

Annex B: Proposal Form

Please refer to the prospectus for help in completing this form, or contact the team at the email address below if you have any questions.

Completed application forms to be submitted by 1 October 2018 to:
migrationfund@communities.gsi.gov.uk

Completed applications should include this form, the checklist at the end, a full breakdown of costs and an outline logic model.

You may annex supporting material where relevant, but key information must be drawn out in your answers below.

Depending on the scale and complexity of the proposal we may seek additional information. Information in this bid may be shared with other Government colleagues to help develop our understanding and inform wider policy development and best practice.

A. Your details

Project title and brief summary (30 words max)	<i>Addressing Impacts of Migration Linked to Private Rented Housing in Sheffield</i> Focussing on two areas of the city, this proposal will identify and address issues with private rented property and the links to recent migration.
Lead Local Authority	Sheffield City Council
Contact details of working lead	Name: Angela Greenwood Email: angela.greenwood@sheffield.gov.uk Phone: 0114 2930055 POSTCODE: S1 4PL
Partners (if applicable)	
Area covered by the proposal	Localised (e.g. ward level)
Please provide a fuller summary of your proposal that can be used as the basis for press releases (100 words max)	Migrants rely heavily on private rented accommodation, which is often extremely poor in terms of property condition and management practices. Such properties and poorly managed

<p><i>Please make clear in your summary how the proposal benefits the wider community drawing on the information in section 4.</i></p>	<p>tenancies have negative consequences for the wider community, as well as for the tenants themselves.</p> <p>This project focusses on two areas of the city, proposing:</p> <ul style="list-style-type: none"> • Information gathering through proactive property inspections and data analysis regarding private rented properties in the East of the City. • An enhanced approach to the Selective Licensing of private rented properties on London, Abbeydale and Chesterfield Roads, supporting work with partner agencies to address wider issues in the neighbourhood.
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B. Finance summary

New projects can bid for a maximum of 18 months funding until 31 March 2020.

If your bid is to **extend** an existing project you can bid for funding that will keep it in operation until 31 March 2020.

Where further explanation is required on any of the costs this should be included in your description of the proposal in **section 3** below.

Please provide headline figures in the table below and provide a FULL BRAKDOWN OF COSTS as an annex to your application.

Financial year	2018-19	2019-20	TOTAL
Amount requested	£416,073.25	£832,146.50	£1,248,219.75

Please note –

Costs cannot include overheads that are calculated as a flat rate percentage. Actual overheads can be included provided they are clearly evidenced/justified and are proportionate to the size, scale and duration of the proposal.

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Costs cannot include management costs/fees that are calculated as a percentage of existing senior management time. Costs can be included for additional project support and management provided these are proportionate to the size of the bid.

If your bid is successful we will need confirmation that your authority's Section 151 Officer is aware of and content with the bid. We will contact you for this at the appropriate time.

1. Describe recent migration in the area covered by your proposal (750 words)

In this section we are looking for a clear description of recent migration in the area the proposal concentrates on and its population.

Strong proposals will:

- *Set out the **type of migration experienced in the past 10 years**, including origins and numbers (for example, from EU Accession States; migrants with links to existing diaspora communities etc...)*
- *Be clear about the **geographical focus of the project** (is the concern over a street, a ward, across the authority, across the region etc) - where relevant it may be helpful to include a map.*

*This information is still needed if you are bidding for funds for the **extension** of an existing project, in order to evidence the continued migration patterns which make the proposed extension necessary. You should include any additional data that has been uncovered during your work to date.*

Sheffield has a population of around 574,100, 11% of the overall population of Yorkshire and Humber, and all counts of migration show it receives more than 11% of newcomers.

National Insurance Number data suggests 4228 (EU 49%, non-EU 51%) long-term migrants arrived in Sheffield in 2017. Romania remains the top country of origin for migrant workers overall with a total of 510 arrivals in 2017, followed by India with 277, Italy with 221 and China with 215 arrivals. Over two thirds (around 3000) of working migrants arriving in Sheffield in 2017 were from non-accession countries.¹

This proposal concerns two areas of Sheffield:

- The London Road, Abbeydale Road & Chesterfield Road ('LAC') Selective Licensing designation.
- The East Patch.

