

Cabinet

Wednesday 15 January 2020 at 2.00 pm

**To be held at the Town Hall,
Pinstone Street, Sheffield, S1 2HH**

The Press and Public are Welcome to Attend

Membership

Councillor Julie Dore	(Leader of the Council)
Councillor Jackie Drayton	(Cabinet Member for Children & Families)
Councillor Terry Fox	(Cabinet Member for Finance, Resources and Governance)
Councillor Mazher Iqbal	(Cabinet Member for Business and Investment)
Councillor Bob Johnson	(Cabinet Member for Transport and Development)
Councillor Mark Jones	(Cabinet Member for Environment, Streetscene and Climate Change)
Councillor Mary Lea	(Cabinet Member for Culture, Parks and Leisure)
Councillor George Lindars-Hammond	(Cabinet Member for Health and Social Care)
Councillor Abtisam Mohamed	(Cabinet Member for Education and Skills)
Councillor Paul Wood	(Cabinet Member for Neighbourhoods and Community Safety)

PUBLIC ACCESS TO THE MEETING

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

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Cabinet meetings and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

Cabinet meetings are normally open to the public but sometimes the Cabinet may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last. If you would like to attend the meeting please report to the First Point Reception desk where you will be directed to the meeting room.

Cabinet decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Scrutiny Committee or referred to the City Council meeting, in which case the matter is normally resolved within the monthly cycle of meetings.

If you require any further information please contact Paul Robinson on 0114 273 4029 or email paul.robinson@sheffield.gov.uk.

FACILITIES

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

**CABINET AGENDA
15 JANUARY 2020**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public.
- 4. Declarations of Interest** (Pages 1 - 4)
Members to declare any interests they have in the business to be considered at the meeting.
- 5. Minutes of Previous Meeting** (Pages 5 - 16)
To approve the minutes of the meeting of the Cabinet held on 18th December 2019.
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public.
- 7. Items Called-In For Scrutiny**
The Director of Legal and Governance will inform the Cabinet of any items called in for scrutiny since the last meeting of the Cabinet.
- 8. Retirement of Staff** (Pages 17 - 20)
Report of the Executive Director, Resources.
- 9. Sheffield City Council to be a Breastfeeding Friendly Local Authority and to work with partners across all sectors to make Sheffield a Breastfeeding Friendly City** (Pages 21 - 38)
Report of the Executive Director, People Services.
- 10. Housing Revenue Account (HRA) Business Plan and HRA Budget 2020/21** (Pages 39 - 88)
Report of the Executive Director, Place.
- 11. Private Sector Housing Assistance Policy 2020** (Pages 89 - 140)
Report of the Executive Director, Place.
- 12. Procurement of the Tipping and Collection of Waste Materials to Support Council Services** (Pages 141 - 150)
Report of the Executive Director, Place.

13. Month 8 Capital Approvals*
Report of the Executive Director, Resources.

(Pages 151 - 186)

*(NOTE: Appendix 2 to the report at item 13 in the agenda is not available to the public and press because it contains exempt information described in paragraph 7 of Schedule 12A to the Local Government Act 1972, as amended.)

**NOTE: The next meeting of Cabinet will be held on
Wednesday 19 February 2020 at 2.00 pm**

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
 - under which goods or services are to be provided or works are to be executed; and
 - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
 - the landlord is your council or authority; and
 - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
 - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
 - (b) either -
 - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

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

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

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

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

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Cabinet

Meeting held 18 December 2019

PRESENT: Councillors Terry Fox (Deputy Chair), Mazher Iqbal, Bob Johnson, Mark Jones, Mary Lea, George Lindars-Hammond and Paul Wood

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from the Chair (Councillor Julie Dore) and from Councillors Jackie Drayton and Abtisam Mohamed.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 The Deputy Chair (Councillor Terry Fox) reported that appendices 1 and 2 to the report at agenda item 12 (see minute numbered 13 below) – ‘Lease Renewal – Rose Garden Café, Graves Park - were not available to the public and press because they contained exempt information described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) relating to the financial or business affairs of any particular person. Accordingly, if the content of the appendices was to be discussed, the public and press would be excluded from the meeting.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of Cabinet held on 20 November 2019, were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Public Question in respect of Electric Vehicle Charging Points and Governance

5.1.1 Russell Johnson commented that the Government had recently published a report concerning the numbers of electric vehicle charging points per thousand of population and that had shown that, in comparison to other cities, Sheffield had a relatively low number of charging points with 8 per thousand population as compared to Liverpool with 24 or Newcastle with 26. He said that Sheffield was in the bottom twenty percent of local authorities nationally.

5.1.2 He asked whether it was agreed that this was another symptom of ineffective

governance and particularly with regard to the climate emergency which the Council had declared.

- 5.1.3 Councillor Bob Johnson, the Cabinet Member for Transport and Development, responded and said that the Council was seeking to form a partnership with a local taxi company for the roll out of mobile electric vehicle charging devices and whilst being a scheme that had not been finally agreed, it could be a potential solution. The units were portable and had both rapid and standard charging points. They also had toilet and welfare facilities. This initiative was something which the Council could look to support and it could be working in time for the introduction of the City's Clean Air Zone. If this was to be a partnership arrangement with the Council, then the charging points would not be solely for the use of City Taxis.

5.2 Public Question Concerning Tree Felling

- 5.2.1 Russell Johnson made reference to e-mails which were released under freedom of information and which he said revealed perfidious behaviours by some people involved in the tree felling. He asked whether, in the light of this, the Deputy Leader of the Council was prepared to apologise to the people of Sheffield for distress caused and the unnecessary destruction of valuable environmental assets. He said that such an apology was long overdue.

- 5.2.2 Councillor Mark Jones, the Cabinet Member for Environment, Streetscene and Climate Change, responded that he would be pleased to provide a written response to Mr Johnson. He said that there were ongoing developments, including in relation to joint tree inspections and other aspects of the new approach taken by the Council. He would write to Mr Johnson with regards to this matter and the contents of the information from freedom of information requests and would also be pleased to have a discussion with him. He said that his focus was on trying to move forward to get the best solution for the management of trees in the City.

5.3 Public Question Concerning Injunction

- 5.3.1 Russell Johnson stated that with reference to the injunction concerning street tree protesters and which would be in force for a short time before it was due to expire, it was clear that the High Court injunction, restraining and intimidating citizens, was based on affidavits and legal arguments, the veracity of which were becoming increasingly questionable and he said that the truth was slowly being obtained from the Council through freedom of information requests. He asked whether the Council would therefore now desist from pursuing costs awarded against peaceful tree defenders as part of that injunction.

- 5.3.2 Councillor Terry Fox, the Deputy Leader of the Council, stated that as regards the injunction, the Council did have policies of protecting taxpayers' money and that policy would continue to be followed, unless there was a policy change in the future.

5.4 Public Question Concerning Streets Ahead

5.4.1 Isabel O'Leary asked whether it was time for the Council's leadership to reflect on the mistakes made in relation to the award and handling of the Streets Ahead contract and to apologise for the loss of five thousand healthy mature street trees. She said that also adversely affected were the campaigners that had been maligned and persecuted by the Council, including an injunction taken out at great expense to Council tax payers. She said that South Yorkshire Police was drawn in to committing resources to the attempted felling of trees and that there had been false allegations of assault made against tree campaigners which included investigations and arrests.

5.4.2 She asked whether, as public servants wanting to do the best for the people of Sheffield, would the Council support an independent inquiry into how a self-monitoring contract for £2.2 billion was ever agreed; why half the street trees of Sheffield were contracted to be felled; and who was responsible for the persecution of people trying to save mature healthy trees at a time of climate emergency. She said that a recognition of mistakes made and sincere apologies would help to rebuild trust in local institutions and could harness the energy, expertise and commitment of campaigners.

5.4.3 Councillor Mark Jones, the Cabinet Member for Environment, Streetscene and Climate Change, responded that a meeting was to be held with the Bishop of Sheffield on 19 December to discuss ways forward and what could be done. A document had been jointly prepared between the Council and others to look at how matters could be taken forward with regards to tree management in the City. There were points of detail included in the questions above with regard to which he would need to obtain clarification. He said that he would provide a written response to Isabel O'Leary.

5.5 Public Questions Concerning the Old Town Hall

5.5.1 Nigel Slack stated that the Old Town Hall, which he said was one of the most significant heritage buildings within the city centre, was to have its identity and significance as a heritage asset gutted by the proposals lately passed by the Planning Committee. He commented that against the objections and concerns of heritage experts in the Victorian Society and Historic England and alongside the objections of the community experts from the Friends of the Old Town Hall, the Council had chosen private developer profit over respect for the significance of this heritage asset.

5.5.2 He said that it had chosen to downgrade the guidance of the National Planning Policy Framework, where normally it stressed the need to adhere to it and to allow a proposal that he said was short on detail in respect of the safeguarding of the internal fixtures and fittings that defined the building's history and its place in Sheffield's heart, including the place where the unfair elections of 1832 were challenged by the Sheffield public and where 5 citizens of the City were left dead on the steps, shot by soldiers of the 18th Irish Foot. He said that the opportunity to understand that historic context was being lost.

- 5.5.3 He referred to comments made by the Victorian Society and Historic England and said that the objections of the Friends of the Old Town Hall supported these concerns and objections, additionally commenting on the lack of detail in the plan's heritage statement.
- 5.5.4 Mr Slack asked what the Council would do to redress the balance of this detrimental decision.
- 5.5.5 Councillor Mazher Iqbal, the Cabinet Member for Business and Investment, made reference to film footage of the inside of the Old Town Hall, which was shown at the Planning and Highways Committee and a short clip of which was now shown at this meeting of the Cabinet as part of the response to Mr Slack's questions and which showed the interior condition of the Old Town Hall. He said that the Council was pleased that someone had come forward to restore the building. As the lead Cabinet Member for the Castlegate regeneration project, he said that one of the objectives had been to get that building back into use.
- 5.5.6 The Council had pursued the previous owner and had taken legal action in order to gain access. It had also worked with the Victorian Society. There had been discussions in relation to compulsory purchase. However, the cost of acquiring and then refurbishing the building was prohibitive to the Council bringing the building back into use.
- 5.5.7 For some 20 years, the Old Town Hall had not been touched and the previous owners had left it to decay and whilst when the Council attempted to address issues through legal process and the owner had submitted a plan to say what they intended to do, such commitments were not fulfilled and there was no resolution.
- 5.5.8 He said that, as could be seen from the film footage, the building was not safe at present, including the roof and the floors. He had instructed that legal action be taken to address matters. The new developer then came in and worked with the Council and was quite clear that they wished to conserve what they could and to breathe new life into the building.
- 5.5.9 He said that, in reference to the wording of Mr Slack's question, it was not the case that the building was to be gutted to ensure profit and he believed that to be inaccurate and unfair. He referred to the work done by the developer, the architects and Council officers and to regular consultation with the Friends' Group.
- 5.5.10 He said that there had been investment in both Castle House and in the kickstart project and a development brief would be produced, working in partnership on the Castlegate site. Other hitherto empty shops were now being occupied. In all, he said that it was a proud moment that the Old Town Hall building was to be brought back into use.
- 5.5.11 Councillor Bob Johnson, the Cabinet Member for Transport and Development, said that he would like to congratulate the developer for bringing forward the proposals and commented that the Old Town Hall was a significant heritage building. He said that he was supportive of repurposing and regenerating buildings where that was possible and to make them fit for purpose and for modern day

use. He said that the building would have continued to deteriorate and there were examples of other buildings in private ownership having collapsed through neglect.

- 5.5.12 He commented that the Council did not have the funds necessary to step in and repurpose such buildings and said that he welcomed the regeneration in that area of the City.
- 5.5.13 In respect of the assertion by Mr Slack that this was a detrimental decision, he asked whether Mr Slack had any supplementary points to make, having watched the film footage of the building interior.
- 5.5.14 Mr Slack then commented that a key issue was that there would be little within the building which the public would be able to visit and which identified its past role in the City, with the courtrooms being converted into housing. He said that the open entrance area in the foyer reception area was being converted and divided so one was not able to see the grandeur of its original construction.
- 5.5.15 Mr Slack said that, whilst he recognised the situation as regards the condition of the building now and previous issues which were unfortunate, he believed that it was also unfortunate that something was accepted that was less than ideal. He said that he would have liked to have seen at least a part of the building available for community use, to understand its historical role in Sheffield, including as a courthouse; and commented that more of the essential nature of the building internally was not saved. However, he said that he accepted that the final decision was with the Planning Committee but he hoped that the developer would come back for some post decision conversations where, potentially, they may be persuaded to do something along the lines of what he had suggested.
- 5.5.16 Councillor Bob Johnson responded that part of the proposal was for a publicly accessible area. As many as possible of the interior fittings, such as benches and pews, would be retained within the building. Such items would also be offered for display in public and at other public buildings. Where the developer was able to preserve parts of the building, then he believed that would happen as it would also enhance what the developer was seeking to achieve and he hoped this would be welcomed.

5.6 Public Question Concerning Israel

- 5.6.1 Nigel Slack commented on the new UK Government and its approach with regards support for the government of Israel. He also made reference to the resolution passed at the September 2019 Council Meeting to recognise the Palestinian state. He asked how the Council would respond to any restrictive legislation in respect of organisations that supported boycotting, divesting or sanctioning the state of Israel's 'illegal' occupations of Palestinian land and their relationship with this Council.
- 5.6.2 Councillor Terry Fox, the Deputy Leader of the Council and Cabinet Member for Finance, Resources and Governance, responded that it was too early to give a full statement on this issue at this point in time.

6. ITEMS CALLED-IN FOR SCRUTINY

6.1 It was noted that there had been no items called-in for Scrutiny since the last meeting of the Cabinet.

7. RETIREMENT OF STAFF

7.1 The Executive Director, Resources submitted a report on Council staff retirements.

7.2 **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>People Services</u>		
Jacqueline Hazel	Residential Support Worker, Provider Services	26
Vivienne Read	Teaching Assistant Level 2, Shooters Grove Primary School	25
<u>Place</u>		
Philip Waller	Caretaker Housing and Neighbourhoods	25

(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. RETIREMENT OF THE CHIEF EXECUTIVE

8.1 The Deputy Chair (Councillor Terry Fox) reported the forthcoming retirement on 31 December 2019, of the Chief Executive, Mr John Mothersole, after 22 years' service to the Council. On behalf of the Cabinet, Councillor Fox conveyed the Council's thanks to him for his work and service to the Council.

8.2 Members of the Cabinet then made various contributions paying tribute to Mr

Mothersole.

8.3 **RESOLVED:** That this Cabinet :-

(a) places on record its appreciation of the valuable services rendered to the City Council by Mr Mothersole;

(b) extends to him 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 him.

9. SHEFFIELD DEMENTIA STRATEGY

9.1 The Executive Director, People Services, submitted a report seeking approval of the Sheffield Dementia Strategy as a set of overarching principles for further projects relating to Dementia care. The Dementia Strategy, and subsequent projects carried out under the Strategy, will improve the support available to people living with dementia and their carers.

