

Cabinet

Wednesday 8 May 2013 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	Chair/Leader of the Council
Councillor Isobel Bowler	Culture, Sport & Leisure
Councillor Leigh Bramall	Business, Skills & Development
Councillor Jackie Drayton	Children, Young People & Families
Councillor Harry Harpham	Deputy Leader/Homes & Neighbourhoods
Councillor Mazher Iqbal	Communities & Inclusion
Councillor Mary Lea	Health, Care & Independent Living
Councillor Bryan Lodge	Finance & Resources
Councillor Jack Scott	Environment, Recycling & Streetscene

PUBLIC ACCESS TO THE MEETING

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

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552. 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. Please see the website or contact Democratic Services for further information.

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
8 MAY 2013**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**

Note: (a) Appendix G to the report of the Executive Director, Place, on the Future Use of Wisewood Secondary School for Housing and new Play Area (item 13) is not available to the public and press because it contains 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

(b) The appendix to the report of the Executive Director, Place on the Endcliffe Park Café- Proposed Lease Renewal (item 14) is not available to the public and press because it contains 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.
- 4. Declarations of Interest**

Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting**

To approve the minutes of the meeting of the Cabinet held on 10 April 2013.
- 6. Public Questions and Petitions**

To receive any questions or petitions from members of the public
- 7. Items Called-In For Scrutiny**

(a) The Director of Legal and Governance will inform the Cabinet of any items called in for scrutiny since the last meeting of the Cabinet.

(b) Report on the Called-in decisions on Rural Broadband and the Modernisation of the Cabinet Highways Committee

Report of the Scrutiny Policy Officer
- 8. Retirement of Staff**

Report of the Executive Director, Resources
- 9. Members Allowances 2013/14**

Report of the Executive Director, Resources.

- 10. Arbourthorne Fields Redevelopment Scheme**
Report of the Executive Director, Place.
- 11. Sheffield's Public Health Budget Allocation for 2013-14**
Report of the Director of Public Health
- 12. Revenue Budget and Capital Programme Monitoring 2012/13 (Month 11)**
Report of the Executive Director, Resources.
- 13. Future Use of Wisewood Secondary School and Spider Park**
Report of the Executive Director, Place.
- 14. Endcliffe Park Cafe - Proposed Lease Renewal**
Report of the Executive Director, Place.

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

New standards arrangements were introduced by the Localism Act 2011. The new regime made changes to the way that members' interests are registered and declared.

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.

Under the Council's Code of Conduct, members must act in accordance with the Seven Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership), including the principle of honesty, which says that 'holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest'.

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.

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, and has been published on the Council's website as a downloadable document at [-http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests](http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests)

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

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

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

Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk

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Cabinet

Meeting held 10 April 2013

PRESENT: Councillors Julie Dore (Chair), Isobel Bowler, Leigh Bramall, Harry Harpham (Deputy Chair), Mazher Iqbal, Mary Lea and Bryan Lodge

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Jackie Drayton and Jack Scott.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting held on 20 March 2013 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Public Questions

Public Question on Corporate Buildings Statutory Servicing and Repairs Contract and Construction and Building Services Re-Tender for Social Housing Repairs and Maintenance

Mr Nigel Slack referred to the reports on the agenda for the meeting regarding the Corporate Buildings Statutory Servicing and Repairs Contract and Construction and Building Services Re-Tender for Social Housing Repairs and Maintenance. In respect of the Corporate Buildings Statutory Servicing and Repairs Contract report, he commented that the report contained acronyms throughout which often was difficult to understand for a lay member of the public. He therefore asked if reports such as these could contain a glossary to explain what the acronyms stood for?

In relation to the transparency of the contract, Mr Slack asked if the Cabinet would undertake to ensure that any censoring of 'business case' documents was more rigorously examined, before publication, than may previously have been the case? Also in respect of transparency, Mr Slack commented that this would be a

tremendous opportunity to push the boundaries of the transparency regime in this City. If the political will was there, it could be introduced into this contract requirements concerning levels of disclosure of monies spent with sub-contractors, identification of sub-contractors, and others, as there was a notable lack of transparency in this area.

Mr Slack further stated that in particular and crucially, we could as a city, become the first to require an Outsourcing company to 'contract in' to the Freedom of Information Act. Requirements, that all public bodies providing public services are already bound by. He therefore asked would the Cabinet take this under consideration and report back 'fully' and publicly at the next stage of the contract procurement process?

Mr Slack concluded by asking whether there was an opportunity for an in-house bid for this contract, (by that he did not mean Kier as the current contractor) and if so who would prepare that bid? Mr Slack also commented that the same questions applied to the Construction and Building Services Re-Tender for Social Housing Repairs and Maintenance report on the agenda for the meeting.

In response the Chair, Councillor Julie Dore acknowledged that the report contained a number of acronyms. The Council had a policy not to use acronyms where possible and, if they had to be used they should be written out in full the first time to explain what the acronym stood for. In relation to the redaction of information from reports, Cabinet had to assume that these were rigorously examined to ensure that only the information that was necessary to be redacted for legal or other reasons was redacted. If a member of the public or organisation identified a particular instance where they believed redaction of information had been undertaken incorrectly and had not been necessary they should bring this to the attention of the Council who would provide a written response.

Regarding the Council requiring an outsourcing company to sign up to the Freedom of Information Act, Councillor Dore commented that this would need a legal response as she was not clear whether this would be legally possible. It may be more appropriate to refer this question to the relevant Government department to ask them to look into.

Councillor Bryan Lodge, Cabinet Member for Finance and Resources added that with the limited resources the Council currently had, the capacity and knowledge to tender for contracts had gone. Individual cases could be looked at. He would provide a formal response and combine this with the response he had stated he would provide to Mr Slack's questions at the meeting of Full Council on 3 April 2013.

Public Question on Social Housing Repairs and Maintenance

Mick Watts, a member of the Hanover Tenants and Residents Association, commented that his question referred to two reports on the agenda for the meeting, the Revenue Budget and Capital Programme Monitoring (Month 10) and, in particular, the report in respect of the Construction and Building Services Re-Tender for Social Housing Repairs and Maintenance. He stated that the Capital

Programme funds in respect of the Housing Revenue Account appeared to show a large underspend. There was no justification not to use the funds as interest rates were not likely to go down and many tenants urgently needed repairs undertaken. He was aware that slippage between financial years was a regular occurrence. Any maintenance contract, whether in house or outsourced, needed to gain a full appreciation of the building stock in the City or they would not be able to deliver the contract. In conclusion, Mr Watts questioned the level of consultation with tenants on the detail of the contract and asked if more consultation should have been undertaken.

In response Councillor Harry Harpham, Cabinet Member for Homes and Neighbourhoods, commented that investment in social housing was done through the Housing Revenue Account. It was a Council priority to invest in housing stock. Tenants' views had been taken into consideration. A boiler replacement scheme was planned across the City which would be undertaken over the next 4-5 years. Borrowing up to the limit was always an option if it became necessary and was what tenants wanted. This would be a discussion to be had with tenants about what was best for them and the City as a whole bearing in mind the money would need to be paid back.

As regards consultation, Councillor Harpham reported that the contract had been discussed at the City-wide Forum on at least one occasion and the report had been available on the Council website for over a week.

Councillor Julie Dore further commented that external organisations often had whole departments who worked on tenders for contracts which was something that the Council could not provide.

Public Question on Impact on Jobs of Social Housing Repairs and Maintenance Contract

Robert Morris, Acting Regional Secretary for the Union of Construction, Allied Trades and Technicians (UCATT), commented that his members were deeply concerned about redundancies referred to in paragraphs 9.4-9.5 of the Construction and Building Services Re-tender for Social Housing Repairs and Maintenance Contract report which they believed would impact on a third of the workforce and asked if any reassurances could be given to the workforce.

Councillor Harry Harpham responded that, unfortunately, he could not give any guarantees regarding jobs in the current financial climate. If the new contract resulted in the need to make redundancies this would be discussed with the unions he stated that people would be treated with the dignity, care and respect that they deserved. In response to a further request from Mr Morris, Councillor Harpham agreed to meet with him to discuss the situation.

Councillor Julie Dore added that it was important to have good industrial relations and that Members were always open to discussion. The Council had an Employment and Skills Task Force and the Trade Unions originally had a representative on this taskforce.

Public Question on In-House or Outsourcing Services

Jeff Coombs, UCATT Convenor, asked why it was the Council's intention to bring some services back in-house, such as housing repairs, and not others such as lift repairs?

Councillor Harry Harpham commented that he believed it was critical to have a housing service linked in to repairs and maintenance. Cabinet believed that there were efficiencies and better ways of working to be gained by having the contract delivered internally.

Councillor Bryan Lodge added that contracts were delivered for that purpose at the time. There were other areas which Cabinet had to take out and procure to get the best value for money. Some elements were not competitive in the face of current market tenders. The current decision on best value for money was to take housing repairs away from the Housing Revenue Account. In the longer term, the Council may be in a position to bring it back in house.

Councillor Julie Dore commented that each individual case needed to be looked at accordingly in terms of value for money and affordability as well as levels of capacity and expertise and customer service.

Public Question on Council Cuts/Responses to Public Questions

Barry Bellamy referred to a recent complaint from a member of the public in respect of Members' behaviour at the meeting of Full Council held on 3 April 2013. He asked whether the Councillors could really claim to represent the public when they had ignored the views of the public on a number of issues such as changes to bus routes, the closure of Stocksbridge Leisure Centre and the closure of Libraries. In addition he stated that the High Green Action Team were still awaiting a response to the questions he asked at the meeting of Cabinet held on 21 November 2012 and asked when this would be forthcoming? Mr Bellamy also questioned why supplementary questions were not allowed at meetings of Cabinet.

Councillor Julie Dore commented that the complaint about Members behaviour at a recent Full Council meeting was in respect of Councillors accessing the internet and reading other material. She assumed that every Councillor was taking note of what was being said. Where there were instances when this wasn't the case this needed to be pointed out. However, when a debate was taking place in the Council Chamber and Members were seen to be reading on the internet or printed material it shouldn't necessarily be assumed that they were reading something which was not relevant to the debate itself. Members could be reading documents relevant to the debate circulated before the meeting. Where this was clearly not the case, however, this would be taken up with the individuals concerned.

In relation to the library closures, Councillor Dore reported that it had not been stated that any particular library would be closed, but that the funding available puts 14 libraries at risk. The Council wanted to work with community organisations to provide other solutions to provide improved services as it was known that there

were some creative and innovative ideas in the community.

She further commented that the £50m which needed to be cut from the Council's budget was not a one off as the savings needed to be found year on year. By the end of year 4 of the cuts known of, around £240m of savings needed to be found.

Regarding the lack of opportunity for a supplementary question at the Cabinet meeting, Councillor Dore commented that the Cabinet meeting had to allow time for the business to be conducted. Cabinet in the Community meetings had allowed the opportunity for an informed discussion with Cabinet Members and these meetings would continue in the 2013/14 municipal year. She would follow up the responses to Mr Bellamy's questions at the meeting on 21 November and provide a written response.

6. ITEMS CALLED-IN FOR SCRUTINY

- 6.1 It was reported that the two items from the last meeting of Cabinet held on 20 March 2013 had been called-in, 'Rural Broadband' and 'Modernisation of Planning and Highways Committees'. They would be considered at a special meeting of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee to be held on 23 April 2013.

7. RETIREMENT OF STAFF

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

RESOLVED: That this Cabinet :-

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Chief Executive's</u>		
John Challenger	Principal Secretary Committee	39
Derek West	Principal Research Officer	33
<u>Children, Young People and Families</u>		
Margaret Askham	Learning Support Teacher	22
Nicholas Duggan	Assistant Director	35
Gail Howarth	Teacher, Junior School Greenlands	40

Carol Leggitt	Teaching Assistant, Seven Hills School	26
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Julie Petty	Headteacher, Carfield Primary School	35
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Communities

Joyce Barraclough	Library and Information Assistant	30
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Ros Grice	Library and Information Assistant	25
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Jean Morton	Information Service Officer	32
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Angela Rowlands	Strategic Commissioning Manager	32
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Place

Mark Colton	Project Manager, Parks and Countryside	32
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Michael Derrick	Assistant Commercial Manager (Contracts)	35
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Michael Fisher	Gardener	37
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Keith Flint	Gardener	35
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Terence Fox	Environmental Services Officer	32
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Elizabeth Ginty	Personal Assistant to the Director of Sustainable Development	39
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Steven Goodyear	Gardener	40
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Stuart Haley	Environmental Services Officer	29
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Paul Jessop	Principal Planning Officer	46
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Christopher Megson	Area Team Manager (Enforcement)	21
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David Pickering	Nursery Operative	41
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Richard Poynton	Head of Business Services	43
Mark Towers	Commercial Services Assistant	38
Paul Whitham	Stores Delivery Driver	39
Avril Wragg	Ranger	28
Christopher Wright	Commercial Services Officer	34
John Wright	Road Safety Data Analyst	27

Resources

(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. THE FUTURE OF STOCKSBRIDGE LEISURE CENTRE

8.1 The Executive Director, Place submitted a report seeking a decision on the funding of the centre and on possible next steps.

8.2 **RESOLVED:** That Cabinet:-

(a) withdraws the £400,000 annual subsidy from Stocksbridge Leisure Centre and serves notice to terminate the Charity Lease;

(b) directs that officers continue to work closely with all interested parties in seeking an affordable and sustainable solution for a new build pool in Stocksbridge and continue to work with user groups at Stocksbridge Leisure Centre to identify possible alternative venues in the area in advance of potential closure or mothballing of the venue;

(c) directs that officers urgently consider the outline business plan submitted by 4SLC in accordance with the authority delegated in accordance with recommendation (f) and to invite Stocksbridge Town Council and other interested parties to indicate by no later than 19 April 2013 whether they wished to become the sole trustee of the Oxley Park Charity effective from 1 May 2013 (or the earliest feasible date thereafter) and if so:-

(i) demonstrating a viable business case for the City Council to

offer Stocksbridge Town Council or another interested party non-recurring revenue funding for Stocksbridge Leisure Centre in 2013/14 up to a maximum of £125,000 in order to fund EITHER the necessary security and safety arrangements required to mothball Stocksbridge Leisure Centre from 1 May 2013, through to a date no later than 31 August 2013, and to allow further time for Stocksbridge Town Council or another interested party to develop a viable business plan to operate the leisure centre from 1 September 2013 OR as a contribution to the costs of operating Stocksbridge Leisure Centre (in whole or part) from 1 May 2013 based upon the implementation of a viable business plan approved by the City Council prior to that date; and

- (d) resolves that Cabinet, on behalf of the City Council acting in its capacity as Trustee of the Oxley Park Charity resolve, in the event that Stocksbridge Town Council or another interested party communicates a desire to become a sole trustee of the Oxley Park Charity and complies with resolution (c) and (c) (i), to appoint Stocksbridge Town Council or another interested party as a trustee of the Charity and for the Council to resign as trustee of the Charity.

- (e) resolves that, in the event that Stocksbridge Town Council or any other interested party either states that it does not wish to become the sole trustee of the Oxley Park Charity or does not provide a viable business case in accordance with resolution (c) and (c) (i) :-
 - (i) to, in the event that Cabinet on behalf of the City Council acting in its capacity as Trustee of the Oxley Park Charity resolves to close Stocksbridge Leisure Centre and requests that the City Council demolish the buildings and restore the site, arrange and fund the demolition and the reinstatement of the site to parkland; and
 - (ii) to request Sheffield City Trust to conclude the necessary staff redundancy programme at the earliest opportunity with the City Council funding the redundancy payments for the relevant staff.

- (f) delegates to the Executive Director, Place in consultation with the Director of Legal Services, Director of Finance and the Director of Property and Facilities Management and the relevant Cabinet Member the authority to:-
 - (i) determine whether any proposal put forward by Stocksbridge Town Council or another interested party demonstrates a sufficient case to justify the City Council providing revenue funding to Stocksbridge Town Council or another interested party for the purpose specified in resolution (c) or (c) (i); and
 - (ii) enter into any necessary arrangements and documents to put into effect the outcomes in relation to the resolutions above.

8.3 Reasons for Decision

- 8.3.1 The Government has cut Sheffield City Council funding over the last 2 years as part of its deficit reduction programme. At the same time, the City Council has had to deal with rising costs and increased demand for its services.
- 8.3.2 The combined impact of these changes has been significant and the Council has already had to find £130m of savings to balance the books.
- 8.3.3 The Council has managed to find these savings without high profile and widespread service closures partly because it has cut back hard on administrative costs like ICT and training, reduced senior management costs, made savings on accommodation and invested in preventative work that reduces demand for more expensive services.
- 8.3.4 The Government announced before Christmas that public spending cuts would continue till 2018 and that Sheffield City Council funding would continue to be cut for 2 years (at least).
- 8.3.5 In 2013/14, Sheffield City Council needs to find £50 million of savings to balance the books, and the savings required to balance the budget in 2014/15 will probably be at least the same again.
- 8.3.6 The continued squeeze on budgets means that the City Council has to make some very difficult choices. The City Council priorities will focus on supporting those people who are most vulnerable; safeguarding children, adult social care and measures to support young people into employment. It is inevitable therefore that cuts to the City's sports facilities have a part to play in the Council's budget setting.
- 8.3.7 The City Council's analysis of facilities concluded that Stocksbridge Leisure Centre is a large and expensive district facility with relatively low visit levels. To achieve a similar level of saving from alternative facility closures would impact on far greater numbers of people. For example, the closure of similar sized/cost venues such as Concord Sports Centre and Hillsborough Leisure Centre would impact on 400,000 visits and 650,000 visits (respectively), as opposed to the 142,000 visits at Stocksbridge Leisure Centre.
- 8.3.8 The Citywide facility assessment has been endorsed by the independent consultants' report which did *'not find anything which would challenge the City Council (facility) assessment'* and which recognised the City Council assessment was based on making decisions *'which has (sic) the least adverse impact on the least number of residents'*. The report said that the way forward is for a new low cost pool to be built in Stocksbridge given that *'the closure would still leave demands for a local replacement'*. Whilst the report concluded it *'will be very difficult, if not impossible, to operate the current Stocksbridge Leisure Centre on a community basis'* it

suggested that *'it seems prudent to first explore whether there are viable proposals and/or solutions emerging from the community'*. It therefore said that it *'may require a period of mothballing (of the existing centre) prior to a potential re-opening to allow a new management solution and business plan to be developed'*. The consultants also concluded that *'much of the dry side demand can be met from within alternative existing facilities'*.

8.3.9 It should be noted that during the consultation period to date, no alternative sources of revenue funding have been identified or forthcoming.

8.3.1
0 The recommendations set out in this report reflect the conclusions of the consultants' report and note the views of 4SLC which said (in a report to SCC and the consultants dated 26 February 2013) that *'we recognise that there is a budget deficit on Stocksbridge Leisure Centre that is unsustainable'* and that *'the ideal longer term solution may be to (sic) a new build and more financially sustainable facility in Stocksbridge'*. The February report by 4SLC also called for Stocksbridge Leisure Centre to be operated on a *'reduced cost basis for a short-term period'* to allow time to *'generate a full business plan'*.

8.3.1
1 The 4SLC report dated 25 March called for the continued operation of the entire centre whilst *'an alternative business structure'* is developed. It also indicated that in 2015 work should start on planning for a *'replacement sports and leisure centre in Stocksbridge.'*

8.4 **Alternatives Considered and Rejected**

8.4.1 The Council has assessed all facilities in terms of potential savings and the impact of any closures across the City. The conclusions of the Citywide analysis match those of the consultants i.e. that alternative facility closures (to Stocksbridge Leisure Centre), to achieve a similar level of saving would impact on a far greater number of people and therefore have greater impact on sports participation and health.

8.4.2 In addition, the independent consultants' report examined all options for alternative provision of facilities within the town. It concluded that a new build, (small) lower cost pool would be the best way forward. It also recognised that mothballing or temporary operation of the existing centre for a limited period to allow further time for development of a business may be an option.

8.4.3 4SLC has also reviewed options. It concluded in its report (February 2016) that the budget deficit for the City Council is *'unsustainable'* and that the *'ideal longer term solution may to be (sic) a new build and more*

financially sustainable facility in Stocksbridge'. 4SLC also called for Stocksbridge Leisure Centre to be operated on a *'reduced cost basis for a short-term period'* to allow time to *'generate a full business plan'*. The 4SLC report (dated March 25) offered an *'outline business case'* which concluded that Stocksbridge Leisure Centre should remain open and could be operated at a considerably reduced cost. It proposes that Sheffield International Venues remains as the operator, with community management taking over within 2 years.

8.4.4 The report acknowledged that it was a *'first step in producing a viable business plan'* and *'did not set out to be a fully detailed and extensively researched document'*. Sheffield City Council has agreed to meet 4SLC at the earliest opportunity to discuss the plan as part of the on-going consultation process.

8.4.5 It should be noted that the consultation period has so far not identified any alternative revenue funding to support Stocksbridge Leisure Centre. The City Council suggested to the Town Council at the 11 March meeting that they may have to be part of any future solution to Stocksbridge Leisure Centre. To date there has been no offer of potential financial support to the Council.

8.5 Any Interest Declared or Dispensation Granted

None

8.6 Reason for Exemption if Public/Press Excluded During Consideration

None

8.7 Respective Director Responsible for Implementation

Simon Green, Executive Director, Place

8.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Economic and Environmental Wellbeing

9. STOCKSBRIDGE LEISURE CENTRE (OXLEY PARK TRUST)

9.1 The Executive Director, Place, submitted a report recommending that, if no viable business plan is forthcoming, Cabinet, on behalf of the City Council acting in its capacity as trustee of the Oxley Park Charity close Stocksbridge Leisure Centre because the Charity has insufficient funds itself to operate the facility.

9.2 **RESOLVED:** That Cabinet, on behalf of the City Council acting in its capacity as Trustee of the Oxley Park Charity:-

- (a) closes Stocksbridge Leisure Centre from 30 April 2013, unless a viable business plan for the continued running of the Leisure Centre, is forthcoming from the Stocksbridge Town Council or another organisation, prior to that date, that has been approved by the City Council;
- (b) formally requests that the City Council, in the event that no approved business plan is produced and no funding is made available to the Charity for the security of the buildings following the closure of the Leisure Centre, to fund and arrange for the demolition of the buildings and the restoration of the site as park land;
- (c) resolves that, if a viable business plan is put forward and approved by the City Council to appoint Stocksbridge Town Council or another organisation (subject to them being properly constituted and suitable to act in that capacity) as a trustee of the Charity and for the City Council to resign as a trustee of the Charity;
- (d) requests that, if the Leisure Centre buildings are demolished and the site restored to park land, a report from a qualified surveyor (who may be employed by the City Council) on the future use/disposal of the land in such a way as to maximise the charitable objectives of the Trust and taking into account the views of the community; and
- (e) in the event that the disposal of all or part of the land is proposed by such a report, instructs Legal Services to enter into negotiations with the Charity Commission to obtain a "Scheme" to authorise the disposal and requests that a qualified Surveyor (who may be employed by the City Council) advises upon the best method of disposal and prepares a valuation report for the land that complies.

9.3 Reasons for Decision

- 9.3.1 Oxley Park Charity cannot afford the operation or upkeep of the building without financial support. The recommendation is therefore to close the centre and in order to minimise the health and safety risk from the vacant building and for it to be demolished unless a viable alternative can be proposed.

9.4 Alternatives Considered and Rejected

- 9.4.1 Stocksbridge Town Council and other organisations had been given the opportunity to produce a viable business plan for the continued running of the Leisure Centre, which the City Council had resolved to give due consideration to.

9.5 Any Interest Declared or Dispensation Granted

None

9.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

9.7 **Respective Director Responsible for Implementation**

Simon Green, Executive Director, Place

1.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Economic and Environmental Wellbeing

10. THE FUTURE USE OF THE DON VALLEY STADIUM AND RE-OPENING OF THE WOODBOURN ATHLETICS STADIUM

10.1 The Executive Director, Place submitted a report seeking a Cabinet decision on accepting the closure of the Don Valley Stadium and to declare the site surplus to service requirements. It also sought approval to re-open a refurbished Woodbourn Athletics Stadium as the new home for City athletics.

10.2 **RESOLVED:** That Cabinet:-

- (a) notes and accepts the Sheffield City Trust proposal to close Don Valley Stadium from 30 September 2013;
- (b) approves the demolition of Don Valley Stadium following its closure and to declare the site surplus to service requirements, enabling alternative options for the site to be fully considered;
- (c) delegates to the Executive Director, Place, in consultation with the Director of Legal Services and Director of Finance (and where they relate to property arrangements in consultation with the Director of Capital and Major Projects) the authority to agree such amendments to or consents under the legal arrangements with Sheffield City Trust and Sheffield International Venues as well with the leasing banks as appropriate to achieve the closure and demolition of Don Valley Stadium;
- (d) notes the proposal to re-open a refurbished Woodbourn Athletics Stadium;
- (e) delegates to the Executive Director, Place, in consultation with the Director of Legal Services, Director of Finance and the Director of Capital and Major Projects the authority to enter into such legal arrangements as appropriate to achieve the refurbishment and re-opening of Woodbourn Athletics Stadium;

- (f) notes that a separate capital approval submission will be made for the necessary authority to undertake and procure the proposed works at Woodbourn Stadium; and
- (g) delegates to the Executive Director, Place to take further steps as he thinks appropriate to achieve the outcomes outlined in the report, including entering into arrangements with third parties.

10.3 **Reasons for Decision**

1.3.1 The City Council has to make savings of £50m in 2013/14, largely as a result of significant reductions in Government funding. The City's sports facilities have to take a share of the cuts and the closure of Don Valley Stadium was recommended by the Sheffield City Trust because of its high cost; its relatively low usage and the availability of an alternative low cost/high quality athletics facility at Woodbourn Road. The City's athletics clubs have indicated a willingness to relocate outdoor athletics to Woodbourn and the City is already working with Sport England and England Athletics (athletics' national governing body) on a joint approach to its refurbishment.

10.3.2 Work is also underway regarding the relocation of other activities from Don Valley to alternative suitable venues.

10.4 **Alternatives Considered and Rejected**

10.4.1 Both the City Council and Sheffield City Trust have considered a wide range of options to achieve the necessary budget reductions and both have concluded that this option is the one that has the least impact on sports participation and health in the City. The alternative would be the closure of several community facilities that would have far higher adverse impact.

10.4.2 Work is on-going to review future options for the stadium and/or site beyond its closure in September.

10.5 **Any Interest Declared or Dispensation Granted**

None

10.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

10.7 **Respective Director Responsible for Implementation**

Simon Green, Executive Director, Place

10.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Economic and Environmental Wellbeing

11. REDUCING LONG TERM EMPTY PROPERTIES: REPAIR AND PURCHASE SCHEME

11.1 The Executive Director, Place submitted a report requesting approval to establish a Purchase and Repair scheme whereby Sheffield City Council will purchase Long Term Empty Properties (LTEs) from owners, where the properties have been empty for an average of 2 years across the scheme. The Purchase and Repair Scheme will target properties that help the Council meet its strategic housing objectives, increasing the delivery and range of quality affordable homes, in safe, sustainable places where people want to live. The Council will refurbish the properties to the Homes and Community Agency's Design and Quality Standards and they will become permanent Council housing. They will then provide affordable rented homes for the City and help to reduce the number of LTE properties on the Council Tax register.

11.2 **RESOLVED:** That Cabinet:-

- (a) approves the establishment of a Purchase and Repair Scheme as outlined in the report, subject to funding;
- (b) approves the use of prudential borrowing against the Housing Revenue Account of £2,260,000
- (c) resolves that for the duration of the funding agreement with the HCA an affordable rent as set in accordance with the terms of the agreement constitutes a reasonable charge for the occupation of properties purchased for this scheme; and
- (d) notes that a capital approval submission for the expenditure has been submitted as part of the agreed monthly budget monitoring process to authorise and procure the necessary capital.

11.3 **Reasons for Decision**

11.3.1 The Council has identified a strategic need to deliver more affordable housing across the City, helping to meet the demand for affordable rented properties across Sheffield.

11.3.2 It will contribute towards place shaping and the regeneration of neighbourhoods, enabling the Council to improve (sometimes eyesore) properties through refurbishment. This will benefit local neighbourhoods.

11.3.3 It will bring more long term empty properties back into use and reduce the number of LTEs on the Council Tax register. This will help to maximise the NHB and AHB payable to the Council by government.

11.3. It will help reduce anti-social behaviour and the fear of crime that can be

4 associated with LTEs.

11.3. The scheme will provide the Council with increased assets by increasing its
5 housing stock.

11.3. It has the opportunity to deliver many reputational benefits for the Council
6 as the scheme will result in both reduction in LTEs and provision of affordable housing.

11.3. This scheme is an additional tool which can run alongside and compliment
7 the other options the Council have in place to help to bring LTEs back into use.

11.4 **Alternatives Considered and Rejected**

11.4. No Purchase and Repair Scheme:

1 Outputs

- No Purchase and Repair Scheme will see fewer LTEs brought back into use. Having fewer methods in which to tackle LTEs will potentially mean fewer LTEs brought back into use and that the Council is less likely to deliver its strategic housing objectives as effectively.
- No Purchase and Repair Scheme will also result in a potential resource of affordable housing in the City not being utilised.
- Loss of HCA grant funding.

Benefits

- There will be no need to use prudential borrowing to fund the scheme and no risk to the HRA.

Outline Costs

- By not having a Purchase and Repair scheme there will be the potential loss of the NHB and AHB that would be payable for the 31 properties brought back into use by this scheme. There would also be no HCA grant funding.
- However, no prudential borrowing against the HRA.

Risks

- Strategic, we fail to utilise on a resource to help us meet the increasing demand for housing of all tenures, but especially affordable, across the City.
- Empty properties continue to impact negatively on the success and sustainability of the City's neighbourhoods.
- Financial, it could have a negative impact on the NHB/AHB.
- Reputational, an increase in LTEs or lack of methods to deal with them has a detrimental impact on the quality of neighbourhoods.

11.5 **Any Interest Declared or Dispensation Granted**

None

11.6 Reason for Exemption if Public/Press Excluded During Consideration

None

11.7 Respective Director Responsible for Implementation

Simon Green, Executive Director, Place

11.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Safer and Stronger Communities

12. CORPORATE BUILDINGS STATUTORY SERVICING AND REPAIRS CONTRACT

12.1 The Executive Director, Resources submitted a report recommending that the statutory servicing and repairs contract for the corporate estate is procured in the open market to seek a contractor to deliver this service post-2014 for a duration of 2 years with an option to extend by up to 3 years.

12.2 RESOLVED: That Cabinet:-

- (a) approves the procurement of a single contractor – by way of OJEU competitive tender via restricted procedure, to deliver the services that form part of the corporate statutory and repairs contract from 1 April 2014 to 3 June 2016 with an option to extend by up to 3 years;
- (b) approves the proposed key attributes that will be contained in the propose contract, as outlined in Section 7 of the report;
- (c) resolves that the bidders need to comply with TUPE and the Code of Practice on Workforce Matters in Local Authority Service contracts. The transferee organization (primary service provider) will be responsible for the observance of the Code by the new employer;
- (d) approves that the contract provides the opportunity for third parties (for example School/Trusts/Public Sector Bodies) accessing the contract outside the “traded service” provisions) to have a “Call Off” arrangement based on a 2% Procurement Contribution Fee. If third parties would like Sheffield City Council to provide a contract management service this would be subject to further discussion via the ‘traded service’ provision and an enhanced fee to reflect the additional support required; and
- (e) grants delegated powers to the Director of Commercial Services or his nominated representative, in conjunction with the Director of Capital and Major Projects and the Head of Transport and Facilities

Management, to ensure delivery of the stated objectives, including if required varying the scope of this contract, subject to being within approved budget limits, accept tenders and award a Contract for this Project.

112.3 Reasons for Decision

12.3. The current contract for the corporate estate for repairs and maintenance expires in April 2014 and this service needs to be re-let on the open market to secure a contract in accordance with the Council's Contracts Standing Orders and the European Union Procurement Rules (which will be adhered to throughout the procurement). The tender process will be competitive and follow the principles of transparency and non-discrimination, and delivering value for money.

12.3. The Council needs to maximise value for money and deliver an excellent statutory servicing and repairs service in the context of increasing financial constraints and spending pressures, and provide flexibility for the Council for future options.

12.3. This service will ensure that Sheffield City Council meet their responsibilities regarding statutory obligations with respect to Health and Safety in and around buildings and ensure that repairs and maintenance are carried out with due attention to customer care, health and safety and 'right first time'.

12.4 Alternatives Considered and Rejected

12.4. No alternatives were considered or rejected.

12.5 Any Interest Declared or Dispensation Granted

None

12.6 Reason for Exemption if Public/Press Excluded During Consideration

None

12.7 Respective Director Responsible for Implementation

Laraine Manley, Executive Director, Resources

12.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Safer and Stronger Communities

13. CONSTRUCTION AND BUILDING SERVICES RE-TENDER FOR SOCIAL HOUSING REPAIRS AND MAINTENANCE

13.1 The Executive Director, Place submitted a report recommending that the Housing Revenue Account (HRA) repairs and Maintenance service is procured in the open market to seek a contractor to deliver this service post-April 2014 for a duration of 3 years with an option to extend by up to a further 2 years depending on a value for money assessment.

13.2 **RESOLVED:** That Cabinet:-

- (a) approves the procurement of a contractor, by way of a competitive tender and advertised in the OJEU via the restricted procedure, to deliver the services that form part of the housing repairs and maintenance contract, as outlined in paragraph 1.2 of the report, from 1 April 2014;
- (b) delegates to the Director of Commercial Services, Executive Director, Place and Executive Director, Resources, in consultation with the Cabinet Member for Homes and Regeneration the authority to agree which option to proceed with in terms of providing overall value for money;
- (c) approves the proposed key attributes to be contained in the proposed contract as outlined in section 6 of the report;
- (d) requests that the statutory leaseholder consultation by Section 20 of the Landlord and Tenant Act 1985 as amended by the Commonhold and Leasehold Reform Act is adhered to and approved;
- (e) resolves that the bidders need to comply with TUPE and the Sheffield City Council Code of Good Practice on Workforce Matters in Local Authority Service Contracts. The transferee organisation (primary service provider) will be responsible for the observance of the Code by the new employer. The contract should provide the opportunity for Third Parties (for example School/Trusts/Registered Social Landlords to have a "Call Off" arrangement based on a "% procurement contribution fee;
- (f) requests that the Council undertake an independent and concurrent quality assurance review of the process majoring on how best to minimise risk and to ensure that we deliver the desired outcome; and
- (g) grants delegated powers to the Director of Commercial Services or his nominated representative, in conjunction with the Director of Resources and Director of Housing, to ensure delivery of the stated objectives, including if required varying the requirements of this contract in relation to the outcome of the independent quality assurance review (subject to being within approved budget limits), accept tenders and award a Contract for this Project.

13.3 Reasons for Decision

13.3. The current contract for housing repairs and maintenance expires in April
1 2014 and this service needs to be re-let on the open market to secure a new contract in accordance with the Council's Contracts Standing Orders and the European Union Procurement Rules (which will be adhered to throughout the procurement). The tender process will be competitive and follow the principles of transparency and non-discrimination, and facilitate the achievement of value for money.

13.3. To maximise value for money and deliver an excellent repairs and
2 maintenance service in the context of a challenging housing financial regime and current economic climate.

13.3. To provide a future opportunity to in-source this service and develop a fully
3 integrated Housing and Repairs Service.

13.3. This service will contribute to making neighbourhoods a great place to live
5 by ensuring that repairs and maintenance are carried out with due attention to customer care, health and safety and 'right first time'.

13.4 Alternatives Considered and Rejected

13.4. No alternatives were considered or rejected.
1

13.5 Any Interest Declared or Dispensation Granted

None

13.6 Reason for Exemption if Public/Press Excluded During Consideration

None

13.7 Respective Director Responsible for Implementation

Simon Green, Executive Director, Place

1.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Safer and Stronger Communities

14. AN ECONOMIC GROWTH STRATEGY FOR SHEFFIELD

15. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2012/13 (MONTH 10)

15.1 The Executive Director, Resources submitted a report providing the month 10 monitoring statement on the City Council's Revenue and Capital Budget

for 2012/13.

15.2 RESOLVED: That Cabinet:-

(a) notes the updated information and management actions provided by the report on the 2012/13 budget position;

(b) In relation to the Capital Programme:-

(i) approves the proposed additions, cancellation and variation to the capital programme listed in Appendix 2, including the procurement strategies and delegations of authority to the Director of Commercial Services or Delegated Officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;

(ii) approves the proposed variations in Appendix 2 of the report within their delegated authority; and notes

(iii) the latest position on the Capital Programme including the current level of delivery and forecasting performance.

15.3 Reasons for Decision

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

15.4 Alternatives Considered and Rejected

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

15.5 Any Interest Declared or Dispensation Granted

None

15.6 Reason for Exemption if Public/Press Excluded During Consideration

None

15.7 Respective Director Responsible for Implementation

Laraine Manley, Executive Director, Resources

1.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Overview and Scrutiny Management Committee



SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Chief Executive

Date: 8th May 2013

Subject: Staff Retirements

Author of Report: Simon Hughes, Democratic Services

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

Recommendations:

Cabinet is recommended to:-

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

Background Papers: None

Category of Report: OPEN

RETIREMENT OF STAFF

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children, Young People and Families</u>		
Carolyn Spray	Service Manager	30
<u>Communities</u>		
Marie Foroughan	Provider Service Worker	28
Margaret Haddon	Workforce Development Co-ordinator	42
Denise Milbourne	Provider Service Worker	22
Julie Morton	Business Support Manager	33
Carole O'Brien	Kitchen Assistant	34
<u>Place</u>		
Robert Wheeler	Technical Officer, Parks and Public Realm	34
<u>Resources</u>		
Linda Vickers	Business Development Officer	33
Julie Smith	Driver/Attendant	25

2. To recommend that Cabinet:-

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



SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Executive Director, Resources

Date: 8 May 2013

Subject: Members' Allowances 2013/14 and Onward

Author of Report: Paul Robinson (Head of Democratic Services – Council & Members) Tel:2734029

Summary: To receive the recommendations from the Independent Remuneration Panel so as to provide the Cabinet with the opportunity to make recommendations to the Annual Meeting of the City Council on the Members' Allowances Scheme to be agreed for the Municipal Year 2013/14 and onward.

Reasons for Recommendations: The Council has to agree a Members' Allowances Scheme prior to 1st April each year and that Scheme essentially remains in place until 31st March the following year. As part of that process, an Independent Remuneration Panel has to consider certain issues and put forward recommendations for the Council to consider. It is for the Council to decide on the Members' Allowances Scheme that is put in place, having regard to the Panel's recommendations.

At its meeting on 1st March, 2013 the Council agreed that the Members' Allowances Scheme for 2012/13 be also implemented for 2013/14, pending a review of the Scheme being submitted to the Council's Annual Meeting on 15th May 2013.

Recommendations: That consideration be given to the recommendations of the Independent Remuneration Panel and that any recommendations arising therefrom be referred for consideration by the City Council at its Annual Meeting to be held on 15th May 2013.

Background Papers: Report of the Independent Remuneration Panel on Members' Allowances for 2013/14 and Onward (attached as an Appendix)

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
NO Cleared by: Paul Jeffries
Legal Implications
YES Cleared by: Lynne Bird
Equality of Opportunity Implications
NO Cleared by:
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
N/A
Relevant Cabinet Portfolio Leader
Cllr Julie Dore, Leader of the Council
Relevant Scrutiny and Policy Development Committee if decision called in
Overview & Scrutiny Management Committee
Is the item a matter which is reserved for approval by the City Council?
YES
Press release
NO

MEMBERS' ALLOWANCES 2013/14 AND ONWARD

1. SUMMARY

- 1.1 To receive the recommendations from the Independent Remuneration Panel so as to provide the Cabinet with the opportunity to make recommendations to the Annual Meeting of the City Council on the Members' Allowances Scheme to be agreed for the Municipal Year 2013/14 and onward.

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 By approving a Members' Allowances Scheme for 2013/14, the Council will be publishing the amounts of allowances to be paid, or made available, to elected Councillors for undertaking duties or responsibilities during the Municipal Year 2013/14.

3. OUTCOME AND SUSTAINABILITY

- 3.1 The Council's Members' Allowances Scheme for 2013/14 was approved only in relation to the period 1st April to 15th May 2013 (the date of its Annual General Meeting) pending a review of the Scheme to incorporate changes anticipated to be made at that meeting in relation to the Council's decision-making arrangements.
- 3.2 The Scheme has now been reviewed by the Independent Remuneration Panel and recommendations have been put forward for the Council to consider. These recommendations take account of the Council's political composition and financial circumstances, as well as its anticipated revised governance arrangements. The Scheme which will be approved by the Council on 15th May will reflect the Council's decision-making arrangements for the Municipal Year 2013/14 and is expected to be in place for two to three years pending the implementation of proposals to be made by the Local Government Boundary Commission for England following its forthcoming review of Sheffield's electoral arrangements.

4. BACKGROUND

- 4.1 Prior to 1st April each year, the Council has to agree a Members' Allowances Scheme for the forthcoming financial year. The Council is able to amend its Scheme at any time if it needs or chooses to do so. At least every four years or whenever the Council wishes to amend its Scheme, an Independent Remuneration Panel has to consider the Scheme and make recommendations to the Council. However, it is for the Council to decide on the Members' Allowances Scheme that is put in place, having regard to the Panel's recommendations.

- 4.2 The Independent Remuneration Panel last reviewed the Members' Allowances Scheme in January 2010 (for 2010/11 and onward). The Scheme approved by the Council for 2010/11 has been adopted for each financial year since. In view of the proposed abolition of the Community Assemblies (the Chairs of which are entitled to a Special Responsibility Allowance under the Scheme) in the Municipal Year 2013/14, it was decided to convene the Panel to review the Scheme in anticipation that the Council would wish to amend the Scheme to take account of this change to its decision-making arrangements.
- 4.3 At its meeting on 1st March 2013 the Council agreed that the current Scheme be rolled forward from 1st April pending a review of the Scheme being submitted to its Annual General Meeting on 15th May 2013.

5. REVIEW OF THE SCHEME BY THE INDEPENDENT REMUNERATION PANEL

- 5.1 The Panel met on 14 March 2013 to give specific consideration to, and make recommendations upon –
- The amount of basic allowance;
 - The responsibilities/duties in respect of which special responsibility allowances should be available, and the amount of those allowances; and
 - The annual uplift.
- 5.2 The Panel also gave particular consideration to the Council's proposal to abolish the Community Assemblies as formal decision-making bodies and the potential for the Council to introduce a new local leadership role for Members.
- 5.3 In order to inform its work, the Panel compared the levels of allowances currently paid to Members with that paid in local authorities in other Core Cities and South Yorkshire. It also considered information reported orally by officers on potential changes that the Council may make to its categories of Special Responsibility Allowances (SRAs). These SRA changes would follow changes anticipated to be made to the Council's governance arrangements from the date of its AGM on 15th May 2013 and the need to secure financial savings in the Member budgets.
- 5.4 Following consideration of this information, the Panel has produced a report setting out its findings and recommendations in respect of the level of Members' Allowances for 2013/14 and onwards, and its report is attached as an appendix to this report.
- 5.5 In many instances the Panel has endorsed the arrangements in place within the current Members' Allowances Scheme. However, it has made 13 general and specific recommendations that could potentially alter the Scheme. These are set out below for ease of reference:-

1. That the Council gives consideration to the comparatively low levels of

Basic and Special Responsibility allowances generally, but particularly in relation to its Leader and Executive Members, when next amending its Members' Allowances Scheme;

2. That Basic Allowance should incorporate all other payments and expenses (except dependent carers' allowance) which Members may incur as part of their duties;
3. That the role of Community Assembly Chair be removed from the Scheme, and any replacement local community leadership role for which a Special Responsibility Allowance is to be paid should be commensurate with the function/role;
4. That the role of Lead Member for Scrutiny should be formally recognised within the Scheme, but should not attract an allowance above that paid for the role of Scrutiny Committee Chair;
5. That the Council reviews its arrangements for providing Special Responsibility Allowances to opposition groups on the Council;
6. That the Council reviews the level of its allowance for the role of Cabinet Advisor;
7. That the Council gives consideration to the possibility of redistributing the levels of the Special Responsibility Allowances within the Scheme;
8. That no change be made to the level of the allowance paid for the role of Chair of the Planning and Highways Committee at this point;
9. That the responsibilities/duties in respect of which Special Responsibility Allowance should be available, and the rates of those allowances (notwithstanding the recommendations made by the Panel in relation to reviewing the rates), should be as set out in paragraph 4.3.7 (of the Panel's report);
10. That the dependent carers' allowance should not be paid where care is provided by a family member;
11. That the current index for adjusting allowances on an annual basis should be re-applied for the maximum period of four years, and be reviewed for the 2017/18 Scheme;
12. That role descriptions for each of the roles for which Special Responsibility Allowances are paid should be produced and published on the Council's website; and
13. That the Scheme be reviewed again in the light of the proposals to be made by the Local Government Boundary Commission for England following its forthcoming review of Sheffield's electoral arrangements.

5.6 It is not for the Panel to consider the financial implications for the Council of its recommendations, as the final decision on the level of allowances clearly rests with the Council. However, the Panel was mindful of the financial pressures being faced by the Council and the political sensitivities associated with spending on Members' allowances, and for these reasons it chose not to make specific recommendations on the amounts of allowances but to make suggestions for the Council to consider. In view of its suggestions for certain allowances to be reviewed, the Panel did also offer to carry out a further review of the Scheme in 6 months' time if the Council so wishes.

6. FINANCIAL IMPLICATIONS

6.1 The financial implications arising are dependent upon the action which the Council takes in response to the issues raised in the report of the Independent Remuneration Panel. However, the 2013/14 budget approved by the City Council on 1st March, 2013 includes a target saving of £100K on spending on Members' budgets.