Maps of these two areas are provided in Annex A, and Annex B provides demographic information.

LAC

The LAC Selective Licensing designation falls across two Council wards, Nether Edge & Sharrow and Gleadless Valley. As part of the 2017 consultation regarding Selective Licensing, all residents within the proposed designation were asked their ethnicity, with 66.2% saying they were from the UK, 14.9% from other parts of Europe, and 16.2% from the rest of the world.

We have particular concern over recent undocumented, unlawful immigration into the LAC area, linked to private rented accommodation which is often of a very poor standard. Officers from the Private Housing Standards (PHS) team undertaking inspection work in the area over the past three years have made several referrals to the UKBA, and had suspicions about other

¹ 'Newcomers in 2017' Migration Yorkshire, 2017

individuals who disappeared from premises immediately after initial visits had been attempted. Such situations were often found to occur in flats above restaurants, with the tenancy of the flat above and occupation in the restaurant below interlinked.

Of the LAC area landlords who responded to the 2017 Selective Licensing consultation, 16% volunteered that they do not carry out Right to Rent checks on prospective tenants. As this is the response from landlords who chose to reply and admit their lack of compliance with regulation, it is fair to infer that a larger proportion of all the area's landlords do not carry out such checks, suggesting a significant proportion of the private rental market in the London Road, Abbeydale Road and Chesterfield Road area is open to individuals who do not have, or cannot prove that they have, a right to reside in the UK.

We believe that third-country migrants who have overstayed following the expiry of VISAs make a significant proportion of those in the area who do not have the right to reside.

Recent trends in migration are evidenced in the businesses that have opened in the area, with a number of Polish bars, restaurants and delicatessens, along with significant numbers of Chinese businesses. The 21 storey New Era Square development currently being built at St Mary's Gate, just to the North East of the LAC designation, has been dubbed 'Sheffield's Chinatown'. Annex C contains photographs of a sample of these businesses in the area.

East Sheffield Patch

Sheffield City Council's PHS team use a patch working model, and this element of the proposal is concerned with the East Sheffield Patch, consisting of 13 Council wards. 2011 census data showed that these 13 wards had a population of 263,382 people, living in 106,702 households. The ethnicity breakdown of these wards is shown in Annex B.

East Sheffield has seen recent and unplanned immigration, putting considerable strain on community cohesion. There has been significant Roma Slovak immigration into the east of Sheffield since 2004, following the acquisition of treaty rights as EU citizens to travel here and seek work. Exact figures for the numbers of Roma in Sheffield have been acknowledged to be difficult to arrive at, but it has been estimated that at least 3000 Roma had settled in Sheffield by 2009², rising to 6000 by 2016³. The initial focus of this immigration was the Burngreave, Tinsley, Firth Park, Darnall and Page Hall areas, but we believe that it has now also dispersed into other areas across the East of the city.

We are aware that as an authority we have gaps in our knowledge concerning recent migration, particularly in terms of the location and number of migrants housed within the private rented sector, and this proposal seeks to address this, whilst also addressing issues linked to these tenancies and properties.

² 'Roma in Sheffield Report' Migration Yorkshire,

³ 'Sheffield Local Migration Profile' Migration Yorkshire, Dec. 2016.

2. What is the issue you want to address? (750 words)

We are looking for you to set a clear description and definition of the impacts arising from the recent migration and draw out those impacts that you are seeking to address in this proposal.

Strong proposals will:

- ***Set out the local impacts on services/the wider local community - how have they been affected? What would happen if you didn't act now?***
- ***Provide clear local evidence of the impacts, using best available data. Remember to keep this relevant to the action you are proposing.***

If you are bidding for funds for the extension of an existing project provide evidence of the continuing impacts caused by recent migration, including any additional information that your work has uncovered.