The Sheffield Dementia Strategy, which consists of 13 Commitments (as appended to the report), has been finalised by the Dementia Strategy Implementation Group (a multi-agency group, reporting to the Mental Health, Learning Disability and Dementia Delivery Board), and is now being taken to the relevant decision making bodies for partner organisations for final approval; alongside a progress update on activity related to the Strategy.

9.2 **RESOLVED:** That Cabinet approves the Sheffield Dementia Strategy, as set out in the appendix to the report now submitted.

9.3 Reasons for Decision

9.3.1 The Sheffield Dementia Strategy is now being taken to the appropriate decision making bodies across partner organisations for final comment and approval; alongside this progress update on activity related to the Strategy. As part of this process, Cabinet is asked to approve and adopt the strategy.

9.3.2 The development of the strategy forms Sheffield's response to the Prime Minister's 2020 Challenge on Dementia. It builds on ongoing work (both established and emerging) across the city. It will support work to embed, drive and coordinate activity to improve dementia care and experiences across the system.

9.4 Alternatives Considered and Rejected

9.4.1 **Not have a strategy** - It is not a legal requirement to respond to the Prime Minister's Challenge with a strategy. However there is a Government expectation that progress is made to achieve the aspirations of the Challenge

and it was felt by the Dementia Strategy Implementation Group that having a strategy will help Sheffield to achieve this.

- 9.4.2 **Have a local authority-specific strategy for dementia** – The Dementia Strategy Implementation Group felt that having a strategy that all key partners were signed up to would be the most effective way to embed, drive and coordinate work to improve dementia care and experiences across the system.

10. PROCUREMENT OF DAYTIME OPPORTUNITIES FOR PEOPLE LIVING WITH DEMENTIA

10.1 The Executive Director, People Services, submitted a report seeking approval to proceed with a joint procurement (led by Sheffield City Council on behalf of the Sheffield Clinical Commissioning Group) and award various contracts in respect of a number of daytime opportunities for people of all ages who are living with dementia, and, in addition, improve the support network for younger people under 65 and their families.

10.2 **RESOLVED:** That Cabinet:-

- (a) approves the procurement of the daytime opportunities for people living with dementia, as outlined in the report;
- (b) delegates the decisions for the award of the various contracts procured, to the Director of Commissioning, Inclusion and Learning or the Interim Director of Adult Services, in consultation with the Director of Finance and Commercial Services, the Director of Legal and Governance and the Clinical Commissioning Group's Director of Commissioning and Performance, Deputy Accountable Officer, in line with the report; and
- (c) to the extent not already delegated to them by the Leader's Scheme of Delegation, delegates authority to the Director of Commissioning, Inclusion and Learning or the Interim Director of Adult Services, in consultation with the Director of Finance and Commercial Services, to take any other decisions necessary in order to meet the aims and objectives of the report.

10.3 Reasons for Decision

The proposals will ensure that:-

- People living with dementia are able to enjoy life, forge meaningful relationships and feel they have a purpose.
- Daytime opportunities actively contribute to a more fulfilling rewarding life that maintains good health and well-being and help prevents 'decline'.
- Support is aimed at families so individuals are able to remain at home for as long as possible but carers are also able to take a break from their caring role and improve their own health and wellbeing.
- Daytime opportunities are person centred, tailored towards the individual, their preferences and their support needs.
- There will be improved access through more locally based provision and

the support will be able to adapt to changing need.

- There will be improved collaboration across health and social care which will achieve better outcomes for people and increase value for money across the system.
- It will meet with legislation, guidance and operational requirements.

10.4 **Alternatives Considered and Rejected**

10.4.1 Alternative option 1 - Extend the contract with the current providers.

This option would not meet the Council's procurement requirements and would lead to the continuation of a fragmented service design.

10.4.2 Alternative option 2 - Do not Procure.

The Sheffield Dementia Strategy recognises the need to support people in different ways and offer people living with dementia the opportunity to live fulfilling lives; the contracts for all these services expire at end June 2020 and there would be no alternative if we did not procure.

10.4.3 Alternative option 3 - Provide the service in-house.

Day opportunities for people with dementia is currently provided by the voluntary sector in all but one of the contracts. Bringing this in-house would not be in keeping with the Council and CCG's aim to develop and maintain a thriving voluntary sector. The delivery of day opportunities in-house will also increase the funding required or would mean a reduction in service to meet the price difference.

11. **REPORT OF THE LOCAL GOVERNMENT & SOCIAL CARE OMBUDSMAN REGARDING ASSESSMENT FOR BLUE BADGES**

11.1 The Monitoring Officer and the Executive Director, Resources, submitted a joint report, in line with the requirements of the Local Government & Social Care Ombudsman, outlining the Ombudsman's report on a complaint made by an applicant (Mrs. B) about the Council's decision not to issue her a blue badge and its failure to offer her a face-to-face mobility assessment. The report also describes the Council's actions in response to the Ombudsman complaint. Appended to the report were the Ombudsman's report and the Council's updated Blue Badge Policy.

11.2 **RESOLVED:** That Cabinet notes the findings of the Ombudsman's report, the actions taken by the Council and acknowledged by the Ombudsman, and the additional recommendations of the Ombudsman, as set out in the report now submitted, and in particular, that:-

- (a) the Council has taken the following actions:-
- arranged an assessment by a physiotherapist for the complainant (Mrs. B); and

- identified 25 applicants affected by its failure to offer face-to-face assessments and will contact them to offer an assessment by a physiotherapist;
- (b) the Council has also agreed to review the way it deals with applications for blue badges to ensure that, in future, all applicants will be offered an assessment by a physiotherapist in accordance with legislation and statutory guidance; and
- (c) in addition, the Ombudsman recommended that the Council:-
- apologises to Mrs B for the failure to offer her a face-to-face assessment; and
 - pays her £250 for the time and trouble it has put her to.

11.3 **Reasons for Decision**

The Council has considered the findings of the Ombudsman in this case and believes that they are accurate. The Council has taken steps to ensure that the issues identified in the report have been addressed for Mrs B and other service users and are not repeated.

11.4 **Alternatives Considered and Rejected**

- 11.4.1 The Council could choose to contest the findings of the Ombudsman. However the Council accepts the Ombudsman's view that there has been fault causing injustice to Mrs B.
- 11.4.2 The Council could contest the recommendations of the Ombudsman, but as it has acknowledged the failings in this case and taken steps to ensure that no other customer is similarly affected, it believes it should accept the recommendations the Ombudsman has proposed to remedy these failures.

12. **MONTH 7 CAPITAL APPROVALS**

12.1 The Executive Director, Resources, submitted a report providing details of proposed changes to the Capital Programme 2019/20, as brought forward in Month 7.

12.2 **RESOLVED:** That Cabinet:-

- (a) approves the proposed additions and variations to the Capital Programme listed in Appendix 1 of the report, including the procurement strategies and delegates authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contract;
- (b) approves the acceptance of accountable body status of the grant funding detailed at Appendix 2 of the report; and
- (c) approves the making of grants to third parties, as detailed at Appendix 2a of

the report.

12.3 **Reasons for Decision**

- 12.3.1 The proposed changes to the Capital Programme will improve the services to the people of Sheffield.
- 12.3.2 To formally record changes to 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.
- 12.3.3 Obtain the relevant delegations to allow projects to proceed.

12.4 **Alternatives Considered and Rejected**

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.

13. **LEASE RENEWAL - ROSE GARDEN CAFE, GRAVES PARK**

- 13.1 The Executive Director, Place, submitted a report to seek approval of Cabinet, acting as Charity Trustee of Graves Park (*Registered Charity Number 510841*) ("the Charity"), to grant a lease of the Rose Garden Café Property to the current tenant for a further period of 2 years to ensure continued provision of a café facility at Graves Park for the benefit of Park users.
- 13.2 **RESOLVED:** That Cabinet, acting as Charity Trustee of Graves Park:-
 - (a) approves the short-term lease of the subject property (Rose Garden Café, Graves Park) to the current tenant, based on the terms set out in Appendix 1 of the report now submitted;
 - (b) on consideration of the Commercial Details in Appendix 1 and the Qualified Surveyor's Report in Appendix 2, agrees that the Trustees are satisfied that the proposed terms are the best that can be reasonably obtained in the circumstances; and
 - (c) authorises the Chief Property Officer, in consultation with the Director of Legal and Governance, to negotiate the terms of the lease with the current tenant, and the Director of Legal and Governance to prepare and complete all the necessary legal documentation in accordance with the agreed terms.

13.3 **Reasons for Decision**

The proposal to grant a further short-term lease:-

- safeguards the café facility at Graves Park for the benefit of park users
- secures an increased income stream for the Trust which can be reinvested in the Park
- enables SCC and the Trustees to explore alternatives for this through the Better Parks programme.
- enhances the attractiveness of the Park as a valuable asset for visitors
- enables the demised property to be occupied for the purposes of the charitable objects of the Charity
- complies with the provisos contained within the power granted to the Trustee by the Scheme and with the statutory provisions contained within the Act and, further, with the requirements of the Charity Commission.

13.4 **Alternatives Considered and Rejected**

- 13.4.1 The Council may, in due course, offer alternative options for this property, but at present it is considered that renewing the café lease is the only realistic short term option available to ensure provision of this facility within the Park.
- 13.4.2 The reason for this is that if the current tenant was required to leave and a new tenant sought, by the time a new suitable tenant were found and terms agreed (which could not be guaranteed), the best part of the two year term would have elapsed, depriving the Park of a valuable facility and the Trust of income.



Author/Lead Officer of Report:
Paul Robinson/Principal Committee Secretary

Tel: 27 34029

Report of: *Executive Director, Resources*

Report to: *Cabinet*

Date of Decision: *15 January 2020*

Subject: *Staff Retirements*

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

Purpose of Report:

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

Recommendations:

To recommend that Cabinet:-

- (a) place on record its appreciation of the valuable services rendered to the City Council by the 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 with over 20 years' service.

Background Papers: None

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

1. **PROPOSAL**

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

<u>Portfolio</u>		<u>Years' Service</u>
<u>Place</u>		
Lesley Buttery	Neighbourhood Officer	27
Michael Hanson	Principal Engineer	49
Patricia Western	Enhanced Housing Options Officer	32
<u>Resources</u>		
Joanne McLaren	Project Officer	30
Anne Proctor	Assistant Finance Officer	24

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Author/Lead Officer of Report: (*Debbie Hanson, Health Improvement Principal*)

Tel: (0114 2735733)

Report of: John Macilwraith, Executive Director, People Services

Report to: Cabinet

Date of Decision: 15th January 2020

Subject: Sheffield City Council to be a Breastfeeding Friendly Local Authority and to work with partners across all sectors to make Sheffield a Breastfeeding Friendly City

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? (<i>Children and Young People</i>)		
Which Scrutiny and Policy Development Committee does this relate to? (<i>Children, Young People and Family Support Scrutiny</i>)		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? (<i>661</i>)		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<p><i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i></p>		

Purpose of Report:

For Cabinet to approve that Sheffield City Council becomes a Breastfeeding Friendly Local Authority, and works with partners to make Sheffield a Breastfeeding Friendly City.

The aim of this is to improve breastfeeding facilities in the city and remove some of the barriers to sustained breastfeeding in work and throughout the city.

Recommendations:

That Cabinet agrees the City Council should promote and advertise their support of breastfeeding and officially state that Sheffield City Council is a Breastfeeding Friendly Local Authority and will work with partners across all sectors to make Sheffield become a Breastfeeding Friendly City.

Background Papers:

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

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Paul Jeffries
		Legal: <i>Nadine Wynter</i>
		Equalities: Bashir Khan
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>(John Macilwraith & Greg Fell)</i>
3	Cabinet Member consulted:	<i>(Jackie Drayton)</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>(Debbie Hanson)</i>	Job Title: <i>(Health Improvement Principal)</i>
	Date: <i>(06.01.2020)</i>	

1. PROPOSAL

1.1 The current position in Sheffield

The UK government recommends exclusive breastfeeding for around the first 6 months of a child's life. However, in Sheffield the breastfeeding rate drops from around 80% at delivery to 50% of in the first few weeks after birth. This is likely to have an impact on the critically important early days and weeks of the child's development and longer-term health outcomes.

Sheffield City Council has normalised breastfeeding by increasing the number of facilities across the city that are breastfeeding friendly, encouraging women to consider breastfeeding and supporting them to continue to breastfeed as long as they wish to. Alongside midwives and health visitors, an infant feeding peer support team offers support from pregnancy through the first few weeks and months of a baby's life. Sheffield City Council also offer breastfeeding cafes, groups and support and information through social media.

With a co-ordinated partnership approach, Sheffield City Council, including the community based Infant Feeding Peer Support Service, SCH NHS Trust, STH NHS Trust Midwifery and other key partners have worked to remove barriers to breastfeeding by:

- Developing a Breastfeeding Friendly Award scheme and accrediting over 260 venues throughout the City. These are public places which have agreed to support breastfeeding and offer a positive and welcoming environment to mums and their families.
- Normalising the image of breastfeeding through poster campaigns and public events e.g. a breastfeeding fashion show and campaigns like the Breastfeeding Friendly Ambassador scheme which encouraged mums to breastfeed in public places.
- Raising awareness of the law around breastfeeding in public places and making mums aware of their legal right to breastfeed in public places.
- Raising awareness of the breastfeeding support available in the City and showing mums how to access it.
- Raising awareness of the benefits of breastfeeding via a Breastfeeding in Sheffield Facebook page, website and twitter account.
- Providing information about Breastfeeding in Sheffield and tips on breastfeeding in public places which is given to mums on discharge from hospital.

This policy builds on the excellent work being carried out by the Council and its partners across the City, which was recognised when in July 2019, Sheffield City Council and SCH NHS Trust 0-19 services were awarded with the Unicef Gold award in recognition of those excellent services and joint working in Sheffield supporting women to breastfeed.

2. HOW DOES THIS DECISION CONTRIBUTE?

2.1 As one of the biggest employers in the city, Sheffield City Council aim to make a significant impact on the culture of breastfeeding in the city.

“Breastfeeding is a natural 'safety net' against the worst effects of poverty... Exclusive breastfeeding goes a long way toward cancelling out the health difference between being born into poverty and being born into

affluence ... It is almost as if breastfeeding takes the infant out of poverty for those first few months in order to give the child a fairer start in life and compensate for the injustice of the world into which it was born.”

