

SHEFFIELD CITY COUNCIL

EXECUTIVE FUNCTIONS DECISION RECORD

The following decisions were taken on Wednesday 19 February 2014 by the Cabinet.

Date notified to all members: Friday 21 February 2014

The end of the call-in period is 4:00 pm on Thursday 27 February 2014

The decision can be implemented from Friday 28 February 2014

Item No

8. THE FUTURE OF SHEFFIELD LIBRARY SERVICES

8.1 The Executive Director, Communities submitted a report seeking approval on the proposal for the future of Sheffield's libraries, archives and information services.

8.2 **RESOLVED:** That Cabinet:-

- (a) agrees a new operating model for community libraries. Taking account of the Council's obligation to deliver a comprehensive and efficient library service as informed by the needs assessment, consultations undertaken and Equality Impact Assessment. The new operating model will consist of:-
- 11 Sheffield City Council run hub libraries
 - Up to 5 co-delivered community libraries
 - Retain Tinsley Library as a Council run facility until its rental agreement expires in 2016
 - Up to 10 associate libraries, with support for up to 3 years
 - New opening times for Central Library
 - Closure of the mobile library service
 - Development of the Home Library Service through a volunteer programme
 - All other existing library, information and archives services will be retained including the Schools Library Service
 - A volunteer programme
- (b) agrees £262,000 of funding from Council resources, carried forward to 2014/15, to support the sustainability and viability of associate libraries and volunteering, in response to issues raised during the consultation around the needs of older and disabled people and the role which libraries play in promoting health and well-being;
- (c) agrees funding of £262,000 from Council resources to support associate libraries and volunteering for the period 2015/16 and 2016/17, in response to issues raised during the consultation around the needs of older and disabled people and the role which libraries play in promoting health and

well-being;

- (d) subject to consultation with the relevant Cabinet Members, requests that the Executive Directors and Resources to explore the potential for a further capital allocation for any major repairs to associate libraries; and
- (e) notes the resolution of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee, taken at its meeting held on 18 February 2014.

8.3 Reasons for Decision

8.3.1 Following extensive public consultation, to implement the review of the Libraries, Archives and Information Service, establishing a new service which will meet the City's aspirations for the future, will be comprehensive and efficient and will develop new partnerships with community organisations and people who use library services.

8.3.2 This new service will take account of the issues raised in the public consultation, the needs assessment and Equality Impact Assessment and will be affordable.

8.4 Alternatives Considered and Rejected

8.4.1 The options considered in determining the proposed operating model can be found in Section 8 of the report, and further detail in Appendix I.

8.4.2 Following analysis of the consultation 2013/14 and the Equality Impact Assessment, the options considered and rejected were:

- (i) No change to the proposal.
- (ii) Offer all the associate libraries (with an approved initial business plan) co-delivery status for a limited period.
- (iii) Offer all the associate libraries (with an approved initial business plan), an enhanced support offer, including financial support for a limited period. Access to SCC services limited to a book depository service.

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

Laraine Manley, Executive Director, Communities

8.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Economic and Environmental Wellbeing

11. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2013/14 (MONTH 8) AS AT 30/11/13

11.1 The Executive Director, Resources submitted a report providing the month 8 monitoring statement on the City Council's Revenue and Capital Budget for 2013/14.

11.2 **RESOLVED:** That Cabinet:-

- (a) notes the updated information and management actions provided by the report on the 2013/14 Revenue Budget position;
- (b) in relation to the Capital Programme, approves:-
 - (i) the proposed additions to the capital programme listed in Appendix 1 of the report, including the procurement strategies and delegations of authority to the Director of Commercial Services or nominated Officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) the proposed variations and slippage as detailed in Appendix 1 of the report; and notes
 - (iii) the variations listed in Appendix 1 of the report with the delegated authority of EMT and Directors; and
 - (iv) the latest position on the Capital Programme including the current level of delivery; and
 - (v) delegates authority to the Cabinet Member for Finance, the authority to vary approved amounts for projects until 31st May 2014.

11.3 Reasons for Decision

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

11.4 Alternatives Considered and Rejected

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

11.5 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

Eugene Walker, Executive Director, Resources

11.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee

12. SPORT FACILITIES INVESTMENT

12.1 The Executive Director, Place submitted a report seeking Cabinet approval for the City Council to invest £3.5m capital into a £24m City programme for renewing and improving the City's sports facilities.