Around 75% of migrants who arrive in the UK are initially housed in the private rented sector⁴, and this is true of the migrants who have settled in Sheffield. Newly arrived migrants seeking homes often avoid conventional channels such as letting agents or the local authority, instead relying on friends or employers to help them find accommodation. This often results in informal letting arrangements, without legal agreements or formal channels to contact their landlords, or where they feel intimidated and unwilling to make complaints. Use of tied accommodation, where accommodation is directly linked to work, also leads to situations where the tenant is less likely to raise concerns, as they may fear for their subsequent job security. These factors, combined with often low expectations among migrants regarding their housing conditions, can mean that poor property conditions, overcrowding and poor management standards can go unchallenged.

This is true of the LAC area, where fewer complaints have been received than from other parts of the city with roughly comparative private rental markets and conditions. A demand for cheap, dangerous, poorly managed property is created and fuelled by unlawful immigration, where tenancies are set up without tenancy agreements, rent books, or likelihood of intervention from the local authority, as these arrangements suit those tenants who want to remain 'under the radar'.

Poor property condition and management in the private rented sector has multiple negative effects upon the established wider community, and can provoke tensions with the wider community if they view migrant tenants as the 'cause' of the problems.

Selective Licensing will be introduced in the LAC area on 1 November 2018⁵, aiming to tackle serious issues with private rented property condition. The fee income will fund the administration of the scheme and inspection of the properties only, allowing the scheme to address poor housing conditions, but will not enable officers to take a holistic and proactive approach to tackling other issues in this neighbourhood.

⁴ 'UK Migrants and the Private Rented Sector' Joseph Rowntree Foundation, 2012.

⁵ <http://democracy.sheffield.gov.uk/documents/s31150/Selective%20Licensing%20Report.pdf>

During targeted inspections carried out by PHS officers ahead of the introduction of LAC Selective Licensing, 77 inspections resulted in 84 referrals being made, some to other teams within the Council, some to external agencies. When Selective Licensing begins over 650 properties will require inspection, with an expectation of over 700 referrals. This forms considerable additional workload over and above the primary aims of the Licensing scheme.

We know from working with partners, including South Yorkshire Police, that there is organised crime associated with migration linked to properties in the LAC area. The effects of modern slavery and trafficking – such as pop-up brothels, cannabis cultivation – related to organised crime are regularly experienced and recorded in the area.

There is an increased focus in Sheffield on the disruption of organised crime by alternative tactics, such as making better use of information gathered through the operation of Selective Licensing, but there is a need to increase the knowledge of the activities of criminal groups in the area in order to fully support this work.

We have an expectation that officers' investigative work will uncover suspicious financial arrangements, which, if criminal, will be reported, but resources do not currently exist to allow for the further investigation beyond establishing ownership.

In the East, Selective Licensing in Page Hall will end in April 2019. The scheme was introduced in order to tackle problems associated with the sudden influx of European Accession migration in to the area⁶. We have concerns that the ending of Selective Licensing, and the removal of direct oversight of private rental accommodation, will leave conditions where poor property condition and management standards and overcrowding could return to the area, and spread to surrounding properties.

Limited current reactive work in the East of the city has found that many landlords operating in the area have inherited properties, or rent properties out they previously lived in. They therefore tend to be less experienced and lack basic knowledge and skills for effective property and tenancy management. Officers have also found evidence of landlords involved in money laundering and selling illegal cigarettes.

The Council's PHS team currently receive reports from numerous sources regarding problems with the management and condition of privately rented properties in the East of the city. The PHS team's response to these reports is by nature reactive and unplanned, and not informed by a solid evidence base regarding the area's private rented housing, including where migrants are housed, or of issues linked to these properties.

⁶ <https://www.sheffield.gov.uk/content/dam/sheffield/docs/housing/selective-licensing-of-privately-rented-properties/2Jan13Cabinet%20Report%20CMT%20EMT.pdf>

3. How are you proposing to tackle the problem, and why is this your preferred approach? (1250 words)

Here you should set out how you propose to tackle the issues you have identified in section 2 above. This may be a standalone project or part of a wider strategy.