JAMES P. GRANT, EXECUTIVE DIRECTOR OF UNICEF (1980-1995)

- The prevalence of breastfeeding at 6–8 weeks is a **key indicator of the health and wellbeing of children and families in Sheffield.**
- **Breastfeeding makes a difference to school attendance** as breastfed children are less likely to be absent from school due to infectious diseases (e.g. gastroenteritis, respiratory infections and middle ear infections), asthma and other allergies.
- **Breastfeeding develops a mother’s confidence in her physical and emotional capacities and leads to a higher rate of return to work and reduced parental absence.** Studies have shown the emotional and psychological importance of breastfeeding to both mother and child.
- **Breastfeeding makes a difference to later developmental outcomes including school attainment, interpersonal skills and mental health.** Evidence shows the importance of bonding and attachment, which breastfeeding can facilitate, on brain development.
- **Responsive breastfeeding helps a mother to become attuned to her child’s needs which helps to establish a sense of security and attachment.** Research tells us that early attachments have a serious impact on later relationships in the lives of our children.
- **Breastfeeding contributes to significant savings to Public Health,** with initial investments paying off within just a few years.
- **Breastfeeding is known to improve community cohesion.**
- **Breastfeeding is free!** However, women living on low incomes or in deprived areas are among those least likely to breastfeed. Social and cultural factors are held to be the main obstacles.
- Current evidence suggests that **breastfeeding up to 12 months of age is associated with a decreased risk of tooth decay and obesity in later life.**

2.2 What does this mean for Sheffield City Council Public Places?

All public facing venues become Breastfeeding Friendly by supporting breastfeeding and welcoming mothers who wish to breastfeed.

Sheffield City Council:

- Identify all premises that are open to and used by the public and ensure they become breastfeeding friendly.
- Adopt a breastfeeding policy for those public places that will be communicated to all staff and available to members of the public online.

- Make all public facing staff aware of the benefits of breastfeeding, what it means to be a Breastfeeding Friendly venue and how they can make a difference. This approach worked well with Sheffield Hallam University staff and proved successful in raising awareness of breastfeeding to a wider audience.

2.3 What does this mean for Sheffield City Council Workplaces?

All Breastfeeding Friendly workplaces recognise that supporting women to breastfeed and express milk when returning from maternity leave has benefits for all parties involved.

Sheffield City Council:

- Adopt a robust breastfeeding friendly policy for workplaces, to include guidance for managers and to update the staff breastfeeding policy in collaboration with HR colleagues
- Identify a Breastfeeding Champion for each workplace who is trained to signpost practical support and to provide moral support for breastfeeding support.
- Breastfeeding Champions will be existing members of staff, some of whom will have experience in supporting mums to breastfeed, e.g. Infant Feeding Support Workers, Doulas, Infant Feeding Co-ordinator. Training will be offered to those identified as a champion.
- Ensure regular Breastfeeding Champion meetings are held and ongoing guidance and support is provided.

2.4 Our proposals for Council Partners

Sheffield City Council partners need to be consistent in their commitment to supporting breastfeeding due to the health, social and economic benefits for the City. Several key partners are already breastfeeding friendly and have made changes to premises and procedures in order to welcome and support breastfeeding mums, e.g. Ponds Forge, Sheffield Hallam University, Sheffield City Hall, Sheffield Fly DSA Arena, Kelham Island Museum and The Crucible Theatre

Sheffield City Council should:

- Encourage all key partners with public venues, e.g. Stagecoach, all Sheffield International Venues, South Yorkshire Police and Schools etc. to become breastfeeding friendly.
- Support key partners to adopt a Breastfeeding Friendly Policy for Public Places that will be communicated to their staff.
- Encourage all key partners to become Breastfeeding Friendly workplaces and support employees to sustain breastfeeding when returning to work by adopting a robust breastfeeding policy and guidance for managers.
- Include a statement in all new council contracts encouraging key partners to be Breastfeeding Friendly and have a Breastfeeding Policy in place.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Whilst no formal consultation exercise has been undertaken, women have told officers that the more breastfeeding is seen in public and breastfeeding is promoted in the workplace, the more they feel supported to continue to breastfeed after the first few weeks after the birth

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1

Decisions need to take into account the requirements of the Public Sector Equality Duty contained in Section 149 (1) of the Equality Act 2010. As part of documenting the meeting of the requirements of the duty, we have carried out an Equality Impact Assessment (EIA). Section 149 (1) identifies the need to:

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

The Equality Act 2010 Section 149 (7) identifies the following groups with a protected characteristic: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex and sexual orientation.

An EIA has been completed and highlights several positive impacts on breastfed children. Indeed breastfed children are less likely to be absent from school due to infectious diseases (e.g. gastroenteritis, respiratory infections and middle ear infections), asthma and other allergies, better later developmental outcomes including school attainment, interpersonal skills and mental health and a decreased risk of tooth decay and obesity in later life.

It is recognised that women living on low incomes or in deprived areas are among those least likely to breastfeed and by officially stating that Sheffield City Council is Breastfeeding Friendly some of these obstacles can begin to be tackled.

To treat a woman less favourably because she is breastfeeding is sex discrimination under the Equality Act 2000. This applies to anyone providing services, benefits, facilities and premises to the public, public bodies and higher education bodies and associations.

4.2 **Financial and Commercial Implications**

4.2.1 **Estate Management**

Most breastfeeding mums and their families prefer to be offered seating in a main public area of a venue rather than a separate room, which is often combined with a toilet or changing facility.

However, officers recognise that some people prefer to breastfeed privately and would encourage all organisations to identify a room that could potentially be used for breastfeeding (this may be a multi-use room). For members of the public the room needs to be big enough to accommodate a pram/other child.

- Where a designated breastfeeding room is possible, e.g. Sheffield Town Hall, the room should have a comfortable chair and baby changing facilities, including a nappy disposal system.
- The signage for the room must show that it is for breastfeeding (no images of bottles should be used in any signage).
- As a Breastfeeding Friendly workplace, Sheffield City Council should provide space for a breastfeeding mum to store expressed milk. A staff fridge would be ideal for this purpose. It will be the mothers' responsibility to ensure the correct storage of their expressed breast milk and to provide any equipment necessary to carry out the activity of expressing milk.
- For community-based employees who do not have a fixed worksite, arrangements need to be discussed and agreed with their manager. There are Breastfeeding rooms and Breastfeeding Friendly Venues available throughout the City. Agreement to use these facilities should be agreed with the manager as part of the workers return to work.

4.2.2 **Financial**

The delivery of this initiative will be carried out using existing resources and within existing budgets.

Being Breastfeeding Friendly is about information, education and changing attitudes rather than providing additional facilities.

- Breastfeeding Friendly signage must be displayed in all public venues. Appropriate signage will be provided by Breastfeeding in Sheffield.
- There is a need to ensure that all front facing staff receives Breastfeeding Friendly training. This will be carried out by the Breastfeeding Training Team.
- Three city centre council premises have a breastfeeding room. In other council premises, a multi-purpose room may be acceptable or a designated space for breastfeeding. An appropriate space needs to be determined in consultation with Breastfeeding in Sheffield.
- A dedicated breastfeeding room requires a breastfeeding chair, baby changing facilities (with a changing mat as a minimum) and clear signage as a breastfeeding room.

A multi-purpose room requires a comfortable chair with low arms and access to baby changing and hand wash facilities as a minimum.

4.2.3 In Summary

Dedicated breastfeeding rooms

Sheffield City Council has 3 large venues open to the public including the Town hall, the Moor Markets and Howden House. These all have dedicated breastfeeding rooms. It is suggested that this is sufficient as other shops and venues in the city centre have facilities to breastfeed.

Multi-use rooms

We have a number of public access venues that require the identification of a multi-purpose room i.e. Family Centres, Libraries, First Point, Housing Offices. As a minimum, these would require a comfortable chair with low arms and access to baby changing and hand wash facilities.

Workplaces

The workplace needs to be clean and warm with a comfortable chair. If the door cannot be locked a sign can be displayed to ensure privacy. **The toilet is not a suitable place in which to breastfeed.** There should be facilities nearby to wash hands and equipment.

Other City Council venues

There are other premises which are not permanently open to the public and do not always have staff there, but may be used for events, clubs and societies etc. These premises could still support breastfeeding and display Breastfeeding Friendly signage to show that mums are welcome to breastfeed there in a quiet space.

Any members of staff working in these community venues could agree with their manager to use a nearby breastfeeding room.

4.3 **Legal Implications**

4.3.1 There are no immediate legal implications arising from the proposals set out in this report.

4.4 **Other Implications**

4.4.1 Training

- Some Council staff including receptionists and customer services will need training in what it means to be a breastfeeding friendly public place and how they can help.
- Breastfeeding Champions will be trained to support colleagues who return to work whilst breastfeeding.
- Breastfeeding in Sheffield will deliver training which is appropriate to the roles of the staff involved.
- A training session takes approximately one hour and for larger venues it may be necessary to carry out more than one session to ensure all staff are able to access it.

- For larger groups or similar organisations, Breastfeeding Friendly training can be delivered to trainers within each organisation then cascaded down to other members of staff.

4.4.2 **Human Resources**

A robust and relevant Council-wide Breastfeeding Policy is needed for public places and workplaces.

- The Policies should be on the Council website and intranet.
- They must be included in the staff induction and mandatory training.

4.4.3 **Procurement**

From 1st April 2020 all new contracts should state that the Council encourages all key partners to be Breastfeeding Friendly and have a Breastfeeding Policy in place.

4.4.4 **Communications**

All staff should be made aware of the Council's Breastfeeding Friendly status and an official Press Release made.

A full communication plan will be developed with the Council's Press and Communications Team.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 The reputational risk to Sheffield City Council of doing nothing was considered to be high as this move will impact positively on the health of children young people and their families. Other large organisations including Sheffield Hallam University and the Clinical Commissioning Group are all breastfeeding friendly

6. REASONS FOR RECOMMENDATIONS

- 6.1 There are 260 Breastfeeding Friendly venues in Sheffield, all of which are prepared to advertise their support of breastfeeding. Many of these venues are large organisations, including Sheffield Hallam University, Sheffield Children's Hospital, Starbucks, Costa Coffee, John Lewis, Kelham Island, The Millennium Gallery and most recently Supertram.

However, in the Town Centre there are department stores with unsatisfactory facilities for breastfeeding and there is a long-standing issue with breastfeeding support in Meadowhall Shopping Centre and on public transport.

It is essential that Sheffield City Council and their partners set the standard in this area of Public Health and encourage other large and small organisations to follow their lead. It is recommended that they promote and advertise their support of breastfeeding and officially state that Sheffield City Council is a Breastfeeding Friendly Local Authority and will work with partners from all sectors to become a Breastfeeding Friendly City.

The main outcomes of these recommendations would be:

- To validate and strengthen the work already carried out by Breastfeeding in Sheffield
- Increased opportunities to promote the benefits of breastfeeding
- To normalise the image of breastfeeding and make a cultural change
- To show breastfeeding mums that they are supported in the city
- More women encouraged to initiate breastfeeding leading to more babies and children receiving the relevant benefits
- More women able to sustain breastfeeding for longer
- More businesses and organisations to follow the lead of Sheffield City Council by welcoming and supporting breastfeeding mums

Breastfeeding Friendly Policy for Public Places Sheffield City Council

Policy of:
(Please insert name of premises)

Aims:

The purpose of this policy is to create a welcoming atmosphere in which a breastfeeding mother may feel comfortable, when using facilities within this establishment. Accordingly, women wishing to breastfeed may do so within the establishment.

The establishment recognises that:

- ✓ Breastfeeding has health benefits to mum and baby, both short and long term, and social and economic benefits for Sheffield.
- ✓ Breastfeeding is better for babies, amongst other things it protects against gastro-enteritis, chest infections and diabetes.
- ✓ Babies' stomachs are very small and breast milk is digested very quickly. Therefore, babies really do need to feed very often and for as long as they want.
- ✓ Breastfeeding works best when both the mother and baby are relaxed
- ✓ Breastfeeding is natural and can be done anywhere
- ✓ Hungry, upset babies and toddlers will generally be helped to calm down and become happy very quickly by being breastfed, this is good for all.

Guidelines for staff:

- It is against the law to treat a woman unfavourably because she is breastfeeding in public (Equality Act 2010)
- A mother who is breastfeeding her infant should not be asked to stop, move or leave the premises.
- Staff can support the breastfeeding mother by showing a positive and welcoming attitude.
- Some mums require more privacy, so a private room or other alternatives may be offered.

If a customer complains about a breastfeeding mother, staff should:

- Inform the complainant that it is the policy of this organisation to support breastfeeding.
- Refer the complainant to the Manager/Customer Service
- All staff members are aware of and trained in the use of this policy.

Signed by:

Designation:

Date:

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Sheffield City Council

Breastfeeding Policy and Guidance

Author: HR Service

Publication Date: 14th May 2013 (updated September 2019)



Sheffield City Council

Breastfeeding Policy and Guidance

1 Introduction

- 1.1. Ensuring Sheffield people will have good health is a priority for the Council as we tackle the underlying root causes of poor health and develop excellent public health services in the city. Sheffield is fully accredited with Unicef's Baby Friendly Initiative and as a Breastfeeding Friendly organisation, we want any woman to have the opportunity to sustain breastfeeding for as long as they choose to do so.
- 1.2. Sheffield City Council will take all reasonable measures to ensure that breastfeeding mothers returning to work are given the necessary support to enable them to continue to breastfeed. This also supports the City Wide Public Health Initiative to encourage breastfeeding to promote better Public Health and the World Health Organisation's view that Breastfeeding is the way of providing young infants with the nutrients they need for healthy growth and development. We also recognize it encourages attachment and attunement between the mother and baby which leads to better health outcomes in later life.
- 1.3. This policy reflects the intention of the Council, its managers, employees and trade unions to protect the health and rights of its employees as set out in the Health and Wellbeing theme of the Great Start in Life strategy. This recognises that supporting women to sustain breastfeeding when returning to work has benefits for all parties involved:

This will be achieved by:

- Encouraging women to continue breastfeeding on returning to work
- Managers having a discussion with employees about the option to continue breastfeeding.
- Ensuring that suitable provisions are made to allow women to continue to breastfeed and express milk when returning to work from maternity leave.
- Managers carrying out an assessment of the needs of the employee when returning to work.
- Identifying and implementing any adjustments needed following the assessment.
- Monitoring and reviewing any changing needs once she is back at work.
- Providing information on facilities and support available and flexible working arrangements available.
- Identifying a Breastfeeding Champion for each workplace who is trained in how to provide practical and moral support

- 1.4. The Council recognises that supporting women employees to breastfeed brings health benefits to the mother and her baby and could contribute to:
- Healthier children
 - Higher rates of parents returning to work
 - Increased staff loyalty and continuity.
 - A healthier, happier workforce with fewer absences
 - A reputation as a family friendly employer.
 - Demonstrating our commitment to equality, diversity and inclusion.

2 Employers Legal Duty and responsibilities

2.1. In the UK breastfeeding mothers have some legal protection under Health & Safety and Equality legislation. Employers have legal obligations to provide:

- Health & Safety protection
- Flexible working arrangements
- Suitable facilities for a breastfeeding employee to rest which will most likely be a suitable place to breastfeed/express milk
- Protection from indirect sex discrimination
- Protection from harassment

2.2. Employers are legally required to provide somewhere for pregnant and breastfeeding employees to rest. It is not suitable for new mothers to use toilets for expressing milk. Employers may provide a private, healthy and safe environment for employees to express and store milk.