6.2 Set out below are details of the current allowances paid to Members, the amounts of the allowances and the number of posts for which the allowances are paid. These allowances are also subject to National Insurance and Superannuation costs of approximately 20%.

<u>Allowance</u>	<u>Amount of Allowance (£) & No. of Posts</u>	<u>Total Amount per Category of Allowance (£)</u>
Basic Allowance	11, 742.45 x 84	986,365.80
<i>Special Responsibility Allowances:-</i>		
Leader	18,167.68 x 1	18,167.68
Deputy Leader	9,083.86 x 1	9,083.86
Cabinet Members	9,083.86 x 7	63,587.02
Chairs of Scrutiny Committees	7,509.32 x 4	30,037.28
Leader of the largest Group (not forming the Executive)	7,509.32 x 1	7,509.32
Chairs of Community Assemblies	7,509.32 x 7	52,565.24
Cabinet Advisers	5,268.63 x 10	52,686.30
Shadow Cabinet Members	5,268.63 x 8	42,149.04
Chairs of Planning and Highways Committees	5,268.63 x 2	10,537.26
Chair of Licensing Committee	5,268.63 x 1	5,268.63
Deputy Chair of Licensing Committee	3,027.95 x 1	3,027.95
Shadow Cabinet Assistants	3,027.95 x 0	0
Total SRAs		294,619.58

Pensions Authority

Member	3,385.22 x 5	16,926.10
Chair	11,207.97 x 1	11,207.97
Vice Chair	5,603.99 x 0	0
Total SRAs & Pensions		322,753.65

6.3 The financial implications of the Scheme to be approved at the Annual General Meeting of the Council on 15th May 2013 and of the appointments of Members to positions of Special Responsibility in the Municipal Year 2013/14, will be outlined at that meeting.

7. LEGAL IMPLICATIONS

7.1 It is a requirement of the Local Authorities (Members' Allowances) (England) Regulations 2003 that an Independent Panel on Members' Allowances has to consider certain issues and put forward recommendations for the Council to consider. It is for the Council to decide on the Members' Allowances Scheme that is put in place, having regard to the Panel's recommendations.

8. EQUALITY OF OPPORTUNITY IMPLICATIONS

8.1 The level of allowances agreed for Members may impact on the aim of attracting more members of the public to stand for public office.

9. ALTERNATIVE OPTIONS CONSIDERED

9.1 Although the Council has to approve a scheme for the remainder of 2013/14, it can choose whether to reaffirm the current scheme, or amend it as it sees fit. However, in view of the forthcoming abolition of the Community Assemblies (the Chairs of which are entitled to a Special Responsibility Allowance under the Scheme), retaining the current Scheme is not an option because the Council would need to remove this entitlement from the Scheme at the very least.

9.2 Further options that could be considered by the Council have been suggested by the Independent Remuneration Panel and these are set out in section 5.5 above and outlined in the attached report of the Panel.

10. REASONS FOR RECOMMENDATIONS

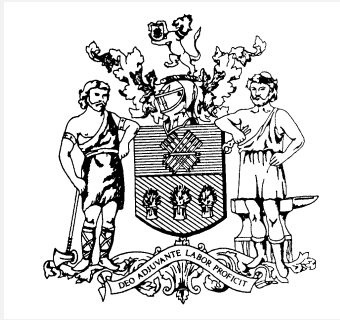
10.1 The Council has to agree a Members' Allowances Scheme prior to 1st April each year and that Scheme essentially remains in place until 31st March the following year. As part of that process, an Independent Remuneration Panel has to consider certain issues and put forward recommendations for the

Council to consider. It is for the Council to decide on the Members' Allowances Scheme that is put in place, having regard to the Panel's recommendations.

- 10.2 At its meeting on 1st March, 2013 the Council agreed that the Members' Allowances Scheme for 2012/13 be also implemented for 2013/14, pending a review of the Scheme being submitted to the Council's Annual Meeting on 15th May 2013.

11. RECOMMENDATIONS

- 11.1 That consideration be given to the recommendations of the Independent Remuneration Panel and that any recommendations arising therefrom be referred for consideration by the City Council at its Annual Meeting to be held on 15th May 2013.



MEMBERS' ALLOWANCES

*REPORT OF THE
INDEPENDENT
REMUNERATION PANEL*

2013/14 AND ONWARD

March 2013

1. Foreword

- 1.1 The Local Government Act 2000 and subsequent regulations set out the process to establish and maintain the Members' Allowances Scheme.
- 1.2 Prior to 1 April each year, the Council has to agree a Scheme for the forthcoming financial year. The Council is able to amend its Scheme at any time if it needs or chooses to do so.
- 1.3 An Independent Remuneration Panel has to consider certain issues and put forward recommendations for the Council to consider (see terms of reference – paragraph 2.2). The Panel is required to make recommendations to the Council at least every four years or whenever the Council decides to amend its current Scheme.
- 1.4 It is for the Council to decide on the Members' Allowances Scheme that is put in place having regard to the Panel's recommendations.
- 1.5 The Independent Remuneration Panel first reported to the Council on the issue of the Members' Allowances Scheme in November 2001 and has presented further reports to Council periodically since that date.

2. Introduction

2.1 Membership of the Panel

Although the Panel may operate with 3 members, Sheffield's Panel comprises 4 members, drawn, if possible, from the public, private, and voluntary, community and faith sectors. The membership of the Panel was refreshed early in 2013 and now comprises:-

David Baldwin	-	Former Health Service Executive
Mark Power	-	Group Risk Manager, SIG Plc
Abtisam Mohammed	-	Chairperson, Sheffield BME Network
Lynda Hinxman	-	Sheffield Hallam University

2.2 Terms of Reference

The basic terms of reference of the Panel are to make recommendations as to:-

- (a) the level of Basic Allowance for all Members;
- (b) the categories of special responsibility for which a Special Responsibility Allowance should be paid and the levels of those allowances;

- (c) as to whether Dependant Carers' allowance should be payable to Members and the amount of such an allowance;
- (d) travelling and subsistence allowances; and
- (e) any annual uplift.

3. Background and Current Position

- 3.1 The Panel has considered the issue of the Members' Allowances Scheme on several previous occasions.
- 3.2 Set out at Appendix A to this report are the recommendations made in the Panel's last report dated January 2010.
- 3.3 The Council, having regard to the Panel's recommendations, agreed a Scheme for 2010/11 and onwards at its meeting on 3rd March 2010. Set out at Appendix B to this report is the decision made by the Council.
- 3.4 The Scheme approved for 2010/11 has been adopted for each financial year since (i.e. 2011/12 and 2012/13). At its meeting on 1st March, 2013, the Council agreed that the Scheme be also implemented for 2013/14, pending a review of the Scheme being submitted to the Council's Annual General Meeting on 15th May, 2013.
- 3.5 The Panel met on 14 March 2013 (apologies were received from Lynda Hinxman) to give specific consideration to, and make recommendations upon:-
 - (a) the amount of basic allowance;
 - (b) the responsibilities/duties in respect of which special responsibility allowance should be available, and the amount of those allowances; and
 - (c) the annual uplift.

On this occasion there was a particular issue to consider, namely the Council's proposal to abolish the Community Assemblies as formal decision-making bodies and the potential for the Council to introduce a new local leadership role for Members.

- 3.6 The Panel has now undertaken further work to (a) compare the levels of allowances currently paid to Members with that paid in local authorities in other Core Cities and South Yorkshire and (b) consider information reported orally by officers on potential changes that the Council may make to its categories of Special Responsibility Allowances (SRAs). These SRA changes would follow changes anticipated to be made to the Council's governance

arrangements from the date of its AGM on 15th May 2013 and the need to secure financial savings in the Member budgets.

- 3.7 Having considered all the issues above, the Panel has made findings and recommendations in respect of the level of Members' Allowances for the period 2013/14 and onwards.

4. Findings and Conclusions

- 4.1 **Overview** – The Panel recognises that the level of Basic and Special Responsibility Allowances paid in Sheffield appear to be low in comparison to other Core Cities and neighbouring local authorities. This is particularly the case for the allowance paid to the Leader of the Council. The Panel has recognised this on a consistent basis since 2003 and has previously recommended rates of allowances above the levels paid within Sheffield's Scheme. Although the Council has felt unable to adopt these higher rates for financial reasons, it did adopt a 5% per annum increase on these allowances for 3 years commencing in April 2005. Nevertheless, the allowances remain comparatively low. The Panel is mindful of the increased financial pressures being faced by the Council and the political sensitivities associated with spending on Members' allowances. Although it does not wish on this occasion to make specific recommendations on the levels of allowances, the Panel nevertheless recommends that the Council gives consideration to the comparatively low levels of allowances generally, but particularly in relation to its Leader and Executive Members, when next amending its Members' Allowances Scheme.
- 4.2 **Basic Allowance** – Notwithstanding the comments made in paragraph 4.1 above, the Panel is not advocating a change in the amount of Basic Allowance at the current time. The Panel has previously recommended, and continues to recommend, that the amount of Basic Allowance payable should incorporate all other payments and expenses (excluding dependent carer's allowance) which Members may incur as part of their duties which the Council currently funds or are the subject of separate individual claims (e.g. telephone costs, travel in the City, ICT services and consumables etc). Any rationalisation of these arrangements should be undertaken according to the principle of fairness whilst addressing disadvantage and inconsistency of provision. The Panel also recommends that the Basic Allowance be adjusted according to an annual index increase in accordance with the Panel's previous recommendations, i.e. the average percentage pay award for employees of the Council.
- 4.3 **Special Responsibility Allowances** – The Panel has re-examined the position on Special Responsibility Allowances having specific regard to the proposed abolition of the Community Assemblies, and wish to recommend that the Council reviews

certain duties for which Special Responsibility Allowances are paid and/or the levels of the allowances. Notwithstanding the comments made in paragraph 4.1, the Panel sees no reason to change the current structure and rates of allowances in relation to the payment of Special Responsibility Allowances, except where specifically mentioned below.

- 4.3.1 As regards the Special Responsibility Allowance for the Chairs of Community Assemblies, the Panel notes that the Council plans to abolish the Community Assemblies as decision-making bodies. However, at the time of the Panel's discussions, no replacement local community leadership role for Members had been proposed by the Council, so the Panel were unable to make any recommendations about whether any new role should be recognised as a duty for which a Special Responsibility Allowance should be paid. At the very least, the Panel would expect that the role of Community Assembly Chair be removed from the Scheme. In the event that the Council does introduce a new local community leadership role for Members for which a Special Responsibility Allowance is to be paid, the Panel would expect that the level of the Allowance would be commensurate with the function/role.
- 4.3.2 In January 2010, the Panel had been asked to consider the issue of the Special Responsibility Allowance that should be paid to a Lead Member for Scrutiny and had recommended that a new Band be introduced, between existing Bands A and B1 as an interim measure, pending a further review of the role once it had been established for a period of time. The Panel now notes that the Council had decided not to introduce this new SRA Band, nor specifically recognise the role within the Scheme. In view of the current structure and delivery of the scrutiny function in Sheffield, the Panel is satisfied that the role should not attract an allowance above that paid for the role of Scrutiny Committee Chair, but nevertheless recommends that the role of Lead Member for Scrutiny should be formally recognised within the Scheme.
- 4.3.3 The Panel notes that the roles of Shadow Cabinet Member and Shadow Cabinet Assistant are not roles recognised by a large majority of other Core Cities or neighbouring authorities for the purposes of the payment of Special Responsibility Allowances. It also notes that some authorities allocate Special Responsibility Allowances to opposition groups according to the size of the group, whereas no such formula exists in Sheffield's Scheme. Furthermore, unlike in Sheffield's Scheme (which only recognises the leader of the largest opposition group on the Council), all opposition group leaders and whips are recognised in some authorities' schemes. The Panel recognises the need to adequately support the opposition groups but acknowledges that its roles are that of spokesperson, challenger, scrutineer etc and do not include responsibility for decision-making. For this reason,

the Panel recommends that the Council reviews its arrangements for providing Special Responsibility Allowances to members of opposition groups on the Council.

- 4.3.4 The Panel notes that the role of Cabinet Advisor is paid at the same level as the Chairs of the Regulatory Committees (Planning and Highways Committee and Licensing Committee), yet has no formal decision-making responsibilities unlike the Chairs of those Committees. It also notes that Sheffield pays a relatively high rate of allowance for that role in comparison to other Core Cities and neighbouring authorities, both in actual monetary value and in terms of the differential with the allowances paid to Cabinet Members. For these reasons, the Panel recommends that the Council reviews the level of its allowance for the role of Cabinet Advisor.
- 4.3.5 In view of the comments made by the Panel in paragraph 4.1 in relation to the comparatively low levels of allowances generally, but particularly in relation to its Leader and Executive Members, the Panel recommends that the Council gives consideration to the possibility of redistributing the levels of the Special Responsibility Allowances within the Scheme, particularly if it adopts the recommendations of the Panel to review the positions of Cabinet Advisor, Shadow Cabinet Member and Shadow Cabinet Assistant.
- 4.3.6 The Panel notes the proposal to reduce the number of Planning and Highways Committees from two to one in the 2013/14 Municipal Year, but recommends that no change be made to the level of the allowance paid for the role of Chair of the Planning and Highways Committee at this point.
- 4.3.7 The Panel therefore recommends that the responsibilities/duties in respect of which Special Responsibility Allowance should be available, and the rates of those allowances (notwithstanding the recommendations made by the Panel in relation to reviewing the rates, especially those of the Leader and Executive Members), should be:-

Leader (£18,167.68 pa)
Band A (£9,083.86 pa) Cabinet Members Deputy Leader
Band B1 (£7,509.32 pa) Chairs of Scrutiny and Policy Development Committees Leader of the largest Group (not forming the Executive) Chairs of Community Assemblies – <i>to be removed or reviewed</i>

<p>Band B2 (£5,268.63 pa) Cabinet Advisors – <i>review recommended</i> Shadow Cabinet Members – <i>review recommended</i> Chair of Planning and Highways Committee Chair of Licensing Committee</p>
<p>Band C (£3,027.95 pa) Deputy Chair of Licensing Committee Shadow Cabinet Assistants – <i>review recommended</i></p>
<p>Pensions Authority Member (£3,385.22 pa) Chair (£11,207.97 pa) Vice Chair (£5,603.99 pa)</p>

4.3.8 It is the Panel's view that, as at present, no Member should receive more than one Special Responsibility Allowance except in relation to the South Yorkshire Pensions Authority.

4.4 Other Allowances -

The Panel has again recommended that travel within the City is included in Basic Allowance. However, if the Council is minded to keep travel within the City separate, the Panel recommends that travel should continue to be based on officer rates and paid in respect of the same "approved duties" as currently agreed by the Council (and set out in Schedule 2 to the Scheme).

4.4.1 Subsistence out of the City should continue to be at officer rates, and again paid in respect of the same "approved duties" as currently agreed by the Council. Subsistence within the City should continue to be regarded as incorporated within the Basic and Special Responsibility Allowances.

4.4.2 The Panel continues to recommend that a Dependent Carer's Allowance should be payable to Members of the Council where appropriate, for the same 'approved duties' as for travelling and subsistence, subject to the production of appropriate receipts. The Panel does not recommend any change to the current rate of the allowance but does recommend that the allowance should not be paid where care is provided by a family member. The maximum rate of payment should also continue to be subject to the annual index increase.

4.4.3 The Panel also recommends the continuation of the existing arrangements for the Co-optees' Allowance, currently £707.98 per annum, plus the application of the annual index increase.

4.5 Annual Adjustments of Allowances – As in previous years, the Panel recommends that the index for adjusting allowances on an

annual basis should be the average percentage pay award for employees of the Council, for Basic, Special Responsibility (including the Pensions Authority), Co-optees' and Dependent Carers' Allowances. The index for travelling and subsistence should be the relevant officer rates as agreed by the Council from time to time. The Panel recommends that these indices should be applied for the maximum period of four years, and be reviewed for the 2017/18 Scheme.

- 4.6 **Transparency** – The Panel recommends that role descriptions for each of the roles for which Special Responsibility Allowances are paid should be produced and published on the Council's website.
- 4.7 **Review of Scheme** – In view of the recommendations made by the Panel within this report about reviewing certain Special Responsibility Allowances, the Panel wish to offer their services to carry out a further review of the Members' Allowances Scheme in 6 months' time, if the Council so wishes. If the Scheme is not subject to any revisions in the meantime (which would necessitate the convening of this Panel), the Panel recommends that the Scheme be reviewed in the light of the proposals to be made by the Local Government Boundary Commission for England following its forthcoming review of Sheffield's electoral arrangements.

5. Recommendations

- 5.1 In many instances, the Panel has endorsed the arrangements in place within the current Members' Allowances Scheme. Set out below are the recommendations made by the Panel that would potentially alter the Scheme.
- 5.1.1 That the Council gives consideration to the comparatively low levels of Basic and Special Responsibility allowances generally, but particularly in relation to its Leader and Executive Members, when next amending its Members' Allowances Scheme (paragraph 4.1 refers).
- 5.1.2 That Basic Allowance should incorporate all other payments and expenses (except dependent carers' allowance) which Members may incur as part of their duties (paragraph 4.2 refers).
- 5.1.3 That the role of Community Assembly Chair be removed from the Scheme, and any replacement local community leadership role for which a Special Responsibility Allowance is to be paid should be commensurate with the function/role (paragraph 4.3.1 refers).
- 5.1.4 That the role of Lead Member for Scrutiny should be formally recognised within the Scheme, but should not attract an allowance above that paid for the role of Scrutiny Committee Chair (paragraph 4.3.2 refers).

- 5.1.5 That the Council reviews its arrangements for providing Special Responsibility Allowances to opposition groups on the Council (paragraph 4.3.3 refers).
- 5.1.6 That the Council reviews the level of its allowance for the role of Cabinet Advisor (paragraph 4.3.4 refers).
- 5.1.7 That the Council gives consideration to the possibility of redistributing the levels of the Special Responsibility Allowances within the Scheme (paragraph 4.3.5 refers).
- 5.1.8 That no change be made to the level of the allowance paid for the role of Chair of the Planning and Highways Committee at this point (paragraph 4.3.6 refers).
- 5.1.9 That the responsibilities/duties in respect of which Special Responsibility Allowance should be available, and the rates of those allowances (notwithstanding the recommendations made by the Panel in relation to reviewing the rates), should be as set out in paragraph 4.3.7.
- 5.1.10 That the dependent carers' allowance should not be paid where care is provided by a family member (paragraph 4.4.2 refers).
- 5.1.11 That the current index for adjusting allowances on an annual basis should be re-applied for the maximum period of four years, and be reviewed for the 2017/18 Scheme (paragraph 4.5 refers).
- 5.1.12 That role descriptions for each of the roles for which Special Responsibility Allowances are paid should be produced and published on the Council's website (paragraph 4.6 refers).
- 5.1.13 That the Scheme be reviewed again in the light of the proposals to be made by the Local Government Boundary Commission for England following its forthcoming review of Sheffield's electoral arrangements (paragraph 4.7 refers).

David Baldwin
Former Health
Service Executive

Mark Power
Group Risk
Manager, SIG Plc

Abtisam Mohammed
Chairperson,
Sheffield BME
Network

March 2013

Recommendations of the Independent Panel – January 2010

- 4.1 **Basic Allowance** - Whilst the Panel is not advocating a change in the Basic Allowance at the current time, we ask that the Council note the Panel's view that the Basic Allowance appears to be low in comparison to other Core Cities and there may be some merit in assessing role profiles and time spent on carrying out Council duties by Members of other Authorities. We have previously recommended, and continue to recommend, that the amount of Basic Allowance payable should incorporate all other payments and expenses (excluding dependent carer's allowance) which Members may incur as part of their duties which were or could be the subject of separate individual claims (e.g. telephones, travel in the City, IT etc). and be adjusted according to an annual index increase in accordance with our previous recommendations i.e the average percentage pay award for employees of the Council.
- 4.2 **Special Responsibility Allowances** – We have re-examined the position on Special Responsibility Allowances having regard to the introduction of the Community Assemblies. We see no reason to change the structure for the payment of Special Responsibility Allowances as agreed by the Council at its meeting held on 4 March 2009 as part of arrangements for the implementation of the Scheme for 2009/10, other than in relation to a Lead Member for Scrutiny, as referred to below.

As regards the Special Responsibility Allowance for the Chairs of Community Assemblies, we are satisfied with the Council's current provision in this respect and note that the Chairs have featured prominently within Member development activities undertaken by the Council over the past 12 months, and have been identified as a key group within the Council's current efforts to enhance the support provided to Members.

As regards the Special Responsibility Allowance for a Lead Member for Scrutiny, we recognise that it is envisaged that the Lead Member will take a leadership role of the Scrutiny function, which will incorporate additional work/duties. However, as the role has not been agreed or defined at the current time, we suggest at this stage, a cautious approach to the determination of the Special Responsibility Allowance. Accordingly, we recommend that a new Band be introduced, between existing Bands A and B1 for the Lead Member for Scrutiny, as an interim measure, pending a further review of the role when we consider the Scheme for 2011/12, with the benefit of the role having been established for a period of time.

We therefore recommend that the responsibilities/duties in respect

of which Special Responsibility Allowance should be available, should be:-

Leader
Band A1 Cabinet Members Deputy Leader
Band A2 Lead Member for Scrutiny
Band B1 Chairs of Scrutiny and Policy Development Boards Leader of the largest Group (not forming the Executive) Chairs of Community Assemblies
Band B2 Cabinet Advisors Shadow Cabinet Members Chairs of Planning and Highways Area Boards Chair of Licensing Board
Band C Deputy Chair of Licensing Board Shadow Cabinet Assistants
Pensions Authority Member Chair Vice Chair

- 4.3 **Rates of Allowances** - We have previously recommended, and continue to recommend, that the amount of Special Responsibility Allowance payable should be as set out in our previous reports of August 2003, December 2004, October 2007 and January 2009, plus the annual index increase in accordance with our recommendation as set out in paragraph 4.1 above (the average percentage pay award for employees of the Council).

Had this recommendation been adopted and implemented in full by the Council since 2003, it is calculated that the rates of Special Responsibility Allowance for 2009/10 would currently be as follows (2009/10 pay award to be incorporated – and now with the inclusion of the additional Band we recommended at paragraph 4.2 above in relation to the Lead Member for Scrutiny, and which we recommend should be paid as an interim measure at 10% above Band B1, which includes the Chairs of the Scrutiny and Policy Development Boards):-

Leader	£29,907.17pa
Band A1	£14,953.59 pa
Band A2	£10,965.97 pa
Band B1	£9,969.06 pa
Band B2	£7,526.63 pa
Band C	£5,084.21pa

As at present, no Member should receive more than one Special Responsibility Allowance except in relation to the Pensions Authority.

The rates of Special Responsibility Allowance payable to Members of the Pensions Authority for 2009/10 are currently as follows:-

Pensions Authority

Member	£3,351.70 pa
Chair	£11,097.00 pa
Vice Chair	£5,548.50 pa

We note that these rates, which have not been increased in previous years, are now subject to the same annual index increase as the other Special Responsibility Allowances, and we are satisfied with the Council's arrangements in this respect.

We have again recommended that travel within the City is included in Basic Allowance – however, if the Council is minded to keep travel within the City separate, we recommend that travel should continue to be based on officer rates and paid in respect of the same “approved duties” as currently agreed by the Council.

Subsistence Out of the City should continue to be at officer rates, and again paid in respect of the same “approved duties” as currently agreed by the Council.

- 4.4 **Other Allowances** – We continue to recommend that a Dependent Carers' Allowance should be payable to Members of the Council where appropriate, for the same 'approved duties' as for travelling and subsistence, and subject to the production of appropriate receipts. However, we recommend that the Council moves to an hourly rate of payment, of the actual cost up to a maximum of £6.00 per hour, rather than the current 4 hour ½ day sessional rate up to £23.75, to reflect the fact that, on occasions, Members are required to perform approved duties beyond a four hour period. The payment should be made at either (a) a rate which reimburses

the full child care cost to Members, including the individual claimant's liability for income tax and National Insurance contributions or (b) a rate net of income tax and National Insurance contributions which reimburses the full child care cost to Members. The maximum rate of payment should also be subject to the annual index increase in accordance with our previous recommendation as set out in paragraph 4.1 above (the average percentage pay award for employees of the Council).

Attention is again drawn to the need for clear and accountable systems for audit purposes and for Members to be given clear advice regarding the tax implications of such arrangements.

We also recommend the continuation of the existing arrangements in relation to the availability of the Co-optees' Allowance, currently £700.97 per annum (2009/10 pay award to be incorporated), plus the annual index increase in accordance with our previous recommendation as set out in paragraph 4.1 above (the average percentage pay award for employees of the Council).

- 4.5 **Annual Adjustments of Allowances** – As indicated throughout our report, we have recommended that the index for adjusting allowances on an annual basis should be, for Basic, Special Responsibility (including the Pensions Authority), Co-optees' and Dependent Carers' Allowances, the average percentage pay award for employees of the Council. The index for travelling and subsistence should be the relevant officer rate as agreed by the Council from time to time. In our previous report of October 2007, which we reaffirmed in January 2009, we recommended that these indices should be applied for the maximum period of four years, and we still see no reason why they should not be applied for that period and be reviewed for the 2012/13 Scheme.
- 4.6 **Other Issues** – The Panel noted that the Council was actively considering ways of providing better support for all Councillors, including backbenchers, for instance via an integrated casework system, better IT equipment and training, access to secretarial support etc, and expressed its support for those efforts.
- 4.7 Given the current ongoing reviews of Scrutiny, Member Support and Governance arrangements in the Authority, the Panel wish to offer their services to carry out a further review of the Members' Allowances Scheme in 6 months' time, if the Council so wishes.

There are no other peripheral issues upon which the Independent Panel wishes to make recommendations at this time.

RESOLVED: That (a) the Members of the Independent Panel on Members' Allowances be thanked for their report;

- (b) having regard to the recommendations contained in the Report of the Independent Panel on Members' Allowances, together with the information contained in the report of the Deputy Chief Executive, now circulated, a Scheme comprising the arrangements approved and adopted by the City Council, at its meeting held on 4th March, 2009, in respect of the Schedule of Members' Allowances, be approved and adopted for 2010/11 and onwards; and
- (c) (i) it be confirmed that, as regards the annual index-linked increase, in relation to Basic, Special Responsibility (including the Pensions Authority), Co-optees and Dependent Carers Allowances, the annual index shall be the average percentage officer pay award in Sheffield and in relation to travel and subsistence the annual index shall be the relevant officer rates agreed from time to time; such arrangements to be implemented for a period of four years and (ii) however, no annual increase be implemented during 2010/11 in relation to Basic, Special Responsibility (including the Pensions Authority), Co-optees and Dependent Carers Allowances.

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SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Simon Green – Executive Director, Place and Richard Webb – Executive Director, Communities

Date: 8 May 2013

Subject: Arbourthorne Fields Redevelopment Scheme

Author of Report: Christine Rose – Interim Programme Director, Housing and Neighbourhood Regeneration

Summary:

On 22 October 2008, Cabinet gave authority to begin delivery of a major demolition and rebuild scheme known as the Arbourthorne Fields Redevelopment Scheme.

Phase 1 of the scheme was funded through the 2008-11 Housing Market Renewal (HMR) programme. When the HMR programme was terminated in March 2011 and no replacement funding stream was put in place, the Arbourthorne Fields Redevelopment Scheme was put on hold pending alternative resources being identified.

Authority is now sought from Cabinet to use allocations from the Housing Revenue Account (HRA), the Capital Programme and the Local Growth Fund (LGF), to complete rehousing and demolition on the Arbourthorne Fields Redevelopment Scheme as set out in this report and as supported by Cabinet in 2008.

Tenants' representatives have been consulted on the use of HRA resources outlined in this report at the City Wide Forum held on 21 March 2013.

Reasons for Recommendations:

- To deliver the Arbourthorne Fields Redevelopment Scheme, as set out in this report

- To deliver a 'whole estate solution' for the Arbourthorne '5M' properties, which the alternative options do not offer
- To provide certainty to the residents of the remaining 246 properties (193 Council and 53 privately owned) affected by the Arbourthorne Fields Redevelopment Scheme.
- To demolish unsustainable housing and create the opportunity to redevelop the area with high quality, sustainable new homes

Recommendations:

Rehousing and Acquisition

1. That Cabinet authorises the delivery of the Arbourthorne Fields Redevelopment Scheme as set out in this report
2. That Cabinet notes the impact continuing the scheme will have to the HRA 30-year business plan
3. That approval is given for the acquisition, vacation and demolition of all the properties listed in Appendix 1 and shown on the plan at Appendix 2
4. That approval is given for the acquisition, vacation and demolition of 13 no. garages, listed at Appendix 1 and shown on the plan at Appendix 2
5. The Director of Housing Services (or such other Director as is nominated by the Executive Director Communities) be authorised from time to time to stop letting such of the properties listed in Appendix 1 in consultation with the Director of Regeneration and Development Services as to what he considers desirable to meet the needs of the Redevelopment Scheme.
6. That:
 - a) each demolition sub phase shall be a demolition phase for the purposes of awarding priority under the Lettings Policy;
 - b) the Director of Regeneration and Development Services be authorised to declare demolition sub-phases and in consultation with the Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) set the date in a declared demolition sub-phase from which priority will be awarded
 - c) the Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) be authorised to waive the Lettings Policy in respect of nominations to the Sanctuary older persons housing scheme of residents of undeclared phases as outlined in the report.
7. That the repurchase of homes not within a declared demolition phase be authorised, where the resident is to be rehoused within the Sanctuary older persons' housing scheme, Arbourthorne, as shown on the plan at Appendix 2

8. That the Director of Regeneration and Development Services be authorised, in exceptional circumstances outwith point 6 above, to agree the repurchase of homes not within a declared demolition phase.
9. The Director of Regeneration and Development Services be authorised to vary or alter the order and boundaries of demolition sub phases in accordance with the needs of the Redevelopment Scheme.
10. That discretionary home loss payments under Section 29 of the Land Compensation Act 1973 are made to tenants of Council owned properties listed in Appendix 1 who have been in occupation for 12 months at the time of displacement, and discretionary payments made to cover any removal expenses under Section 26 of the Housing Act 1985.
11. That Notice Seeking Possession may be served under Ground 10 of Schedule 2 of the Housing Act 1985 on any tenant of the properties listed at Appendix 1 which falls within a declared demolition phase.
12. That the Director of Capital and Major Projects be authorised to (1) negotiate and agree terms for the acquisition of dwellings listed in Appendix 1 and any other property, not owned by the City Council and, (2) to instruct the Director of Legal and Governance to complete the necessary legal documentation in respect of the acquisition of such properties.
13. That the Director of Capital and Major Projects be authorised to make home loss payments to owner occupiers or tenants in privately owned properties who have been in occupation for 12 months at the time of displacement and basic loss payments to owners as required under the Land Compensation Act 1973 together with the appropriate disturbance payments.
14. That the Director of Capital and Major Projects be authorised to (1) negotiate the surrender of any commercial leases including electrical substations, telecommunications and other service equipment if required; and (2) to instruct the Director of Legal and Governance to complete the necessary legal documentation.
15. The Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) be authorised to designate all properties on the Arbourthorne and Norfolk Park estates as within a Demolition Band within the meaning of the Lettings Policy for residents at Arbourthorne Fields awarded rehousing priority, vary or terminate the Demolition Band as he considers necessary in the interests of the redevelopment programme.

To note that a capital approval submission will be made via the monthly budget monitoring report for the capital expenditure associated with this proposal.

Relocation Appreciation Loans

- 16 That the Private Sector Housing Policy be amended as set out in Appendix 4 to this report.
- 17 That the decisions delegated to the Regional Loans Manager within the policy are exercised in respect of Arbourthorne Fields in consultation with the Director of Development and Regeneration Services.

Rent freeze

18. That the rents of the 193 Council owned properties set out in Appendix 1 be frozen upon declaration of the appropriate demolition phase or sub-phase as set out in Appendix 1 and the plan at Appendix 2

Background Papers:

- Arbourthorne Fields Redevelopment Scheme Cabinet Report– 22 October 2008.
- Wybourn, Arbourthorne and Manor Park Masterplan Cabinet Report – 24 October 2007
- Wybourn, Arbourthorne and Manor Park Masterplan – May 2005

Category of Report: OPEN

If Closed add – ‘Not for publication because it contains exempt information under Paragraph... of Schedule 12A of the Local Government Act 1972 (as amended).’

* Delete as appropriate

Statutory and Council Policy Checklist

Financial Implications
YES To be cleared by Paul Schofield
Legal Implications
YES To be cleared by Andrea Simpson
Equality of Opportunity Implications
YES To be cleared by Ian Oldershaw
Tackling Health Inequalities Implications
NO
Human rights Implications
YES
Environmental and Sustainability implications
YES
Economic impact
NO
Community safety implications
YES
Human resources implications
NO
Property implications
YES/NO To be checked with Nalin Seneviratne
Area(s) affected
Arbourthorne ward
Relevant Cabinet Portfolio Leader
Cllr Harry Harpham - Cabinet Member for Homes and Neighbourhoods
Relevant Scrutiny Committee if decision called in
Safer and Stronger Communities
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
YES

ARBOURTHORNE FIELDS REDEVELOPMENT SCHEME

1.0 SUMMARY

- 1.1 On 22 October 2008 Cabinet approved the phased acquisition and demolition of 422 non-traditional T-Type and '5M Finnegan' properties on the Arbourthorne estate. This was known as the Arbourthorne Fields Redevelopment Scheme.
- 1.2 The 2008 Cabinet decision was made on the basis that Phase 1 of the scheme would be funded by the Government's Housing Market Renewal (HMR) Programme and a bid would be made to the HCA for funding on subsequent phases.
- 1.3 However, the HMR programme was ended in March 2011 and as no further external funding could be secured, the remaining two phases of the scheme were put on hold, pending the identification of alternative funding sources.
- 1.4 As the 2008 decision was made outwith this changed funding environment and context, it therefore cannot stand as authority for completing the rest of the scheme.
- 1.5 However as resources have now been identified, Cabinet authority is being sought for completion of Phases 2 and 3 of the scheme in line with the proposals put to Cabinet in 2008, but funded as set out in the current report, taking into consideration the effect on the Housing Revenue Account (HRA) now that it is self-funded.

Tenants' representatives have been consulted on the use of HRA resources outlined in this report at the City Wide Forum held on 21 March 2013.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 Since March 2011, the remaining 246 households affected by the scheme have been in a position of uncertainty regarding the future of their home.
- 2.2 No major capital investment works have been carried out in the 193 Council properties affected by the scheme. Consequently, many of these properties are in a poor state of repair, with obsolete windows, doors and heating systems being particular issues for residents.
- 2.3 Similarly, private homeowners affected by the scheme have been reluctant to carry out major repairs to their properties, as they do not want to invest heavily in properties that may be demolished at a later date.
- 2.4 Therefore, on the whole, the 246 properties are in a state of disrepair, which is adding to the run down feel of the estate. This compounds the continuing

issues on the estate, as highlighted in the 2005 Wybourn, Arbourthorne and Manor Park (WAMP) Masterplan, namely the poor layout of the properties, lack of car parking and defensible space and the over supply of unsustainable, non-traditional 2-bedroom property types.

- 2.5 By continuing with the redevelopment scheme as set out in this report, and in line with the 22 October 2008 Cabinet decision, unsustainable homes in a state of disrepair will be demolished. Residents of these properties will receive a priority for rehousing and the statutory compensation payments and financial assistance associated with their move.
- 2.6 The demolition of the remaining 246 properties and 13 garages in the scheme will create a further 5.25 Hectares of land and offer the opportunity to redevelop the area with high quality, sustainable new homes which will better meet the housing needs of Sheffield residents.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 The demolition of the 246 remaining properties and 13 garages will create the opportunity for future sustainable development, an objective set out in the 2005 WAMP Masterplan and 2008 Cabinet report.
- 3.2 It will create the opportunity to develop new homes, providing a mixture of housing types, sizes and tenures to meet the housing needs of Sheffield residents, which are built to high design and environmental sustainability standards, and which include features which will make them easier to heat, thus reducing their carbon footprint and reducing fuel poverty.

4.0 BACKGROUND

- 4.1 In 2005, Cabinet approved the Wybourn, Arbourthorne and Manor Park (WAMP) Masterplan as material consideration in the planning process. The Masterplan identified the problems with the Arbourthorne 5M house type, issues with the layout of the estate which contributed to anti-social behaviour, lack of privacy and poorly used open space, and the high level of investment needed to bring the properties up to a decent standard. Taking these factors into account, it recommended the desirability of intervention in the form of demolition and rebuild with new, high quality, mixed tenure housing.
- 4.2 Based on the recommendations of the Masterplan, Cabinet authority was given to begin the Arbourthorne Fields Redevelopment Scheme in October 2008.
- 4.3 Phase 1 of the scheme was successfully completed using HMR funding. However the HMR programme was terminated by Government in March 2011, and with no alternative funding source in place, the scheme was put on hold. The remaining households on Phases 2 and 3 have been in a position of uncertainty since then.

4.4 However, a funding proposal has now been put together which would facilitate the completion of Phases 2 and 3 of the scheme, as set out in this report and as supported by Cabinet in 2008.

5.0 THE REDEVELOPMENT OF ARBOURTHORNE FIELDS

5.1 The continuation of Phases 2 and 3 of the scheme, as set out below, will ensure that the public and private sector investment that has already taken place in the area, in the form of a new medical centre and older persons' housing development, can be supported and enhanced.

5.2 Resident support and communication

5.2.1 Residents are fully aware of the demolition proposals affecting their home. However, since the scheme was put on hold in March 2011, residents have been in a position of uncertainty and have been awaiting a decision regarding the continuation of the scheme.

5.2.2 It is therefore imperative that a robust communications plan is in place, to ensure that residents have all the information they need, as well as help and support, prior to and throughout the clearance process.

5.2.3 Officers will ensure the affected residents and other key stakeholders are kept informed about the scheme through letters, newsletters, drop-in sessions, home visits and regular residents meetings.

5.2.4 During the rehousing process, Council officers will offer support and advice to tenants and homeowners. This will include helping them to find a suitable new property, advising them of the compensation payments to which they are entitled, helping them with any paperwork and signposting to other agencies and services who may be able to provide additional support, for example Mind, Age UK and Shelter.

The proposal to use the HRA to fund the part of the scheme which directly affects tenants was presented to the City Wide Forum on 21st March 2013.

5.3 Scheme management

5.3.1 The scheme will be managed by the Council's Housing and Neighbourhood Regeneration Team, the Central Area Housing Team and the Sustainable Housing Unit, in line with the Council's approved Project Management processes.

5.3.2 This will include project managing and monitoring any relevant contracts between the Council and its contractors, who may be carrying out work on our behalf, for example:

- Security and screening on vacant properties
- Estate management and safety during clearance
- The demolition contract

- 5.3.3 This will ensure that the scheme is well managed and disruption is kept to a minimum for residents. A well managed process will also help to minimise any health and safety issues arising as a result of clearance and demolition.

There will be regular formal and informal consultation with Arbourthorne Fields residents and other stakeholders to keep them informed of progress.

5.4 Phasing

- 5.4.1 A phased rehousing and demolition programme is recommended to ensure that the rehousing process can be managed with as little disruption as possible for local residents and to best meet their rehousing needs. Appendix 1 contains a list of all properties by anticipated phase and sub-phase. Appendix 2 shows the proposed phases on a site plan.

- 5.4.2 Every resident will be written to, informing them of the proposed phasing plan, however individual sub-phase declaration will be dependant on the progress of proceeding phases and the redevelopment proposals. Therefore the proposed schedule may, in consultation with affected residents, be subject to change.

- 5.4.3 Each sub-phase will be a distinct demolition phase for the purposes of the Lettings Policy. This ensures that disruption is minimised and local residents have the best opportunity to remain in the area.

5.5 Demolition Band

- 5.5.1 It is proposed to designate a 'Demolition Band' applying to properties in both Arbourthorne and Norfolk Park. This band will ensure that residents affected by demolition can more easily gain access to properties that become vacant and available for letting within the area.
- 5.5.2 The establishment of a Demolition Band will help the Council meet the delivery timescales and give residents affected by the scheme the opportunity to be rehoused locally. This will help retain local connection for residents choosing to remain in the area. It will help ensure that the children of affected residents are able to stay in local schools and that family and friend networks are maintained.
- 5.5.3 The Demolition Band will also mean that eligible residents will have the opportunity to be rehoused into the new social housing being developed by Sanctuary Housing Association (Sanctuary), shown on the plan at Appendix 2.

5.6 Out of Phase Rehousing and Acquisitions

- 5.6.1. On 28 September 2011, Cabinet approved the disposal of two sites at Errington Road to Sanctuary, one for the development of 52 flats forming new homes for older people and the other for 4 bungalows to be let to applicants with priority for mobility needs according to the Lettings Policy. This represents the first new housing to be built at Arbourthorne Fields.

- 5.6.2 The development is due to complete in April 2014. The 56 new properties will fall within the Demolition Band as they become available for let.
- 5.6.3 As stated in the 2008 report to Cabinet the new-build older persons' housing was intended to provide new homes for those older persons in later demolition phases who wish to remain in the area. The bungalow site was not considered for housing in that report as it then formed part of the site earmarked for the new medical centre development.
- 5.6.4 During initial consultation during the Masterplanning process, and as part of Sanctuary's consultation process, many residents aged 55 and over expressed a wish to stay in the local area and an interest in the new housing development.
- 5.6.5 However, there is currently no provision for affected tenants or homeowners to move into these properties, unless they are in a declared demolition phase.
- 5.6.6 A waiver of the Lettings Policy as it applies to properties within a Demolition Band is therefore required so that residents of undeclared phases or sub-phases may access the older persons' housing when it is available for letting if they meet the eligibility criteria. This constitutes the exercise of discretion as permitted within the policy.
- 5.6.7 Where those residents are owner-occupiers officers are also seeking authority from Cabinet to complete the buy-back of their homes out of phase.
- 5.6.8 In addition to giving residents affected by demolition a fair opportunity to move into a property of their choice, this recommendation will potentially speed up the rehousing process as well as ensuring that Sanctuary are able to let their new properties quickly and efficiently.
- 5.6.9 Tenants and homeowners are only entitled to claim for home loss payments and compensation payments if they are within a phase that has been declared for demolition. In the case where a tenant or resident moves out of phase, there will be no entitlement to home loss payments or to compensation payments.
- 5.6.10 This report only seeks the authority to acquire properties out of phase if residents are relocating to the new Sanctuary older persons' scheme.
- 5.6.11 However, there may be further exceptional circumstances, in which the Council would be prepared to re-acquire out of phase. Again, there would be no entitlement to home loss or compensation payments in these instances, and no resulting housing obligation resulting from the acquisition. This does not preclude rehousing for other reasons such as mobility priority. Factors that will be taken into account when making this decision include vulnerability, health and safety and the impact on the HRA associated with

the cost of managing an empty property. It is therefore proposed that decisions on this issue are based on individual merit and that this is delegated to the Director of Regeneration and Development Services.

5.7 Relocation Loans

- 5.7.1 On 14 September 2005 Cabinet approved a proposal to fund Relocation Appreciation Loans (RALs) for owner-occupiers who were displaced as part of Housing Market Renewal (HMR) regeneration schemes to assist those people who required additional financial assistance to bridge the gap between the value of their current property and that of a sustainable replacement. The loans were funded through HMR monies and administered through the Assistance Policy which forms part of the Council's Private Sector Housing Policy, Cabinet having also agreed an amendment to that policy for this purpose
- 5.7.2 As Phase 1 of the Arbourthorne Fields scheme was HMR-funded homeowners on that phase were eligible for RALs. In accordance with the policy the loan amount was limited to 100% of the value of the homeowner's current property, or £70,000, whichever was the lower figure.
- 5.7.3 Within the area of the Arbourthorne Fields Redevelopment Scheme that is the subject of this report there are currently 53 homeowners who may require assistance to relocate into alternative homes.
- 5.7.4 The provision of this assistance is key to facilitating the fair and timely delivery of the scheme but the lack of external funding means that the Council must fund the loans itself, and set the maximum loan amount at a level which reflects the more limited funding available but is still sufficient to enable homeowners affected by demolition to move into a suitable, safe and sustainable property.
- 5.7.5 Work has therefore been carried out to establish average acquisition costs of 5M properties in Phase 1 of the scheme, the average RAL claim amount and the average cost of new properties purchased using RALs.
- 5.7.6 In addition, research has been done to establish current, median house prices in Arbourthorne and other popular estates in the south east of the city, such as Hackenthorpe, Gleadless and Basegreen. This is in recognition that the housing market, and property prices, have fallen since the 2008-2010 period, when rehousing began on Phase 1.
- 5.7.7 Taking all these factors in to account, the amount offered to eligible Arbourthorne homeowners on Phases 2 and 3 of the scheme would be limited to 100% of the value of their property, or £60,000, whichever is the lower figure.
- 5.7.8 £1.633 million has been secured from the Local Growth Fund (LGF) to fund RALs on Arbourthorne. This equates to the delivery of approximately 27 RALs at the maximum loan amount of £60,000, plus an additional sum of £500 per loan to cover legal and administrative fees. The figure of 27

equates to just over half of all affected homeowners, and is based on the average uptake of RALs amongst homeowners on Phase 1 of the scheme.

- 5.7.9 The Relocation loan provision in the Private Sector Housing Assistance Policy requires amendment to reflect the changes described above. The proposed amendments are set out in Appendix 4.

5.8 Rent freeze

- 5.8.1 In line with similar regeneration projects, and in accordance with Council policy, it is recommended that rents be frozen upon declaration of the relevant demolition phase or sub phase.