You must also include an outline LOGIC MODEL (see Annex C).

Strong proposals will:

- Provide a practical, costed approach to the issue outlined above, with detail about what will be done and how (for example, rather than 'expand English provision', set out the actions that will be carried out e.g: 'set up 5 new conversation groups in ward X led by volunteers, to reach an additional 80 individuals' etc...). If your proposal includes a number of different activities you should provide these details for each activity.*
- Where the proposal complements or adds value to other activities, including that of other public services, make this clear.*
- Be clear on any proposed staff recruitment and should include evidence to support any salary costs included in the bid. Bids should also assess the feasibility of recruitment, at this salary, in the planned timescale.*
- Set out why this is the preferred approach (for example, is it informed by pilots, best practice, stakeholders, is it experimental, does it form part of a wider strategy, is it an extension of an existing successful CMF project, is it innovative and/or replicable etc...)*
- Detail the scale of the activity, including the geographical area covered where appropriate, and who the intervention will target or involve*
- Refer to the sustainability of the project, or explain why it is time limited (for instance if the activity is in response to a spike in pressures)*

If your authority is already receiving CMF funding and/or you are submitting other proposals at the same time you should explain how all the projects fit your overall strategic objectives and how they will be co-ordinated.

If you are bidding for funds for the extension of an existing project, the success of the project so far should be clearly shown - through the benefit to the wider local community and progress against outcomes. You should also explain any efficiencies or other changes you are proposing to make, and why.

Officers from the PHS team are often one of, if not the first, service to access properties in the private rented sector and are able to pick up on possible signs of modern slavery, benefit farming etc., as well as identifying vulnerable tenants who could benefit from further support.

This was our experience of Selective Licensing in Page Hall, where tenants approached officers with a wide range of queries and complaints. In Page Hall we utilised resources from a successful bid to the Government's 'Rogue Landlord' fund to recruit officers to take on these additional queries and process effective referrals to appropriate services.

This proposal is for funding of additional staffing in the LAC Selective Licensing area and in the East Patch, as detailed in Annex D.

LAC Area

This proposal would provide additional benefits to the LAC Selective Licensing scheme in the initial 18 month period after the designation comes into effect on 1st November 2018, in which we will conduct the vast majority of the initial c. 650 property inspections.

The support of a Tenant Relations Officer will enable us to seek to protect vulnerable tenants at the first point of contact, acting immediately to stop illegal evictions, and to make tenants aware of their rights and responsibilities.

The Environmental Housing Practitioners and Environmental Support Officers will lead and deliver partnership working groups where we can make stronger links with partner agencies, with this work coordinated by the Partnership Officer. These officers would also allow for an acceleration of the inspection programme in the initial years of the Selective Licensing scheme, which would result in further time available within the 5 year programme to conduct follow up visits and further investigation work.

The work of the Partnership Officer will also involve ensuring referrals are smarter and more complete, requiring less work on the part of receiving agencies, enabling them to take more immediate action.

With Intelligence Officers in place, intelligence gathered by our team throughout the operation of the Selective Licensing scheme will be of a higher quality, and able to be shared effectively with partner organisations, informing the improved referrals described above. These officers will be on secondment from SYP and from HMRC, with the aim of allowing them to self-start, and with a ready-made list of contacts and knowledge of systems.

The Liaison Officers and Business Support will ensure that we are able to deal with applications quickly, ensuring cases are allocated to inspecting officers without delay. As part of the licensing process we will be gathering information on landlords and agents and collecting photo ID to establish legal responsibility for properties, and we know that there are complicated ownership arrangements in this area, with many flats over shops having complex lease arrangements. This additional support would enable this information to be gathered quickly and allow for information of concern to be passed to partner agencies promptly.