2.3. It would be prudent to make reasonable adjustments to the job in a similar way as for a disabled employee e.g. breastfeeding / expressing breaks, a shorter working day, and regular shifts. If the workplace is incompatible with breastfeeding e.g. because of extensive travel or a lack of suitable facilities, employees could be transferred to a different role or different worksite. Discussions about breastfeeding should be dealt with sensitively.

3 Contact during the Maternity leave period

3.1. An employee and manager are able to make reasonable contact with each other at regular intervals during the maternity leave period to discuss such issues as; return to work, significant workplace developments, flexible working arrangements, expressing milk arrangements and training opportunities. How and when contact is made should be agreed between employer and employee prior to the start of maternity leave.

4 Continuing breastfeeding when back at work

4.1. There are various ways in which a working mother can combine breastfeeding with going back to work. Expressing breast milk in the workplace will enable breastfeeding mothers to continue with this activity once back at work and can be done in a number of ways.

- A mother can also express milk in the workplace to give to the baby later in the day.
- A baby can be brought into the workplace for the mother to breastfeed
- If a mother has selected childcare close to the workplace this may enable her to visit her baby during the working day and breastfeed.

5 Employees Responsibility

5.1. Breastfeeding mothers returning to work must be made aware that they should give reasonable notice to their manager in advance of returning to work of their intention to continue to breastfeed and their need to express milk whilst at work. This discussion can take place during contact during the leave period. This will ensure that the appropriate facilities and arrangements are in place to enable this activity. It will be the mothers' responsibility to ensure the correct storage of their expressed breast milk and to provide any equipment necessary to carry out the activity of expressing milk. Family Centres across the City have Infant Feeding peer support workers who can provide information and support for women wanting to return to work and breastfeed.

6 Expressing Milk at Work

- 6.1. It is advisable for working mothers to practice expressing milk prior to returning to work as it can take a while to perfect this skill. Practical advice and support can be obtained prior to returning to work from Infant Feeding Support Workers in Family Centres or Health Visitors. Support in the workplace can be obtained from the Breastfeeding Champions, the Sheffield Council Infant Feeding peer support workers or other organisations like the National Childbirth Trust (NCT) and La Leche League GB (see links at the end).
- 6.2. The Risk Assessment will identify a suitable place to express milk and where the breast milk can be stored. Some buildings may have a Mother and Baby room, in other workplaces there may be a first aid room, spare office or any private room preferably with a lockable door. A room with a 'private' sign could be arranged for periodic use. We would hope that a fridge and sink would be available for staff use but it is the breastfeeding mother's responsibility to label

and store her milk appropriately. Some mothers find an insulated flask useful for storing and transporting milk.

- 6.3. For community based employees who do not have a fixed worksite, arrangements need to be discussed and agreed with their manager. There are Breastfeeding rooms and [Breastfeeding Friendly Venues](#) available throughout the City.

7 Flexible Working Arrangements

- 7.1. Arrangements to express breast milk will be in the workers own time however flexibility will be needed in terms of the actual time this happens. It may be possible to take breaks when needed, however an employee may have to fit around existing breaks or lunch hour to fit in with the demands of the job. Managers would be expected to handle this in a sensitive way to allow employees to manage their time flexibly. It is really important for a breastfeeding mother to express milk on a regular basis to ensure her milk supply is able to meet her baby's needs.

8 Risk Assessment

- 8.1. It is important for managers to carry out a risk assessment of the needs of the employee when returning to work. Further information to assist with this can be found in the [Health and Safety A – Z section](#) of the Intranet.

9 Protection from harassment and discrimination

- 9.1. Employees need to think carefully about the type of flexible working they want and how it fits in with the job. An employer has to seriously consider a request for flexible working arrangements, whilst the employee is breastfeeding. A refusal to a request for flexible working arrangements could be discriminatory unless there are good business reasons for refusing.
- 9.2. An employee is protected against sexual harassment on the grounds of breast feeding.

10 Monitor and review

- 10.1. We will continue to ensure the breastfeeding policy is fit for purpose.

11 Policy Review

- 11.1 This policy will be reviewed to accommodate any changes in legislation or working practices.

Useful Contacts

[Sheffield City Council Infant Feeding Co-ordinator](#)

[Sheffield Family Centres](#)

[Breastfeeding friendly places in Sheffield](#)

[Sheffield Directory](#)

[Breastfeeding in Sheffield Facebook page](#)

[La Leche League GB](#)

[National Childbirth Trust](#)

[The Association of Breastfeeding Mothers](#)

[The UNICEF UK Baby Friendly Initiative](#)

[Working Families](#)

[NHS Expressing & Storing Milk](#)

[The Breastfeeding Network](#)

[Equality and Human Rights Commission](#)



Author/Lead Officer of Report: Louise Cassin,
Housing Business Plan Officer

Tel: 0114 2930240

Report of: *Executive Director, Place*

Report to: *Cabinet*

Date of Decision: *15 January 2020*

Subject: *Housing Revenue Account (HRA) Business Plan and HRA Budget 2020/21*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>Neighbourhoods and Community Safety</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Safer and Stronger Communities</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 662				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				

Purpose of Report:

The report provides the 2020/21 update of the Housing Revenue Account (HRA) Business Plan. It includes proposals to:

- Build more council homes and accelerate the current council housing stock increase programme
- Continue to prioritise investment in fire safety measures
- Broaden our tenant engagement and consultation channels/streams
- Plan a programme of environment works to improve future sustainability of

our neighbourhoods.

- Transform the way our customers are able to access the Housing and Neighbourhoods Service
- Develop a pre-tenancy support package/offer to new council tenants to help ensure they are able to sustain their tenancy
- Continue to review the costs and performance of services provided to the HRA to ensure value for money is achieved and the service continues to improve.
- Bring forward proposals for a charged gardening scheme for tenants who would like assistance with their garden and enhance our vacant gardens
- Review housing offices and community buildings to ensure these are being fully utilised by tenants and residents.
- Continue to deliver improvements to our tenants' homes to make sure they continue to be well maintained.

Recommendations:

It is recommended that Cabinet recommends to the meeting of the City Council on 5 February 2020 that:

1. The HRA Business Plan report for 2020/21 as set out in the appendix to this report is approved
2. The HRA Revenue Budget 2020/21 as set out in the appendix to this report is approved
3. Rents for council dwellings including temporary accommodation are increased by 2.7% from April 2020 in line with the Regulator of Social Housing's Rent Standard
4. Garage rents for garage plots and garage sites are increased by 2.7% from April 2020 for those garages tenants that have seen improvements. Garage rents for garage plots and sites will not be increased for garages that have not yet received improvements. This increase will be applied to individual units once garage improvement work has been completed.
5. The burglar alarm charge is £1.25 per week from April 2020. This is a reduction of £0.36 per week.
6. The community heating charge remains unchanged for 2020/21
7. The sheltered housing service charge remains unchanged for 2020/21
8. The furnished accommodation charge remains unchanged for 2020/21

Background Papers:

Appendix - Sheffield City Council Housing Revenue Account Business Plan 2020-2021

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Karen Jones
		Legal: Andrea Simpson
		Equalities: Louise Nunn
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>Laraine Manley, Executive Director of Place</i>
3	Cabinet Member consulted:	<i>Cllr Paul Wood</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: Janet Sharpe	Job Title: Director of Housing and Neighbourhoods
	Date: 6th January, 2020	

1. PROPOSAL

1.1 Summary

- 1.1.1 This report provides the 2020/21 update of the Housing Revenue Account (HRA) Business Plan and a 2020/21 revenue budget for the HRA.
- 1.1.2 A separate report on the Capital Programme, which includes the Council Housing Investment Programme 2020/21, will be considered by Cabinet on 19 February 2020. This will include details of the Council's funded capital investment plan for council housing which complements the service and financial plans for the HRA in this report.

1.2 Background

- 1.2.1 The HRA is the financial account of the Council as landlord. It is ring-fenced in law for income and expenditure in respect of council housing and housing land and certain activities in connection with the provision of council housing only. Other council services are funded through council tax and central government support which benefits all citizens of Sheffield regardless of tenure.
- 1.2.2 The HRA Business Plan sets out how all aspects of council housing will be funded from income (predominately rents) that the local authority is able to generate in its capacity as landlord.
- 1.2.3 The HRA operates within a national political context; therefore any changes within national housing policy can have a significant impact on the HRA Business Plan.
- 1.2.4 Each year the HRA Business Plan is reviewed and updated to set budgets and charges for the year ahead and to provide an updated 5-year plan and 30-year affordability profile.
- 1.2.5 The review of the HRA Business Plan is a dynamic process which reflects the Council's ambitions to be an excellent landlord. This is not just something that we undertake once a year. We are already looking forward to the next twelve months and are working on further priorities to meet our tenants' expectations.
- 1.2.6 The recommendations in this report are based on the best information available at the time of writing – December 2019. In a period of significant political and economic change, it is possible that some of these assumptions may need to be revisited before the next annual update of the Business Plan. We will monitor any developments directly impacting proposals within this report. If significant changes affect service delivery or the viability of the Business Plan, then a further report will be brought back to Cabinet.

1.3 HRA Business Plan Future Sustainability

- 1.3.1 Across the country in recent years, challenging market conditions and national government policies and priorities for housing have stifled the delivery of Council affordable housing. In Sheffield, the number of new Council homes delivered has not matched the levels needed to meet the increasing demand for homes. The incomes of many people in the city fall well short of the money needed to be able to afford many rented homes. There is a lack of choice in the type of council homes available for those trying to access council housing as a result of Right to Buy and this is increasingly affecting the sustainability of the HRA Business Plan.
- 1.3.2 Since 1980, Sheffield has lost well over 32,000 council homes (particularly houses) due to Right to Buy. The result is that the mix of homes we have within our council housing stock has significantly changed. The ratio of houses to flats was previously much higher. This change has had a significant impact on the HRA Business Plan. Aside from the reduction in rental income as homes are sold, (in addition to the statutory rent reduction imposed by the Welfare Reform and Work Act 2016), there is an impact on management and maintenance costs, which are much higher for flats than for houses. Each year it becomes harder to make the savings necessary to avoid this having an impact on our ability to invest in council housing stock, meet housing demand and manage the estates.
- 1.3.3 The successful management of flats also comes with additional responsibilities in the post-Grenfell era. We have always taken fire safety seriously and have pro-actively reviewed our stock and our approaches following the tragic events in 2017. The Hackitt review recommendations were published in May 2018 and we have undertaken remedial works where required. We look forward to the outcome of the Government consultation report "Building a Safer Future" which we have responded to, and which followed the Hackitt Report recommendations. We will, however need to factor the costs arising from any resulting legislative requirements into our business plan forecasts once they become clear. This is clearly a significant, but necessary, further challenge to the sustainability of the HRA Business Plan unless additional Government funding can be secured.
- 1.3.4 The impact of Right to Buy is also having a lasting impact in our neighbourhoods. Council houses on many of our estates have now been sold. Often these properties end up on the private rented market and are not managed and maintained effectively. We are therefore experiencing increased demand for a wide variety of services in neighbourhoods which go beyond traditional council housing management. This is creating additional cost pressures. We need to review how this demand is managed and costed as part of our plans for neighbourhood management in the future. We are and will also continue to challenge Government on the wider impact Right to Buy creates.
- 1.3.5 Alongside all of this, we are experiencing an increased demand for more

specialist housing provision. We recognise that our tenants have a variety of needs and aspirations and access services from across the City Council. We want to make that experience as seamless as possible and are keen to explore how we tailor our housing services to meet the more specialist needs of our tenants, delivering these in partnership with colleagues across the council.

- 1.3.6 All of these complex interrelationships within the HRA Business Plan mean that forecasting long-term demand for services and the resultant financial viability is difficult, and subject to change. Demand for services is increasing and whilst the Council does have more freedom to borrow, this does have to be affordable and prudent. It also means that, on occasions, there will be choices to make in order to balance resources against demands.

1.4 Summary of Key Changes

1.4.1 - National Rent Policy

The Welfare Reform and Work Act 2016 included a statutory obligation on registered providers of social housing to reduce their rents by 1% per year, irrespective of inflation, for four years. As a result of this policy, the HRA in Sheffield has lost 13% of its income over the life of the plan which has had a significant impact on the business plan.

The four year period ends on 31 March 2020. The Regulator of Social Housing's Rent Standard makes provision for an annual increase in social housing (including local authority) rents of CPI +1% with effect from 6 April 2020.

We recognise that a return to a CPI + 1% rent increase each year will mean tenants having to pay more to rent their homes from the Council. However this increased business plan income is vital if we are to maintain services to tenants and develop more social housing to address the needs of local people. The return to a rent increase will not mitigate the losses of the past five years and means that we are now setting rents at a lower baseline than we otherwise would have been.

Previous government guidance on social rents policy of CPI + 1% was intended to apply for 10 years from 2015 but only lasted a year before the statutory decrease came in. There is a subsequent risk that this future rent policy may change again.

- HRA Borrowing Cap

In October 2018 the Government issued a Determination lifting the HRA debt cap. This provides us with more freedom and flexibility to undertake additional borrowing subject to the principles of the Prudential Code for Capital Finance in Local Authorities of affordability, sustainability and prudence. Primarily this borrowing freedom will help us in our commitment to deliver more affordable housing in the city. We are proud

to say we have been one of the few local authorities to work directly with the Government for some years on the opportunities that could be created by lifting the HRA borrowing cap.

However, we can only use this flexibility to finance activities that generate sufficient income for the HRA to offset the upfront capital and management costs associated with the investment within the HRA business planning horizon. Using the borrowing capacity in any other way will bring additional financial risk to the HRA Business Plan. As part of our stock increase programme and the New Homes Delivery Plan we will continue to assess our options in terms of land availability, land purchase and our disposals strategy as well as investigating other opportunities to deliver more affordable housing in the areas where we have significant gaps in affordable housing provision in the city.

- Welfare Reform

Welfare Reform represents the biggest change to the benefits system in a generation. Supporting our tenants through Welfare Reform and, the transition to Universal Credit in particular, continues to be a key priority. The roll out of Universal Credit commenced in Sheffield in November 2018 for new benefit claimants. Migration of existing claimants in Sheffield is expected to take place between 2020 and 2023. Our forecast on rent arrears as a result of Universal Credit is lower than initially thought. Provisions remain in place to help and support our tenants who are transitioning to Universal Credit and hopefully this will help to reduce our rental arrears further as a result of Universal Credit. We will continue to review and monitor this throughout 2020/21.

- Build a Safer Future: Independent Review of Building Regulations

The independent review of building regulations and fire safety (The Hackitt Report) was published in 2018. The report's findings were that:-

"the current system of building regulations and fire safety is not fit for purpose and that a culture change is required to support the delivery of buildings that are safe, both now and in the future."