6.0 FINANCIAL IMPLICATIONS

- 6.0.1 Since the Cabinet decision on the 22 October 2008 there have been changes to how various regeneration schemes need to be funded as detailed in Section 1.0. A revised package of funding has been put together for Arbourthorne which addresses both Council and privately owned properties.

- 6.0.2 This package of funding ensures that no rental income which is paid by tenants into the HRA is used fund any activity associated with privately owned properties.

- 6.0.3 Table 1 shows the cost of the scheme from 2013/14 – 2017/18, broken down by expenditure to the 193 Council and the 53 privately owned properties.

Table 1: Scheme expenditure

	2013/14	2014/15	2015/16	2016/17	2017/18	Total
	£M	£M	£M	£M	£M	£M
Council	1.332	1.753	0.816	0.193	0.043	4.137
Private	1.211	2.767	2.329	0.315	0.158	6.780
Total	2.543	4.520	3.145	0.508	0.201	10.917

6.1 Funding the Scheme

- 6.1.1 Funding this has been broken down into two distinct areas, Council, (HRA) and privately owned properties (non-HRA).

- 6.1.2 Table 2 details the sources of funding to cover the required expenditure shown above.

- 6.1.3 Table 2 Scheme Resources

	2013/14	2014/15	2015/16	2016/17	2017/18	Total
	£M	£M	£M	£M	£M	£M
Council						
HRA	1.332	1.753	0.816	0.193	0.043	4.137
Sub Total	1.332	1.753	0.816	0.193	0.043	4.137

Private						
Capital Receipts	0	0.898	2.329	0.315	0.158	3.700
Programme Savings	0.578	0.869	0	0	0	1.447
Local Growth Fund	0.633	1.000	0	0	0	1.633
Sub Total	1.211	2.767	2.329	0.315	0.158	6.780
Total	2.543	4.520	3.145	0.508	0.201	10.917

6.1.4 The level of resources detailed in the above includes an amount of £3.700m, which is estimated to be available from Capital Receipts. The achievement of this level of resources depends upon the continued use of the flexibilities offered by the amendments to the Capital Finance Regulations, which came into effect in early 2003. The ability to achieve this level of resources also depends on the level of Right to Buy sales.

6.1.5 There will be an element of carry forward of both commitment of work and resources because of the sequencing of this scheme, this will be covered within the monthly Capital Closedown Process which will be reported to Cabinet on a monthly basis.

6.2 Implications on the HRA Business Plan

6.2.1 The impact on the HRA business plan would be an overall reduction in capital funding of £3.1m in the 5 years to 2017-18 .However, the expenditure budget previously allocated to Arbourthorne will reduce by £3.4m (£7.5m to £4.1m), thus resulting in a fairly neutral impact on the HRA 5 year capital programme. The impact of the changes from 2013-14 to 2017-18 is shown below :

Capital Income:	Original HRA Business Plan £m	This proposal £m	Variance £m
RTB Receipt	3.700	0	3.700
CESP	0	2.600	(2.600)
Net revenue funding	2.000	0	2.000
Total Income	5.700	2.600	-3.100
Capital Expenditure: Reduction in expenditure budget	7.500	4.100	3.400
Variance			0.300

6.3 HRA Income

6.3.1 It is proposed that part of the reduction in RTB receipts income to the HRA is offset by the introduction of CESP grant income. In the current financial year around £2.6m of CESP grant has been claimed. However whilst a number of options for its application were being explored it was not built into the HRA

Business Plan.

- 6.3.2 The CESP grant is now confirmed and can now be factored into the HRA Capital Programme.

6.4 HRA Expenditure

- 6.4.1 The 2012 HRA Business Plan (2013/14) assumes £7.5m HRA capital spend on Arbourthorne, based on previous refurbishment forecasts and project costs. However, under this proposal only £4.1m is required for demolition thus releasing £3.4m of expenditure budget. This reduction in expenditure budget offsets the £3.1m reduction in funding thus resulting in a neutral impact on the approved 5 year HRA investment programme and business plan.

6.5 Summary

- 6.5.1 Overall this proposal will allow the HRA to maintain the same size Capital Programme (from 2013-14 to 2017-18) as set out in the January 16 2013 Cabinet Report, whilst also delivering a major regeneration scheme.
- 6.5.2 It is recognised that ordinarily the HRA would have received the benefit of CESP grant. Had the HMR programme continued following the last Comprehensive Spending Review, the Arbourthorne scheme would have used external HMR grant and the HRA could have reduced the expenditure budget allocated to Arbourthorne for other spending choices. However, in view of the circumstances and the absence of external funding this is now the only viable funding option to achieve the Masterplan objective for Arbourthorne.
- 6.5.3 In addition, any future capital receipts received from the sale of land at Phases 2 and 3 at Arbourthorne may be made for HRA capital expenditure, depending on what is permitted by legislation at that time.

7.0 LEGAL IMPLICATIONS

- 7.1 Part 6 of the Housing Act 1996 requires a local housing authority to adopt an allocations scheme and except in defined circumstances to allocate dwellings (which includes nominations to housing association properties) only in accordance with its scheme. The Lettings Policy is the Council's statutory allocation scheme and the letting arrangements described in this report are in accordance with the Lettings Policy.

Compensation and disturbance payments will be made to displaced tenants, residents and owners under the provisions of the Land Compensation Act 1973 or section 26 of the Housing Act 1985 in the case of Council tenants' removal expenses.

8.0 EQUALITIES IMPLICATIONS

- 8.1 A full Equality Impact Assessment has been prepared and is attached at

Appendix 3.

- 8.2 The creation of development sites will give the opportunity to deliver new, high quality, mixed tenure housing provision for all sections of the community, providing maximum choice for current and future residents.
- 8.3 All rehousing will be carried out in accordance with the Council's Lettings Policy.
- 8.4 We are mindful of the disruption that the rehousing process can have on households, particularly vulnerable and or older residents. The Council, working with its partners, will ensure that appropriate support is available to meet the needs of the individuals affected.

9.0 HUMAN RIGHTS IMPLICATIONS

- 9.1 By Article 8 of the European Convention on Human Rights, everyone has a right to respect for his private and family life, his home and his correspondence. The right may be interfered with only specific circumstances.
- 9.2 By Article 1 of the First Protocol to the Convention, every natural person is entitled to the peaceful enjoyment of his possessions, and is not to be deprived of them, except in the public interest and in subject to conditions provided by law. The provision does not impair the right of the State to enforce such laws, as it deems necessary to control the use of property in accordance with the general interest.
- 9.3 These rights are engaged by the proposals described above. When making its decision, Cabinet must balance the rights and interests of the residents and owners against the wider public interest in redeveloping having regard to the economic, social and environmental improvements which it will bring about in the area.

10.0 COMMUNITY SAFETY IMPLICATIONS

- 10.1 A regeneration project of this scale may have an impact on the safety of those affected and in neighbouring properties. Therefore, officers will put in place actions to reduce the impact on residents, as done so successfully on Phase 1 of the scheme. These will include:
- 10.2
- Demolition site and compound kept safe and secure
 - Immediate securing of vacant properties
 - Stripping properties of valuables immediately after vacation
 - Regular estate walk-about with key organisations and individuals, including estate managers, security contractors, demolition contractors, South Yorkshire Police, South Yorkshire Fire and Rescue, community representatives and local Members

- Regular residents' meetings, which will be attended by key partners and will enable residents to bring up any issues or concerns around community safety
- Attendance at partner meetings, for example, the Neighbourhood Action Group, to keep give updates and share intelligence
- Regular newsletters and communications with residents, which give contact details for relevant individuals and organisations responsible for safety during the clearance process.

11.0 ENVIRONMENTAL AND SUSTAINILITY IMPLICATIONS

- 11.1 The demolition of the 246 remaining properties will create the opportunity to redevelop the area with new, high quality, sustainable and mixed tenure housing, an objective set out in the 2005 WAMP Masterplan and supported by Cabinet in 2008.
- 11.2 Any new homes will be built to higher design and environmental sustainability standards, and include features which will make them easier to heat, thus reducing their carbon footprint and reducing fuel poverty.

12.0 ALTERNATIVE OPTIONS CONSIDERED

12.1 Do nothing

- 12.1.1 This is not an option available to the Council, primarily due to the requirement for the Council to bring its housing stock up to the Decent Homes standard. This option has therefore not been explored in any detail.

12.2 Retain stock

- 12.2.1 This option involves carrying out Decent Homes and external additional investment works to the 193 Council owned 5M properties.
- 12.2.2 The cost of bringing the properties up to the Decent Homes standard and making them structurally sound would be approximately £8.98million.
- 12.2.3 The Council would receive net rental income from these properties of approximately £0.3million per year.
- 12.2.4 The benefits of this option are as follows:
- Council properties remain viable for 30 years
 - Council tenants receive investment to their properties
 - 193 Council properties retained in the HRA, with associated asset values.
- 12.2.5 The risks and issues associated with this option are:
- Despite the significant level of investment, this option still does not provide a comprehensive solution for the whole estate.

- Fundamental issues with layout and the run down environment of the estate are not addressed.
- Retaining existing stock will mean no diversified housing offer for the area.
- This option does not deliver the corporate strategic outcome of 'A Great Place to Live'.
- Investment only benefits Council owned properties, and does not provide a solution for the remaining 53 privately owned properties.
- Failure of private owners to maintain their own properties may result in Council investment being compromised by nature of terrace type construction of 5M properties.
- Similarly, the 'pepper potted' nature of privately owned properties will have a negative affect on the appearance of the neighbourhood, if these properties are not maintained.
- Existing development sites on Phase 1 are less likely to be attractive to developers, due to the retention of existing stock and the reduced land package on offer.

12.2.6 This option has therefore been discounted because it does not offer a whole estate solution, despite significant investment in Council stock. It will not deliver transformational change for the neighbourhood and will result in the retention of unsustainable properties that will require further substantial investment in the future. Privately owned properties will receive no investment, which will have a detrimental affect on the overall appearance of the neighbourhood.

13.0 REASONS FOR RECOMMENDATIONS

- 13.1
- To deliver the Arbourthorne Fields Redevelopment Scheme, as set out in this report
 - To deliver a 'whole estate solution' for the Arbourthorne '5M' properties, which the alternative options do not offer
 - To provide certainty to the residents of the remaining 246 properties (193 Council and 53 privately owned) affected by the Arbourthorne Fields Redevelopment Scheme.
 - To demolish unsustainable housing and create the opportunity to redevelop the area with high quality, sustainable new homes.
 - To increase the size of the current land package, created by the successful completion of Phase 1 of the scheme, by creating a further 5.25 Hectares of development sites.

14.0 Recommendations:

Rehousing and Acquisition

1. That Cabinet authorises the delivery of the Arbourthorne Fields Redevelopment Scheme as set out in this report
2. That Cabinet notes the impact continuing the scheme will have to the HRA 30-year business plan
3. That approval is given for the acquisition, vacation and demolition of all the properties listed in Appendix 1 and shown on the plan at Appendix 2
4. That approval is given for the acquisition, vacation and demolition of 13 no. garages, listed at Appendix 1 and shown on the plan at Appendix 2
5. The Director of Housing Services (or such other Director as is nominated by the Executive Director Communities) be authorised from time to time to stop letting such of the properties listed in Appendix 1 in consultation with the Director of Regeneration and Development Services as to what he considers desirable to meet the needs of the Redevelopment Scheme.
6. That:
 - a) demolition sub phase shall be a demolition phase for the purposes of awarding priority under the Lettings Policy;
 - b) the Director of Regeneration and Development Services be

authorised to declare demolition sub-phases and in consultation with the Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) set the date in a declared demolition sub-phase from which priority will be awarded

- c) the Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) be authorised to waive the Lettings Policy in respect of nominations to the Sanctuary older persons housing scheme of residents of undeclared phases as outlined in the report.
7. That the repurchase of homes not within a declared demolition phase be authorised, where the resident is to be rehoused within the Sanctuary older persons' housing scheme, Arbourthorne, as shown on the plan at Appendix 2
8. That the Director of Regeneration and Development Services be authorised, in exceptional circumstances outwith point 6 above, to agree the repurchase of homes not within a declared demolition phase.
9. The Director of Regeneration and Development Services be authorised to vary or alter the order and boundaries of demolition sub phases in accordance with the needs of the Redevelopment Scheme.
10. That discretionary home loss payments under Section 29 of the Land Compensation Act 1973 are made to tenants of Council owned properties listed in Appendix 1 who have been in occupation for 12 months at the time of displacement, and discretionary payments made to cover any removal expenses under Section 26 of the Housing Act 1985.
11. That Notice Seeking Possession may be served under Ground 10 of Schedule 2 of the Housing Act 1985 on any tenant of the properties listed at Appendix 1 which falls within a declared demolition phase.
12. That the Director of Capital and Major Projects be authorised to (1) negotiate and agree terms for the acquisition of dwellings listed in Appendix 1 and any other property, not owned by the City Council and, (2) to instruct the Director of Legal and Governance to complete the necessary legal documentation in respect of the acquisition of such properties.
13. That the Director of Capital and Major Projects be authorised to make home loss payments to owner occupiers or tenants in privately owned properties who have been in occupation for 12 months at the time of displacement and basic loss payments to owners as required under the Land Compensation Act 1973 together with the appropriate disturbance payments.

14. That the Director of Capital and Major Projects be authorised to (1) negotiate the surrender of any commercial leases including electrical substations, telecommunications and other service equipment if required; and (2) to instruct the Director of Legal and Governance to complete the necessary legal documentation.
15. The Director of Care & Support (or such other Director as is nominated by the Executive Director Communities) be authorised to designate all properties on the Arbourthorne and Norfolk Park estates as within a Demolition Band within the meaning of the Lettings Policy for residents at Arbourthorne Fields awarded rehousing priority, vary or terminate the Demolition Band as he considers necessary in the interests of the redevelopment programme.

To note that a capital approval submission will be made via the monthly budget monitoring report for the capital expenditure associated with this proposal.

Relocation Appreciation Loans

- 16 That the Private Sector Housing Policy be amended as set out in Appendix 4 to this report.
- 17 That the decisions delegated to the Regional Loans Manager within the policy are exercised in respect of Arbourthorne Fields in consultation with the Director of Development and Regeneration Services.

Rent freeze

18. That the rents of the 193 Council owned properties set out in Appendix 1 be frozen upon declaration of the appropriate demolition phase or sub-phase as set out in Appendix 1 and the plan at Appendix 2

Appendix 6

List of all properties on Phases 2 and 3 of the Arbourthorne Fields Redevelopment Scheme, listed by demolition phase and sub-phase

Phase 2A

2	Berners Place	Sheffield	S2 2AZ
4	Berners Place	Sheffield	S2 2AZ
6	Berners Place	Sheffield	S2 2AZ
8	Berners Place	Sheffield	S2 2AZ
10	Berners Place	Sheffield	S2 2AZ
12	Berners Place	Sheffield	S2 2AZ
14	Berners Place	Sheffield	S2 2AZ
16	Berners Place	Sheffield	S2 2AZ
18	Berners Place	Sheffield	S2 2AZ
20	Berners Place	Sheffield	S2 2AZ
22	Berners Place	Sheffield	S2 2AZ
24	Berners Place	Sheffield	S2 2AZ
26	Berners Place	Sheffield	S2 2AZ
28	Berners Place	Sheffield	S2 2AZ
30	Berners Place	Sheffield	S2 2AZ
32	Berners Place	Sheffield	S2 2AZ
34	Berners Place	Sheffield	S2 2AZ
36	Berners Place	Sheffield	S2 2AZ
38	Berners Place	Sheffield	S2 2AZ
40	Berners Place	Sheffield	S2 2AZ
42	Berners Place	Sheffield	S2 2AZ
165	Berners Road	Sheffield	S2 2BU
167	Berners Road	Sheffield	S2 2BU
169	Berners Road	Sheffield	S2 2BU
171	Berners Road	Sheffield	S2 2BU
173	Berners Road	Sheffield	S2 2BU
175	Berners Road	Sheffield	S2 2BU
177	Berners Road	Sheffield	S2 2BU
179	Berners Road	Sheffield	S2 2BU
181	Berners Road	Sheffield	S2 2BU
183	Berners Road	Sheffield	S2 2BU
185	Berners Road	Sheffield	S2 2BU
187	Berners Road	Sheffield	S2 2BU
189	Berners Road	Sheffield	S2 2BU
191	Berners Road	Sheffield	S2 2BU
470	East Bank Road	Sheffield	S2 2AF
472	East Bank Road	Sheffield	S2 2AF
474	East Bank Road	Sheffield	S2 2AF
476	East Bank Road	Sheffield	S2 2AF
478	East Bank Road	Sheffield	S2 2AF
480	East Bank Road	Sheffield	S2 2AF
482	East Bank Road	Sheffield	S2 2AF
484	East Bank Road	Sheffield	S2 2AF
486	East Bank Road	Sheffield	S2 2AF
488	East Bank Road	Sheffield	S2 2AF
490	East Bank Road	Sheffield	S2 2AF

492	East Bank Road	Sheffield	S2 2AF
494	East Bank Road	Sheffield	S2 2AF
496	East Bank Road	Sheffield	S2 2AF
498	East Bank Road	Sheffield	S2 2AF
500	East Bank Road	Sheffield	S2 2AF
502	East Bank Road	Sheffield	S2 2AF
504	East Bank Road	Sheffield	S2 2AF
506	East Bank Road	Sheffield	S2 2AF
508	East Bank Road	Sheffield	S2 2AF
510	East Bank Road	Sheffield	S2 2AF
512	East Bank Road	Sheffield	S2 2AF
514	East Bank Road	Sheffield	S2 2AF
516	East Bank Road	Sheffield	S2 2AF
518	East Bank Road	Sheffield	S2 2AF

Phase 2B

1	Berners Place	Sheffield	S2 2AZ
3	Berners Place	Sheffield	S2 2AZ
5	Berners Place	Sheffield	S2 2AZ
7	Berners Place	Sheffield	S2 2AZ
9	Berners Place	Sheffield	S2 2AZ
11	Berners Place	Sheffield	S2 2AZ
13	Berners Place	Sheffield	S2 2AZ
15	Berners Place	Sheffield	S2 2AZ
17	Berners Place	Sheffield	S2 2AZ
19	Berners Place	Sheffield	S2 2AZ
21	Berners Place	Sheffield	S2 2AZ
23	Berners Place	Sheffield	S2 2AZ
25	Berners Place	Sheffield	S2 2AZ
27	Berners Place	Sheffield	S2 2AZ
29	Berners Place	Sheffield	S2 2AZ
31	Berners Place	Sheffield	S2 2AZ
132	Berners Road	Sheffield	S2 2BU
134	Berners Road	Sheffield	S2 2BU
136	Berners Road	Sheffield	S2 2BU
138	Berners Road	Sheffield	S2 2BU
140	Berners Road	Sheffield	S2 2BU
142	Berners Road	Sheffield	S2 2BU
144	Berners Road	Sheffield	S2 2BU
146	Berners Road	Sheffield	S2 2BU
148	Berners Road	Sheffield	S2 2BU
150	Berners Road	Sheffield	S2 2BU
152	Berners Road	Sheffield	S2 2BU
154	Berners Road	Sheffield	S2 2BU
156	Berners Road	Sheffield	S2 2BU
158	Berners Road	Sheffield	S2 2BU
160	Berners Road	Sheffield	S2 2BU
162	Berners Road	Sheffield	S2 2BU
164	Berners Road	Sheffield	S2 2BU
166	Berners Road	Sheffield	S2 2BU
168	Berners Road	Sheffield	S2 2BU
170	Berners Road	Sheffield	S2 2BU
172	Berners Road	Sheffield	S2 2BU

174	Berners Road	Sheffield	S2 2BU
176	Berners Road	Sheffield	S2 2BU
178	Berners Road	Sheffield	S2 2BU
180	Berners Road	Sheffield	S2 2BU
147	Berners Road	Sheffield	S2 2BU
149	Berners Road	Sheffield	S2 2BU
151	Berners Road	Sheffield	S2 2BU
153	Berners Road	Sheffield	S2 2BU
155	Berners Road	Sheffield	S2 2BU
157	Berners Road	Sheffield	S2 2BU
159	Berners Road	Sheffield	S2 2BU
161	Berners Road	Sheffield	S2 2BU
163	Berners Road	Sheffield	S2 2BU

Phase 3A

2	Algar Place	Sheffield	S2 2JG
4	Algar Place	Sheffield	S2 2JG
6	Algar Place	Sheffield	S2 2JG
8	Algar Place	Sheffield	S2 2JG
10	Algar Place	Sheffield	S2 2JG
12	Algar Place	Sheffield	S2 2JG
14	Algar Place	Sheffield	S2 2JG
16	Algar Place	Sheffield	S2 2JG
18	Algar Place	Sheffield	S2 2JG
20	Algar Place	Sheffield	S2 2JG
22	Algar Place	Sheffield	S2 2JG
24	Algar Place	Sheffield	S2 2JG
54	Algar Road	Sheffield	S2 2JN
56	Algar Road	Sheffield	S2 2JN
58	Algar Road	Sheffield	S2 2JN
60	Algar Road	Sheffield	S2 2JN
62	Algar Road	Sheffield	S2 2JN
26	Northern Avenue	Sheffield	S2 2JB
28	Northern Avenue	Sheffield	S2 2JB
30	Northern Avenue	Sheffield	S2 2JB
32	Northern Avenue	Sheffield	S2 2JB
34	Northern Avenue	Sheffield	S2 2JB
36	Northern Avenue	Sheffield	S2 2JB
38	Northern Avenue	Sheffield	S2 2JB
40	Northern Avenue	Sheffield	S2 2JB
42	Northern Avenue	Sheffield	S2 2JB
44	Northern Avenue	Sheffield	S2 2JB
46	Northern Avenue	Sheffield	S2 2JB
48	Northern Avenue	Sheffield	S2 2JB
50	Northern Avenue	Sheffield	S2 2JB
52	Northern Avenue	Sheffield	S2 2JB
54	Northern Avenue	Sheffield	S2 2JB
56	Northern Avenue	Sheffield	S2 2JB
58	Northern Avenue	Sheffield	S2 2JB
60	Northern Avenue	Sheffield	S2 2JB
62	Northern Avenue	Sheffield	S2 2JB
64	Northern Avenue	Sheffield	S2 2JB
66	Northern Avenue	Sheffield	S2 2JB

68	Northern Avenue	Sheffield	S2 2JB
70	Northern Avenue	Sheffield	S2 2JB
72	Northern Avenue	Sheffield	S2 2JB
74	Northern Avenue	Sheffield	S2 2JB
76	Northern Avenue	Sheffield	S2 2JB
78	Northern Avenue	Sheffield	S2 2JB
80	Northern Avenue	Sheffield	S2 2JB
82	Northern Avenue	Sheffield	S2 2JB
84	Northern Avenue	Sheffield	S2 2JB
86	Northern Avenue	Sheffield	S2 2JB
88	Northern Avenue	Sheffield	S2 2JB
90	Northern Avenue	Sheffield	S2 2JB
92	Northern Avenue	Sheffield	S2 2JB
94	Northern Avenue	Sheffield	S2 2JB
96	Northern Avenue	Sheffield	S2 2JB
98	Northern Avenue	Sheffield	S2 2JB

Phase 3B

18	Algar Drive	Sheffield	S2 2JE
20	Algar Drive	Sheffield	S2 2JE
22	Algar Drive	Sheffield	S2 2JE
24	Algar Drive	Sheffield	S2 2JE
26	Algar Drive	Sheffield	S2 2JE
28	Algar Drive	Sheffield	S2 2JE
30	Algar Drive	Sheffield	S2 2JE
32	Algar Drive	Sheffield	S2 2JE
34	Algar Drive	Sheffield	S2 2JE
36	Algar Drive	Sheffield	S2 2JE
38	Algar Drive	Sheffield	S2 2JE
40	Algar Drive	Sheffield	S2 2JE
42	Algar Drive	Sheffield	S2 2JE
44	Algar Drive	Sheffield	S2 2JE
46	Algar Drive	Sheffield	S2 2JE
48	Algar Drive	Sheffield	S2 2JE
50	Algar Drive	Sheffield	S2 2JE
52	Algar Drive	Sheffield	S2 2JE
54	Algar Drive	Sheffield	S2 2JE
56	Algar Drive	Sheffield	S2 2JE
58	Algar Drive	Sheffield	S2 2JE
1	Algar Place	Sheffield	S2 2JG
3	Algar Place	Sheffield	S2 2JG
5	Algar Place	Sheffield	S2 2JG
7	Algar Place	Sheffield	S2 2JG
9	Algar Place	Sheffield	S2 2JG
11	Algar Place	Sheffield	S2 2JG
13	Algar Place	Sheffield	S2 2JG
15	Algar Place	Sheffield	S2 2JG
17	Algar Place	Sheffield	S2 2JG
19	Algar Place	Sheffield	S2 2JG
21	Algar Place	Sheffield	S2 2JG
23	Algar Place	Sheffield	S2 2JG
25	Algar Place	Sheffield	S2 2JG
27	Algar Place	Sheffield	S2 2JG

29	Algar Place	Sheffield	S2 2JG
31	Algar Place	Sheffield	S2 2JG
33	Algar Place	Sheffield	S2 2JG
35	Algar Place	Sheffield	S2 2JG
37	Algar Place	Sheffield	S2 2JG
39	Algar Place	Sheffield	S2 2JG
41	Algar Place	Sheffield	S2 2JG
43	Algar Place	Sheffield	S2 2JG
45	Algar Place	Sheffield	S2 2JG

Phase 3C

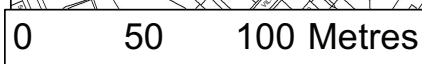
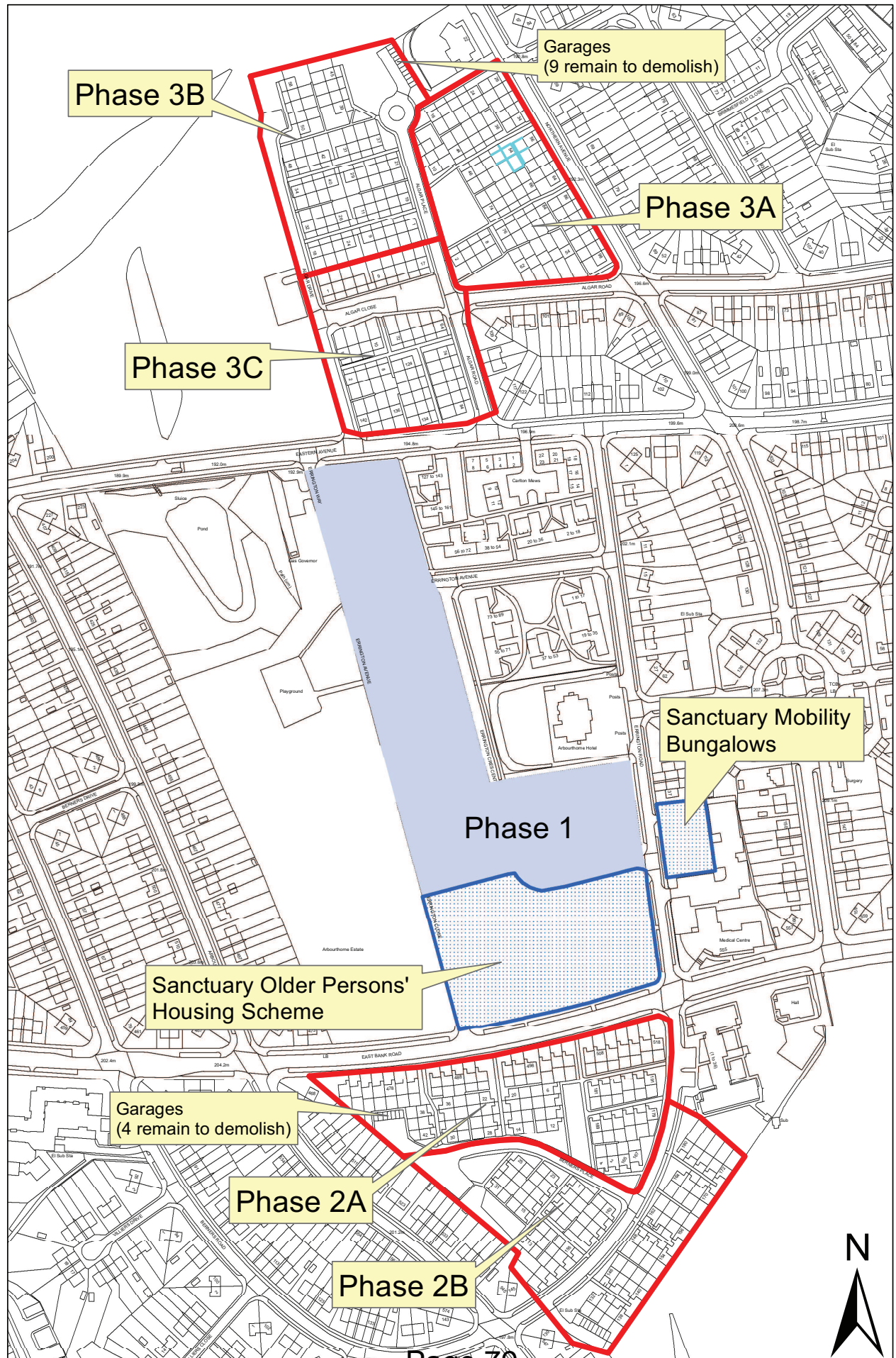
1	Algar Close	Sheffield	S2 2HZ
3	Algar Close	Sheffield	S2 2HZ
5	Algar Close	Sheffield	S2 2HZ
7	Algar Close	Sheffield	S2 2HZ
9	Algar Close	Sheffield	S2 2HZ
11	Algar Close	Sheffield	S2 2HZ
13	Algar Close	Sheffield	S2 2HZ
15	Algar Close	Sheffield	S2 2HZ
17	Algar Close	Sheffield	S2 2HZ
2	Algar Drive	Sheffield	S2 2JE
4	Algar Drive	Sheffield	S2 2JE
6	Algar Drive	Sheffield	S2 2JE
8	Algar Drive	Sheffield	S2 2JE
10	Algar Drive	Sheffield	S2 2JE
12	Algar Drive	Sheffield	S2 2JE
14	Algar Drive	Sheffield	S2 2JE
16	Algar Drive	Sheffield	S2 2JE
64	Algar Road	Sheffield	S2 2JP
66	Algar Road	Sheffield	S2 2JP
68	Algar Road	Sheffield	S2 2JP
70	Algar Road	Sheffield	S2 2JP
72	Algar Road	Sheffield	S2 2JP
74	Algar Road	Sheffield	S2 2JP
76	Algar Road	Sheffield	S2 2JP
78	Algar Road	Sheffield	S2 2JP
80	Algar Road	Sheffield	S2 2JP
82	Algar Road	Sheffield	S2 2JP
84	Algar Road	Sheffield	S2 2JP
124	Eastern Avenue	Sheffield	S2 2GN
126	Eastern Avenue	Sheffield	S2 2GN
128	Eastern Avenue	Sheffield	S2 2GN
130	Eastern Avenue	Sheffield	S2 2GN
132	Eastern Avenue	Sheffield	S2 2GN
134	Eastern Avenue	Sheffield	S2 2GN
136	Eastern Avenue	Sheffield	S2 2GN
138	Eastern Avenue	Sheffield	S2 2GN
140	Eastern Avenue	Sheffield	S2 2GN
142	Eastern Avenue	Sheffield	S2 2GN

**Garages within Phases 2 and 3 of the Arbourthorne Fields
Redevelopment Scheme**

45 Berners Place
46 Berners Place
47 Berners Place
48 Berners Place

230 Algar Place
231 Algar Place
232 Algar Place
233 Algar Place
234 Algar Place
235 Algar Place
236 Algar Place
237 Algar Place
238 Algar Place

Abourthorne Fields



Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

Name of policy/project/decision: Arbourthorne Fields Redevelopment Scheme

Status of policy/project/decision: Existing

Name of person(s) writing EIA: Ruth Wilson

Date: 26/03/2013

Service: Housing, Enterprise and Regeneration

Portfolio: Place

What are the brief aims of the policy/project/decision? In 2008, Cabinet gave authority to begin delivery of a major demolition and rebuild scheme known as the Arbourthorne Fields Redevelopment Scheme. This involved the demolition of 422 non-traditional properties on the Arbourthorne estate, and the rehousing of residents living in these properties.

Phase 1 of the scheme was funded through the Housing Market Renewal (HMR) programme. When the HMR programme was terminated in March 2011 and no replacement funding stream was put in place, the scheme was put on hold pending alternative resources being identified.

The Council is now in a position to seek authority from Cabinet to use alternative sources of funding to complete rehousing and demolition on the Arbourthorne Fields Redevelopment Scheme as set out in this report and as supported by Cabinet in 2008.

This will have an impact on residents living in the remaining 246 properties within the Arbourthorne regeneration area.

Are there any potential Council staffing implications, include workforce diversity?

None.

Under the [Public Sector Equality Duty](#), we have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Age	Positive	Medium	A demolition scheme will impact all members of the community. However, individual home visits will be carried out with all affected residents, ensuring older residents who may have difficulty leaving the home are not disadvantaged by the demolition process. In addition, residents affected by the scheme will have first refusal on new properties being built by Sanctuary Housing Association. 52 out of the 56 units being built will be specifically let to those aged 55 or over. These homes are being built as a result of specific feedback during the consultation process, when older residents said they wanted to stay in the area but were concerned about the lack of quality housing on offer for

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
			older people. This will therefore offer older people who wish to stay in the area the opportunity to remain close to support networks and local amenities, thus improving their quality of life.
Disability	Positive	Medium	A demolition scheme will impact all members of the community, however individual home visits will be carried out with all affected residents. Any disability/mobility needs will be recorded and residents will receive support to move into appropriate accommodation for their needs. This may be a better housing offer than the one they have currently. This will include offering a mobility priority for rehousing, if relevant. All residents will receive the necessary help and support with their move. In addition, residents affected by the scheme will have first refusal on new properties being built in Arbourthorne by Sanctuary Housing Association. This includes ground floor accommodation and bungalows suitable for wheelchair users, which will enable those with mobility needs to remain close to friends, family and amenities in their local area, should they wish to. On Phase 1, officers worked with staff from Age UK to provide additional support to vulnerable older people during demolition.
Pregnancy/maternity	Positive	Low	Individual home visits will be carried out with all affected residents. Women who are pregnant or who have young children will be rehoused into accommodation that is suitable for their and their family's, needs. This could mean being rehoused to a larger property than the one they are currently in, if they are eligible.
Race	Neutral	Low	A demolition scheme will impact all members of the community, however there is no specific positive or negative impact on people based on their racial background.
Religion/belief	Neutral	Low	As above - a demolition scheme can impact all members of the community, however there is no specific positive or negative impact on people based on their religious beliefs.
Sex	Neutral	Low	As above - a demolition scheme will have an impact on all members of the community, however there is no specific positive or negative impact on people based on their sex. It should be noted that perception of personal safety during decline during demolition. However, measures will be put in place to reduce crime and fear of crime, that may impact negatively on both men and women. This includes additional Police patrols of the area, increased patrols by Neighbourhood Warden and environmental works which will make the area look and feel safer. There were no incidences of crime or assault against men or women during Phase 1 of the scheme, and the Council was complimented by both the Police and Fire Services for its commitment to ensuring safety of residents during demolition.
Sexual orientation	Neutral	Low	A demolition scheme will have an impact all members of the community, however there is no specific positive

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
			or negative impact on people based on their sexual orientation.
Transgender	Neutral	Low	As above - a demolition scheme will impact all members of the community, however there is no specific positive or negative impact on transgender people.
Financial inclusion, poverty, social justice cohesion or carers	Positive	Medium	A number of initiatives will be put in place to ensure residents are not financially or socially disadvantaged by demolition. This includes the provision of compensations payments for both tenants and homeowners, to cover loss of their home, the cost of removals etc. Relocation Loans will be offered to all homeowners affected by demolition, which are a form of non-interest loan to assist with relocation to a new property. In addition, Council officers will work alongside carers and charities to offer additional support to the most vulnerable of residents. Council and Housing Association properties that become available in the Arbourthorne and NNorfolk Park area will be ringfenced for residents affected by demolition, meaning people who want to stay in the local area and maintain community and support networks will have the opportunity to do so. This is a result of feedback from consultation, where many affected residents said they were keen to stay in the area. On Phase 1, for example, around 35% of residents chose to stay in the Arbourthorne area.
Voluntary, community and faith sector	Neutral	Low	There will be some impact on the voluntary and community sector, however it is neither negative or positive. Community and tenant representatives will be invited to attend all meetings regarding the demolition scheme, to ensure they are kept up to date on the project and can advise their representatives if necessary. Similarly, during demolition Council officers will work closely with those in the voluntary and charity sectors to provide extra support for the most vulnerable residents. For example, on Phase 1, officers worked with Shelter, Age UK and Mind to ensure appropriate care and support. While this may increase the workload of some individuals within these charities, clear and open communication with these organisations prior to the scheme commencing has ensured that these organisations are aware of the scheme and plan for the impact it may have on resources.
Other/additional:	-Select-	-Select-	
Other/additional:	-Select-	-Select-	

Overall summary of possible impact (to be used on EMT, cabinet reports etc): A demolition scheme will have an impact on all sectors of the community. However, a high

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
	and processed in a timely fashion. Ensure appropriate and up to date information is imparted regarding, for example, changes to the Benefits system, the legal process for homeowners having their property repurchased by the Council, signposting to other organisations who may be able to offer additional financial assistance or support.	ensure payments are processed accurately and in a timely fashion. Work with Private Sector Housing and Legal Services to offer appropriate financial and legal advice for homeowners.
Cohesion	To help retain community cohesion and support networks for residents, despite a major demolition scheme. Ensure 'ring fence' is appropriately applied to all Council and Housing Association properties which become vacant within the Arbourthorne and Norfolk Park estates. Monitor Sanctaury as lead Housing Association for new build, to make sure their Lettings Policy and management practices have a positive affect on community cohesion	Ongoing throughout demolition process. Lead -Regeneration Team. Monitor Sanctuary through regular meetings and informal partnership working. Ring fence monitored through Sheffield Homes/ Property Shop.
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		

Approved (Lead Manager): Ruth Wilson Date: 26/03/13

Approved (EIA Lead Officer for Portfolio): Ian Oldershaw Date: 26/03/13

Appendix 4

Appendix 4 is Section 6 of the Private Sector Housing Policy. Section 6 details the conditions for agreeing a Relocation Appreciation Loan. The changes are detailed below but for ease of reading, the whole of the section is attached.

Changes

Section 6.1 a) Replace “Housing Market Renewal Areas” with “Arbourthorne Fields Redevelopment Scheme”

Section 6.6 Replace “£70,000” with £60,000”

Section 6.12.1 Replace “Housing Market Renewal Area” with “Arbourthorne Fields Redevelopment Scheme”

6. Relocation Loan

6.1 The purposes for which a Relocation Loan application may be made are,

- a) To enable an applicant to purchase another dwelling where their current dwelling is subject to demolition by the Council in the Arbourthorne Redevelopment Scheme.
- b) To enable an applicant to purchase another dwelling, where the Council has assessed their current dwelling as a Category 1 hazard, due to it being crowded, which cannot be remedied without an increase in size by extending the living accommodation within the current dwelling.
- c) To enable an applicant to purchase another dwelling where the Council has assessed that their current dwelling has a Category 1 hazard and the most satisfactory course of action to deal with the hazard is to close or demolish the dwelling.
- d) To enable an applicant to purchase another dwelling where the applicant meets the eligibility criteria for a Disabled Facilities Grant in respect of the current dwelling but it is not reasonably practicable to undertake the necessary adaptations.

6.2 Where an applicant applies for a Relocation Loan the Council will assess the applicant's eligibility under the following criteria and make a decision on whether to provide the applicant with a Relocation Loan.

6.3 The amount of the Relocation Loan will vary according to:

- the value of the applicant's current dwelling
- the applicant's housing need
- the value of current charges or outstanding mortgage on the current dwelling
- the value of the purchased dwelling

6.4 The Relocation Loan will be secured by means of a legal charge as a percentage of the market value of the purchased dwelling.

6.5 The maximum value of a Relocation Loan will not normally exceed 50% of the value of the purchased dwelling.

6.6 The maximum loan will not normally exceed 100% of the value of the applicant's current dwelling subject to a maximum possible value of £60,000.

6.7 The maximum loan for all secured borrowing, including the Relocation Loan, will not normally exceed 90% of the value of the purchased dwelling.

6.8 ***Circumstances and Eligibility***

6.8.1 In order for a Relocation Loan to be approved the Council must be satisfied that all of the following criteria apply: -

- there is sufficient Council funding available for the provision of the Relocation Loan

- the applicant will become the owner occupier of the purchased dwelling
- the purchased dwelling is located in the United Kingdom
- the purchased dwelling meets the Decent Homes Standard
- continued occupation of the purchased dwelling is sustainable
- the applicant will have an owner's interest in the purchased dwelling
- the applicant has owned and been living in the current dwelling for at least the 12 months prior to the Loan application.
- for leasehold purchased dwellings the applicant will have a leasehold interest of at least 50 years remains on the lease.
- the purchased dwelling will not be overcrowded.
- for applications under 6.1(b) and 6.1(c) the applicant, partner or child or offspring normally resident in the dwelling is a Vulnerable Person as defined in this policy.

6.8.2 If more than one person has an owner's interest in the current dwelling, all maybe eligible for a Relocation Loan, but the total amount of loan available shall not exceed the maximum loan.

6.8.3 For applications under 6.1(b) and 6.1(c) the Council must be satisfied that the applicant is unable to access commercial borrowing for the relocation.

6.9 ***Payment of the loan funds***

6.9.1 Payment of the loan will be made direct to the applicant's solicitor.

6.10 ***Discretion***

6.10.1 Where the Regional Loans Manager or above is satisfied on consideration of the applicants individual circumstances that a loan paid in accordance with the loan restrictions under points 6.5, 6.6, and 6.7 may result in the applicant having to purchase a dwelling that would be overcrowded, he may approve a loan not subject to that limit.

6.10.2 The Regional Loans Manager or above in considering this discretion may have regard to the following circumstances:

- the applicant has specific housing needs impacting on the value of the purchased dwelling required to meet those needs
- the applicant is unable to transfer their existing mortgage to put towards the purchased dwelling.

6.10.3 The above circumstances do not constitute an exhaustive list of matters to be considered, and each decision will be made on its own merits.

6.10.4 For loans given under the provisions of 6.1(a) in exceptional circumstances, at the discretion of the Regional Loans Manager,

requests to transfer a loan to a beneficiary acquiring title to the purchased dwelling under the administration of the deceased's estate may be approved where the conditions in 6.13 below, have not been satisfied. The beneficiary must pay any legal and administrative costs arising from the transfer.

6.10.5 Where the applicant accesses commercial borrowing that is secured as a legal charge on the dwelling, and where the purpose of that commercial borrowing is for an approved purpose, then the legal charge securing the commercial borrowing, may, at the discretion of the Regional Loans Manager having regard to the individual circumstances of the case, rank in priority to the legal charge secured against the dwelling under this policy. When deciding whether to exercise this discretion the Regional Loans Manager will have regard to the following:

- the type of charge taking priority.
- the amount and type of outstanding loan against the Council's lending criteria
- the reason a charge priority is being requested.
- the current financial vulnerability of the applicant.

6.10.6 The above does not constitute an exhaustive list of matters to be considered. Each decision will be considered on the individual merits of the case.

6.11 ***Loan Redemption***

6.11.1 The Relocation Loan will be redeemed at the point of disposal as a percentage of the market value of the purchased dwelling at the time of redemption.

6.11.2 Applicants wishing to repay the Relocation Loan, in full or in part prior to disposal may do so provided that they pay all valuation fees. The minimum part loan repayment amount is £5,000.

6.11.3 Where the Council is satisfied that the value of the purchased dwelling has been increased by major home improvements made by the applicant and has determined a figure which it considers reflects the increased value it shall reduce the amount of loan to be redeemed by this figure.

6.12 ***Conditions***

6.12.1 It is a condition of a Relocation Loan that the applicant contribute to the purchased dwelling the full amount paid by the Council of any compensation (not including Disturbance and Homeless payments) for the acquisition of the current dwelling under the Arbourthorne Fields Redevelopment Scheme where this applies.

6.12.2 The Loan will be secured on the purchased dwelling registered as a Legal Charge.

6.12.3 The applicant will be subject to the conditions attached to the loan.

6.12.4 The applicant will normally be expected to carry forward any existing mortgage amount as a mortgage on the purchased dwelling.

6.12.5 Where the applicant is either unable to or decides not to proceed with the loan application or if a loan application is cancelled:-

- after the Council has instructed a valuer to carry out a valuation, the valuer's fee is recoverable from the applicant.
- after the Council has instructed a solicitor to carry out legal work connected to the loan, the solicitor's legal fee is recoverable from the applicant.
- after the Council has incurred fees in seeking consents from an existing lender, the fees incurred are recoverable from the applicant.

6.13 ***Transfer of loans to beneficiary***

6.13.1 For applications under 6.1(a) where during the life of the loan the applicant dies and under the administration of the deceased's estate title in the purchased dwelling is transferred to a beneficiary the loan may be transferred to the beneficiary where the Council is satisfied:

- the beneficiary occupies as their only or main residence the purchased dwelling and has lived in the property for a minimum period of 12 months prior to the death of the applicant; and
- the beneficiary will continue to occupy the purchased dwelling as their only or main residence; and
- the beneficiary will complete a new loan application agreeing to the terms and conditions of the Relocation Loan

The provisions under paragraph 6.13 may only be used once during the lifetime of the loan.