The Property Management Officer will enable us to make better use of Interim Management Orders (IMOs) and Empty Dwelling Management Orders (EDMOs) where we landlords who we have been shown to be incapable or unwilling to fully discharge their responsibilities. We have a service-level agreement in place within the housing service to allow for properties to be taken into day-to-day management by the Council, but are unable at present to make use of this due to a lack of staff resources to administer IMOs or EDMOs. The Property Management Officer will take this function, meaning effective use of this regulatory tool as an additional weapon against rogue landlords will be possible.

Through targeted inspections and consultation we have shown without doubt that there are severe issues with property condition and management in the LAC area, requiring the

introduction of Selective Licensing. This groundwork has already taken place, and means there is now an opportunity to use the ‘foot in the door’ that Selective Licensing brings to all rental properties. This approach allows for the additional benefit of a wider focus, particularly on the links between migration into the area and criminally poor housing.

It has been identified that investment is required to bring economic and social stability to the LAC area. Council-funded shop frontage improvement schemes as well as community safety initiatives have already taken place or are ongoing in this area. This proposal would add value to this work, by accelerating the delivery of the Selective Licensing scheme in the area and so reducing the level of poor property condition, increasing property management standards, and making the area a more attractive place to live.

East Patch

This proposal is for the recruitment of additional staff to allow for a two pronged approach in the East:

- 1, Intelligence gathering, leading to an options appraisal paper, considering what problems are linked to private rental accommodation in the East of the city.
- 2, Tackle problems uncovered whilst this intelligence gathering is taking place, through proactive inspections and consequent enforcement work.

The Intelligence Officer will work to collate and pursue data held by SCC and other agencies to build a landlord and property profile for the area, identify ‘hotspots’ of issues related to private rented properties, the Liaison Officer will support this work by carrying out a variety of administrative work such as Land Registry or Council Tax checks, and the Regulatory Monitoring Officer will then analyse this information and suggest how best to target resources and move officers away from reactive work and on to a proactive basis, and will lead on engagement of stakeholders and of other teams within SCC.

The Tenancy Sustainment Officers would engage with tenants in the area, building trust and rapport, and ensuring that they better understand their rights and responsibilities, and are therefore more able to maintain stable tenancies. They would accompany inspecting officers on property visits, with the aim of building constructive relationships with tenants and so reducing the number of aborted visits and of the amount of time required to conduct initial information gathering.

The Tenancy Sustainment Officers would operate under the umbrella of a community based regeneration organisation rather than be managed directly by SCC, in order to ensure they are seen as independent. Landlords would be given advice and support to deal with problem tenants and ensure appropriate action is taken to minimise any negative impact on neighbours.

The Environmental Housing Practitioners would undertake proactive inspection of properties in the area, and will take whatever subsequent enforcement action is required, whilst the Environmental Support Officers will take on the anticipated increase in reactive work due to the higher visibility of PHS officers in the area, and better links to other organisations.

Sheffield City Council has already received CMF funding for the Sheffield Community Investment Deal in the Page Hall, Fir Vale and Darnall and Tinsley Areas of Sheffield. Our new CMF bids in Oct 2018 for English Language and this additional private housing improvement work link together well in terms of the Council’s corporate aims and as a city in ensuring we have thriving neighbourhoods where people want to live, and safer and sustainable communities. The themes of housing, English language and support through community development are the main methods we use to integrate migrants successfully

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into Sheffield life. They will be co-ordinated through our Community Services Manager, Angela Greenwood, and overseen at the strategic level partnership meeting, the Cohesion, Migration and Integration Strategic Group, chaired by our chief Executive John Mothersole.

4. How will the proposal benefit the wider local community? (750 words)

The Fund is intended to benefit the wider local community as well as the recent migrant community. In this section you will need to set out how your proposal does this, with reference to the issues identified in section 2.