The Hackitt report set out over 50 recommendations for the delivery of a robust regulatory system. The government carried out a consultation, "Building a Safer Future", on its proposals in response to these recommendations in June/July 2019 and we responded to it. The outcome of the consultation and any resulting legislative proposals or prospective timetable is not yet known.

We will take a pro-active approach to ensure we comply with any resultant legislative requirements to the way we manage and maintain our council housing homes but initial assessment of the challenge indicates that financial support is needed from Government and we will

be making a case for this with Government. Investment in sprinklers, fire alarms, fire doors, combined with a robust regime of managing schemes / inspections, will cost an estimated £40m and without grant support may require priorities in the investment plan to be revisited.

We have now completed the recladding works on Hanover tower block with active support from the community and we are also currently undertaking some best practice work with government to improve tenant and resident involvement and to ensure people know what to do if a fire occurs.

- A New Deal For Council Housing (Green Paper)

In August 2018, the Government issued for consultation a Green Paper, A New Deal for Council Housing, proposing fundamental reform to ensure social homes provide an essential, safe, well managed service for all those who need it. The paper set out five principles which would underpin a new, fairer deal for social housing residents.

Our response to the Government's proposals reflected the views of our tenants. It supported some of the proposals, but also offered a note of caution as to the potential effectiveness of others.

Since submitting our response alongside thousands of responses from other local authorities, housing providers and individuals, there has been little update from Government. We will continue to monitor for any future developments arising from the paper throughout 2020/21.

- 1.4.2 Throughout the last year we have worked alongside the Association for Retained Council Housing (ARCH) and the Northern Housing Consortium to challenge Government on a range of housing issues. This has included, use of Right to Buy receipts, the lifting of the HRA borrowing cap, freedoms and flexibilities for the HRA and Right to Buy policy. We have also responded to Government consultations such as the Green Paper and Fire Safety as detailed in section 1.4.1. We are also a key partner in a number of Government working groups and Government Pilots to improve the quality of homes and services provided. In 2020/21 we will continue to play an active role in challenging the Government on the issues we believe are important to tenants and the future sustainability of the business plan.

1.5 The Local Impact of National Policies

- 1.5.1 The impact of the changing national policy environment described above is likely to be significant on the way that we deliver services in the city. The impact of new regulations in Fire Safety following Grenfell, the potential for increasing our social housing stock, the changing needs of our tenants and the way in which our neighbourhoods and estates are evolving as a result of Right to Buy, mean that we have to change the way we operate our business and cost model.

- 1.5.2 Fire safety remains a key investment priority and work will continue in 2020/21 to implement our scheme of fire safety improvements. We are also undertaking some best practice work with Government to improve resident involvement and make sure people know what to do if a fire occurs. We want to ensure that our tenants are safe and that their homes continue to comply with relevant legislation.
- 1.5.3 A key priority is also to make sure our existing stock continues to be well maintained. Many of the estates are in need of investment which we are prioritising through planned investment programmes and by reviewing our stock information that underpins the 30 year Housing Investment Plan. We are working closely with tenants to prioritise the mainstream capital programme to plan and deliver improvement works that will ensure long-term tenant satisfaction and neighbourhood sustainability.
- 1.5.4 A final key priority for us is to accelerate our stock increase programme to help replenish our stock lost through Right to Buy and ensure we have the right homes and in the right places. This is not just about a wholesale increase in numbers; it's about having the right mix of property types and tenures in the right locations to support the economic and social growth of Sheffield.
- 1.5.5 We also recognise the impact that housing can have in addressing the climate change emergency. Sheffield has set an ambition to become a zero carbon city by 2030. This will require changes in the way that we manage our existing housing stock, cost and policy implications and our plans for investing in new council homes.
- 1.5.6 All these priorities do come at a cost however. Our investment will need to be carefully planned if we are to use the limited resources available to us to meet these and other priorities. We cannot simply carry on delivering services in the same way as we have done previously – there isn't the investment available to do this. A comprehensive review of the HRA Business Plan will be required in 2020/21 to address potential pressures unless Government funding is secured to ensure that the Business Plan remains sustainable.

1.6 HRA Business Plan Priorities 2020/21

- 1.6.1 The key priorities for the HRA Business Plan 2020/21 are to:
- Build more council homes and accelerate the current council housing stock increase programme.
 - Continue to prioritise investment in fire safety measures.
 - Broaden our tenant engagement and consultation channels/streams.
 - Plan a programme of environment works to improve future

sustainability of our neighbourhoods.

- Transform the way our customers are able to access the Housing and Neighbourhoods Service.
- Develop a Pre-Tenancy support package/offer to new council tenants to help ensure they are able to sustain their tenancy.
- Continue to review the costs and performance of services provided to the HRA to ensure value for money.
- Bring forward proposals for a charged gardening scheme for tenants who would like assistance with their garden and enhance our vacant gardens.
- Review housing offices and community buildings to ensure these are being fully utilised.
- Continue to deliver improvements to our tenants' homes to make sure they continue to be well maintained.

1.6.2 The key priorities for the HRA Business Plan 2020/21 will continue to feed into the wider Council and Housing and Neighbourhoods vision and framework.

1.6.3 Further details of the key themes can be found within the priorities chapter within the HRA Business Plan 2020/21 appendix report.

1.7 Investment Programme

1.7.1 The aim of the investment programme is to effectively use capital and planned expenditure on our housing stock to improve tenant's homes, encourage sustainability and to reduce future revenue repair costs.

1.7.2 The 5-year investment programme will continue to prioritise work that keeps people safe and it will deliver improvements to people's homes (kitchens, bathrooms, windows, doors, roofs, communal areas etc.) to make sure they continue to be well maintained.

1.7.3 Other key investment priorities for 2020/21 will include continuing to implement fire safety works including sprinklers and fire stopping works on the tower blocks, continuing to invest in roofing replacement and electrical upgrades. During 2020/21 work will complete to develop and consult on a plan for environmental improvements and improvements to maisonette blocks to enhance the sustainability of our estates.

1.7.4 The council housing stock increase programme is a key part to achieving the Council's wider Housing Strategy and contributes to delivering affordable homes to support the growth in the city. Last year the HRA Business Plan committed to delivering an additional 1,600

council homes by the end of 2023/24.

- 1.7.5 The lifting of the debt cap has provided us with more freedom and flexibility to undertake additional borrowing. This additional borrowing will help us in delivering more council housing within the city. As a result, in October 2019 the Cabinet Member for Neighbourhoods and Community Safety made a decision on “*Principles for Increasing the Council’s Stock Increase Programme*” which included approval of the principle of increasing delivery by an additional 1,500 new homes. This takes the ambition for the total number of new homes to 3,100 over the next 10 years.
- 1.7.6 The additional council homes will include a greater range of homes to meet the significant shortfall of some types of homes that the Council has available for letting. This will include:
- New Extra Care Housing (Older Persons Independent Living with Care)
 - Homes for Younger People
 - Family Accommodation
 - Accommodation for specific needs including learning disabilities schemes
 - New Interim Temporary, Supported Housing Accommodation
- 1.7.7 We will continue to explore a range of different delivery options in order to maximise the delivery and retention of units for social rented housing. Options include: building on the Council’s housing land (held for the purposes of Part II of the Housing Act 1985 and accounted for in the HRA), acquiring homes for sale, purchasing “off plan” from private sector developers, acquiring properties from private developers, and acquiring land for the purpose of building new council homes.
- 1.7.8 An affordable housing policy statement will be presented to Cabinet in 2020. It will set out the city’s ambitions for affordable housing and how the Council will use its own resources and work with the private sector to ensure that this is delivered. The HRA Business Plan will support and inform these ambitions and those formulated in wider relevant Council strategies and policies.
- 1.7.9 The Housing Repairs and Maintenance Service has faced challenges in delivering expected levels of performance with planned repairs and vacant repairs which has affected rent loss performance. Action is being taken to address these concerns to deliver improvements in 2020/21.
- 1.7.10 During 2018/19 and 2019/20 a review of the operating model of the Housing Repairs and Maintenance Service was carried out to identify operational and service improvements that can be made to the repairs service. In the Spring 2020 work will commence to implement a new service operating model. It is anticipated this reshaping will take at least 12 months to complete. The new service model will deliver financial

benefits to the HRA to be reinvested into HRA services.

- 1.7.11 Further detail on the investment programme is available in the HRA Business Plan 2020/21 appendix report.

1.8 Financial Plan

- 1.8.1 The financial plan is based on a number of key assumptions to help us mitigate risks or changes that may occur in the coming year. All assumptions are reviewed and refreshed each year to reflect the changing economic environment in which the Business Plan operates.
- 1.8.2 Borrowing must comply with the provisions of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, made under the Local Government Act 2003, which require the Council to have regard to the Chartered Institute of Public Finance and Accountancy's Prudential Code for Capital Finance in Local Authorities (Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure within a clear framework that the capital investment plans of local authorities are affordable, prudent and sustainable and that decisions are taken in accordance with good professional practice.
- 1.8.3 2020/21 will see an increase in rents by CPI + 1% for the first time in four years. However this will not mitigate the income lost over the last four years. Mitigations previously factored into the Business Plan will remain to help ensure the plan is financially viable.

1.9 Financial Assumptions

- 1.9.1 Rents for council dwellings including temporary accommodation are to be increased by 2.7% from April 2020 in line with the Regulator of Social Housing's Rent Standard. This is equivalent to an average increase of £1.98 per week. Appendix C to the HRA Business Plan 2020-2021 report sets out the average rents per house size in Sheffield.
- 1.9.2 The process of making all council housing rents equitable over time by letting vacant properties at the target rent level will continue. Currently the average rent is £0.73 less than 'target' compared with a difference of £0.79 last year.
- 1.9.3 Garage rents for garage plots and garage sites will be increased by 2.7% from April 2020 in line with dwelling rent increases, for those garage tenants that have seen improvements. Garage rents for garage plots and sites will not be increased for garages that have not yet received improvements. This increase will be applied to individual units once garage improvement work has been completed.
- 1.9.4 The burglar alarm charge from April 2020 will reduce from £1.61 per week to £1.25 per week (a reduction of £0.36). This reduction reflects revised costs as a result in a change in provider for the installation and

maintenance of burglar alarms.

- 1.9.5 The sheltered housing service charge will remain unchanged for 2020/21 following a review of the enhanced service.
- 1.9.6 The furnished accommodation charge will remain unchanged for 2020/21 following a review of the performance of the trading account.

1.10 Community Heating Charges

- 1.10.1 The community heating standing charge and kWh charge will remain unchanged for 2020/21.
- 1.10.2 The Council's heat metering scheme which began in 2014 has proven to be very successful. Since the introduction of smart meters, our customers are now saving around 43% on their heating bills compared to their previous unmetered supply. The system also provides us with comprehensive data about how each home is using their heating and gives us the ability to support and advise tenants who might be worrying about switching on their heating. This is enabling us to support individuals more and intervene earlier where required.
- 1.10.3 Feedback from our customers has been very good and the overall infrastructure to administer/manage the scheme i.e. service provision collecting payments has gone smoothly and operating very effectively, particularly relating to the options we have been able to offer customers and the reliability of systems.
- 1.10.4 A full breakdown of all community heating service charges is set out in Appendix C to the HRA Business Plan 2020/21.

1.11 HRA Budget 2020/21

- 1.11.1 Appendix A to the HRA Business Plan 2020/21 sets out the recommended budget for 2020/21.

1.12 Forecast Outturn 2019/20

- 1.12.1 Revenue budget monitoring reports have been presented during the year to Cabinet. The latest position is shown at appendix A to the HRA Business Plan 2020/21.
- 1.12.2 Further monitoring reports updating the 2019/20 position will be presented in accordance with the Council's budget monitoring timetables.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 The proposals in this report are aimed at maximising financial resources to deliver outcomes to council tenants in the context of a self-financing funding regime, developments in national policy, the current economic

climate and reductions in Government funding. They will contribute towards the Corporate Plan priorities of Thriving Neighbourhoods and Communities, Tackling Inequalities and being an In-touch Organisation.

- 2.2 The HRA Business Plan 2020/21 will continue to contribute to the delivery of wider housing strategies and policies such as the Housing Strategy 2013-2023, the New Homes Delivery Plan 2018-2023, the Homelessness Prevention Strategy 2017-22 and the Older People's Independent Living Housing Strategy 2017-22.
- 2.3 The Council must ensure that as a self-financing entity council housing in Sheffield has a sustainable future. The purpose of the HRA Business Plan report for 2020/21 is to ensure the cost of council housing - including investment in homes, services to tenants, the servicing of debt and overheads - can continue to be met by the income raised in the HRA.
- 2.4 The foundation of the HRA Business Plan is ensuring council homes are occupied because letting homes generates the rental income which funds all aspects of council housing.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Tenants have been kept informed of developments in relation to the HRA Business Plan and updates around housing national policy via a number of communications. This has included the Housing and Neighbourhoods Advisory Panel (HANAP) and Housing and Neighbourhoods Partnership meetings.
- 3.2 Consultation on Business Plan activities takes place throughout the year as part of our formal tenant governance activities. This helps us to understand what tenants think about the delivery of current services, but also to identify their priorities and shape future service needs.
- 3.3 A special HANAP meeting is taking place in January 2020 to consider the proposals within this Cabinet report. This report will also be discussed with tenant representatives at the Housing and Neighbourhood Partnership meeting on 9 January 2020. Any relevant comments and views expressed will be offered verbally to the Cabinet meeting.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 A full Equalities Impact Assessment (EIA) has been completed for these Business Plan proposals. Issues raised will be addressed through regular monitoring against actions in the EIA.
- 4.1.2 The Capital Programme report to Cabinet on 19 February 2020 will deal with any equalities considerations relating to the council housing

investment programme.

- 4.1.3 A separate EIA was completed as part of the Individual Cabinet Member report – Principles for Increasing the Council’s Stock Increase Programme.
- 4.1.4 Any in year proposed change in policy or service provision will require an individual EIA.

4.2 Financial and Commercial Implications

- 4.2.1 The 2020/21 budget follows the principles set out in the original self-financing HRA Business Plan produced in 2012 and allows for a continuation of services to tenants, revenue repairs to properties and also financial support for the council housing investment programme by means of a contribution from revenue.
- 4.2.2 Any annual revenue surpluses on the account will continue to support the 30-year Business Plan.
- 4.2.3 The council housing capital programme including the stock increase programme will require the HRA to support further borrowing as allowed under the current Government guidelines. The debt strategy for the HRA will continue to be reviewed and developed in accordance with the Council’s treasury management policy.
- 4.2.4 Further details on the council housing capital programme will be set out in the report to Cabinet on 19 February 2020.
- 4.2.5 Appendix A within the HRA Business Plan 2020/21 report details the initial 5 year projections for the HRA income and expenditure account. These are based on current assumptions and will be reviewed during 2020/21 in the light of any known changes.

