inclusion	Approved - Active	41				41
OTHER INFRASTRUCTURE										
HARD FM										
90065, RADON WORKS (Q0073)		16 SEP 2015	MAR 2017	30 Inclusion	Approved - Active	39				39
90068, CLOSED PROPERTIES PROG (NAQNO)		17 NOV 2015	MAR 2017	30 Inclusion	Approved - Active	100				100
90071, ROOFING PROG (NAQNO)		6 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9				9
90072, RESURFACING (INC PARKS) PROG (NAQNO)		15 NOV 2015	MAR 2017	30 Inclusion	Approved - Active	499				499

Values in E'000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure					
						2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
90074, GENERAL CEMETERY (NAQNO)	9 FEB 2016	MAR 2017	MAR 2017	40 Feasibility	Approved - Active	14					14
90076, DAMS & WATER COURSES PROG (Q0073)	15 JAN 2016	MAR 2017	MAR 2017	70 Build	Approved - Active	156					156
90077, BOTANICAL GDS PUBLIC TOILETS (NAQNO)	8 JAN 2016	MAY 2017	MAY 2017	60 Procure	Approved - Active	21	90				111
90091, MECHANICAL REPLACEMENT PROG (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	1,000					1,000
90092, ELECTRICAL REPLACEMENT PROG (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	100					100
90093, LIFT REPLACEMENT PROG (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	150					150
90094, ROOFING REPLACEMENT PROG (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	175					175
90095, WINDOW & DOOR REPLACEMENT PROG (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	275					275
90096, STRUCTURAL DEFECTS PROGRAMME (NAQNO)	4 OCT 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	125					125
90097, DAMS & WATER COURSES PHASE (NAQNO)	3 JAN 2016	MAR 2018	MAR 2018	60 Procure	Approved - Active	53	40				93
NOT APPLICABLE DOSS											
COMPLIANCE											
00115185Q0073 HEALTH & SAFETY COMPLIANCE	67 DEC 2012	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	393					393
OFFICE ACCOM EFFICIENCIES											
WORKSTYLING											
KAPS											
90149, TOWN HALL PROJECT (NAQNO)											
FLEET MANAGEMENT											
TRANSPORT SERVICES											
FLEET MANAGEMENT											
90087, HR+M TRANSPORT (NAQNO)	15 AUG 2015	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	73					73
WORKPLACE											
OFFICE ACCOM EFFICIENCIES											
WORKSTYLING											
WORKPLACE											
90079, CARBROOK UTC RELOCATION (NAQNO)	3 MAR 2016	MAR 2017	MAR 2017	30 Inclusion	Approved - Active	5,776					5,776
90120, MOORFOOT (NAQNO)	10 SEP 2015	MAR 2017	MAR 2017	70 Build	Approved - Active	131					131
90133, HOWDEN HOUSE ACCOMM STRATEGY (NAQNO)	76 APR 2010	MAR 2017	MAR 2017	70 Build	Approved - Active	9					9
90140, PROJECT DELIVERY COSTS (NAQNO)	59 SEP 2011	MAR 2017	MAR 2017	70 Build	Approved - Active	86					86
90141, IT WORKSTREAMS (NAQNO)	50 APR 2013	JUN 2016	JUN 2016	70 Build	Approved - Active	216					216
	49 APR 2013	JUN 2016	JUN 2016	30 Inclusion	Approved - Active	129					129
Total						14,977	1,826	-	-	-	16,803

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov.16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL

Directorate: **CHILDREN AND YOUNG PEOPLE**

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 30 Disposal

	Values in £'000s				Expenditure					Total
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	
001 SHEFFIELD CITY COUNCIL										
CHILDREN AND YOUNG PEOPLE										
BUSINESS STRATEGY - CYPF										
EARLY YEARS FREE ENTITLEMENT										
90716, GRACE OWEN NURSERY (NAQNO)	63	MAR 2012	JUL 2016	15 Slippage	Approved - Active	71				71
EARLY YEARS FREE ENTITLEMENT										
90744, FEL CAPITAL (Q0075)	41	SEP 2013	MAR 2017	70 Build	Approved - Active	349				349
90613, SCC INTERNAL PROG. COSTS - W4 (NAQNO)	81	JAN 2010	MAR 2017	15 Slippage	Approved - Active	7				7
90614, LEP BUSINESS PLAN- W4 (NAQNO)	76	MAR 2010	MAR 2018	15 Slippage	Approved - Active	96	18			114
90620, KING EDWARDS (UP) (NAQNO)	84	APR 2010	MAR 2017	15 Slippage	Approved - Active	70				70
90627, ADD'L PUPIL PLACES(SECONDARY) (NAQNO)	91	MAR 2011	MAR 2017	15 Slippage	Approved - Active	55				55
90639, SCC CONTRACT COSTS - W4 (NAQNO)	86	JAN 2008	APR 2018	15 Slippage	Approved - Active	303	150			453
SUITABILITY										
90771, ADAPTATIONS (Q0060)	16	APR 2016	MAR 2017	70 Build	Approved - Active	103				103
POPULATION GROWTH										
90732, NEW PMY - WATERMEAD (Q0061)	43	NOV 2012	MAR 2018	15 Slippage	Approved - Active	16				16
90746, GREYSTONES EXPANSION (Q0061)	36	NOV 2013	MAR 2017	70 Build	Approved - Active	415				415
90747, HALLAM RECONFIGURATION (Q0061)	41	NOV 2013	MAR 2017	70 Build	Approval Requested	2,286				2,286
90762, TINSLEY PRIMARY (Q0061)	21	JUN 2014	APR 2017	70 Build	Approved - Active	6,665				6,665
90763, ROWAN EXPANSION (Q0061)	25	JUN 2014	MAR 2017	15 Slippage	Approved - Active	17				17
90788, OUGHTBRIDGE EXTENSION (Q0061)	21	JAN 2015	MAR 2017	15 Slippage	Approved - Active	103				103
90776, DOBGOFF INF15-1 YR EXPANSION (Q0061)	5	JUN 2015	JUN 2016	15 Slippage	Approved - Active	2				2
90795, NEW PMY - NETHERTHORPE AREA (Q0061)	10	AUG 2015	MAR 2017	15 Slippage	Approved - Active	11				11
90796, FIRS HILL 2013 BULGE YEAR (Q0061)	14	AUG 2015	MAR 2017	60 Procure	Approved - Active	51				51
90798, 1FE EXPANSION - ECCLESALL INF (Q0061)	10	AUG 2015	AUG 2016	60 Procure	Approved - Active	370				370
90800, CARTERKNOWLE REFT-1FE CLIFF (Q0061)	10	AUG 2015	MAR 2017	15 Slippage	Approved - Active	4				4
90803, 1FE ADDITIONAL PMY PROVN - N (Q0061)	10	AUG 2015	SEP 2016	15 Slippage	Approved - Active	107				107
90806, OUGHTBRIDGE DINING POD (Q0061)	8	MAY 2015	MAR 2017	15 Slippage	Approved - Active	82				82
90861, ECCLESALL PERMANENT EXTENSION (NAQNO)	7	JUL 2016	MAR 2019	70 Build	Approved - Active	41	2,917	2,642		5,600
90863, TOTLEY PRIMARY BULGE YR (NAQNO)	2	APR 2016	SEP 2016	60 Procure	Approved - Active	60				60
90864, SPRINGFIELD PRIMARY BULGE YR (NAQNO)	6	APR 2016	SEP 2016	60 Procure	Approved - Active	147				147
90865, TOTLEY PRIMARY PERM EXTN (NAQNO)	8	JUL 2016	MAR 2018	70 Build	Approval Requested	288				288
90761, DON VALLEY SCHOOL (Q0061)	32	JAN 2014	MAR 2022	15 Slippage	Approved - Active	35	30	363	110	758
90797, NEW 8FE SEC SCH - SW (Q0061)	21	AUG 2015	MAR 2019	70 Build	Approved - Active	1,389				26,586
90801, SILVERDALE 2FE EXPANSION T/P (Q0061)	13	SEP 2015	SEP 2016	70 Build	Approved - Active	309	14,887	10,310		309
90802, NEW 5FE SEC SCH NE - WOODSIDE (Q0061)	16	AUG 2015	MAR 2018	50 Design	Approved - Active	956				2,256
90862, SILVERDALE PERMANENT EXTENSION (NAQNO)	7	JUN 2016	MAR 2017	50 Design	Approval Requested	545				545
90678, FEASIBILITY & DESIGN (NAQNO)	53	JAN 2008	MAR 2017	15 Slippage	Approved - Active	60				60
00130014Q0061 Basic Need	121	APR 2011	MAR 2019	20 Annual Inclusion	Approval Requested	5,915				5,915
DEVOLVED FORMULA CAPITAL										
90448, SF DEVOLVED CAPITAL 2011-12 (NAQNO)	71	APR 2011	MAR 2019	15 Slippage	Approved - Active	2,059				2,059
BUILDING CONDITION										
90737, GLEADLESS PRIMARY - REBUILD (Q0061)	42	JUN 2013	MAR 2017	15 Slippage	Approved - Active	2,708				2,708
90764, PRINCE EDWARD PRIMARY (Q0060)	34	AUG 2014	MAR 2017	70 Build	Approval Requested	41				41
SCHOOL BUDGETS										
90809, MANOR LODGE STRUCTURAL WORKS (NAQNO)	6	FEB 2016	MAR 2017	70 Build	Approved - Active	319				319
90765, REINHOLD PMY - HEATING (Q0060)	15	JAN 2015	AUG 2017	15 Slippage	Approved - Active	114				114
90779, PIPWORTH PMY - PLANT ROOM (Q0060)	15	APR 2015	MAR 2017	60 Procure	Approved - Active	663				663

Values in £'000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure				Total
						2016-2017	2017-2018	2018-2019	2019-2020	
90790, RAINBOW FORGE -HME (00060)	20 JAN 2008	MAR 2017	70 Build	Approved - Active	777					777
90856, MECHANICAL REPLACEMENT MTC (NAQNO)	18 FEB 2016	MAR 2018	40 Feasibility	Approved - Active	181	1,419				1,600
90857, MECHANICAL REPLACE MOSSBROOK (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9
90858, MECHANICAL REPLACE HALFWAY (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9
90859, MECHANICAL REPLACE BRUNSWICK (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9
90860, MECHANICAL REPLACE BRADWAY (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9
90691, PMY MAINT. EMERGENCY WORKS (00060)	46 APR 2016	MAR 2017	70 Build	Approved - Active	500					500
90791, PMY MAINT MEERSBROOK WIN-ROOF (00060)	12 APR 2015	SEP 2016	70 Build	Approved - Active	415					415
90792, PMY MAINT BRADWAY ROOF (00060)	11 APR 2015	SEP 2016	70 Build	Approved - Active	209					209
90793, PMY MAINT SHORTBROOK WINDOWS (00060)	12 APR 2015	SEP 2016	70 Build	Approved - Active	239					239
90757, FRA WORKS PROGRAMME - 14/15 (00060)	30 APR 2014	MAR 2017	15 Slippage	Approved - Active	96					96
90479, POST IMPLEMENTATION (NAQNO)	58 APR 2010	MAR 2017	15 Slippage	Approved - Active	1					1
90692, PMY MAINT CONDITION MGT (00060)	49 JUL 2011	MAR 2017	70 Build	Approved - Active	(8)					(8)
90730, CAP MAINT - RADON EXTRACTION (NAQNO)	30 SEP 2012	MAR 2016	15 Slippage	Approved - Active	12					12
90777, HALF-WAY INFITS -MOBILE REPLACE (00060)	23 APR 2015	MAR 2017	50 Design	Approved - Active	224					224
CHILDREN & FAMILIES										
HEALTH STRATEGY										
90745, THORNBRIDGE ACCESSIBLE UNIT (NAQNO)	32 JUL 2014	MAR 2017	70 Build	Approved - Active	727					727
CYP PROVIDER SERVICES										
90794, ALDINE HOUSE HEATING (00060)	10 JUL 2015	SEP 2016	70 Build	Approved - Active	104					104
90704, FOSTER CARER HOUSING ENHANCE (NAQNO)	46 SEP 2011	MAR 2017	70 Build	Approved - Active	78					78
90769, ALDINE HOUSE - SUNDRY WORKS (NAQNO)	13 JAN 2015	JUN 2016	70 Build	Approved - Active	6					6
90773, ALDINE HOUSE - 2 BED EXTENSION (NAQNO)	10 APR 2015	MAR 2018	70 Build	Approved - Active	337	337				674
90808, ALDINE HOUSE UNDERCROFT AREA2 (NAQNO)	9 NOV 2015	MAR 2018	70 Build	Approved - Active	50	615				665
90866, ALDINE HOUSE-SECURITY MINDER (NAQNO)	2 AUG 2016	MAR 2017	70 Build	Approved - Active	136					136
Total					30,707	21,941	13,315	110	220	66,292

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL

Directorate: COMMUNITIES

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Values in £000s					Expenditure					Total
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-	
001 SHEFFIELD CITY COUNCIL COMMUNITIES CARE AND SUPPORT LONG TERM SUPPORT OTHER CAPITAL SCHEMES PROGRAMME MANAGEMENT 97056, WARM & HEALTHY HOMES (NAQNG)		7 MAR 2016	MAR 2017	15 Slippage	Approved - Active	325	-	-	-	-	325
Total						325	-	-	-	-	325

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget
 Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL
 Directorate: * ALL
 Service: * ALL
 Division of Service 1: * ALL
 Division of Service 2: **HOUSING PROGRAMME**
 Division of Service 3: * ALL
 Management Area: * ALL
 Manager: * ALL
 Business Unit / Project: * ALL
 Approval Status: Approved or Requested/Approval Versions
 Stage: 10 Project Planning - 90 Disposal

001 SHEFFIELD CITY COUNCIL COMMUNITIES CARE AND SUPPORT ADAPTATIONS, HOUSING & HEALTH 72333, MINOR WORK GRANTS (NAQNO) 72334, DISABLED GRANTS (NAQNO) 72428, SHEFFIELD HAL (NAQNO) HOUSING GENERAL FUND IN/HOODS INT & TENANT SUPP-GEN 90136, CHAUCER SQUARE MAINTENANCE (NAQNO) 92222, PSH EMPTY PROPERTIES (NAQNO) 92390, PHS ACTIVITY (NAQNO) 92350, ARBOURTHORNE SMS (NAQNO) 92437, SPITAL HILLS SHOP FRONTS (NAQNO) 92449, LONDON ROAD SHOP FRONTS (NAQNO) 92450, HILLSBOROUGH TOILETS (NAQNO) 92454, MANOR TOP CENTRE (NAQNO) 92282, PARK HILL (STH) (NAQNO) 92340, SWAN (NAQNO) 92434, CROSS HOUSE ENABLING WORK (NAQNO) HRA STOCK INCREASE PROGRAMME 92429, LTE'S PURCHASE & REPAIR (NAQNO) 92551, COUNCIL HSG ACQUISITIONS PROG (Q0067) 92552, NEW BUILD COUNCIL HSG PHASE 1 (Q0067) 92553, NEW BUILD COUNCIL HSG PHASE 2 (Q0067) 00140591.00087 STOCK INCREASE (CHS) NON HRA HOMES & LOANS 92150, RHB LOANS HAL (NAQNO) 92243, YORK - IVY SUB REGION HAL (NAQNO) 92355, BRADFORD - WY SUB REGION HAL (NAQNO) 92394, HULL - HUMBER SUB REGION HAL (NAQNO) 92395, NE LINGS - SUB REGION HAL (NAQNO) 92451, REGIONAL ENERGY HAL (NAQNO) 92452, REGIONAL ERL (NAQNO) 92501, EP LOANS HULL (NAQNO) 92502, EP NORTH EAST LINC (NAQNO) 92505, COMM EP NORTH EAST LINGS (NAQNO) 92520, KIRKLEES RF FUNDS HAL(2) (NAQNO) NON HRA PROGRAMME IMGT	Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total
	Values in £'000s					2016-2017	2017-2018	2018-2019	2019-2020	2020-	
	96	JAN 2008	MAR 2022	70 Build	Approval Requested	150	150	150	150	300	900
	109	JAN 2008	MAR 2022	70 Build	Approval Requested	3,058	2,000	2,000	2,000	4,000	13,058
	58	OCT 2012	MAR 2022	30 Inclusion	Approval Requested	116	50	50	50	100	366
	88	JAN 2009	DEC 2030	70 Build	Approval Requested	18	18	18	18	36	108
	88	JAN 2008	MAR 2022	70 Build	Approval Requested	120	120	120	120	240	720
	96	APR 2010	MAR 2022	70 Build	Approval Requested	200	130	130	130	260	850
	53	APR 2013	MAR 2018	30 Inclusion	Approved - Active	1,049					1,049
	39	NOV 2013	MAR 2017	30 Inclusion	Approved - Active	498	50				548
	13	AUG 2015	MAR 2018	30 Inclusion	Approved - Active	60					60
	5	JUN 2015	MAR 2017	30 Inclusion	Approved - Active	10	228	2			240
	4	JUN 2016	MAR 2019	30 Inclusion	Approved - Active	97					97
	106	JAN 2009	MAR 2020	70 Build	Approved - Active	15					15
	108	JAN 2008	MAR 2017	70 Build	Approved - Active	2					2
	41	JUL 2013	MAR 2017	70 Build	Approved - Active						
	69	APR 2013	MAR 2018	30 Inclusion	Approval Requested	548	1,096				1,644
	51	APR 2014	MAR 2021	70 Build	Approval Requested	5,975	3,209	4,149	4,149	4,149	21,631
	33	OCT 2014	JUN 2017	70 Build	Approved - Active	4,209	2				4,211
	28	APR 2015	MAR 2019	30 Inclusion	Approval Requested	100	5,249	906			6,255
	46	APR 2014	MAR 2021	30 Inclusion	Approval Requested	-		10,263	9,950	25,020	45,223
	109	JAN 2008	MAR 2019	30 Inclusion	Approval Requested	200	200	200			600
	59	APR 2010	MAR 2017	10 Project Planning	Approved - Active	54					54
	91	APR 2010	MAR 2017	30 Inclusion	Approved - Active	100					100
	102	JAN 2008	MAR 2017	70 Build	Approved - Active	500					500
	97	APR 2010	MAR 2017	10 Project Planning	Approved - Active	90					90
	13	APR 2016	MAR 2019	30 Inclusion	Approval Requested	-	10	10			20
	15	APR 2016	MAR 2019	30 Inclusion	Approval Requested	20	150	221			391
	51	APR 2013	MAR 2017	30 Inclusion	Approved - Active	143					143
	51	APR 2013	MAR 2017	30 Inclusion	Approval Requested	314					314
	39	APR 2014	MAR 2017	10 Project Planning	Approved - Active	39					39
	33	APR 2014	MAR 2020	30 Inclusion	Approval Requested	-	100	100	100		300

	Values in £'000s				Expenditure						Total
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-	
97321, PROGRAMME MANAGEMENT COSTS GF (NAQNO)	100	JAN 2008	MAR 2022	30 Inclusion	Approval Requested	5,696	5,696	5,696	5,696	5,992	28,776
HRA PROGRAMME MANAGEMENT											
97348, HRA PROGRAMME MANAGEMENT (NAQNO)	92	JAN 2008	MAR 2022	30 Inclusion	Approval Requested	250	250	250	250	500	1,500
HOUSING REVENUE ACCOUNT											
97435, LTE'S REPAIRS AND REFURB CHS (NAQNO)	57	AUG 2013	MAR 2018	30 Inclusion	Approval Requested	204	168	636	636	636	372
97444, GENERAL/RTB ACQUISITIONS CHS (Q0069)	31	APR 2015	MAR 2021	10 Project Planning	Approval Requested	1,540	492				3,940
HRA REGENERATION											
97413, SWEENEY (Q0069)	69	JUN 2012	MAR 2017	70 Build	Approved - Active	236					236
97414, ARBOURTHORNE SW'S REFURB (Q0069)	55	APR 2013	MAR 2017	30 Inclusion	Approved - Active	900					900
97456, GARAGES STRATEGY DEMOLITION (NAQNO)	3	AUG 2016	MAR 2018	10 Project Planning	Approved - Active	329	235				564
00140653Q0090 GARAGES (CHS)	28	JAN 2008	MAR 2022	10 Project Planning	Approval Requested	-	2,202	752		230	3,184
HRA PROGRAMME MANAGEMENT											
97148, S H MGMT FEES COMMISSIONED (NAQNO)	66	APR 2011	MAR 2022	10 Project Planning	Approval Requested	2,781	2,781	2,781	2,781	5,561	16,684
HRA AREA INVESTMENT ENVNMT											
97139, LANSOWNE AND HANOVER CLADDING (NAQNO)	105	JAN 2008	MAR 2018	70 Build	Approved - Active	-	95				95
97832, EP EAST (NAQNO)	92	APR 2010	MAR 2017	70 Build	Approved - Active	6					6
97834, EP SOUTH EAST (NAQNO)	103	APR 2010	MAR 2017	70 Build	Approved - Active	69					69
97837, EP DOOR ENTRY WORKS (NAQNO)	102	APR 2010	MAR 2017	70 Build	Approved - Active	16					16
97957, SOUTH WEST - ABBEY BROOK (Q0045)	91	APR 2011	MAR 2017	30 Inclusion	Approved - Active	62					62
00140653Q0079 COMMUNITY HEATING (CHS)	39	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	2,382	1,155		2,290	5,827
HRA HEATING & INSULATION											
97127, OBSOLETE HEATING (NAQNO)	111	APR 2010	MAR 2022	30 Inclusion	Approval Requested	3,300		2,200	2,200	3,314	11,014
HRA ESSENTIAL INVESTMENT WORK											
97131, ALMO ASBESTOS SURVEYS (NAQNO)	104	APR 2010	MAR 2022	70 Build	Approval Requested	193	212	184	200	300	1,089
97264, HEALTH & SAFETY ENHANCE PROG (NAQNO)	102	APR 2010	MAR 2022	70 Build	Approval Requested	195	138	138	140	280	891
97269, EMERGENCY DEMOLITIONS (NAQNO)	98	JAN 2008	MAR 2022	70 Build	Approval Requested	25	25	25	25	40	140
97448, PROPERTY CONVERSIONS (Q0084)	19	APR 2015	MAR 2017	30 Inclusion	Approved - Active	24					24
97838, COMPARTMENTALISATION - FS (NAQNO)	98	APR 2010	MAR 2017	70 Build	Approved - Active	1,474					1,474
97968, LIFT MAINTENANCE & REPAIR (NAQNO)	82	APR 2011	MAR 2022	70 Build	Approval Requested	322	322	368	412	860	2,284
97989, SPRINKLERS - FIRE SAFETY (Q0069)	45	JUL 2013	MAR 2017	10 Project Planning	Approved - Active	88					88
97990, SHELTERED FIRE ALARM LINKING (NAQNO)	5	JAN 2016	MAR 2018	10 Project Planning	Approved - Active	1,001	162				1,162
98001, FIRE SAFETY HRA NON DOMESTIC (NAQNO)	3	AUG 2016	MAR 2017	10 Project Planning	Approved - Active	36					36
98002, ELECTRICAL STRATEGY (NAQNO)	8	AUG 2016	MAR 2022	10 Project Planning	Approval Requested	13	7,866	7,653	6,866	8,719	31,116
00140653Q0084 ESSENTIAL INVESTMENTS (CHS)	42	APR 2015	MAR 2022	30 Inclusion	Approval Requested	-	350	773	400	2,400	3,923
HRA ADAPTATIONS & ACCESS											
97147, ADAPTATIONS (NAQNO)	98	APR 2010	MAR 2022	70 Build	Approval Requested	1,832	1,932	2,024	2,200	5,000	12,988
HRA HEATING & INSULATION											
97404, HEATING BREAKDOWNS (Q0069)	74	APR 2012	MAR 2022	70 Build	Approval Requested	1,000	800	800	700	1,400	4,700
97405, INSULATION (COUNCIL HSG) (Q0069)	74	APR 2012	MAR 2021	70 Build	Approval Requested	30	1,353	3,500	4,000	4,213	13,096
97961, DH - METERING (Q0045)	86	JUN 2011	MAR 2017	70 Build	Approved - Active	2,109					2,109
HRA WASTE MANAGEMENT											
97409, RECYCLING ROLL-OUT (Q0069)	74	SEP 2012	MAR 2018	70 Build	Approval Requested	542	164				706
00140653Q0083 WASTE MANAGEMENT (CHS)	29	APR 2014	MAR 2019	30 Inclusion	Approved - Active	-	1,082	1,433			2,515
HRA ROOFS & EXTERNALS											
97418, PITCHED ROOFING & ROOFLINE (Q0069)	68	JUL 2013	APR 2022	30 Inclusion	Approval Requested	22,673	21,754	17,768	6,500	10,000	78,695
97419, FLAT ROOFING (Q0069)	63	APR 2013	MAR 2022	30 Inclusion	Approval Requested	4,326	15	11		950	5,301
00140653Q0080 ROOFS & EXTERNALS (CHS)	35	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	1,000	7,756	7,756	22,356	38,867
HRA KITCHEN/BATHROOM/WINDOWS											
97442, KITCHEN/BATHROOM PLANNED REPLIMT (NAQNO)	33	APR 2014	MAR 2022	10 Project Planning	Approval Requested	6,581	7,200	7,307	7,819	10,000	38,907
97443, WINDOW'S& DOORS PLACEMENT(CHS) (NAQNO)	29	APR 2014	MAR 2021	10 Project Planning	Approval Requested	1,000	5,000			2,000	8,000
HRA OTHER PLANNED ELEMENTALS											
97422, NON HIGHWAYS RESPONSIVE WORKS (Q0089)	19	JUN 2015	MAR 2019	10 Project Planning	Approved - Active	21	20	40	2,000	5,050	81
00140653Q0089 OTHER PLANNED ELEMENTALS (CHS)	35	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	2,268	2,000			11,318
HRA COMMUNAL AREA INVESTMENT											
97441, COMMUNAL AREAS-LOW RISE FLATS (NAQNO)	32	NOV 2014	MAR 2022	10 Project Planning	Approval Requested	5,766	8,509	3,420	5,200	10,000	32,895
Regeneration HRA											
0010000Q0094 Regeneration HRA	1	APR 2021	MAR 2022	10 Project Planning	Approval Requested	-				8,000	8,000