Strong proposals will:

- *Make the case for how funding will make a difference to the lives of the wider community, compared to a 'do nothing' scenario*
- *Where possible give **clear, measurable benefits and outcomes** (eg estimated cost savings, additional provision of a service, % target for improvement in indicators such as ASB complaints, GP waiting times, etc)*
- *Have **evidence of the views of the wider local community**, will explain how they have drawn on these to shape the bid, and will explain how they plan to communicate progress to residents. Some examples of ways to do this could be through anecdotal feedback, resident complaints, existing surveys or feedback forms, or focus groups.*

*This information is still needed if you are bidding for funds for the **extension** of an existing project. You can include any additional information that has been discovered during your work to date.*

This proposal will enable a multi-agency partnership task force to tackle poor housing conditions and management standards, whilst proactively combatting the associated issues that are identified whilst this work is undertaken. In the LAC Selective Licensing designation it will raise management standards and reduce hazards in shared buildings where members of the established community reside, including overcrowding, noise, sanitation, risk of fire and electrical issues, and it will reduce anti-social behaviour, noise, waste and criminal activity linked to private rented property, which is of obvious benefit to the wider local community. In the East Patch it will establish an evidence base that will inform the best course of action to tackle issues linked to private rented property in the locality.

This improvement in property conditions that will be brought about by Selective Licensing, and will be accelerated by the measures outlined in this proposal, will require investment in property. In Page Hall, Selective Licensing has, to date, led to around £1,000,000 of investment in the 350 properties within the designation as a result of required improvements. This will, in part, be expenditure going to local businesses, employing members of the local community.

In response to the 2017 LAC Selective Licensing consultation, residents within the designation backed the introduction of Selective Licensing, with 66.7% agreeing with the purpose of the scheme, and 59% agreeing with the benefits it would bring. Residents reported that they felt that the licensing area suffered from a number of issues such as:

- Residential properties in poor condition (reported by 51.6% of residents)
- Rubbish dumping by households (41.9%)
- High turnover of residents (33.3%)
- Noise nuisance (24.7%)
- ASB and other crime (20.4%)

- Problems relating to alcohol (18.3%)

These views informed the decision to introduce Selective Licensing in the LAC area, but also identified that the local community felt there were wider issues that needed addressing. The strengthened, multi-agency approach that this bid proposes would allow the Council to better address these concerns.

As well as residents within the proposed designation, the public consultation also sought the views of residents, businesses and community groups in the wider area, through questionnaires delivered by post to addresses in the immediate vicinity of the scheme and available online for completion. When asked if they felt private rented properties within the proposed LAC Selective Licensing designation were maintained to a good standard, 83% responses stated that they did not. With the accelerated programme of inspection and enforcement that this proposal would facilitate, this concern could be addressed sooner, and more effectively, and the reputation of the area's private rented sector will improve.

This proposal brings the opportunity to work more effectively with partners in SYP, DWP and HMRC to disrupt serious and organised crime and financial irregularity in the LAC area and beyond, which would bring obvious benefits to the wider community, as it is not just the residents of the private rental sector, both migrant and established, that suffer from this criminal activity.

A further benefit of the approach outlined for both LAC and the East Patch is that it will result in smarter referrals and signposting, which will lead to service-users being guided directly to the right agency for them, with the consequence of fewer inappropriate contacts between individuals and services, leading to a subsequent reduction in waiting times for the wider community. Tenants will be given proper advice as to their rights and responsibilities, by the Tenancy Relations Officer in LAC, or by the work of Tenancy Sustainment Officers in the East Patch.

This proposal would use intelligence gathered in the East of the City to inform effective strategies to tackle issues related to private rented property, in the way that the targeted inspection programme in the LAC area informed the decision to introduce Selective Licensing in that area.

Subsequent improvements in housing conditions will benefit the health and wellbeing of individuals reducing the burden on health services and overall appointment waiting times, and will lead to increased social benefits such as reduced antisocial behaviour, instances of fly tipping and irresponsible disposal of refuse. This will result in living standards increasing and exposure to public health risks reducing.

