



Executive Director/Director Non-Key Executive Decision Report

Author/Lead Officer of Report: *Luke Wilson,
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Report to: *Lisa Firth, Director Culture*

Date of Decision: *5th May 2020*

Subject: *Hillsborough Bike Park - Sport England / British
Cycling Places 2 Ride Funding*

Which Cabinet Member Portfolio does this relate to? *Culture, Environment & Leisure*

Which Scrutiny and Policy Development Committee does this relate to? *(Insert name of
Committee)*

Has an Equality Impact Assessment (EIA) been undertaken? Yes No

If YES, what EIA reference number has it been given? *EIA 575*

Does the report contain confidential or exempt information? Yes No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

*“The (**report/appendix**) is not for publication because it contains exempt information under Paragraph (**insert relevant paragraph number**) of Schedule 12A of the Local Government Act 1972 (as amended).”*

Purpose of Report:

This report seeks permission for the Council to agree to the acceptance of £150,000 of funding from Sport England (British Cycling’s Places to Ride fund). The funding is a designated contribution towards the Hillsborough Park All Wheeled Bike park project which SCC’s Parks & Countryside Service have been developing with the charity Access Sport. The funding is a capital contribution towards the project, and will be matched with funds from Access Sport and SCC in order to be in a position to finalise and procure the delivery of the scheme over the coming months.

Sport England have also indicated that the £150k grant could be increased should costs increase upon the competitive tendering of the project later in the year.

Recommendations:

1. To accept £150,000 grant funding from Sport England as set out and detailed in this report.
2. To delegate authority where no such authority exists to the Head of Service, in consultation with the Director of Legal and Governance and the Director of Finance and Commercial Services, to enter into a grant funding agreement with Sport England, and thereafter to take such steps to achieve the outcomes set out in this report.

Background Papers:

- [Sport England Award Letter](#)
- [Design & Technical Action Plan](#)
- [External Funding - Financial Implications](#)

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>Peter Carr</i>
	Legal: <i>Henry Watmough-Cownie</i>
	Equalities: <i>Annemarie Johnston</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	Lead Officer Name: <i>Luke Wilson</i>
	Job Title: <i>Project Officer</i>
	Date: <i>28/4/20</i>

1. PROPOSAL

- 1.1 *SCC Parks & Countryside Service has been offered £150,000 contribution from Sport England (British Cycling's Places to Ride fund) as a contribution towards the Hillsborough Park All Wheeled Bike park project.*
- 1.2 *It is proposed that SCC agree to the acceptance of £150,000 of funding from Sport England.*
- 1.3 *The funding will contribute towards the funding already secured for the Hillsborough Bike Park project and help achieve the funding necessary to progress the capital project.*

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 **SCC Corporate Plan** - *The delivery of improvements to green space will help Sheffield City Council achieve the Corporate Plan Outcomes:*

- **Thriving Neighbourhoods and communities**

For people to have a good quality of life and feel proud of where they live, with access to great schools and local amenities

- **Better health and wellbeing**

Promoting good health and enabling all to make healthier lifestyle choices

Green and Open Space Strategy – *the project support the GOSS actions of:*

- **PP H3** *Identify and improve informal recreation and play spaces to ensure good quality opportunities are available in all areas and in particular for communities where health indicators identify a priority.*

PP F1 *Provide high quality play opportunities across all age groups - toddlers, juniors, teenagers and adults.*

Sheffield Joint Health & Wellbeing Strategy 13/17 - *the project contributes towards the outcomes:*

- **OUTCOME 1** *Sheffield is a healthy and successful city*
- **OUTCOME 2** *Health and wellbeing is improving*
- **OUTCOME 3** *Health inequalities are reducing*
- **OUTCOME 5** *The health and wellbeing system is innovative, affordable and provides good value for money*

SCC Public Health Strategy April 2017/March 2019 – *the project will which the project will contribute towards the 4 objectives of the strategy which focuses attention on health inequalities, health in all policies, health protection and healthy lifestyles.*

Move More and Outdoor City agendas – *providing an opportunity for people to take part in physical activity through creating and activating a quality attraction which drives participation.*

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 *Stakeholder and community consultation confirms very strong support for the proposal - over 800 people have responded to the online survey with 92% in favour.*

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 *The project will be open and accessible to all - and the community outreach programme will reach at least 1,000 people through local schools, pupil referral units and special schools to engage the most inactive, at-risk and underrepresented people*