		Expenditure						Expenditure
Values in £'000s		2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total	
HRA STOCK INCREASE PROGRAMME CITY REGENERATION DIVISION 97550, SHC - NEW HOMES ACQUISITIONS (NAQNO)	65 APR 2013	7					7	
		82,333	84,851	88,205	73,602	144,196	473,187	
Total								

	Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total	
						2016-2017	2017-2018	2018-2019	2019-2020	2020-		
NON HRA HOUSING GROWTH INV												
CITY REGENERATION DIVISION												
94007, SPITAL HILL ELLESMERE GREEN (NAQNO)	63	MAR 2012	MAR 2016	30 Inclusion	Approved - Active	11	1,262					11
OTHER CDD SCHEMES												
CITY REGENERATION DIVISION												
94010, LDV FLOOD DEFENCE WORKS (NAQNO)	44	JUL 2013	MAR 2019	15 Slippage	Approved - Active	10,561	1,262					11,843
94017, CULVERT ENHANCEMENT PROG (NAQNO)	3	JUL 2015	MAR 2017	15 Slippage	Approved - Active	91						91
94020, BROOKHILL AREA IMPROVEMENTS (NAQNO)	15	APR 2015	MAR 2017	15 Slippage	Approved - Active	4,972						4,972
94022, KNOWLEDGE GATEWAY (NAQNO)	3	OCT 2016	MAR 2018	10 Project Planning	Approval Requested	443	333					776
94326, EDWARD STREET (NAQNO)	67	JAN 2009	DEC 2016	60 Procure	Approved - Active	46						46
CULTURE & ENVIRONMENT												
ARTS STRATEGY												
OTHER												
ARTS STRATEGY												
OTHER												
ARTS STRATEGY												
OTHER												
PARKS AND COUNTRYSIDE												
PLAYBUILDER												
PLAYBUILDER Y2												
POLICY AND PROJECTS												
59992, RIVELIN VALLEY PLAYBUILDER (NAQNO)	63	APR 2012	MAR 2017	70 Build	Approved - Active	7						7
OTHER PARKS PROJECTS												
NON HRA HOUSING GROWTH INV												
POLICY AND PROJECTS												
94397, PARK HILL GREEN LINKS (NAQNO)	54	NOV 2012	MAR 2017	70 Build	Approved - Active	29						29
94463, CLAY WOOD GREEN LINKS (NAQNO)	55	SEP 2012	MAR 2017	70 Build	Approved - Active	18						18
OTHER PARKS PROJECTS												
COUNTRYSIDE & ENVIRONMENT												
94121, WINCOBANK HILL PHASE 1 (NAQNO)	34	JAN 2010	MAR 2017	70 Build	Approved - Active	4						4
94471, DOUGLAS ROAD (NAQNO)	32	NOV 2013	MAR 2017	70 Build	Approved - Active	4						4
94475, BEIGHTON CLOSED LANDFILL (NAQNO)	36	JUL 2014	MAR 2017	70 Build	Approved - Active	98						98
94476, BEIGHTON LEACHATE TREATMENT (NAQNO)	15	MAY 2015	MAR 2017	50 Design	Approved - Active	550						550
94477, PARKWOOD RESOLUTION SITE (NAQNO)	15	OCT 2015	MAR 2017	50 Design	Approved - Active	315						315
94495, LADY CANNINGS PLANTATION TRACK (NAQNO)	7	NOV 2015	MAR 2017	70 Build	Approved - Active	1						1
97946, PARKWOOD SPRINGS CYCLE TRACK (NAQNO)	29	APR 2011	MAY 2016	70 Build	Approved - Active	4						4
POLICY AND PROJECTS												
93410, ANGRAM BANK PARK IMPROVEMENTS (NAQNO)	47	AUG 2012	MAR 2017	70 Build	Approved - Active	43						43
93412, CROOKES VALLEY PARKS (NAQNO)	42	JAN 2009	MAR 2017	70 Build	Approved - Active	15						15
93414, EAST GLADE (NAQNO)	31	NOV 2013	JUN 2016	70 Build	Approved - Active	9						9
93416, OUSEBURN ROAD/OPEN SPACE (NAQNO)	18	AUG 2015	MAR 2017	70 Build	Approved - Active	36						36
94466, WOODLANDS S106 (NAQNO)	38	JUL 2013	JUL 2016	70 Build	Approved - Active	39						39
94469, WINCOBANK HILL PHASE 2 (NAQNO)	34	OCT 2013	MAR 2017	70 Build	Approved - Active	8						8
94470, URBAN NATURE PARKS (NAQNO)	53	OCT 2013	APR 2020	70 Build	Approved - Active	112	9	9				129
94487, CHARNOCK REC'N GROUND MUGA (NAQNO)	18	FEB 2015	MAR 2017	10 Project Planning	Approved - Active	4						4
94490, CATHERINE STREET OPEN SPACE (NAQNO)	8	JUN 2015	MAR 2017	70 Build	Approved - Active	6						6
94492, RETHINKING PARSON CROSS PARK (NAQNO)	9	OCT 2015	JUL 2016	70 Build	Approved - Active	0						0
94493, MOVE MORE RUNNING ROUTES (NAQNO)	8	NOV 2015	MAR 2017	70 Build	Approved - Active	62						62
94494, BOTANICAL GARDENS EDUCATION (NAQNO)	15	DEC 2015	MAR 2018	70 Build	Approved - Active	618	8					626
94496, WOODTHORPE RECREATION GROUND (NAQNO)	4	MAY 2016	MAR 2017	10 Project Planning	Approved - Active	20						20
94497, SHEFFIELD GENERAL CEMETERY HLF (NAQNO)	12	FEB 2016	MAR 2017	70 Build	Approved - Active	320	156					476
94501, SYCAMORE ST YOUTH & SPORTS (NAQNO)	2	JUL 2016	MAR 2017	30 Inclusion	Approved - Active	16						16
94502, REDMIRES PITCH DRAINAGE (NAQNO)	2	MAY 2016	MAY 2017	10 Project Planning	Approved - Active	10						10
94503, GRAVES PARK IMP. PROJECT (NAQNO)	3	JUL 2016	MAR 2018	30 Inclusion	Approved - Active	68	67					135
94504, GREENHILL PARK IMPROVEMENTS (NAQNO)	2	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	31						31
94506, GRAVES AND MILLHOUSE COURTS (NAQNO)	7	AUG 2016	APR 2017	10 Project Planning	Approved - Active	150	3					153
94507, BINGHAM COURTS (NAQNO)	2	MAY 2016	OCT 2018	10 Project Planning	Approved - Active	2						2
94509, BENTS GREEN PITCH S106 (NAQNO)	3	JUL 2016	JUL 2017	10 Project Planning	Approved - Active	32						32
94513, ECB PITCHES (NAQNO)	5	JAN 2008	MAR 2017	10 Project Planning	Approval Requested	133						133
001204610093 GREEN AND OPEN SPACES S106 STRATEGY	12	APR 2016	MAR 2018	10 Project Planning	Approved - Active	339	1,220					1,559

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov '16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL

Directorate: * ALL

Service: HIGHWAYS

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

Values in £000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure				Total
						2016-2017	2017-2018	2018-2019	2019-2020	
001 SHEFFIELD CITY COUNCIL										
PLACE										
DEVELOPMENT SERVICES										
HIGHWAY MAINTENANCE DIVISION										
HIGHWAYS MAINTENANCE										
	92642, BRIDGE STRENGTHENING WORKS (NAQNO)	29 APR 2014	MAR 2017	70 Build	Approved - Active	133				133
	92643, STREETS AHEAD COMP WORKS (NAQNO)	20 JAN 2008	MAR 2017	70 Build	Approved - Active	49				49
	OTHER PLANNING SCHEMES									
	94021, PIPWORTH REC SUBS (NAQNO)	5 SEP 2015	MAR 2019	40 Feasibility	Approved - Active	65	335	75		475
TRANSPORT TRAFFIC & PARKING SE										
STRATEGIC NETWORK MANAGEMENT										
	93372, ITS NETWORK MANAGEMENT (NAQNO)	2 SEP 2016	MAR 2019	10 Project Planning	Approved - Active	241	445			686
	93374, IRR JUNCTION SCHEMES (NAQNO)	1 NOV 2016	MAR 2017	40 Feasibility	Approval Requested	120				120
	97988, CCTV PARKING ENFORCEMENT (NAQNO)	57 JUN 2012	MAY 2018	30 Inclusion	Approved - Active	48	48			96
LOCAL NETWORK MANAGEMENT										
	92634, SPITAL HILL (TESCO) (NAQNO)	22 DEC 2013	MAR 2017	70 Build	Approved - Active	104	36			104
	93633, SKELTON LANE (ONE WAY) (NAQNO)	3 JAN 2017	MAR 2018	10 Project Planning	Approval Requested	17				52
	98000, BODY CAMERAS (NAQNO)	2 APR 2016	SEP 2016	10 Project Planning	Approved - Active	23	30			23
	92915, DOUBLE YELLOW LINES (NAQNO)	34 JAN 2008	MAR 2018	10 Project Planning	Approval Requested	43				73
	92918, BANNER CROSS PARKING (NAQNO)	9 APR 2015	MAR 2018	70 Build	Approved - Active	16				16
	93095, TAXI RANK IMPROVEMENTS (NAQNO)	48 APR 2015	MAR 2018	30 Inclusion	Approved - Active	18	13			31
	97982, HGV ROUTING STRATEGY (Q0062)	38 JUL 2011	MAR 2018	70 Build	Approved - Active	25	25			49
	93371, GREENHILL MAIN RD/G'HILL AVE (NAQNO)	11 APR 2015	MAR 2017	70 Build	Approved - Active	226				226
AIR QUALITY										
	93373, AIR QUALITY MONITOR EQUIPMENT (NAQNO)	1 NOV 2016	MAR 2018	60 Procure	Approval Requested	72	120			192
STRATEGIC CYCLING										
	90703, BLACKBURN VALLEY CYCLE ROUTE (NAQNO)	64 JAN 2009	OCT 2017	10 Project Planning	Approved - Active	322				322
	92934, COPPIC RISE CYCLE ROUTE (NAQNO)	10 JAN 2016	MAR 2017	10 Project Planning	Approved - Active	22				22
	92741, PENISTONE RD, LIVESLEY-LOWTHER (NAQNO)	63 JAN 2009	MAR 2017	10 Project Planning	Approval Requested	293				293
	92879, CHATHAM STREET CYCLE SCHEME (NAQNO)	3 JUN 2015	MAR 2017	40 Feasibility	Approved - Active	16				16
	92878, UNIVERSITY CENTRAL CYCLE ROUTE (NAQNO)	2 APR 2016	FEB 2017	10 Project Planning	Approved - Active	17				17
	92880, HALIAMI UNIVERSITY CYCLE ROUTE (NAQNO)	9 APR 2016	DEC 2018	40 Feasibility	Approval Requested	42				42
	92903, LOWER DON VALLEY CYCLE ROUTE (NAQNO)	48 NOV 2012	MAR 2017	70 Build	Approved - Active	177				177
	92933, DARNALL CYCLE ROUTES (NAQNO)	3 MAR 2016	JUN 2016	10 Project Planning	Approved - Active	25				25
	92882, SHEAF VALLEY RIVERSIDE ROUTE (NAQNO)	6 APR 2016	DEC 2017	40 Feasibility	Approved - Active	27				27
BUS RAPID TRANSIT										
	93887, BRT NORTH (NAQNO)	61 JAN 2008	JUN 2017	50 Design	Approved - Active	561	250			811
	93888, BRT NORTH: HWYS ALTERN (WP24) (NAQNO)	31 JAN 2014	MAR 2017	15 Slippage	Approved - Active	49				49
	93890, BRT NORTH: TINSLEY LINK (WP21) (NAQNO)	48 DEC 2013	MAR 2018	70 Build	Approved - Active	3,690				3,690
ACCIDENT SAVING										
	92828, SAFETY CAMERA DIGITAL UPGRADE (NAQNO)	16 MAY 2015	MAY 2017	70 Build	Approved - Active	570	29			600
	97985, CITYWIDE 20MPH ZONE (Q0062)	53 APR 2012	MAR 2018	50 Design	Approved - Active	250				250
	93632, SCHOOL KEEP CLEAR REVIEW (Q0062)	39 APR 2012	MAR 2018	30 Inclusion	Approved - Active	60	72			132

Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total
					2016-2017	2017-2018	2018-2019	2019-2020	2020-	
92769, ACCIDENT SAVINGS SCHEMES (NAQNO)	70 APR 2012	MAR 2018	70 Build	Approved - Active	22	85				107
93115, LANGSETT FORBES ROAD (NAQNO)	10 JAN 2009	MAR 2018	10 Project Planning	Approved - Active	223					223
ACCESSIBILITY										
93053, PFI ACCESSIBILITY ENHANCEMENTS (NAQNO)	38 OCT 2013	MAR 2018	70 Build	Approved - Active	309	400				709
93350, STREETS AHEAD OPPORTUNITIES (NAQNO)	60 APR 2015	MAR 2018	10 Project Planning	Approval Requested	336	310				646
91662, PUBLIC RIGHTS OF WAY (NAQNO)	58 APR 2011	MAR 2018	30 Inclusion	Approved - Active	113					113
GENERAL TRANSPORT & HIGHWAYS										
91611, M5 - IRR STAGES 2 & 3 (NAQNO)	42 JAN 2006	MAR 2018	70 Build	Approval Requested	20					20
PUBLIC TRANS CONNECTIVITY										
94202, KEY BUS RTE: SHEFF-WOODHOUSE (NAQNO)	50 JUL 2012	MAR 2017	70 Build	Approved - Active	21					21
94445, BN962 BUS AGREEMENT (NAQNO)	66 JUN 2011	MAR 2018	70 Build	Approved - Active	336	225				562
93110, BB2 CHESTERFIELD RD KBR (NAQNO)	52 DEC 2013	MAR 2018	70 Build	Approval Requested	1,300	2,619				3,919
93111, BB2 NORTH SHEFFIELD 2 KBR (NAQNO)	39 DEC 2013	JUN 2017	70 Build	Approved - Active	31	5				36
93112, BB2 SHEFFIELD GLEADLESS KBR (NAQNO)	41 DEC 2013	JUN 2017	70 Build	Approved - Active	754	18				772
93113, BB2 CITY CENTRE PACKAGE (NAQNO)	25 MAY 2014	MAR 2018	15 Slippage	Approved - Active	283	55				338
93114, BB2 PENISTONE ROAD KBR (NAQNO)	36 DEC 2013	DEC 2017	30 Inclusion	Approval Requested	16					16
93117, NORTH SHEFFIELD BBA GROUP B (NAQNO)	13 JAN 2016	DEC 2017	70 Build	Approval Requested	971	464				1,435
93119, NORTH SHEFFIELD BBA GROUP D (NAQNO)	1 JAN 2016	DEC 2017	10 Project Planning	Approved - Active	56					56
0012076900092, NORTH SHEFFIELD BETTER BUSES	9 JAN 2009	MAR 2018	70 Build	Approved - Active	975	643				1,618
93425, RELOCATABLE CAMERA ENFORCEMINT (NAQNO)	62 APR 2012	NOV 2017	30 Inclusion	Approved - Active	27	159				186
Total					13,114	6,394	75	-	-	19,573

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: * ALL

Directorate: **CORPORATE**

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Values in £000s				Expenditure						
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
001 SHEFFIELD CITY COUNCIL											
CORPORATE											
CORPORATE TRANSACTIONS											
CORPORATE TRANSACTIONS											
CORPORATE TRANSACTIONS											
CORPORATE TRANSACTIONS											
99987, CAPITAL PFI CONTRIBUTIONS (NAQNO)	8 AUG 2012	AUG 2018		30 Inclusion	Approved - Active	27,182	38,350				65,532
99991, LEP - GROWING PLACES FUND (NAQNO)	4 APR 2013	MAR 2018		10 Project Planning	Approved - Active	2,400					2,400
Total						29,582	38,350	-	-	-	67,932

THIS PAGE IS INTENTIONALLY LEFT BLANK

Summary of 2017/18 Capital Projects by Strategic Outcomes

Appendix 10

2017-18 Approved Capital Programme

Values in £'000s	Expenditure					Total
	Current Year Outturn	2017-2018	2018-2019	2019-20	2020-	
Better Health & Wellbeing	5,233	3,932	4,024	4,200	9,000	26,389
Strong Economy	48,083	67,408	53,008	4,000	4,213	176,713
Infrastructure	43,950	40,176	-	-	-	84,126
Successful Children & Young People	30,707	21,941	13,315	110	220	66,292
Tackling Poverty/ Increasing Social Justice	2,109	-	-	-	-	2,109
Thriving Neighbourhoods & Communities	115,525	100,500	93,710	79,170	195,361	584,265
Total	245,607	233,958	164,057	87,480	208,794	939,894

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: **BETTER HEALTH & WELLBEING**

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Values in £'000s				Expenditure					Total	
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020		2020-
90204, CIP - GRANGE CRESCENT (NAQNO)	2 JUN 2016	SEP 2016	40 Feasibility	Approved - Active	17						17
97056, WARM & HEALTHY HOMES (NAQNO)	7 MAR 2016	MAR 2017	15 Slippage	Approved - Active	325						325
97334, DISABLED GRANTS (NAQNO)	109 JAN 2008	MAR 2022	70 Build	Approval Requested	3,058	2,000	2,000	2,000	2,000	4,000	13,058
97147, ADAPTATIONS (NAQNO)	98 APR 2010	MAR 2022	70 Build	Approval Requested	1,832	1,932	2,024	2,200	5,000		12,988
Total					5,233	3,932	4,024	4,200	9,000		26,389

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: **STRONG ECONOMY**

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Values in £'000s						Expenditure				
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
92356, MILLENIUM GALLERY LIFE CYCLE (NAQNO)	60	APR 2010	MAR 2017	20 Annual Inclusion	Approved - Active	6					6
94050, SHEFFIELD RETAIL QUARTER 2 (NAQNO)	57	OCT 2013	DEC 2022	15 Slippage	Approval Requested	6,510	9,396				15,906
94051, ASBESTOS REMOVAL - GROSVENOR (NAQNO)	11	AUG 2015	MAR 2016	30 Inclusion	Approved - Active	46					46
94052, SRQ DEMOLITIONS (NAQNO)	19	JAN 2016	MAR 2018	30 Inclusion	Approval Requested	1,288	1,407				2,695
94053, SRQ HIGHWAY ENABLING WORKS (NAQNO)	20	NOV 2015	MAR 2018	15 Slippage	Approval Requested	3,204	2,269				5,473
94054, SRQ OFFICES (NAQNO)	2	JAN 2017	MAR 2019	30 Inclusion	Approved - Active	4,238	40,634	32,791			77,663
94439, SHEFFIELD RETAIL QUARTER CPO (NAQNO)	29	APR 2011	DEC 2016	30 Inclusion	Approved - Active	100					100
00120184Q0078 SRQ	29	JAN 2014	MAR 2019	30 Inclusion	Approval Requested	414	9,767	16,717			26,898
94010, LDV FLOOD DEFENCE WORKS (NAQNO)	44	JUL 2013	MAR 2019	15 Slippage	Approved - Active	10,581	1,262				11,843
94017, CULVERT ENHANCEMENT PROG (NAQNO)	3	JUL 2015	MAR 2017	15 Slippage	Approved - Active	91					91
94020, BROOKHILL AREA IMPROVEMENTS (NAQNO)	15	APR 2015	MAR 2017	15 Slippage	Approved - Active	4,972					4,972
94022, KNOWLEDGE GATEWAY (NAQNO)	3	OCT 2016	MAR 2018	10 Project Planning	Approval Requested	443	333				776
94107, DVS REMEDIATION (Q0005)	27	DEC 2013	MAR 2017	15 Slippage	Approved - Active	483					483
94108, SITE GALLERY IMPROVEMENTS (NAQNO)	19	JUL 2014	JUN 2017	10 Project Planning	Approved - Active	95					95
94112, OLP FA PITCH (Q0005)	17	JUN 2015	MAR 2017	10 Project Planning	Approval Requested	16	981				998
94113, OLP INFRASTRUCTURE (Q0005)	12	MAY 2015	SEP 2016	15 Slippage	Approved - Active	301					301
94114, OLP INFRASTRUCTURE PUBLIC REALM (Q0005)	18	OCT 2015	MAR 2017	10 Project Planning	Approval Requested	4,901	7				4,908
94514, PARSON CROSS PARK PUBLIC ART (NAQNO)	1	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	12					12
92827, CLEAN BUS TECHNOLOGY FUND (NAQNO)	17	APR 2015	MAR 2017	70 Build	Approved - Active	352					352
97405, INSULATION (COUNCIL HSG) (Q0069)	74	APR 2012	MAR 2021	70 Build	Approval Requested	30	1,353	3,500	4,000	4,213	13,086
94026, LIGHT WEIGHTING PROJECT (NAQNO)	1	JAN 2017	MAR 2017	10 Project Planning	Approval Requested	10,000					10,000
Total						48,083	67,408	53,008	4,000	4,213	176,713

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: **INFRASTRUCTURE**

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total
						2016-2017	2017-2018	2018-2019	2019-2020	2020-	
90087, HR+M TRANSPORT (NAQNO)	3	MAR 2016	MAR 2017	30 Inclusion	Approved - Active	5,776					5,776
90079, CARBROOK UTC RELOCATION (NAQNO)	10	SEP 2015	MAR 2017	70 Build	Approved - Active	131					131
90120, MOORFOOT (NAQNO)	76	APR 2010	MAR 2017	70 Build	Approved - Active	9					9
90133, HOWDEN HOUSE ACCOMM STRATEGY (NAQNO)	59	SEP 2011	MAR 2017	70 Build	Approved - Active	86					86
90140, PROJECT DELIVERY COSTS (NAQNO)	50	APR 2013	JUN 2016	70 Build	Approved - Active	216					216
90141, IT WORKSTREAMS (NAQNO)	49	APR 2013	JUN 2016	30 Inclusion	Approved - Active	129					129
90027, DARNALL FRA WORKS (Q0073)	38	DEC 2013	SEP 2016	30 Inclusion	Approved - Active	17					17
90080, STANFORTH WORKS FRA (R) (Q0073)	7	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	388					388
90081, FRA 1516 STOCKSBRIDGE YC R (NAQNO)	8	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	100					100
90082, FRA 1516 BISHOPS HOUSE M R (NAQNO)	8	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	48					48
90083, FRA 1516 FIRTH PK CLK TWR R (NAQNO)	8	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	105					105
90147, MEDICO LEGAL FRA (Q0073)	18	DEC 2015	MAR 2018	70 Build	Approval Requested	399	1,696				2,095
90148, STOCKSBRIDGE LIBRARY FRA (Q0073)	14	APR 2015	MAR 2017	70 Build	Approved - Active	170					170
90152, GRANGE CRESCENT FRA (R) (Q0073)	6	AUG 2015	MAR 2017	30 Inclusion	Approved - Active	199					199
90153, VERDON STREET FRA (R) (Q0073)	6	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	56					56
90154, WARMINSTER HOSTEL FRA (R) (Q0073)	7	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	207					207
90155, STRADBROKE YC FRA (R) (Q0073)	6	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	24					24
90156, ADLINGTON ROAD CC FRA (R) (Q0073)	6	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	55					55
90157, COLLEGIATE CRESCENT FRA (R) (Q0073)	6	FEB 2015	MAR 2017	30 Inclusion	Approved - Active	55					55
90159, FRA WORKS 16-17 (NAQNO)	18	FEB 2016	MAR 2017	70 Build	Approved - Active	3,017					3,017
00115185Q0073 HEALTH & SAFETY COMPLIANCE	67	DEC 2012	MAR 2017	30 Inclusion	Approved - Active	393					393
90068, CLOSED PROPERTIES PROG (NAQNO)	17	NOV 2015	MAR 2017	30 Inclusion	Approved - Active	100					100
90071, ROOFING PROG (NAQNO)	6	FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9
90074, GENERAL CEMETERY (NAQNO)	9	FEB 2016	MAR 2017	40 Feasibility	Approved - Active	14					14
90077, BOTANICAL GDS PUBLIC TOILETS (NAQNO)	8	JAN 2016	MAY 2017	60 Procure	Approved - Active	21	90				111
90086, ASBESTOS REMOVAL FRAMEWORK (NAQNO)	12	FEB 2016	MAR 2017	70 Build	Approved - Active	150					150
90091, MECHANICAL REPLACEMENT PROG (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	1,000					1,000
90092, ELECTRICAL REPLACEMENT PROG (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	100					100
90093, LIFT REPLACEMENT PROG (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	150					150
90094, ROOFING REPLACEMENT PROG (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	175					175
90095, WINDOW & DOOR REPLACEMENT PROG (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	275					275
90096, STRUCTURAL DEFECTS PROGRAMME (NAQNO)	4	OCT 2016	MAR 2017	30 Inclusion	Approved - Active	125					125
90097, DAMS & WATERCOURSES PHASE (NAQNO)	3	JAN 2016	MAR 2018	60 Procure	Approved - Active	53	40				93
90149, TOWN HALL PROJECT (NAQNO)	15	AUG 2015	MAR 2017	30 Inclusion	Approved - Active	73					73
99987, CAPITAL PFI CONTRIBUTIONS (NAQNO)	8	AUG 2012	AUG 2018	30 Inclusion	Approved - Active	27,182	38,350				65,532