The proactive inspection work taking place to gather information to inform future strategies would also have the anticipated benefit of uncovering and tackling issues such as:

- Emergency housing needs
- Poor quality accommodation above commercial premises
- Unlicensed HMOs
- Illegal immigrants
- Exploited migrant labour
- Safeguarding issues
- Other related environmental issues such as noise, refuse, ASB

5. Outputs, outcomes, and evaluation (750 words)

Please provide a breakdown of expected/target outputs and outcomes below. These must be clearly linked to the issues identified in section 2.

Where additional resource will be required to monitor and evaluate the project effectively, you may wish to include proportionate costs in your proposal.

Please note funded proposals will be expected to keep in touch regularly on progress, and will be asked to complete an 'Impact Summary' six months after the project, for which MHCLG will provide a template. An example of an Impact Summary for reference can be found at Annex E.

Strong proposals will:

- Provide **clear quantifiable target outputs**, with a plan in place to **monitor and evaluate the project activities against these**.
- Include an outline theory of change, or logic model that sets out clearly how evaluation plans work in the local context.
- Have **strategic outcomes** linked to the issues that are identified in section 2 above and explain how these will be measured. Examples include ESOL or employability skills sessions delivered relating to rates / quality of employment or information leaflets delivered leading to reduced fly-tipping.
- Make clear who is responsible for **evaluation** (i.e. internal analytical unit within the local authority, internal independent staff and/or working with an external independent evaluator)
- Where possible – for example, if a scheme is targeted to a specific locality – measure the impact by comparing outcomes with similar locations where an intervention is not being put in place (eg. comparing new and existing ESOL provision). This may require specialist advice from evaluation experts.
- Consider how to help local partners learn from the intervention by sharing good practice.

*If you are bidding for funds for the **extension** of an existing project you can use evidence from interventions to date.*

Sheffield City Council's vision is for housing to be at the heart of high quality, safe and distinctive places to live, enabling Sheffield's communities to thrive and be successful. This project will demonstrate the impact of different types of migration in different areas of Sheffield upon the private rented sector. It will identify related issues and suggest how these can be addressed.

- Improve our knowledge concerning migrants residing in private rented accommodation in Sheffield and share this with partners
- Improve private rented property conditions in the city
- Improve management standards in the target areas to benefit both tenants and the wider community
- Reduce crime and fraud linked to private rental accommodation in Sheffield through better intelligence and partnership working in the target areas

This proposal would support the LAC Selective Licensing scheme in carrying out property inspections promptly upon receipt of licence applications. The extra staff supporting the

scheme would enable the PHS team to ensure that:

- **40% of properties inspected by April 2020 are compliant with the conditions of the scheme.**

Referencing figures from Page Hall's Selective Licensing scheme (£1,000,000 investment across 350 properties over almost 5 years):

- **a £500,000 target of property investment for LAC properties by April 2020.**

Using the baseline of referrals generated by the targeted inspection work ahead of the LAC Selective Licensing proposal, we expect officers to produce:

- **350 high quality, appropriate and timely referrals by April 2020.**

The Property Management Officer would allow us to implement IMOs/EDMOs in the LAC area, and we anticipate:

- **10 such orders would be in place by April 2020.**

As part of this proposed approach we will survey local to ascertain if they feel any improvement in the issues they raised previously through the consultation process, and described in Section 4 above:

- **Survey distributed to LAC area residents in November 2019, and results collated in to report by April 2020**

The central output of the work in the East of the city which this proposal describes is the production of a report regarding issues within the private rented sector in the East, focussing on links to recent migration, informed by reliable and recent evidence gathered by the staff this bid would fund. This would allow for targeted, efficient and appropriate strategies to be devised tackling the problems identified.