4.3 Legal Implications

- 4.3.1 The duty to keep a Housing Revenue Account and prevent a debit balance on it and restrictions as to what may be credited or debited to the account (“the ringfence”) are governed by Part VI of the Local Government and Housing Act 1989 (the 1989 Act). This formerly included provision for annual HRA subsidy paid by central Government to local housing authorities, as determined by the Secretary of State. HRA subsidy was abolished by the Localism Act 2011, which provided for the Secretary of State to make a determination providing for the calculation of a settlement payment to or from each local housing authority. This settlement and its implications for the self-financing HRA continue to inform the HRA Business Plan.
- 4.3.2 The HRA provisions in the 1989 Act include the duty in January or February each year to formulate proposals relating to HRA income and expenditure. Those proposals are contained in this report.

These proposals must be made on the best assumptions possible at the time as to all matters which may affect the amounts to be credited and debited to the account, and the best estimates possible as to those amounts.

- 4.3.3 By section 24 of the Housing Act 1985 (the 1985 Act) the Council has a broad discretion in setting such reasonable rents and other charges as it may determine and must from time to time review rents and make such changes as circumstances may require. Such circumstances will of course include other statutory requirements such as those described in this report. The duty to review rents and make changes is itself subject to the requirements for notice of a variation set out in Section 103 of the 1985 Act. The notice must specify the variation and the date on which it takes effect which must be at least four weeks after the date of service. To implement the rent variation recommended in this report notice of the variation must be sent to all tenants within the first week of March at the latest.
- 4.3.4 In February 2019 the government published a policy statement on rents for social housing from 1 April 2020 onwards and, pursuant to powers under section 197 of the Housing and Regeneration Act 2008, issued the Direction on the Rent Standard 2019. This required the Regulator of Social Housing to set a new rent standard, consistent with the Rent Policy Statement, with effect from 1 April 2020. The Direction applies to the Regulator in relation to the rents of all registered providers of social housing, including local authorities, and revokes and replaces a 2014 Direction which applied only to the rents of private registered providers. The requirement that the Council's rent increases be in accordance with government rent policy is not itself new but with effect from 1 April 2020 this will be secured through a regulatory standard.

4.4 Risk Management

- 4.4.1 The risk management plan is the basis of the Council's risk management strategy for the HRA Business Plan.
- 4.4.2 The key risks to the Business Plan have been identified and are listed in the risk section of the appendix report. The Business Plan is based on our best assumptions; however key risks such as the transition to Universal Credit, interest rates and inflation could have significant impacts to the Business Plan.
- 4.4.3 Given these risks, it is proposed that a mid-year review of the Business Plan is carried out and brought back to Cabinet only if significant changes affect service delivery or viability.
- 4.4.4 Following an assessment of the current risks to the HRA in the coming 5 years it is proposed for 2020/21 for a reserve level of £5.6m. This was assessed in November 2019. There is the potential that significant political and economic changes could occur in the early lifetime of this

plan; therefore it is proposed that the reserve level is monitored throughout the year with the flexibility to change this within the year if required.

- 4.4.5 The main viability test for the Business Plan is its capacity to repay debt over the life of the plan. Having this capacity provides cover for interest rate rises and mitigates the need to refinance borrowing in times of high interest rates.
- 4.4.6 The long-term viability of the plan is dependent on the delivery of additional savings that will be required in the coming years.


5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Sheffield City Council has a statutory duty to produce an annual balanced HRA budget, which is evidenced by the Business Plan update, therefore no alternative option was considered to producing this report.

6. REASONS FOR RECOMMENDATIONS

- 6.1 To optimise the number of good quality affordable council homes in the city;
- 6.2 To maximise the financial resources to deliver key outcomes for tenants and the city in the context of a self-financing funding regime;
- 6.3 To ensure that tenants' homes continue to be well maintained and to optimise investment in estates; and
- 6.4 To assure the long term sustainability of council housing in Sheffield.

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The background of the slide is a photograph of a city street scene. In the foreground, there are two large, illuminated, scalloped-edge light fixtures. Behind them are several modern buildings with glass facades. The sky is a clear, pale blue. The overall scene is brightly lit, suggesting daytime.

Sheffield City Council Housing Revenue Account Business Plan 2020-2021

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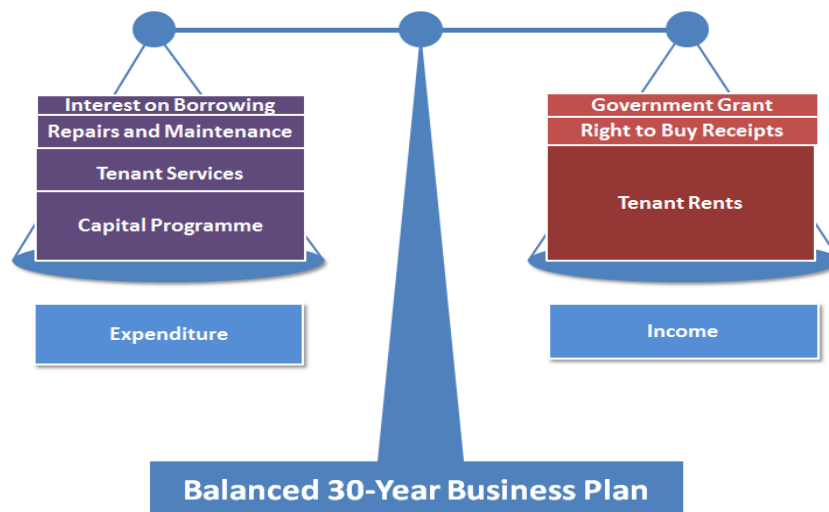
Introduction

The Housing Revenue Account (HRA) is the financial account used to manage our landlord activities. It is ring-fenced in law and can only be used for providing services to council housing tenants through the collection of rent and charges. Other council services are funded through council tax and central government support which benefit all citizens of Sheffield regardless of tenure.

The Business Plan

The HRA Business Plan sets out our income and expenditure plans for delivering council housing services in Sheffield. It sets out our key council housing priorities for the coming years, showing how we intend to develop our services to tenants.

Each year the HRA Business Plan is reviewed and updated to set budgets and charges for the year ahead. It also provides an updated 5-year plan for our capital investment programme. These plans are set within the context of a 30-year affordability profile – our long-term planning horizon for balancing the HRA. HRA income predominately comes from tenant rents, with other income received from Right to Buy receipts and government grant. HRA expenditure includes the capital investment programme, tenant services, repairs and maintenance with a small amount spent each year on paying off interest on our borrowing.



The HRA Business Plan has had to face a number of financial challenges over the last few years which have had a significant impact on the plan. Although Government have provided some clarity on future rent policy, this will not mitigate the financial loss to the business plan from enforced rent reduction over the last few years.

Uncertainty still remains mainly due to the unknown impacts of Brexit and future Government policy as well as the full effects of Welfare Reform and the demands on social landlords post Grenfell. We will therefore continue with our drive to realise savings in 2020/21 to help mitigate these financial pressures.

Despite this uncertainty and the pressures and challenges that continue to emerge, we remain committed to our key priorities. This includes further increasing the number and type of new and additional council homes in Sheffield as well as continuing to invest in our existing homes and neighbourhoods.

National Policy Context

The HRA operates within a political environment therefore any changes in national housing policy can have a significant impact on our HRA Business Plan. Potential national policy impacts are factored into the Business Plan each year and captured in the plan's risk register. This section considers the key policies that we expect to have an impact on our Business Plan.

National Rent Policy

The Welfare Reform and Work Act 2016 included a statutory obligation on registered providers of social housing to reduce their rents by 1% per year, irrespective of inflation, for four years. As a result of this policy, the HRA in Sheffield has lost 13% of its income over the life of the plan which has had a significant impact on the Business Plan. The four year period ends on 31 March 2020. The Regulator of Social Housing's Rent Standard makes provision for an annual increase in social housing (including local authority) rents of CPI +1% with effect from 6 April 2020.

We recognise that a return to a CPI + 1% rent increase each year will mean tenants having to pay more to rent their homes from the Council. However this increased Business Plan income is vital if we are to maintain services to tenants and develop more social housing to address the needs of local people. The return to a rent increase will not mitigate the losses of the past five years and means that we are now setting rents at a lower baseline than we otherwise would have been. Previous government Guidance on Social Rents policy of CPI + 1% was intended to apply for 10 years from 2015 but only lasted a year before the statutory decrease came in. There is a risk that this future rent policy may change again.

HRA Borrowing Cap

In October 2018 the Government issued a Determination lifting the HRA debt cap. This provides us with more freedom and flexibility to undertake additional borrowing subject to the principles of the Prudential Code for Capital Finance in Local Authorities of affordability, sustainability and prudence. Primarily this borrowing freedom will help us in our commitment to deliver more affordable housing in the city. We are proud to say we have been one of the few local authorities to work directly with the Government over a number of years on the opportunities that could be created by lifting the HRA borrowing cap. However, we can only use this flexibility to finance activities that generate sufficient income for the HRA to offset the required upfront capital and management costs associated with the investment within the HRA business planning horizon. Using the borrowing capacity in any other way will bring additional financial risk to the HRA Business Plan. As part of our stock increase programme, and the New Homes Delivery Plan we will continue to assess our options in terms of land availability, land purchase and our disposals strategy as well as investigating other opportunities to deliver more affordable housing in the areas where we have significant gaps in affordable housing provision in the city.

Welfare Reform

Welfare Reform represents the biggest change to the benefits system in a generation. Supporting our tenants through Welfare Reform and in particular the transition to Universal Credit continues to be a key priority. The roll out of Universal Credit commenced in Sheffield in November 2018 for new benefit claimants. Migration of existing claimants in Sheffield is expected to take place between 2020 and 2023. Revisions to our forecast on rent arrears as a result of Universal Credit are showing as lower than initially thought. Provisions remain in place to help and support our tenants who are transitioning to Universal Credit and hopefully this will help to reduce our rental arrears further as a result of Universal Credit. We will continue to review and monitor this throughout 2020/21.

Build a Safer Future: Independent Review of Building Regulations

The independent review of building regulations and fire safety (The Hackitt Report) was published in 2018. The report's findings were that "*the current system of building regulations and fire safety is not fit for purpose and that a culture change is required to support the delivery of buildings that are safe, both now and in the future.*" The Hackitt report set out over 50 recommendations for the delivery of a robust regulatory system. The government carried out a consultation, "Building a Safer Future", on its proposals in response to these recommendations in June/July 2019 and we responded to it. The outcome of the consultation and any resulting legislative proposals or prospective timetable is not yet known.

We will take a pro-active approach to ensure we comply with any resultant legislative requirements to the way we manage and maintain our council housing homes but initial assessment of the challenge indicates that financial support is needed from Government and we will be making a case for this with Government. Investment in sprinklers, fire alarms, fire doors, combined with a robust regime of managing schemes / inspections will cost an estimated £40m and without grant support may require priorities in the investment plan to be revisited. We have now completed the recladding works on Hanover tower block with active support from the community and we are also currently undertaking some best practice work with Government to improve tenant and resident involvement and to ensure people know what to do if a fire occurs.

A New Deal for Council Housing (Government Green Paper)

In August 2018, the Government issued for consultation a Green Paper, A New Deal for Council Housing, proposing fundamental reform to ensure social homes provide an essential, safe, well managed service for all those who need it. The paper set out five principles which would underpin a new, fairer deal for social housing residents:

- Ensuring homes are safe and decent
- Effective resolution of complaints
- Empowering residents and strengthening the regulator
- Tackling stigma and celebrating thriving communities
- Expanding supply and supporting home ownership

Our response to the Government's proposals reflected the views of our tenants. It supported some of the proposals, but also offered a note of caution as to the potential effectiveness of others. Since submitting our response alongside thousands of responses from other local authorities, housing providers and individuals, there has been little update from Government. We will continue to monitor for any future developments arising from the paper throughout 2020/21.

Local Policy Context

The HRA Business Plan is set within a wider strategic context of the overall ambitions of Sheffield City Council and those of the Housing and Neighbourhood Service.

The Corporate Plan and Wider Council Plans

Sheffield City Council's Corporate Plan aims to capture the long term ambitions for Sheffield. The Corporate Plan is currently being reviewed, however the HRA Business Plan will continue to help support the Corporate Plan and feed into the key priorities for the Council. As well as the overall corporate plan, the HRA Business Plan will also help to support a range of other related strategies such as:

- The Housing Strategy
- Council Housing Stock Increase Programme
- Homelessness Prevention Strategy
- Older People's Independent Living (OPIL) Housing Strategy
- New Homes Delivery Plan

An affordable housing policy statement will be presented to Cabinet in 2020. It will set out the city's ambitions for affordable housing and how the Council will use its own resources and work with the private sector to ensure that this is delivered. The HRA Business Plan will support and inform these ambitions and those formulated in wider relevant Council strategies and policies.

We also recognise the impact that housing can have in addressing the climate change emergency. Sheffield has set an ambition to become a zero carbon city by 2030. This will require changes in the way that we manage our existing housing stock, cost and policy implications and our plans for investing in new council homes.

HRA Business Plan Future Sustainability

Across the country in recent years, challenging market conditions and national government policies and priorities for housing have stifled the delivery of affordable housing. In Sheffield, the number of new affordable homes delivered has not matched the levels needed to meet the increasing demand. The incomes of many in the city fall well short of the money needed to be able to afford many rented homes. There is a lack of choice in the type of Council homes available for those trying to access Council Housing as a result of Right to Buy and this is increasingly affecting the sustainability of the HRA Business Plan.

Since 1980, Sheffield has lost well over 32,000 council homes (particularly houses) due to Right to Buy. The result is that the mix of homes we have within our council housing stock has significantly changed. The ratio of houses to flats was previously much higher. This has a significant impact on the HRA Business Plan. Aside from the reduction in rental income as homes are sold (in addition to the statutory rent reduction imposed by the Welfare Reform and Work Act 2016) there is an impact on management and maintenance costs, which are much higher for flats than for houses. Each year it becomes harder to make the savings necessary to avoid this having an impact on our ability to invest in Council Housing stock, meet housing demand and manage the estates.

The successful management of flats also comes with additional responsibilities in the post-Grenfell era. We have always taken fire safety seriously and have pro-actively reviewed our stock and our approaches following the tragic events in 2017. We have undertaken remedial works where required and look forward to the implementation of any of the Hackitt review recommendations. We will need to factor the costs of these recommendations into our business plan forecasts once they become clear. This is clearly a significant, but necessary, further challenge to the sustainability of the HRA Business Plan.

The impact of Right to Buy is also having a lasting impact in our neighbourhoods. Council houses on many of our estates have now been sold. Often these properties end up on the private rented market and are not managed and maintained effectively. We are therefore experiencing increased demand for a wide variety of services in neighbourhoods which go beyond traditional council housing management. This is creating additional cost pressures. We need to review how this demand is managed and costed as part of our plans for neighbourhood management in the future. We will also continue to challenge Government on the wider impact Right to Buy creates.