Values in £'000s	Expenditure						Total
	2016-2017	2017-2018	2018-2019	2019-2020	2020-		
	2,400						2,400
	2						2
	450						450
	19						19
	72						72
Total	43,950	40,176	-	-	-	-	84,126

Version	Project Start	Project End	Stage	Approval Status
4	APR 2013	MAR 2018	10 Project Planning	Approved - Active
46	DEC 2012	MAR 2017	15 Slippage	Approved - Active
3	APR 2016	MAR 2017	30 Inclusion	Approved - Active
14	APR 2015	MAY 2016	15 Slippage	Approved - Active
9	AUG 2015	MAR 2017	30 Inclusion	Approved - Active

99991, LEP - GROWING PLACES FUND (NAQNO)
 90019, BANNERDALE ASSETENHANCE (NAQNO)
 90200, WOODHOUSE HUB (NAQNO)
 90202, RELOCATION PARKING SERV (Q0065)
 90804, WOODSEATS HUB (NAQNO)

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: **SUCCESS CHILDN/YOUNG PEOPLE**

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

	Values in £'000s					Expenditure					Total	
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-		
90716, GRACE OWEN NURSERY (NAQNO)											71	
90744, FEL CAPITAL (Q0075)	63	MAR 2012	JUL 2016	15 Slippage	Approved - Active						349	
90448, SE DEVOLVED CAPITAL 2011-12 (NAQNO)	41	SEP 2013	MAR 2017	70 Build	Approved - Active	2,059						2,059
90479, POST IMPLEMENTATION (NAQNO)	71	APR 2011	MAR 2019	15 Slippage	Approved - Active	1						1
90613, SCC INTERNAL PROG. COSTS - W4 (NAQNO)	58	APR 2010	MAR 2017	15 Slippage	Approved - Active	7						7
90614, LEP BUSINESS PLAN - W4 (NAQNO)	76	MAR 2010	MAR 2018	15 Slippage	Approved - Active	96	18					114
90620, KING EDWARDS (UP) (NAQNO)	84	APR 2010	MAR 2017	15 Slippage	Approved - Active	70						70
90627, ADD'l PUPIL PLACES(SECONDARY) (NAQNO)	91	MAR 2011	MAR 2017	15 Slippage	Approved - Active	55						55
90639, SCC CONTRACT COSTS - W4 (NAQNO)	86	JAN 2008	APR 2018	15 Slippage	Approved - Active	303	150					453
90678, FEASIBILITY & DESIGN (NAQNO)	53	JAN 2008	MAR 2017	15 Slippage	Approved - Active	60						60
90691, PMY MAINT. EMERGENCY WORKS (Q0060)	46	APR 2016	MAR 2017	70 Build	Approved - Active	500						500
90692, PMY MAINT. CONDITION MGT (Q0060)	49	JUL 2011	MAR 2017	70 Build	Approved - Active							(8)
90730, CAP MAINT - RADON EXTRACTION (NAQNO)	39	SEP 2012	MAR 2016	15 Slippage	Approved - Active	12						12
90732, NEW PMY - WATERMEAD (Q0061)	43	NOV 2012	MAR 2018	15 Slippage	Approved - Active	16						16
90737, GLEADLESS PRIMARY - REBUILD (Q0061)	42	JUN 2013	MAR 2017	15 Slippage	Approved - Active	2,708						2,708
90746, GREYSTONES EXPANSION (Q0061)	36	NOV 2013	MAR 2017	70 Build	Approved - Active	415						415
90747, HALLAM RECONFIGURATION (Q0061)	41	NOV 2013	MAR 2017	70 Build	Approval Requested	2,266						2,266
90757, FRA WORKS PROGRAMME - 14/15 (Q0060)	30	APR 2014	MAR 2017	15 Slippage	Approved - Active	96	30	363	110	220		758
90761, DON VALLEY SCHOOL (Q0061)	32	JAN 2014	MAR 2022	15 Slippage	Approved - Active	35						6,665
90762, TINSLEY PRIMARY (Q0061)	21	JUN 2014	APR 2017	70 Build	Approved - Active	6,665						17
90763, ROWAN EXPANSION (Q0061)	25	JUN 2014	MAR 2017	15 Slippage	Approved - Active	17						41
90764, PRINCE EDWARD PRIMARY (Q0060)	34	AUG 2014	MAR 2017	70 Build	Approval Requested	41						114
90766, REIGNHEAD PMY - HEATING (Q0060)	15	JAN 2015	AUG 2017	15 Slippage	Approved - Active	114						114
90768, OUGHTBRIDGE EXTENSION (Q0061)	21	JAN 2015	MAR 2017	15 Slippage	Approved - Active	103						103
90771, ADAPTATIONS (Q0060)	16	APR 2016	MAR 2017	70 Build	Approved - Active	103						103
90776, DOBCROFT INFTS-1 YR EXPANSION (Q0061)	5	JUN 2015	JUN 2016	15 Slippage	Approved - Active	2						2
90777, HALFWAY INFTS -MOBILE REPLACE (Q0060)	23	APR 2015	MAR 2017	50 Design	Approved - Active	224						224
90779, PIPWORTH PMY- PLANT ROOM (Q0060)	15	APR 2015	MAR 2017	60 Procure	Approved - Active	663						663
90790, RAINBOW FORGE -HME (Q0060)	20	JAN 2008	MAR 2017	70 Build	Approved - Active	777						777
90791, PMY MAINT MEERSBROOK WIN-ROOF (Q0060)	12	APR 2015	SEP 2016	70 Build	Approved - Active	415						415
90792, PMY MAINT BRADWAY ROOF (Q0060)	11	APR 2015	SEP 2016	70 Build	Approved - Active	209						209
90793, PMY MAINT SHORTBROOK WINDOWS (Q0060)	12	APR 2015	SEP 2016	70 Build	Approved - Active	239						239
90795, NEW PMY - NETHERTHORPE AREA (Q0061)	10	AUG 2015	MAR 2017	15 Slippage	Approved - Active	11						11
90796, FIRS HILL 2013 BULGE YEAR (Q0061)	14	AUG 2015	MAR 2017	60 Procure	Approved - Active	51						51
90797, NEW 8FE SEC SCH - SW (Q0061)	21	AUG 2015	MAR 2019	70 Build	Approved - Active	1,389	14,887	10,310				26,586
90798, 1FE EXPANSION - ECCLESALL INF (Q0061)	14	AUG 2015	AUG 2016	60 Procure	Approved - Active	370						370
90800, CARTERKNOWLE REFIT-1FE CLIFF (Q0061)	10	AUG 2015	MAR 2017	15 Slippage	Approved - Active	4						4

Values in £'000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total
						2016-2017	2017-2018	2018-2019	2019-2020	2020-	
90801, SILVERDALE 2FE EXPANSION T/P (Q0061)	13 SEP 2015	SEP 2016	70 Build	Approved - Active	309					309	
90802, NEW 5FE SEC SCH NE - WOODSIDE (Q0061)	16 AUG 2015	MAR 2018	50 Design	Approved - Active	956					2,256	
90803, IFE ADDITIONAL PMY PROV'N - N (Q0061)	10 AUG 2015	SEP 2016	15 Slippage	Approved - Active	107	1,300				1,407	
90806, OUGHTBRIDGE DINING POD (Q0061)	8 MAY 2015	MAR 2017	15 Slippage	Approved - Active	82					82	
90809, MANOR LODGE STRUCTURAL WORKS (NAQNO)	6 FEB 2016	MAR 2017	70 Build	Approved - Active	319					319	
90856, MECHANICAL REPLACEMENT MTC (NAQNO)	18 FEB 2016	MAR 2018	40 Feasibility	Approved - Active	181	1,419				1,600	
90857, MECHANICAL REPLACE MOSSBROOK (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9	
90858, MECHANICAL REPLACE HALFWAY (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9	
90859, MECHANICAL REPLACE BRUNSWICK (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9	
90860, MECHANICAL REPLACE BRADWAY (NAQNO)	3 FEB 2016	MAR 2017	40 Feasibility	Approved - Active	9					9	
90861, ECCLESALL PERMANENT EXTENSION (NAQNO)	7 JUL 2016	MAR 2019	70 Build	Approved - Active	41	2,917	2,642			5,600	
90862, SILVERDALE PERMANENT EXTENSION (NAQNO)	7 JUN 2016	MAR 2017	50 Design	Approval Requested	545					545	
90863, TOTLEY PRIMARY BULGE YR (NAQNO)	2 APR 2016	SEP 2016	60 Procure	Approved - Active	60					60	
90864, SPRINGFIELD PRIMARY BULGE YR (NAQNO)	6 APR 2016	SEP 2016	60 Procure	Approved - Active	147					147	
90865, TOTLEY PRIMARY PERM EXTN (NAQNO)	8 JUL 2016	MAR 2018	70 Build	Approval Requested	60	268				327	
0013001400061 Basic Need	121 APR 2011	MAR 2019	20 Annual Inclusion	Approval Requested	5,915					5,915	
90745, THORNBRIDGE ACCESSIBLE UNIT (NAQNO)	32 JUL 2014	MAR 2017	70 Build	Approved - Active	727					727	
90704, FOSTER CARER HOUSING ENHANCE (NAQNO)	46 SEP 2011	MAR 2017	70 Build	Approved - Active	78					78	
90769, ALDINE HOUSE - SUNDRY WORKS (NAQNO)	13 JAN 2015	JUN 2016	70 Build	Approved - Active	6					6	
90773, ALDINE HOUSE - 2 BED EXTENSION (NAQNO)	10 APR 2015	MAR 2018	70 Build	Approved - Active	337	337				674	
90794, ALDINE HOUSE HEATING (Q0060)	10 JUL 2015	SEP 2016	70 Build	Approved - Active	104					104	
90808, ALDINE HOUSE UNDERCROFT AREA2 (NAQNO)	9 NOV 2015	MAR 2018	70 Build	Approved - Active	50	615				665	
90866, ALDINE HOUSE - SECURITY MINDER (NAQNO)	2 AUG 2016	MAR 2017	70 Build	Approved - Active	136					136	
Total					30,707	21,941	13,315	110	220	66,292	

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001 SHEFFIELD CITY COUNCIL

Programme: TACKLING POVERTY/INCR SOC JUS

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

							Expenditure					Expenditure
							2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
Values in £'000s												
			Version	Project Start	Project End	Stage	Approval Status					
97961, DH - METERING (Q0045)		86 JUN 2011		MAR 2017	70 Build	Approved - Active					2,109	
Total											2,109	

Summary Report / Annual Cabinet 1

Cycle: 202 - Budget Cycle Nov 16 Month End, Status: Closed, Type: Budget

Company: 001.SHEFFIELD CITY COUNCIL

Programme: THRIVING NBH & COMMS

Directorate: * ALL

Service: * ALL

Division of Service 1: * ALL

Division of Service 2: * ALL

Division of Service 3: * ALL

Management Area: * ALL

Manager: * ALL

Business Unit / Project: * ALL

Approval Status: Approved or Requested Approval Versions

Stage: 10 Project Planning - 90 Disposal

Values in £'000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure					
						2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
90067, TREE MANAGEMENT PROG (Q0073)	16	NOV 2015	MAR 2017	30 Inclusion	Approved - Active	38					38
90065, RADON WORKS (Q0073)	16	SEP 2015	MAR 2017	30 Inclusion	Approved - Active	39					39
90066, CENTRAL LIBRARY (Q0010)	14	NOV 2015	MAR 2016	30 Inclusion	Approved - Active	74					74
90072, RESURFACING (INC PARKS) PROG (NAQNO)	15	NOV 2015	MAR 2017	30 Inclusion	Approved - Active	499					499
90076, DAMS & WATER COURSES PROG (Q0073)	15	JAN 2016	MAR 2017	70 Build	Approved - Active	156					156
90144, ABBEYDALE IND HAM-STRUCT DEF (Q0003)	40	DEC 2013	MAR 2017	70 Build	Approval Requested	53					53
90145, PARK LIBRARY/COMM ROOF RENEWAL (Q0021)	28	DEC 2014	MAR 2017	30 Inclusion	Approved - Active	145					145
94362, BROOMHILL LIBRARY (NAQNO)	63	AUG 2016	MAR 2017	70 Build	Approved - Active	100					100
97859, PATH RESURFACING PROGRAMME (Q0007)	59	APR 2010	JAN 2017	30 Inclusion	Approved - Active	41					41
94085, WASTE MGMT DEVELOPMENT (NAQNO)	16	DEC 2015	MAR 2017	70 Build	Approved - Active	1,149					1,149
90012, CASTLE MARKET DECOMMISSIONING (NAQNO)	42	JAN 2013	MAR 2017	15 Slippage	Approved - Active	65					65
90032, RESOURCE COSTS (NAQNO)	19	APR 2014	MAR 2018	15 Slippage	Approved - Active	162	124				286
94007, SPITAL HILL ELLESMERE GREEN (NAQNO)	63	MAR 2012	MAR 2016	30 Inclusion	Approved - Active	11					11
94326, EDWARD STREET (NAQNO)	67	JAN 2009	DEC 2016	60 Procure	Approved - Active	46					46
97550, SHC - NEW HOMES ACQUISITIONS (NAQNO)	65	APR 2013	MAR 2017	30 Inclusion	Approved - Active	7					7
94120, M1 GATEWAY PUBLIC ART PROJECT (NAQNO)	34	MAR 2014	MAR 2018	10 Project Planning	Approved - Active	70	459				529
94457, WOMEN OF STEEL (NAQNO)	53	OCT 2011	MAR 2017	30 Inclusion	Approved - Active	36					36
94121, WINCOBANK HILL PHASE 1 (NAQNO)	34	JAN 2010	MAR 2017	70 Build	Approved - Active	4					4
94471, DOUGLAS ROAD (NAQNO)	32	NOV 2013	MAR 2017	70 Build	Approved - Active	4					4
94475, BEIGHTON CLOSED LANDFILL (NAQNO)	36	JUL 2014	MAR 2017	70 Build	Approved - Active	98					98
94476, BEIGHTON LEACHATE TREATMENT (NAQNO)	15	MAY 2015	MAR 2017	50 Design	Approved - Active	550					550
94477, PARKWOOD RESOLUTION SITE (NAQNO)	15	OCT 2015	MAR 2017	50 Design	Approved - Active	315					315
94495, LADY CANNINGS PLANTATION TRACK (NAQNO)	7	NOV 2015	MAR 2017	70 Build	Approved - Active	1					1
97946, PARKWOOD SPRINGS CYCLE TRACK (NAQNO)	29	APR 2011	MAY 2016	70 Build	Approved - Active	4					4
93410, ANGRAM BANK PARK IMPROVEMENTS (NAQNO)	47	AUG 2012	MAR 2017	70 Build	Approved - Active	43					43
93412, CROOKES VALLEY PARKS (NAQNO)	42	JAN 2009	MAR 2017	70 Build	Approved - Active	15					15
93414, EAST GLADE (NAQNO)	31	NOV 2013	JUN 2016	70 Build	Approved - Active	9					9
93416, OUSEBURN ROAD OPEN SPACE (NAQNO)	18	AUG 2015	MAR 2017	70 Build	Approved - Active	36					36
93592, RIVELIN VALLEY PLAYBUILDER (NAQNO)	63	APR 2012	MAR 2017	70 Build	Approved - Active	7					7
94397, PARK HILL GREEN LINKS (NAQNO)	54	NOV 2012	MAR 2017	70 Build	Approved - Active	29					29
94463, CLAY WOOD GREEN LINKS (NAQNO)	55	SEP 2012	MAR 2017	70 Build	Approved - Active	18					18
94466, WOODLANDS S106 (NAQNO)	38	JUL 2013	JUL 2016	70 Build	Approved - Active	39					39
94469, WINCOBANK HILL PHASE 2 (NAQNO)	34	OCT 2013	MAR 2017	70 Build	Approved - Active	8					8
94470, URBAN NATURE PARKS (NAQNO)	53	OCT 2013	APR 2020	70 Build	Approved - Active	112	9	9			129

Version	Project Start	Project End	Stage	Approval Status	Expenditure				Total
					2016-2017	2017-2018	2018-2019	2019-2020	
18	FEB 2015	MAR 2017	10 Project Planning	Approved - Active	4				4
94487, CHARNOCK RECT'N GROUND MUGA (NAQNO)									
8	JUN 2015	MAR 2017	70 Build	Approved - Active	6				6
94490, CATHERINE STREET OPEN SPACE (NAQNO)									
9	OCT 2015	JUL 2016	70 Build	Approved - Active	0				0
94492, RETHINKING PARSON CROSS PARK (NAQNO)									
8	NOV 2015	MAR 2017	70 Build	Approved - Active	62				62
94493, MOVE MORE RUNNING ROUTES (NAQNO)									
15	DEC 2015	MAR 2018	70 Build	Approved - Active	618	8			626
94494, BOTANICAL GARDENS EDUCATION (NAQNO)									
4	MAY 2016	MAR 2017	10 Project Planning	Approved - Active	20				20
94496, WOODTHORPE RECREATION GROUND (NAQNO)									
12	FEB 2016	MAR 2018	70 Build	Approved - Active	320	156			476
94497, SHEFFIELD GENERAL CEMETERY HLF (NAQNO)									
2	JUL 2016	MAR 2017	30 Inclusion	Approved - Active	16				16
94501, SYCAMORE ST YOUTH & SPORTS (NAQNO)									
2	MAY 2016	MAY 2017	10 Project Planning	Approved - Active	10				10
94502, REDMIRE'S PITCH DRAINAGE (NAQNO)									
3	JUL 2016	MAR 2018	30 Inclusion	Approved - Active	68	67			135
94503, GRAVES PARK IMP. PROJECT (NAQNO)									
2	AUG 2016	MAR 2017	30 Inclusion	Approved - Active	31				31
94504, GREENHILL PARK IMPROVEMENTS (NAQNO)									
7	AUG 2016	APR 2017	10 Project Planning	Approved - Active	150	3			153
94506, GRAVES AND MILLHOUSE COURTS (NAQNO)									
2	MAY 2016	OCT 2018	10 Project Planning	Approved - Active	2				2
94507, BINGHAM COURTS (NAQNO)									
3	JUL 2016	JUL 2017	10 Project Planning	Approved - Active	32				32
94509, BENIS GREEN PITCH S106 (NAQNO)									
5	JAN 2008	MAR 2017	10 Project Planning	Approval Requested	133				133
94513, ECB PITCHES (NAQNO)									
0012046100093	APR 2016	MAR 2018	10 Project Planning	Approved - Active	339	1,220			1,559
GREEN AND OPEN SPACES S106 STRATEGY									
94104, NORTH ACTIVE (NAQNO)	39	NOV 2013	70 Build	Approved - Active	319				319
94105, GRAVES NCSEM PROJECT (Q0005)	42	APR 2014	70 Build	Approved - Active	6,683				6,683
94109, FA PITCH (GRAVES) (NAQNO)	36	DEC 2014	70 Build	Approved - Active	980				980
94110, FA PITCH (THORNCLIFFE) (NAQNO)	34	DEC 2014	70 Build	Approved - Active	1,810				1,810
94115, FA PITCH (WESTFIELD) (NAQNO)	6	DEC 2015	30 Inclusion	Approved - Active	15				15
94121, MSF FINANCE (NAQNO)	2	FEB 2017	10 Project Planning	Approval Requested	11,446	12,173	13,767	64,378	114,710
94021, PIPWORTH REC SUDS (NAQNO)	5	SEP 2015	40 Feasibility	Approved - Active	65	75			140
92642, BRIDGE STRENGTHENING WORKS (NAQNO)	29	APR 2014	70 Build	Approved - Active	133				133
92643, STREETS AHEAD COMP WORKS (NAQNO)	20	JAN 2008	70 Build	Approved - Active	49				49
92448, FORMER NORTON AERODROME (NAQNO)	46	APR 2013	30 Inclusion	Approved - Active	24	330			354
92459, WOODSIDE OPEN SPACE (NAQNO)	11	MAY 2015	50 Design	Approved - Active	20				20
91611, MS - IRR STAGES 2 & 3 (NAQNO)	42	JAN 2006	70 Build	Approved - Active	20				20
93350, STREETS AHEAD OPPORTUNITIES (NAQNO)	60	APR 2015	10 Project Planning	Approval Requested	336	310			646
90703, BLACKBURN VALLEY CYCLE ROUTE (NAQNO)	64	JAN 2009	10 Project Planning	Approval Requested	322				322
92741, PENISTONE RD, LIVESY-LOWTHER (NAQNO)	63	JAN 2009	10 Project Planning	Approval Requested	293				293
92769, ACCIDENT SAVINGS SCHEMES (NAQNO)	70	APR 2012	70 Build	Approved - Active	22	85			107
92828, SAFETY CAMERA DIGITAL UPGRADE (NAQNO)	16	MAY 2015	70 Build	Approved - Active	570	29			600
92878, UNIVERSITY CENTRAL CYCLE ROUTE (NAQNO)	2	APR 2016	10 Project Planning	Approved - Active	17				17
92879, CHATHAM STREET CYCLE SCHEME (NAQNO)	3	JUN 2015	40 Feasibility	Approved - Active	16				16
92880, HALLAM UNIVERSITY CYCLE ROUTE (NAQNO)	9	APR 2016	40 Feasibility	Approval Requested	42				42
92882, SHEAF VALLEY RIVERSIDE ROUTE (NAQNO)	6	APR 2016	40 Feasibility	Approved - Active	27				27
92903, LOWER DON VALLEY CYCLE ROUTE (NAQNO)	48	NOV 2012	70 Build	Approved - Active	177				177
92915, DOUBLE YELLOW LINES (NAQNO)	34	JAN 2008	10 Project Planning	Approval Requested	43	30			73
92918, BANNER CROSS PARKING (NAQNO)	9	APR 2015	70 Build	Approved - Active	16				16
92933, DARNALL CYCLE ROUTES (NAQNO)	3	MAR 2016	10 Project Planning	Approved - Active	25				25
92934, COPPIC RISE CYCLE ROUTE (NAQNO)	10	JAN 2016	10 Project Planning	Approved - Active	22				22
93053, PFI ACCESSIBILITY ENHANCEMENTS (NAQNO)	38	OCT 2013	70 Build	Approved - Active	309	400			709
93095, TAXI RANK IMPROVEMENTS (NAQNO)	48	APR 2015	30 Inclusion	Approved - Active	18	13			31
93110, B82 CHESTERFIELD RD KBR (NAQNO)	52	DEC 2013	70 Build	Approval Requested	1,300	2,619			3,919
93111, B82 NORTH SHEFFIELD 2 KBR (NAQNO)	39	DEC 2013	JUN 2017	Approved - Active	31	5			36
93112, B82 SHEFFIELD GLEADLESS KBR (NAQNO)	41	DEC 2013	JUN 2017	Approved - Active	754	18			772
93113, B82 CITY CENTRE PACKAGE (NAQNO)	25	MAY 2014	MAR 2018	Approved - Active	283	55			338
93114, B82 PENISTONE ROAD KBR (NAQNO)	36	DEC 2013	DEC 2017	Approval Requested	16				16
93115, LANGSETT /FORBES ROAD (NAQNO)	10	JAN 2009	MAR 2018	Approved - Active	223				223
93117, NORTH SHEFFIELD BBA GROUP B (NAQNO)	13	JAN 2016	DEC 2017	Approval Requested	971	464			1,435