6.14 ***Key Outcomes***

6.14.1 The key outcomes will be dependent on the availability of more suitable and affordable properties.

6.14.2 The principle key indicators will be: -

- a reduction in the number of people living in overcrowded dwellings.
- a reduction in the number of vulnerable persons living in dwellings that do not meet the Decent Homes Standard.
- increase in number of disabled persons living in dwellings appropriate to their needs

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SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Jeremy Wight, Director of Public Health

Date: 8th May 2013

Subject: Sheffield's Public Health Budget allocation for 13/14

Author of Report: Imogen McLean/Liz Orme

This report sets out Proposals for the effective use of Sheffield's Public Health Budget for 2013/14 in support of Sheffield's vision and ambitions for Public Health. Public Health leadership moved from NHS Sheffield (NHSS) to Sheffield City Council (SCC) on 1st April 2013, when the Primary Care Trust ceased to exist and was replaced by the Clinical Commissioning group (CCG). This change was a response to national legislation as set out in the Health and Social Care Act 2012 and associated national policy. This transition has been the subject of long-term planning and was built on a foundation of positive joint working between the Council and the Public Health Directorate in Sheffield PCT, to address the root causes of ill health and health inequalities and designed to ensure a smooth transition for staff, providers of Public Health services and service users.

Sheffield City Council is now responsible for a Public Health budget to cover Public Health staffing, service commissioning (accounting for the vast majority of spend) and related overheads. In January 2013 the Department of Health confirmed that the 13/14 settlement figure for Sheffield was £29.7m. The Grant will be used to fund services delivered by the NHS, Voluntary and Community Sector and Sheffield City Council. Five specific services are mandatory for local authorities to provide, namely sexual health services, the national child weighing and measuring programme, 'health checks', specialist Public Health advice to the local clinical commissioning group (the 'core offer'), and a general duty to protect the health of the population, including ensuring that appropriate emergency plans are in place. Otherwise the use of the PH Grant is at the discretion of the Council, and progress in improving Public Health within Sheffield will be monitored using the Public Health Outcomes Framework (PHOF), which comprising 68 indicators across the four domains of Public Health activity (see summary at appendix 4). It is National

Government's intention that some element of the Public Health Grant will in future years be dependent on progress made against these indicators.

As a ring-fenced budget, all of this resource will be used in support of support Public Health outcomes for Sheffield residents. Officers have undertaken detailed work to confirm commitments for 13/14 and have entered into a dialogue with provider organisations of Public Health services around the potential for securing savings on contract value during the year. This will allow the Public Health Grant to support a broader range of Public Health activity and services than was the case previously and support activity that tackles some of the wider determinants of health and well-being, building on the previous successes of Public Health in Sheffield when it was hosted within the NHS.

In February members delegated responsibility for the management of the 13/14 Public Health budget on an interim basis to Executive Directors to be spent on current Public Health activity pending a further Cabinet report. This report seeks formal member approval for the use and management of this budget in line with Sheffield's distributed model. Officer delegations are sought to finalise outstanding negotiations with providers on in-year savings, notably with the Sheffield Teaching Hospital. A member-led review is proposed for 13/14, which will shape Public Health investment in 14/15 and beyond in line with the City's ambitions.

Reasons for Recommendations:

A guiding principle for Sheffield's Public Health Transition was to ensure a smooth transfer for staff, providers of Public Health services and service users. For this reason (and in line with the HR staff transfer scheme) existing contractual commitments to the staff that transferred must be honoured.

With some exceptions determined the PCT in consultation with relevant Executive Directors, the majority of Public Health services have continued into the 13/14 financial year, but with the Council as the lead commissioner. These include both commissioned treatment services (substance misuse treatments and sexual health) and Public Health programmes.

In order that Public Health funding can be used to support a broader range of Public Health activity and services, and tackle the wider determinants of health a reduction in the value of some contracts is proposed later on in the financial year. The changes proposed have been subject to impact assessments and informed by provider feedback through equalities impact assessments and consultation. Delegations will allow for outstanding negotiations with providers on how required savings are achieved in-year. The proposed member-led review will build on member work to date and allow for elected members to consider Public Health investment in the round and will inform priorities and funding proposals for 14/15 onwards.

Recommendations:

- 1 That Cabinet approves the use of Sheffield City Council's £29.7m Public Health Budget for 13/14 in support of Public Health outcomes

and in line with Sheffield's distributed model of Public Health. This will cover staffing, commissioned Public Health services and related overheads.

- 2 That decisions on the use of any unallocated Public Health Grant (subject to negotiations on contracts) be delegated to the Executive Director for resources in consultation with the Cabinet Member for Health, Care and Independent Living
- 3 That for the purposes of finalising detailed in-year savings, the Director of Public Health and relevant Executive Directors be authorised, in consultation with relevant cabinet members to negotiate detailed arrangements with providers in support of the overall savings envelope included in the report.
- 4 That Cabinet gives support for Elected Members to undertake a fundamental review of all Public Health investment during 13/14, which will determine the use of this budget post April 2014. The review will be supported by the Director of Public Health and relevant Executive Directors with subsequent proposals and decisions on the ring-fenced Public Health grant to form part of the Council's 14/15 Budget planning process.

Background Papers:

1. Budget summary paper
2. Equalities Impact Assessment
3. Roles and responsibilities for the Public Health Grant in Sheffield
4. Overview of the national Public Health Outcomes Framework

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES Liz Orme
Legal Implications
YES Lynne Bird
Equality of Opportunity Implications
YES Michael Bowles
Tackling Health Inequalities Implications
YES Jeremy Wight

Human rights Implications
NO
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Property implications
NO
Area(s) affected
City-wide
Relevant Cabinet Portfolio Leader
Cabinet Member for Health, Care and Independent Living
Relevant Scrutiny and Policy Development Committee if decision called in
Healthcare and Independent Living
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
YES

Report to Cabinet: Sheffield's Public Health Budget allocation for 13/14

1. SUMMARY

This report sets out Proposals for the effective use of Sheffield's Public Health Budget for 2013/14 in support of Sheffield's vision and ambitions for Public Health. Public Health leadership moved from NHS Sheffield (NHSS) to Sheffield City Council (SCC) on 1st April 2013, when the Primary Care Trust ceased to exist and was replaced by the Clinical Commissioning group (CCG). This change was a response to national legislation as set out in the Health and Social Care Act 2012 and associated national policy. This transition has been the subject of long-term planning and was built on a foundation of positive joint working between the Council and the Public Health Directorate in Sheffield PCT, to address the root causes of ill health and health inequalities and designed to ensure a smooth transition for staff, providers of Public Health services and service users.

Sheffield City Council is now responsible for a Public Health budget to cover Public Health staffing, service commissioning (accounting for the vast majority of spend) and related overheads. In January 2013 the Department of Health confirmed that the 13/14 settlement figure for Sheffield was £29.7m. The Grant will be used to fund services delivered by the NHS, Voluntary and Community Sector and Sheffield City Council. Five specific services are mandatory for local authorities to provide, namely sexual health services, the national child weighing and measuring programme, 'health checks', specialist Public Health advice to the local clinical commissioning group (the 'core offer'), and a general duty to protect the health of the population, including ensuring that appropriate emergency plans are in place. Otherwise the use of the PH Grant is at the discretion of the Council, and progress in improving Public Health within Sheffield will be monitored using the Public Health Outcomes Framework (PHOF), which comprising 68 indicators across the four domains of Public Health activity (see summary at appendix 4). It is National Government's intention that some element of the Public Health Grant will in future years be dependent on progress made against these indicators.

As a ring-fenced budget, all of this resource will be used in support of support Public Health outcomes for Sheffield residents. Officers have undertaken detailed work to confirm commitments for 13/14 and have entered into a dialogue with provider organisations of Public Health services around the potential for securing savings on contract value during the year. This will allow the Public Health Grant to support a broader range of Public Health activity and services than was the case previously and support activity that tackles some of the wider determinants of health and well-being, building on the previous successes of Public Health in Sheffield when it was hosted within the NHS.

In February members delegated responsibility for the management of the

13/14 Public Health budget on an interim basis to Executive Directors to be spent on current Public Health activity pending a further Cabinet report. This report seeks formal member approval for the use and management of this budget in line with Sheffield's distributed model. Officer delegations are sought to finalise outstanding negotiations with providers on in-year savings, notably with the Sheffield Teaching Hospital. A member-led review is proposed for 13/14, which will shape Public Health investment in 14/15 and beyond in line with the City's ambitions.

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The Council's intention is to target the Public Health resource at the most effective interventions to address and prevent the underlying causes of poor health. Better well-being is the key to being a successful city, as poor health and inequality undermines Sheffield's ability to fulfil its social, economic and cultural potential at an individual, community and city level. Our ambition is to be a leading city for health and wellbeing with a committed City Council that is a high achieving, Public Health organisation. Sheffield's Public Health budget is ring-fenced for activity/interventions that support Public Health outcomes and all of this resource will be used for this purpose.
- 2.2 Sheffield City Council has always played a role in addressing the health and wellbeing needs of the population, whether that be through housing, environmental health, education, Children and Young Peoples' Services, adult social care or services which improve and maintain street and community environments. The transfer of NHS Public Health is an opportunity to integrate staff and resources with existing skills and structures. As requested by elected members, Sheffield's approach to Public Health commissioned activity in 13/14 has been designed to support a smooth transition for service providers and users. The majority of services continued from 1st April, but with new contracts with the Council as lead commissioner. During 13/14 elected members will be undertaking a fundamental review of all Public Health investment, which will form part of the Council's 14/15 Budget planning.

3. OUTCOME AND SUSTAINABILITY

- 3.1 The health and wellbeing of a city's population is fundamental for the success of that city. In Sheffield, we have made significant steps forward with life expectancy increasing and deaths from cancer and cardiovascular diseases falling, ensuring that Sheffield is healthier than ever before. Between 2000 and 2010, life expectancy increased by 2.7 years for men and 1.5 years for women; a 37% reduction in deaths from cardiovascular disease and a 17% reduction in deaths from cancer.¹
- 3.2 Whilst we have had success in improving wellbeing, the city still faces

¹ NHS Sheffield (2012)

significant challenges and some communities are blighted by socioeconomic inequalities which remain the main cause of ill health. Both health and socioeconomic inequalities perpetuate the higher levels of poverty, unemployment, welfare dependency and lower wages in those communities. Sheffield's ambition is to use the additional expertise and resource from NHS Public Health within the council to transform well-being in Sheffield and ensure that resources are targeted to address the root causes of poor health.

3.3 The Council's overall vision for Public Health is described in the vision statement approved by Cabinet in January 2012. Public Health being led from the City Council will bring with it the opportunity to broaden the scope of Public Health activity, and so to have an impact on a much wider range of factors that determine health and ill health for the people of Sheffield. We will take up the opportunity presented so as to make the biggest possible impact on the health of the citizens of Sheffield. The Council's aims are both simple and ambitious: to promote good health; to prevent and tackle ill-health; to enable all of us as citizens to make healthier lifestyle choices; and to develop Public Health capacity and know-how across organisations and communities so as to make a real difference.

3.4 The vision is that the whole Council should become a Public Health organisation, so that every contact that the Council has with the people of Sheffield should contribute to promoting health. This underlies the distributed model of Public Health which has been adopted, which puts specialist Public Health expertise into each Portfolio, and makes each Portfolio accountable for the delivery of some of the PHOF indicators.

4. Sheffield's Public Health Budget 13/14

4.1 Strategic Ambitions/objectives

The transfer of Public Health leadership and resources to the Council is a once in a generation change, and an opportunity for a new start for Public Health in Sheffield. With our partners on Sheffield's (Shadow) [Health and Wellbeing Board](#) (HWB), we have developed an ambitious [Joint Health and Wellbeing Strategy \(JHWS\)](#) which makes tackling the wider determinants of health central to the city's new approach to commissioning and delivering health and wellbeing services to ensure we make full use of the resources available to address the causes of poor health.

4.1.1 Sheffield's first Joint Health and Wellbeing Strategy (JHWS) sets out a bold joint commitment from Sheffield's Clinical Commissioning Group (CCG), Sheffield City Council and Sheffield Healthwatch to deliver a holistic approach to improving health and wellbeing in the city, tackling the problems which make people experience poor wellbeing, supporting people to take greater control of their own wellbeing and commissioning a range of services which deliver a sustainable health and wellbeing system for Sheffield. The principles which will shape the approach to

health and wellbeing in Sheffield include tackling inequalities; focusing on the wider determinants of health; preventing health and wellbeing problems from occurring in the first place; and maximising people's independence. A joint strategy for the City brings an opportunity to utilise the totality of council and NHS spend to improve wellbeing outcomes and make better, health-focused decisions. The proposed use of the Public Health Grant will directly support these ambitions.

4.2 Portfolio Commitments/Ambitions

Sheffield's distributed model for Public Health sees Public Health expertise and budgets integrated into each of the Council Portfolios in order to work with and influence all services to deliver against key outcomes from the Public Health Outcomes Framework (PHOF).

4.2.1 Director of Public Health Office (DPHO)

The DPHO will comprise of a small team which will be responsible for the 'Core Offer' to Sheffield NHS Clinical Commissioning Group, and some cross cutting Public Health issues including housing and health and employment and health. The DPH also has a number of statutory responsibilities including for health protection (working with Public Health England) and will provide professional supervision for Public Health Consultants and ensure that continuing professional development arrangements are in place for Public Health staff. The DPH Office will also have oversight of clinical governance for Public Health activity. Indicators from the Public Health Outcomes Framework for which the DPHO is responsible include overarching indicators such as life expectancy and all cause mortality, as well as some specific indicators relating to health services, which will be addressed collaboratively with the Clinical Commissioning Group, and screening programmes, which will be addressed with Public Health England and the NHS Commissioning Board.

4.2.2 Communities Portfolio

With the largest volume of contracts and levels of spend, the Communities Portfolio has three dedicated Public Health teams with responsibilities spanning health improvement and community development (the healthy communities team), mental health and wellbeing and older and other vulnerable people's health (the communities commissioning team) and drugs, alcohol and domestic violence (DACT). PHOF indicators for which the Communities Portfolio will be responsible include those relating to mental health and wellbeing, those relating to drugs and alcohol treatment services, violent crime and offending, and those related to root causes of ill health and health inequality.

4.2.3 Children, Young People and Families Portfolio

Public Health responsibilities of the CYPF Portfolio include commissioning health and well-being services for children, and young people, and sexual health services. This involves working with families,

early years settings, Foundation Trust Hospitals, primary care, Sheffield CCG, schools and voluntary sector providers to commission interventions with a particular focus on reducing health inequalities, child poverty and targeting vulnerable children, young people and families. The team also commission sexual health services for young people and adults through Sheffield Teaching Hospitals. A number of programmes previously funded by the Council within CYPF will now be funded through the Public Health Grant, including breastfeeding peer support, the Family Nurse Partnership, the healthy child programme, early intervention workers and the doula programme. PHOF indicators for which the CYPF portfolio will be responsible include all those relating to infant and child health, including breastfeeding rates, and those relating to maternity, including infant screening programmes. Some of these will need to be addressed in collaboration with the CCG, PHE and the NHSCB.

4.2.4 Place Portfolio

The Portfolio leads on Public Health in key policy areas including tobacco control, interventions to help people to live smokefree lives, obesity and food, and environment and sustainability. Investment will be used to commissioning specific frontline health services for the population, such as Stop Smoking Services, weight management services, and community dieticians for the city. Resources will also be focused on driving improvements where we can prevent health problems and address health inequalities, for example in air quality and promoting physical activity through active transport (walking and cycling).

The PHOF indicators for which the Place Portfolio will be accountable are those that relate to the wider environment (including sustainable development), physical activity, diet and obesity, and smoking,

4.2.5 Public Health Intelligence

Part of the Policy, Partnerships and Research Team the Public Health Intelligence Team provides specialist information and advice about identifying, analysing and evaluating health and wellbeing needs, interventions and outcomes in the Sheffield population. This relates to all the key areas of health and wellbeing such as causes of ill health and early death, healthy lifestyles, health inequalities, children and young people's health and health of vulnerable people.

4.3 Staffing

Public Health teams transferred formally to Sheffield City Council on 1st April. These teams are now part of Sheffield's management structure, embedded within Council portfolios and working alongside existing Council staff in support of Public Health outcomes. The organisational structure, endorsed previously by Cabinet, reflects an ambition to harness the combined expertise of NHS Public Health specialists and existing Council staff who deliver Public Health improvement to put health and wellbeing at forefront of our services. In line with Sheffield's distributed model the budget for staffing and overheads will be allocated to Portfolio, Policy, Partnership and Research and DPH Office budgets.

Salary commitments are determined by the legal basis of the Public Health staff transfer scheme, through which staff have transferred on current terms and conditions and are subject to protection. Details of staffing commitments by portfolio are provided at the financial appendix 1.

4.4 Commissioned Public Health Services

As part of the transfer arrangements, responsibility for commissioning, procurement and contract management for a range of Public Health services transferred to Sheffield City Council on 1 April 2013. Some transferred as part of a formal transfer order from the Secretary of State. Those contracts/services due to end on 31st March 2013 with the PCT were, in the main, renewed with the Council as commissioner. In Sheffield the total value of the contracts (covering around 85 services) for the financial year 2012/13 was approximately £23m.

- 4.41** Members expressed a wish to see a smooth transition of these services into SCC. As such, and with the exception of those previously terminated by the PCT, existing PCT Public Health services continued in force with the Council as the lead commissioner from 1st April 2013. Responsibility for the commissioning and contract management of many Public Health services is now being managed from within the Council's service portfolios in line with their focus and outcomes. Procurement is centralised within the Council's Commercial Services Team, who also manage some higher value contracts. Dental Public Health and health checks will be led by the Director of Public Health Office
- 4.42** The Public Health Grant is under considerable pressure. The Council is managing reductions in resource at a time of significantly increasing demand for some statutory services. As such it is critical that investment is focussed on tackling the real causes of ill health and making targeted, evidence-driven interventions in the key things which will improve the health and wellbeing of local people.
- 4.43** The Public Health budget is ring-fenced budget for the use of activity in support of Public Health outcomes, but this does not mean that all previous Public Health commitments will be ring-fenced. Indeed, in order to utilise this important resource to support the ambitions above it is proposed that there be a level of disinvestment in some previous/current Public Health activity in order that this budget can support a broader range of activity. The 13/14 Sheffield City Council budget made significant savings to Council activity in line with reduced resources. The budget report included 3.4 million of additional existing Sheffield City Council spend in support of Public Health activity, which will now be funded through the Public Health Grant.
- 4.44** For the majority of Public Health contracts it is recommended that some savings in contract value be secured over the 13/14 financial year. The recommended distribution of these savings has been guided by a consideration of the following impacts:

- Impact on Public Health outcomes framework & what they are set out to do.
- Impact on groups with protected characteristics under equalities legislation using services.
- Impact on Strategic and Portfolio objectives re health and wellbeing.
- Impact on organisations and their ability to deliver services including cumulative impact.

This process has shaped detailed financial proposals as set out at 4.8.

4.45 Sheffield City Council is currently in negotiations with the Sheffield teaching hospitals regarding a reduced financial value for sexual health services in 2013/14. The council is seeking to make a reduction of approximately £600,000 (full year effect) in total expenditure on sexual health services provided by STHFT. Contract and commissioning discussions are underway. SCC has put forward a number of recommendations for how it expects a proportion of these savings to be achieved. These include a suggestion to move to paying for GUM services based on reference costs (actual costs STHFT incur from delivering GUM services) rather than paying on a higher national non mandatory tariff. Alongside this there is a view that implementing a new fully integrated model of service delivery will release further efficiencies and STHFT has been asked to recognise and report on the anticipated level of savings this will generate. SCC has offered to work with STHFT to review the current service specification to plan a phased and sensible approach to achieve the intended level of savings without impacting on accessibility of services or sexual health outcomes.

4.46 A summary of overall 13/14 spend on Public Health commissioned services is provided at the financial appendix 1.

4.5 Elected Member Review of Public Health

This report sets out an interim position for Public Health in 13/14 following transition and reflects the Council's ambitions for a change in our Public Health approach. It does not yet fully represent our longer term ambitions and aspirations to make Sheffield City Council a Public Health organisation. We know that there are more opportunities to ensure that the Public Health grant is fully aligned to the overall Public Health objectives we have as a Council.

In summer 2012 Elected Members were provided with an overview of Public Health activity, both that funded by the NHS and the Council, in order to start thinking about what the Public Health priorities for the Council should be. Building on this, a review is proposed during this financial year through which members will be reviewing Public health activity and talking to GPs and communities about Public Health issues. This will inform priorities for future Public Health investment.

4.6 Finance

Appendix 1 summarises the proposed allocation of the 2013/14 Public

Health ring fenced grant, the allocation for Sheffield was £29.665m. The Department of Health (DoH) conditions for the grant are that the grant should be spent on Public Health activity and that any underspends in the year will be ring-fenced to Public Health and carried forward into the following year. However if there are on-going significant underspends the Department of Health will give consideration to reducing future allocations.

At this stage not all the grant has been allocated as there are still some risks and uncertainties around the contract negotiations and the finer detail around the DoH settlement. For this reason there is an unallocated balance of £560K which will be held subject to a review in the early part of the new financial year (see recommendation 2).

4.7 Legal and Governance

The Management of Public Health, including its budget, will be dealt with in line with the Councils Constitution, procedures and Schemes of delegations. Any changes will be subject to consultation when required and will be carried out with due regard to the Council's statutory duties including its equality duties.

4.8 Equalities Impact

As a Council under the Equality Act 2010, s. 149, we have a Statutory Public Sector Equality Duty (PSED) to pay due regard to:

- Eliminating discrimination, harassment and victimisation
- Advancing equality of opportunity
- Fostering good relations

As part of our approach to demonstrate how we act fairly and meet our Duty we use Equality Impact Assessments (EIAs) as our vehicle to assess impacts on staff and customers of policies, proposals and functions. The proposals detailed in this report have been informed by significant work to understand the material impact of future savings on provider organisations and protected groups. To inform this process, providers of Public Health services have been asked for feedback on the impact of potential changes and face to face discussions have been held in order to gather further information. This has helped us to ensure that the proposals put forward have been shaped by people who may be affected by decisions taken as part of the budget, and to ensure that they have had an opportunity to put forward other ideas for consideration. This feedback has shaped the detailed proposals, which reflect a range of savings in contract value later in the financial year, from 0 reduction to 12%. In some cases the impact of savings would have meant an absence of provision for protected groups or risked the sustainability of a VCF organisation and this led to a proposal to leave funding at current levels of reduce the savings target.

Rather than seeking to impose savings from April 1st, SCC has taken an approach that gives providers notice of our intentions in line with Best

Value guidance and the Sheffield Compact. As such, it is expected that reductions will largely take effect from 1st August for VCS providers and 1st May for non-VCS. (NB: Update depending on STH status) Relevant providers were written to in January 2013 confirming arrangements for contract renewals, seeking feedback on potential reductions and outlining the plans for a member-led review of Public Health investment. Further development of EIAs are planned for contracts that are still subject to negotiation, notably Sheffield Teaching Hospitals.

The overall impact on protected groups of Public Health budget spend will be positive because we will continue to fund a range of services across the city. However the proposed VCS budget reductions will have a negative impact across protected groups (and affected VCS organisations), as outlined above and in the detailed EIA impact analysis. The full EIA to accompany this report is provided at appendix 2.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Sheffield City Council has the option of maintaining current spending levels on existing (previous PCT) Public Health commissioned services throughout the financial year. However, this would not allow for the Public Health resources to be employed to support a broader range of activity in support of Public Health outcomes. This would mean ending other valuable Public Health activity altogether and would undermine the Council's 13/14 budget commitments.
- 5.2 The Council also had the option of seeking to secure savings from 1st April 2013. However, in line with the Sheffield Compact and our Best Value Duty it was agreed that providers would be consulted on proposals and given notice of the Council's intentions.
- 5.3 The legal basis of the staff transfer means that Sheffield City Council must honour the contracts/ terms and conditions of the staff that have transferred to us through the transition.
- 5.4 It should be noted that there is no overall reduction on Public Health spend in 13/14. This is a ring-fenced grant and will all be used in support of Sheffield's Public Health outcomes. Where proposed, the savings on contract value will free up capacity for a broader range of activity in support of Public Health outcomes.
- 5.5 Regarding delegations, the alternative is to take individual contract decisions through the Cabinet process. Given the timescales involved and the pressure to identify savings this is not recommended.

6. REASONS FOR RECOMMENDATIONS

- 6.1 A guiding principle for Sheffield's Public Health Transition was to ensure a smooth transfer for staff, providers of Public Health services and service users. For this reason (and in line with the HR staff transfer

scheme) existing contractual commitments to the staff that transferred must be honoured.

- 6.2 With some exceptions determined the PCT in consultation with relevant Executive Directors, the majority of Public Health services have continued into the 13/14 financial year, but with the Council as the lead commissioner. These include both commissioned treatment services (substance misuse treatments and sexual health) and Public Health programmes.
- 6.3 In order that Public Health funding can be used to support a broader range of Public Health activity and services, and tackle the wider determinants of health a reduction in the value of some contracts is proposed later on in the financial year. The changes proposed have been subject to impact assessments and informed by provider feedback through equalities impact assessments and consultation. Delegations will allow for outstanding negotiations with providers on how required savings are achieved in-year. The proposed member-led review will build on member work to date and allow for elected members to consider Public Health investment in the round and will inform priorities and funding proposals for 14/15 onwards.

7. REASONS FOR EXEMPTION (if a Closed report)- N/A

8. RECOMMENDATIONS

- 1 That Cabinet approves the use of Sheffield City Council's £29.7m Public Health Budget for 13/14 in support of Public Health outcomes and in line with Sheffield's distributed model of Public Health. This will cover staffing, commissioned Public Health services and related overheads.
- 2 That decisions on the use of any unallocated Public Health Grant (subject to negotiations on contracts) be delegated to the Executive Director for resources in consultation with the Cabinet Member for Health, Care and Independent Living
- 3 That for the purposes of finalising detailed in-year savings, the Director of Public Health and relevant Executive Directors be authorised, in consultation with relevant cabinet members to negotiate detailed arrangements with providers in support of the overall savings envelope included in the report.
- 4 That Cabinet gives support for Elected Members to undertake a fundamental review of all Public Health investment during 13/14, which will determine the use of this budget post April 2014. The review will be

supported by the Director of Public Health and relevant Executive Directors with subsequent proposals and decisions on the ring-fenced Public Health grant to form part of the Council's 14/15 Budget planning process.

Summary of 2013/14 Public Health Grant

	DPH Office £000's	CYPF £000's	Communities £000's	Place £000's	Resources £000's	Total £000's
Salaries	657	473	1,767	381	349	3,627
Commissioned Services						
NHS	931	7,810	4,778	2,076	0	15,595
VCF & Other	102	306	4,651	444	61	5,564
SCC	221	1,411	2,050	537	0	4,219
Supplies and Services	64	36	447	24	11	582
Overheads	315	0	0	0	0	315
Unallocated	560	0	0	0	0	560
Income	0	0	-972	0	0	-972
Total Spend	2,850	10,036	12,896	3,462	421	29,665

Note: The above Commissioned Services figures are predicated on successful negotiations with providers. Note reductions to contracts are proposed to apply from 1st May for NHS and other statutory bodies and 1st August for VCF and other contracts.

Public Health Commissioned Services 2013/14

DPH Office		
	Service Provider	Service Description
NHS	NHS IN SHEFFIELD - STH	
	Sheffield Teaching Hospitals	DESMOND - support for Diabetic Services
	NHS IN SHEFFIELD - OTHER	
	CCG	Community Infection
	Sheffield Health & Social Care Trust	Non Portfolio Research Governance
	Local Enhanced Service with GP's	Health Checks
	Sheffield Teaching Hospitals	Screening/Fluoride Varnish, Dental Surveys, Dental Health Education & Oral Health Promotion
VCF and Other Contracts	Sheffield Occupational Health Advisory Service (SOHAS)	Occupational Health
SCC	Sheffield City Council	Health Partnership Team
CYPF		
	Service Provider	Service Description
NHS	NHS IN SHEFFIELD - STH	
	Sheffield Teaching Hospitals	Teenage Pregnancy
	Sheffield Teaching Hospitals	Centre for HIV & Sexual Health
	Sheffield Teaching Hospitals	Chlamydia Screening Programme
	Sheffield Teaching Hospitals	Central Health Clinic
	Sheffield Teaching Hospitals	GUMed (Sheffield Teaching FT)
	Sheffield Teaching Hospitals	Support to Gay and Bisexual men
	NHS IN SHEFFIELD - OTHER	
	Sheffield Children's Hospital FT	School Nursing

Sheffield Children's Hospital FT	School Entry Eye Screening
Sheffield Children's Hospital FT	Enhanced Community genetic work
Primary Care - Chlamydia Screening	Enhanced Service - Chlamydia Screening
Primary Care - Implanon/nexplanon	Enhanced Service - Implanon/nexplanon
Primary Care - IUCD	Enhanced Service - IUCD
Community Pharmacists	Enhanced Service - Sexual Health
NHS OUTSIDE SHEFFIELD	
Barnsley FT	GUMed (Barnsley FT)
Chesterfield Royal FT	GUMed (Chesterfield Royal)
Derby FT	GUMed (Derby Hospitals)
Doncaster & Bassetlaw FT	GUMed (Doncaster & Bassetlaw)
Leeds Teaching Hospitals	GUMed (Leeds Teaching)
Leicester University Hospital	GUMed (Leicester University)
Nottingham University Hospitals	GUMed (Nottingham University)
Rotherham FT	GUMed (Rotherham)
VCF and Other Contracts	
Sheffield Sickle Cell & Thal Foundation	Support to patients with sickle cell & thal
Working Women's Opportunities	Sexual Health outreach
Young Carers Project	Support to Young Carers
Action for Children	Breastfeeding Peer Support
Sheffield Wellbeing Consortium	Community Health Champions (Pregnancy, Birth and Beyond)
Homestart	Early Years Family Support
Sheffield City Council	
Sheffield City Council - CYPF	C&YP Substance Misuse
Sheffield City Council- CYPF	Breast feeding support
Sheffield City Council- CYPF	Doula programme
Sheffield City Council- CYPF	Family nurse partnership for teenage mothers
Sheffield City Council- CYPF	Early engagement workers
Sheffield City Council- CYPF	Healthy child programmes and speech and language therapy
Sheffield City Council- CYPF	Early intervention workers

Communities		
DACT	Service Provider	Service Description
NHS	NHS IN SHEFFIELD - STH	
	Sheffield Teaching Hospitals	GP Deputising, GP Shared Care Support, Pregnancy Clinic
	NHS IN SHEFFIELD - OTHER	
	Sheffield Health & Social Care Trust	Tier 2 + SEAP - alcohol misuse
	Sheffield Health & Social Care Trust	Secondary Care Medical Prescribing
	Sheffield Health & Social Care Trust	Secondary Care Specialist Prescribing Drugs
	Sheffield Health & Social Care Trust	Harm Reduction Service
	Sheffield CCG	Prescribing
	Primary Care - Community Pharmacists	Community Pharmacy (100+ contracts)
	Primary Care - GPs	GP Drug Treatment Activity (15 contracts, LES)
	NHS OUTSIDE SHEFFIELD	
	RDASH	Carers' Pilot
VCF and Other Contracts	Addaction	Drug Interventions Programme (DIP) for drug offenders
	Crime Reduction Initiative	Tier 2 Open Access, Assertive Outreach, Needle Exchange etc
	South Yorkshire Police Service	Police Team Sole Tender Waiver
	Turning Point	PSI Drugs, PSI Alcohol, Structured Day Care
	Sheffield City Council	Independent Domestic Violence Advocacy Service
	Sheffield City Council	Residential Rehabilitation packages for substance misuse
Sheffield City Council	Sheffield City Council	Hidden Harm - Safeguarding
Health Communities and Mental Health		
VCF and Other Contracts	Sheffield Wellbeing Consortium	Health Champions (Wellbeing Consortium)
	Bridge Employment	Find and Stay in Employment - Bridge
	Health & Wellbeing Consortium	Carer Support

Making Space	Carer Support Respite
First Step Trust	Employment Support - MH Problems
SOAR	HCP - New Parsons Cross, Old Parsons Cross, Southey Green, Longley, Shirecliffe
SOAR	HCP - Burngreave, Abbeyfield, Fir Vale, Firshill, Woodside
SOAR	HCP - Flower, Shire Green, Stubbin Brushes
SOAR	HCP - High Green
Darnall Wellbeing Group	HCP - Darnall, Tinsley and Acres Hill
Darnall Wellbeing Group	HCP - Communities of Interest
Gleadless Valley Community Forum	HCP - Gleadless Valley & Hemsworth
ZEST	HCP - Langsett, Netherthorpe & Upperthorpe
The Terminus	HCP - Lowedges, Batemoor & Jordanthorpe
Sharrow Community Forum	HCP - Sharrow & Highfield
Sharrow Community Forum	HCP - Broomhall
Sharrow Community Forum	HCP - City Centre
St Johns Church	HCP - Winn Gardens
Manor & Castle Development	HCP - Manor, Park Hill, Woodthorpe and Wybourn
Manor & Castle Development	HCP - Norfolk Park and Arbourthorne, Manor & Castle
Sheffield Chinese Community Centre	Support to the Chinese Community
Somali Mental Health Project	Mental Health Support to the Somali Community
Sharrow Community Forum	Health Trainers - Sharrow; Highfield; Broomhall
Neitherthorpe & Upperthorpe Community Alliance	Health Trainers - Upperthorpe
Manor & Castle Development	Health Trainers - HCP Manor, Park Hill, Woodthorpe & Wybourn; HCP Norfolk Park, Arbourthorne
SOAR	Health Trainers - Burngreave
SHIELD	Support for HIV patients
Darnall Wellbeing Group	Health Trainers - Darnall, Acres Hill, Tinsley
Gleadless Valley Community Forum	Health Trainers - LBJ
Gleadless Valley Community Forum	Health Trainers - Gleadless Valley, Hemsworth

SOAR	Health Trainers - North PBC
Your Voice Magazine	Magazine for Mental Health Service Users
Age Concern Sheffield	Advocacy for Older People with Mental Health Problems
Sheffield Mental Health Citizens Advice Bureau Ltd	Independent Mental Health Advocacy
Sheffield City Council	Mental Health Advice and Information & social café
Sheffield City Council - Communities	Housing Related Support inc intensive, one to one key worker support
Sheffield City Council - Communities	Preventative work in partnership with community based BME organisations
Sheffield City Council - Communities	Equip & adapts - promote self-care, recovery from illness and accidents
Sheffield City Council - Communities	Reablement service to reduce needs, build confidence in the home and wider community
Sheffield City Council - Communities	Public Sector Housing - addresses category 1 hazards
Sheffield City Council - Communities	Safer Neighbourhoods - addressing substance misuse

Place	Service Provider	Service Description
NHS	NHS IN SHEFFIELD - STH	
	Sheffield Teaching Hospitals Sheffield Teaching Hospitals	Community Dietetics Service Tier 2 Weight Management Service (adults)
VCF and Other Contracts	NHS OUTSIDE SHEFFIELD	
	South West Yorkshire Partnership FT	Citywide Smoking Cessation Service
	East End Quality of Life	Independent advocacy for health and environment issues
	Sharrow Shipshape	Community Stop Smoking Service- Sharrow
	SOAR	Community Stop Smoking - Southey Owlerton
	The Furnival Community Projects	Community Stop Smoking - Burngreave
	Darnall Wellbeing Group	Community Stop Smoking - Darnall, Tinsley & Acres Hill
	ZEST	Children and families weight management service
	Healthy Living Centre (ZEST)	Physical Activity
	Sheffield City Council - Place	Stop smoking campaign
Sheffield City Council	Sheffield City Council - Activity	Active for Life - Walking Programme: Health inequalities programme

Resources	Service Provider	Service Description
VCF and Other Contracts	Voluntary Action Sheffield	Infrastructure support to Third Sector

Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

Name of policy/project/proposal: Sheffield's Public Health Budget allocation for 2013/14

Status of policy/project/proposal: New

Name of person(s) writing EIA: Adele Robinson

Date: Cabinet date May 9th 2013 **Service:** Council wide **Portfolio:** Corporate

What are the brief aims of the policy/project/proposal? Background and Context:

From April 1st 2013 the public health function in Sheffield transfers from NHS Sheffield to Sheffield City Council (SCC). To implement the new distributed model of public health within SCC, public health staff, associated activities, budgets and contracts have been aligned to different SCC Portfolios and a new Director of Public Health (DPH) office has been created.

In January 2013 the Department of Health confirmed that the settlement figure for Sheffield will be £29.7m. Alongside the process of establishing a new structure for public health, SCC has undertaken an exercise to consider how the ring-fenced public health budget will be utilised in 2013-14. Significant work has been undertaken to understand commitments for 13/14. The vast majority of this budget (approx 23 million) is spent on commissioned public health services. Based on elected member commitments to ensure a smooth transition for staff, service providers and the public, the majority of existing public health services will continue in force from 1st April, but with the Council as the lead commissioner. However, in order that this important resource can be used to fund important public health work previously funded by the City Council, but which would otherwise be at risk, it is proposed that efficiency savings to be made across some existing services later in the year in order for funding to be redirected.

The public health budget is ring-fenced budget for the use of activity in support of public health outcomes, but this does not mean that all previous public health commitments will be ring-fenced. Indeed, in order to utilise this important resource to support the Council's ambitions above it is proposed that there be a level of disinvestment in some previous/current public health activity, in order that this budget can support a broader range of activity which supports the wider determinants of ill-health. The 13/14 Sheffield City Council budget report included a figure of £3.4 million of previously existing Sheffield City Council spend for which replacement funding would be sought from the Public Health Grant.

There is also an overarching Equality Impact Assessment of the Public Health Transition which contains background information in relation to the move of Public Health from NHS Sheffield (NHSS) to Sheffield City Council (SCC) following the passage of the 2012 Health and Social Care Act. This change took place in April 2013, at which time NHS Sheffield (the Primary Care Trust (PCT)) ceased to exist.

The Council's Plan '[Standing up for Sheffield](#)¹' sets out the Council's strategic direction and priorities. The Plan was developed and formally agreed by the Council's Cabinet in 2011 and the Council's budget proposals 2013/14 have continued to be demonstrably shaped by this. The Council's budget 2013/14 agreed in March 2013 also provides background and context.

¹ <https://www.sheffield.gov.uk/your-city-council/policy--performance/what-we-want-to-achieve/corporate-plan.html>

The transfer of public health leadership from the NHS to the City Council is a once in a generation change and opportunity for Public Health. Public Health being led from the City Council will broaden the scope of public health activity, and enable us to have an impact on a much wider range of factors that determine health and ill health for the people of Sheffield. We will build on this change so as to make the biggest possible impact on the health of the citizens of Sheffield. Public Health expertise will also be active and visible in local communities, amongst GPs, in the NHS, in wider public services, in the voluntary, community and faith sector, and in local businesses.

As part of the public health transfer arrangements, responsibility for commissioning, procurement and contract management for a range of Public Health services transferred to Sheffield City Council on 1 April 2013. Some transferred as part of a formal transfer order from the Secretary of State. Those contracts/services due to end on 31st March 2013 with the PCT were, in the main, renewed with the Council as commissioner, as members expressed a wish to see a smooth transition of these services into SCC. As such, and with the exception of those previously terminated by the PCT, existing PCT Public Health services continued in force with the Council as the lead commissioner from 1st April 2013. However, in order to allow investment to support a broader range of public health activity, the Council has been negotiating reductions in contract values across a number of contracts later in the financial year.

For most Voluntary and Community Sector (VCS) contracts, each portfolio agreed to develop proposals for an 11% contract value reduction pro-rated to 8 months (commencing August 1st 2013, reflecting six months notice being given at the end of January). Rather than a uniform 11% reduction, the distribution of these savings would be shaped by EIAs and provider consultation. This took into account part-year effect as, under the Joint COMPACT agreement, all VCS providers need a minimum 6 months notice of changes to contract. In late January letters were sent to affected providers notifying them of the proposed reductions and stating that, once agreed, the reductions will be applied from 1st May for statutory providers and 1st August for the VCS.

SCC has undertaken initial EIAs of the proposed VCS reductions. Providers were also invited to complete equality impact analysis and submit that to SCC, and the majority did so. SCC has completed combined EIAs to reflect provider feedback.

Separate negotiations are underway between the Council and the Sheffield Teaching Hospital regarding savings and decisions will be subject to a separate EIA.

Separate EIA's have also been produced on public health workforce/staffing, as part of the transition, and also for the Sheffield Drugs and Alcohol / Domestic Abuse Co-ordination Team (DACT) provision January 2013.

There are a small number of contracts from which no reduction in contract value has been proposed. These include the mandatory provision of 'Health Checks' by local GPs, and some sexual health and contraceptive services by both GPs and pharmacies. The Council had the opportunity of rolling forward the NHS contracts with these providers for one year, and to have sought to renegotiate these at this stage would have required the agreement of a completely novel contract format (as new contracts could not use the existing NHS contract format), which would have required significant amounts of managerial input with no certainty of any consequent reduction in contract costs. It also includes the funding of the Council's Independent Domestic Violence Advocacy Service, the Children and Young People Drug Misuse Services, funding by the Drug and Alcohol Action Team (now DACT) of residential rehabilitation, and DACT funding for the safeguarding team.

In addition, there are a number of priority services from which only the standard NHS efficiency savings ('QUIP' savings) of 1.3% (made up of a 2.7% inflationary uplift offset by a 4% efficiency saving) are being sought. These include school nursing, adult weight management services and the stop smoking service. Additional reductions have not been sought from these contracts because of the clear evidence that in each case the demand for the services significantly outstrips the current capacity, and any reduction in capacity would be likely to have an immediate impact in terms of the health of the population.

The overall impact of the Council continuing to spend the PH grant in this way is that the beneficial impacts of these services on the various protected groups will continue.

Cabinet will agree final contract values in May as part of a broader report on the use of Public Health Budget for 13/14. Commercial Services will then communicate with providers on decisions and undertake contract variations.

Under the [Public Sector Equality Duty](#), both the Council and the NHS have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Section 149, of the Equality Act 2010, the Public Sector Equality Duty says a public authority must, in the exercise of its functions, have due regard to

- Eliminate discrimination, harassment, victimisation
- Advance equality of opportunity
- Foster good relations.

This means we need to understand the effect of our policies and practices on equality. This will involve looking at evidence, engaging with people, staff, service users and others and considering the effect of what we do on the whole community. One of the ways in which we do this as a Council is through conducting Equality Impact Assessments (EIAs).

This Council-wide EIA and the individual service EIAs on public health budget proposals that underpin it are focussed on the impact on the protected characteristics in Equality Act 2010. These include age, disability, race, sex, sexual orientation, religion/belief, transgender, pregnancy & maternity. In Sheffield we have also decided to assess the impact on the voluntary, community and faith sector (VCF), socio economic disadvantage, carers and cohesion.

Also a commitment to fairness and social justice is at the heart of the Council's values and is reflected in the budget options 2013/14. We believe that everyone should get a fair and equal chance to succeed in Sheffield. However we recognise that some people and communities need extra support and help to improve their health and so to reduce persistent health inequalities, and to reach their full potential, particularly when they face multiple layers of disadvantage and discrimination.

The action plans for individual EIAs are designed to ensure that the services concerned implement reductions with as little negative impact as possible for the customers involved. There will be careful management and control of each reduction.

Impact assessments are made available to all Members and senior officers in advance of any decision being taken at Cabinet, including briefing all relevant cabinet members on impact assessments related to proposals in their area of responsibility.

Many of these reductions or changes in provision will occur during the next year and 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.

We are confident that our budget proposals will mean services for those that most need our help and support will be prioritised but there will be an impact on frontline service delivery.

Consultation and Evidence to support EIAs

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 will underpin all that we do.

As part of the development of options for the 2013/14 budget, officers have undertaken consultation activity with partner organisations. This has helped us to ensure that the proposals that we are putting forward have been shaped by people who may be affected by decisions taken as part of the budget, and to ensure that they have had an opportunity to put forward other ideas for consideration

Letters were sent to Provider organisations notifying them of the proposed reductions and VCS Providers were asked to undertake impact analysis on any proposed reductions. SCC used those and other evidence to undertake initial EIAs of the proposed reductions. A total figure of 11% contract value reduction pro-rated to 8 months was proposed. Each portfolio has then taken into account individual impact assessments to propose the individual level of reduction, if any. However in order to reflect the priorities identified each portfolio has made a recommendation about how the reductions will be applied across the identified contracts and this must match the reductions required overall. Portfolios have also been tasked with assessing SCC proposals for public health investment and the benefits that proposed programmes will deliver.

The evidence on public health has also been supported by the findings from the overall work over the last twelve months by both budget and non-budget related activity. This includes consultation on the Health and Wellbeing Strategy, early years and engagement with the voluntary, community and faith sector. We have protected spend, in relative terms, on outcomes such as better health and wellbeing, and tackling poverty and increasing social justice, which make a large contribution towards protecting those who most need our help and support.

Evidence - What do we already know – Sheffield Demographics

As well as consultation evidence, we have used a range of information including customer data regarding health inequalities and target populations we already hold in services to help us identify possible impacts and to help shape and inform the EIA process. This has included the joint strategic needs assessment (JSNA) and the health and wellbeing strategy consultation.

Contextual information from the recent Census and other data shows:

- Sheffield's population has grown above the national average and the City Region, rising from 513,000 in 2001 to 552,698 at the time of the 2011 census. This is currently projected to increase to around 600,000 by 2020. This has resulted from increases in births, net inward migration and longer life expectancy. Resident live births in the city rose from 5,530 in 2002 to 6,510 in 2010, with the largest increases occurring in the three wards of Firth Park, Southey and Burngreave.
- 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. There are 29 (out of 100) neighbourhoods in the city that are included within the most 20% deprived within England, in total accounting for 28% of the city's population.
- 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 Benefit. These figures are likely to change as a result of the Welfare Reform changes being introduced during 2013.
- In line with national change, there has been a sharp increase in the number of smaller households in Sheffield. There are also greater numbers of females than males in the population, due largely to higher life expectancy for women. While the pay gap between men and women has been reducing, there is still evidence that in general men are paid more than women, with the pay gap standing at around 9.6% for work of equivalent value.
- Although the city is becoming healthier for most people, health inequalities across neighbourhoods remain and are in some cases widening, with some individuals and groups remaining or increasingly vulnerable, in particular older people, the young, disabled people, some women and some ethnic minority groups. People in the most deprived parts of Sheffield still experience poorer health and die earlier than people living in the rest of the city.