- **Options appraisal paper produced by April 2020**

This proposal will allow for the completion of a full demographic profile of tenants in the LAC Selective Licensing area and in properties inspected in the East, so as to better understand the number and type of migrants residing in private rented accommodation in the area:

- **Demographic profile of tenants of private rented accommodation produced**

Sheffield City Council has well-established networks for the sharing of learning and good practice, and this is 'business as usual' for officers within the Private Housing Standards team:

- **Data and information gained will be shared with Sheffield City Council's established networks for the sharing of learning and good practice**

Monitoring

The LAC project will be monitored by officers within the Private Housing Standards team. We will produce quarterly project highlight reports measuring properties inspected, hazards identified, hazards made safe, referrals made, and to which bodies. These reports will be published on the Council's website to allow for public scrutiny. There will also be oversight from the Council's Safer and Stronger Communities Scrutiny and Policy Development Committee, who will be regularly monitoring the impact of the Selective Licensing scheme and the added value that this proposal will bring, and will assess the outputs recorded within the highlight reports.

Evaluation of the East Patch part of this proposal would be undertaken by the Regulatory & Monitoring Officer within the PHS team working in the area, and this evaluation would form part of the options paper described above.

This project will also report to the SCID Advisory Group, which is a board created to oversee

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our existing CMF-funded project. This board includes local Councillors, senior officers and partners, including Sheffield Roma Network. The Advisory Group reports to The Cohesion, Integration and Migration Strategic Group, chaired by John Mothersole, our Chief Executive. The strength of using these meetings is the membership, as LA executive directors, strategic leads on Statutory services (health, police, community services, 0-25 education and housing) and the community and faith sector all attend and work together at the strategic level. The strategic group will own this CMF project and receive quarterly updates

This checklist will help you ensure your proposal meets the Fund’s criteria.

You should indicate all that apply and submit this with your application form.

Your proposal should:

aim to mitigate local service pressures linked to recent migration experienced in the past 10 years.	y
be led by an English local authority (but can be in partnership with other English local authorities, public bodies or the voluntary and community sector)	y
demonstrate benefits to the wider local community.	y
have a clear success narrative and measures.	y
seek reasonable funding, which is proportionate to the scale of the issue and overall size of the remaining Fund.	y
be based on local evidence.	y
include plans for proposed governance arrangements.	y
explain how the information to complete the Impact Summary will be gathered.	y
have, or will be able to obtain, approval of your Section 151 officer if the project is successful.	y
have demonstrated assurance from the local Immigration Compliance and Enforcement team, if a proposal involves their resource, that they are able to commit the resources requested in the joint MHCLG & Home Office proposal.	y

Your proposal must not:

knowingly directly benefit illegal migrants (but where you incur unavoidable costs we may consider bids).	n
duplicate mainstream funding, or funding received through other sources.	n
fund any local authority provision or services that are already being provided.	n
include overheads that are calculated as a flat rate percentage. Actual overheads can be included provided they are clearly evidenced/justified and are proportionate to the size, scale and duration of the proposal.	n

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include management costs/fees that are calculated as a percentage of existing senior management time. Proposals can include costs for additional project support manager that are proportionate to the size, scale and duration of the proposal.	n
fund Police or Fire and Rescue Service staff time	n
fund special activity under the premium service model provided by Home Office under Immigration and Compliance Enforcement i.e. cannot fund Home Office officer time or an embedded immigration officer (this can be funded by the Local Authority).	n
fund legal fees which could be used to challenge Home Office immigration decisions.	n
fund voluntary returns for UK nationals i.e. providing assistance to UK nationals returning to the UK from abroad.	n
fund translation or interpretation costs where ESOL provision would be more appropriate. However, we will consider programmes looking to use migrant advisors or signposting in multiple languages to ease pressures on services e.g. where the objective is to reduce pressures on Accident and Emergency units.	n
fund programmes that ‘promote recycling’ although activities to tackle fly-tipping, waste management and eyesore gardens will be considered.	n
fund the start-up costs for selective licensing schemes as these should be self – funding, however consideration will be given to housing projects within a selective licensing area provided the additional benefits are clear.	n
fund the topping up of Housing Benefit where rents exceed Local Housing Allowance levels.	n
fund directly paying wages of migrant rough sleepers on a work placement scheme although other costs and incentives related to work placement schemes will be considered.	n

If you are still unclear about the criteria checklist please contact:
migrationfund@communities.gsi.gov.uk