Values in £'000s	Expenditure					Expenditure					
	Version	Project Start	Project End	Stage	Approval Status	2016-2017	2017-2018	2018-2019	2019-2020	2020-	Total
93119, NORTH SHEFFIELD BBA GROUP D (NAQNO)	1	JAN 2016	DEC 2017	10 Project Planning	Approved - Active	56					56
93371, GREENHILL MAIN RD/G HILL AVE (NAQNO)	11	APR 2015	MAR 2017	70 Build	Approved - Active	226					226
93372, ITS NETWORK MANAGEMENT (NAQNO)	2	SEP 2016	MAR 2019	10 Project Planning	Approved - Active	241	445				686
93632, SCHOOL KEEP CLEAR REVIEW (Q0062)	39	APR 2012	MAR 2018	30 Inclusion	Approved - Active	60	72				132
93633, SKELTON LANE (ONE WAY) (NAQNO)	3	JAN 2017	MAR 2018	10 Project Planning	Approval Requested	17	36				52
93887, BRT NORTH (NAQNO)	61	JAN 2008	JUN 2017	50 Design	Approved - Active	561	250				811
93888, BRT NORTH: HWYS ALTERNS (WP24 (NAQNO)	31	JAN 2014	MAR 2017	15 Slippage	Approved - Active	49					49
93890, BRT NORTH: TINSLEY LINK (WP21 (NAQNO)	48	DEC 2013	MAR 2018	70 Build	Approved - Active	3,690					3,690
94202, KEY BUS RTE: SHEFF-WOODHOUSE (NAQNO)	50	JUL 2012	MAR 2017	70 Build	Approved - Active	21					21
94445, BN962 BUS AGREEMENT (NAQNO)	66	JUN 2011	MAR 2018	70 Build	Approved - Active	336	225				562
97982, HGV ROUTING STRATEGY (Q0062)	38	JUL 2011	MAR 2018	70 Build	Approved - Active	25	25				49
97985, CITYWIDE ZOMPH ZONE (Q0062)	53	APR 2012	MAR 2018	50 Design	Approved - Active	250					250
00120769Q0092, NORTH SHEFFIELD BETTER BUSES	9	JAN 2009	MAR 2018	70 Build	Approved - Active	975	643				1,618
91662, PUBLIC RIGHTS OF WAY (NAQNO)	58	APR 2011	MAR 2018	30 Inclusion	Approved - Active	113					113
92634, SPITAL HILL (TESCO) (NAQNO)	22	DEC 2013	MAR 2017	70 Build	Approved - Active	104					104
93425, RELOCATABLE CAMERA ENFORCEMENT (NAQNO)	62	APR 2012	NOV 2017	30 Inclusion	Approved - Active	27	159				186
97988, CCTV PARKING ENFORCEMENT (NAQNO)	57	JUN 2012	MAY 2018	30 Inclusion	Approved - Active	48	48				96
98000, BODY CAMERAS (NAQNO)	2	APR 2016	SEP 2016	10 Project Planning	Approved - Active	23					23
97333, MINOR WORK GRANTS (NAQNO)	96	JAN 2008	MAR 2022	70 Build	Approval Requested	150	150	150			900
97428, SHEFFIELD HAL (NAQNO)	58	OCT 2012	MAR 2022	30 Inclusion	Approval Requested	116	50	50			366
90136, CHAUCER SQUARE MAINTENANCE (NAQNO)	88	JAN 2009	DEC 2030	70 Build	Approval Requested	18	18	18			108
97222, PSH EMPTY PROPERTIES (NAQNO)	88	JAN 2008	MAR 2022	70 Build	Approval Requested	120	120	120			720
97390, PHS ACTIVITY (NAQNO)	96	APR 2010	MAR 2022	70 Build	Approval Requested	200	130	130			860
97150, RH4 LOANS HAL (NAQNO)	109	JAN 2008	MAR 2019	30 Inclusion	Approval Requested	200	200				600
97243, YORK - NY SUB REGION HAL (NAQNO)	59	APR 2010	MAR 2017	10 Project Planning	Approved - Active	54					54
97355, BRADFORD - WV SUB REGION HAL (NAQNO)	91	APR 2010	MAR 2017	30 Inclusion	Approved - Active	100					100
97394, HULL - HUMBER SUB REGION HAL (NAQNO)	102	JAN 2008	MAR 2017	70 Build	Approved - Active	500					500
97395, NE LINC'S - SUB REGION HAL (NAQNO)	97	APR 2010	MAR 2017	10 Project Planning	Approved - Active	90					90
97451, REGIONAL ENERGY HAL (NAQNO)	13	APR 2016	MAR 2019	30 Inclusion	Approval Requested	-	10	10			20
97452, REGIONAL ERL (NAQNO)	15	APR 2016	MAR 2019	30 Inclusion	Approval Requested	20	150	221			391
97501, EP LOANS HULL (NAQNO)	51	APR 2013	MAR 2017	30 Inclusion	Approved - Active	143					143
97502, EP NORTH EAST LINC (NAQNO)	51	APR 2013	MAR 2017	30 Inclusion	Approval Requested	314					314
97505, COMW EP NORTH EAST LINC (NAQNO)	39	APR 2014	MAR 2017	10 Project Planning	Approved - Active	39					39
97520, KIRKLEES RF FUNDS HAL(2) (NAQNO)	33	APR 2014	MAR 2020	30 Inclusion	Approval Requested	-	100	100			300
97282, PARK HILL (5TH) (NAQNO)	106	JAN 2009	MAR 2020	70 Build	Approved - Active	97					97
97340, SWAN (NAQNO)	108	JAN 2008	MAR 2017	70 Build	Approved - Active	15					15
97350, ARBOURTHORNE SMS (NAQNO)	53	APR 2013	MAR 2018	30 Inclusion	Approved - Active	1,049					1,049
97429, LETS PURCHASE & REPAIR (NAQNO)	69	APR 2013	MAR 2018	30 Inclusion	Approval Requested	548	1,096				1,644
97434, CROSS HOUSE ENABLING WORK (NAQNO)	41	JUL 2013	MAR 2017	70 Build	Approved - Active	2					2
97437, SPITAL HILL SHOP FRONTS (NAQNO)	39	NOV 2013	MAR 2017	30 Inclusion	Approved - Active	2					2
97449, LONDON ROAD SHOP FRONTS (NAQNO)	13	AUG 2015	MAR 2018	30 Inclusion	Approved - Active	498	50				548
97450, HILLSBOROUGH TOILETS (NAQNO)	5	JUN 2015	MAR 2017	30 Inclusion	Approved - Active	60					60
97454, MANOR TOP CENTRE (NAQNO)	4	JUN 2016	MAR 2019	30 Inclusion	Approved - Active	10	228	2			240
97551, COUNCIL HSG ACQUISITIONS PROG (Q0067)	51	APR 2014	MAR 2021	70 Build	Approval Requested	5,975	4,149	4,149			21,631
97552, NEW BUILD COUNCIL HSG PHASE 2 (Q0067)	33	OCT 2014	JUN 2017	70 Build	Approval Requested	4,209	2				4,211
97553, NEW BUILD COUNCIL HSG PHASE 1 (Q0067)	28	APR 2015	MAR 2019	30 Inclusion	Approval Requested	100	906				6,255
00140591Q0087, STOCK INCREASE (CHS)	46	APR 2014	MAR 2021	30 Inclusion	Approval Requested	-	10,253	9,950			45,223
97321, PROGRAMME MANAGEMENT COSTS GF (NAQNO)	100	JAN 2008	MAR 2022	30 Inclusion	Approval Requested	5,696	5,696	5,696			28,776
97348, HRA PROGRAMME MANAGEMENT (NAQNO)	92	JAN 2008	MAR 2022	30 Inclusion	Approval Requested	250	250	250			1,500
97127, OBSOLETE HEATING (NAQNO)	111	APR 2010	MAR 2022	30 Inclusion	Approval Requested	3,300	2,200	2,200			11,014
97131, ALMO ASBESTOS SURVEYS (NAQNO)	104	APR 2010	MAR 2022	70 Build	Approval Requested	193	184	200			1,089
97139, LANSDOWNE AND HANOVER CLADDING (NAQNO)	105	JAN 2008	MAR 2018	70 Build	Approved - Active	-					95

	Values in £'000s	Version	Project Start	Project End	Stage	Approval Status	Expenditure					Total	
							2016-2017	2017-2018	2018-2019	2019-2020	2020-		
97148, S H MGMT FEES COMMISSIONED (NAQNO)		66	APR 2011	MAR 2022	10 Project Planning	Approval Requested	2,781	2,781	2,781	2,781	2,781	5,561	16,684
97264, HEALTH & SAFETY ENHANCE PROG (NAQNO)		102	APR 2010	MAR 2022	70 Build	Approval Requested	195	138	138	140	138	280	891
97269, EMERGENCY DEMOLITIONS (NAQNO)		98	JAN 2008	MAR 2022	70 Build	Approval Requested	25	25	25	25	40	40	140
97404, HEATING BREAKDOWNS (Q0069)		70	APR 2012	MAR 2022	70 Build	Approval Requested	1,000	800	800	700	1,400	1,400	4,700
97409, RECYCLING ROLL-OUT (Q0069)		74	SEP 2012	MAR 2017	70 Build	Approval Requested	542	164					706
97413, SWEENEY (Q0069)		69	JUN 2012	MAR 2017	70 Build	Approved - Active	236						236
97414, ARBOURTHORNE SW'S REFURB (Q0069)		55	APR 2013	MAR 2017	30 Inclusion	Approved - Active	900						900
97418, PITCHED ROOFING & ROOFLINE (Q0069)		68	JUL 2013	APR 2022	30 Inclusion	Approval Requested	22,673	17,768	17,768	6,500	10,000	10,000	78,695
97419, FLAT ROOFING (Q0069)		63	APR 2013	MAR 2022	30 Inclusion	Approval Requested	4,326	15	11		950		5,301
97422, NON HIGHWAYS RESPONSIVE WORKS (Q0089)		19	JUN 2015	MAR 2019	10 Project Planning	Approval - Active	21	20	40				81
97435, LTE'S REPAIRS AND REFURB CHS (NAQNO)		57	AUG 2013	MAR 2018	30 Inclusion	Approval Requested	204	168					372
97441, COMMUNAL AREAS-LOW RISE FLATS (NAQNO)		32	NOV 2014	MAR 2022	10 Project Planning	Approval Requested	5,766	8,509	3,420	5,200	10,000	10,000	32,895
97442, KITCHEN/BATHRM PLANNED REPLMT (NAQNO)		33	APR 2014	MAR 2022	10 Project Planning	Approval Requested	6,581	7,200	7,307	7,819	10,000	10,000	38,907
97443, WINDOWS& DOORS PLACEMENT(CHS) (NAQNO)		29	APR 2014	MAR 2021	10 Project Planning	Approval Requested	1,000	5,000				2,000	8,000
97444, GENERAL/RTB ACQUISITIONS CHS (Q0069)		31	APR 2015	MAR 2021	10 Project Planning	Approval Requested	1,540	492	636	636	636	636	3,940
97448, PROPERTY CONVERSIONS (Q0084)		19	APR 2015	MAR 2017	30 Inclusion	Approved - Active	24						24
97456, GARAGES STRATEGY DEMOLITION (NAQNO)		3	AUG 2016	MAR 2018	10 Project Planning	Approved - Active	329	235					564
97832, EP EAST (NAQNO)		92	APR 2010	MAR 2017	70 Build	Approved - Active	6						6
97834, EP SOUTH EAST (NAQNO)		103	APR 2010	MAR 2017	70 Build	Approved - Active	69						69
97837, EP DOOR ENTRY WORKS (NAQNO)		102	APR 2010	MAR 2017	70 Build	Approved - Active	16						16
97838, COMPARTMENTALISATION - FS (NAQNO)		98	APR 2010	MAR 2017	70 Build	Approved - Active	1,474						1,474
97957, SOUTH WEST - ABBEY BROOK (Q0045)		91	APR 2011	MAR 2017	30 Inclusion	Approved - Active	62						62
97968, LIFT MAINTENANCE & REPAIR (NAQNO)		82	APR 2011	MAR 2022	70 Build	Approval Requested	322	322	368	412	860	860	2,284
97969, SPRINKLERS - FIRE SAFETY (Q0069)		45	JUL 2013	MAR 2017	10 Project Planning	Approved - Active	88						88
97990, SHELTERED FIRE ALARM LINKING (NAQNO)		5	JAN 2016	MAR 2018	10 Project Planning	Approved - Active	1,001	162					1,162
98001, FIRE SAFETY HRA NON DOMESTIC (NAQNO)		3	AUG 2016	MAR 2017	10 Project Planning	Approved - Active	36						36
98002, ELECTRICAL STRATEGY (NAQNO)		8	AUG 2016	MAR 2022	10 Project Planning	Approval Requested	13	7,866	7,653	6,866	8,719	8,719	31,116
93373, AIR QUALITY MONITOR EQUIPMENT (NAQNO)		1	NOV 2016	MAR 2018	60 Procure	Approval Requested	72	120					192
93374, IRR JUNCTION SCHEMES (NAQNO)		1	NOV 2016	MAR 2017	40 Feasibility	Approval Requested	120						120
00140653Q0079 COMMUNITY HEATING (CHS)		39	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	1,000	2,382	1,155	2,290	2,290	5,827
00140653Q0080 ROOFS & EXTERNALS (CHS)		35	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	1,082	7,756	7,756	22,356	22,356	38,867
00140653Q0083 WASTE MANAGEMENT (CHS)		29	APR 2014	MAR 2019	30 Inclusion	Approved - Active	-	1,433	1,433	400	2,400	2,400	2,515
00140653Q0084 ESSENTIAL INVESTMENTS (CHS)		42	APR 2015	MAR 2022	30 Inclusion	Approval Requested	-	350	773	400	2,000	2,400	3,923
00140653Q0089 OTHER PLANNED ELEMENTS (CHS)		35	APR 2014	MAR 2022	30 Inclusion	Approval Requested	-	2,268	2,000	2,000	5,050	5,050	11,318
00140653Q0090 GARAGES (CHS)		28	JAN 2008	MAR 2022	10 Project Planning	Approval Requested	-	2,202	752		230	230	3,184
0010000000094 Regeneration HRA		1	APR 2021	MAR 2022	10 Project Planning	Approval Requested	-				8,000	8,000	8,000
Total							115,625	100,500	93,710	79,170	195,361	195,361	584,265

THIS PAGE IS INTENTIONALLY LEFT BLANK



This document can be supplied in alternative formats,
please contact:

Sheffield City Council
Finance
Tel: 0114 273 6831
www.sheffield.gov.uk

This cover is printed on paper from a sustainable source



Author/Lead Officer of Report: Dave Phillips,
Head of Strategic Finance

Tel: 0114 273 5872

Report of: *Eugene Walker*

Report to: *Cabinet*

Date of Decision: *15 February 2017*

Subject: *Revenue and Capital Budget Monitoring 2016/17 –
As at 31 December 2016*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Finance and Resources</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>“The (report/appendix) is 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).”</i>		

<p>Purpose of Report:</p> <p><i>This report provides the month 9 monitoring statement on the City Council’s Revenue and Capital Budget for 2016/17.</i></p>
--

Recommendations:


Members are asked to:

- (a) Note the updated information and management actions provided by this report on the 2016/17 Revenue Budget position.
- (b) Note the planned proposal to use New Homes Bonus reserves to reinstate the General Fund Balance to the 31st March 2016 levels following any drawdown required to balance the 2016/17 budget position. We will finalise our approach as part of Outturn.
- (c) In relation to the Capital Programme:
 - (i) Approve the proposed additions to the Capital Programme listed in **Appendix 6.1**, including the procurement strategies and delegations of authority to the Interim Director of Finance and Commercial Services or nominated officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) Approve the proposed additions to the Capital Programme relating to the Growth Investment Fund listed in **Appendix 6.1**
 - (iii) Approve the proposed variations, deletions and slippage in **Appendix 6.1**;
 - (iv) Approve the acceptance of the grant detailed on **Appendix 6.2**

And note:

- (v) The variations authorised by Directors under the delegated authority provisions.
- (vi) the latest position on the Capital Programme

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Dave Phillips</i>
		Legal: <i>Sarah Bennett</i>
		Equalities: No
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>Eugene Walker</i>
3	Cabinet Member consulted:	<i>Councillor Ben Curran Cabinet member for Finance and Resources</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Dave Phillips</i> 	Job Title: <i>Head of Strategic Finance</i>
	Date: 6 th February 2017	

1. PROPOSAL

(Explain the proposal, current position and need for change, including any evidence considered, and indicate whether this is something the Council is legally required to do, or whether it is something it is choosing to do)

- 1.1 *This report provides the month 9 monitoring statement on the City Council's Revenue and Capital Budget for 2016/17.*

2. HOW DOES THIS DECISION CONTRIBUTE?

(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?

)

- 2.1 *To formally record changes to the Revenue Budget and gain Member approval for changes in line with Financial Regulations.*

Please refer to paragraph 28 of the main report for the recommendations.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 *No*

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 *No*

4.2 Financial and Commercial Implications

- 4.2.1 *Yes. Cleared by Dave Phillips*

4.3 Legal Implications

- 4.3.1 *No*

4.4 Other Implications

- 4.4.1 *No*

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 *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.*

6. REASONS FOR RECOMMENDATIONS

- 6.1 *To record formally 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.*

REVENUE BUDGET & CAPITAL PROGRAMME MONITORING AS AT 31 DECEMBER 2016

Purpose of the Report

1. This report provides the Month 9 monitoring statement on the City Council's Revenue Budget and Capital Programme for December 2016. The first section covers Revenue Budget Monitoring, and the Capital Programmes are reported from paragraph 22.

REVENUE BUDGET MONITORING

Summary

2. Previously we have presented the Council's financial position in two elements, namely the underlying position on the services commissioned/provided by the Council, and the position on services that are commissioned and funded jointly with the health service. For the purpose of this report, we have presented the financial position as just one element that is the Council's overall position.
3. As at month 9, the Council is showing a forecast overspend of £4.1m. This is an improved position of £684k since the month 7 monitoring report. It should be stressed that this is prior to mitigating savings that are currently being identified by Portfolios to reduce this overspend by year end.
4. The overall Council position is summarised in the table below.

Portfolio	Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
CYPF	73,369	67,084	6,285	↑
COMMUNITIES	145,741	138,673	7,069	↓
PLACE	144,653	145,010	(357)	↔
POLICY, PERFORMANCE & COMMUNICATION	2,388	2,237	151	↔
RESOURCES	55,587	56,607	(1,020)	↓
CORPORATE	(417,665)	(409,611)	(8,055)	↔
GRAND TOTAL	4,073	-	4,073	↓

5. In terms of the month 9 forecast overspend position of £4.1m, the key reasons are:
 - **Children, Young People and Families (CYPF)** based on trends to date are forecasting to overspend by £6.3m. Placements are reporting a £3.7m overspend; this reflects the full year impact on the current number of placements and the costs for the remainder of the year, Fieldwork Services

forecast overspend of £1.0m resulting from pressures on social workers as a result of increased number of caseloads. Other areas of forecast overspend include delayed savings of £801k on Short Break and Direct payments and £750k relating to health care services as a result of not yet securing agreement to joint contributions with the CCG for Children's Services Payments.

- **Communities** based on trends to date are forecasting an overspend of £7.1m. This is primarily due to a £3.6m overspend as a result of demand pressures in Care and Support relating to Learning Disability Services and Long Term Support. In addition, there is a forecast overspend of £4.0m relating to health care services, due mainly to an emerging overspend against Commissioned Mental Health Services. These overspends are partly offset by a number of reductions in spending across the service.
- **Place** are forecasting an underspend of £357k primarily due to additional property rent income.
- **Policy, Performance and Communications** are forecasting an overspend of £151k due to lower than anticipated advertising income as a result of contract delays.
- **Resources** are forecasting a reduction in spending of £1.0m due mainly to lower than anticipated former employee pensions costs of £435k, £271k on Commercial Services due to confirmation of early payments discounts and project savings, £227k on Human Resources as a result of additional income and funding adjustment for staff transferred into the service and £402k on Housing Benefits due primarily to the outcomes of Government fraud initiative. These reductions in spending are partly offset by additional employee costs of £235k as a result of the Customer Engagement Programme being unachievable in this financial year and £258k within Transport and Facilities Management due to pressures on the cleaning budget and CSSR project costs.
- **Corporate** are showing a forecast underspend of £8.1m, this is due to a £13.9m underspend following a major review of corporate budgets: the release of £3.0m from the Better Care Fund contingency to relieve pressure on the Mental Health budget, £3.0m on the Corporate Redundancy budget due to lower than anticipated VER/VS applications, an anticipated £2.7m pressure relating to the Independent Living Fund not materialising in 2016/17, £2.0m reduction in borrowing costs as a result of an increase in cash balances available for investment, the use of £1.6m of Social Care reserves, and the release of £0.9m corporate contingencies set aside for potential city

centre redevelopment costs as well as pay inflation in line with Living Wage Foundation rates.

These underspends offset a forecast overspend of £5.8m, which are due to an anticipated shortfall in the Better Care Fund (BCF). We and the CCG agreed when the BCF was set up that £9.3m of funds would be made available in total by the two partners. The NHS would fund £5m, and the Council would fund £4.3m as a one-off in 2015/16, with the aim that the BCF would identify savings to eliminate the need for this contribution after 2015/16, or the CCG would identify a source of funds for it. However we now have a significant concern that slippage on this approach is occurring without the underlying savings yet emerging on a joint budget of £280m. SCC is the junior financial partner in this arrangement. Consequently the £4.3m is now a corporate pressure, and in addition the CCG is currently only able to guarantee £3.5m of the £5m of its share of the funding. We and the CCG continue to discuss the funding and management of the BCF.

6. The cumulative effect of funding cuts due to the national austerity programme, combined with emerging social care pressures and the challenge of securing funding from Health are making the Council's current financial predicament extremely difficult. Based on the current trajectory, and in spite of a major review of corporate budgets, it would appear highly likely that the Council is going to overspend this year. Although emergency measures are being considered, and plans are being put in place to balance the budget for 2017/18, the strategy to bring social care pressures under control will take at least a year to implement.

Commentary

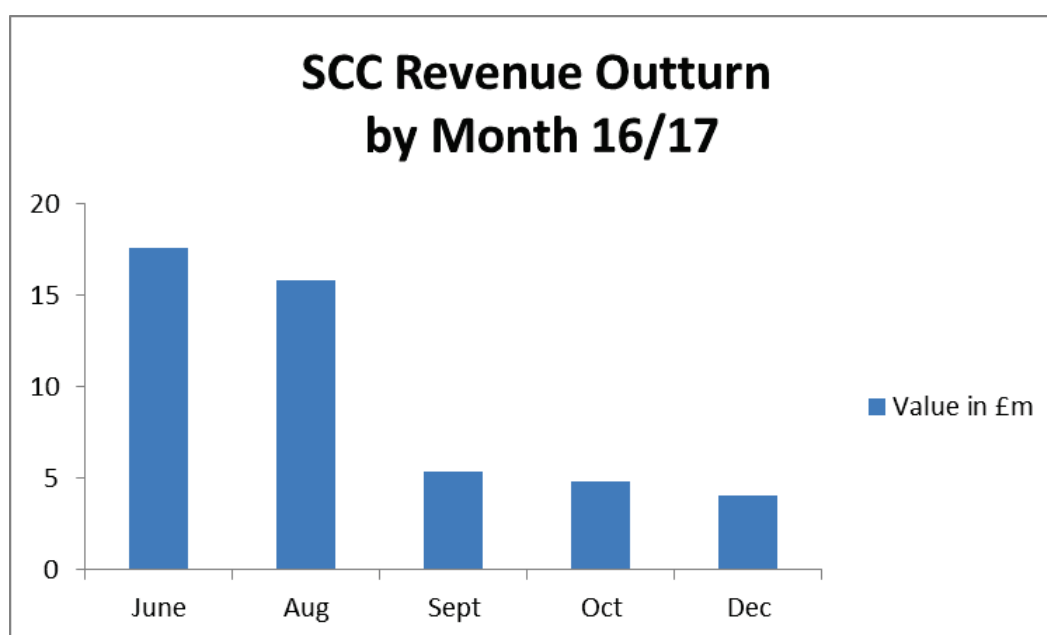
7. The main variations since Month 7 are:
 - **Children, Young People and Families (CYPF).** The adverse movement of £322k from month 7 is primarily due to an increase in placement costs as a result of increasing demand totalling £800k. This has been partially offset by £300k forecast income from the CCG, for contributions from Health to placement costs.
 - **Communities.** The forecast £119k reduction in spending since month 7 is the result of a number emerging pressures and savings across the whole portfolio. The most significant ones include a forecast adverse movement of £744k in client costs within LD services, £231k of which was charged directly through the Health contribution recharge for backdated packages. This

adverse movement has been partly offset by improved forecast income collection within Contributions to Care of £427k.

- **Resources.** The improvement of £767k since month 7 is due to ongoing reduction in numbers requiring funding in relation to Former Employee Pensions of £114k, additional income and funding adjustment for staff transferred into the Human Resources service of £188k and £402k on Housing Benefit due primarily to the outcomes of Government fraud initiatives.

8. Movements from initial forecasts at month 3:

The forecast outturn shows an improved position of £13.5m from the £17.6m overspend reported in month 3. This improvement reflects Portfolios' attempts to reduce spending, but also the major review of corporate budgets to help offset the significant pressures within the Communities and CYP portfolios. The position month by month is shown in the following chart:



9. Full details of all reductions in spend, overspends and movements from the previous month within Portfolios are detailed in **Appendix 1**.

Approval Requests

10. As stated in paragraph 6, the council, despite all efforts, is likely to overspend during 2016/17. The overspend, estimated to be up to £4m, will be charged to

the General Fund Balance reserve as the only un-earmarked reserve available for use. The impact of this charge will reduce the reserve to below £9m or only 2.2% of the 2016/17 net financing budget.