^{2[1]} <https://www.sheffieldfirst.com/key-documents/state-of-sheffield.html>

Area of Possible Impact, explanations, and evidence

Overall Impact

The overall impact of the proposed use of the Public Health Grant by the Council will be to reduce ill health and work to address the root causes of ill health in deprived communities and disadvantaged population groups. This includes positive impacts for all the defined protected groups. Since the overall pattern of spend of the public health grant will not change significantly as compared to the previous public health spending by Sheffield PCT, and the previous funding of some programmes by Sheffield City Council, the overall impact of the proposed use of the grant will not differ greatly from previous years.

Sheffield City Council has always played a role in addressing the health and wellbeing needs of the population, whether that be through housing, environmental health, education, children and young

people services, adult social care or services which improve and maintain street and community environments. The transfer of NHS Public Health is both the addition of a wholly new set of functions, responsibilities and staff, as well as giving rise to the need to integrate a team and resources with already existing skills and structures. A major opportunity is to combine the expertise of NHS Public Health specialists with the wide reach of existing Council services, to put health and wellbeing at forefront of all our services. As part of this, we will continue to develop people-led approaches with ambitions and impacts for Public Health activity designed by and with communities.

The health and wellbeing of a city's population as a whole and for those who currently experience poorer health, is fundamental for the success of that city. We are committed to making Sheffield City Council a 'public health organisation' with a strong public health ethos, impacting across the Council's and the City's strategic outcomes, commissioning and service delivery. Our key design principle is that the success of the transfer will be very much about integrating Public Health expertise within the everyday work of the Council so as to achieve better outcomes for the people of Sheffield.

Distinct from the 'lift and shift' approach being employed in some areas, Sheffield's model is that Public Health expertise and resource is embedded into Council portfolios where they can make the biggest impact and there are the greatest synergies with existing Council activities impacting on public health.

Whilst we have had success in improving wellbeing, the city still faces significant challenges. Some communities are blighted by socio economic inequalities which remain the main causes of ill health. Both health inequality and socio economic inequality perpetuate the higher levels of poverty, unemployment, welfare dependency and lower wages in those communities. Sheffield's ambition is to use the additional expertise and resource from NHS Public Health within the council to transform well-being in Sheffield and ensure that resources are targeted to address the root causes of poor health.

This is a summary of potential areas of impact. Further details of the impacts are contained in individual service EIAs.

In order make the most effective use of the resources available as part of the transfer arrangements, responsibility for commissioning, procurement and contract management for a range of Public health services transferred to Councils from 1 April 2013.

In Sheffield there are now currently 85 public health services contracts in place between the Council and other agencies. The total value of these contracts for the financial year 2012/13 is approximately £23m. In the main the terms and conditions of contracts and service specifications have been provided and these set out funding and performance requirements. The Council's intention is to use this opportunity to transform well-being in Sheffield and ensure that the resources we do have available are targeted at the most effective interventions to address and prevent the real underlying causes of poor health and minimise disadvantage and inequality.

Alongside the process of establishing a new structure for public health, SCC has undertaken an exercise to consider how the ring-fenced public health budget will be utilised in 2013-14. Inevitably, in reflecting SCC and NHS priorities towards reducing health inequalities, the new proposed budget for public health requires savings to be made across some existing services in order to enable funding to be redirected to priority areas.

As noted in the introduction, one of the mechanisms proposed by SCC to release funding from existing public health commitments is to negotiate a reduction in contract value across a number of contracts. In doing so, an initial exercise was undertaken to identify contracts which could potentially be reduced. A working group with representatives from across Portfolios and Public health consultants assessed impacts across four criteria to help ensure a consistent, transparent and fair approach:

- a. impact on people who use the service especially from equality groups
- b. Impact on SCC strategic and portfolio objectives and outcomes

- c. Impact on public health outcomes framework and what they are set out to do
- d. Impact on provider organisations and their ability to deliver services including the cumulative impact of funding reductions.

The inclusion of equality impact, informed by consultation with providers in scoring of contracts, and the resulting recommendations about proposed level of cut has been a key way of understanding and mitigating impact. In general, contracts that scored 'highest' (and were therefore recommended to have a lower % cut), did this on the basis of the impact on protected groups and the organisation's ability to continue to deliver services following proposed cuts. The scoring also takes into account how provider impact analysis has identified ways to partially mitigate specific impacts.

Overall, the proposed reductions in contract value have the potential to impact negatively in some areas and service EIAs have sought to mitigate this. However the EIA also highlights positive impacts through ensuring any 'savings' continue to fund a wider range of Public Health activity, including for protected groups.

Multiple Impact

There are a number of areas of activity where the initial impact assessment on Provider contracts highlighted a risk of differential impact across a number of protected characteristics (including age, disability, race, gender) , and voluntary and community sector (VCS) organisations and therefore the need for an in-depth EIA. The assessment also illustrated that the maintenance of current SCC investment in a range of areas will also have positive impacts on a range of vulnerable groups.

In the **Communities** Portfolio, contracts impacting upon several protected groups include the Health Champions - Wellbeing Consortium, Healthy Communities Programme (SOAR, Darnall Wellbeing Group, Gleadless Valley Community Forum, ZEST, Terminus, Sharrow Community Forum, St Johns Church, Manor & Castle Development Trust), Sheffield Occupational Health Advisory Service (SOHAS), Health Trainers projects in various parts of the City, support for HIV patients, and a range of mental health projects. Reductions have been proposed across a small range of contracts. Contracts that scored highest on the set of criteria outlined above were recommended to have a lower percentage. This was on the basis of the impact on protected groups and the organisation's ability to continue to deliver services following proposed cuts.

As a result of the savings made in public health contracts a range of vulnerable groups will be positive impacted through maintaining the current investment in housing related support programmes, delivery of residential rehabilitation packages for substance misuse (drugs and alcohol), and supporting the provision of alcohol treatment places.

Sustaining investment in the Community Access and Reablement Service (CARS) will have a positive impact on the independence of older people and people with a physical disability and/or sensory impairment under 65, providing advice, information, signposting and support to access a range of community based opportunities, and maximising benefits uptake. It is an inclusive service that also works with vulnerable adults and other people with chaotic lifestyles (including substance misuse problems), who do not engage with traditional services to promote independence and prevent further deterioration.

Further positive impact will come via the Enhanced Housing Options service providing intensive, one to one key worker support to the most complex and vulnerable customers of 'Care and Support - Housing Related Services', many of whom are trapped in a cycle of homelessness, enabling them to find and maintain settled accommodation appropriate to their individual needs and minimise risks of tenancy failure. The client group typically have multiple and complex needs including mental health issues, current or historic substances misuse issues, learning difficulties and physical health problems or disabilities and a history of being unable to sustain either supported or general needs housing.

Sustaining investment in prevention activities that work across agencies to prevent, delay or reduce the

need for crisis response services and reduce the need for medium to long term health and social care services and funding will also have a positive impact. Work will be commissioned through Adult Social Care and Housing Support and from Independent Sector partners and has links and dependencies across all adult health and wellbeing investment in NHS, Council and VCF sector.

Sustaining investment in the Private Housing Standards Team will have a positive impact on the basic housing conditions for some of the most deprived and vulnerable citizens – young people, families and older people - in the city, including people from the BME communities.

In the **Place** Portfolio there are only 3 relevant public health contracts with the VCF, however it has been determined that there is likely to be a range of impacts. These include a reduction in the value of East End Quality of Life Initiative contract that will impact on the delivery of work in the parts of the city that include those communities with higher levels of ethnic minority communities particularly Darnall and Tinsley.

Changes to the ZEST contract to provide a weight management service for children and families aged 7-15 years until August 2014, would also impact within CYPF portfolio. Reductions in service capacity would impair the future delivery of this service and the council's ability to meet the identified need for childhood obesity treatment within the city. As a result of the EIA process, it has been decided not to recommend any reduction in the contract value for the child weight management service commissioned from ZEST.

Changes to the Upperthorpe Healthy Living Centre Contract will impact on the provider as a number of other contracts have been reduced. Work is underway to consider how best to mitigate these risks.

Public health investment via Activity Sheffield will provide a city wide physical activity referral programme targeted at Adults (16+) and will offer a weight management service which will include behaviour change support around diet and psychological support in addition to physical activity. This will also attract match funding from Sport England. Positive impacts will be on people with long term health conditions, people who are overweight or obese (including pregnant women) and vulnerable groups, many of whom live within the poorest areas of the city. The programme also links to the current adult weight management service, the healthy Communities programme (led through Communities Portfolio), and the children and families weigh management service. The match funding from Sport England will be used to deliver structured activity for vulnerable groups including, looked after children and young carers; refugees, asylum seekers and new migrants; BME communities; young women with young children.

In the **Children, Young People and Families Portfolio (CYPF)** there are 6 VCF contracts impacted. As noted in the 2013/14 Budget EIA there are a number of voluntary, community and faith sector projects where funding will be reduced such as Sheffield Young Carers Project (SYCP) and Homestart. Outside of this current process is consideration of a reduction of the Sheffield Teaching Hospital (STH) sexual health contract. Discussions are currently on going with STH. It is important to note that we will ensure that any reduction in contract value does not lead to any reduction in service provision, and so has no negative impact on any vulnerable groups.

Many of these reductions or changes in provision will occur during the next year, and we will be monitoring any adverse impacts on individuals and groups to ensure that any potential negative impact is reduced as far as possible. Our EIAs are 'live' documents and will be subject to change, as proposals or evidence of impact changes. We are committed to involving providers, service users and communities as part of the decision making process for implementing some of the budget proposals.

Age

In 2011 Sheffield also 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.

In **Communities** the proposals in relation to public health contracts could potentially result in negative impacts for older and younger people, with a greater proportion of age related impacts being on older people. Contracts which support older people include: Healthy Communities Programme, Support to the Chinese community, Health Trainers and Advocacy for Older People with mental health problems. Services which support younger people include the Healthy Communities Programme and Shield HIV Support.

A range of providers have identified potential negative impacts in reducing funding. Some provider analysis also identified some ways in which they can mitigate impacts e.g. through prioritisation of existing funding. These impacts/mitigations have been considered as part of scoring.

Proposed investment from the savings made will have a positive impact for older people, including improving mental health, through sustaining funding for the Muslim Elder Support Project (MESP) involving community based BME organisations. This enables a programme of activities and information to improve awareness of services and interventions, providing screening for key illnesses and conditions, improving lifestyles, enhancing independence and addressing social isolation.

In **CYPF** individual EIAs have highlighted a potential risk of negative impact on young people. These include Sheffield Young Carers Project (SYCP), Homestart, and Sheffield Sickle Cell and Thalassaemia Foundation (SSCATF). The proposed reduction of funding to Sheffield Working Women's Opportunities Project (SWWOP) identified a potential negative impact in a range of areas to girls aged under 16 working on the streets. Having explored the options, the only scope for mitigation would be lesser or zero reduction to their funding, which has been recommended.

A funding reduction to the SYCP is likely to negatively impact on the 100+ young carers of the estimated 2000 young carers in the city. The SYCP response to the consultation highlighted that the proposed reduction will result in the closure of at least one young carer support group. The highest negative impact will be on 16-21 age range. Over 18s can access adult carers support but SYCP feel that they are less able to do so than older carers. The provider response highlighted no mitigation to the reduction, however, the commissioner view is that support could be reviewed and restructured in order to become more cost effective

A reduction to funding Homestart support to families is likely to result in a small reduction in service.

A reduction to SSCATF is likely to negatively impact on children and young people who are who are affected by Sickle Cell and Thalassaemia as this group of service users are particularly vulnerable. In order to avoid the total loss of service, it had been proposed to mitigate by offering the current provider a short term contract extension at the current contract value until the procurement of a new contract is finalised.

The proposed reductions for the delivery of the Sheffield Integrated Sexual Health Services may negatively impact on all ages that currently use the open access services. There may be specific impacts on the 16-25 age ranges, for example in terms of reducing Chlamydia which is prevalent in this age group. We will ensure that reductions in contract value are obtained by efficiency savings without any reduction in service.

Positive impacts via CYPF investment will be in the areas of:

- Commissioned speech and language service to deliver early engagement work. Targeted at those children and families in most need to of the service, it contributes to improved educational attainment
- Intervention work delivering intensive support programmes with families on issues such as boundaries, parenting and behaviour to prevent families escalating to a stage where they require social care intervention.

In **Place**, changes to the ZEST contract to provide a weight management service for children and families aged 7-15 years would impair the future delivery of this service and the council's ability to meet

the identified need for childhood obesity treatment within the city. As a result of the EIA process, it has been decided not to recommend any reduction in the contract value for the child weight management service commissioned from ZEST.

Disability

There are over 105,000 adults with a long term limiting illness, equivalent to around 20% of the population. At the city level, Disability Living Allowance claimants in Sheffield have increased from 26,450 in 2002 (5.1% of the population) to 32,790 in 2011 (5.9%) in 2011.

The service EIAs in most Portfolios have identified a potential risk of negative impact on disabled people and noted mitigations to be put in place

In **Communities**, the proposals on VCS provider contracts could potentially result in negative impacts for disabled people, particularly for people with mental health problems and people with chronic long-term /limiting health conditions. A range of providers have identified potential negative impacts in reducing funding. Some providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding. These impacts / mitigations have been considered as part of scoring. In the case of the Somali Mental Health Project, provided by Maan, the EIA identified that withdrawal of funding at the level proposed would jeopardise their continued existence, with loss of service to the client group. It is therefore been recommended that funding for this should be continued at the previously existing level.

All 34 contracts support disabled people, some in a specialist capacity e.g. Age Concern: Independent Mental Health Advocacy; others as part of more general work e.g. Sharrow Health Trainers: 1:1 support for BME people with long term limiting health conditions; Healthy Communities Programme Norfolk Park: diabetes programme.

Positive impacts from public health spend include the Enhanced Housing Options service which provides intensive, one to one key worker support to the most complex and vulnerable customers of 'Care and Support - Housing Related Services', many of whom are trapped in a cycle of homelessness, enabling them to find and maintain settled accommodation appropriate to their individual needs and minimise risks of tenancy failure. The client group typically have multiple and complex needs including mental health issues, current or historic substances misuse issues, learning difficulties and physical health problems or disabilities and a history of being unable to sustain either supported or general needs housing.

SCC spend will also have a positive impact through the provision of an information service and 'social cafes' activity targeted at people who have low level mental health problems and people with dementia and their carers to prevent them requiring more intensive health and social care interventions. A range of activity is provided from a number of organisations including Sheffield Mind and the Alzheimer's Society.

In **CYPF**, funding reductions to voluntary, community and faith sector projects such as to the Sheffield Young Carers Project (SYCP), Homestart and Sheffield Sickle Cell and Thalassaemia Foundation (SSCATF) is likely to negatively impact on young carers of disabled people, disabled parents or parents of disabled children and disabled people in general.

A reduction in outreach services run by the integrated sexual health services could negatively impact on some disabled people who may have particular access needs. Care will be taken to ensure that this does not happen. The proposed reduction of funding to Sheffield Working Women's Opportunities Project (SWWOP) identified a potential negative impact as many women working on the streets have significant mental health issues. SWWOP is also currently working with some disabled women. Having explored the options, no reduction to their funding has been recommended.

A funding reduction to the SYCP is likely to negatively impact on young carers of disabled people. The provider's consultation response highlighted that the majority of service users care for someone with a

disability or mental health problem, a reduction of funding will result in less capacity to support these young carers and this will negatively impact on the cared for person. It was highlighted that young carers of disabled people will be put under further pressure due to welfare reforms so the support provided by SYCP was seen as being increasingly important. SYCP has been awarded funding from the BIG Lottery to work with the families of young carers; this is a continuation of an existing project that was due to come to an end. This will enable SYCP to continue to support people with disabilities and may mitigate some of the impact of the reduction in core funding.

A reduction of funding for SSCATF is likely to negatively impact on people with a disability. Though the actual numbers of service users are low, the impact of a reduction in service would be disproportionate due to the vulnerability and social exclusion experienced. Given the risk of no service provision being available until the outcome of the competitive tender process for provision post 2013-14, the revised mitigation of maintaining the value of the current contract at current levels is being considered.

A reduction in the number of clinics and outreach services ran by the Integrated Sexual Health Services could negatively impact on some disabled people who may have particular access needs. In their consultation response, Homestart didn't perceive that there would be a negative impact on disabled people by the proposed reduction, whereas the commissioner did.

Positive impact will come through SCC sustaining existing services that improve the health and well-being of people with a learning disability who are at significant risk of increased health inequalities. Activity will include developing a sustainable increase in the numbers of people with a learning disability accessing and maintaining paid employment. SCC will be commissioning activity through both **Communities and CYPF** Portfolios.

Pregnancy/maternity

In **Communities**, a small number (3) of providers identified potential specific negative impacts based on pregnancy and maternity: Sheffield Occupational Advice Service, Somali Mental Health Project, and Sharrow Community Forum Health Trainers. None of these contracts have had recommended cuts above 11%. Provider Impact Assessments have identified ways to partially mitigate this impact.

In **CYPF** the proposed funding reduction to Sheffield Working Women's Opportunities Project (SWWOP) has a negative impact on those pregnant women working into the late stages of their pregnancy and who are at enhanced risk of physical and sexual abuse. SWWOP's consultation response also indicated they were often the first service to whom women disclosed possible pregnancy and SWWOP then supported and referred them to the appropriate services whether they wish to proceed with their pregnancy or choose to have a termination. SWWOP also worked closely with the multi-agency pregnancy and assessment liaison group, GP's and health visitors, social workers and drugs workers. Having explored the options, no reduction to their funding has been recommended.

The breastfeeding peer support is specialist hospital ward based provision and a reduction in funding is likely to have a negative impact on service delivery in the short and longer term. It was highlighted that the statutory maternity services will not be able to pick up this level of work should this service cease. Furthermore, there is a likely cumulative impact on the organisation Action for Children who is delivering the contract due to changes following the Early Years Review.

A reduction of funding to the Homestart support to families is likely to have a negative impact on families with children under 2 years of age, disabled parents or parents of disabled children.

A change to the currently open access Integrated Sexual Health Services might negatively impact on pregnant women in relation to identifying pregnant women and unborn babies at risk of sexually transmitted infections or HIV, but we will ensure that any reduction in contract value is achieved by efficiency savings rather than reductions in service.

In terms of Sheffield Sickle Cell and Thalassemia Foundation (SSCATF) we had not identified any

particular negative impacts on this group. In the consultation response, the provider highlighted the following: "There would be a lack of information to service users, organisations and the community, for example, research work into the provisions for couples and in particular fathers."

Positive impacts via CYPF investment includes:

- a breastfeeding support programme with 18 workers across Sheffield in health and community settings
- a programme to support and encourage public places and workplaces to become breastfeeding friendly. This will contribute to reducing health inequalities enabling mothers on low incomes to return to work sooner, and support women in areas of disadvantage who are often less confident in breastfeeding outside the home.
- the Sheffield Volunteer Doula programme supporting vulnerable women in the latter stages of pregnancy, through birth and until their baby is six weeks old, preparing for birth and then to access services. The service is citywide and focusses on women who have mental health issues, experiencing domestic violence, history of drug and alcohol misuse, already receiving multi-agency support team intervention and Care Leavers.
- The family nurse partnership for vulnerable teenage parents from early pregnancy until the child reaches their 2nd birthday.

Race

Sheffield is a diverse city and the ethnic profile continues to change, with the proportion of residents classifying themselves as non-British white growing from 11% in 2001 to 19.2% in 2011. The largest proportional increases occur 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 ten correlate with areas of higher deprivation

Overall there are more indirect impacts on race identified than direct. 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 **Communities**, the recommendations could potentially result in negative impacts for BME people. Approximately half of the contracts have identified BME communities as a key customer group. This is based either on location of the service or due to specialist service being offered (designed to address specific health inequalities). For example: Healthy Communities Programme/Health Trainers working in Burngreave, Darnall & Sharrow; Somali Mental Health Project; Support to the Chinese Community project; Mental Health CAB: Independent Mental Health Advocacy Service - 31% of IMHA clients are from BME communities reflecting the disproportionate number of BME patients detained under the Mental Health Act.

A range of providers have identified potential negative impacts in reducing funding. Some providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding. These impacts / mitigations have been considered as part of scoring.

The Somali Mental Health Project provides an important public health link in to this community and funding reductions to the service carries additional infrastructure risks that need to be considered. As a result of the EIA process, it is recommended that no cut should be imposed on the funding for this service.

There will be a positive impact for older people, including improving mental health, through sustaining funding for the Muslim Elder Support Project (MESP) involving community based BME organisations. This enables a programme of activities and information to improve awareness of services and

interventions, providing screening for key illnesses and conditions, improving lifestyles, enhancing independence and addressing social isolation.

In **CYPF** the proposal to reduce VCF contracts e.g. to young carers service, will impact on BME people as approx 25% of young carers are BME and who are sometimes hard to engage. A reduction of funding the Homestart support to families is likely to have a negative impact on BME families who are a disproportionately higher service user. Homestart volunteers also have community language skills which may be lost.

The proposed reduction to Sheffield Working Women's Opportunities Project (SWWOP) could have an impact as the ongoing economic downturn has seen some women leave saunas to work on the streets. The majority of women working the streets were white British, but an increasing number of Eastern European women were also working on the streets. Approximately 25% of young carers are BME and who are very hard to engage especially as some BME communities place a high emphasis on young people providing care to family members. Having explored the options, no reduction to their funding has been recommended.

In their consultation response, Sheffield Young Carers Project (SYCP) highlighted that in 2012 20% of carers supported were from BME communities. Reduced staffing would mean less capacity to undertake targeted work to engage BME young carers. A reduction of funding to the Homestart support to families is also likely to have a negative impact on BME families who are a disproportionately higher service user (13% of referrals are from BME communities).

A reduction to the Sheffield Sickle Cell and Thalassemia Foundation (SSCATF) is likely to negatively impact people from those BME groups that are at an increased risk and feedback from the provider highlighted the risk that the reduction in funding will lead to a cessation of the service. Given the risk of no service provision being available until the outcome of the competitive tender process for provision post 2013-14, the revised mitigation in this instance is to maintain the value of the current at current levels.

A 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, as well as 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 due to sensitivities. However care will be taken to ensure that any reduction in contract value is achieved by efficiency savings rather than a reduction in service provision.

Though the commissioner had identified no differential impact following a reduction of breastfeeding peer support, in their consultation response, the provider identified a negative impact as the service does meet the unique needs of breastfeeding women from BME communities and highlighted that statutory maternity staff did not have the time or knowledge to provide this support.

In **Place**, the EIA on the Uppertorpe Healthy Living Centre Contract highlighted the risk of a small number of BME people not accessing the service and the loss of a swimming session for South Asian women. As noted earlier, a cross Portfolio impact was identified around Zest for Health who are contracted to provide a weight management service for children and families aged 7-15 years until August 2014. 48% of the current users of the Zest child weight management contract are from a non-White British background. As a result of the EIA, no cut is now being recommended for this service.

Positive impacts around Race via SCC public health investment are highlighted in the Multiple Impacts Section, Age, Disability, and Pregnancy and Maternity.

Religion/Belief

Few service impact assessments have detailed negative impacts in this area. However, in

Communities, recommended cuts could result in some potential negative impacts for people with religion/belief, for example linked to race and predominance of particular faiths in some BME communities e.g. Healthy Communities Programme in Sharrow; Broomhall, Burngreave and Darnall; and the Somali Mental Health Project. As noted above, no cuts are recommended for the last of these.

In CYPF A reduction to Sheffield Sickle Cell and Thalassemia Foundation (SSCATF) funding is likely to negatively impact on people from some religious groups due a very close alignment between those faith groups and some BME groups who are particularly at risk of the conditions. The provider consultation response shared this view. Having explored the options, no reduction to their funding has been recommended.

A change to the Integrated Sexual Health Services will negatively impact on some faith groups who are often aligned to some BME groups and who are difficult to engage with services due to confidentiality concerns which Sexual Health Services staff currently responds to. Further monitoring will be undertaken as part of individual EIAs to assess this.

Sex

In **Communities**, the recommendations on public health provider contracts could potentially result in negative impacts for both men and women. Specific interventions are linked to identified health inequalities e.g. Health Champions Project (HCP) Burngreave: women's mental health project; HCP Darnall: separate women's and men's health projects; Darnall Health Trainers: older Asian men's gym & women's aerobics).

A range of providers have identified potential negative impacts in reducing funding. Some providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding. These impacts / mitigations have been considered as part of scoring.

Positive impact will come through maintaining investment through the Safer and Sustainable Communities partnership to support survivors of domestic abuse. This includes investment in the city's domestic abuse helpline, the Independent Domestic Violence Advocacy Service (working with high risk victims considered by Multi Agency Risk Assessment Conference (MARAC) and a contribution to the MARAC Coordinator based with South Yorkshire Police.

In **CYPF** the proposed reduction of funding to the Sheffield Working Women's Opportunities Project (SWWOP) may have a high impact as many of the users are victims of physical and sexual abuse and are living in abusive relationships. It also has a potential negative impact to girls aged under 16 working on the streets as the project's relationship with working women has enabled the identification of this to take place and then dealt with. Having explored the options, no reduction to their funding has been recommended.

A reduction to the breastfeeding peer support will impact on women as it is a specialist service for women provided by women. The consultation response from the breastfeeding peer support service indicated that an 11% reduction in funding would not make a major impact on the current staff team as the value of the reduction will be offset by an accrual from this year's budget.

A reduction to the Homestart support to families is likely to have a negative impact on women, who are Homestart's main users, employees and volunteers.

The Sheffield Young Carers Project (SYCP) consultation response highlighted that a funding reduction is likely to have a negative impact on male young carers as they are harder to engage with. In 2012 31.5% of young carers supported by SYCP were male and 68.5% female. A change to the Integrated Sexual Health Services will negatively impact on women who are more likely to access sexual health services. Treating and preventing sexually transmitted infections is critical in both sexes. A reduction in levels of outreach with men in settings they feel comfortable will also negatively impact.

Positive impacts on Women and families through proposed SCC public health investment via all

portfolios are highlighted in the multiple impacts section and the sections on pregnancy and maternity.

Sexual orientation

Only a small number of provider's have identified impacts based on sexual orientation. However, a range of services may have wider impacts on Lesbian Gay and Bisexual people due to health inequalities experienced by this group e.g. higher levels of mental health problems for LGB people.

In **Communities**, Shield HIV Support gay men are a key customer group of Shield HIV Support. Under the Health Communities Programme: Communities of Interest, this service works with the Centre for Sexual Health and VCF men's Group SHOUT to support LBG people improve services. These contracts have had recommended cuts of 10.2% only.

A change to the Integrated Sexual Health Services might negatively impact men who have sex with men and who are a priority group. The prevalence of HIV is very high in this group and is nationally increasing higher than in other parts of the population. The SHOUT programme is currently delivered as an ongoing support programme. However care will be taken to ensure that any reduction in contract value is achieved by efficiency savings rather than a reduction in service provision.

Transgender

Providers have not identified specific impacts based on transgender. However, a range of services may have a wider impact on trans people due to health inequalities experienced by this group of people.

A change to the Integrated Sexual Health Services might negatively impact support on transgender issues, for example tackling transphobia, awareness raising, building self esteem etc. This is a non core activity and as such and could be compromised if funding is reduced, potentially further marginalising this group. However care will be taken to ensure that any reduction in contract value is achieved by efficiency savings rather than a reduction in service provision.

Carers

In **Communities**, a small number of providers have identified specific impacts on carers e.g. First Step Trust: employment support for people with mental health problems; Age Concern Advocacy for older people with mental health problems. However, many impacts on disabled people are also likely to have an impact on carers.

In **CYPF**, the proposed reduction to Sheffield Working Women's Opportunities Project (SWWOP) could impact on the women's roles as carers (disabled children and adults) as they work in an environment where there could be an increased and significant issue of safety and well being. Having explored the options, no reduction in funding has been recommended.

Reduction to Sheffield Young Carers Project (SYCP) could negatively impact with the potential for longer term negative impact on the young carers. In their consultation response, SYCP highlighted that the number of carers and young carers is increasing nationally and referrals to SYCP are increasing (from 59 in 2010 to 84 in 2012). The provider identified that funding reductions will impact on service provision for these young people and may result in a future increased burden on mainstream health and social care services.

A reduction to Homestart support to families could have some limited negative impact and an increase in demand for family carers.

The provider of the breastfeeding peer support highlighted in their consultation response that there was a negative impact as the service supported the specific and unique needs of breastfeeding women who are either disabled themselves or have a disabled child.

Though the commissioner EIA had not identified any impact on carers, in their consultation response Sheffield Sickle Cell and Thalassaemia Foundation (SSCAT) indicated that some of the support provided is for carers of people with Sickle Cell and Thalassaemia. Whilst there are other carer support groups in the city SSCAT's view is this group has specific needs due to the nature of the conditions, demographics and social exclusion and wouldn't access other carer support.

Voluntary, Community and Faith sector

When considering the impact on the VCS the importance of this 'social value' is recognised by the 'Best Value' guidance³, which was published by the Government in September 2011. This states that authorities have a duty⁴ to consider the impact of budget reductions on VCF or other organisations that have a 'social value':

The Public Services (Social Value) Act⁵ will, from January 2013, require us to take social value into consideration when we commission services: in practice it is likely that a significant number of reductions will be newly commissioned services rather than cuts to existing contracts

In **Communities**, All 34 contracts are with the VCS and therefore any cuts would have a negative impact. All providers have identified potential negative impacts (in their EIAs) in reducing funding. A number of providers noted staffing implications. Most providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding to avoid redundancies, and in some cases protect staff salaries. These impacts / mitigations have been considered as part of scoring.

One provider has proposed to mitigate the cuts by providing a service over 11 months which would result in a break in service. Gleadless Valley Forum, a small organisation with a proposed 10.2% cut, has a small contract for two part-time Health Trainer posts covering Gleadless, Lowedges, Batemoor and Jordanthorpe. The break in service would mean short term difficulties in re-establishing the service if it is decided to commission this service for the following year. However as the Clinical Commissioning Group has now agreed to support the health trainer programme financially, this proposed cut is not necessary.

In **CYPF**, the feedback to proposed reduction of funding to Sheffield Working Women's Opportunities Project (SWWOP) indicated without management of SWWOP's other services, women would be unlikely to access SWWOP and would not therefore access the exit service. Having explored the options, no reduction to their funding has been recommended.

A reduction to the breastfeeding peer support will impact on Action for Children who deliver this contract. In mitigation, safeguarding investment in hospital-based Breastfeeding peer support will protect this provision as we review citywide Breastfeeding Peer Support in 2013/14.

A reduction of funding to Sheffield Sickle Cell and Thalassaemia Foundation (SSCATF) will negatively impact on the BME run Foundation and also increase demand on some other VCF organisations such as Citizen Advice Bureaux's who themselves have capacity issues. SSCAT indicated a reduced contract value would leave the service non-viable and 3 BME staff would be made redundant. Having explored the options, no reduction to their funding has been recommended.

In the consultation response Sheffield Young Carers Project (SYCP) highlighted an organisational impact with a 0.2 WTE staffing reduction resulting in closure of at least one support group. They also

³ <https://www.gov.uk/government/publications/best-value-statutory-guidance--4>

⁴ 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>

⁵ <http://www.legislation.gov.uk/ukpga/2012/3>

highlighted that they have attracted a substantial amount of external funding which has created jobs and increased the amount of support offered to young carers. SYCP stated that funding for additional projects cannot be used for core services. SYPC highlighted the potential cumulative negative impact on contracts with all partners delivering aspects of the Big Lottery funded Views of Young Carers Explained (VOYCE) project.

Homestart identified that a reduction in contract would have a proportionate effect on staffing and impact on the sustainability and viability of posts and volunteers who support families, due to less time for supporting volunteers. The provider highlighted the impact of a loss of contract would lead to loss of 1 Coordinator, plus management and administration time and a reduction in hours for 3 posts. The staff posts lost or reduced included a BME worker, impacting on the diversity of the staff and would make it harder to reach BME and Muslim communities. The consultation response also highlighted impact on Homestart's ability to deliver a city-wide service to any families needing support.

In Place, the EIA noted that reducing the Upperthorpe Healthy Living Centre contract, in the context of the provider facing a number of other contract reductions and terminations, could affect the overall viability of the organisation. However, this is part of a bigger UHLC contract.

Positive impacts on the VCF sector through commissioning of SCC public health investment are highlighted in the Multiple Impacts Section and across the protected areas.

Financial exclusion

Sheffield Residents' incomes are around 10-15% lower than the national average. In addition Sheffield is ranked 6th out of 326 against other Local Authorities for low income. In April 2012, the proportion of the working age population in Sheffield that were claiming Job Seekers Allowance (JSA) was 4.6%, almost a fifth higher than the national average of 3.7%. Although the number of people claiming unemployment benefits has doubled in less than three years, unemployment rates actually fell slightly last year (by around 1%), although this fall was lower than the national average of 1.9%. Almost one quarter of households, approximately 58,500 households are living in poverty. Since 2007 the gap between the worst off and best off people across Sheffield has increased

In **Communities**, a range of providers have identified potential negative impacts (in their EIAs) in reducing funding. Some providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding. These impacts / mitigations have been considered as part of scoring.

There are 3 contracts relating to employment in Communities which are - Sheffield Occupational Health Advisory service (SOHAS), Bridge Employment and First Step Trust. Proposed cuts will affect employment and financial inclusion. SOHAS frontline delivery will be affected as they have had to manage other reductions and already cut management and admin costs and are no longer able to rely on reserves.

In **CYPF**, the proposed reduction of funding to Sheffield Working Women's Opportunities Project (SWWOP) is likely to have a significant negative impact on a particularly vulnerable and marginalised group, for example through an increase of sexually transmitted infections, and significant equality issues in relation to age, sex and carers. In their consultation response, SWWOP noted the impact on poverty and on those who are financially excluded of this proposed reduction.

A reduction to support to Sheffield Sickle Cell and Thalassaemia Foundation is likely to negatively impact on support that enables people to stay in employment or to minimise disruption to schooling.

In both cases, having explored the options, no reduction to funding has been recommended.

A reduction to the Homestart support to families will negatively impact on vulnerable families, e.g. parents who need parenting support, teenage parents, relationship difficulties or past domestic abuse between parents, social isolation etc

In their consultation response, Sheffield Young Carers Project (SYCP) identified that a large proportion of young carers that they see live in deprived parts of the city and they help them and their families to access financial support and supports with social inclusion, aspiration etc.

A change to the Integrated Sexual Health Services might negatively impact on some of the most vulnerable communities as the relationship between poor sexual health and health inequalities is well evidenced. However care will be taken to ensure that any reduction in contract value is achieved by efficiency savings rather than a reduction in service provision.

As many health inequalities are linked to poverty and financial exclusion, reducing Public Health contracts is likely to impact on these areas. However, the range of proposals for public health investment across all Council portfolios will positively impact on vulnerable communities and people most in need.

Cohesion

A range of providers have identified potential negative impacts in reducing funding. Some providers have also identified some ways in which they can mitigate impacts, e.g. through prioritisation of existing funding. These impacts / mitigations have been considered as part of scoring.

There were potential negative impacts on community cohesion as a result of the proposed reductions to the Somali Mental Health Project, which provides an important public health link into this community. As noted above, no cuts are now recommended for this service.

Also changes to the Sheffield Working Women's Opportunities Project (SWWOP) contract may also have an impact in relation to negative attitudes towards street working women and potential impact on women living in some areas. Having explored the options, no reduction to their funding has been recommended.

A change to the Integrated Sexual Health Services has the potential to have an impact on cohesive communities. An increase in poor sexual health may result in increased sexually transmitted infections (STI's) which could then further stigmatise some sections of the community who are already amongst the most marginalised. However care will be taken to ensure that any reduction in contract value is achieved by efficiency savings rather than a reduction in service provision.

Where appropriate possible impacts/risks will be fed into wider cohesion work in the city.

Overall actions and key mitigations

The process has identified that there will be a range of reductions on individual contracts from 0 to 13% but within the overall saving framework as identified in the Council Budget 2013/14. These changes in reductions have occurred as a result of the EIA process which has identified potential equality impacts. There have been individual meetings with providers as relevant and providers have been supported by the contract management team. Alongside informing where to propose reductions, this activity has influenced the extent of reductions to each contract and helped to identify mitigations on specific impacts e.g. through prioritisation of existing funding, refocusing on delivering core services linked to contract targets, community need and front-line delivery and assisted with issues such as payment terms.

Many of these reductions or changes in provision will occur during the next year, and we will be monitoring any adverse impacts on individuals and groups to ensure that any potential negative impact is reduced as far as possible. Key mitigations against negative impact are:

1. Inclusion of equality impact in scoring of contracts, and resulting recommendations about proposed level of cut.

- a. Equality impact assessment of individual contracts have been informed by consultation with providers.
 - b. Consistent approach to spending proposals across Portfolios informed by applying clear and informed criteria when assessing potential contract changes. For example, all the Communities contracts are delivering services to vulnerable groups for which a reduction in funds would have a negative impact. In Communities, we therefore decided to apply reductions across a small range between 10.2% and 12%. This was also in line with the information sent to providers indicating that the reduction would be in the region of 11%.
 - c. Contracts that scored 'highest' (and were therefore recommended to have a lower % cut), did this on the basis of the impact on protected groups and on the organisation's ability to continue to deliver services following proposed cuts.
2. Ensuring any 'savings' continue to fund a wider range of Public Health activity, including for protected groups, which seeks to reduce health inequalities in the city.
 3. Ongoing contract management of all services post any approved funding reductions: monitoring any emerging issues around sustainability or newly identified disproportionate impact on protected groups will form part of this, alongside supporting appropriate action planning to address any such issues and support continuity of service where possible.

Our EIAs are 'live' documents and will be subject to change, as proposals or evidence of impact changes. We are committed to involving providers, service users and communities as part of the decision making process for implementing some of the budget proposals.

Importantly, the overall public health spend will not be reduced, and the savings identified will be used to fund other public health priority areas. These will benefit a wide range of vulnerable people including for example older people, disabled people, women and BME communities. Alongside the continuation of a range of public health spending via Provider organisations, positive impact on a range of groups will come through public health investment through each Council portfolio:

In **Childrens, Young People and Families** portfolio activity will include a breastfeeding support programme with 18 workers across Sheffield in health and community settings, doula programme supporting women in the latter stages of pregnancy, at birth and in the first few weeks, family nurse partnership for vulnerable teenage parents, early intervention work, and child programmes and speech and language therapy. All these will impact on women, pregnancy and maternity and young people positively. It is also likely to be a positive impact on BME women given the people who use services.

Within CYPF two Public Health allocated contracts have been exempted from the budget reduction programme. These include the School Nursing contract (Sheffield Children's NHS Foundation Trust) and the sexual health Enhanced Services contracts (Primary Care and Pharmacists). Additionally the newly consolidated Integrated Sexual Health Contract (Sheffield Teaching Hospitals) is subject to a separate negotiation with the provider.

In **Place** portfolio there will be a range of health inequalities activity via Activity Sheffield which will likely have a positive impact on range of protected characteristics. This is evidenced by current Activity Sheffield monitoring data which shows take up in relation to BME groups 25%, women 44%, young people 77% and disabled people 7%.

In **Communities** portfolio, the overall impact on protected groups will be positive because funding a range of services will continue, this includes: learning disabilities community support; mental health advice and support including for dementia; Residential rehabilitation services in relation to substance misuse; enhanced housing options offering intensive, one to one key worker support for those with complex needs; housing related support for vulnerable people to remain in tenancies and be supported with health and wellbeing; Prevention work reducing the need for crisis response and medium to long term health and social care support; the Muslim Elder Support Project (MESP) preventative work in partnership with BME community organisations; Equipment, Adaptations and Occupational Therapy promoting self care, recovery from illness, and increasing independence; Community Access and Service (CARS) supporting community reablement to reduce needs and build confidence in the home

and wider community, especially for older people; work on safer neighbourhoods; and with private sector housing addressing hazards to health and safety in private rented accommodation.

As indicated above, a number of the proposed VCF provider reductions may have a negative impact across protected groups (and affected VCF organisations), though the majority of contracts will continue to support vulnerable communities. Furthermore, the range of public health related activity which will be supported will likely impact positively on a range of groups - especially disabled people, older people and people with complex multiple needs.

Elected members will be undertaking a comprehensive review of all public health investment during 2011/12 which will shape public health investment in 2012/13 and beyond in line with the City's ambitions.

Overall summary of possible impact (to be used on EMT, cabinet reports etc):

The overall impact of the proposed use of the Public Health Grant by the Council will be to reduce ill health and work to address the root causes of ill health in deprived communities and disadvantaged population groups. This includes positive impacts for all the defined protected groups. Since the overall pattern of spend of the Public Health Grant will not change significantly as compared to the previous public health spending by Sheffield Primary Care Trust, and the previous funding of some programmes by Sheffield City Council, the overall impact of the proposed use of the grant will not differ greatly from previous years.

However the proposed Voluntary and Community Sector budget reductions in some specific services may have a negative impact across groups (and affected VCS organisations), as outlined above and in the detailed EIA impact analysis.

The transfer of public health into the local authority brings many opportunities to enhance service and programme delivery. For the public, the transfer should be seamless with the same level of services, projects and most commissioned activities being delivered as they currently are. If anything the public should see an improved level of service through the integration and bringing together of knowledge and expertise from the Council and NHS Sheffield into a single body. For public health staff the change will see them located within services and with colleagues that will enhance their work. For example Public Health intelligence will be located with Corporate Policy and Research which will provide many opportunities for joint working.

When Sheffield PCT was abolished, responsibility for commissioning many public health services for Sheffield residents transferred to Sheffield City Council. Sheffield NHS CCG and Sheffield City Council are working together very closely to ensure as smooth a transition process as possible. In Sheffield there were 85 services in place between the PCT and other agencies. The total value of these contracts for the financial year 2012/13 was approximately £23m.

Elected Members, in consultation with senior Public Health staff and Executive Directors, agreed as part of transition that the majority of Public health services should continue with SCC after the 1st April 2013. Those due to end on 31st March 2013 with the PCT will be renewed with the council as commissioner.

However, in order that public health funding can be used to support a broader range of public health activity and services, and tackle the wider determinants of health, a reduction in the values of some contracts is proposed. In order to meet budget targets it is proposed that

there be an overall reduction of 11% later in the year. Rather than seeking to impose savings from April 1st, an approach will be taken that gives providers notice of the Council's intentions in line with Best Value guidance and the Sheffield Compact. Reductions will therefore take effect from 1st August for VCS providers and 1st May for statutory providers at the earliest. Key aspects of this approach include:

- Targeting resources to those most in need and at risk, help people to be more independent and to make their own choices, intervene earlier and do more preventative work, get even better value for money in the services we purchase and be innovative in service commissioning and design.
- A commitment to ensuring that where money is spent it is targeted at those who most need our support, and are working to encourage sharing services and back office costs to reduce impact where possible on front line services. We are also continuing to invest in the Voluntary and Community Sector, for example, through grant fund funding and housing related and enablement support.
- Continuing 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.
- Continuing detailed consultation with customers and other stakeholders as specific activities are implemented.

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 protected characteristics under the Equality Act 2010	<p>Finalise negotiations between the Council and the Sheffield Teaching hospital regarding savings and decisions will be subject to a separate EIA carried out by the DPH office.</p> <p>Individual proposals have had detailed EIAs and specific mitigation has been devised wherever possible. These will contain the detail of the actions required 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>Director of Public Health/Relevant Directors (CYPF & Resources)</p> <p>Service Managers within Portfolios as noted in the EIAs</p>

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
	<p>Ongoing contract management of all services post any approved funding reductions: monitoring any emerging issues around sustainability or newly identified disproportionate impact on protected groups will form part of this, alongside supporting appropriate action planning to address any such issues and support continuity of service where possible.</p> <p>Integration of actions into Portfolio performance management systems.</p> <p>Oversight of proposals and implementation of public health activity across the City Council.</p> <p>Comprehensive review of all public health investment during 2013/14 which will shape public health investment in 2014/15 and beyond in line with the City's ambitions.</p>	<p>Performance monitoring within Portfolios – Directors of Business Strategy</p> <p>As above</p> <p>Public Health Board</p> <p>Cabinet Member/Director of Public Health</p>

Approved (Lead Manager): Jeremy Wight **Date:** 09/04/2013

Approved (EIA Lead Officer): Adele Robinson **Date:** 22/04/2013

Review date: Dec 2013

Reference number: PH02

Appendix 3. The Public Health Grant: Roles and Responsibilities in Sheffield

Context: In January 2013 the Department of Health confirmed that the 13/14 settlement figure for Sheffield would be £29.7m. As a ring-fenced budget, every penny will be used in support of support Public Health outcomes for Sheffield residents. The Public Health grant will be prioritised in line with mandatory requirements, the Public Health Outcomes Framework and local member priorities. Approvals will form part of the Council's budget planning process.

National arrangements: The Public Health grant is being allocated to Unitary and top tier Local Authorities in order for them to fulfil their new Public Health responsibilities. It builds on the previously identified baseline spend on Public Health reported by Primary Care Trusts, but includes an increase reflecting the National Government's prioritisation of Public Health. A further increase has been announced for financial year 14/15.