12.2 **RESOLVED:** That Cabinet:-

- (a) notes and approves the facilities investment strategy set out in the report and, in particular, agree the development of North Active and Graves Tennis and Leisure Centre;
- (b) notes that, as part of the City Council's capital approval process, capital investment proposals to invest £1m at Graves and construct the £7.1m scheme at Thorncliffe have been submitted to Cabinet as part of the month 8 finance report. The report also sets out the conditions of the external finance grants and seeks approval to enter into contracts to accept the funding;
- (c) notes that future running expenditure will be approved via the 2015/16 budget setting process;
- (d) delegates authority to the Executive Director, Place, in consultation with the Director of Commercial Services approval of the Procurement Strategy for the works required for North Active;
- (e) delegates authority to the Executive Director, Place, in consultation with the Director of Legal and Governance, Director of Finance and Director of Capital and Major Projects to award and finalise the terms of a contract for the works at North Active;
- (f) delegates authority to the Executive Director, Place, in consultation with the Director of Commercial Services approval of the Procurement Strategy for the future operation of North Active;
- (g) delegates authority to the Executive Director, Place, in consultation with the

Director of Legal and Governance, to award and finalise the terms of a contract for the operation at North Active;

- (h) delegates authority to the Executive Director, Place, in consultation with the Director of Legal and Governance and the Director of Finance, to enter into agreements for external funding into the Council for the purpose of meeting the costs at North Active and to approve the terms of such funding agreements;
- (i) delegates authority to the Executive Director, Place, in consultation with the Director of Legal and Governance and the Director of Finance, to enter into agreements with Sheffield City Trust (or any group company) to provide funding (by grant, loan or otherwise) for Graves TLC and to approve the terms of that funding; and
- (j) delegates authority to the Executive Director, Place, in consultation with the Director of Legal and Governance and the Director of Finance, to take such other steps as he may deem appropriate to achieve the outcomes in the report in relation to North Active and Graves TLC projects.

12.3 **Reasons for Decision**

12.3.1 The recommendations are based on a facilities investment strategy which will achieve the triple aim of improving facilities, improving health and reducing running costs. The strategy has therefore attracted the support of a number of national and City partners and will trigger a £24m investment programme.

12.3.2 The City Council faces its biggest ever challenge in terms of dramatically reducing budgets – including those for sports facilities. By contrast, there are significant new opportunities for external capital investment in facilities. The proposed strategy is therefore ‘invest to save and grow participation’ i.e replace facilities that are high cost, under-utilised or nearing the end of their life and invest in lower cost and higher qualities facilities which will increase participation and therefore improve health. Particular focus will be placed upon attracting low participant groups to the new facilities and, particularly those suffering from poor health.

12.4 **Alternatives Considered and Rejected**

12.4.1 The facilities investment strategy considered a number of alternative options. The first strategic choice was made in 2013 in relation to the future of Don Valley Stadium. The rationale for its closure was based not only on the £700k saving on annual operating costs and the avoidance of alternatively having to close several community pools to achieve the same level of saving, but also the capital cost of stadium repairs – estimated at £1.6m and rising to £4m in future years.

12.4.2 Given the City Council’s limited availability of capital funds, the choice therefore was to spend up to £4m to repair one facility (Don Valley Stadium) – with limited consequent savings on running costs, no expected resulting increase in participation and no prospects of any contributions from external funders – or invest £3.65m to trigger a £24m investment programme in four redeveloped/new

facilities (Woodbourn, Concord, Graves and North Active) – with major savings on running costs, significant increases in participation and unprecedented leverage of external capital. The simple choice was therefore between ‘invest to stand still’ at DVS or ‘invest to save and grow participation’ in four facilities.

12.4. It is perhaps not surprising that the compelling case for the £24m investment
3 programme has won the strategic support of both Sport England and NCSEM.

12.4. In terms of North Active – the alternative of refurbishing Chapeltown Pool has
4 been considered. However, it is already over 50 years old and is nearing the end of its economic life; refurbishment or even a like-for-like pool replacement will not attract external capital; the current pool is too small to serve as the single district pool for the north and the site is too small to build the required district pool and associated fitness/health facilities. The choice is either a new pool now or face the risk of no pool in the near future.

12.4. Similarly, the option of refurbishing Stocksbridge pool or building a new pool in
5 Stocksbridge has been considered. However, an independent consultants study in 2013 (commissioned by Sport England and the City Council) concluded that refurbishment would provide only a ‘relatively short to medium term solution’ and would be ‘unlikely to offer value for money’. Furthermore, refurbishment would not attract external capital and would still result in a pool with significant operating costs. Unfortunately, the limited catchment population served by a potential new facility in Stocksbridge is such that Sport England and NCSEM have confirmed they would be unable to contribute any capital funds.