11. The Section 151 officer (Executive Director of Resources) has carried out an assessment of the adequacy of the level of reserves held by the Authority in light of the principal risks it faces. Following this review, the section 151 officer is recommending the General Fund balance be reinstated to the 31 March 2016 level of £12.6m or just over 3% of the current net financing budget. This would be the minimum level deemed to be prudent by most Chief Finance Officers as highlighted in the Audit Commission report 'Striking a Balance'.
12. It is proposed that £4.0m of the uncommitted New Homes Bonus reserve be un-earmarked and transferred to the General Fund balance to achieve the recommended position. This figure will be subject to change following to finalisation of the 2016/17 outturn position. However, the Council is committed to developing a Growth Investment Fund (GIF) to invest in projects that promote economic and housing growth. Whilst, the use of NHB would reduce the funds available for the GIF Projects reported in the GIF sections from Paragraph 17, the Executive Director of Resources is confident that the Council will continue to be able to maintain its focus on growth.

Public Health

13. The Public Health ring-fenced grant is currently forecasting a £556k underspend against the original grant allocation. Further details of the forecast outturn position on Public Health are reported in **Appendix 2**.

Housing Revenue Account

14. As at month 9, early indications suggest an improved full year outturn position of £4.1m. As such, the funding contribution to the capital investment programme will be revised to take this into account. This is in line with the HRA Business Plan which sets out the Council's plans and priorities for investment in council housing over the next five years.
15. Main areas contributing to the outturn include a net increase in income of £553k primarily as a result of a reduced level of bad debt provision offset by a higher turnover of vacant properties; a reduction in other income of £195k; lower demand on the repairs service resulting in a saving of £671k; a reduction in overall running costs of £2.4m of which £1.8m relates to savings on staffing

costs / vacancies due to the restructure of the service. A reduction of £623k is also forecast on loan interest payments due to revised borrowing assumptions.

16. Further details of the HRA forecast outturn can be found in **Appendix 3** of this report.

Growth Investment Fund

		£m
Income	Reserves as at 1/04/16	-7.1
	Anticipated 16/17 NHB Grant	<u>-9.3</u>
	Total Income	<u>-16.4</u>
Expenditure	2016/17 Spend to Date	1.3
	Forecast to Year End	0.5
	Future Years' Approved Commitments	3.7
	Proposed Approvals in this report	0.0
	Proposed Future Allocations	<u>3.4</u>
	Total Expenditure	<u>8.9</u>
	Funds Available for Investment	<u><u>-7.5</u></u>

17. The Council has received New Homes Bonus since 2011 and has applied this through the New Homes Bonus fund to projects which support housing growth and regeneration. Schools, housing and economic growth are at the heart of the Council's priorities and in order to deliver on these the Council will have to invest in the city's infrastructure like transport.
18. The Council has at its disposal a variety of funds including the New Homes Bonus, Community Infrastructure Levy (CIL) plus receipts from investing in development projects funded by these income streams. In order to support the expanded Growth agenda Members have resolved to pool these sums into a single Growth Investment Fund to maximise the effective use of this income.

Collection Fund

19. As at the end of Quarter 3 the local share of the Collection Fund Income Stream is forecasting an overall in-year surplus of £0.2m made up of a £2.3m surplus on Council Tax and a £2.1m deficit on Business Rates.
20. Further details about the Quarter 3 performance of the Collection Fund can be found in **Appendix 4**.

Corporate Risk Register

21. The Council maintains a Corporate Financial Risk Register which details the key financial risks facing the Council at a given point in time. The most significant risks are summarised in **Appendix 5** along with any actions being undertaken to manage each of the risks.

Capital Summary

22. The approved capital programme budget for 2016/17 is £247.6m. The full year forecast in month 9 has decreased by £24.4m on the month 7 forecast to £205.8m, a difference of £41.8m. This represents a slippage rate of 16.9% which is up from 8.0% at month 7. The majority of the difference is in the Housing programme which is forecasting to be £21.4m below budget by the year end. The majority of the slippage (£15.2m) occurs on the New Build Council Housing, stock acquisitions and repairs on existing properties.
23. Further details of the Capital Programme monitoring are reported in **Appendices 6 to 6.2**.

Implications of this Report

Financial implications

24. The primary purpose of this report is to provide Members with information on the City Council's Budget Monitoring position for 2016/17, and as such it does not make any recommendations which have additional financial implications for the City Council.

Equal opportunities implications

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

Legal implications

26. There are no specific legal implications arising from the recommendations in this report.

Property implications

27. Although this report deals, in part, with the Capital Programme, it does not, in itself, contain any property implications, nor are there any arising from the recommendations in this report.

Recommendations

28. Members are asked to:

- (a) Note the updated information and management actions provided by this report on the 2016/17 Revenue Budget position.
- (b) Note the planned proposal to use New Homes Bonus reserves to reinstate the General Fund Balance to the 31st March 2016 levels following any drawdown required to balance the 2016/17 budget position. We will finalise our approach as part of Outturn.
- (c) In relation to the Capital Programme:
 - (i) Approve the proposed additions to the Capital Programme listed in **Appendix 6.1**, including the procurement strategies and delegations of authority to the Interim Director of Finance and Commercial Services or nominated officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) Approve the proposed additions to the Capital Programme relating to the Growth Investment Fund listed in **Appendix 6.1**
 - (iii) Approve the proposed variations, deletions and slippage in **Appendix 6.1**;
 - (iv) Approve the acceptance of the grant detailed on **Appendix 6.2**

And note:

- (v) The variations authorised by Directors under the delegated authority provisions.
- (vi) the latest position on the Capital Programme.

Reasons for Recommendations

29. To record formally 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.

Alternative options considered

30. 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.

Dave Phillips
Head of Strategic Finance

PORTFOLIO REVENUE BUDGET MONITORING AS AT 31 DECEMBER 2016

Children Young People and Families (CYPF)

Summary

1. As at month 9 the Portfolio is forecasting a full year outturn of an overspend of £6.3m, an adverse movement of £322k from the month 7 position. The key reasons for the forecast outturn position are:
 - **Business Strategy** - £16k forecast reduction in spend, the key reasons are reduction in spend in catering due to the release of a provision for £234k which is no longer required, this has been offset by a forecast overspend of £116k on Transport due to increased demand.
 - **Children and Families** - £6.4m forecast overspend, the key reasons are:
 - Fieldwork Services - a forecast overspend of £984k, this is mainly due to a forecast overspend on fieldwork staffing budgets of £119k, due to pressures on social workers and an increase in the number of caseloads. The planned tapering down model of social workers has been delayed and a number of temporary staff have been recruited to meet this increase in demand, however the service is experiencing difficulties in recruiting and retaining staff, which has reduced the overspend. £461k forecast overspend on non-staffing budgets, due to increased transport costs and contact time for Children in Care. £225k forecast overspend on legal fees due to an increase in the number of cases.
 - Health Strategy – a forecast overspend of £801k on Short Break and Direct Payments, due to the delay in anticipated savings due in year and an increase in demand this year.
 - Provider Services – a forecast overspend of £442k, due to delays in anticipated savings on integrated residential and disability services with health, due in year.
 - Early Intervention and Prevention – a forecast overspend of £547k due to anticipated savings of £200k on uncommitted contracts, offset by a reduced expected contribution of £750k from the CCG, leaving a net overspend of £547k.
 - Placements – forecast overspend of £3.7m, this reflects the full year impact on the current number of placements and the costs of these

placements for the remainder of the year. Also includes £250k overspend due to a reduction in the expected contribution from the CCG.

- **Inclusion and Learning Service** – A forecast reduction in spend of £158k which is a number of small underspends across the service.
- **Lifelong Learning, Skills and Communities** – A forecast overspend of £60k, which is due to a number of overspends across the service.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
BUSINESS STRATEGY	2,314	2,330	(16)	↓
CHILDREN & FAMILIES	64,461	58,061	6,400	↑
INCLUSION & LEARNING SERVICES	(181)	(23)	(158)	↔
LIFELONG LEARN, SKILL & COMMUN	6,776	6,716	60	↔
GRAND TOTAL	73,369	67,084	6,285	↑

DSG

2. The following is a summary of the position on DSG budgets at month 9:

	Month 7 £000	Month 9 £000
Business Strategy	(222)	342
Children and Families	195	222
Inclusion and Learning Services	1,082	795
Lifelong Learning, Skills and Communities	404	361
	1,459	1,722

Commentary

3. The following commentary concentrates on the changes from the month 7 position.

Business Strategy

4. A forecast £16k reduction in spending on the cash limit position and £342k overspend on the DSG position. This is an improvement of £120k on the cash limit position and an adverse movement of £564k from the month 7 position
5. The improvement on the cash limit position is mainly due to the release of a provision for the catering contract of £234k, which is no longer required, this has been partially offset by an adverse movement of £76k on Education Services Grant because the forecast grant income is less than that budgeted for, this is

due to a significant cut in the grant by Central Government and the number of academy conversions during this financial year.

6. The adverse movement on the DSG position is due to an increase in the transport overspend of £200k due to increased demand and an overspend in Special School contingency of £363k due to an increase in demand for special school places.

Children and Families

7. A forecast £6.4m overspend on cash limit and £222k overspend on DSG. This is an adverse movement of £523k on cash limit from the month 7 position and a consistent position on DSG.
8. The adverse movement of £523k on cash limit is due to an increase in placement costs due to increase in demand of £800k, this has been partially offset by £300k forecast income from the CCG, for contributions from Health to placement costs.

Inclusion and Targeted Service

9. A forecast £158k reduction in spending on cash limit and £795k overspend on DSG. This is a consistent position on the cash limit and an improvement of £287k on DSG from the month 7 position.
10. The improvement on DSG is due to the release of contingency funds across the service.

Communities Portfolio

Summary

11. As at month 9, the Portfolio is forecasting a full year outturn of an overspend of £7.1m. The key reasons for the outturn position are:

Performance, Information and Planning underspend of £588k:

- The underspend position for PIPS is mainly due to the pay award budget of £458k held in Executive. There are underspends against mail and insurance budget £191k, staffing budgets in Performance & Planning & Quality £199k and non-staffing underspends of £36k across the rest of PIPS offset by staffing overspend in business support £144k.

Care & Support overspend of £4.7m:

- Access, Prevention and Reablement forecasts an overspend of £302k due to spend on agency staff across the teams

- Learning Disabilities returned an outturn of £3.6m overspend. This is made up of:-
 - Purchasing LD is forecasting an overspend of £3.9m. This overspend is made up of £4.5m new client costs (new packages and increases to existing packages) that have emerged in 2016/17, £999k of forecast unachieved savings, offset by a reduction in spend against the client packages rolled forwards from 2015/16 of £1.5m.
 - LD Assessment and Care Management is forecasting an overspend of £346k due to full year cost of additional review teams. A proportion of the total cost of these teams is now set against existing budget due to vacancies in the establishment which has reduced this overspend.
 - LD Provider services is forecasting an underspend of £634k due to reductions in client hours as a result of a movement of clients from in-house services to independent provision (hours moved to purchasing budget) and the subsequent reduction in use of agency staff and bank staff.
- Long Term Support is showing an overspend of £1.3m. This comprises the net position of an overspend in adults purchasing of £1.7m, with an underspend on Adaptations, Housing and Health budgets of £79k and staff of £344k.
- Provider Services is reporting an underspend against budget of £75k. The underspend is due to a £295k reduction in spend on Carers in the Adult Placement Shared Lives Service and underspends on salaries against Community Support Services £99k. This is netted down by a reported overspend against City Wide Care Alarms £319k as a result of lower income than budgeted. Reablement Services report a position which is almost balanced to budget as a result of drawdown of £373k of corporate funding to cover salary costs until full implementation of the MER.
- Contributions to Care has an underspend position of £381k against budget. This figure is made up of over achievements of income in Integrated Charge Income £672k and Residential Income of £295k netted down by overspends against SCAS staffing of £73k due to additional staffing recruited to work on Appointeeships, £45k on Health contributions to Direct Payments and under achievements of £72k in Property Income and in CHC income of £397k.
- Safeguarding service is reporting an underspend of £88k as a result of staffing underspends on the MCA and DoLs teams.

- Practice Development is a new service created by moving posts and budget from within Communities. This area is a forecast underspend of £51k due to budget moving for vacant posts.

Commissioning overspend of £3.2m:

- An underspend of £566k is reported by Commissioned Housing which is mainly due to a delay in implementation of new Housing Related Support Contracts coupled with annualised contracted savings and a small staff saving.
- An overspend against Commissioned Mental Health Services of £3.4m. This is made up of a £3.8m overspend in Mental Health purchasing and £418k overspend in the S75 Mental Health contract offset by forecast underspends on the Older People Mental Health contract of £756k and the Partnership and Grant Aid budget of £50k. Further negotiations are on-going with the Care Trust to determine the cost of the S75 contract but the forecast overspend reflects current activity. There is an on-going conversation with the CCG to enable joint planning to be done in order to bring the overspend down within 2016/17.
- An overspend on Public Health Drug and Alcohol (DACT) of £138k. The majority of this is due to a forecast overspend on Contract Drug costs £75k, Non-Contract Treatment costs of £66k and minor overspends against staffing £16k and Alcohol Programme £18k. Offsetting all the overspends is a negotiated reduction on the contract for DIP resulting in an underspend £35k.
- Social Care Commissioning Service forecasts an overspend of £199k. There is a forecast overspend of £261k on the British Red Cross contract for Independent Living Solutions (Equipment and Adaptations) along with an additional £15k increase in Communities Wellbeing Programme PKW previously held in Care and Support now transferred to Commissioning. This is partly offset by an underspend on staffing against ILS £15k, PKW £22k and Commissioning Leadership team of £25k

Community Services overspend of £82k:

- Locality Management is forecasting an overspend of £153k. £162k is related to Voluntary Sector services, £119k unachieved 15-16 savings on Grants offset by an in year saving of £57k, an “approved” staffing overspend on Health and Social Care integration budget £56k and loss of income from Sheffield Teaching Hospitals £57k. There is a staffing underspend of £13k on pay in the Right First Time Team. The Locality Area services also report a £9k underspend on pay.

- Library Services are forecast £91k underspend. This is made up of the Heritage Team £48k underspend as a result of increase in archiving income, Hub & Home Libraries £32k due to over achieved income and underspend on non-staffing spend and Central & Collections £33k mainly due to reduced salary costs £26k. These are offset by forecast overspends against Leadership team £11k due to unfunded pay costs, a shortfall in forecast in the World Metal Index income of £56k as a result of the planned closure of the service and other minor overspends on IT Charges in Service Development offset by underspends on standby budget and supplies and services.
- Public Health staffing budgets are overspent by £21k as a result of slight delay in implementation of the MER.

Housing General Fund underspend of £237k

The underspend in Housing General Fund is mainly due to:

- City Wide Housing Services £301k underspend due to low uptake of small grants in Local Assistance Scheme, savings on staffing and higher than anticipated income.
- Business Planning £30k overspend resulting from staffing costs where funding has yet to be identified.
- Neighbourhood Intervention and Support (NITS) £248k underspend mainly as a result of higher than anticipated income and savings on staffing costs relating to Housing+ and MER.
- Sustainable City £282k overspend where funding is still to be identified for various projects and legal fees relating to Parkhill.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
PIP	4,439	5,027	(588)	↓
CARE AND SUPPORT	103,015	98,355	4,660	↑
COMMISSIONING	27,836	24,684	3,152	↓
COMMUNITY SERVICES	6,559	6,477	82	↓
HOUSING GENERAL FUND	3,892	4,129	(237)	↔
GRAND TOTAL	145,741	138,673	7,069	↓

Commentary

12. The following commentary concentrates on the changes from the last report at Month 7.

PIPS

13. A forecast £588k underspend. A favourable move from month 7 of £183k mainly due to additional income for a secondment, reduced forecast costs against staffing and mapping corrections from Integra coding errors in Month 7 which have now been corrected.

Care and Support

14. A forecast £4,660k overspend. This is a worsening position of £238k from the position in Month 7.
15. Assessment, Prevention and Reablement Service report a £302k overspend, an adverse movement of £61k since month 7. This is as a result of the move of Adaptations, Housing and Health budgets to LTC which had a forecast underspend of £50k in addition to £29k forecast of further agency costs offset by a delay in recruitment £17k.
16. Long Term Care reports an overspend of £1.3m which is an improved position to that reported in month 7 of £36k. The move of Adaptations, Housing and Health from APR has created a favourable move of £82k which is two-fold, an existing £50k underspend plus an increase by £32k within Minor Works recharges. This is offset by an adverse movement on purchasing of £80k due to increase in Home Care Contracts costs and residential care.
17. The Contributions to Care position has improved by £427k. This is due to an improved position with the Integrated Charge income BU due to a reduction in the bad debt provision forecast and increased forecast income following trends in increased monthly recovered charges and improved levels of income within the Property income area.
18. The LD position has worsened by £744k from Month 7. This is as a direct result of additional client costs that have emerged in Months 8 & 9 including costs of £231k charged directly through the Health contribution recharge for a backdated package.
19. Safeguarding Service reports a minor improved position in the Deprivation of Liberty business unit.

20. Practice Development Service is a newly formed service providing a staffing function made up from existing posts within Communities. At month 9 the service is reporting a £51k underspend due to vacant posts budget moved.

Commissioning

21. A forecast £3.2m overspend. This is an improved position by £105k from the month 7 outturn.
22. An additional saving of £76k has been realised in Housing Commissioning due to the retraction of committed funds to DACT which are no longer required combined with further project slippage and a contract saving based on low utilisation of service.
23. Mental Health Commissioning has improved by £45k mainly due to movements in purchasing resulting from the Mental Health Recovery Framework implementation with more clients receiving direct payment support offset by lower costs elsewhere in Citywide and Funded placements.
24. DACT has worsened by £23k since the month 7 outturn position due to increased forecast against the non-contract treatment budget and the contracted drug treatment areas.

Community Services

25. A forecast £82k overspend. This is an improved position of £149k from the position in Month 7.
26. The favourable movement is due to reduction in forecast of Library premises costs of £40k, removal of forecast cost of Associate Library property packs dating back to 15/16 £30k and £16k reduction in forecast staff costs.
27. Localities has a favourable movement of £25k due to the decision not to recruit to a vacancy in the service offset by minor increased spend in Right First Time and Grant Aid £10k.
28. The transfer of PH contract budgets to Commissioning have resulted in a favourable move of £44k.

Housing General Fund

29. A forecast £237k underspend. This is an adverse movement of £80k from the position in Month 7.
30. The adverse movement is mainly due to the actual and forecasted expenditure in Sustainable City of £190k of which £182k relates to legal costs for Parkhill of for which there is currently no funding. This is offset by a £73k favourable movement in CWHS due to lower than expected uptake of small LAS grants, lower than expected expenditure on Sanctuary Scheme, cashless bonds and minor

favourable movements on other budgets in this area. A favourable movement of £29k in Business Planning and NITS is also offsets the adverse movement

Year to Date

31. The service need to work with finance in 2017/18 to ensure the YTD forecast represents the true position of accrued income and expenditure which will aid the service in its' planning during the year.

Place Portfolio

Summary

32. As at month 9 the Portfolio is forecasting a £357k underspend, an improvement of £61k from the month 7 position. The key reasons for the forecast outturn position are:

- **Business Strategy & Regulation** is forecasting a £329k under budget largely due to additional property rent income.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
BUSINESS STRATEGY & REGULATION	31,807	32,136	(329)	↓
CREATIVE SHEFFIELD	3,005	2,995	10	↔
CULTURE & ENVIRONMENT	30,013	30,075	(62)	↔
DEVELOPMENT SERVICES	79,827	79,804	23	↑
GRAND TOTAL	144,653	145,010	(357)	↔

Commentary

33. Whilst there were no significant changes from the previous report, the section below highlights key risks within the portfolio.

Development Services

34. Whilst the position remains broadly balanced this year, a key underlying risk remains the planned savings within Streets Ahead and Parking services (£1.5m in total) which continue to be progressed with a view to being implemented during the latter part of the 2016/17 financial year. The current position assumes £191k savings are achieved this year, with the shortfall being offset by other contract cost reductions of £800k and additional income from Planning fees of £500k.

35. There is a further risk around delivering the current forecast planning fee income, which, whilst based on latest service intelligence from pre-applications, is still subject to the volatility of the market.

Resources Portfolio

Summary

36. As at month 9 the Portfolio is forecasting a full year outturn of a reduction in spending of £1.0m, an improvement of £767k from the month 7 position. The key reasons for the forecast outturn position are:

- An overspend of £235k on Customer Services due to the Customer Engagement Programme being unachievable in this financial year
- An overspend of £258k on Transport and Facilities Management due to the pressures on the cleaning budget and CSSR project costs offset by staffing savings and additional income

Offset by:

- An increase in cashable savings of £271k on Commercial Services (Savings) due to confirmation and re-profiling of all the Early Payment Discounts and Project Savings.
- A reduction in spend of £435k on Central Costs due mainly from reduced numbers requiring funding in relation to Former Employee Pensions.
- An underspend of £402k on Housing Benefit due primarily to the outcomes of Government fraud initiatives.
- An underspend of £227k on Human Resources primarily due to additional income and funding adjustment for staff transferred into the service.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
BUSINESS CHANGE & INFORMATION SOLUTIONS	885	976	(91)	↔
COMMERCIAL SERVICES	669	755	(86)	↔
COMMERCIAL SERVICES (SAVINGS)	(2,369)	(2,098)	-271	↔
CUSTOMER SERVICES	(72)	(307)	235	↔
FINANCE	6,467	6,463	4	↔
HUMAN RESOURCES	3,144	3,371	(227)	↓
LEGAL SERVICES	3,503	3,507	(4)	↔
RESOURCES MANAGEMENT & PLANNING	173	174	(1)	↔
TRANSPORT AND FACILITIES MGT	17,006	16,748	258	↔
TOTAL	29,405	29,589	(183)	↓
CENTRAL COSTS	26,178	26,612	(435)	↓
HOUSING BENEFIT	4	406	(402)	↓
GRAND TOTAL	55,587	56,607	(1,020)	↓

Commentary

37. The following commentary concentrates on the changes from the previous month.

Human Resources

38. An improvement in Human Resources of £188k since last reported due to additional income and funding adjustment for staff transferred into the service

Central Costs

39. An improvement in Central Costs of £114k due to ongoing reduction in numbers requiring funding in relation to Former Employee Pensions.

Housing Benefit

40. An improvement of £402k on Housing Benefit due primarily to the outcomes of Government fraud initiatives

Policy, Performance and Communications Portfolio

Summary

41. As at month 9 the Portfolio is forecasting a full year outturn of an overspend of £151k, an improvement of £78k from the month 7 position. The key reasons for the forecast outturn position are:

- A £151k overspend due to an underlying in-year shortfall in the anticipated income from the new advertising contracts owing to the delays in negotiations. The position has improved by £78k since the last monitoring report.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
ACCOUNTABLE BODY ORGANISATIONS	0	0	0	↔
POLICY, PERFORMANCE & COMMUNICATION	2,453	2,302	151	↔
PUBLIC HEALTH	(85)	(85)	0	↔
GRAND TOTAL	2,388	2,237	151	↔

Commentary

42. There are no changes from the previous month requiring commentary.

Corporate

Summary

43. As at month 9, the Corporate portfolio is forecasting a full year outturn of a £8.1m underspend.

- **Corporate Expenditure:** Corporate wide budgets that are not allocated to individual services / portfolios, including capital financing costs and the provision for redundancy / severance costs.
- **Corporate income:** Revenue Support Grant, locally retained business rates and Council tax income, some specific grant income and contributions to/from reserves.

Financial Results

44. The table below shows the items which are classified as Corporate and which include:

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 7
CAPITAL FINANCING	31,996	34,375	(2,379)	↔
CORPORATE ITEMS	(449,661)	(443,986)	(5,675)	↔
GRAND TOTAL	(417,665)	(409,611)	(8,055)	↔

Commentary

45. There are no changes from the Month 7 position.

PUBLIC HEALTH BUDGET MONITORING

AS AT 31 DECEMBER 2016

Purpose of the Report

1. To report on the 2016/17 Public Health grant spend across the Council for the month ending 31 Decemberr 2016.
2. The report provides details of the forecast full year spend of Public Health grant compared to budget.
3. The net reported position for each portfolio/service area would normally be zero as public health spend is matched by a draw down of public health grant. For the purposes of this report, and in order to identify where corrective action may be necessary, we have shown actual expenditure compared to budget where there is an underspend position.

Summary

4. At month 9 the overall position was a forecast underspend of £556k which is summarised in the table below.

Portfolio	Forecast Full Year Expenditure	Full Year Expenditure Budget	Full Year Variance as at M9	Full Year Variance as at M7	Movement from Prior Month
CYPF	17,981	17,981	0	0	0
COMMUNITIES	12,222	12,388	-166	-78	-88
PLACE	2,625	2,798	-173	-166	-7
DIRECTOR OF PH	2,086	2,303	-217	-162	-55
Total	34,914	35,470	-556	-406	-150

5. Key reasons for the forecast under spend are:

- CYP forecast to budget
- £166k underspend in Communities mainly due to reduced spend in Mental Health Commissioning contract activity. In addition, there are also a number of vacancies contributing to this underspend.
- £173k underspend in Place mainly due to employee reduced spend to budget. Forecast also includes funding for posts and smoke free initiatives.