It has been announced that in future years an element of the Grant will be dependent on progress made against the Public Health Outcomes Framework indicators. How much of the Grant, and the way it will reflect progress against those indicators, is not yet known.

Local arrangements: There has been, and will continue to be, strong member involvement in shaping future Public Health priorities. The Cabinet Member with lead responsibility for health and adult social care has taken on the lead role in Cabinet for overseeing PH policy and for political leadership of Public Health issues as a whole. However, individual Cabinet Members will lead on PH issues within their specific portfolios. The member-lead review planned for 13/14 will shape future investment priorities.

In line with Sheffield's distributed model, Executive Directors will manage the Public Health budgets for their portfolios. The DPH will manage the budget for the DPH Office and for clinical governance and medical CPD (continuing professional development) responsibilities.

The Director of Public Health has oversight of the Grant overall, and will hold Executive Directors to account for the use of resources for the delivery of Public Health outcomes. The Chief Executive is accountable for the use of the Grant, but the DPH will be required formally to advise him as to whether it has been used appropriately for Public Health purposes. To support this, a protocol will be agreed annually between the DPH and Executive Directors to ensure effective use of PH investment and interventions and clear accountability and transparency for this work. These will be refreshed and signed off by individual Executive Directors and the DPH annually to reflect their changing requirements and priorities.

Appendix 4: Overview of Public Health Outcomes Framework

<p>Vision</p> <p>To improve and protect the nation's health and wellbeing, and improve the health of the poorest fastest.</p> <p>Outcome measures</p> <p>Outcome 1: Increased healthy life expectancy, ie taking account of the health quality as well as the length of life.</p> <p>Outcome 2: Reduced differences in life expectancy and healthy life expectancy between communities (through greater improvements in more disadvantaged communities).</p>
--

<p>1 Improving the wider determinants of health</p> <p>Objective: Improvements against wider factors that affect health and wellbeing and health inequalities</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Children in poverty • <i>School readiness (Placeholder)</i> • Pupil absence • First time entrants to the youth justice system • 16-18 year olds not in education, employment or training • People with mental illness or disability in settled accommodation • <i>People in prison who have a mental illness or significant mental illness (Placeholder)</i> • Employment for those with a long-term health condition including those with a learning difficulty / disability or mental illness • Sickness absence rate • Killed or seriously injured casualties on England's roads • <i>Domestic abuse (Placeholder)</i> • <i>Violent crime (including sexual violence) (Placeholder)</i> • Re-offending • <i>The percentage of the population affected by noise (Placeholder)</i> • Statutory homelessness • Utilisation of green space for exercise/health reasons • Fuel poverty • <i>Social connectedness (Placeholder)</i> • <i>Older people's perception of community safety (Placeholder)</i>

<p>3 Health protection</p> <p>Objective: The population's health is protected from major incidents and other threats, while reducing health inequalities</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Air pollution • Chlamydia diagnoses (15-24 year olds) • Population vaccination coverage • People presenting with HIV at a late stage of infection • Treatment completion for tuberculosis • Public sector organisations with board-approved sustainable development management plans • <i>Comprehensive, agreed inter-agency plans for responding to public health incidents (Placeholder)</i>

<p>2 Health improvement</p> <p>Objective: People are helped to live healthy lifestyles; make healthy choices and reduce health inequalities</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Low birth weight of term babies • Breastfeeding • Smoking status at time of delivery • Under 18 conceptions • <i>Child development at 2-2.5 years (Placeholder)</i> • Excess weight in 4-5 and 10-11 year olds • Hospital admissions caused by unintentional and deliberate injuries in under 18s • <i>Emotional wellbeing of looked-after children (Placeholder)</i> • <i>Smoking prevalence – 15 year olds (Placeholder)</i> • Hospital admissions as a result of self-harm • <i>Diet (Placeholder)</i> • Excess weight in adults • Proportion of physically active and inactive adults • Smoking prevalence – adult (over 18s) • Successful completion of drug treatment • People entering prison with substance dependence issues who are previously not known to community treatment • Recorded diabetes • Alcohol-related admissions to hospital • <i>Cancer diagnosed at stage 1 and 2 (Placeholder)</i> • Cancer screening coverage • Access to non-cancer screening programmes • Take up of the NHS Health Check Programme – by those eligible • Self-reported wellbeing • Falls and injuries in the over 65s

<p>4 Healthcare public health and preventing premature mortality</p> <p>Objective: Reduced numbers of people living with preventable ill health and people dying prematurely, while reducing the gap between communities</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Infant mortality • Tooth decay in children aged five • Mortality from causes considered preventable • Mortality from all cardiovascular diseases (including heart disease and stroke) • Mortality from cancer • Mortality from liver disease • Mortality from respiratory diseases • <i>Mortality from communicable diseases (Placeholder)</i> • <i>Excess under 75 mortality in adults with serious mental illness (Placeholder)</i> • <i>Emergency readmissions within 30 days of discharge from hospital (Placeholder)</i> • Preventable sight loss • <i>Health-related quality of life for older people (Placeholder)</i> • Hip fractures in over 65s • Excess winter deaths • <i>Dementia and its impacts (Placeholder)</i>



SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Executive Director, Resources

Date: 8 May 2013

Subject: Revenue Budget & Capital Programme Monitoring
2012/13 – As at 28 February 2013

Author of Report: Allan Rainford; 35108

Summary: This report provides the month 11 monitoring statement on the City Council's Revenue and Capital Budget for 2012/13.

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

Recommendations:

Please refer to paragraph 86 of the main report for the recommendations.

Category of Report: OPEN/CLOSED

Statutory and Council Policy Checklist

Financial implications
YES/NO Cleared by: Eugene Walker
Legal implications
YES/NO Cleared by:
Equality of Opportunity implications
YES/NO Cleared by:
Tackling Health Inequalities implications
YES/NO
Human rights implications
YES/NO :
Environmental and Sustainability implications
YES/NO
Economic impact
YES/NO
Community safety implications
YES/NO
Human resources implications
YES/NO
Property implications
YES/NO
Area(s) affected
Relevant Scrutiny Board if decision called in
Overview and Scrutiny Management Committee
Is the item a matter which is reserved for approval by the City Council? NO
Press release
YES/NO

REVENUE BUDGET & CAPITAL PROGRAMME MONITORING 2012/13 – AS AT 28 FEBRUARY 2013

PURPOSE OF THE REPORT

1. This report provides the Month 11 monitoring statement on the City Council's Revenue Budget and Capital Programme for 2012/13. The first section covers Revenue Budget Monitoring and the Capital Programmes are reported from paragraph 69.

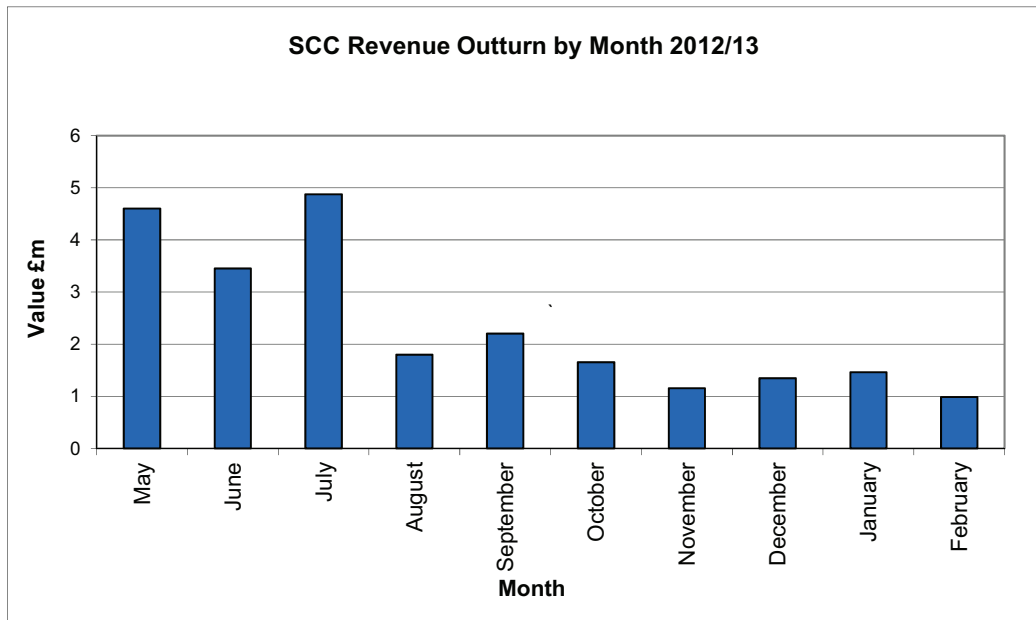
REVENUE BUDGET MONITORING

SUMMARY

2. The budget monitoring position at month 10 indicated a forecast overspend of £1.5m, based on expenditure incurred to date and forecasted trends to the year end. The latest monitoring position at month 11 shows a forecast overspend of £987k to the year end: i.e. a forecast improvement of £473k since last month. This is summarised in the table below:

Portfolio	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
CYPF	79,888	80,506	(618)	↔
PLACE	163,072	163,810	(738)	↓
COMMUNITIES	172,016	169,349	2,667	↓
DEPUTY CHIEF EXECUTIVE	12,088	12,055	33	↔
RESOURCES	62,062	62,369	(307)	↑
CORPORATE	(488,139)	(488,089)	(50)	↔
GRAND TOTAL	987	(0)	987	↓

3. The forecast outturn for SCC had shown a trend of a reducing overspend from £4.6m reported in month 2 to £1.2m in month 8. Since month 8 the forecast out-turn positions has remained reasonably constant around £1m overspent. The position month by month is shown in the following chart.



4. In terms of the month 11 overall forecast position of £987k overspend, the key reasons are:
- Children Young People and Families (CYPF) are showing a forecast reduction in spending of £618k, due mainly to a £338k reduction in spending across a number of activities within Children and Families and the receipt of academic year funding within Lifelong Learning, Skills and Communities £348k.
 - Place are showing a forecast reduction in spending of 738k, due primarily from staff vacancy savings across Development Services (£1.3m) and planned slippage of grant funded project spend within HERS and Development Services of £467k. These savings are partly offset by a £217k overspend in Street Force for the costs of backdated pay and grading appeals and forecast reductions in income of £600k, predominantly within car parking and planning.
 - Communities are showing a forecast overspend of £2.7m, due to a £5.8m overspend in Care and Support relating to Learning Disability Services and the purchase of Older People's care. This is partly offset by the use of a £1.3m portfolio wide contingency and a £1.9m underspend created mainly by the release of prior year funding in Social Care Commissioning.
 - Resources are showing a forecast reduction in spending of £307k, due mainly to £311k savings on Central Costs and increased income within Human Resources, Commercial Services and Transport Services of £129k, £492k and £211k respectively. This reduction in spending is partly offset by a reduction in income of £211k within

Legal Services, an overspend relating to delays in the employee reduction process within Business Information Solutions of £229k and a £256k overspend in Property and Facilities Management due to additional costs for PFI Schools.

5. The reasons for the movement from month 10 are:
 - Place are forecasting an improvement of £237k, due mainly to a reduction in spending and additional income within Parks, Activity Sheffield and City Centre Management of £203k.
 - Communities are forecasting an improvement of £398k, due predominantly to salary savings within Assessment & Care Management of £101k and £256k within Social Care Commissioning relating to reduced forecasts on Carers expenditure and a reduction in spending against Health Transfer Contingency.
 - Resources are forecasting an adverse movement of £198k, due mainly to additional costs of £256k for PFI Schools activity.

Carry Forward Requests

6. Portfolios are requesting to carry forward a total of £1.3m into 2013/14. Details of the requests for approval are summarised in Appendix 1 of the report. The £1.3m is in addition to the £2.9m previously approved.
7. If all requests were approved the impact upon the 2012/13 outturn would be an adverse movement of £1.3m from £987k to £2.3m overspent. The recommendation to EMT and Members continues to be that no carry forward requests should be considered for approval until the overall SCC forecast outturn position reports a reduction in spending sufficient to cover any such requests.

INDIVIDUAL PORTFOLIO POSITIONS

CHILDREN YOUNG PEOPLE AND FAMILIES (CYPF)

Summary

8. As at month 11 the Portfolio is forecasting a full year outturn of a reduction in spending of £618k, which is consistent with the month 10 position. The key reasons for the forecast outturn position are:
 - **Lifelong Learning, Skills & Communities:** £346k reduction in spending, due to resources being received that will be used to fund future year activities. This relates to academic year grant funding of £305k. The service has requested that these resources be carried forward provided the Portfolio maintains a balanced budget position.

- **Children and Families:** £338k reduction in spending, due to savings within Early Years, Placements, Prevention and Early Intervention, Fostering Services, Placement Strategy Budgets and Youth Justice Service.

Financials (Non – DSG activity)

Service	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
BUSINESS STRATEGY	13,996	13,869	127	↔
CHILDREN & FAMILIES	53,493	53,831	(338)	↔
INCLUSION & LEARNING SERVICES	5,475	5,536	(61)	↔
LIFELONG LEARN, SKILL & COMMUN	6,924	7,270	(346)	↔
GRAND TOTAL	79,888	80,506	(618)	↔

Commentary

DSG and Non DSG Budgets

9. The following commentary concentrates on the changes from the previous month.

Non DSG Budgets

10. The forecast £618k reduction in spending on Non DSG budgets is consistent with the Month 10 position.

DSG Budgets

11. The following is a summary of the forecast variance position on DSG budgets:

	Month 10 £000	Month 11 £000
Business Strategy	(212)	(647)
Children and Families	(340)	(347)
Inclusion and Learning Services	184	(58)
Lifelong Learning, Skills and Communities	(67)	(60)
	(435)	(1,112)

The key reasons for the movement from the month 10 position are:

- **Business Strategy:** an improved movement of £435k, this is mainly due to an improvement of £380k on School Contingencies, the funding will be required in 2013/14 so will be earmarked as a contingency for next year.
- **Inclusion and Learning Services:** an improved movement of £242k, this is mainly due to an improvement of £147k in the forecast

income for hospital placements, this is as a result of receiving more accurate information from Becton.

PLACE

Summary

12. As at month 11 the Portfolio is forecasting a full year outturn reduction in spending of £738k, prior to carry forward requests of £701k (i.e. £37k under spent), an improvement of £212k on the previous period. The key reasons for the forecast position are:

- **Development Services:** £854k reduction in spend due to staff vacancy savings across the whole service area (£1.3m), slippage of Local Growth Fund project spend (£184k), offset to some extent by reductions in income (£600k), largely within car parking and planning.
- **HERS:** £283k reduction in spend largely due to planned slippage¹ of Local Growth Fund project spend into the following financial year.
- **Street Force:** £217k over spend due to costs of backdated pay and grading appeals and increased bad debt provisions.

Financials

Service	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
BUSINESS STRATEGY & REGULATION	31,917	31,964	(47)	↔
CREATIVE SHEFFIELD	3,290	3,322	(32)	↔
CULTURE & ENVIRONMENT	41,076	40,975	101	↓
DEVELOPMENT SERVICES	84,500	85,354	(854)	↓
HERS	1,593	1,876	(283)	↑
MARKETING SHEFFIELD	1,147	1,037	110	↔
STREET FORCE	(838)	(1,055)	217	↔
SUSTAINABLE DEVELOPMENT	386	337	49	↔
GRAND TOTAL	163,072	163,810	(738)	↓

Commentary

13. The following commentary concentrates on the key changes from the previous month.

Culture & Environment

14. The current forecast for this activity is a £101k overspend, an improvement of £203k this period. This improvement arises from further reductions in spend / additional income within parks, Activity Sheffield and city centre management, which are now forecast to largely offset the additional grant payments made as part of a wider funding stabilisation programme for Museums Sheffield (£500k).

Development Services

15. The current forecast for this activity is a £854k reduction in spending, an improvement of £151k this period. This improvement is largely attributable to estimated slippage in Local Growth Fund project spend (£184k).
16. The key risk for the service is in securing £10m planned external fee income from planning, building regulation and car parking activities, where manager forecasts indicate a £1m (10%) shortfall, broadly in line with the previous period. However, this pressure is being more than offset by reductions in staff costs due to vacancies across the whole service, that are now forecast at around £1.2m below budget.

Housing Enterprise and Regeneration

17. The current forecast for this activity is a reduction in spending of £283k , an adverse movement of £131k on the previous period.
18. The adverse movement largely arises from a reduction in the planned 'slippage' of grant funded spend. However, the key forecast variance remains the proposed slippage of spend on Local Growth Fund projects (£384k), which is subject to a request to carry-forward (see Appendix 1). The ultimate value of the 'slippage' may still change depending upon progress made in the actual delivery of projects.
19. The forecast outturn also includes an estimated £300k for potential grant 'clawback' following a recent European audit on Tudor Square. Officers have reviewed the initial report and are meeting with the Auditors again in March with a view to further mitigating issues identified.

Year To Date

20. When comparing the year to date position (£1.2m below budget) with forecast outturn (£0.7m under budget), there is an adverse movement of £0.5m. This may indicate some potential for further improvement in the final outturn position.

COMMUNITIES

Summary

21. As at month 11 the Portfolio is forecasting a full year outturn of an overspend of £2.7 million, an improvement of £398k from the month 10 position. The key reasons for the forecast outturn position are:
 - **Business Strategy:** a forecast £1.3m reduction in spending against budget, due, mainly, to contingencies held in Portfolio-Wide Services

to offset overspends on care purchasing budgets (especially in Learning Disabilities (LD) services). This is consistent with last month's position.

- **Care and Support:** a forecast £5.8m overspend, due to LD purchasing (£2.6m), LD Transport contract (£174k), Provider Services (£305k), Adult Social Care purchasing (£4.1m), with some reductions in Assessment & Care Management staffing costs against budget. These overspends are offset, to some degree, by reduction in spend against budget in Housing-Related Services of £125k. This forecast is an improvement of £185k from the previous month.

Commissioning: a forecast reduction in spending against budget of £1.9m due to; Mental Health Commissioning - £946k overspend on care purchasing; Social Care Commissioning – £2.4m reduction in spend against budget as a result of the release of funds unspent in previous years into 12/13 revenue budgets and reduction in spend on LD ex-Health care and accommodation provision. Housing Commissioning - £385k net reduction in spending against budget across several areas, reported in detail in PLT / SMT reports. This forecast is an improvement of £105k compared to last month.

General: following an analysis of the trends in activity and spend, the Chief Executive has raised the issue of cost transfer from the NHS to adult social care and discussions are taking place on how this can be addressed to the satisfaction of both parties.

Financials

Service	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
BUSINESS STRATEGY	12,444	13,710	(1,266)	↓
CARE AND SUPPORT	110,387	104,538	5,849	↓
COMMISSIONING	38,321	40,198	(1,877)	↓
COMMUNITY SERVICES	10,864	10,903	(38)	↔
GRAND TOTAL	172,016	169,349	2,667	↓

Commentary

22. The following commentary concentrates on the changes from the previous month.

Care and Support

23. A forecast £5.8m overspend against budget. This is an improvement of £185k from the previous month and is mainly due to:

- **Assessment & Care Management:** Assessment & Care Management (A&CM) – improvement of £101k, mainly due to

reductions in spend against the various salary budgets across the service.

Commissioning

24. A forecast £1.9m reduction in spend against budget. This is an improvement of £105k from the previous month. The movement this month is due to:
- **Housing Commissioning:** improvement of £50k, due to a £31k reduction in spending forecast on Housing Related Support projects and a £24k reduction in repairs and maintenance costs on Gypsy and Traveller Sites offset by £5k minor increases in other areas.
 - **Mental Health Commissioning:** an increase in forecast spend of £201k due to increases in forecast spend on Care Purchasing.
 - **Social Care Commissioning:** improvement of £256k, following revised forecast of Carers expenditure (£137k), a reduction in spend on Health Transfer Contingency £79k, changes to LD Purchasing Transitional Arrangements £19k and a reduction in LD Strategy and Delivery £10k.

Year To Date

25. Some year to date variances are not consistent with forecast outturn variances, so work is on-going to investigate the reasons for this (including refining income / expenditure budget profiles and more vigorous challenges to year to date actuals and accruals). The significant elements causing this at the moment are a) the payment pattern of Housing Related Support in Housing Commissioning and b) “Right First Time” in Care and Support Assessment & Care Management.

RESOURCES

Summary

26. As at month 11 the Portfolio is forecasting a full year outturn of a reduction in spending of £307k, an adverse movement of £198k from the month 10 position. The key reasons for the forecast outturn position are:
- **Commercial Services (savings):** £492k additional income in Commercial Services Savings due to achieving savings in excess of target.

- **Human Resources:** £129k reduction in spending in Human Resources due to increased recharge income.
- **Transport:** £221k reduction in spending in Transport due to reduced expenditure in the workshops following the transfer to AMEY.
- **Central costs:** £311k reduction in spending in central costs.

Offset by:

- **Business Information Solutions:** £229k overspend in BIS, in part due to anticipated delay in MER process required to make staff savings.
- **Customer Services:** £167k overspend in Customer Services due to transfer of costs from Customer First for operational team.
- **Legal Services:** £211k overspend in Legal Services, £143k due to reduction in non-core income and £89k forecast spend on corporate work, primarily South Yorkshire Trading Standards (SYTS), Digital Region and leadership team time.
- **Property and Facilities Management:** £256k overspend in Property and Facilities Management, due to additional costs for PFI Schools that will be required to be recovered from CYP.

Financials

Service	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
BUSINESS INFORMATION SOLUTIONS	630	401	229	↔
COMMERCIAL SERVICES	1,816	1,788	28	↔
COMMERCIAL SERVICES (SAVINGS)	(1,312)	(820)	(492)	↔
CUSTOMER FIRST	5,853	5,853	(0)	↔
CUSTOMER SERVICES	3,058	2,891	167	↔
FINANCE	1,910	1,925	(15)	↔
HUMAN RESOURCES	685	814	(129)	↔
LEGAL SERVICES	2,456	2,245	211	↔
PROGRAMMES AND PROJECTS	1,640	1,669	(29)	↔
PROPERTY AND FACILITIES MGT	31,464	31,208	256	↑
TRANSPORT	259	480	(221)	↔
TOTAL	48,458	48,454	4	↔
CENTRAL COSTS	14,488	12,913	1,575	↑
HOUSING & COUNCIL TAX BENEFIT	(883)	1,002	(1,885)	↓
GRAND TOTAL	62,062	62,369	(307)	↑

Commentary

27. The following commentary concentrates on the changes from the previous month.

Property and Facilities Management

28. A forecast £256k overspend is an adverse movement of £338k from the previous month.

29. The adverse movement this month is due to:

- Commercial Estate – £57k adverse movement in the main this is the result of discussions around funding of Kier and Legal fees to be recovered from portfolios. This assumption, following review of income and recharges, was amended downwards again this month.
- Asset Management - £256k adverse movement due to additional costs relating to PFI Schools. An agreement to recharge CYP needs to be reached.

Central Costs

30. A forecast £311k reduction in spending, an adverse movement of £170k from the previous month.

31. Central costs (excluding Capita) are now forecasting a £2.5m reduction in spending, the result of Government Grant exceeding the Transfer Payments on the Benefits Subsidy. The Capita contract costs have worsened by £413k since Month 10, mainly on ICT BIS and Finance.

Central Costs	Forecast Variance	Forecast Variance
	Month 11	Month 10
	£ 000	£ 000
Capita – Control Account	692	691
Capita – ICT BIS	767	425
Capita – Finance	561	488
Capita - HR	167	170
Sub total Capita	2187	1774
Benefits subsidy	(1885)	(1639)
Other Central Costs	(613)	(616)
Total	(311)	(481)

DEPUTY CHIEF EXECUTIVE'S

Summary

32. As at month 11 the Portfolio is forecasting a full year outturn of an overspend of £33k, an improvement of £51k from the month 10 position. The key reasons for the forecast outturn position are:

- £166k overspend in Modern Governance mainly due to increasing election costs (£268k overspend), delay in spending the DEFRA grant for reservoir flood planning (£57k underspend) and staff and IT savings in Democratic Services (£84k underspend).
- Off set by £130k underspend in Business Development due to salary sacrifice and vacant posts.

Financials

Service	FY Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 10
ACCOUNTABLE BODY ORGANISATIONS	0	0	0	↔
BUSINESS DEVELOPMENT	2,595	2,725	(130)	↔
E-CAMPUS	1,045	1,045	-	↔
HEALTH IMPROVEMENT	211	211	0	↔
MODERN GOVERNANCE	3,896	3,730	166	↔
PERFORMANCE AND CORP PLANNING	805	787	18	↔
POLICY, PARTNERSHIP, AND RESEARCH	3,535	3,557	(22)	↔
GRAND TOTAL	12,088	12,055	33	↔

CORPORATE ITEMS

Summary

34. The month 11 forecast position for Corporate budgets is a £50k reduction in spending which is consistent with month 10. The table below shows the items which are classified as Corporate and which include:

- **Corporate Budget Items:** corporate wide budgets that are not allocated to individual services / portfolios, including capital financing costs and the provision for redundancy / severance costs.
- **Corporate Savings:** the budgeted saving on review of management costs and budgeted saving from improved sundry debt collection.
- **Corporate income:** Formula Grant and Council tax income, some specific grant income and contributions from reserves.

Financials

	<u>FY Outturn</u>	<u>FY Budget</u>	<u>FY</u> <u>Variance</u>
	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
Corporate Budget Items	43,564	44,179	-615
Savings Proposals	-1,223	-1,794	571
Income from Council Tax, RSG, NNDR, other grants and reserves	-530,480	-530,474	-6
Total Corporate Budgets	-488,139	-488,089	-50

35. Corporate Budget items are showing a forecast reduction in spending of £615k, due mainly to the temporary reduced cost of borrowing and increased investment income within the capital financing budget of £500k, and the recovery of previous years' National Non-Domestic Rates (NNDR) overpayments of £115k. This forecast is consistent with month 10.
36. The forecast overspend on Savings Proposals of £571k relates to a reassessment of the sundry debt collection rates and subsequent revision, based upon month 11 actuals. This forecast is also consistent with the month 10 position.
- There is a £3.8m budget for the potential impact of Digital Region in the 2012/13 budget. Part of this budget is required to cover the interest and debt costs of the capitalised £12m dealt with in the 2011/12 accounts. There is also a re-procurement process currently in place to appoint a new contractor, which is likely to lead to further costs, currently estimated at £2.6m. However, the process is not complete and there is still uncertainty over the final costs, although they are not expected to exceed the budget at this stage.

HOUSING REVENUE ACCOUNT

38. The revised budgeted position for the HRA is a draw down from reserves of £1.3m (excluding Community Heating). As at month 11 the forecast outturn position is a projected in-year surplus of £8.2m. After making a contribution of £400k to the Capital Programme the projected net surplus will be £7.8m compared with a budgeted deficit of £1.3m. This is an improvement of £9.1m on the budgeted position.
39. The main reason for the variation in the overall budget position relates to an anticipated reduction in capital financing costs. The overall reduction

is estimated to be around £6.4m. This is primarily as a result of access to more attractive interest rates.

40. Although some of this overall saving on interest rates is sustainable, some is a one off. Now that that HRA is self-financing, the Council will have to consider the longer term risks on interest rates and ensure that its 30 year business plan includes a sustainable level of debt, factoring in the cost of the additional capital investment required to fund the backlog maintenance. This will be considered as part of the refresh of the HRA business plan later this year.
41. Other main areas that contribute to the improved year end forecast position include revised rental income £200k; a reduction in the level of vacant properties £400k and related council tax savings of £300k; revised service charge income £500k; a reduction in running costs £900k and a delay in a number of projects £400k.
42. **Community Heating:** The budgeted position for Community Heating is a draw down from Community Heating reserves of £1m. As at month 11 the forecast position is a draw-down of £630k from reserves resulting in a reduction in spending of £429k. This is primarily due to an estimated reduction in energy costs and invoiced consumption.

Sheffield Homes Ltd Reserves 2013/14

43. The housing service undertaken by Sheffield Homes Ltd is transferring back into the City Council from April 2013. As part of the transfer, the reserves held by the Arm's Length Management Organisation (ALMO) will also transfer.
44. In the HRA Business Plan, it was assumed that the Sheffield Homes year-end reserves figure would be £7.5m this is now expected to be in the region of £8.5m. The projected increase is mainly as a result of slippage in expenditure on major ICT projects (particularly the upgrade of the Choice Based Lettings (CBL) website and a major upgrade to the Online Housing Management System (OHMS)).
45. It is requested that the element that has arisen due to the slippage of the CBL website and OHMS upgrade (approx. £800k) is carried forward into 2013/14 to be spent on these schemes. However, the final amount is still subject to revision as there are substantial costs arising, from the CBL project in particular, that are expected to be incurred in the current financial year (2012/13) which may still fail to materialise until the 2013/14 financial year. If this occurs, the extra slippage will result in a higher reserves figure being transferred to the Council but also additional slippage costs to be incurred during 2013/14.

CORPORATE FINANCIAL RISK REGISTER

46. 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 this report for information together with a summary of the actions being undertaken to manage each of the risks.

Digital Region

47. Although the network infrastructure for high speed broadband across South Yorkshire has been successfully installed, the contractor failed to achieve revenue targets, leading to significant losses. The company is owned by central government (the biggest shareholder) and the 4 South Yorkshire councils. Sheffield has a 17 per cent share. The Council capitalized its £12m share of the loss in its 2011/12 accounts. The contract is out to procurement at the moment and a decision will be taken to award this or migrate away from the network and close DRL as a company, depending on which is cheaper. There are further costs, currently estimated at £2.6m for the Council, arising from this re-tender. These costs are covered in the 2012/13 budget.

Capital Receipts & Capital Programme

48. Failure to meet significant year on year capital receipts targets due to depressed market and reduced Right-to-Buys, resulting in potential over-programming / delay / cancellation of capital schemes.
49. Building Schools for the Future Programme Affordability – Latest projections indicate that the affordability gap in the capital programme for the secondary schools estate, which must be underwritten by the Council, is in the order of £9m to £12m. This requirement has been identified in the Council's Capital Programme.

Pension Fund

50. 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.

Electric Works

51. The running costs of the business centre are not covered by rental and other income streams. The approved business plan set-aside contingency monies to cover potential deficits in its early years of

operation. However, there remains a risk that the occupancy of units within Electric Works might be slower (lower) than that assumed within the business case, such that the call on the contingency is greater (earlier) than planned.

52. A refresh of the financial model was undertaken for 2011/12 budgeting purposes and again for 2012/13. The assumed level of occupancy for 2011/12 was 68% and the actual achieved was 64%. Most of the income shortfall was made up from conference lettings and virtual services. A target of 78% has been set for 2012/13. At December, the target was 79% but the actual is only 63%, mainly as the result of the termination of a tenant's licence due to trading conditions. A report on the future of Electric Works will be brought to Members in 2013.

Contract Spend

53. The high and increasing proportion of Council budgets that are committed to major contracts impairs the Council's flexibility to reduce costs or reshape services. This is exacerbated by the fact that in general these contracts carry year-on-year inflation clauses based on RPIx which will not be available to the Council's main funding streams, e.g. Council Tax, RSG and locally retained Business Rates.

Economic Climate

54. There is potential for current adverse economic conditions to result in increased costs (e.g. increased homelessness cases) or reduced revenues.
55. The Council seeks to maintain adequate financial reserves to mitigate the impact of unforeseen circumstances.

NHS Funding Issues

56. There are significant interfaces between NHS and Council services in both adults' and children's social care. The Council has prioritised these services in the budget process, but savings have nevertheless had to be found. Working in partnership with colleagues in the Health Service efforts have been made to mitigate the impact of these savings on both sides. However, on-going work is required now to deliver these savings in a way that both minimises impacts on patients and customers and minimises financial risks to the NHS and the Council.
57. The Council is participating in the Right First Time (RFT) programme with the Clinical Commissioning Group (CCG) and Hospital Trust. This programme aims to shift pressures and resources from the hospital to

community settings over the longer term, which should assist the Council in managing adult social care pressures. However, there are short-term pressures from the programme changes that are adding costs to the Council.

Housing Regeneration

58. There is a risk to delivering the full scope of major schemes such as **Parkhill** and **SWaN** because of the severe downturn in the housing market. This could result in schemes 'stalling', leading to increased costs of holding the sites involved, and in the case of SWaN, potential exposure to termination payments. In addition, the ending of the Housing Market Renewal programme has caused funding pressure on the Council's capital programme, e.g. on site clearance work and in enabling further phases of commenced demolition schemes.

Trading Standards

59. There is a low risk that it will not be possible to recover outstanding contributions from the other South Yorkshire Authorities. However, negotiations are in the final stages and there is an expectation that an agreement will be reached.

External Funding

60. The Council makes use of a number of grant regimes, central government and European. Delivering the projects that these grants fund involves an element of risk of grant claw back where agreed outputs are not delivered. Strong project management and financial controls are required.

Academies & Independent Schools

61. It is currently anticipated that 21 (12 primary / 9 secondary) of the Council's maintained schools will have become independent academies during 2012/13. To date 16 schools (7 primary / 9 secondary) have converted in 2012/13. In 2013/14 a further 20 academy conversions are currently anticipated (18 primary / 2 secondary).
62. Academies are entitled to receive a proportion of the Council's central education support services budgets. Based on projected academy conversions it is estimated that:
- In 2012/13 up to £700k of DSG funding will be deducted from the Council and given to the Academies. For 2013/14, it is estimated that up to £1.75 million of DSG funding will be given to academies.

- In 2013/14 it is estimated that up to £3.25 million will be deducted from the Council's DCLG funding, under the new Education Services Grant (ESG), and given to academies.
63. 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. It is estimated that this may be up to £750k based on current projected academy conversions.
64. Where new independent schools (free schools) or Academies are set up and attract pupils from current maintained PFI schools, then the funding base available to pay for a fixed long term PFI contract would reduce, leaving the Council with a larger affordability gap to fund. There are also further potential risks if a school becoming an academy is a PFI school, as it is still unclear how the assets and liabilities would be transferred to the new academy and whether the Council could be left with residual PFI liabilities.

Treasury Management

65. The on-going sovereign-debt crisis is subjecting the Council to significant counterparty and interest-rate risk. Counterparty risk arises where we have cash exposure to banks and financial institutions who may default on their obligations to repay to us sums invested. There is also a real risk that the Eurozone crisis could impact upon the UK's recovery, which in turn could lead to higher borrowing costs for the nation.
66. The Council is mitigating counterparty risk through a prudent investment strategy, placing the majority of surplus cash in AAA highly liquid and diversified funds. On-going monitoring of borrowing rates and forecasts will be used to manage our interest-rate exposure.

Welfare Reforms

67. The government is making changes to the Welfare system, phased in over the next few years, which will have a profound effect on council taxpayers and council house tenants in particular. The cumulative impact of these changes will be significant. Changes include:
- Abolition of council tax benefit – due from April 2013 to be replaced by a local scheme. It will be cash limited and subject to a 10% reduction from current levels. The Council approved a replacement scheme, including a hardship fund in January 2013, but there are risks to council tax collection levels and pressures on the hardship fund.

- Housing Benefit changes – there are a number of proposals where the anticipated impacts are that a number of claimants will receive fewer benefits than they do now, thereby impacting on their ability to pay rent.
- Introduction of universal credit – from October 2013 administered by DWP. Along with the impact of reducing amounts to individuals and the financial issues that might cause, the biggest potential impact of this change is the impact on the HRA and the collection of rent. This benefit is currently paid direct to the HRA; in future this will be paid direct to individuals. This will potentially increase the cost of collection and rent arrears. There will also be an impact on the current contract with Capita and internal client teams.

Housing Revenue Account (HRA)

68. 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, outlined in the risk above, the main 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.
- Repairs and Maintenance – existing and emerging risks within the revenue repairs budget include unexpected increased demand (for example due to adverse weather conditions).

THE CAPITAL PROGRAMME FOR 2012/13

Summary

69. At the end of February 2013, capital expenditure so far to date is £26.5m (21%) below budget. The outturn forecast is £32.5m (21%) below the Approved Capital Programme.
70. The variation in the year to date position arises mainly from either operational delays (£14.5m) or project slippage (£4.2m). During the month of February, expenditure was £7.1m; (4% above the previous month programme budget).
71. The forecast for the year shows all portfolios are below profile against the approved programme. The forecast, at £125.6m, is £15.5m lower than the Month 10 position (£141.1m) with the biggest movements being in CYPF (down £12.6m) and Resources (down £1.5m). Further detail can be found in the specific sections below.

Financials 2012/13

Portfolio	Spend to Date £000	Budget to Date £000	Variance £000	Full Year Forecast £000	Full Year Budget £000	Full Year Variance £000
CYPF	38,299	47,482	(9,183)	46,230	62,067	(15,837)
Place	14,910	23,183	(8,274)	17,580	27,041	(9,461)
Housing	39,602	42,792	(3,190)	47,562	51,291	(3,728)
Communities	1,163	1,402	(239)	1,353	1,935	(581)
Resources	5,798	11,429	(5,631)	12,850	15,737	(2,887)
Grand Total	99,773	126,289	(26,516)	125,575	158,070	(32,495)

Commentary

Children, Young People and Families Programme

72. CYPF capital expenditure is £9.2m (19%) below the profiled budget for the year to date and forecast to be £15.8m (26%) below the programme by the year end for the reasons set out in the table below.

Cause of Change on Budget	Year to Date £000	Full Year Forecast £000
Slippage to be carried forward	-1,142	-10,542
Slippage on Devolved Budgets	6	-1,995
Operational delays in projects due to planning, design or changes in specification	-7,382	-557
Incorrect budget profiles	-6	0
Underspending on project estimates	157	-1,235
Other variances	-816	-1,548
	-9,183	-15,837
Spend rate per day	168.0	186.4
Required rate to achieve Outturn	396.5	
Rate of change to achieve forecast	136.1%	

73. £12.5m of the £15.8m forecast shortfall against the budget is due to slippage with £2m on the Devolved Formula Capital; £2.5m on BSF; £4.7m on the Basic Need Block Allocation; £700k on two new primary schools in the NE Sheffield area and £2m within the Primary Prioritisation Programme. A further £1.2m of potential under spend against approved amounts has been identified on various Primary school programmes.

Place Programme

74. The Place portfolio programme (excluding Housing) is £8.3m (36%) below the profiled budget for the year to date and forecast to be £9.4m (35%) below the programme by the year end for the reasons set out in the table below. The main reason for forecast variance to date is due to £900k of project slippage and a further £2.6m of operational delays of which £1.7m relates to the BRT North project and £3.1m with no forecast. Land acquisitions are progressing but not to the anticipated timescales.

Cause of Change on Budget	Year to Date £000	Full Year Forecast £000
Slippage b/fwd from 2011/12		
Slippage to be carried forward	-1,166	-948
Operational delays in projects due to planning, design or changes in specification	-1,319	-2,619
Delayed forecasts	0	-3,183
Projects submitted for Approval	106	-262
Overspending on project estimates	-116	-116
Other variances	-5,778	-2,333
	<u>-8,274</u>	<u>-9,461</u>
Spend rate per day	65.4	70.9
Required rate to achieve Outturn	133.5	
Rate of change to achieve forecast	104.2%	

Housing Programme (Place Portfolio)

75. The Housing capital programme is £3.2m (7%) below the profiled budget for the year to date and forecast to be £3.7m (7%) below the programme by the year end for the reasons set out in the table below.

Cause of Change on Budget	Year to Date £000	Full Year Forecast £000
Slippage to be carried forward	-1,070	-2,066
Operational delays in projects due to planning, design or changes in specification	-2,098	0
Incorrect budget profiles	-215	0
Projects submitted for Approval	-2,877	-298
Home Improvement grants held on behalf of other local authorities	-304	-80
Items under investigation		
Underspending on project estimates	0	54
Other variances	3,374	-1,339
	<u>-3,190</u>	<u>-3,728</u>
Spend rate per day	173.7	191.8
Required rate to achieve Outturn	398.0	
Rate of change to achieve forecast	129.2%	

76. The main reason for this month's variation is due to slippage (£2.1m) of which £800k is within the Delegated Capital Schemes managed by Sheffield Homes.

Communities

77. The year to date spend on the Communities portfolio capital programme is £200k (17%) below the profiled budget and the forecast (£600k (30%) below budget) suggests this will not be recovered. £100k relates to slippage on the implementation of the ICT infrastructure and £500k with no forecast.

Resources

78. The year to date spend is £5.6m (49%) below the programme and forecast to be £2.9m (18%) below the approved budget for the whole year.

Cause of Change on Budget	Year to Date £000	Full Year Forecast £000
Slippage b/fwd from 2011/12		
Slippage to be carried forward	-705	-1,023
Operational delays in projects due to planning, design or changes in specification	-3,699	-945
Delayed forecasts	0	-333
Other variances	-1,227	-586
	<u>-5,631</u>	<u>-2,887</u>
Spend rate per day	25.4	51.8
Required rate to achieve Outturn	352.6	
Rate of change to achieve forecast	1286.4%	

79. The year-end forecast position is £2.9m under budget and comprises of the following:

- £300k slippage on the Castle Market Demolition; and
- £700k slippage on the Health & Safety Compliance block allocation.

Approvals

80. A number of schemes have been submitted for approval in line with the Council's agreed capital approval process.
81. Below is a summary of the number and total value of schemes in each approval category:
- 10 additions (including 1 new block allocation of £1m) to the capital programme with a total value of £14m;
 - 9 variations to the capital programme creating a net increase of £8m;
 - 2 slippage requests totalling £2.4m;
 - 1 procurement strategy;
 - 3 instances where directors have exercised their delegated powers to vary approved expenditure levels;
 - 2 projects worth £455k approved under the Emergency approval provisions.
82. Further details of the schemes listed above can be found in Appendix 2.

FINANCIAL IMPLICATIONS

83. The primary purpose of this report is to provide Members with information on the City Council's Budget Monitoring position for 2012/13 and, as such it does not make any recommendations which have additional financial implications for the City Council.

EQUAL OPPORTUNITIES IMPLICATIONS

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

PROPERTY IMPLICATIONS

85. 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

86. Members are asked to:

- (a) Note the updated information and management actions provided by this report on the 2012/13 budget position.
- (b) In relation to the Capital Programme, Cabinet is recommended to:
 - (i) approve the proposed additions to the capital programme listed in Appendix 2, including the procurement strategies and delegations of authority to the Director of Commercial Services or Delegated Officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) approve the proposed variations and slippage in Appendix 2 within its delegated authority; and note
 - (iii) the variations to project authorities exercised by EMT and service directors under their delegated authority, the emergency approvals and the latest position on the Capital Programme.

REASONS FOR RECOMMENDATIONS

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

ALTERNATIVE OPTIONS CONSIDERED

88. 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.