- 4.1.2 *Overall the project should have a positive impact, particularly on specific users groups - young people, women, disabled and BAME - supporting these groups to take part in physical activity on the proposed new facility and through the associated programme of activity. The project aims to create a thriving community sports clubs led by inspirational, local volunteers which will provide life-changing opportunities for young people whilst creating a positive and permanent resource for the community. The facility will be open and accessible to all and supported by a programme of targeted activities for under-represented groups, providing the opportunity for a range of users from the local community to come together for leisure, recreation and socialising - helping build cohesion in the local community.*

4.2 Financial and Commercial Implications

- 4.2.1 The key features (not exclusive) of the grant award letter dated 17th April 2020 are summarised as follows:

- Sport England has agreed to award Sheffield City Council (SCC) a grant of £150,000 towards a total project cost of £295,883, for the period 26th March 2020 to 31st March 2021, for the development of Hillsborough Park All Wheeled Bike Park.
- The award is capital funding and must be used only towards financing the total project cost of the facilities improvements.
- Sport England will retain 5% of the Capital Funding (2.5% until practical completion and 2.5% until final sign off). The 5% Retention needs to be claimed by 31/12/2021.
- Works must be started within three months of the award offer letter date and completed within 12 months of this date.
- The award is subject to Places to Ride programme standard terms & conditions (T&Cs).
- Specific project conditions outlined in the award letter also include:
 - Within one month of the award offer letter, SCC needs to complete and return the Acceptance Form, bank details (BACS) form and Project Contacts Form.
 - Before the project commences, SCC needs to provide or confirm:

- The Tender Report Form (and evidence).
- Contractor Statement Forms (Construction conditions).
- Security of tenure and planning permission.
- Partnership funding.
- The design and technical assurance items identified in the Design and Technical Action Plan.
- The ongoing maintenance responsibility, operation and renewal of the facility.
- Clarify costs and ownership of equipment.
- Before the project opens, key performance indicators (KPIs) and measurement for the project need to be agreed. This will include targets to measure the impact of the investment.
- Payments are based on claims (with evidence of expenditure) and the final grant payment will require a practical Completion Certificate or equivalent documentary evidence of works carried out.
- SCC must obtain Sport England’s written permission before making any changes to the Project.
- All records, including financial records relating to the project are accurate and up to date. The records are retained for seven years after the project has finished and copies provided on request.
- Sport England may suspend and/or demand repayment of all or part of the grant and/or cancel any unpaid part of the grant in any of the circumstances outlined in section 5.2 and section 8 of the standard T&Cs.
- Nothing in this award is intended to create a VAT taxable supply.
- Records are maintained, effective monitoring and financial management systems to control expenditure are operating to ensure that the costs of achieving the objectives, activities and milestones can be clearly identified.
- The Project Manager will need to read, understand and comply with all of the grant terms and conditions and the [Code of Conduct for Grant Recipients](#).

Procurement

- All public sector procurement is governed by and must be compliant with both European Legislation (until further notice) and UK National Law. In addition, all procurement undertaken by SCC must comply with its own Procurement Policy, and Contract Standing Orders’ (CSOs).
- CSO requirements will apply in full to the procurement of services, goods or works utilising the grant. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase or acquire services, goods or works must be undertaken by way of transparent and fair competitive process.

4.3 **Legal Implications**

4.3.1 There is no specific power that enables the Council to implement this particular project / work in the City. Under the General Power of Competence within the Localism Act 2011, the Council are permitted to do anything that individuals of full legal capacity may do giving the Council the power to take reasonable action it needs ‘for the benefit of the authority, its area or persons resident or present in its area. This would include entering into a Grant Agreement for the provision of this grant funding and accordingly incurring expenditure on the project deliverables.

The terms of the award letter have been reviewed by the author of the report, who highlights key points. Of note is the requirement of match funding to be provided by SCC, time limits regarding project completion and an ongoing maintenance requirement. Although no grant agreement has been provided, SCC has entered into numerous grant funding agreements with Sport England.

4.4 Other Implications

- 4.4.1 *The Parks and Countryside Service are responsible for Hillsborough Park. Works will help improve overall quality of the park and its facilities, all works will be overseen by the Parks and Countryside acting as Client.*

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 *The only other option is to decline the award agreement and funding from Sports England. This would mean that the bike park would not be able to be delivered as designed, as the project would have insufficient funding to deliver a viable scheme and would not deliver any benefits to the local community.*

6. REASONS FOR RECOMMENDATIONS

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

- 6.1 *The recommendations have been made to comply with conditions set out by Sport England to access their British Cycling - Places to Ride funding which will enable the delivery of the Hillsborough Park - All Wheeled Bike Park facility and ultimately, benefit the Citizens of Sheffield by improving the overall quality of a City Park.*