- £217k under spend in Director of PH due to reduced spend around GP health checks

6. Key Reason for month on month changes are:

- £88k improvement is a result of a number of vacancies that remain unfilled now been included in the forecast. In addition, further savings have been made as a result of reviewing forecasts, specifically taking out forecasts for schemes that are no longer going ahead.
- £55k improvement is as a result of continuing under spend on GP Health Checks. In addition, there is anticipated savings as a result of unfilled vacancies.

HRA BUDGET MONITORING

AS AT 31 DECEMBER 2016

Purpose of this Report

1. To provide a summary report on the HRA 2016/17 revenue budget for the month ending 31 December 2016, and agree any actions necessary.
2. The content of this report will be used as the basis of the content of the budget monitoring report to the Executive Management Team and to Members.

Summary

3. The HRA Business Plan is based on the principle of ensuring that investment and services required for council housing is met by income raised in the HRA.
4. As at month 9, early indications suggest an improved full year outturn position of £4.1m. As such, the funding contribution to the capital investment programme will be revised to take this into account. This is in line with the HRA Business Plan which sets out the Council's plans and priorities for investment in council housing over the next five years.
5. Main areas contributing to the outturn include a net increase in income of £553k primarily as a result of a reduced level of bad debt provision offset by a higher turnover of vacant properties; a reduction in other income of £195k; lower demand on the repairs service resulting in a saving of £671k; a reduction in overall running costs of £2.4m of which £1.8m relates to savings on staffing costs / vacancies due to the restructure of the service. A reduction of £623k is also forecast on loan interest payments due to revised borrowing assumptions.

Financial Results

Housing Revenue Account (excluding Community Heating)	FY Outturn £000's	FY Budget £000's	FY Variance £000's
1.NET INCOME DWELLINGS	(147,303)	(146,750)	(553)
2.OTHER INCOME	(6,329)	(6,524)	195
3.HOMES-REPAIRS & MAINTENANCE	32,199	32,870	(671)
4.DEPRECIATION-CAP FUND PROG	39,436	39,436	-
5.TENANT SERVICES	50,419	52,855	(2,436)
6.INTEREST ON BORROWING	14,507	15,130	(623)
Total	(17,071)	(12,983)	(4,088)
7.CONTRIBUTION TO CAP PROG	17,071	12,983	4,088

Community Heating

6. The budgeted position for Community Heating is a draw down from Community Heating reserves of £293k. As at month 9 the forecast position is a draw down from reserves of 200k, an improvement of £93k. This is mainly due to lower than expected usage due to the mild weather and a reduction in overall energy costs.

Community Heating	FY Outturn £000's	FY Budget £000's	FY Variance £000's
Income	(2,698)	(2,723)	25
Expenditure	2,898	3,016	(118)
Total	200	293	(93)

Housing Revenue Account Risks

7. There are a number of future risks and uncertainties that could impact on the 30 year HRA business plan. As well as the introduction of Universal Credit and changes to Housing Benefits, the Government has announced a number of further changes in the Housing and Planning Act and Welfare Reform and Work Act. These include a revision to social housing rent policy, which will reduce rents for the next three years. This will have a considerable impact on the resources available to the HRA. In addition, other Government and changes in relation to fixed term tenancies and levy proposals in the Housing and Planning Act will impact on both tenants and the HRA Business Plan. Work is continually ongoing to assess the financial impact of these. Other identified risks to the HRA are:
- **Interest rates:** fluctuations in the future levels of interest rates have always been recognised as a risk to the HRA. These are managed through the Council's Treasury Management Strategy.
 - **Repairs and Maintenance:** existing and emerging risks within the revenue repairs budget include unexpected increased demand (for example due to adverse weather conditions) and future changes to contractual arrangements.
8. The HRA Business Plan will be reviewed regularly along with expenditure plans to ensure flexibility to respond to the expected Housing and Planning Act Regulations.

Collection Fund 2016/17 – Quarter 3 monitoring

Summary

1. In 2016/17 approximately £286.5m of SCC expenditure is forecast to be financed directly through locally collected taxation. This taxation is initially collected by the Council and credited to the Collection Fund.
2. The Government receives 50% of the Business Rates collected (the Central Share) and uses this to finance grant allocations to local authorities. The Fire Authority receives 1% and the Council retain the remaining 49% as below.
3. Council Tax is distributed approximately 86% to SCC, 10% to the Police and Crime Commissioners Office and 4% to the Fire Authority. The SCC share is detailed below.

Income Stream	Budget 2016/17 £m	Year to Date £m	Forecast Year End Position £m	Variance £m
Council Tax	-179.9	-149.8	-182.2	-2.3
Business Rates Locally Retained	-106.6	-90.9	-104.5	2.1
TOTAL	-286.5	-240.6	-286.7	-0.2
RSG/Business Rates Top Up Grant	-119.7	-89.8	-119.7	0.0
TOTAL	-406.2	-330.5	-406.4	-0.2

4. As at the end of Quarter 3 the local share of the Collection Fund Income Stream is forecasting an overall in-year surplus of £0.2m made up of a £2.3m surplus on Council Tax and a £2.1m deficit on Business Rates.

Council Tax

5. The forecast year end position for Council Tax is a £2.3m surplus. This is made up of a £1.9m surplus on Gross Income chargeable to dwellings of due to a growth in the Council Tax Base (CTB) forecasts and a £0.4m surplus on exemptions and reductions.

Business Rates

6. The forecast year end position for Business Rates is a £4.5m deficit of which Sheffield's share is £2.1m. The £4.5m deficit is primarily made up of £1.6m surplus on Gross Business Rates yield offset by a £6.0m deficit relating to losses on collection and appeals. More in-depth analysis of the business rates position can be found below.

Collection Fund - Business Rates		Budget 2016/17 £m	Year to Date £m	Forecast Year End Position £m	Variance £m
Gross Business Rates income yield		-260.4	-262.5	-262.0	-1.6
LESS	Estimated Reliefs	37.1	35.8	36.9	-0.2
	Transitional Relief	0.0	0.2	0.3	0.3
	Losses on Collection	2.0	2.0	2.3	0.3
	Losses on Appeals re Current Year Bills	3.4	4.8	7.3	3.9
Increase (Decrease) due to appeals / bad debt provisions		0.0	1.0	1.8	1.8
Net Collectable Business rates		-217.9	-218.8	-213.4	4.5
Appropriation of net business rates:					
48.9%	Sheffield City Council	-106.6	-107.1	-104.5	2.1
1.0%	SY Fire Authority	-2.2	-2.2	-2.1	0.1
49.5%	Government	-107.8	-108.3	-105.6	2.2
0.6%	Designated Areas	-1.3	-1.3	-1.2	0.1
Total Appropriations		-217.9	-218.8	-213.4	4.5

Gross Rates Income Yield

7. The Gross Business Rates Income Yield has, to date, increased £2.1m compared to total budget. This is significantly over the budgeted position however to be prudent this has been forecast downwards to achieve a £1.6m surplus by the year end. There are a number of properties due to enter the ratings list in late 2016/17 that could impact on the yield.

Reliefs and Discounts

Reliefs	Budget 2016/17 £m	Year to Date £m	Forecast Year-End Outturn £m	Variance £m
Small Business Rates Relief	5.4	5.8	6.0	0.6
Mandatory Charity Relief	21.6	20.4	20.8	-0.8
Discretionary Relief	1.8	0.4	0.4	-1.4
Empty Property / Statutory Exemption	7.9	8.8	9.3	1.4
Partly Occupied Premises Relief	0.3	0.2	0.2	-0.1
New discretionary reliefs	0.1	0.2	0.2	0.1
	37.1	35.8	36.9	-0.2

8. Most reliefs and discounts are generally awarded in full at the point of billing at the start of the year. The total level of reliefs awarded to the end of quarter 3 amounts to £35.8m which is £1.3m below the £37.1m in the budget. These reliefs are forecast to increase to £36.9m by the year end.

9. The most significant variations are in relation to Empty Property Reliefs and Discretionary Relief. The Empty Property Relief is currently £0.9m over budget with 3 months of the year remaining. This is primarily due to the administration of Polestar (£0.9m) and a number of other properties that have recently become vacant. A further £0.5m has been prudently forecast to be utilised however it would be hoped that this is not required.
10. There is a forecast surplus on Discretionary relief of £1.4m due to the elimination of Retail relief. There are a number of relief schemes that were announced as part of the budget that have not had significant take up to date. There has been no movement on these reliefs in quarter 3 and it is anticipated there will be no significant take up before the year end.

Appeals

11. Appeals are notoriously difficult to forecast due to the volatility of the process. The 2016/17 Council budget anticipated £3.4m of refunds resulting from appeals. This was based on historical trend analysis.
12. Losses on Appeals/ Increase in appeals provision are anticipated to be £5.7m over budget by year end. The levels of refunds currently granted stands at £4.8m for the first three quarters however the VOA have confirmed that it will have a concerted effort to clear the back log of appeals following the completion of the Revaluation process. The VOA is also currently fielding queries with regards to the 2017 draft list which may have an impact on current outstanding appeals.
13. There is a provision of £23.7m carried forward into 2016/17. There have been no major new appeals lodged in 2016/17 however there are several significant national appeals that emerged in previous years are still outstanding. There has been a reduction in the number of new appeals received recently however given that it is the final year before Revaluation; there is the potential for a late surge in appeals as it will be the last opportunity under the 2010 Rating list.
14. There has been some movement on the settling of Health Centre appeals however there is still a further £2.3m expected to be paid out. The likely removal of ATM's from the rating list is anticipated to cost around £2.8m. If Virgin Media is removed from the list a further £4.3m is at risk. Virgin Media will necessitate a larger provision from 2017/18 onwards as the hereditament has seen a large rise in Rateable Value due to the Revaluation process however the Valuation Office is hopeful that the situation will be resolved in 2017/18. Given these major individual factors and the fact around a third of RV in total is under appeal it is deemed prudent to increase the appeals provision to account for this.

CORPORATE RISK REGISTER

This Appendix provides a brief overview of the main financial risks facing the Council in 2016/17 onwards. A more detailed schedule of these risks will be monitored by the Executive Management Team to ensure that they are mitigated.

Corporate Risks

2017/18 Budget Savings & Emerging Pressures

1. There will be robust monitoring to ensure that the level of savings required for a balanced budget in 2017/18 are achieved. This is particularly important given the cumulative impact of £352m of savings over the period 2011-17, and the backdrop of continuing reductions in Government grant from 2017/18 onwards.
2. Whilst preparing the 2017/18 budget, officers identified numerous pressures which, if left unchecked, could lead to significant overspends in 2017/18 and beyond. The following pressures have been highlighted because they present the highest degree of uncertainty.

Capital financing costs

3. The Council currently maintains a substantial but prudent under borrowed position to help support the revenue budget and mitigate residual counterparty risk on cash investments. In operating with an under borrowed position, the Council exposes itself to interest-rate risk. This risk is exacerbated by the uncertainty created by the EU referendum decision. Recognising this, Treasury maintain a regular dialogue with the Director of Finance and the Executive Director of Resources to monitor the risk and review mitigation opportunities.

Business Rates

4. Following the introduction of the Government's Business Rates Retention Scheme in April 2013 a substantial proportion of risk has been transferred to local government, particularly in relation to appeals, charitable relief, tax avoidance, hardship relief and negative growth. The issue of appeals dates back to 2005 with 76% of the main outstanding appeals relating to prior to localisation of business rates.
5. As at 31 December 2016, there were over 1,300 properties, with a rateable value of approximately £175m, under appeal in Sheffield. There have been a large number of appeals lodged in the last three

years relating to GP Surgeries, ATM's and Virgin Media. The decision by the Valuation Tribunal to significantly lower the rateable value of GP Surgeries, and the Government's apparent preference to move to full academisation of schools, will have a material impact on the business rates revenues collectable by Sheffield City Council in 2017/18 and beyond.

6. Not all of the £175m rateable value noted above is at risk and not all the appeals will be successful. However due to the uncertainty around these factors a prudent provision was taken during 2016/17 to mitigate the loss of income as a result of successful appeals. Actual trends on appeals continue to be monitored in 2016/17, with any revised estimates of the impact of appeals forming part of the 2017/18 budget process.
7. As part of the Business Rates Retention Scheme, there is a built in revaluation process every five years to ensure the rateable values of the properties remain accurate. This process has been delayed for 2 years, but will come into effect from 1 April 2017. This has seen all hereditaments in Sheffield revalued and assigned a revised rateable value. There is the potential for a large number of appeals due to Revaluation and this will be taken into account when compiling the 2017/18 budget.
8. Virgin Media are our largest hereditament following the 2017 Revaluation and their appeals feature a claim that all their hereditaments should feature on one authority's list. Should they be withdrawn from Sheffield's Rating list, it has been confirmed that we will be covered by additional top up grant from DCLG.
9. The 2017 revaluation process being undertaken by the Valuation Office Agency (VOA) has seen a slowdown in the number of appeals processed so far in 2016/17. It is anticipated that the processing of appeals will increase towards the year end. In 2017/18 and beyond, the VOA will be required to process 2017 appeals under the Check, Challenge and Appeals process, which will delay the process of clearing the 2010 appeals backlog. This may necessitate an increase in the appeals provision.
10. The draft list for the 2017 Revaluation highlights significant changes for a number of hereditaments within the city. The overall Rateable Value of the city has increased by £2.5m as a result of revaluation, however within that there are a number of increases and decreases in value.

Implementation of savings proposals

11. The risk of delivering savings in 2017/18 in specific areas such as adults' and children's social care is considerable, given the increasing demand pressures and the levels of savings that have been achieved in previous years. To mitigate this, officers are working on the safe and legal implementation of budget proposals by:
 - Ensuring that there is a thorough understanding of the impact of proposals on different groups and communities, including discussions with Cabinet Members and undertaking Equality Impact Assessments for budget proposals ;
 - Carrying out appropriate and meaningful consultation activity with affected communities and stakeholders, and ensuring that where a proposal affects a supplier or provider, that appropriate consultation and equalities work is undertaken with service users, and;
 - Discussing budget proposals with affected members of staff in advance of making them public, and putting in place MER processes where required, in consultation with HR.

Medium Term Financial Position

12. On 19 October 2016, Cabinet considered a report of the Executive Director of Resources entitled Medium Term Financial Strategy (MTFS) 2017/18 to 2021/22. This report provided an update of the Council's MTFS to reflect the budget decision of the Council for 2016/17 and the potential impact of the next 5 years of the Government's plans for deficit reduction. This report sets the planning scenarios for the medium term.
13. The report on the MTFS indicated that there would be ongoing reductions in Revenue Support Grant (RSG), based on the 2015 Spending Review which covers the period to 2020/21. As part of the MTFS, the Council accepted the Government's offer of a multi-year settlement, which gives the Council greater certainty over its main grant from central government. The cumulative reduction in RSG is expected to total £53.7m for the three-year period 2017-20.
14. The Council's financial position is significantly determined by the level of Business Rates and Council Tax income. Each of these may be subject to considerable volatility and will require close monitoring. They also necessitate a focus on delivering economic growth to increase our

income, and on delivering outcomes jointly with other public sector bodies and partners.

15. It is worth noting that, as of 2020/21, the Council will no longer receive RSG, as part of the move towards full retention of business rates. This shift in the financing regime underscores the risk outlined in the above paragraph.

Pension Fund

16. Bodies whose Pension liability is backed by the Council are likely to find the cost of the scheme a significant burden in the current economic context. If they become insolvent the resulting liability may involve significant cost to the Council.
17. Initial results of the triennial review for pensions which covers 2017 to 2020 highlighted the total liabilities being underwritten by the Council for external bodies is £10.4m. It is worth noting that this figure is based upon the current estimates of the pension funds in deficit. However, should an organisation become insolvent, this liability will be crystallised and subject to a 'least risk basis' calculation. This calculation would in effect substantially increase the amount due from the Council.
18. A review of these risks is being undertaken to ensure that any impact of potential crystallisations are minimised.

Economic Climate

19. There is potential for current adverse economic conditions to result in increased costs (e.g. increased homelessness cases) or reduced revenues.
20. The Council seeks to maintain adequate financial reserves to mitigate the impact of unforeseen circumstances.

External Funding

21. The Council utilises many different grant regimes, for example Central Government, Sheffield City Region and the EU. Delivering projects that are grant funded involves an element of risk of grant claw back where agreed terms and conditions are not stringently adhered to and evidenced by portfolios. In order to minimise risk, strong project management skills and sound financial controls are required by Project Managers along with adherence to the Leader's Scheme of Delegation to approve external funding bids.

22. As the Council's funding reduces, portfolios are increasingly seeking out new sources of external funding, both capital and revenue. EU funding contracts have more complex conditions, require greater evidence to substantiate expenditure claims and are less flexible on timescales and output delivery targets. This increases the inherent risk in projects which are EU funded. Furthermore as the Council reduces its staff resources, a combination of fewer staff and less experienced staff increases the risk of non-compliance with the funding contract conditions and exposes the authority to potential financial claw back.
23. Moreover, the pressure on the General Fund means that Service Managers are forced to seek more external funding. As a result the general level of risk associated with grants is increasing, because of the additional workload this creates amongst a reduced and potentially inexperienced workforce.
24. The result of the recent referendum on EU membership does not in the short term change the risk profile of EU grants.

Cash Management

25. The Council has been proactively managing counter-party risk since the credit crunch of 2008. Counter-party risk arises where we have cash exposure to bank and financial institutions who may default on their obligations to repay to us sums invested. Counter-party risks have diminished over the last financial year as banks have been obliged to improve their capital funding positions to mitigate against future financial shocks. However, the UK's decision to leave the European Union has the potential to intensify these risks, as it creates significant political, economic, legislative and market uncertainty, which is unlikely to be resolved in the short term. The Council is continuing to mitigate counter-party risk through a prudent investment strategy, placing the majority of surplus cash in AAA highly liquid and diversified funds.
26. As part of the 2017/18 budget process, we have developed the Treasury Management and Investment Strategies, both of which were based on discussions with members and senior officers about our risk appetite. This included a review of our counter-party risk to ensure it was reflective of the relative risks present in the economy. A cautious approach will be adopted whilst the uncertainties created by the exit from the EU are resolved and the level of market volatility returns to normal levels. Given the profound nature of the exit from the EU, we may need to review our Treasury Management and Annual Investment Strategies

to ensure we have the ability to respond appropriately to market volatility.

27. The Council is also actively managing its longer term need for cash. Cash flow requirements show that the Council will require new borrowing in the coming years to finance capital investment. Interest rates on borrowing have been affected by the EU referendum and the Council has drawn down some loans to lock into historically low rates where the expenditure is anticipated within the current financial year. The uncertainties caused by the UK exit from the EU will require the Council to remain vigilant to interest-rate risk, and we will draw down loans in a timely manner to mitigate against borrowing costs rising above our target rates.
28. The Council is continuing its efforts to ensure full compliance with the increasingly stringent requirements of the Payment Card Industry Data Security Standard (PCI DSS). PCI DSS is a proprietary information security standard for organizations that handle branded credit cards from the major card schemes including Visa, MasterCard and American Express.
29. The Council has undertaken a small number of early payments to some of our major suppliers in return for a saving on the contract cost. To date agreements have been reached with 3 suppliers and others are being considered. There is a risk to the Council that having received payment these companies may fail to deliver the services. This is mitigated by the existing contract protections, financial evaluations of the companies and parent company guarantees. Also as goods and services are delivered against these contracts, the level of exposure reduces over time.

Welfare Reforms

30. In April 2013, the Government began to introduce changes to the Welfare system which have had and will continue to have a profound effect on Sheffield residents including council taxpayers and council house tenants. The cumulative impact of these changes is significant. They include:
 - **The Abolition of Council Tax Benefit:** This has been replaced with a local scheme of Council Tax Support from April 2013. The Council approved the replacement scheme, based on the reduced funding available from the Government, and set up a

hardship fund in January 2013, but there are risks to Council Tax collection levels and pressures on the hardship fund which are being closely monitored.

- **Housing Benefit Changes:** Since 2013 the Government has introduced, and will continue to introduce, various changes to the Housing Benefit system. These changes aim to reduce the level of benefit paid and so potentially impact on the recipient's ability to pay rent and Council Tax. Consequently there may be an adverse impact on the level of arrears particularly as a result of the introduction of Universal Credit.
- **Introduction of Universal Credit:** The roll-out of Universal Credit for claimants in Sheffield started, for new, single job seekers, in January 2016. Roll-out to other new claimants is planned to start in July 2018. However, full migration of existing working age Housing Benefit claimants will not start until at least 2019 and is not expected to be finished until at least 2021. There are no known plans to discontinue Housing Benefit for pensioners (who make up half of our Housing Benefit caseload) although arrangements for funding are under review.
- Potentially the biggest impact on the Council's finances of the introduction of Universal Credit is on the Housing Revenue Account (HRA) and collection of rent. Support towards housing costs is currently paid through Housing Benefit direct to the HRA; in future this will be paid through Universal Credit direct to individuals. It is estimated that this could double or even treble the cost of collection and increase rent arrears by £12m by the end of 2020/21. However, impacts are uncertain at present as there is limited data available therefore estimates will be reviewed as we learn from the roll-out. There will also be an impact on the current contract with Capita and internal client teams.

Children, Young People and Families (CYPF) Risks

Education Funding

31. Schools are entitled to receive a proportion of the Council's Dedicated Schools Grant (DSG) which Schools Forum have decided can be de-delegated back to CYPF to fund central services. On conversion academies can choose whether to buy into those services, thus creating

a potential funding gap. Up to £500k could be at risk to centrally funded services should Academies choose not to buy back those services funded from de-delegated DSG from the local authority.

32. If an academy is a sponsored conversion then the Council will have to bear the cost of any closing deficit balance that remains in the Council's accounts. In 2017/18 this cost to the Council is estimated at around £100k and remains a risk for any future conversions, especially with the expansion of the academy conversion programme.
33. Also as part of the Spending Review and Autumn Statement 2015, the Government announced that it will introduce a national funding formula for schools, high needs and early years. The Government had planned to introduce this new funding formula from 2017/18; however, the new system will now apply from 2018/19. The Government has launched a detailed consultation; further details and the financial impact for Sheffield are expected later in 2017.
34. As part of transition to a National Funding Formula, when all funding allocations to schools will be directly managed by Education Funding Agency (2019-20), Sheffield Schools Forum is expected to review and approve all previously held centrally held allocations subject to a limitation of no new commitments or increase in expenditure over the next two years. These historical commitments are now part of the central school block and school forum approval is required each year to confirm the amounts on each line. Expenditure in centrally held funding amounts to around £8m.

Children's Social Care

35. There is an increase in demand for services for children's social care, including demand related to Unaccompanied Asylum Seeking Children. A number of transformational projects have been put in place to manage the increase in demand within available resources. Implementation of these programmes is contingent upon cross service and cross portfolio working.

Communities Risks

36. In 2016/17 a gap of £9.3m in the council's funding was bridged using £3.5m of CCG funding and council reserves. For 2017/18, the CCG has committed to contribute £5m. As with last year, the remainder will need to be funded from temporary sources until such time as sustainable savings proposals are developed from within the Better Care Fund in

order to balance the budget for future years. Work to identify these remains ongoing.

37. Significant cost pressures were identified during 2015/16 which translated into higher demand in 2016/17 on Mental Health purchasing budgets. This was as a result of some changes to care packages managed by the Care Trust. Whilst these changes are the right thing to do from a system wide perspective, they had a disproportionate impact on the Council. In 2017/18 it is proposed to enter a pooled budget arrangement with the Clinical Commissioning Group and manage Mental Health services jointly within the Better Care Fund and identify savings through a new joined up approach to delivering services.
38. In 2016/17 we have seen significant increased pressures on demand for Council adult social care services which has resulted in a forecast over spend position. For 2017/18 we have put in measures to address the budget gap however the risk remains that continued demand pressures increasingly affect our ability to set a balanced budget.

Housing Revenue Account (HRA) Risks

39. There are a number of future risks and uncertainties that could impact on the 30 year HRA business plan. Major changes for social housing have been set out in the Welfare Reform and Work Act and the Housing and Planning Act, although there have been some amendments to the original proposals. The risks include:
 - The continuation of the extension of Right to Buy to housing associations – the Government will fund a large scale regional pilot in 2017/18;
 - The introduction of fixed term tenancies, and;
 - Further Welfare Reform changes including the roll-out of Universal Credit.
40. The impacts of this legislation on the HRA are continually being assessed.
41. Other identified risks to the HRA include:
 - **Interest rates:** Fluctuations in the future levels of interest rates have always been recognised as a risk to the HRA. These are continually re-assessed as part of the overall debt HRA strategy.

- **Repairs and Maintenance:** Existing and emerging risks within the revenue repairs budget include unexpected increased demand (for example due to adverse weather conditions). The ongoing programme of proactive repair and improvement of roofing and heating systems in particular should help to mitigate this risk. This may be mitigated to some extent in the longer term by the insourcing.