Alongside all of this, we are experiencing an increased demand for more specialist housing provision. We recognise that our tenants have a variety of needs and aspirations and access services from across the City Council. We want to make that experience as seamless as possible and are keen to explore how we tailor our housing services to meet the more specialist needs of our tenants, delivering these in partnership with colleagues across the council.

Housing and Neighbourhoods Service

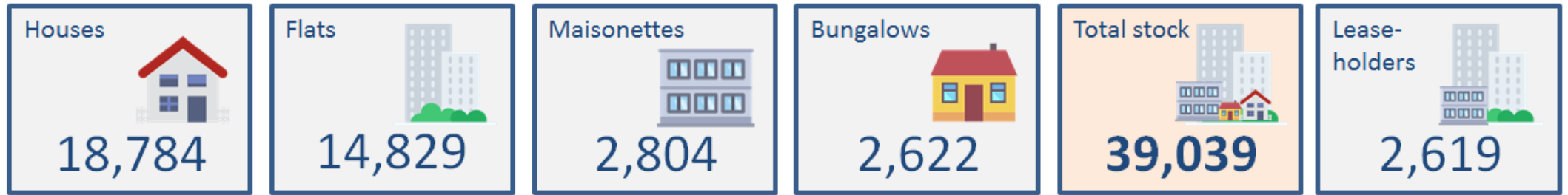
In Sheffield we are passionate about people and the places they live and as a Council we want to do our best to make a positive difference. Our service vision provides the framework for all the activity undertaken within the Housing and Neighbourhoods Service. Our key themes and ambitions are:



As a landlord we want our tenancies to be sustainable and successful, and have a positive impact on people's lives. We know that in the current climate this requires us to be creative and flexible. We recognise that our customers have different needs and aspirations and if we are to achieve our ambitions it is important that we are able to deliver accommodation and services that reflect this.

The HRA Business Plan focuses on the council housing aspects that will feed in and contribute to this wider housing vision. We will continue to work with tenants and leaseholders on amending existing policies or introducing new policies during the year that could improve services. Any proposed changes to the housing policy framework will be the subject of separate executive decisions.

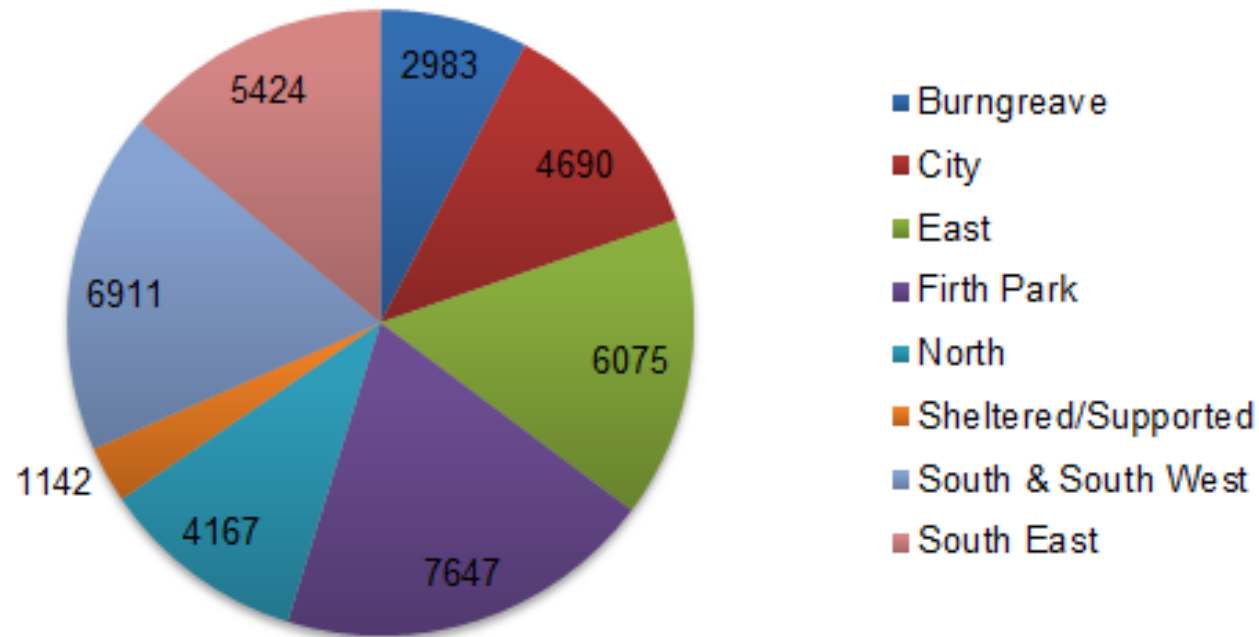
Our Housing Profile



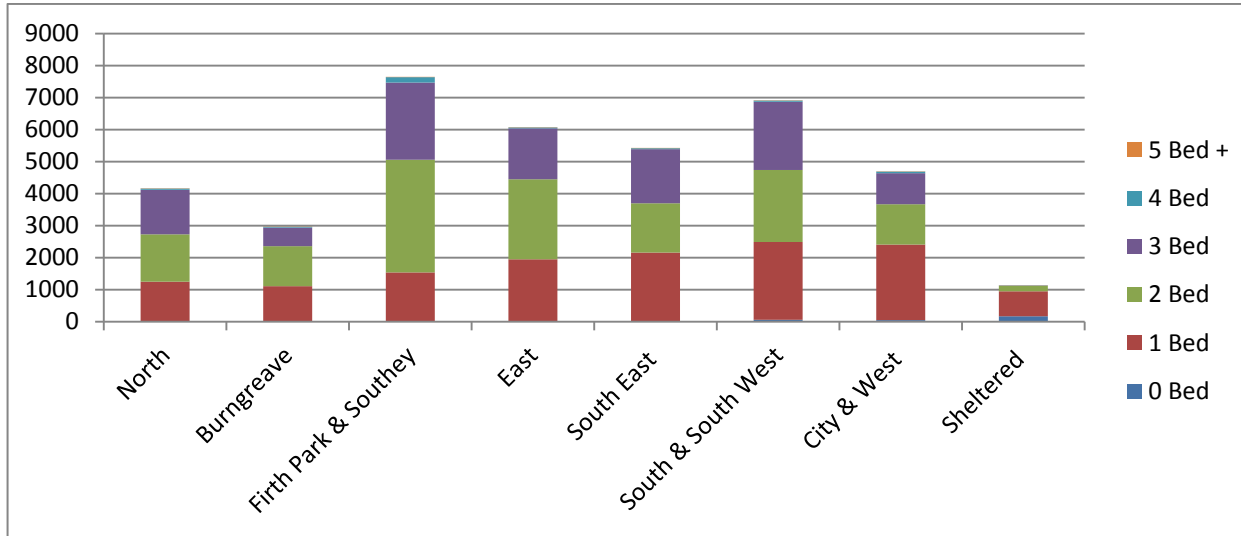
(as of October 2019)

Council stock by housing neighbourhood area

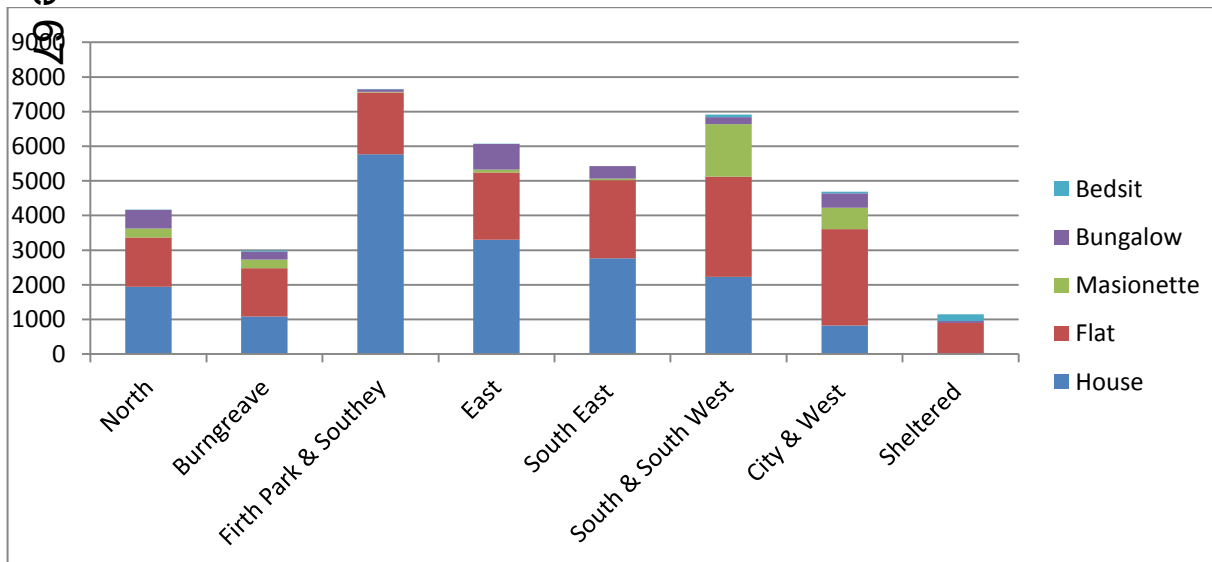
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Bedroom numbers by neighbourhood area



Building type by neighbourhood area



SHEFFIELD 100 COUNCIL HOUSING

Celebrating 100 years of council housing in Sheffield

The landmark event that saw large scale council estates spring up across Sheffield was the introduction of the 1919 Addison Act which enabled local authorities to develop new high quality housing for working people. Sheffield has celebrated this occasion by hosting a number of events and activities including:-

- Tenant Focus Groups – provided the opportunity for tenants to share their memories and stories of living in council housing
- Centenarian Tenant Celebration with the Lord Mayor
- Celebration Event – our major celebration event held at the Town Hall, showcasing photographs, memorabilia, an interactive quiz and videos
- Party in the Parks – 3 Party in the Parks (Oxley Park, Stocksbridge, Parson Cross Park and Herdings Park) held in September. This was an opportunity for tenants to come together and celebrate the centenary.

Thank you to all the tenants (past and present) who sent in their photographs and memories which helped us put together the events and exhibition and to Picture Sheffield for their support and contributions used for the events and exhibitions. To view a collection of centenary housing photographs you can visit <http://www.picturesheffield.com/>



HRA Business Plan Priorities

The HRA Business Plan 2020/21 will help to contribute to achieving the ambitions of the Housing and Neighbourhoods Service. The following chapter details our key council housing business plan priorities for 2020/21 and how these contribute to the service ambitions.

Key Headlines 2020/21

Build & Acquire More Council Homes



Develop A Pre-Tenancy Support Package



Prioritise Fire Safety & Regulation



Review the Cost and Performance of Services provided to the HRA



Broaden Tenant Engagement



Charged Gardening Scheme



Environmental Improvements



Review of Housing Offices and Community Buildings



Transforming Customer Access



Build & Acquire More Council Homes



As part of last year's plan we committed to delivering 1,600 new council homes by 2023/24 and this year our approach is to take that one step further. For 2020/21 the plan is to increase this number by an additional 1,500, making a total of 3,100 council homes to be delivered over the next 10 years. We will need to continue to develop our future plans and will need to consider how we do this based on what types of housing provision are needed and in what areas.

The next chapter will provide further details of our stock increase programme and our ambitious plans over the next 10 years.

Prioritise Fire Safety & Regulation



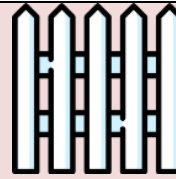
Fire safety remains a key investment priority and work will continue in 2020/21 to implement our scheme of fire safety improvements on tower blocks and to ensure every block of flats has an update fire risk assessment and required work is actioned. We are also undertaking some best practice work with Government to improve resident involvement and make sure people know what to do if a fire occurs. We want to ensure that our tenants are safe and that their homes continue to comply with relevant legislation.

Broaden Tenant Engagement



We are committed to effective engagement with all our customers and the aim of our refreshed approach to engagement is to help deliver a more connected and inclusive framework for engaging with a broader range of our tenants. Work has been taking place in 2019/20 to review how tenants currently engage with us and how they would like us to engage with them in the future. This has included a tenant survey (with over 400 responses) and the establishment of an Engagement and Involvement Strategy Task and Finish Group. An independent review of how we do engagement and how we could improve has also been undertaken by TPAS (Tenant Participation Advisory Service) - the national experts in tenant engagement. This work will continue into 2020/21 with the aim of developing a new Engagement Strategy and implementing an action plan to deliver the commitments made in that Strategy.

Environmental Improvements



We recognise that many estates have not had significant investment in hard landscape environment. This can have a detrimental impact on creating attractive homes and neighbourhoods that feel safe. During 2020/21 we will develop and consult on a plan for environmental improvements such as work to paths, boundaries, roads and communal spaces.

Transforming Customer Access



We want to review access to our services to ensure that they meet the changing needs of customers and the business. In 2019/20 we have been finding out how our customers access our services, what the main issues are and how to improve this – talking extensively to tenants and residents along the way. We also want to exploit opportunities for improvement with other council teams and external agencies as we know better partnership working can bring many benefits.

Continuing to support digital access remains a key priority as it brings great opportunities, but we understand that it will never meet the needs of all our tenants so will balance our approach between technology and personal contact. We are continuing to work in partnership with the Heeley Trust to deliver a range of digital inclusion sessions for tenants to help improve online skills and reduce social isolation. We have also helped to train a number of TARA Digital Champions who can now help tenants in their local area to understand the benefits of using the internet and show them how to do simple things online that can make a huge difference to their lives.

Develop Pre-Tenancy Support



We want to support all our tenants to manage their tenancies effectively. We also want to give tenants the best start possible in their tenancy, so will be introducing changes to the way we support new tenants to ensure that this meets their needs. We recognise that this is a particular challenge for young people starting out for the first time in a new home so will be exploring what more we can do for this particular group.

Review the Cost and Performance of Services provided to the HRA



We don't deliver our services in isolation and work with services across the Council to share costs and resources. We review these service level agreements and recharges annually and will review these again in 2020 to ensure that they remain value for money.

Gardening Scheme



Gardens have an important part to play in the overall look, tenant's satisfaction and general reputation of an estate. The condition of a garden can result in the refusal of an offer a tenancy. We often set new tenants a difficult task, not only to manage the moving process, but also to deal with an untidy garden. During 2019/20 we have been working up proposals to implement a charged gardening scheme for tenants who would like some additional support maintaining their garden. Consultation has taken place in 2019, and we will be working through the feedback which will help to inform the final proposals which we aim to implement in 2020.

Review of Housing Offices and Community Buildings



Housing+, new technology and a changing customer service offer all have the potential to impact on our current accommodation needs. We will review our costs and portfolio over the next 12 months to ensure that it still meets our needs and delivers value for our tenants and our business. A review of our community buildings is also taking place to help ensure best use of these facilities and explore other community provisions within local areas.

Investment Programme

The aim of the investment programme is to maintain the Council's housing stock for the future. Our 5 year investment programme will continue to prioritise and deliver improvements to people's homes (kitchens, bathrooms, windows, doors, roofs, boilers, communal areas etc.) to make sure homes continue to be well maintained.