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

Simon Green, Executive Director, Place

12.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Economic and Environmental Wellbeing

13. VOLUNTARY SECTOR GRANT AID INVESTMENT IN 2014/15

13.1 The Executive Director, Communities submitted a report focusing on the allocation of the Voluntary Sector Grant Aid Budget for 2014/15. This is a transitional year and the report proposes that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of a wider assessment of how the Council invests in the VCF Sector in future years.

13.2 **RESOLVED:** That Cabinet:-

- (a) approves that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of a wider assessment of how the Council invests in the VCF Sector from 2015/16 onwards;
- (b) having had due regard to the provisions of Sections 149 and 158 of the Equality Act 2010 and Section 17 of the Crime and Disorder Act 1998, and to the issues raised by those provisions, approves the grant award recommendations listed in Section 4 of the report, and detailed further in Appendix 1;
- (c) endorses the award process described in Appendix 2 to the report and approves the actions, arrangements and recommendations at Sections 4 and 11, and the following specific delegations:-
 - (a) delegates authority to the Director of Housing:-
 - (i) to administer the Lunch Clubs Small Grants Fund as described in Appendix 1 to the report;
 - (ii) to agree the terms of and authorize the completion of all funding agreements relating to grants made from the Lunch Clubs Small Grants Fund and the Voluntary Sector Grants Fund, together with any associated agreements or arrangements that they may consider appropriate, provided that if the terms of a proposed funding agreement involves the variation of any standard terms previously agreed by Internal Audit and/or Legal Services the agreement shall not be completed without the consent of the Chief Internal Auditor and the Director of Legal and Governance;
 - (iii) that where (a) a change of circumstance affects the ability of an organization to deliver the purpose of a grant awarded, (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to review, adjust or suspend grant awards;
 - (b) The Director of Housing, in consultation with the Cabinet Member for Communities and Inclusion, is authorised:-
 - (i) to allocate up to £15,000 to further support infrastructure services in the second 6 month period (1st October 2014 – 31st March 2015).
 - (ii) to agree the amounts, purposes and recipients of any individual grants awarded in year from the Grant Funds including any additional sums received or returned or unpaid funds.
 - (iii) that where (a) a change of circumstance affects the ability of an

organisation to deliver the purpose of the grant awarded or (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to withdraw grant awards.

13.3 **Reasons for Decision**

13.3. The allocation of this funding will fundamentally contribute to the Council's Strategic outcomes around 'Tackling Poverty and Increasing Social Justice'. In addition it will contribute to the following objectives:-

- A Strong and Competitive Economy
- Better Health and Wellbeing
- Successful Children & Young People
- Safe and Secure Communities
- A Great Place to Live
- An Environmentally Responsible City

13.3. In addition, the allocation of this funding will contribute to the Fairness Commission's recommendations around:-

- Health and Wellbeing for all
- Fair Access to High Quality Jobs and Pay
- Fair Access to Benefits and Credit
- Housing and a Better Environment
- A Safe City
- What Citizens and Communities can do

14.4 **Alternatives Considered and Rejected**

14.4. There were no alternative options presented in the report for consideration.

14.5 **Any Interest Declared or Dispensation Granted**

None

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

None

14.7 **Respective Director Responsible for Implementation**

Richard Webb, Executive Director, Communities

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

Safer and Stronger Communities

14. BUILDING AND ACQUIRING NEW COUNCIL HOUSING

14.1 The Executive Director, Communities submitted a report setting out the strategic case for building and acquiring additional affordable homes, beyond the initial 75, and sought authority to undertake the required planning and consultation work to do so. This followed the approval by Council on 5 February 2014 of the HRA Business Plan Update for 2014/15 which outlined the potential within the Business Plan to deliver approximately 600 Council homes through a mixed programme of acquisitions and new build over the next 6 years.