Place Risks

2017/18 Revenue Budget savings

42. The Place budget comprises three significant contracts – Streets Ahead programme, Waste Management contracts and the South Yorkshire Passenger Transport Levy – which together absorb 80% of the General Fund support. The Portfolio cannot meet projected reductions in local authority funding by cutting only the remaining 20% of the budget without a significant reduction in services. Thus in the 2015/16 Business Planning process, the Portfolio's strategy was based on reducing the cost of these contracts to preserve the other services.
43. The South Yorkshire Transport Levy has been successfully reduced but the Streets Ahead and Waste Management contracts have not. The Portfolio has now developed three strategic interventions, including: further savings from the Transport Levy which follow on from existing plans, reducing the level of support to Sports Trusts, and embarking on a review of all the other services seeking a business-like approach to service delivery seeking to reduce cost or maximise income. Realising the efficiencies and opportunities within this review is crucial to maintaining the current Place savings. The review is at an early stage and requires swift implementation, along with a number of other strategic interventions, if the necessary revenue budget savings are to be realised in 2017/18. Failure to do so will very probably create an overspend pressure for the Council.
44. In light of the above risks, a review of waste services has taken place with a staged strategy agreed. As with any service change, there is a risk to the continuity of service delivery and in the longer term there is a potential financial risk if the expected investment does not result in better value services. There is also a risk to the short term achievement of the 2017/18 budget savings if the project timetable slips. In order to mitigate the risks a robust governance structure has been put in place to review

progress and issues and make decisions to ensure that the optimum solution is achieved.

45. The Council has entered into a 25 year contract with Amey to maintain and renew the public highway. Part of this work involves the replacement of trees which are damaging the pavement, with the introduction of new varieties which are more suitable to a roadside location. The Council has successfully defended a legal challenge on the application of its policy. It has agreed a revised policy in respect of the removal of trees involving additional public consultation. The hiatus in the programme caused by the legal action and potential subsequent delays during the consultation could make the Council vulnerable to substantial additional charges from the contractor.
46. The Month 9 forecast shows that up to £1.7m of the 2016/17 budget saving initiatives in Development Services (£1.1m on the Streets Ahead contract) had not been achieved. These will roll forward to 2017/18 as part of the base budget and create an immediate pressure in that and future years unless these are delivered or a sustainable mitigating cost saving can be identified.
47. The Portfolio undertakes a number of complex, high profile capital projects which require strong cost control from the sponsor and project manager. Experience in 2016/17 has shown that this discipline is not present in all projects and has exposed the portfolio to a requirement to find funding from the Revenue Budget to fund the overspend.

Capital Programme Risks

Capital Receipts and Capital Programme

48. The Council faces the risk of significant year on year capital receipts targets not being met due to reduced land values, which reflect the depressed market and the impact of the Affordable Housing policy. This could result in over-programming, delay or cancellation of capital schemes.

Project Cost Control

49. There is an inherent risk within all the programme of overspending on any single project as a result of unforeseen circumstances (e.g. ground conditions or contamination) or poor management and planning. The Council has made significant improvements in the management of capital projects including improved risk management. However, in the

event of an overspend it will have to use its own limited resources to plug the gap.

Housing Regeneration

50. There is a risk to delivering the full scope of major schemes such as Park Hill because of the instability in the housing market. This could result in schemes 'stalling', leading to increased costs of holding the sites involved.

Olympic Legacy Park

51. The Council supports the development of the Olympic Legacy Park to regenerate the Lower Don Valley. Some parts of the infrastructure need private party or external funding to realise the vision. The Council has an obligation to provide a number of facilities to the educational establishment facilities on site against a very tight timescale. If the other site developments do not proceed on time, the Council may have to step in with funding which will place additional strain on the funding of the capital programme.

Sheffield Retail Quarter

52. The Council has committed to incur around £60m to acquire land, secure planning consent, and a further £27m for the plan being worked on by our development manager to deliver the new retail quarter in the city centre. The scheme is being funded through prudential borrowing which will be repaid from the increased Business Rates that the completed scheme will produce (known as Tax Incremental financing (TIF)). The financing costs are being capitalised while the scheme is in development. There is a risk that if the scheme ceases to be active that the financing costs of circa £5m pa will have to be provided for from existing budgets. There is also a longer term risk that if the scheme does go ahead that the business rates generated are not sufficient to cover the financing costs. In order to mitigate these risks the Council is working closely with its advisors and potential tenants to ensure that a viable scheme is being developed. It is also ensuring that the level of TIF is set at a prudent level.
53. In addition to the £87m already committed, the Council may in future have to invest substantial sums (potentially several hundred million pounds) to create the public realm and develop a proposition which an external investment developer would take forward.

54. This may also involve the construction of buildings on a speculative basis with only part of the building pre let. The Council has already approved a further £86m for the construction of the first building in the Retail Quarter on this basis, which has secured HSBC bank as an anchor tenant. It is anticipated that the property will be fully let and will be sold on completion. If this is not the case this would result in additional financing costs of a further £5m and the Council will be at risk for payment of these and any service costs for any periods of non-occupancy.
55. Overall spend to date is £67m against the £173m approved amount.

Schools Expansion programme

56. In February 2016 the Cabinet approved a report setting out the need to provide additional places in primary, secondary and Sixth Form establishments. The immediate demand for places in the next three years will require the Council to commit funds ahead of receipt from Central Government. The latest estimate of the gap is a maximum of £20m in 2018/19, after mitigating action. In subsequent years we expect to receive sufficient funding to repay the cash flow by 2020/21.
57. In the event of a change of government policy which reduced the financial support available to local authorities' capital programmes, the Council would very probably be faced with a greater affordability gap in the schools' capital programme than has already been identified above, requiring it to contribute its own capital resources.
58. The Council already faces pressure to maintain the condition of the school building estate, so there is limited opportunity to divert funds earmarked for maintenance to support the school place expansion programme. The Council has taken steps to minimise this exposure by challenging the construction industry to build to a specific cost target against Education Funding Agency standards, and, matching the provision of some 16 – 18 year places to demand.

CAPITAL PROGRAMME MONITORING AS AT 31th December 2016

Summary

1. The approved capital programme budget for 2016/17 is **£247.6m**.
2. The full year forecast in Month 9 is **£205.8m** – a decrease of **£24.4m** on the Month 7 forecast.
3. At Month 9, the variance of forecast v actual is **-£22.6m** (14%) behind plan.
4. The forecasted full year variance is **-£41.8m** (Budget – Forecast). Of this £41.8m, £19.9m relates to planned project re-phasing and £21.9m of project slippage. This represents a slippage rate of **8.8%**.

Portfolio	Spend to date	Budget to Date	Variance to date	Full Year forecast	Full Year Budget	Full Year Variance on Budget
	£000	£000	£000	£000	£000	£000
CYPF	16,328	18,118	(1,789)	20,685	24,244	(3,559)
Place	34,791	37,520	(2,728)	51,251	66,354	(15,103)
Housing	55,784	68,376	(12,592)	79,340	100,743	(21,404)
Highways	6,431	7,885	(1,455)	11,504	10,633	872
Communities	169	280	(111)	369	325	44
Resources	1,680	5,680	(4,000)	13,083	15,701	(2,619)
Corporate	22,881	22,881	0	29,582	29,582	0
Grand Total	138,065	160,740	(22,675)	205,813	247,582	(41,769)

5. The tables below summarise the largest variances, split between planned project re-phasing and unplanned project delays.

Planned project re-phasing

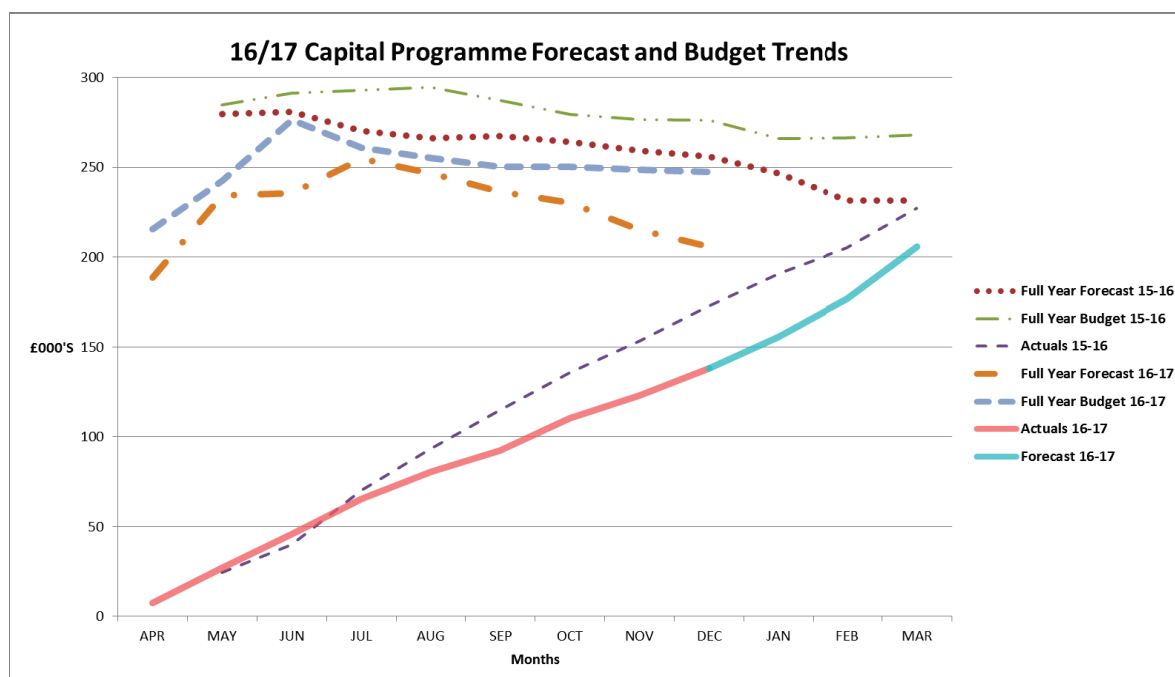
Project		FY Budget	FY Variance on Budget	Explanation
		£000	£000	
SHEFFIELD RETAIL QUARTER 2	PLACE	15,706	(9,136)	Delay on land purchase and identification of contingency
STOCK INCREASE (CHS)	HOUSING	5,133	(5,133)	Strategic decision to rebalance Housing stock increase programme from acquisition to construction.
COUNCIL HSG ACQUISITIONS PROG	HOUSING	10,119	(4,144)	Strategic decision to rebalance Housing stock increase programme from acquisition to construction.
SRQ DEMOLITIONS	PLACE	2,695	(1,502)	Identified contingency for further demolitions required.
Total		33,653	(19,915)	

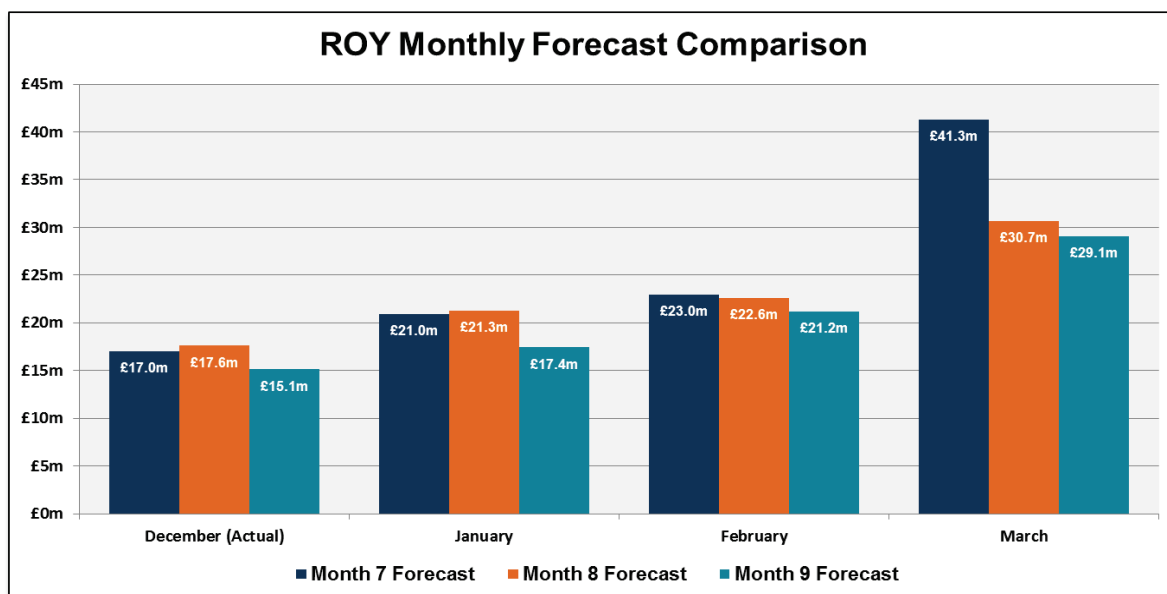
Project Delays

Project	Directorate	FY Budget	FY Variance on Budget	Explanation
		£000	£000	
NEW BUILD COUNCIL HSG PHASE 2	HOUSING	5,958	(5,849)	Issues securing contractor and finalising specification.
KITCHEN/BATHRM PLANNED REPLMT	HOUSING	7,840	(2,900)	Delayed start by contractor and lower than expected volumes of work.
CHARTER SQ HIGHWAY ENABLING WORKS	PLACE	5,473	(2,257)	Agreement of contract price delayed and issues re surface water drainage
LDV FLOOD DEFENCE WORKS	PLACE	10,581	(1,838)	Numerous delays caused by landowners denting access and statutory providers not meeting deadlines
FRA WORKS 16-17	RESOURCES	3,017	(1,233)	Delays in procurement of asbestos surveys. Programme of works not finalised.
SF DEVOLVED CAPITAL 2011-12	CYPF	2,059	(1,100)	Funds administered by SCC on behalf of schools
Total		34,928	(15,177)	

Forecast

- The graph shows that capital spend rates in 2016/17 continue to lag behind those seen in 2015/16, when the outturn was £232m.
- Based on the current forecast of £205.8m, the monthly level of spend in January to March needs to increase substantially from that seen in previous months. Based on the predicted spend curve, an outturn around the £200m looks more likely at this stage





Overview of Capital Programme

8. The programme has reduced by £0.6m to £729.4m following adjustments to reflect the allocation of internal budgets to approved schemes.

	2016/17	2017/18	Future	Total
Month 7 Approved Budget	250.2	208.6	271.3	730.0
Additions	1.3	18.0	13.0	32.3
Variations	-3.9	-17.9	-11.1	-32.9
Slippage and Acceleration	0	0	0	0
Month 9 Approved Budget	247.6	208.7	273.2	729.4

General Commentary

9. The top 20 projects in the Capital Programme account for 68% of the current 2016/17 budget. The key **forecast variances** from Budget at Month 9 include:
- Housing programme is forecasting to be £21.4m below budget by the year end. The majority of the slippage (£15.2m) occurs on the New Build Council Housing and stock acquisitions and repairs following previously reported contractor problems and a lack of suitable properties coming onto the market. The New Build project re-profile will be approved in January and reflected in next month's monitoring report. Slippage is also forecast on Kitchen and Bathroom replacement programme (£2.9m), Electrical repairs (£0.8m) and Garage demolition (£0.8m).
 - Place programme is forecast to be £15.1m below budget principally due to the Sheffield Retail Quarter which is £12.6m behind programme although the overall direction and progress of the scheme remains on target.

- The Highways programme is forecasting to be £1m above budget awaiting approvals of new schemes associated with the Better Buses programme.
- The CYPF programme is forecast to be £3.5m below Budget of which £1.1m is newly declared slippage on the Devolved Formula Capital scheme which is administered by SCC on behalf on schools. A further £1.2m is due to anticipated final costs being below the approved budget on several projects, £0.5m of work at Aldine House Secure Unit is forecast to slip into 17/18 following a re-design of the accommodation and £0.4m forecast slippage on the new school development at Woodside.
- Resources programme is forecasting to be £2.6m behind budget largely made up of delays on the Fire Risk Assessment work (£1.3m) and the refurbishment at the Medico Legal Centre (£0.8m).

Year to date variances

- Of the £22.7m year to date variance, £4.0m and £12.6m is on the Resources and Housing programmes respectively.
- In the Schools programme of £1.8m below budget, £1m is due to cost savings on projects which are forecast to outturn below budget with £1.2m on projects currently more than £100k behind profile. This is offset by a current overspend on Hallam Reconfiguration (£0.3m) and accelerated spend on Gleadless Primary and equipment purchase at Don Valley Academy.
- The Housing programme is £12.6m behind the plan at Month 9. The majority of the slippage (£8.6m) is on the New Build and Stock Acquisition/Repair for the reasons quoted above in the Outturn variance section, £2m underspend on Kitchen and Bathroom Replacements due to lower volumes of work and slow mobilisation of the District Heat Metering costs are £1m behind budget to date, there are issues to be resolved however, before a firm savings figure can be identified . There has also been slow mobilisation leading to slippage on Communal Areas in Low rise flats (£0.6m) and Sheltered Property Fire Alarm works (£0.5m).
- Place programme is £2.7m behind budget at Month 9.
 - The SRQ Programme is £4.5m ahead of budget year to date largely due to spend on Project Cavendish being ahead of the budget profile.
 - This is being offset by major slippage of £6.7m on various projects the key variance being Lower Don Valley Flood Project (£2.1m), Olympic Legacy Park Infrastructure Project (£1.9m), Beigton Leachate (£0.5m), Woodhouse Hub (£0.45m), Waste Management (£0.4m), Parkwood Resolution Site (£0.3m)
- Resources Capital programme is now £4m behind year to date principally due to slippage on Fire Risk Assessment programme (£1.3m) the Mechanical Replacement

Programme and Medico-Legal Centre FRA works (£0.4m each) and the Resurfacing Programme (£0.3m). Several other projects are each recording a £100k - £150k of slippage.

Risks

10. There are several projects where the anticipated spend in 16/17 is significantly behind plan but the funding is secure to complete the work, however the following projects present specific risks in respect of potential unfunded expenditure.
 - The Olympic Legacy Park Infrastructure Project is funded through £4.9m of SCRIF funding which must be expended by 31st March 2017. Whilst its current forecast is to meet this, its year to date position is £1.6m behind budget which does indicate a risk that the required expenditure to draw down funding may not be achieved. Negotiations have been entered into with Sheffield City Region to mitigate this risk.
 - The Lower Don Valley Flood defences work is at risk of overspending. The unknown workload and novel nature of the design creates an inherent risk of overspend. This project is grant funded with promised specific outcomes which could lead the Authority exposed to clawback if these outcomes are not achieved, or alternatively putting in its own funds to ensure completion. A review of this project is currently underway and has identified a number of proposals to reduce costs or attract new funding

Approvals

11. A number of schemes have been submitted for approval in line with the Council's agreed capital approval process.

Below is a summary of the number and total value of schemes in each approval category:

- 5 additions to the capital programme with a value of £3.6m:
- 23 variations (including 9 Director Variations) to the capital programme amounting to an increase of £0.9m
- 4 items of slippage from 2016/17 into future years totalling £2.2m
- 1 item of accelerated expenditure from 17/18 into 16/17 of £0.1m

Further details of the schemes listed above can be found in Appendix 6.1.

Scheme Description	Approval Type	Value £000	Procurement Route
THRIVING NEIGHBOURHOODS AND COMMUNITIES			
Highways			
<p>Bus Hotspots</p> <p>The Bus Hotspots programme has been developed alongside the Sheffield Bus Partnership since 2012. As reported as part of the Initial Business Case in Dec 2015, it is an ongoing programme of small (a few hundred £'s) to medium (c.£500K) schemes - but mostly at the lower end of this range. The Sheffield Bus Hotspots Project Team 'owns' the Hotspots List and locations on it have been prioritised in terms of delay to buses. Currently, most Bus Hotspot work is funded from the Better Buses fund to improve bus journey times & reliability.</p>	Variation	851	
<p>A variation is required in 16/17 for the following works:</p> <p>Improve 2 bus stops - part of the Mosborough Key Bus Route (MKBR) project, largely completed in 2012/13 and 2013/14 with 111 stops out of 113 stops improved to the appropriate standard. The 2 outstanding remain as a result of topographical issues making them expensive to improve, however it has always been the intention of SCC and South Yorkshire Passenger Transport Executive (SYPTe) to complete this work when funding was available and SYPTe has now provided funding of £48K in 2016/17 for detailed design and works as part of the Sheffield Bus Hotspots programme. The preliminary design work was completed with the MKBR work. Detailed design and works to completion are now part of the Sheffield Bus Hotspots programme 16/17</p> <p>Also in 16/17 a reduction of £1,500 LTP funding can be taken due to an allocation for a Road Safety Audit (RSA4) at Bridgehouses being judged as not needed on the basis of accident stats. This amount has therefore been reallocated to the generic Road Safety</p>			

<p>Budget</p> <p>Total 16/17 variation = £48,000 - £1,500 = £46,500</p> <p>In 17/18 SYPTE has recently confirmed an increase from £195K to £1M in the Better Buses Area (BBA) allocation for Sheffield Bus Hotspots, and the BBA Board has approved a list of schemes for that allocation using the PTE's prioritisation methodology.</p> <p>These schemes include:</p> <ol style="list-style-type: none"> 1. 2 running lanes along Handsworth Road between Richmond Park Road and the approach to the Parkway junction. The scheme involves kerblines, central reserve and signal alterations, as well as a new bus lay-by holding two buses at a cost in 17/18 of £252,250 (£27K in 16/17 already funded) 2. Birley Spa Lane/Moss Way junction 3. Meadowhall Road 4. Granville Road 5. Signal detection work along 3 Key Bus Routes to ensure that all signal sets can detect late-running buses <p>Items 2-5 will be subjects of future detailed costings.</p> <p>Total 17/18 variation = £1,000,000 - £195,000 - £360 LTP (rounded down from £30,360 to £30,000) = £804,640</p>			Detailed Design Element Arey Hallam Highways
<p>Funded by Better Buses and Local Transport Plan (LTP)</p> <p>University Central Cycle Route (SRQ)</p> <p>The objective is to reduce traffic congestion and improve air quality by providing a range of high quality travel choices.</p>	Addition	104.5	

<p>This specific proposal will provide a new and improved cycle route into the City Centre, forming part of, and connecting into a strategic network from residential areas to employment, education, leisure and other trip generating sites/ locations.</p> <p>For purposes of City Region funding approval, the cycleway has been included in a wider package of highway and public realm measures designed to enable the first phase of the Retail Quarter/Project Cavendish. The Business Case for rest of this package has previously been approved by the SRQ Programme Board</p> <p>Although the total project cost is estimated at £1,041k the feasibility and design element is £121.5k.</p> <p>The current approved budget for feasibility works is £17k. This request is for a further approval of £104.5k to progress to detailed design. There is £41k Local Transport Plan (LTP) funding available and until the Sheffield City Region Investment Fund (SCRIF) funding can be claimed LTP is able to cash flow the other £80.5k temporarily.</p> <p>Funded by Local Transport Plan (LTP) and Sheffield City Region Investment Fund (SCRIF)</p>			through Schedule 7
<p>20mph Schemes</p> <p>The Corporate Plan states that the aim is for all residential areas to have a 20mph speed limit by 2025. The schemes are delivered on a rolling programme but in order to best coordinate this with the Streets Ahead programme they are prioritised by their accident record, then shortlisted by those areas planned for each year's Streets Ahead programme.</p> <p>A variation is required to enable all the following to take place:</p> <ul style="list-style-type: none"> -Implement the Woodhouse 20mph scheme and the Firth Park 20mph scheme -Complete the design and implementation of the Greystones and Whirlow 20mph scheme -Design of Meadowhead and Greenhill 20mph scheme, Wincobank 20mph scheme, 	Variation	57	

<p>and a City Centre 'Sign only' 20mph limit to be constructed in phases with the City centre SCRIF programme.</p> <p>The City centre scheme will be implemented using SCRIF funds with a contribution from the University, but designed using local funding sources.</p> <p>The costs are as follows:</p> <ol style="list-style-type: none"> 1. Woodhouse – Fees £11k, Build Cost £54k; Total = £65k 2. Firth Park - Fees £14k, Build cost £42k, Total = £55k 3. Greystones & Whirlow - estimated fees £26k, Build cost £68k; Total = £94k 4. Meadowhead & Greenhill - estimated fees £11k 5. Wincobank - estimated fees £10k 6. Design of a City Centre Sign only 20mph limit to be constructed in phases with other City centre works, (Grey to Green, Knowledge Gateway, Sheffield Retail Quarter) - estimated fees £25k 7. Project Management fees (includes speed surveys, publicity campaign, HMD Build Fees (£8,502), public consultation) - £31,297 8. Contingency - £10,703 <p>TOTAL £302,000</p> <p>Current approval is £250K in 16/17. The Budget has been re-profiled as schemes 1, 2, & 3 above will be completed 16/17 and 4, 5, 6 above will take place 17/18, plus project management fees.</p> <p>Also added at this stage in 16/17 is £4,649 for Road Safety Audits (RSAs) and Programme Management costs allocated to individual schemes from the Danger Reduction programme</p> <p>Total variation is therefore: £302,000 + £4,649 - £250,000 = £56,649</p>			
---	--	--	--