Eugene Walker
Director of Finance

Appendix 1

Portfolio - Carry Forward Requests

CYPF

Service	Funding / Activity	Request Amount £'000	Why not spent this year	Reason for carry forward
Lifelong Learning, Skills and Communities	Skills Funding Agency	305	<p>The grant received is to cover an academic year and therefore spans two financial years.</p> <p>This is an ongoing issue in the Council's accounts due to the changes in accounting procedures whereby the grant has to be drawn down to revenue when it is received not used.</p>	To ensure schools / college programmes are funded from April 2013 to August 2013.
Lifelong Learning, Skills and Communities	City Skills Fund	39	<p>SCC holds City Skills Funding on behalf of City Region Local Enterprise Partnership and is accountable for its distribution. Funding for the expenditure is not received in line with the budgeted spend.</p>	Cabinet, in month 3, approved £350k to be carried forward. The additional request reflects further projected underspend within the year against the fund.
Lifelong Learning, Skills and Communities	Youth	50	The original spending plan included a specific budget for Youth Justice Support Workers which has not been utilised due to a delay in the recruitment process.	This underspend is 40% funded by Partnership Organisations that will clawback the funding if unspent.
	Total	394		

PLACE

Service	Funding / Activity	Request Amount £'000	Why not spent this year	Reason for carry forward
HERS	Local growth fund (LGF)	384	This is the first year of the LGF programme, where design and 'bedding-in' of governance arrangements meant both approval of and subsequent spend on a number of projects occurred part way through the current financial year.	To 'match' approved funding with the revised profile of planned spend on the LGF Programme.
Dev Services	Local growth fund (LGF)	184	As above	As above
HERS	TDLC	24	Grant awarded with planned work/ spend that runs into the following financial year.	To 'match' grant received with proposed work programme.
HERS	Transitional housing market renewal fund	0		
Dev Services	Land Drainage	40	Flood work initially to be completed by Amey in 12/13 but now expect to slip part into 13/14.	To fund the remainder of the committed work not completed.
Dev Services	'Bike-It'	27	School Travel Incentives Grant funding for 2 external "Bike-It" staff until July 2013.	To 'match' grant received with proposed work programme.
Culture & Env	High street innovation grant	26	Grant awarded with planned work/ spend that runs into the following financial year.	To 'match' grant received with proposed work programme.
Culture & Env	Sport Inclusion	16	Grant received for a 3 year programme.	To 'match' grant received with proposed work programme.
	Total	701		

Deputy Chief Executive

Service	Funding	Request Amount £'000	Why not spent this year	Reason for carry forward
Accountable Bodies	Grant	32	Sheffield First is anticipating an underspend against the budget available.	To enable Sheffield First to continue its work with partners to tackle issues in the Sheffield City Strategy. The funding which is requested to carry forward has been contributed by third party organisations in Sheffield. Note: approval to carry this funding forward will not affect the outturn position for DCEX as the forecast at month 8 does not reflect the anticipated underspend.
Modern Governance	DEFRA Funding – Reservoir Flood Planning	57	In 2010/11, SCC was allocated £97,880 via an Area Based Grant. This was to meet expenditure incurred for the production of the plans, the training and exercising program that would follow and to carry out a 'warning and informing' campaign to those at greatest risk of reservoir flooding. This was carried over into the 2011/12 financial year to allow for the planning work to continue. Funding was also set aside in 2012/13 to continue with the work. Spend to date has been £42,500 with a carry forward request of £55,400. Service manager has indicated that it	<p>The Emergency Planning Shared Services Team has identified the need to appoint a temporary member of staff to take forward the work but unlikely that this appointment will take effect immediately. The remainder of the expenditure can only occur once the appointed member of staff has settled into the role.</p> <p>How carry forward will be spent</p> <p>Temporary Member of Staff - £27,500</p> <p>Plan production: printing of plans, maps etc - £3,000</p> <p>Production of 10k accompanying letters for the leaflets - £1,400</p> <p>Postage and packaging of 10k leaflets/letters - £7,000</p> <p>Media campaign - £1,000</p> <p>Multi-agency training - £900</p>

			was envisaged it would be a three year project.		Multi-agency tabletop exercise - £1,400
					Gold Standard exercise plan and delivery - £12,000
	Total	89			Total: £54,200

Community Assemblies - Carry Forward Requests

Service	Funding / Activity	Request Amount £'000	Why not spent this year	Reason for carry forward
North East	Consultation Vehicle	2,5	Maintenance costs did not materialise in 12/13	Need to meet future running costs (or disposal)
East	Richmond Development Worker	7,5	A delay in funding a suitable VCF in the Ward.	Political support for this project hosted by the local VCF and not SCC. Making sure the post exists for a reasonable period of time to enable the outcomes to be met.
East & South East	Green Estate – Horticulture Apprentice Scheme	45	Delays in starting the project. Apprentice scheme follows academic, rather than Financial year	Project will need to run it's course, irrespective of start date
Northern	Development Worker	29	Options for allocating the available budget by the end of March 12 have been developed for different projects. However the Northern Community Assembly have taken the view that Community Development continuation is key to delivering priorities within the Community	The request is to carry forward £29,000 which would be used as leverage to develop a package of funding with participating partners that would allow the continuation and extension of the project. Over the past years the project has attracted the following match funding:

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			<p>plan and as such using part of the available funding in 2013/2014 would have a greater impact than the alternative options considered.</p>	<p>Development Worker Project: £22,000 NHS, £21,000 Ecclesfield Parish Council, £3000 Adult learning. Village Officer: £5000 Peak Park Authority, the Peak Park also acts as host for this post, £17,892 East Peak Innovation Partnership Grant.</p> <p>The funding package for the community development project is as follows:</p> <ul style="list-style-type: none"> • Salary costs (including on costs) 43k per year (1 and ½ post). • Ecclesfield Parish Council contribution : £7,000 (possible similar contribution for next year) • NHS contribution: £8,000 (possible similar contribution for next year) • Expenses to support the projects (e.g. room hire, training for groups, events) will be met through using other Assembly's Discretionary budget other funding pots including the 7k Community engagement pot and the 5k Supporting local communities pot.
	Total	84		

Overall Carry Forward Requests = £1,268

Capital Schemes

Scheme Description	Approval Type	Value £000	Procurement Route
<p>GREAT PLACE TO LIVE</p>			
<p>Homes</p>			
<p>Arbourthorne Phase 2 and 3 At the start of the Decent Homes programme it was agreed that the a type of house known as the “5M” on the Arbourthorne estate needed significant investment and they were taken out of that programme due to financial constraints. In 2006 residents were advised that a detailed master plan would take place so that all options could be considered. After extensive consultation it was agreed that these properties were not sustainable without significant investment and the best approach would be to rehouse the occupants, demolish the properties and enable new homes to be built. Since 2006 no improvements have taken place to these properties in phases 2 and 3 other than routine repairs and servicing. These properties are in an extremely poor condition both internally and externally. Tenants and residents are anxious for a decision, and the Council continues to receive calls regarding the future options and the timing of the decision regarding the future of these properties. There are presently 246 properties at Arbourthorne in these phases of which 193 are council owned and 53 are privately owned.</p>	<p>Addition</p>	<p>11,187</p>	<p>Existing Demolition Contract</p>
<p>Options Considered</p> <ol style="list-style-type: none"> 1. Do nothing. This is not an option as the council as a minimum must bring the homes up to a decent homes standard. 2. Retain the stock and bring the council homes up to a decent homes standard. As set out above these properties are not sustainable without significant investment. This option would not deliver the whole estate solution needed to address the privately owned homes or the problems arising from the estate layout. 3. Rehouse the residents, demolish the properties and enable new homes to be 			

Capital Schemes

<p>built. This proposal will enable the creation of a better designed neighbourhood, with a wider range of properties, safer layout and improved linkages to open space.</p> <p>Financial Implications The cost of the preferred option, option 3 is £11.187m; this is split between Council owned properties, (£4.137m), and Owner occupiers, (£7.050m), to be spent between 2013 and 2018.</p> <table border="1" data-bbox="618 73 727 1919"> <thead> <tr> <th>Resources £m</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> <th>2016/17</th> <th>2017/18</th> </tr> </thead> <tbody> <tr> <td>Available Resources</td> <td>6.283</td> <td>2.552</td> <td>1.617</td> <td>0.698</td> <td>0.043</td> </tr> </tbody> </table> <table border="1" data-bbox="727 73 873 1919"> <thead> <tr> <th>Expenditure £m</th> <th>2013/14</th> <th>2014/15</th> <th>2015/16</th> <th>2016/17</th> <th>2017/18</th> </tr> </thead> <tbody> <tr> <td>Public</td> <td>1.332</td> <td>1.753</td> <td>0.816</td> <td>0.193</td> <td>0.043</td> </tr> <tr> <td>Private</td> <td>1.251</td> <td>2.888</td> <td>2.409</td> <td>0.335</td> <td>0.167</td> </tr> <tr> <td>Total</td> <td>2.583</td> <td>4.641</td> <td>3.225</td> <td>0.528</td> <td>0.210</td> </tr> </tbody> </table> <p>Council Priorities The continuation of the scheme will contribute to the delivery of the Council's corporate strategic outcome 'A Great Place to Live' by demolishing low quality, unsustainable housing and redeveloping the area with desirable homes that reflect the needs and aspirations of the local community and the future needs of residents.</p> <p>The scheme will be funded from contributions from the Housing Revenue Account, Local Growth Fund and capital receipts.</p>	Resources £m	2013/14	2014/15	2015/16	2016/17	2017/18	Available Resources	6.283	2.552	1.617	0.698	0.043	Expenditure £m	2013/14	2014/15	2015/16	2016/17	2017/18	Public	1.332	1.753	0.816	0.193	0.043	Private	1.251	2.888	2.409	0.335	0.167	Total	2.583	4.641	3.225	0.528	0.210				
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<p>Highways</p>																																								
<p>PFI Enhancements 'block'</p>					Outline design done																																			

Appendix 2

Capital Schemes

<p>The South Yorkshire the Integrated Transport Authority (ITA) approved £599k capital grant from its capital grant to fund additional works during the renewal of highways under the Streets Ahead project in order to minimise disruption and costs. The projects have been selected as priorities using a scoring mechanism from an internal review, The money will be applied as follows:</p>	Addition		internally – detailed design procured through Amey as part of a single source tender and in accordance with Schedule 7 of the Highways PFI contract
<p>Manor Lane/Manor Park area: a new pedestrian crossing on Manor Lane</p>		77	
<p>Fir Vale and Wincobank area: road safety schemes on Page Hall Road and Burngreave Road and two new pedestrian crossings on Tyler Street.</p>		225	
<p>Greenhill area: to enable pedestrians to cross Greenhill Parkway (near Reney Road) more easily</p>		28	
<p>Halfway area: two new footway and two crossings schemes at Owithorpe Greenway, Station Rd/Moss Way, Rotherham Rd, and Holdbrook Ave.</p>		95	
<p>Wadsley Bridge area: crossing points at the junctions of Southey Green Road and Halifax Road</p>		139	
<p>Woodseats area: to make it easier for pedestrians to cross The Dale at its junction with Chesterfield Road</p>		35	
<p>Note: Under the PFI contract, future maintenance obligations are payable at the time of construction. For the above projects these total £188k, The ITA has agreed to fund these costs and this is part of the LTP settlement of £3.2m.</p>			
<p>BRT North Route and the Tinsley Link</p> <p>The Council is bidding for funding from the Department for Transport (DfT) and European Regional Development Fund (ERDF) for funding to construct a Bus Rapid Transit facility between Rotherham and Sheffield. This scheme will help regenerate the</p>	Variation and Slippage	836 2,300	Competitive Tender

Capital Schemes

	<p>Lower Don Valley and support economic regeneration. £4.4m has been approved to date.</p> <p>Funding is conditional on a programme of works which has the scheme operational by September 2015. In order to achieve this milestone, some advance works need to be done prior to receiving DfT final approval in late 2013. These include the diversion of statutory undertaker's equipment such as electricity cables and works to the Highways Agency compound. A crossing needs to be built across the existing Supertram formation at Meadowhall. Supertram's operational requirements necessitate this work to be carried out in August. August 2014 would be too late for the agreed project programme so it is proposed to do the works this year, in advance of the main start on site.</p> <p>The total cost of works is estimated at £836k.</p> <p>The land acquisition and the making of the Compulsory Purchase Order were approved by Cabinet in July 2012. Having had all objections withdrawn and the Public Inquiry cancelled, the CPO is expected to be confirmed in April. With these powers in place the timing of land acquisition is no longer time critical and will progress in parallel with the remainder of the works. The latest submission seeks authority to slip £2.3m of the previously authorised sum into 2013-14.</p> <p>This is the first work to be funded at risk in advance of receiving funding approval for the whole scheme. Previous work has been funded by third parties or used to acquire land which could be re-sold in the event that the scheme did not progress. If the scheme was aborted, this cost would be have to be written off against the Revenue Budget for which there is no provision and would have to be mitigated by prioritising expenditure.</p>
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Capital Schemes

Parks	Variation (EMT)	30	N/A: Variation
<p>Beighton Landfill Emergency Mitigation The original works comprised fencing; installation of a new perimeter transmission ring main linked to the main gas field; the installation of a replacement gas flare to replace obsolete equipment and upgrading works to relevant gas well heads.</p> <p>Originally standing at £120k , funded by £70k Revenue Contributions to Capital and £50k from the Landfill Leaching project funded by Corporate Resource Pool, the proposed variation will be funded by an additional £30k Revenue Contribution to Capital from the Minor Works budget to cover cost increases.</p>	Variation (EMT)	30	N/A: Variation
<p>Public Rights of Way Part of the third South Yorkshire Local Transport Plan (2011 - 2026): 2012/13 outline LTP Integrated Transport programme approved by ITA on 5th April 2012. This £24k increase will be used to fund improved surfacing on a bridleway link between Rother Valley Country Park and the Connect 2 scheme at Halfway and is funded from costs savings in the Driving Me Crazy programme, itself funded from the Local Transport Plan central fund held by SYITS (South Yorkshire Intelligent Transport System).</p>	Variation (EMT as £96k in aggregate)	24	N/A: Variation
<p>DMC (Driving Me Crazy) - Parkway The original remit of this scheme was 'small measures to try to improve general traffic flow at various locations around the city'. The main scheme has now been delivered and was an extension of a right turn lane from Penistone road into Bradfield Road at Hillsborough. There is now a £24k reduction in the allocation required for this scheme due to lower than expected cost recharges: this money will be used instead to fund an increase in the work done on the Public Rights of Way scheme above.</p>	Variation (EMT as relates to above)	(24)	N/A: Variation
INFRASTRUCTURE :-			
Kelham Island Museum Roof	Addition	136	Competitive Tender

Capital Schemes

<p>This project provides for the installation of a new roof on the Engine House building at Kelham Island Museum.</p> <p>An inspection/structural survey revealed that the existing roof was unsafe and a new roof would be the most economical option in the long run – not least of which is the £24k cost of scaffolding to access the roof for any repair. This is in line with the Buildings Maintenance strategy of renewal rather than “patch and mend”. Investment now will be cheaper than potential repairs and installation of a subsequent new roof, should the roof then leak further.</p> <p>The new roof will offer a wider area for public to view the Museum exhibits and will protect them from water damage. The future viability of Museum is dependent on the roof work being done, as the affected section is currently closed to visitors. The Museum does have long term funding for the next three years.</p> <p>The project is to be 100% funded from the Minor Works Revenue Budget as a Revenue Contribution to Capital.</p>			
<p>SUCCESSFUL CHILDREN & YOUNG PEOPLE :-</p>			
<p>Primary Capital Maintenance: Block Allocation</p>	<p>The budget is to be adjusted to note Sheffield City Council’s confirmed Department for Education (DfE) Capital Maintenance Grant of £5.3m, for 2013/14, as recently announced by the Secretary of State for Education. This is a reduction of £1.3m on the amount included in the budget not all of which has recently been approved. An unapproved balance of £3.6m. The service has identified projects which total more than this and progression of these projects will depend on the level of the 2014/15 grant.</p>	<p>Variation</p>	<p>-1,300</p>
			<p>N/A: Variation</p>

Capital Schemes

<p>Basic Need: Block Allocation The budget is to be adjusted to recognise Sheffield City Council's additional DFE Capital Basic Need Grant of £13.2m as a 2-year allocation covering both 2013/14 and 2014/15, as recently announced by the Secretary of State for Education, of which £10.9m has recently been applied to projects within the programme. The unapplied balance of £2.3m, together with a currently unallocated balance from prior years of £6.4m gives a total balance available of £8.7m towards future Basic Need projects.</p>	<p>Variation</p>	<p>8,700</p>	<p>N/A: Variation</p>
<p>2-Year Old EFA Entitlement: Block Allocation This represents new funding for 2 year-old free early learning capital support for projects at various sites across Sheffield. Commissioning of works is to be via the CYP Capital Programme Group. Funded from DfE Capital Grant. 2012/13 allocation confirmed as £1,034k..</p>	<p>Addition</p>	<p>1,035</p>	<p>N/A</p>
<p>Primary Maintenance Heating - Dobcroft Junior. This boiler and heating system was identified under the condition and gas servicing programme of 2010/11 for replacement. A repair could not be carried out to this system due to the age of the boiler and unavailability of replacement parts. The budget needs to increase by £88k to reflect an increase in tendered cost variations. This variation, due to cost changes, will be managed as part of a change in the overall allocation of capital maintenance monies within the wider programme, resulting in other priorities within the programme being addressed.</p>	<p>Variation (EMT)</p>	<p>88</p>	<p>N/A: Variation</p>
<p>Primary Maintenance Electrical - Hallam Primary This project covers the installation of a replacement hard wired electrical system including fire alarm, emergency lighting etc. Replacement of the system was necessary due to its age and condition highlighted under the hard wired testing regime 2010/11. The revised budget can now be reduced by £255k due to tender cost variations. This variation, due to cost changes, will be managed as part of a change in the overall allocation of capital maintenance monies within the wider programme, resulting in other priorities within the programme being addressed.</p>	<p>Variation (Cabinet)</p>	<p>(255)</p>	<p>N/A: Variation</p>

Capital Schemes

<p>HEALTH & WELL BEING:-</p> <p>Off Line Mobile Project A range of technology has been rolled out in Assessment and Care Management in Adult Care and Support. This along with service improvement activity has helped maintain service levels following a significant reduction in staffing. One of the key elements of the technology roll out has been the introduction of tablet devices to Assessment and care Management staff enabling them to work much more flexibly and collect information electronically in a person's home.</p> <p>The aim of the project is to provide an offline mobile working solution that will enable social workers and care managers to record information whilst working out of the office directly to the client's electronic social care record. The key objectives are to:-</p> <ul style="list-style-type: none"> • Work with the Council's IT partner to define detailed requirements for the mobile offline working solution • Work with the Council's IT partner to develop the mobile offline working solution • Work with the Council's IT partner to deliver the mobile offline working solution • Roll out the mobile offline working solution within A&CM • Train and support staff in the new way of working and in the use of the solution once it has been rolled out • Develop, review and improve business processes associated with delivering the business in a mobile way <p>The outputs the project will deliver are:-</p> <ul style="list-style-type: none"> • A working offline mobile solution • Improved business processes 	<p>Addition</p>	<p>1,039</p>	<p>Via CAPITA</p>
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Capital Schemes

<ul style="list-style-type: none"> • Staff able to operate in the new way <p>The project will reduce the time it takes for Assessment and Care Management staff to complete elements of the work they carry out. This will provide the opportunity to reduce the number of staff in the service and provide the associated financial savings. The net savings are estimated at £3.7 million over 5 years. The project cost of £1.039m is to be funded for a grant from the Department of Health.</p> <p>This scheme will build an ICT platform on which other initiatives can be developed across the Council.</p>			
<p>SLIPPAGE / ACCELERATED SPEND:-</p>			
<p>Spital Hill Public Art</p> <p>The project has been developed with the NE Community Assembly who will continue to be involved with the selection of artists and development of the project. This variation represents slippage of £60,875 into 13/14. The scheme is part of the wider Spital Hill Regeneration Project (with coordinated delivery) which has slipped due to changes elsewhere in the programme funded by S106 monies.</p>	<p>Variation (slippage) (EMT)</p>	<p>(61)</p>	<p>N/A: Variation</p>
<p>STAGE APPROVALS:-</p>			
<p>Hunters Bar NI & I Mobile Replace</p> <p>This project covers the construction of a new single storey classroom block at the Hunters Bar Nursery Infant/ Hunters Bar Junior School site, to replace two existing mobiles which are to be removed as part of the project.</p>	<p>Procurement strategy</p>	<p>540</p>	<p>Kier Sheffield LLP – Jobs Compact (previously YORBUILD)</p>
<p>This latest Procurement Strategy supersedes the Procurement Strategy approved by</p>			

Capital Schemes

<p>Cabinet on 10 April 2013 at which the use of the Yorbuild framework was approved for the procurement of this scheme.</p> <p>It is now proposed to utilise the local jobs compact initiative with Kier Sheffield LLP for the procurement of the works. The proposed route will allow the project to start on site earlier, making use of the school summer holiday period for the majority of the contract and enabling completion early in the autumn term rather than January 2014 as the previous route.</p>			
<p>EMERGENCY APPROVALS:- (Note only)</p>			
<p>Fuel Poverty</p>	<p>This project will use the Fuel Poverty Fund to target 100-150 fuel poor households in the private sector to address fuel poverty related heating and supplementary insulation needs. The outputs will be:</p> <ul style="list-style-type: none"> • up to 150 measures installed costing up to £2,700K per household plus £20k fees, • 50 additional measures, draft proofing and household and glass fibre cellar insulation,£350 per household • 40 wrap around advice packages, £250 per household. <p>The submission is an emergency request as the funding has to be spent by 31st March 2013.</p> <p>The project will be funded by Department of Energy and Climate Change with £301k for direct Capital works and £16,055 for project support from the sustainable Development team with £20k for associated professional fees to a total of £337k. The insulation work is to be carried out using the existing contract with Carillion.</p> <p>A key risk to the project is that there is not sufficient time to deliver the outputs planned;</p>	<p>Emergency</p>	<p>337</p>
			<p>Existing contract with Carillion</p>

Capital Schemes

<p>the grant is claimed following the completion of work so it will not result in any claw back.</p>			
<p>Norfolk Park Land Acquisition The project is the acquisition of 0.21 hectares of land in Norfolk Park by Sheffield City Council. The land is being acquired for the purpose of transferring the land to the Sheffield Housing Company (SHC) for the development of 34 new homes.</p> <p>The acquisition of the land is dependent on agreeing a price with the Primary Care Trust before this organisation ceases to exist at the end of March 2013, the cost of the land purchase is £100k with £18k for associated fees making the total project cost £118k.</p> <p>The business case has been approved by the Local Growth Fund (LGF) board, and will be funded by LGF.</p> <p>Commercial Services have confirmed a procurement strategy is not required as the sites can only be purchased from the specific owner of those sites.</p>	Emergency	118	Not required
<p>DIRECTOR VARIATIONS:- (Note only)</p>			
<p>Secure Homes - Aldine House Refurbishments: This project was set up to provide general refurbishment across several areas within the establishment: 8 bedrooms; a staff sleep-in room; storage rooms; a kitchen modernisation. The original project budget was approved at £530k and was funded from a DfE Secure Children's Homes Programme grant as follows: £171k Bedrooms/En-Suites; £46k Bathrooms/Toilets; £84k multimedia system; £59k Kitchen works; £170k sleep-in roof space conversion.</p>	Variation (Director)	13	N/A - variation

Capital Schemes

<p>The £13k, budget increase is required to match the small cost overrun caused by the need to upgrade the plumbing system to meet the increased water demand and minor scope changes.</p>						
<p>Oughttbridge Primary: This project was set up to deal with the fact that the school has a greater number of children in catchment for September 2013 than it currently has places for. The school has an admission number of 42 and needs to accommodate up to 60 children in September 2013. Conversion of the existing undercroft area into an ICT suite will allow the current ICT suite in school to be converted to extra class space to accommodate the additional children expected in September 2013.</p>	<p>Variation (Director)</p>	<p>22</p>			<p>N/A: Variation</p>	
<p>The variation reflects a £22k budget increase due to higher tender costs for construction and will be funded from the Basic Need grant allocation.</p>						
<p>Rivelin Valley Playbuilder The original project was to deal with paddling pool infrastructure at Rivelin Valley. The CAF variation is to increase the budget by a further £13k, which is to cover additional costs associated with two access ramps to enable aqua wheelchairs to use the pool. The £13k is being funded from a revenue budget contribution.</p>	<p>Variation (Director)</p>	<p>13</p>			<p>N/A: Variation</p>	
<p>RETROSPECTIVE APPROVALS:-</p>	<p>None</p>					



SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Executive Director (Place) and
Executive Director (Children, Young People & Families)

Date: 08 May 2013

Subject: Future Use of Wisewood Secondary School &
Spider Park

Author of Report: Dave Mason (27 34617)

Summary:

Following the decision to close Wisewood Secondary School and subsequent community consultation regarding the site's future use, Cabinet authorised the Director of Property and Facilities Management (now Director of Capital & Major Projects) to develop a sustainable and suitable business case for the site that would deliver the priorities identified in the consultation.

This report outlines work undertaken so far and recommends a swap of land uses between part of the former school site, on which a new children's play area would be developed, and part of Spider Park, which would be sold and developed for housing to fund the new play area.

The report also recommends the adoption of a sustainable solution for continued community use of the former Wisewood Secondary School playing fields.

Reasons for Recommendations:

Implementing the proposals in this report would contribute towards the outcome of making Sheffield a Great Place to Live, as identified in Standing Up for Sheffield, the Council's Corporate Plan.

A swap of land uses between the former Wisewood Secondary School site and Spider Park would allow the creation of a better quality play area in a safer, more accessible location.

It would also allow the Council to realise a greater capital receipt than if it were to sell part of the former school site, which is not suitable for housing due to the proximity of the new floodlit sports pitch.

The development of a new children's play area on part of the former school site would help meet an identified shortage of children's play in the local area and complete the creation of a recreational hub including sports centre, artificial sports pitch and community garden.

The development of a small amount of housing at the top of Spider Park would provide natural surveillance over the remaining parkland and make the thoroughfare between Dial House Road and Sevenfields Lane safer to use.

Licensing or leasing the former Wisewood Secondary School playing fields to a Football Association endorsed football club will meet central government requirements regarding the protection of former school playing fields as a community resource and ensure that sufficient investment can be secured for the sustainable maintenance of the amenity for the people of Sheffield.

Recommendations:

- R1 That the former Wisewood Secondary School playing fields shown at Appendix A and those areas of the former school site shown edged red at Appendix B be declared surplus to the requirements of the Children, Young People and Families portfolio.
- R2 That subject to the outcome of public consultation and the provision of replacement open space the public open space at Spider Park shown edged red at Appendix C be declared surplus to the requirements of the City Council.
- R3 That the public open space at Spider Park shown edged red at Appendix C be disposed subject to advertising the same and no public objections being upheld.
- R4 That the former playing fields shown at Appendix A be licensed or leased to an appropriate junior football club endorsed by Sheffield and Hallamshire FA.
- R5 That the former school library building be leased to RIVA Project for use as a project base
- R6 That the land shown in green at Appendix B be leased to RIVA Project for use as a garden area to be developed and maintained for the use of the community

- R7 That the former Wisewood Secondary School caretaker's house be leased to the local District Nurses for use as a drop-in office base
- R8 That the Director of Capital and Major Projects be authorised to agree final terms for the disposals above, including the variation of any boundaries as required, and to instruct the Director of Legal Services to complete the necessary legal documentation
- R9 That the land shown in blue at Appendix B be developed as a new play area of the scale and quality indicated by the design now shown at Appendix E
- R10 That Cabinet notes that the Director of Culture & Environment will bring forward, as part of the monthly budget monitoring report, a capital approval submission to deliver the new play area using the resources identified in Section 8.3 of this report and taking into account any changes arising from public consultation.
-

Background Papers:

Category of Report: OPEN except for Appendix G: CLOSED

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Paul Schofield
Legal Implications
YES Cleared by: Andrea Simpson
Equality of Opportunity Implications
YES Cleared by: Ian Oldershaw
Culture and Environment Implications
YES Cleared by: James Barnes
Tackling Health Inequalities Implications
NO
Human rights Implications
NO
Environmental and Sustainability implications
YES
Economic impact
NO
Community safety implications
YES
Human resources implications
NO
Property implications
YES
Area(s) affected
Central Community Assembly
Relevant Cabinet Portfolio Leader
Cllr Isobel Bowler Cllr Jackie Drayton
Relevant Scrutiny and Policy Development Committee if decision called in
Economic and Environmental Wellbeing Children, Young People & Family Support
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
YES

Future Use of Wisewood Secondary School & Spider Park

1. SUMMARY

- 1.1 Following the decision to close Wisewood Secondary School and subsequent community consultation regarding the site's future use, Cabinet authorised the Director of Property and Facilities Management (now Director of Capital & Major Projects) to develop a sustainable and suitable business case for the site that would deliver the priorities identified in the consultation.
- 1.2 This report outlines work undertaken so far and recommends a swap of land uses between part of the former school site, on which a new children's play area would be developed, and part of Spider Park, which would be sold and developed for housing to fund the new play area.
- 1.3 The report also recommends the adoption of a sustainable solution for continued community use of the former Wisewood Secondary School playing fields.

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The proposals outlined in this report would improve local open space provision for the Wisewood and Wadsley neighbourhoods, provide new homes for sale in the same area, and potentially achieve a capital receipt for the City Council to invest in spending priorities for the city as a whole.

3. OUTCOME AND SUSTAINABILITY

- 3.1 The provision of a new play area would complete the formation of a "recreational hub" at the former Wisewood School site, complementing the existing Wisewood Sports Centre and floodlit artificial pitches and sitting alongside a planned community garden. Together, these uses represent a sustainable future for the site.
- 3.2 The development of housing at the top of Spider Park would provide natural surveillance over the remaining parkland, making it a safer area to use and less likely to suffer from anti-social behaviour. It would also improve safety for users of the footpath between Dial House Road and Sevenfields Lane.
- 3.3 Licensing or leasing the former Wisewood Secondary School playing fields to a Football Association endorsed football club would ensure that sufficient investment can be secured for the sustainable maintenance of the amenity for the people of Sheffield.

4. BACKGROUND & PROGRESS TO DATE

4.1 On 22 September 2010 Cabinet gave authority to consult with local people on the future use of the Wisewood School site. The report noted a commitment to retain part of the site for community use, the need for complementary uses that would help sustain the existing Wisewood Sports Centre and also the need for the Council to generate a receipt through the sale of part of the land.

4.2 Consultation took place in November and December 2010 and the results were reported to Cabinet on 27 April 2011. An indicative layout for the site was presented accommodating various preferences expressed during the consultation (see Appendix D). Cabinet supported the following:

- (i) The formation of a Management Board to ensure the community vision for the site is developed and delivered.
- (ii) Use of the playing field for wider community use via a suitable licence or lease to a suitable junior football club endorsed by Sheffield and Hallamshire FA.
- (iii) Proposals for an all-weather, floodlit multi-games area which supports the sustainability of the sports centre.
- (iv) Proposals for a community and youth space, and additional specialist indoor sports provision.
- (v) Proposals for a community garden (or similar).
- (vi) Proposals for appropriate car parking for the primary school, the existing sports centre and any additional facilities developed on site.
- (vii) Use of the Rural Lane building to provide a Police base for Police Community Safety Officers.
- (viii) Exploration of ownership of the site as a community owned asset.
- (ix) Disposal of area identified [this was an area shown as older persons housing]

Further feasibility work has taken place regarding these proposals and considerable progress has been made as outlined below.

4.3 Wisewood Stakeholder Group

The Wisewood Stakeholder Group was established partly to fulfil the role envisaged for a 'Management Board' in 4.2(i) above. The group comprises representatives of the local tenants & residents association, primary school, sports centre, church, neighbourhood watch, junior

football club, Pennine Housing and elected members as well as individual residents. The Group first met in December 2011 and has played a valuable role helping officers to develop a more detailed plan for the site.

4.4 Former School Playing Fields (Ben Lane)

Former school playing fields enjoy considerable central government legal protection to ensure that they are available for continued community use even after they are no longer required for educational usage. However, the maintenance of land no longer required for education use cannot be funded from the education budget earmarked for the school so a sustainable solution for the continued maintenance of the land has to be provided. Local sports clubs were invited to express their interest in taking on a lease of the former Wisewood School playing fields, the income from the lease to be invested back into the enhancement and maintenance of the site. Following a comprehensive selection process it is the recommendation of the Director of Capital & Major Projects that the lease be awarded to Wisewood Junior Football Club and that Cabinet now formally declare the site as surplus to the requirements of the Children, Young People and Families portfolio.

4.5 All Weather Floodlit Multi-Use Games Area

A new artificial pitch has been developed using funding from the Football Foundation. The pitches are to be managed by Wisewood Sports Centre and will help sustain the sports centre in the long term.

4.6 Car Parking

Alongside the new pitch lie 90 car parking spaces, enough to accommodate users both of the pitch and sports centre and also of other facilities in the locality.

4.7 Rural Lane Building

Following further discussion with South Yorkshire Police, the original Rural Lane school building proved not to be physically suitable as a base for the Community Support Officers. Therefore, that proposal has not been implemented and the building has been demolished. However, there is another building on Rural Lane - the former Caretaker's House.

4.8 Former Caretaker's House

The local District Nurses for the Wisewood, Wadsley and Hillsborough area expressed their interest in taking this property on as a drop-in office base. It is proposed to agree a lease that would require that the property is brought back up to standard. The front garden of the house would be included within a larger community garden (see 4.12).

4.9 Additional Indoor Sports Provision

Wadsley Bridge Table Tennis Club expressed an interest in taking on the former school library building with a view to making it their base.

Unfortunately, it was not possible to produce a viable business plan and that idea was not progressed. However, an alternative use has emerged for the library (see 4.10).

- 4.10 **Former School Library: the RIVA Project**
RIVA stands for Recreational Imaginative Vocational Activities for people with disabilities. The RIVA Project is a new enterprise that has evolved from a long established social provision for young people with disabilities called Riva Club that has been running for over 15 years. It was set up to meet the need for work based training provision for disabled adults in the city. RIVA approached the Council with a proposal to turn the former library building into their project base. Their ambitious plans (see 4.11) were shared with the Stakeholder Group and met with the Group's approval. It is proposed to lease the building to RIVA.
- 4.11 **Café, Charity Shop, IT Suite and Meeting Room**
RIVA plan to offer their clients as wide a range of work-based training opportunities as possible. Their first project would be the creation of a charity shop and a café with outside terrace. Both of these would be staffed by RIVA's clients. They would refurbish the library's IT suite and create a meeting room, both of which would be for the use of their clients and the local community. Their aim is to integrate their work as much as possible with the wider community to derive the maximum benefit for local people from the new facilities they create.
- 4.12 **Community Garden**
The Stakeholder Group discussed the proposal for a community garden and suggested that the Rural Lane frontage would be a sensible location, capitalising on its existing mature trees and attractive boundary. Following discussion with RIVA, their proposed lease for the library building would also include this land (see Appendix B), which they would be required to maintain as a garden area in partnership with and for the use of the local community. Developing and maintaining the garden would offer further training opportunities for RIVA's clients as well as helping them engage with local people.
- 5. CURRENT SITUATION**
- 5.1 The completion of the pitches and parking and the emerging solutions for the library, community garden and caretaker's house leaves only the north-western part of the site to be addressed, at the corner of Rural Lane and Laird Road. In the 2011 Cabinet report, this was to be the parcel of land sold to generate a capital receipt for the Council, and the indicative layout from that report shows a possible older persons housing development, which was a favoured option in the consultation.
- 5.2 However, given the presence of a new floodlit sports facility opening

late into the evening, this is no longer a desirable location for housing, certainly not for the suggested client group of older people. More detailed discussions with planners have confirmed that an application to develop housing in such close proximity to the pitch may not be supported. Indeed, planners sought assurances that the former Caretaker's House would not return to residential use before granting permission for the new pitch and floodlights.

- 5.3 Working with the Stakeholder Group it was concluded that it was more appropriate for the remainder of the site to be developed in line with the other emerging uses on the site to complete a 'recreational hub': it was agreed that a play area would be the most suitable use for this location. However, there is no funding identified for a new play area, and the original intention was to dispose of any remaining land to generate a capital receipt for the Council. In light of these issues, the Stakeholder Group has looked beyond the confines of the Wisewood School site and considered the future of Spider Park.

6. PROPOSED LANDSWAP: SPIDER PARK

- 6.1 Spider Park is an open space accessed via Sevenfields Lane, off Ben Lane. It sits behind Hallowmoor Reservoir. Until recently, it was used as a compound by Pennine Housing's contractors whilst they completed their improvement works to the Wisewood estate.
- 6.2 The position of the park in relation to neighbouring properties means that it suffers from a complete lack of natural surveillance. There is no lighting in and around the park, which has attracted anti-social behaviour and can feel unsafe both as a place for children to play but also as a thoroughfare from Dial House Road.
- 6.3 There used to be play equipment in the park but now there is only a poor quality Astroturf mini football pitch and a picnic table. Limited funds have previously been identified for potential investment in the park.
- 6.4 The proposal is that a swap of land uses takes place between Spider Park and the former Wisewood School site. This would involve approximately 0.32ha of parkland being developed for private housing for sale, with the resulting lost open space being re-provided as a play area on approximately 0.32ha of the Wisewood school site.
- 6.5 The planning issues this proposal presents are detailed in the attached draft Informal Planning Advice Note (Appendix F). However, in summary, the development of housing at Spider Park is potentially acceptable provided that replacement open space of sufficient scale and quality is provided elsewhere in the locality. Funding for replacement provision and future maintenance would be secured via a legal agreement with the developer of Spider Park. Discussions with planning colleagues suggest that a 'local equipped area for play'

(LEAP) would be an acceptable standard of replacement in planning policy terms, comprising a minimum of five pieces of play equipment and aimed at younger children. To enable this to progress, this report seeks approval to dispose of the open space shown at Appendix C.

- 6.6 However, the replacement play area as described above would not entirely meet the aspirations of the community as communicated through the Stakeholder Group. The Group is keen to see a play area that does not simply replace space lost at Spider Park (which is of relatively low quality), but makes full use of the available space at the former school site and provides opportunities for children of all ages. The Group has worked with council officers on a potential design (see Appendix E). The design is based on natural play with boulders for climbing and makes the most of the existing landscape with a zipwire on top of the hill and a slide coming down it. There is an informal kickabout area and a mini pump track for bikes, skateboards and scooters. A café terrace would be created by RIVA at the rear of the library building, from where parents would be able to sit and watch their children play. The new play area would be maintained by the City Council and future maintenance funding would be included as part of the legal agreement with the developer.
- 6.7 This design shown at Appendix E is beyond the minimum standard of provision required through the planning process. It is proposed that additional Section 106 funding is employed to achieve this standard of provision, including that previously identified for investment in Spider Park. The full funding proposal is outlined in the Financial Implications.
- 6.8 The benefits of the proposed landswap are:
- Funding for a new play area including future maintenance
 - A safer, more accessible location for a play area than Spider Park
 - Natural surveillance over the remaining parkland to improve safety and reduce anti-social behaviour
 - Street lighting for the footpath from Dial House Road to Sevenfields Lane
 - Greater capital receipt for reinvestment in City priorities
- 6.9 Although the development of sheltered / older persons housing was a popular option for the Wisewood school site, there is not sufficient space to develop such a scheme on the available land at Spider Park, which would be best suited to family housing. However, there may be an opportunity to develop older persons housing on the site of the former Sevenfields Resource Centre on Ben Lane. This option will be investigated further and, if appropriate, will be the subject of a future Cabinet report.

7. CONSULTATION

- 7.1 The Stakeholder Group released a local newsletter in July 2012 describing the proposals for the play area, Spider Park and the potential opportunity at Sevenfields. This was followed up with a presentation at the Wisewood TARA AGM in November 2012. Feedback from both was positive. Wisewood Primary School also undertook a consultation exercise with their pupils and the children's aspirations are reflected in the design shown at Appendix E.
- 7.2 Subject to Cabinet approval to dispose of the open space, the disposal would be advertised in the local press (see Legal Implications). At the same time, there would be an opportunity to consult on:
- the principle of the landscap as outlined in the Informal Planning Advice Note (Appendix F)
 - the draft design for the play area (Appendix E)
- This would take place during June 2013 at a number of local events as agreed with the Stakeholder Group.

8. FINANCIAL IMPLICATIONS

- 8.1 Design, development and 15 years of future maintenance of a new play area would be funded by a contribution from a developer of housing on Spider Park, which would be secured via a legal agreement as part of the planning process, to provide replacement open space of sufficient scale and quality to compensate for the loss of part of Spider Park. As detailed in the draft Informal Planning Advice Note attached at Appendix F, this contribution would be £183,220, which assumes £117,101 for maintenance.
- 8.2 A developer contribution of £183,220 would be sufficient to deliver a 'local equipped area for play' (LEAP), but to achieve the desired standard of play area shown at Appendix E, the Council would need to employ two additional Section 106 contributions. The funding proposal for the new play area is shown below.

Funding Source	£
<i>Funding to be derived from development of housing at Spider Park</i>	
• Developer Contribution to replacement and maintenance of open space lost at Spider Park	183,220
• Estimated s106 contribution to open space (<i>based on development of 8 four bedroom houses</i>)	16,356
<i>Existing funding previously identified for Spider Park</i>	
• Existing s106 contribution (ref. no. 579)	6,900
TOTAL	206,476

- 8.4 Based on current estimates, the funding identified above is sufficient to deliver the play area design shown at Appendix E.
- 8.5 The sale of the land at Spider Park should realise a capital receipt for the Council. A valuation has been undertaken and this is outlined in a Closed appendix to this report (Appendix G).
- 8.6 There are limited revenue implications relating to this proposal. Currently, there is an annual budget of £1,237 for grounds maintenance at Spider Park. This would reduce slightly following the sale of part of the park, but most of the parkland would remain to be maintained.

9. LEGAL IMPLICATIONS

- 9.1 The Council has the power to dispose of the land for the best consideration that can reasonably be obtained under section 123 of the Local Government Act 1972 but section 123(2A) provides that no disposal of open space land can take place until notice of the intention to do so has been advertised for two consecutive weeks in a local newspaper and any objections to the proposed disposal have been considered.
- 9.2 Certain disposals relating to school sites are governed by specific legislation. Section 77 of the School Standards Framework Act 1998, as amended, protects school playing fields by requiring that the Secretary of State's consent is needed before disposing or changing the use of the school playing fields. A Class consent has been issued which covers the proposed lease to the junior football club so it is not necessary to apply for specific consent but the terms of the consent must be complied with by providing the Secretary of State with details of the disposal.

10. EQUALITY IMPLICATIONS

- 10.1 Fundamentally this proposal is equality neutral, impacting all local people equally regardless of age, sex, race, faith, disability, sexuality, etc. However, it should prove particularly positive for young people and carers, many of whom should benefit from the proposals. An Equality Impact Assessment has been undertaken. No negative equality impacts have been identified.

11. ALTERNATIVE OPTIONS CONSIDERED

- 11.1 The alternative option is the original option: to dispose of part of the Wisewood school site and to invest limited funds in Spider Park. A masterplan for Spider Park was created in 2010 showing how the existing open space could potentially be developed following the removal of the compound that was then in place. However, to

implement that masterplan would cost more than the proposed play area at the Wisewood School site, and without the option to generate funding through residential development at Spider Park this would not be a viable proposition.

- 11.2 The potential to generate a significant receipt from the surplus land on the school site is limited given that housing would not be acceptable and retail use could threaten the existing local centre. In any event, the proposed play area at Wisewood would be superior to an enhanced Spider Park because of the safer, more accessible location.

12. REASONS FOR RECOMMENDATIONS

- 12.1 Implementing the proposals in this report would contribute towards the outcome of making Sheffield a Great Place to Live, as identified in Standing Up for Sheffield, the Council's Corporate Plan.
- 12.2 A swap of land uses between the former Wisewood Secondary School site and Spider Park would allow the creation of a better quality play area in a safer, more accessible location.
- 12.3 It would also allow the Council to realise a greater capital receipt than if it were to sell part of the former school site, which is not suitable for housing due to the proximity of the new floodlit sports pitch.
- 12.4 The development of a new children's play area on part of the former school site would help meet an identified shortage of children's play in the local area and complete the creation of a recreational hub including sports centre, artificial sports pitch and community garden.
- 12.5 The development of a small amount of housing at the top of Spider Park would provide natural surveillance over the remaining parkland and make the thoroughfare between Dial House Road and Sevenfields Lane safer to use.
- 12.6 Licensing or leasing the former Wisewood Secondary School playing fields to a Football Association endorsed football club would meet central government requirements regarding the protection of former school playing fields as a community resource and ensure that sufficient investment can be secured for the sustainable maintenance of the amenity for the people of Sheffield.