14.2 RESOLVED: That:-

- (a) Cabinet approves the development of a mixed programme of acquisitions and new build to renew the Council's housing stock;
- (b) delegates authority to the Director of Regeneration and Development Services in consultation with the Director of Commissioning and the Interim Director of Council Housing Services to identify properties for acquisition for Council Housing and prepare the necessary capital approval submission in line with Council's approval process;
- (c) delegates authority to the Director of Capital and Major Projects, in consultation with the Director of Regeneration and Development Services to negotiate and agree terms for the acquisition of the properties identified and delegates authority to the Director of Capital and Major Projects to instruct the Director of Legal and Governance to complete the necessary legal documentation;
- (d) delegates authority to the Director of Regeneration and Development Services in consultation with the Director of Commissioning, the Interim Director of Housing Services and the Director of Capital and Major Projects to identify sites for new build Council Housing, specify the type and size of homes required and prepare the necessary property disposal and capital approval submission in line with Council's approval process; and
- (e) delegates authority to the Director of Commissioning in consultation with the Director of Finance to set such charges for the tenancy of each dwelling acquired or built under this programme as he deems reasonable.

14.3 Reasons for Decision

14.3. 1 Sheffield's Strategic Housing Market Assessment estimates that an additional 725 affordable homes would be required each year for the next 5 years to meet projected need in the City.

14.3. 2 Delivering the proposed programme of additional Council housing would maintain the authority's housing stock at a sustainable level in the light of continuing loss of stock through Right to Buy.

14.3. Delivering a significant element of new build Council housing within the

3 programme would contribute towards overall housing and economic growth in the City whilst increasing the choice of housing locally.

14.4 Acquiring additional stock would have wider strategic benefits including bring empty properties into use and increasing choice within the housing stock.

14.4 **Alternatives Considered and Rejected**

14.4.1 The alternative to delivering the programme is for the Council's housing stock to continue to both age and reduce. This would leave the HRA with less debt but it would leave the City with less affordable housing when more is needed.

14.4.2 Officers considered the possibility of extending the role of the Sheffield Housing Company (SHC) to provide new Council homes. However, building of council houses on Council land was not part of the SHC's procurement and would be a new public works contract that must be tendered for under public sector procurement rules. The 30 new Council homes to date were acquired from the SHC, not built for the Council by the SHC. If the SHC wanted to build houses for the Council they would need to respond to the tender along with any other interested parties.

14.4.3 The alternative option for the potential new build sites would be disposal on the open market. A specific option appraisal would be undertaken for each site within the Strategic Business Case required for the Council's capital process.

14.5 **Any Interest Declared or Dispensation Granted**

None

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

None

14.7 **Respective Director Responsible for Implementation**

Richard Webb, Executive Director, Communities

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

Safer and Stronger Communities

15. GATEWAY PROTECTION PROGRAMME

15.1 The Executive Director, Communities submitted a report seeking authority for the Council to enter into two further funding agreements for an extension of the Gateway Protection Programme, to run from 1/4/14 – 31/3/16 and, subject to satisfactory funding arrangements, for the Council to continue receiving the grant funding from the Home Office for the delivery of the programme and enter into sub-agreements with Hull City Council and the Refugee Council, on terms which reflect the Council's agreements with the Home Office, for the services that they

deliver.

15.2 **RESOLVED:** That, subject to the Home Office agreeing the costs submitted, Cabinet approves:-

- (a) that the Council enters into 2 funding agreements with the Home Office to deliver the Gateway Protection Programme for the period from 1/4/14 – 31/3/16;
- (b) that the Council enters into funding agreements with the Refugee Council and Hull City Council for the elements of the programme that they deliver on terms that reflect the Council's agreement with the Home Office; and
- (c) that delegated authority be given to the Executive Director, Communities in consultation with the Director of Finance to instruct the Director of Legal and Governance to finalise terms and to complete the necessary documentation.

15.3 **Reasons for Decision**

15.3. The Council has managed a successful programme delivery partnership with Hull City Council and the Refugee Council since 2011. As well as overall management of the programme, the Council has also managed the provision of housing and associated tenancy support for the Gateway refugees. The local authority VCF partnership provides excellent quality and value for money services and delivering a further programme going forward will ensure the continuity of the current delivery partnership as well as providing the best housing and resettlement services for new refugees arriving in the City.

15.4 **Alternatives Considered and Rejected**

15.4. If the Council did not enter into the funding agreements with the Home Office for this extension the Home Officer have confirmed that they would not have enough time to identify another partner in the City to provide the housing and to contract with for the resettlement programme in Yorkshire and the Humber. This would mean that the national programme may not achieve its quota to resettle 750 refugees in 14/15.

15.4. The current delivery partners have both committed to continuing the existing arrangements for the period of the extension.

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**

Richard Webb, Executive Director, Communities

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

Executive Director, Communities