<p>Funded by Local Transport Plan (LTP)</p> <p>Tram Track Cycle Safety Scheme</p> <p>Cyclists slip on tram rails, or they get their wheels caught in tram rail grooves, or a combination of both. The 20 locations where this problem has been most prevalent over the last 5 years have been identified and agreed with cycling organisations (e.g. Cycle Sheffield).</p> <p>£6K was approved by the Thriving Neighbourhoods and Communities Board in September to design and install temporary warning signs along tram tracks for cyclists by March 17 at the 20 locations which are:</p> <ol style="list-style-type: none"> 1. Langsett Road at Primrose Hill tram stop 2. Holme Lane / Loxley New Road / Ball Road junction 3. White Lane at White Lane tram stop 4. Glossop Road at junction with Upper Hannover St 5. Hillsborough corner 6. Middlewood Road at Hillsborough Park tram stop 7. Langsett Road at Hillsborough Interchange 8. West Street at West Street tram stop 9. Infirmary Road at Infirmary Road tram stop 10. Middlewood Road at Leppings Lane tram stop 11. Ridgeway Road near Hurfield Road junction 12. Langsett Road at Bamforth Street 13. Manor Top 14. Glossop Road at Fitzwilliam St junction 15. West Street near Cavendish pub 16. Donetsk Way where tram tracks join road near Brook Lane 17. Sheffield Road at Occupation Lane junction 18. City Road junction with Park Grange Road 	<p>Addition</p>	<p>6</p>	<p>N/A</p>
--	-----------------	----------	------------

<p>19. West Street by Swim Inn 20. Granville Street</p> <p>Funded by Local Transport Plan (LTP)</p>			
<p>Housing</p>			
<p>Empty Property Loans Empty properties can cause a number of problems including:</p> <ul style="list-style-type: none"> • Increased incidents of anti-social behaviour and fear of crime • De-valuation of house prices (a poorly maintained vacant property can devalue those adjacent to it by up to 18%) • Dangerous structures which can create a health and safety issue for the public • Contributing to the shortage in provision of housing in the city <p>Increasing numbers of empty properties also means less New Homes Bonus for the Council (NHB). The objective of this project is to provide a greater level of assistance than currently available to help owners bring properties back into use which have been empty for over 2 years. Reduce the number of LTE properties in the city and maximise the Council's NHB.</p> <ul style="list-style-type: none"> • To achieve this, we would like to offer Empty Property Loans (EPLs) to owners to carry out the necessary improvement works to make the properties habitable and be brought back into use. • Priority will be given to family (2 bed houses or larger) houses which have been empty for over 2 years and are in areas of the city where we have the highest concentration of LTEs. • The amount of the loan will be between £5,000- £15,000 and will become fully repayable at the end of the loan term. If properties require more than £15k of 	Addition	224	N/A

<p>work or the amount of equity in the property limits how much they can borrow, owners can agree to fund the additional amount themselves.</p> <ul style="list-style-type: none"> • The loan term will be 5 years and would be secured on the properties by a Legal Charge. • The amount repayable is the value of the loan and an additional amount based on an anticipated improvement “appreciation” in the value of the property between the start of the loan compared with that the end of the loan term. Therefore any uplift in value resulting from the work will be received by the City Council to contribute to further loans. • Loans repaid will be recycled towards more loans in the future. • If loans are not repaid at the end of the loan term as expected, the Council will be able to take enforcement action to recover the loan and if necessary consider repossession of the property. <p>This Project is funded by Growth Investment Fund of £112k in 2017/18 and £112k in 2018/19 totalling £224k over the two years.</p>			
<p>Parks</p>			
<p>Millhouses Park Basketball</p> <p>The basketball area at Millhouses Park is in a poor state of repair and requires refurbishment if it is to stay in use. An opportunity has arisen via a charitable donation from the friends of Millhouses Park and external funding from Sport England to refurbish the courts.</p> <p>The courts at Millhouses are well used for small informal games and 5v5 games and there is a lot of local support for the project including the Sheffield Basketball League that will run 3x3 tournaments and competitions to encourage existing and new participants to make the most of the facilities.</p>	<p>Addition</p>	<p>15</p>	<p>3 Quotes</p>

<p>The project also supports Basketball England in their plans to increase participation across the UK including their 'Playball Outdoor Honesty Balls' project which provides free access to basketballs</p> <p>The funding available will allow the courts to be resurfaced, lines marked, new hoops and backboards and fencing repairs.</p> <p>The funding is: Sport England £10,200 (see appendix 6.2) Friends of Millhouses Park £4,796 TOTAL £14,996</p>			
<p>INFRASTRUCTURE :-</p>			
<p>Corporate Buildings Essential Replacement Programme (CBERP) 2017-19</p> <p>The operational estate suffers from an acute backlog maintenance liability, with various common building elements now at the point of failure.</p> <p>The objectives are two fold;</p> <ol style="list-style-type: none"> 1) Address repair or replacement of critical building elements across the operational estate in order to maintain these premises in use and thereby continue to support the delivery of frontline services to the people of Sheffield 2) To undertake condition surveys across the operational estate, to understand the current backlog maintenance position, plan future lifecycle maintenance programmes and gather sufficient data to underpin future asset management planning, including asset rationalisation. <p>This request is for authorisation of a two year programme of works (except for the Fire Risk Assessment which is for 2017-18 only) that will help to ensure the continued</p>	<p>Addition</p>	<p>3,300</p>	<p>Full Closed Competitive Tender Process using an SCC list of small, local Contractors except for: Fire Risk Assessment Works - £240k in 17/18 – existing Measured Term Contract. Re-surfacing Works) - £280k total</p>

<p>operation of a compliant corporate buildings estate. The works will be done at various locations across the Corporate Estate.</p> <p>There is a general requirement to maintain operation of compliant buildings and so avoid potential closure - with the Fire Risk Assessment element being a mandatory programme of work - after which condition surveys will inform as to the future requirement of investment in the corporate estate.</p> <p>The projects, totalling £3.3m, are to be funded from the Corporate Resource Pool capital receipts, with the expenditure and related funding being split across the two years as follows: £1.8m in 2017/18 and £1.5m in 2018/19.</p> <p>A brief summary of the individual projects is shown below.</p> <p>Fire Risk Ass't 2017-18 (only): £240k - covering fire risk assessment works, with potential enforcement notices from the fire regulatory bodies if the work is not done.</p> <p>Electrical 2017-19: £160k - covering electrical works to replace distribution boards.</p> <p>Roofing 2017-19: £480k - covering roofing works to replace flat roofs.</p> <p>Windows/Doors 2017-19: £400k - covering works to replace wooden frames on windows and doors.</p> <p>Structure 2017-19: £560k - covering structural works to replace boundary walls.</p>			<p>(£140k each year) – existing Measured Term Contract.</p> <p>Condition Surveys - £660k total (£360k in 17/18 and £300k in 18/19) to be procured via a Restricted OJEU Tender Process</p>
---	--	--	--

<p>Lifts 2017-19: £120k - covering essential works to re-rope lifts.</p> <p>Paths/Surfacing 2017-19: £280k - covering general resurfacing works to paths and other surfaces.</p> <p>Dams & Watercourses 2017-19: £400k - covering essential works to prolong the life of dams and watercourses.</p> <p>Condition Surveys 2017-19: £660k - covering work on further condition surveys that will inform as to the future requirement of investment in the corporate estate.</p>			
<p>SUCCESSFUL CHILDREN & YOUNG PEOPLE :-</p> <p>Hallam Primary Reconfiguration Continued monitoring of future pupil place demand identified a need for increased provision in the Hallam Area. The scheme was approved for reconfiguration works and redesign of buildings at Hallam Primary School. It comprised the demolition of the existing infant block at Hallam primary school and the construction of a new classroom block of approximately 900m2 together with associated external works. The scheme was originally approved in 2015 at £3.01m, then increased by £579k in April 2015 to add in a required construction road and an additional 600m2 classroom, and further increased by £873k in August 2015 for movement of contaminated materials (including contractor standing time), bringing the total cost to £4.462m This variation now requests additional funding to meet costs totalling £500k, incurred due to contamination/ground gas costs of £300k and additional refurbishment works, safeguarding & asbestos removal of £200k.</p>	Variation	500	N/A

<p>Funding is to be drawn from DfE (Department for Education) Basic Need block allocation.</p>			
<p>Primary Maintenance Emergency Works This project was set up with an initial allocation of £500k for 2015-16, to cover unforeseen and unexpected buildings issues not arising from planned expenditure. Recent pressure on this budget has arisen mainly from additional unexpected repair works to those boilers not already in the current expenditure year of the planned boiler replacement programme and a request for an additional £260k funding for 2016-17 emergency expenditure is thus being made now to ensure that these boilers are fixed within the current winter season.</p> <p>The additional work is to be funded from the DfE Condition maintenance grant.</p>	Variation	260	N/A
<p>FEL Capital (Free Early Learning 2 Year Olds) This is a Small Grants Scheme administered by the Council, for support of free 2-year-old Early Years places at various locations across the city using funds from Department of Education grants. Schemes already completed* include: Round 1 - Manor, Norfolk Comm, Stradbroke, Tiddlywinks Round 2 - Appletree, Darnall, Fir Vale, Hinde House, Meynell, Hillsborough, Shortbrook, Southey Green. Round 3 - Bankwood, Beck, Chantryland, Croft, Kelham, Mazehill, Sunflower, Sunny Meadows, Valley Pk, Walkley, Wincobank, Wybourn Round 4 - Manor Lodge (part funded by Section 106 allocation of £196k) Round 5 - Burngreave (*only IT woks remain), Darnall and Shiregreen/Brightside, Manor Farm wards With the above schemes now being essentially complete, there is an unused budget amount of £244k that can now be returned to the general DfE Basic Need block allocation for future use on 2 Year Old and other general place provision.</p>	Variation	-244	N/A
<p>Norfolk Park</p>	Variation	-149	N/A

<p>This project was set up to refurbish and adapt the Standhouse Centre to accommodate the permanent relocation of Norfolk Park Primary School. The scheme is now complete and this variation is for a budget reduction to add back £148.5k to the DfE Condition Maintenance block allocation, due to contract works savings having been made.</p>			
<p>1FE Additional Primary Provision - North (Burngreave & Firvale) This project, originally set up to look into additional Primary places in North East Sheffield, is now closed, as all the costs have been transferred to the Woodside school development project. Accordingly the budget has been added back to the Basic Need Block Allocation.</p>	Variation	-111	N/A
<p>Oughtibridge Extension This scheme deals with the Oughtibridge Primary Extension. The extension works comprised the construction of a two storey modular extension to the existing Infants block of Oughtibridge Primary School. This variation is now required, to add back funding of £102k to the Basic Need Block Allocation as due to savings on the £1.57m budget.</p>	Variation	-102	
<p>Ecclesall Infants Temporary Expansion This project set out to look at the potential expansion of Ecclesall Infant School to meet increased demand for school places in the area, with £56k being spent on the initial feasibility work. Post feasibility works of approximately £266k for Temporary expansion works were then completed, resulting in an underspend of £61k against a total initial budget of £383k. Note: following a consultation, the permanent solution was picked up and dealt with as a separate project - Ecclesall Permanent Expansion. The underspend from the original project, has resulted in £61k being returned to the Basic Need Block Allocation.</p>	Variation	-61	
<p>Pipworth Primary Plant Room This project set out to ensure the school's Heating and Hot Water System was adequate and met the required standards. A general programme of works to ensure compliance with statutory requirements, ensuring emergency mechanical works, was</p>	Variation	-60	

<p>carried out in a timely manner to prevent school closures, including Heating plant renewal, Calorifiers renewal, Pipe work renewal, and any other works mechanical work required that require urgent attention to maintain business continuity.</p> <p>A previous variation of -£404.5k (32%) was made to the project following contract award, to replace complete heating/hot and cold water/incoming mains water systems, as due to sudden boiler failure, Kier installed a replacement boiler in 2015 (prior to commencement of main heating programme).</p> <p>This current request is for a variation to release a further £60k back to the Capital Maintenance block allocation, following final cost estimates.</p>			
<p>Oughtibridge Dining Pod</p> <p>This scheme was originally hived off as a separate part of the general Oughtibridge School extension works to focus on and better control the costs of the Dining Pod works.</p> <p>This variation is to add back £50k to the DfE Basic Need block allocation, following final cost data on project completion.</p>	Variation	-50	
<p>Rainbow Forge HME</p> <p>This project has delivered a full heating replacement including Boiler and Hot & Cold Water System at Rainbow Forge Primary School and The Lodge Youth Club (aka Carter Lodge), Beighton Road. A previous variation of -£238.5k (27%) was made to reflect lower costs following contract award; note- the original budget included a provision for high expected levels of asbestos removal works, that did not materialise in the final works. This current variation request is to release a further £35k back to the Capital Maintenance block allocation, following final cost estimates.</p>	Variation	-35	
<p>Basic Need and Condition Block Allocations</p> <p>These are block allocations of grant funding received from the Department of Education on an annual basis. The funds are granted to the Council to assist it in its requirement for the mandatory provision of educational places and to keep schools in a safe condition and good state of repair.</p> <p>This variation, can be summarised as a net movement of funds back into the block</p>	Variation	60	

<p>allocation as follows: Amount transferred out to fund further works at: - Hallam Primary School Reconfiguration: -£500k - Primary Maintenance Emergency Works: -£260k Amounts added back in from projects funded by Basic Need or Condition grants: - FEL (Free Early Learning) Capital works: +£244k - Underspend on projects noted above: +£576k Total net movement of funds added back: + £60k</p>			
<p>Grace Owen Nursery Grace Owen Nursery is a 39 place Nursery with 35 Childcare places. It is a well-respected provision rated as outstanding by Ofsted. The purpose of this project was to relocate Grace Owen Nursery into new unit at Park Hill with appropriate external play space. Relocation of the Nursery within the Park Hill complex was the desired outcome as this will lead to further attractiveness of homes for local people. Urban Splash identified an available unit for relocation and the project sought to fit out and transfer the Nursery into this unit. Upon completion of the project, final cost savings of £31k are to be realised as a reduction in future Capital Receipts to be applied.</p>	<p>Variation</p>	<p>-31</p>	
<p>SLIPPAGE / ACCELERATED SPEND:-</p>			
<p>SUCCESSFUL CHILDREN & YOUNG PEOPLE</p>			
<p>Devolved Formula Capital Slippage required due to schools' spending being lower than anticipated and to cover BSF lifecycle liability. Slippage of £1.1m to cover £850k BSF (Building Schools for the Future) lifecycle phased costs and £250k underspend in Primary schools.</p>	<p>Slippage</p>	<p>-1100</p>	
<p>STRONG ECONOMY</p>			

<p>Olympic Legacy Park - Football Pitch This is a submission for slippage of £981,403 with overall work on the project due to complete in June 2017 due to bad weather on site.</p>	Slippage	-981	
<p>Olympic Legacy Park The Olympic Legacy Park will create an innovation zone in the Sheffield-Rotherham Economic Corridor providing development and investment opportunities for private sector partners. The OLP will be anchored by the Advanced Wellbeing and Research Centre creating a world leading research centre to design, develop and implement physical activity interventions to improve the health and wellbeing of both the local and national population. The OLP will create high value jobs and employment for the local area. The site is also be home to the University Technical College (UTC) accommodating 600 students specialising in Human Sciences and Computing. The total project cost of the final value engineered solution is £6,025,500 this includes the pitch Current secured funding for pitch works totals £1,000,000 and for landscaping and public realm works £5,025,500 This is a submission for slippage of 7k on public realm works due to bad weather on site. work to complete in May 2017</p>	Slippage	-7	
THRIVING NEIGHBOURHOODS AND COMMUNITIES			
<p>Air Quality Management New Monitoring Equipment is required to ensure that the impact of any interventions implemented as part of the Council's Air Quality Action Plan 2015 (potentially including a Low Emission Zone or Clean Air Strategy) can be accurately assessed and reported to DEFRA as part of our Local Air Quality Management duty. Initial expectations were that £72K would be spent 16/17 and £120K 17/18. However, equipment has been valued at £180K and LTP funding has been made available from slippage in other schemes so it can all be purchased in 2016/17. The tender process does allow this flexibility.</p>	Acceleration	120	N/A

<p>The variation is therefore to move all £120K from 17/18 into 16/17</p> <p>Funded by Local Transport Plan (LTP)</p>			
<p>ITS Network Management</p> <p>The initiative aims to improve journey times and reliability / consistency of journey times on the key route network. In this way, everyone's confidence in planning journeys (particularly at peak times) is increased and it provides additional capacity on the network to handle the anticipated increase in traffic as the city's economy grows.</p> <p>To achieve this focus on Intelligent Transport Systems (ITS) demand led network management improvements that tackle existing issues prior to the new transport strategy being realised. These are all known identified hot spots on key strategic routes, and have previously been identified as candidates for reducing congestion and delays by improving journey time reliability and smoothing traffic flows at identified congestion hot spots.</p> <p>Slippage of £70K from 16/17 into 17/18 is required due to implementation of small works (such as detection loops and counters) on street now anticipated to be early in 2017/18.</p> <p>Funded by Local Transport Plan (LTP)</p>	Slippage	-70	
<p>DIRECTOR VARIATIONS:- (Note only)</p>			
<p>SUCCESSFUL CHILDREN & YOUNG PEOPLE</p> <p>New Primary - Netherthorpe Area</p> <p>This scheme was set up to look at the feasibility study options for expansions by way of additional places in the Netherthorpe area.</p>	Director's Variation	-6	

<p>This variation is to return £6k of funding to the Basic Need block allocation, following completion of the feasibility work, with the project now being on hold until further information is known.</p>			
<p>Carterknowle Refit - 1FE Clifford Approval was previously given for a feasibility study to be undertaken to enable Clifford school to be accommodated at Carterknowle school. This variation is to return £4k of funding to the Basic Need block allocation, following completion of the feasibility work.</p>	<p>Director's Variation</p>	<p>-4</p>	
<p>THRIVING NEIGHBOURHOODS AND COMMUNITIES</p>			
<p>Parks</p>			
<p>Graves Park Improvements Programme An opportunity to invest in the City's largest public park presented itself in the summer of 2016. The scope of the project at that time included relocating the toilets, improving the electricity supply, building 2 new stables, improving the rose garden, refurbishing the entrance gates, and improving planting and footpaths at a cost of £135,025 As the project has developed the scope has been changed and it now includes a new toilet block, 2 field shelters for the animal farm, play improvements to the Rose Garden Play area and Cobnar Road Play area, refurbishing the entrance gates, and improving planting and footpaths.</p>	<p>Director's Variation</p>	<p>-9</p>	
<p>The cost for these improvements is now expected to be £126,525 a saving of £8.5k on the original approved budget, allowing an extra £8,500 to be spent on the Graves Park Tennis Courts which is part of a separate project. The variation is therefore £135,025 - £126,525 = £-8,500 This has also been re-profiled to reflect when works will take place, moving £13,438</p>			

<p>into 17/18</p> <p>Funded by the sale of Cobnar Cottage £115,643, Ward Pot £5,882, and Car Parking Income £5,000</p> <p>Highways</p>				
<p>Accident Savings</p> <p>This approval represents the consolidation of the costs several Road Safety Audits into the Accident Savings Scheme.</p> <p>These are:</p> <ol style="list-style-type: none"> 1. 93110 BB2 Chesterfield Rd KBR RSAs £3,062 2. 93112 BB Sheffield Gleadless KBR Prog Mgt £2,963 3. 93371 Skelton Lane RSAs £790 4. RSAs £1,500 taken off 94445 Bus Hotspots (see BU94445) <p>TOTAL £8,315</p>	<p>Director's Variation</p>	<p>8</p>		
<p>Funded by Local Transport Plan (LTP)</p> <p>Lower Don Valley Cycle Route</p> <p>Add £4,767 for RSAs and Programme Management costs allocated to individual schemes from the Danger Reduction programme.</p> <p>Also add £3,500 for a new cycle monitoring station on Colliery Road being funded through revenue income via the Sustainable Transport Transition Year Funding grant.</p> <p>Total 16/17 variation = £4,767 + £3,500 = £8,267</p>	<p>Director's Variation</p>	<p>8</p>		
<p>Funded by Local Transport Plan (LTP) and Sustainable Transport Transition Year (STTY)</p> <p>Hallam University Central (CityCen)</p> <p>Add £3,500 for a new cycle monitoring station on Hanover Way being funded through revenue income via the Sustainable Transport Transition Year Funding grant.</p>	<p>Director's Variation</p>	<p>4</p>		

<p>Total 16/17 variation = £3,500</p> <p>Funded by Sustainable Transport Transition Year (STTY)</p>			
<p>Handsworth-Waverley Cycle Link (Director's Variation) Add £3,500 for a new cycle monitoring station on Waverley Lane being funded through revenue income via the Sustainable Transport Transition Year Funding grant.</p> <p>Total 16/17 variation = £3,500</p>	Director's Variation	4	
<p>Funded by Sustainable Transport Transition Year (STTY)</p> <p>Darnall Cycle Routes (LDV) (Director's Variation) Add £3,500 for a new cycle monitoring station on Kettlebridge being funded through revenue income via the Sustainable Transport Transition Year Funding grant.</p> <p>Total 16/17 variation = £3,500</p>	Director's Variation	4	
<p>Funded by Sustainable Transport Transition Year (STTY)</p> <p>Chatham St Cycle Scheme (UDV) (Director's Variation) Add £3,500 for a new cycle monitoring station on Carlisle St/Spital Hill being funded through revenue income via the Sustainable Transport Transition Year Funding grant.</p> <p>Total 16/17 variation = £3,500</p>	Director's Variation	4	
<p>Funded by Sustainable Transport Transition Year (STTY)</p>			

Grant Awarding Body	Name of the Grant	Project to be funded by the Grant	Conditions and Obligations	Value £000
Dept of Health	Housing & Technology Capital fund	Acquisition of 5 properties in the west of the City and a ground floor extension to 1 property.	<p>Permission is sought to accept a grant of £228,000 from DoH towards a scheme to purchase and refurbish 5 suitable properties in the West of the City (£200k) for people with learning disabilities. The scheme also proposes to build a ground floor extension to a family home to allow the continuation of care at home for a person with complex physical and learning disability needs (£28k).</p> <p>The grant must only be used for the approved scheme.</p> <p>The overall scheme is funded as follows:</p> <p>SCC Housing Revenue Account (HRA) Borrowing / Reserves 365,000 Homes and Communities Agency (HCA) SOAPH bid * 125,000 DoH grant 228,000 Disabled Facilities Grant (DFG) 30,000 Family contribution 2,000 Total 750,000</p> <p>The HRA, DfG and family contributions have been secured. The outcome of the HCA bid for £125,000 will not be known until July 17. A contingency plan is being prepared by service to address the revised situation should the HRA bid be unsuccessful. It is advised therefore that, although we seek permission to accept the grant, we do commit to spend on this scheme until</p>	228

Sport England	Small Grants	Millhouses Park Basket Ball Court	<p>all of the funding is secured. Any deviation from the approved scheme must be agreed with the funder prior to expenditure being incurred. If the scheme does not proceed, the funding will be returned to the DoH.</p> <p>The Grant Funding Agreement is between Sport England (SE) and SCC, as an Exchequer Award. The grant period is between the 28th February 2017 & 31st March 2017.</p> <p>The Acceptance Award along with the Projects Contacts Form must be returned to SE by 03.02.17 in order to accept the funding.</p> <p>Cash Funding Friends of Millhouses Park (FOMP) will give a charitable donation of £4,800 to SCC. FOMP should provide SCC with written confirmation of this.</p> <p>Claw back The grant will be at risk of claw back if any of the terms & conditions is not adhered to. The claw back period is seven years.</p> <p>Restrictions on use of grant This Capital Funding must be used exclusively for financing the total project costs improvements set out in the Agreement.</p> <p>The Award must not be used to pay for any commitments made before the date of the Award</p>	15
---------------	--------------	--------------------------------------	---	----

			<p>Agreement (which is 12.01.17).</p> <p>If assets bought, restored or improved with the Award are sold or given away, SE will be entitled to receive an appropriate share of the 'net' proceeds, for as long as the assets or improvements have a useful economic life.</p> <p>Payment / Claim Process The grant has to spent and drawn down by 31.03.17.</p> <p>Before the first payment is released SE must have received relevant documents. No payment will be made until SCC fulfils the Project Conditions. Any costs incurred before this will be at SCC's responsibility.</p> <p>Payment will be made in arrears and claims must be evidenced. One claim is to be sent a month. If the whole Award is not fully spent, SCC must pay back the unspent amount to Sport England promptly.</p> <p>Retention SE will retain 10% of the Capital Funding (£1,020) until practical completion / final sign off. This does not need to be claimed by 31.03.16.</p> <p>Procurement If SCC are not using Sport England's approved contractor, SCC must write & confirm three competitive tenders have been obtained. Sport England also wants a written explanation of why SCC chose the successful</p>	
--	--	--	--	--

			<p>tender. This must be done before SE will release the first payment.</p> <p>Insurance Requirements Adequate insurance must be kept at all times, including employee & public liability insurance. Also, insurance that covers the full value replacement of any assets purchased with this Award.</p> <p>Audit Requirements Access to all records must be given to Sport England or any person nominated by them relating to this project. Access can be requested up to seven years after the project has finished.</p> <p>Project outcome / outputs To have fit for purpose basketball courts for public use within Millhouses Park.</p> <p>Work must have started on site within six months of the date of the Award Offer (12.01.17) & be completed within 18 months of the Award Offer Letter.</p>	
--	--	--	---	--