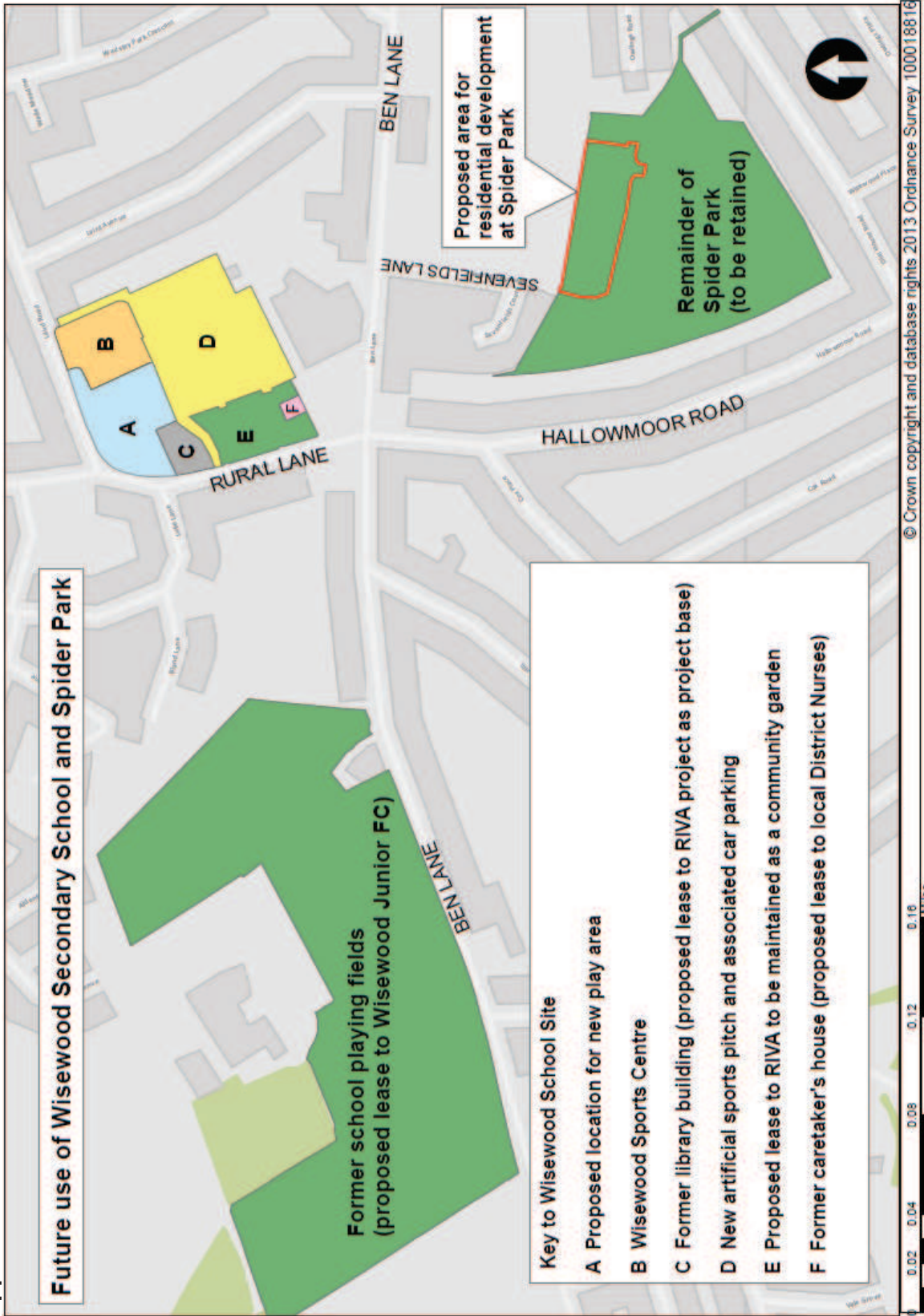
13. REASONS FOR EXEMPTION

- 13.1 Appendix G of this report is presented as an exempt item because it contains exempt information under paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended). The reason for its exemption is that the Appendix contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

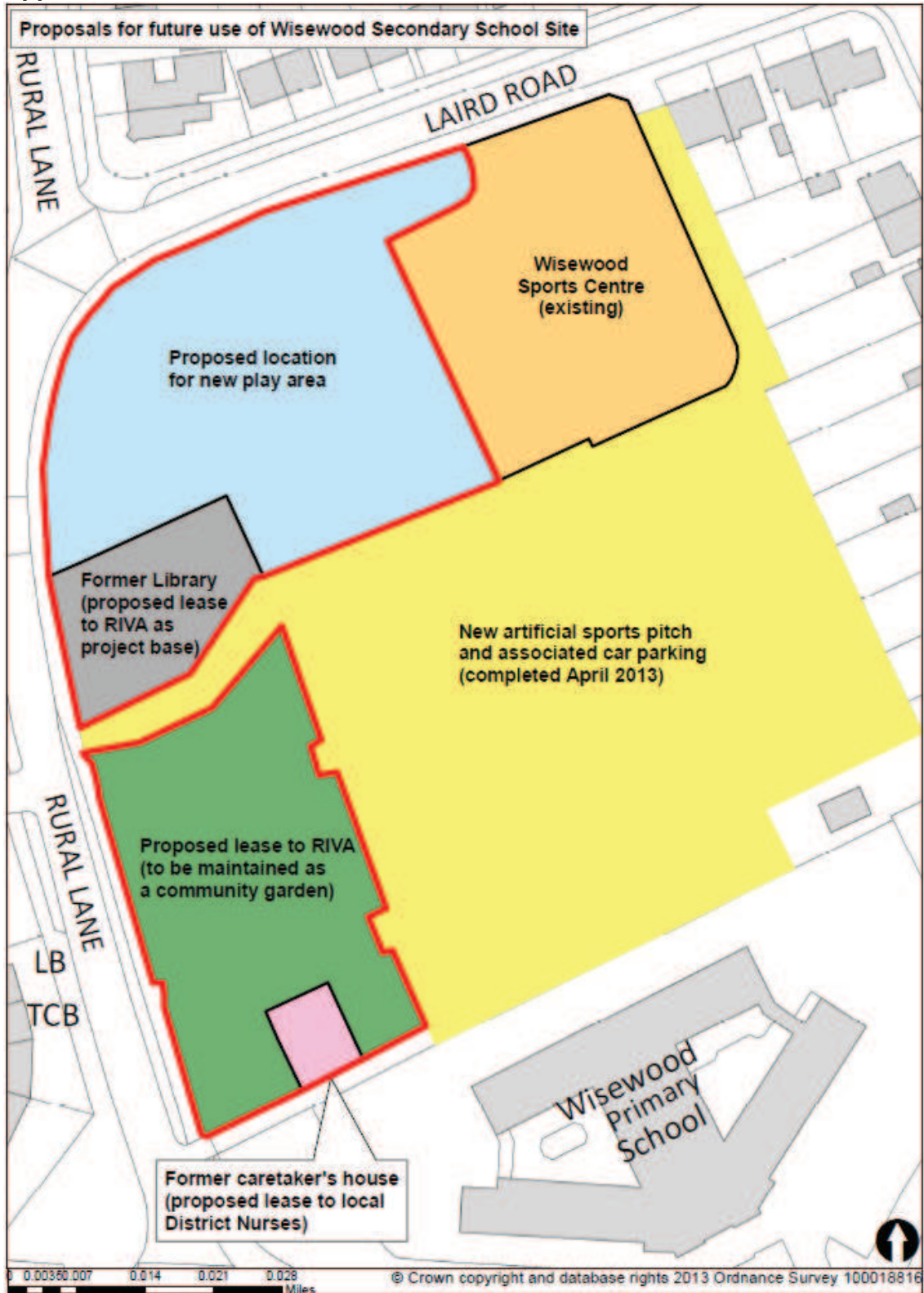
14. RECOMMENDATIONS

- R1 That the former Wisewood Secondary School playing fields shown at Appendix A and those areas of the former school site shown edged red at Appendix B be declared surplus to the requirements of the Children, Young People and Families portfolio.
- R2 That subject to the outcome of public consultation and the provision of replacement open space the public open space at Spider Park shown edged red at Appendix C be declared surplus to the requirements of the City Council.
- R3 That the public open space at Spider Park shown edged red at Appendix C be disposed subject to advertising the same and no public objections being upheld.
- R4 That the former playing fields shown at Appendix A be licensed or leased to an appropriate junior football club endorsed by Sheffield and Hallamshire FA.
- R5 That the former school library building be leased to RIVA Project for use as a project base
- R6 That the land shown in green at Appendix B be leased to RIVA Project for use as a garden area to be developed and maintained for the use of the community
- R7 That the former Wisewood Secondary School caretaker's house be leased to the local District Nurses for use as a drop-in office base
- R8 That the Director of Capital and Major Projects be authorised to agree final terms for the disposals above, including the variation of any boundaries as required, and to instruct the Director of Legal Services to complete the necessary legal documentation.
- R9 That the land shown in blue at Appendix B be developed as a new play area of the scale and quality indicated by the design now shown at Appendix E.
- R10 That Cabinet notes that the Director of Culture & Environment will bring forward, as part of the monthly budget monitoring report, a capital approval submission to deliver the new play area using the resources identified in Section 8.3 of this report and taking into account any changes arising from public consultation.

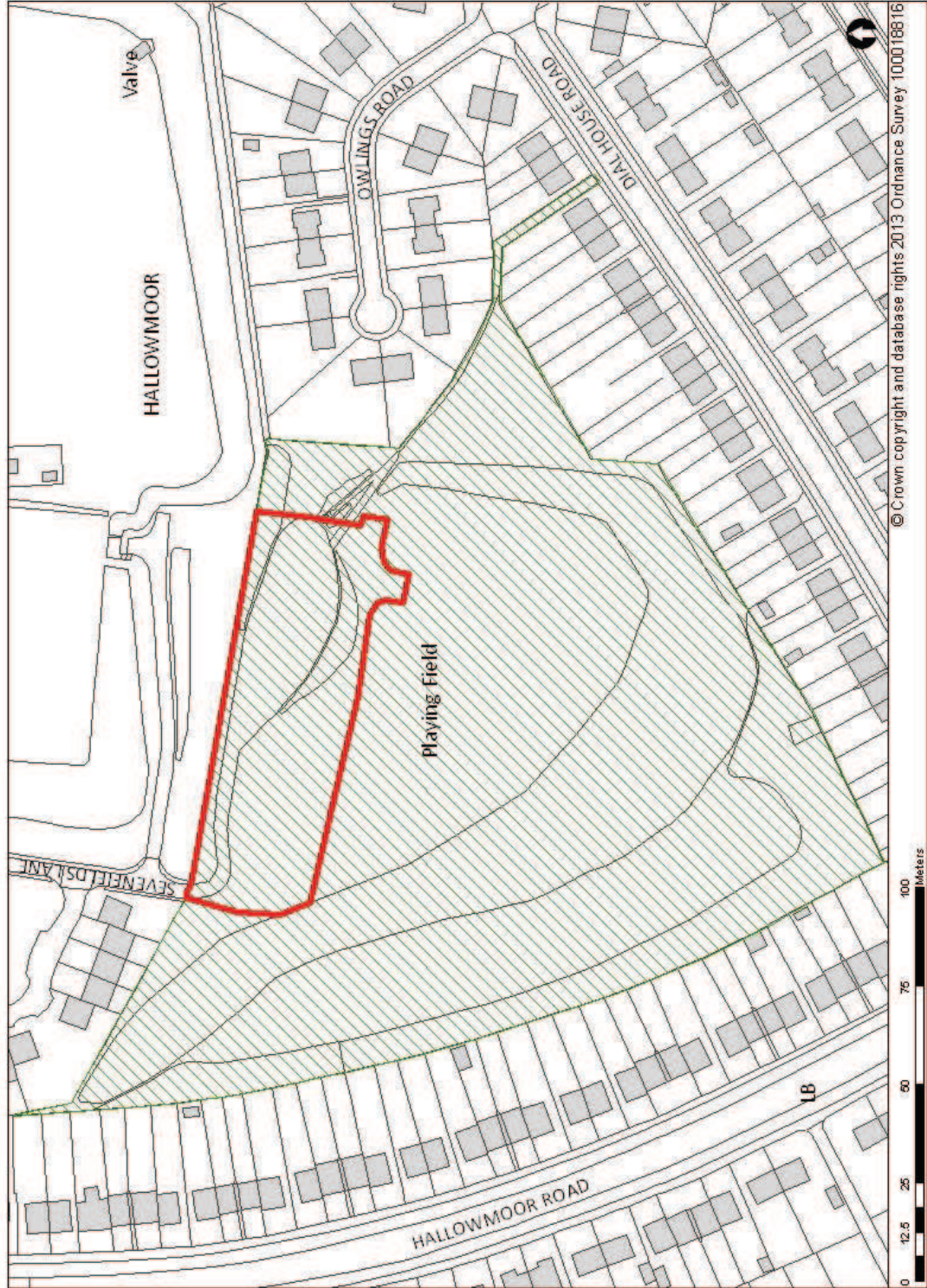
Appendix A



Appendix B



Appendix C: Proposed site for disposal at Spider Park (0.32ha)



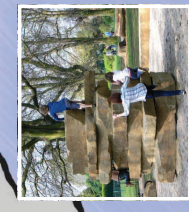
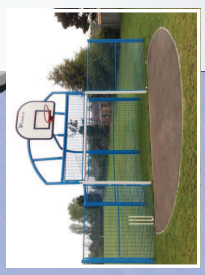
Appendix D: Indicative layout from previous cabinet report (27/04/11). This is superseded by proposals within this report.



Appendix E: proposed design for new play area on former Wisewood School site – separate document

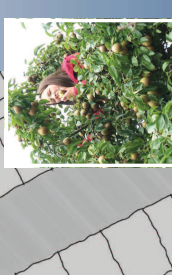
Appendix F: Draft Informal Planning Advice Note – separate document

Appendix G (CLOSED)



Natural play features using slopes, mounds and rocks.
Multi-sport goal end and fencing for ball games.

Meadow planting
Vibrant, colourful meadow planting covering remaining demolition waste.



Colourful meadow planting and fruit trees.

Mini pump track
Access for bikes and scooters for all ages and abilities.
Hardwearing coloured tarmac surface.

Sports centre

Boundary tree planting
To break up blank wall of retained library building and create green feel of play space.

Ball games
Open access with fenced multi-sport goal mouth and coloured tarmac surfaces.

Rocks and boulders
Boulders and rock stack for robust informal play for all ages.

New fenced artificial pitch

New fence
To protect entrance to play space.

Terrace
Informal surfaced terrace with access from library building.
Potential cafe use.

Mini pump track
Access for bikes and scooters for all ages and abilities.
Hardwearing coloured tarmac surface.

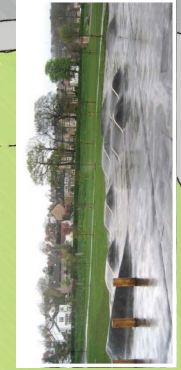
Mound and slide
New mound and slide with embankment slide.

Informal skate, bike and social area
Low key skate and bike features with combined concrete sitting and grinding edge, low ramp and low jump box.

Mown level grass area
Visible from roadside, with zipline as landmark, and robust informal play. Access up mown grass path.

Boundary tree planting
To break up wall of library building and create green feel of space need to building.

New fence
To protect drop on retaining wall corner.



Wadley Jack pub

Pump track for multi-age and multi-ability bike and scooter use



Robust, simple zipline and slide using slopes.
Can be used by a wide range of ages and abilities.

INFORMAL PLANNING AND DESIGN ADVICE NOTE March 2013

Land at Spider Park, Sevenfields Lane, Wisewood

Introduction

1. This note provides general planning advice on the development potential of the above site. It includes some design guidance based on planning policies, and indicative illustrations to demonstrate potential development capacity. It is an informal officer view given without prejudice to any decision made in the formal determination of a planning application.

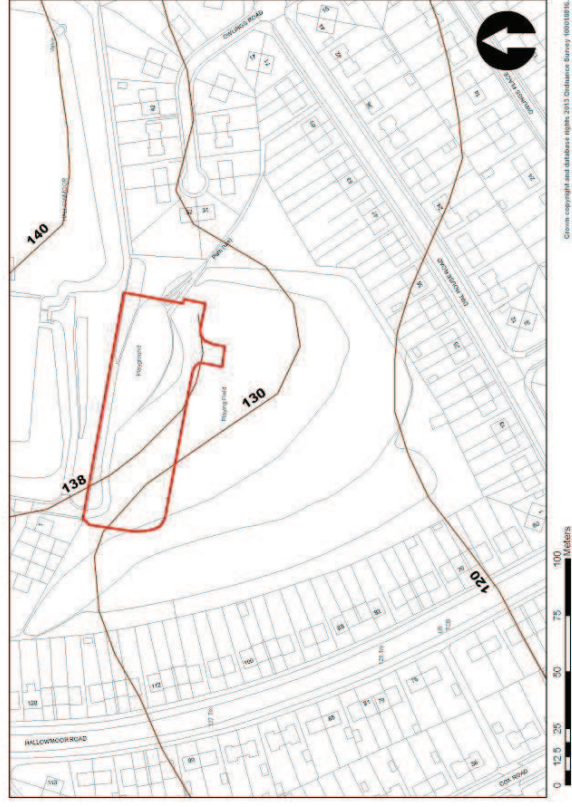
Executive Summary

2. Development of this land will result in the loss of open space which is unacceptable in principle. For a proposal to be acceptable a developer must provide an equivalent, or better, replacement open space within the local area. Standards in terms of quantity and quality are expected and are detailed in the body of this note and at Appendix 3. Further issues to consider are also highlighted including Highways, access and ground conditions.

Site Description

3. The site is 0.32 hectares and located off Sevenfields Lane on land that forms part of Spider Park. It is bounded to the north by an embankment forming part of a reservoir owned by Yorkshire Water. Spider Park is flat immediately in front of the site but drops steeply towards the back gardens of houses on Hallowmoor Road and Dial House Road.
4. Sevenfields Lane is the only vehicular access into the site and there is a pedestrian footpath from Dial House Road.
5. The site has been used in recent years as a site compound by Pennine Housing as part of their Decent Homes work in the local area. This ended in April 2012 and the site is now vacant and surfaced with tarmac.

Fig. 1 Red Line Plan



Assessment of Planning Issues

6. The following section discusses the principle issues relating to the risks for gaining planning consent for residential development. A detailed list of the relevant planning policies is included at Appendix 1.

Principle of Development

7. The loss of designated Open Space in an area that already has a shortage means that, in principle, the local planning authority would not support development here. If, however, a proposal could demonstrate that an equivalent, or better, open space, in terms of quantity and quality, could be replaced within the local area then a proposal for residential development may be acceptable.

Open Space

8. At 2.1 hectares, Spider Park is recognised in the Council's Open Space Audit (2008) as a 'Local Park'. Although the Audit gives it a 'poor' rating there is a quantitative shortage of Open Space per 1000 of the population in the local area (see Appendix 2: Open Space Assessment).
9. There is what appears to be a cricket wicket with goals at each end and the site is marked on the Ordnance Survey base map as a playing field. Sport England has been consulted. They have confirmed that they would not object to the loss of the open space because the site is not large enough to accommodate a formal cricket field and the 'pitch' does not meet any recommended football pitch dimensions.
10. Regardless of its quality a proposal which causes a further reduction in the amount of Open Space would be considered unacceptable by the local planning authority. The only way it could be considered acceptable is if an equivalent, or better, replacement of Open Space in terms of quality and quantity, within 400m of the site, could be provided.

The potential to replace the Open Space

11. The former Wisewood School site on Rural Lane provides an opportunity to replace the Open Space that would be lost at Spider Park; both in terms of quantity and quality. Fig. 2 shows the location of the two sites (370m apart) and Fig.5:

Illustrative Layout shows that there is enough land in area 'A1' to potentially convert to open space as a result of potential development on Spider Park.



12. Assessing the existing quality of the Open Space that would be lost at Spider Park will form the basis for how we judge what quality a replacement should be. We have assessed the landscape quality of Spider Park in order to identify the requirements for an equivalent, or better, replacement at the former Wisewood School site.
13. The Open Space Audit gives the site a 'poor' rating; out of 8 assessment criteria the quality of the paths, grass and mature trees were rated 'poor' and signage, bins, seats and information board did not receive any score at all due to their absence or very poor quality. In addition, the following observations have been made:
 - a) Generally the park has a poor landscape value with large areas of uncut amenity rank grassland, some mature trees around the boundary and dense areas of shrub planting creating visibility issues to some areas of the park.
 - b) The space has no real play provision and has a semi derelict feel from the condition of past equipment installed on the site
 - c) Parts of the park have a semi-natural feel and its elevated position affords views across the Loxley Valley
 - d) The entire space suffers from a complete lack of natural surveillance from both passing routes and from the surrounding housing giving the impression of a left over space after a housing development has been laid out.
 - e) Access for pedestrians is generally poor partly due to the negotiation of steep topography but it's also made worse by

- the tight uncomfortable corridors that have to be negotiated to enter the space from the lower side.
- f) During a site visit in the spring of 2012, after a prolonged period of dry conditions, it had very wet ground conditions especially on the top flat area of the site, thus making it unsuitable for formal sports and discouraging general play.
 - g) The general topography of the site doesn't allow for any potential formal sports activities.
14. In conclusion, although the overall quality of Spider Park is poor the site's open space setting is important. This relates to the perception of the space; its openness, aspect and sense of boundary. This setting cannot be easily replaced and providing a grassed area of land at the former Wisewood School site would not be a sufficient replacement. However, with some investment, the replacement site could be improved to compensate for the loss of Open Space and also meet an identified local need. The Open Space Assessment identifies a lack of children's play in the local area which the site at the former school could accommodate. Developing Spider Park will also improve its quality by introducing natural surveillance and ownership of the remaining Open Space.

Children's Play Area - Specification

15. We would recommend a 'local equipped area for play' (LEAP) to serve a wide range of abilities, containing at least 5 items of equipment offering a range of activities. It should be designed inclusively with regards to seating, firm surface access to equipment and seats, and (as far as possible depending on availability) inclusive play equipment. Appendix 3 shows the outline estimate costs of a LEAP that the local planning authority would expect to be achieved at Wisewood. The Council is unable to undertake the future maintenance of the replacement open space due to financial constraints. As a result the children's play area will need to be supported by a funded maintenance plan. The size of the open space offers the potential to create a larger 'neighbourhood equipped area for play' (NEAP), offering a greater number of play experiences, subject to the employment of additional funds to be agreed with the Council.
16. Depending on the extent of groundworks, the site at the former Wisewood School may need to be checked for its archaeological potential.

Legal Agreement to replace the Open Space

17. The local planning authority would require a bi-lateral agreement between the Council and the developer to ensure that the Open Space lost at Spider Park was adequately replaced at the former Wisewood School site.
18. Additional S106 costs will also be incurred and are detailed at Appendix 1.

Highways and Rights of Way

19. Sevenfields Lane is an adopted public highway all the way to the proposed development site, although it narrows as it approaches Spider Park which may require some improvements. There's a footway along one side of the carriageway, which terminates at the vehicular entrance of the reservoir, from thence creating a shared surface for pedestrians and vehicles. Sevenfields Court joins the shared section of Sevenfields Lane and serves a number of residential properties.
20. In principle, Highways advise that small-scale residential development would be acceptable on the site as it wouldn't generate too many additional vehicular trips. However, there are some issues to consider as part of a design, outlined below.
21. The footway at the entrance to Spider Park will need upgrading to allow safe access for all users, including dropped curbs across the entrance to the reservoir. The footway will need to extend to the length of Sevenfields Lane and upgraded to a width of 2000mm to allow two wheelchairs to pass one another comfortably.
22. A new road within the site should be to an adoptable standard. It will not be necessary to have a footway on both sides of a new road but the footway should be 2000mm wide to accommodate the Public Right of Way which runs across Spider Park from Owlings Road to Sevenfields Lane. Any change to the alignment of the footpath or any closure thereof is likely to warrant a Highways Order and would be a cost implication for a developer. Only the Council can process a Highways Order and approximately 9 months should be built into any works programme to take account of the decision making and closure process.
23. The other side of the road should include a 700mm margin to accommodate street lighting and to soften the transition from road to grass. A landscaping scheme will be expected to accompany a planning application specifying details of materials and boundary treatments.

24. The footpath from Dial House Road will need some improvements to allow access for all pedestrians and additional lighting to promote personal safety and security.

Geo-technical and Geo-environmental Issues

25. A Phase 1 Geo-environmental and Geotechnical Assessment (Desk Study) and intrusive investigations have been carried out. They conclude that, at present, there do not appear to be any major geotechnical constraints to developing the site. There are, however, a number of aspects that should be taken into consideration when assessing the feasibility and design of a scheme.

26. The key issues relating to the principle of development are:

- The made ground has been obtained from cut and fill activity and is highly variable and not suitable for founding upon and it is recommended that piled foundations are used.
- The results of the intrusive investigation recommends that the site is unsuitable for soakaways and consideration will have to be given to discharging surface water to a piped system. However, the potential for Sustainable Urban Drainage should still be factored into a scheme in line with Sheffield City Council's "Core Strategy CS67 Flood Risk Management", and the "Climate Change and Design Supplementary Planning Document Practice Guide March 2011" should be referred to.
- The site is not in an area where radon protection measures are required for new properties, and no elevated levels of ground or landfill gases have been found on the site.
- Laboratory testing has recorded no contamination to date and no special precautions are necessary in this regard.
- The Intrusive Investigation report stresses that there is no direct evidence of the reservoir leaking, which is anecdotal at present. Nevertheless it is recommended that this is discussed with Yorkshire Water as leakage may have implications for the overall stability of the embankment.

27. The Council's Environmental Protection Service has no significant concerns with the findings of the reports, and considers that the made ground is unlikely to present a risk to end users due to chemical contamination.

Housing

28. The location of the site in the urban area suggests that a density between 30 and 50 dwellings per hectare (dph) would be most suitable. Based on a net area of 0.32ha the minimum capacity of the site would be 7 dwellings with a maximum of 12 dwellings. Densities outside of this range may be allowed where they achieve good design or reflect the character of the area. A proposal for new housing should seek to increase the mix of new housing, homes for larger households, especially families.

Ecology

29. A proposal for development of this site should have a Bat Scoping Assessment and any clearing of shrubs should be outside of the bird breeding season to prevent breeding birds from being disturbed (Wildlife & Countryside Act 1981 (as amended)).
30. A method statement should be drawn up as to how Japanese Knotweed (*Fallopia japonica*) on the site will be dealt with. Japanese Knotweed is classified as controlled waste and has to go to a licensed landfill site registered to deal with this type of waste. Care should be taken not to spread it across the site as it can regenerate from tiny fragments of stem and root.

Urban Design Framework

31. The Urban Design Framework should be used to help design a scheme for the site. The illustrative layout is one idea based on 8 no. 4-bed family houses but is not the only option. The garden lengths should be long enough to ensure that there is a 12m distance from the reservoir embankment to the dwellinghouse in order to avoid any issues of overbearing. The driveways are shown as 3.3m wide along their full length to accommodate up to 2 cars and are compliant with Lifetime Homes Standards.

Fig. 3 - Site Appraisal



Fig. 4 - Urban Design Framework



Fig. 5 - Development capacity study – illustrative layout
 This has Development Management in principle support but is not the only option.



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Appendix 1: Development Plan Policy Current Planning Policy Documents

The UDP was adopted in 1998 as the statutory development plan for Sheffield. The Core Strategy was adopted in 2009 and supersedes some of the policies in the UDP but the rest are still part of the development plan.

The following provides a link to the UDP page on the Council's website:

<http://www.sheffield.gov.uk/planning-and-city-development/planning-documents/udp>

The link allows the relevant chapter of the Unitary Development Plan to be downloaded as an Adobe Reader file (pdf).

The draft City Policies and Sites and Proposals Map will supersede the UDP and accompany the Core Strategy. It has material weight at this stage according to:

- The stage of preparation of the emerging plan (the more advanced the preparation, the greater the weight that may be given);
- The extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- The degree of consistency of the relevant policies in the emerging plan to the policies in the NPPF (the closer the policies in the emerging plan to the policies in the NPPF, the greater the weight that may be given).

The City Policies and Sites is at the pre-submission stage and was considered by Cabinet on 27th February 2013 and will be considered by full Council on 3rd April 2013. Following this a statutory 6-week call for representations on its 'soundness' will be held before it is submitted to the Planning Inspector. The document and Proposals Map can be viewed here: <http://www.sheffield.gov.uk/planning-and-city-development/planning-documents/sdf/city-policies-and-sites>

Wherever possible, this Planning Brief is based on the adopted policies rather than the emerging policies. References are made to the emerging policies where it could significantly impact a proposal for development, together with a footnote explaining the weight that could be afforded to it both now and after the representations stage in May 2013.

Supplementary guidance interprets, expands and applies the Unitary Development Plan while interim planning guidance anticipates Supplementary Planning Documents that will be part of the Sheffield Local Plan. www.sheffield.gov.uk/sppg

UDP Proposals Map (NB: there is no proposed change in the emerging Proposals Map)



The following table is a list of policies that are relevant to the site.

Policy Area policies – the principle of development	The relevant part of the policy
Core Strategy Policy CS47 – Safeguarding of Open Space	Development of open space will not be permitted where it would (a) result in a quantitative shortage of either informal or formal open space in the local area. Development that would still result in the loss of open space will only be permitted where (e) as soon as practicable, equivalent or better replacement open space would be provided in the local area.
Housing policies	The relevant part of the policy
Core Strategy policy CS26	In this location Policy CS26 requires a density of between 30 and 50 dwellings per hectare (dph). Based on a net area of 0.32ha the minimum capacity of the site would be 7 dwellings with a maximum of 12 dwellings. Densities outside this range may be justified where the development achieves good design, reflects the character of an area or protects a sensitive area.
Core Strategy policy CS41	Part (b) of the policy requires a greater mix of housing, including homes for larger households, especially families.
Pre-submission Policy C2(a) ¹	Be designed and laid out to ensure that a range of different dwelling sizes, types and tenures are well distributed throughout the site.
UDP Policy H7	Encourages 25% of all new homes in a scheme (spread across all types and tenure) to be built to the Council's Mobility Housing standard, except where the physical characteristics of the site make this impracticable.
Pre-submission Policy C2(f) ²	Requires 100% Lifetime Homes across a new housing scheme.

¹ No objections were received to this policy in 2010 and although there will be some minor rewording for the pre-submission version it holds some weight

² No objections were received to this policy so it holds significant weight. The pre-submission version retains the proposal for 100% Lifetime Homes.

Design Principles	The relevant part of the policy
South Yorkshire Residential Design Guide	Used by residential developers and their design professionals, consultants and agents in formulating designs for residential development - http://www.sheffield.gov.uk/roads/about/transport-and-highways/development-and-adoptions/design-guide
UDP Policy H15 Design of New Developments	Residential design should provide easy access for people with disabilities and provide an adequate private garden to ensure that basic standards of daylight privacy, security and outlook are met.
CS 74 Design Principles	High quality development is expected that respects and takes advantage of the distinctive features of the city, its districts and neighbourhoods; and Enabling all people to gain access safely and conveniently, providing for the needs of disabled and older people.
UDP Policy BE5 Building Design and Siting	Good design and good quality materials expected in all new developments. Policy sets out criteria for physical design and user requirements.
UDP Policy BE6 Landscape Design	Good quality landscape design is expected in new developments.
UDP Policy BE9 Design for Vehicles	New development to provide a safe, efficient and environmentally acceptable site layout for all vehicles (including cycles) and pedestrians.
Sustainability and Climate Change	The relevant part of the policy
CS 64 Climate Change, Resources and Sustainable Design of Developments	All new buildings must be designed to reduce greenhouse gas emissions and must function in a changing climate. Includes policy on energy efficiency, renewable energy generation, water consumption, flexible design, use of sustainable materials and waste recycling. All developments of 5 or more houses should achieve Code for Sustainable Homes Level 3 (or

	equivalent) as a minimum.
CS 65 Renewable Energy and Carbon Reduction	Any new developments must take into account the energy efficiency requirements and design standards. Developments of 5 or more dwellings should provide 10% of predicted energy needs from renewable/low carbon sources, unless it is not feasible or viable to do so.
CS 67 Flood Risk Management; GE19 Water Resources; and GE20 Flood Defence.	All developments have a responsibility to reduce the extent and impact of flooding via a variety of ways through permeable surfaces and integration of sustainable urban drainage systems as appropriate.
Traffic, Transport and Highways	The relevant part of the policy
Parking Standards	The site is in an accessible location within easy reach of a route with buses per hour. An adequate amount of on-site parking must be provided for however, although the following maximum number of spaces not exceeded: <ul style="list-style-type: none"> • 1 bedroom 1 space • 2 - 3 bedrooms 2 spaces • 4 - 5 bedrooms 2 - 3 spaces • + 1 space per 4 dwellings for visitors
Pre-submission Policy E3: Design for Roads and Movement ³	Roads and streets, pedestrian routes and areas, cycleways and public spaces should be designed, or their environment improved, to: <ul style="list-style-type: none"> • ensure levels and gradients that maximise access for disabled people, subject to the topography including ramps where needed; and • maximise the personal safety of users, particularly at night , providing appropriate lighting and ensuring that, wherever possible, pedestrian and cycle routes are well

³ Some objections were received to some parts of this policy in 2010 but those parts that have weight are listed.

	<p>overlooked and, where viable, segregated: new residential streets should be designed for travel at 20mph or less; and</p> <ul style="list-style-type: none"> • remove the need for traffic movements do not result in unacceptable contributions to air or noise pollution; and • meet current or anticipated operational requirements for buses, where they need to run through the area to meet public transport accessibility standards; and • contribute to sustainable drainage.
Developer Contributions⁴	The relevant part of the policy or SPG/SPD
H16 Open Space in New Housing Developments & Open Space Provision in New Housing Development SPD	<p>The site is less than 1 hectare but for proposals of more than 5 houses the developer will be expected to make an appropriate contribution to the provision or enhancement of recreation space in the catchment area of the site; this is because the provision of recreation space within the catchment area is below the minimum guideline.</p> <ul style="list-style-type: none"> • Based on 8no. 4 bed detached dwellings the total contribution will be £16,356.40 including a 3% admin charge (using Table 1 for informal open space and children's play in the SPD)
Affordable Housing	There would be no contribution required towards the provision of affordable housing (fewer than 15 dwellings)
Education	The Council's Inclusion and Learning Service has confirmed that they would not claim for education contributions on developments of fewer than 10 dwellings. They might reassess this position if a number of smaller developments came forward in the area at the same time causing a cumulative effect on the demand for school places.

Relevant Planning History

⁴ Planning contributions and obligations (S106) will be mostly replaced by the Community Infrastructure Levy, which is expected to be in place by 2014 subject to the approval of Sheffield City Council's Cabinet.

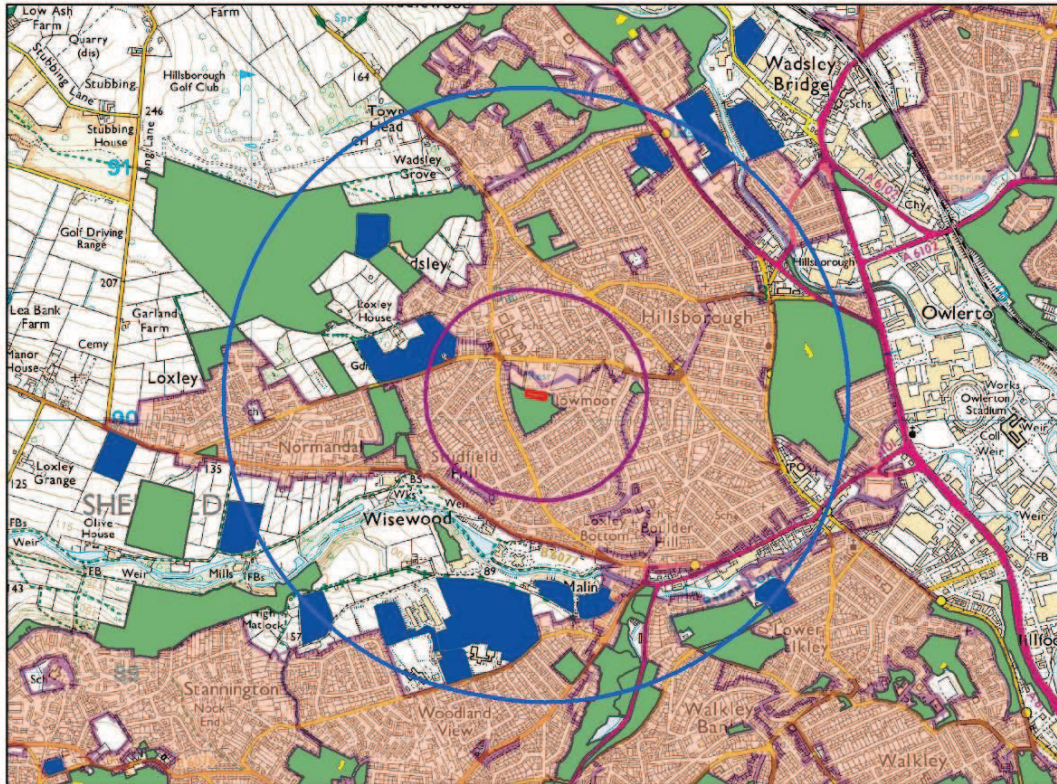
11/00831/ENUJ – Enforcement enquiry into potential unauthorised development concerning the site compound operated by Pennine Housing. No breach had been made and no action taken.

There is no other recent planning history for the site. To obtain further details regarding relevant planning applications, please contact Planning Records and Enquiries at the address below:

Planning Records and Enquiries
Development Management
Planning Division
Sheffield City Council
Howden House
1 Union Street
Sheffield S1 2SH

Email: planningdc@sheffield.gov.uk
Telephone: 0114 203 9179

Appendix 2: Open Space Assessment



0 100 200 400 Meters

Spider Park CS47

Open Space Type	Current Quantity (Hectares)	Population within catchment (1)	Current Ha. / 1000 Population	Net Loss (Ha)	New Ha. / 1000 Population	Recommended Standard (2) (ha/1000)
Informal			0.63	0.16	0.59	
Parks & Gardens	2.26	3846	0.59	0.16	0.55	1.55
Natural & Semi-Natural Greenspace	0		0.0	0	0.0	3.04
Amenity Greenspace	0.16		0.04	0	0.04	0.56
Allotments	0		0.0	0	0.0	0.32
Cemeteries & Churchyards	0		0.0	0	0.0	0.27
Formal			1.35	0	1.35	
Children's Play	0	3846	0.0	0	0.0	0.16
Outdoor Sport	27.45	20327	1.35	0	1.35	1.12
Overall			1.98	0.16	1.94	7.02

(1) As defined in CS47

(2) As determined through "PPG17 Audit of Open Space, Sport and Recreation" (2009)

Produced on: 21/02/2013

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Appendix 3: Outline Estimate Costs of a LEAP

Wisewood LEAP - Outline Cost Estimate

Item	Amount	Unit	Rate	Surfacing area (m2)	Surface type	Cost / sq.m.	Surfacing cost	Total
Toddler swings x2	1	Nr	£ 1,400	21	mats	£ 25	£ 525	£ 1,925
Inclusive basket swing	1	Nr	£ 3,000	21	carpet	£ 70	£ 1,470	£ 4,470
Roundabout	1	Nr	£ 2,500	25	carpet	£ 70	£ 1,750	£ 4,250
Slide	1	Nr	£ 2,500	10	mats	£ 25	£ 250	£ 2,750
Multiplay climbing unit	1	Nr	£ 16,000	60	carpet	£ 70	£ 4,200	£ 20,200
Equipment and surfacing sub total								£ 33,595
Benches	2	Nr	£ 800	0			£ -	£ 1,600
Bin	1	Nr	£ 800	0			£ -	£ 800
Soft landscape works - topsoiling, excavations, grassing and planting	1	Item	£ 4,000	0			£ -	£ 4,000
Hard landscape works - new paths and minimal tarmac surfacing	1	Item	£ 5,000	0			£ -	£ 5,000
Soiling and grassing to remaining demolition area	1	Item	£ 9,000	0			£ -	£ 9,000
Contract prelims	1	Item	£ 3,500	0			£ -	£ 3,500
								£ 57,495

Fees (Design and Delivery) 15% **£ 8,624**

Maintenance	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	YEARS 1 - 15
% of capital cost for equipment maintenance	0%	2%	3%	4%	4%	4%	4%	4%	4%	5%	5%	5%	5%	5%	5%	Total Maintenance
Equipment maintenance cost	£ -	£ 672	£ 1,008	£ 1,344	£ 1,344	£ 1,344	£ 1,344	£ 1,344	£ 1,344	£ 1,680	£ 1,680	£ 1,680	£ 1,680	£ 1,680	£ 1,680	£ 19,821
Grass cutting (14 cuts per year)	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 1,569	£ 23,540
Perimeter spraying (2 per year @ £25.54)	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 50	£ 751
Weekly litter picking (£17.50 + £2.50)	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 520	£ 7,800
Weekly bin emptying (£13.23)	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 688	£ 10,319
																£ 62,231

Inspections	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	YEARS 1 - 15
(Yrs 1 - 5: Daily, Quarterly and Annual inspections (£5,700); Yrs 6 - 10: Twice weekly, Quarterly and Annual (£3,150); Yrs 11 - 15: Weekly, Quarterly and Annual (£2,124))	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 3,150	£ 3,150	£ 3,150	£ 3,150	£ 2,124	£ 2,124	£ 2,124	£ 2,124	£ 2,124	Total Inspections
Inspection cost	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 5,700	£ 3,150	£ 3,150	£ 3,150	£ 3,150	£ 2,124	£ 2,124	£ 2,124	£ 2,124	£ 2,124	£ 54,870

OVERALL COSTS

Year 0 (capital + fees)	£ 66,119
Years 1 - 15 (maintenance + inspections)	£ 117,101
Years 0 - 15 (overall total)	£ 183,220

Contact Details

The Sheffield City Council contacts for this Informal Planning Advice note are:

Area Planner Matthew Gregg matthew.gregg@sheffield.gov.uk
Development Management Case Officer Eleanor Parker eleanor.parker@sheffield.gov.uk

The land owner is represented by Nigel Cunis nigel.cunis@sheffield.gov.uk

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of the Local Government Act 1972.

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SHEFFIELD CITY COUNCIL

Cabinet Report

Report of: Simon Green: Executive Director PLACE

Date: 8th May 2013

Subject: Endcliffe Park Café - Proposed Lease Renewal

Author of Report: David Cooper (2734350)

Summary:

This report seeks Cabinet approval for the Council to enter into a new 5-year Lease agreement at Endcliffe Park Café. Endcliffe Park is held charitably and therefore consent from Cabinet Members acting as Charity Trustees is required for this renewal. In line with the charitable conditions applicable, all income received by the City Council from the café operation is directly reinvested back into the park to assist with its upkeep and maintenance.

Reasons for Recommendations:

The current lessee / business operator continues to provide a popular café in Endcliffe Park and enjoys considerable community support. This proposal satisfies the charitable objects applicable to the park, provides for a fair and equitable market rent to be achieved and ensures the continuation of the existing café service enjoyed by park users.

Recommendations:

That Cabinet acting as Charity Trustees for Endcliffe Park:

R1: Approve the grant of a new lease for the café subject to the approval of the Charity Commission on the terms outlined in this report and delegate authority to the Director of Capital & Major Projects in consultation with the Director of Culture & Environment to complete negotiations to agree terms and conclude this matter.

R2: Authorise the Director of Capital & Major Projects to instruct the Director of Legal & Governance to prepare and complete the necessary legal documentation in accordance with the agreed terms and Charity Commission requirements.

Background Papers:

Category of Report: Open / Part Closed – ‘Appendix One is not for publication because contains exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended)’

Statutory and Council Policy Checklist

Financial Implications
YES: Paul Schofield
Legal Implications
YES: Andrea Simpson
Equality of Opportunity Implications
NO
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
YES: Nalin Seneviratne
Area(s) affected
South West
Relevant Cabinet Portfolio Leader
Cllr Isobel Bowler
Relevant Scrutiny Committee if decision called in
Economic and Environmental Wellbeing Scrutiny & Policy Development Committee
Is the item a matter which is reserved for approval by the City Council?
NO (Cabinet acting as Charitable Trustees)
Press release
YES

ENDCLIFFE PARK CAFÉ – PROPOSED LEASE RENEWAL

1.0 SUMMARY

- 1.1 The existing operator, Mr Ashley Charlesworth, has been running the Endcliffe Park Café for a number of years and continues to enjoy significant popular support from park users. He is keen to continue with this successful business.
- 1.2 The previous tender process in 2007, carried out in line with Charity Commission requirements to obtain “best consideration,” found that Mr Charlesworth was not the highest bidder. However, subsequent community support, including an 825 named petition, to retain him as operator encouraged the Cabinet acting as Trustees to approve the granting of a further Lease below market rental value in the best overall interests of the Charity. This Lease has now come to an end and a temporary agreement has been entered into pending the Cabinet’s decision whether to grant a new Lease or to carry out a fresh tender exercise.
- 1.3 Further discussions have been held with the Charity Commission regarding the required tender processes for park cafes in general though not with specific reference to this lease. Moreover, in the Council being able to demonstrate “best consideration” in light of the local circumstances and the significant community interests arising last time. Subsequently, revised terms have now been agreed in principle for a new extended 5-year lease to be offered to the existing lessee. The new arrangement will include the payment of a market rent and additional repairing obligations. These renewal terms, which have also been agreed in principle with the lessee, are now subject to Cabinet’s approval as Trustees to proceed.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The existing popular café service will be maintained within the park by way of a new 5-year lease at a market rent. The lessee will also be responsible for opening and closing the adjacent public toilets, reporting any damage and additional /supplementary cleaning in conjunction with the parks service and customer needs.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 Successful cafés help to make successful parks. Quality cafes become part of the attraction, and add positively to the visitor experience and life of a park. Sheffield’s park cafes have become increasingly popular in recent years. They provide unique opportunities for local catering entrepreneurs to bring new jobs, fresh ideas and new eating experiences to parks. By being community focussed and innovative, contemporary café operators may also bring additional added value through mutually beneficial private/public sector partnership opportunities which in turn can support the Council, local interest and friends groups to maintain and further improve our parks.

4.0 ENDCLIFFE PARK DESIGNATIONS

- 4.1 Endcliffe Park is a major city park and held on Charitable Trust for 'Public Walks and Pleasure Grounds'. A café service provided by the Charitable Trustees themselves would be in keeping with this requirement but the grant of a lease to another person to operate the café is a disposal of the charitable land which must comply with legal requirements.

5.0 LEGAL, PROPERTY & CHARITY IMPLICATIONS

- 5.1 The principle governing the disposal of Charitable land is that the Charity Trustees must be satisfied that the terms on which the disposition is proposed to be made are the best that can reasonable be obtained for the charity. In order to satisfy this requirement for "best consideration" the Director of Culture & Environment instructed Kier Asset Partnership Services to negotiate new terms for a further Lease to include a fair and equitable market rent. These terms have been agreed in principle with the current lessee.
- 5.2 There is however no power within the conveyance to dispose of any part of the land and so it is necessary to obtain the approval of the Charity Commission to do so. In addition the Charities Act 2011 stipulates that the disposal of land held for a designated purpose is subject to a public notice requirement. However, no further Charity Commission consent is needed for a lease of 7 years or less. It is proposed in this case that a 5-year Lease will be granted.
- 5.3 Further details outlining the terms and conditions applicable are contained in Appendix One.

6.0 FINANCIAL IMPLICATIONS

- 6.1 A fair and equitable annual rent will now be payable to ensure that the best consideration that can be reasonably obtained is secured. In line with the charitable conditions applicable, all income received by the City Council from the café operation is directly reinvested back to assist with the Park's upkeep and maintenance. Securing a market rent is clearly beneficial to the Charity.
- 6.2 Further details of the financial arrangements that have been negotiated and agreed in principle are contained in Appendix One.

7.0 ALTERNATIVE OPTIONS CONSIDERED

- 7.1 The Council could market the property with a view to completing an open tender exercise, allowing other businesses the opportunity to run the café. However, any change of operator may present TUPE implications (Transfer of Undertakings: Protection of Employment regulations) for the staff currently employed. Any tender exercise together with marketing is likely to be a lengthy process, be publicly unpopular, will present additional costs, and expose the charity to significant risks. The current

operator continues to enjoy significant public support, and based upon the previous tender process, it is anticipated that any proposed change of operator for the Endcliffe Park cafe would be met with significant public interest and concern.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 The existing café operator is popular with the general public and encourages visitors to the park. Mr Charlesworth works well with the Council and has also been involved in supporting local fund raising activities to benefit the park and its users.
- 8.2 The lessee has performed his obligations under his previous Lease to provide an effective service. This service offer has now been expanded further, following investment to provide a new outdoor seating area for customers last year.
- 8.3 The revised extended terms now being offered, along with the market rental value agreed, better satisfies the Park's charitable conditions to achieve "best consideration" overall.

9.0 REASONS FOR EXEMPTIONS

- 9.1 This report is presented as a partially closed item because Appendix One contains exempt information under paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended). The reason for this exemption is because this contains information relating to the financial or business affairs of a particular person.

10.0 RECOMMENDATIONS

That Cabinet acting as Charity Trustees for Endcliffe Park:

- R1: Approve the grant of a new lease for the café on the terms outlined in this report subject to the approval of the Charity Commission and delegate authority to the Director of Capital & Major Projects in consultation with the Director of Culture & Environment to complete negotiations to agree terms and conclude this matter.
- R2: Authorise the Director of Capital & Major Projects to instruct the Director of Legal & Governance to prepare and complete the necessary legal documentation in accordance with the agreed terms and Charity Commission requirements.

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