5 Year Investment Programme

Capital investment in our existing housing stock is our biggest cost within the Business Plan. Right to Buy is continually reducing our housing stock and we need to invest in providing new homes for rent and for shared ownership. Investing in the physical infrastructure of our stock and making sure our homes remain safe, modern and warm will remain our main priority for 2020/21.

A key investment priority is to make sure our existing stock continues to be well maintained. Many of the estates are in need of investment which we are prioritising through planned investment programmes and by reviewing our stock information that underpins the 30 year Housing Investment Plan. We are working closely with tenants to prioritise the mainstream capital programme to plan and deliver improvement works that will ensure long-term tenant satisfaction and neighbourhood sustainability. We welcome the opportunity to work with Government on new standards and need to make sure that the HRA Investment Programme is balanced between the old stock and replacement of this and the new homes.

Our key investment programme commitments for 2020/21 include:-

Investment in...	Progress so far and plans for 2020/21
Roofs	The final roofs have now been completed on the 2015-19 pitched roofing programme, over 13000 homes have had work. We will now be inviting tenders for a new roofing contract which will consist of a further 5,800 properties. This five year programme will commence in 2020/21.
Kitchens, Bathrooms, Windows and Doors	By March 2020 we aim to have replaced the majority of kitchens, bathrooms, windows and doors that still required renewing at the end of the Decent Homes Programme. Some tenants have refused this work so these properties will be completed either when they become vacant or be included as part of a future works programme post 2020.

Electrical Upgrade	Two contracts have been procured and a 4-year programme is progressing well. This will ensure that electrics are maintained in-line with the latest safety requirements and also bring homes up to a standard fit for the future.
Fire Safety and Communal Area Work	The refurbishment of communal areas to 12,000 low rise flats completed in March 2019. Plans are now being developed for tower block fire safety works that will include some communal area improvements and new waste facilities.
Energy Efficiency Work	External wall insulation work to non-traditional properties commenced in October 2018. Two further phases of work have been agreed but require detailed designs and procurement. The next phase is planned to commence during 2020. We will continue to replace old heating systems and develop a plan for alternative to gas heat in homes.
Garage Strategy	Garage improvement work has started on site and 900 garages have had improvements. This work will complete in 2020. A new demolition contract will be procured in 2020 which will bring to a conclusion the garage strategy project.
Environmental Improvements	During 2020/21 work will complete to develop and consult on a plan for environmental improvements and improvements to maisonette blocks to enhance the sustainability of our estates.

Training and recruiting locally is an important priority as part of our investment plan. Since 2015 we have recruited 115 apprentices to work across the Housing and Neighbourhoods Service. Over the last 5 years, we have also been able to employ locally through our contractors and expect this to continue over the next 5 years

The updated 5-year investment programme can be found in appendix B

Stock Increase Programme

Our commitment to increasing the number of new / replacement council homes remains a high priority. Last year's HRA Business Plan committed to delivering an additional 1,600 council homes by the end of 2023/24.

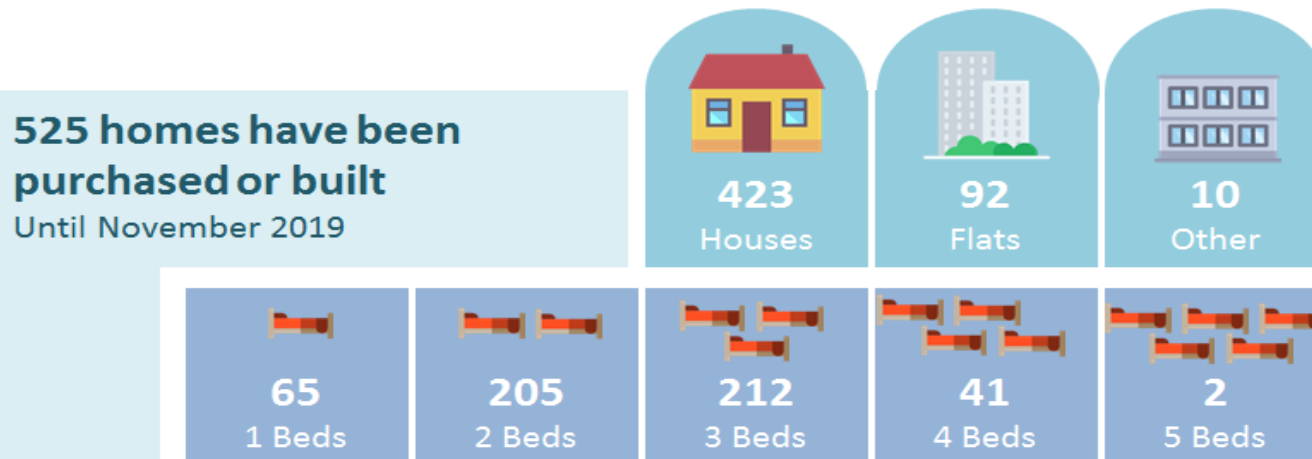
The lifting of the debt cap has provided us with more freedom and flexibility to undertake additional borrowing. This additional borrowing will help us in delivering more council housing within the city. As a result, in October 2019 the Cabinet Member for Neighbourhoods and Community Safety made a decision on "[Principles for Increasing the Council's Stock Increase Programme](#)" which included approval of the principle of increasing delivery by an additional 1,500 new homes. This takes the total number of new homes to 3,100 which are to be delivered over the next 10 years.

The additional council homes will include a greater range of homes to meet the significant shortfall of some types of homes that the Council has available for letting. This will include:

- New Extra Care Housing (Older Persons Independent Living with Care)
- Homes for Younger People
- Family Accommodation
- Accommodation for specific needs including learning disabilities schemes
- New Interim Temporary, Supported Housing Accommodation

We will continue to explore a range of different delivery options in order to maximise the number of new council homes we are able to provide. Options include building on the Council's housing land (held for the purposes of Part II of the Housing Act 1985 and accounted for in the HRA), acquiring homes for sale, purchasing "off plan" from private sector developers, acquiring properties from private developers, and acquiring land for the purpose of building new Council Homes.

SHEFFIELD CITY COUNCIL STOCK INCREASE PROGRAMME



Repairs

In April 2017 the Repairs and Maintenance Service transferred back into Sheffield City Council following a period of 15 years outsourcing to Kier. The service is responsible for the repairs and upkeep of the Council's housing stock as well as the many other corporate buildings belonging to the Council. During 2018/19 and 2019/20 a review of the operating model of the Housing Repairs and Maintenance Service was carried out to identify operational and service improvements that can be made to the repairs service. In the Spring 2020 work will commence to implement a new service operating model. It is anticipated this reshaping will take at least 12 months to complete. The new service model will deliver financial benefits to the HRA to be reinvested into HRA services.

Our financial plan shows how we will fund our council housing investment priorities and day-to-day council housing services. The financial plan is based on a number of key assumptions to help us mitigate risks or changes that may occur in the coming year. All of these assumptions are reviewed and refreshed each year to reflect the changing economic environment in which the business plan operates.

Key Financial Assumptions 2020/21

Rents

Dwelling rents for 2020/21 including temporary accommodation are to increase by 2.7% from April 2020 in line with the Regulator of Social Housing's Rent Standard. This is equivalent to an average increase of £1.98 per week. This is the first increase to social housing rents since 2015, following four years of rent reductions as set out in the Welfare Reform Act 2016. Appendix C to the HRA Business Plan 2020-2021 report sets out the average rents per house size in Sheffield.

The Council continues to have a small but increasing number of properties that are let at an Affordable Rent (up to 80% of market rent). These are predominately new build properties and properties acquired as part of the stock increase programme. The annual rent increase applies to all social housing rents so properties let at an Affordable Rent will also see an increase in rent for 2020/21.

Vacant properties will continue to be re-let at the 'target' (formula) rent in order to continue the process of making council rents equitable over time following the ending of the national 'rent convergence' policy by Government one year early. Target rents will also increase by CPI + 1% from April 2020.

The HRA Business Plan 2020/21 continues to assume a rent increase of CPI +1% from 2021/22 – 2025/26. From 2026/27, there is an assumed annual rent increase of CPI + 0.5%. City wide average weekly rents by bed size can be found at appendix C.

Garages

Garage rents for garage plots and garage sites will be increased by 2.7% from April 2020 in line with dwelling rent increases, for those garage tenants that have seen improvements. Garage rents for garage plots and sites will not be increased for garages that have not yet received improvements. The increase will be applied to individual units once garage improvement work has been completed.

Community Heating

The community heating standing charge and kWh charge will remain unchanged for 2020/21.

The Council's heat metering scheme which began in 2014 has proven to be very successful. Since the introduction of smart meters, our customers are now saving around 43% on their heating bills compared to their previous unmetered supply. The system also provides us with comprehensive data about how each home is using their heating and gives us the ability to support and advise tenants who might be worrying about switching on their heating. This is enabling us to support individuals more and intervene earlier where required. Feedback from our customers has been very good and the overall infrastructure is operating very effectively, particularly relating to the options we have been able to offer customers and the reliability of systems.

A full breakdown of all community heating service charges is set out in appendix C.

Burglar Alarms

The burglar alarm charge from April 2020 will reduce from £1.61 per week to £1.25 per week (a weekly reduction of £0.36). This reduction reflects revised costs as a result in a change in provider for the installation and maintenance of burglar alarms.

Sheltered Housing

The sheltered housing service charge will remain unchanged for 2020/21.

Furnished Accommodation

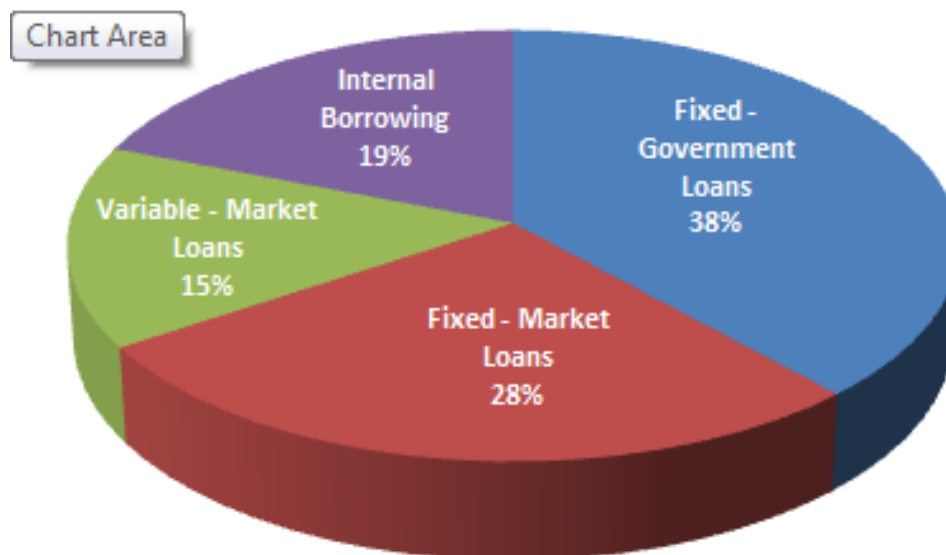
The furnished accommodation charge will remain unchanged for 2020/21.

Revenue Assumptions

The detailed financial model behind the HRA Business Plan includes a number of assumptions we have used to understand what resources will be available for council housing over the next 5 years in the context of the next 30 years. These baseline assumptions are listed below.

Revenue Assumptions	Assumption
Opening number of homes in 2020/21	39,033
Estimated number of additional homes by 2049/50	2,519
Estimated number of RTBs 2020/21 to 2049/50	7,600
Estimated number of homes by 2049/50	33,952
Average rent in 2020/21 (50 week rent)	£75.30
Consumer Prices Index (CPI) of inflation September 2019	1.7%
Void rate	1.5%
HRA risk based reserve 2020/21	£5.6m

Debt Assumptions	Assumption
Opening HRA Borrowing requirement on 1 April 2020	£347m
HRA borrowing	No additional borrowing expected for 2020/21 Additional borrowing assumed from 2022/23



The overall proportion of the HRA's loan portfolio that is subject to interest risk is 34% (internal borrowing and variable loans).

Borrowing Strategy

The HRA is required to borrow in order to realise its investment and service delivery programme. The question of when we borrow, and at what rate, is closely managed by active treasury management throughout the year.

The key considerations that shape these decisions are:

- The interest rate environment
- The HRA's cash requirements for investment and debt management
- Affordability in the context of the overall 30 year HRA Business Plan

All of these complex interrelationships within the HRA business plan mean that forecasting long-term demand for services and resultant financial viability is difficult and subject to change. Demand for services is increasing and whilst the Council does have more freedom to borrow, this does have to be affordable and prudent. It also means that, on occasions, there will be choices to make in order to balance resources against demands. In short, we might not be able to do everything we or tenants would like at the time we would like to.

Since 2012 the HRA has operated on a 'self-financing' basis with local authorities funding council housing from the income generated from rents and other charges. Although 'self-financing' has provided the Council with more flexibility, it has also brought additional risk. Risks are collated and monitored via a risk register and are primarily concerned with threats to income and expenditure that would compromise the viability of the HRA Business Plan. These risks are reviewed and regularly updated. The key risks for 2020/21 are:

Welfare Reform and Universal Credit

The impacts of Welfare Reform on the HRA Business Plan are significant with the number and value of rent arrears expected to increase considerably. As a result of this, it is likely significant additional resources will be required in order to deal with debt recovery and additional support to help our tenants. A number of mitigations are already in place to help support tenants affected by Welfare Reform such as debt advice, Hardship Fund payments and Discretionary Housing Payments and a new IT system has been introduced to manage debt recovery more efficiently. As well as helping to reduce arrears, these mitigations are also helping tenants to sustain their tenancies. The slowdown in the roll out of Universal Credit announced in October 2018 will extend the period of uncertainty about the impact. We recognise that many households who have been managing welfare reform changes in the short-term may be unable to sustain payment patterns as the squeeze continues. This may require us to revise our future income projections as our experience with Universal Credit develops.

Impacts of National Housing Policies

Very little progress has been made on the proposals in the Green Paper so far as the Government's focus has been concentrated elsewhere. The impact of a number of national policy changes, such as Welfare Reform, funding for temporary accommodation, Brexit and changes proposed in the Green Paper may require additional staff to deal with short term demand.

Fire Risk on Council Tower Blocks and Other High Risk Buildings

The Grenfell Tower fire and subsequent Review of Building Regulation and Fire Safety bring a number of operational and financial risks. Costs are currently unclear but will require some degree of re-prioritisation of the 30 year Business Plan. There are likely to be other impacts as result such as impacts on the repairs budget due to additional work to communal areas; the market capacity/capability to respond to the scale of need nationally and possible inflation of costs; more intensive management of tower blocks and other high risk buildings may be required at a higher cost and further resilience within investment teams to respond to the volume and breadth of enquiries. We will continue to monitor any further developments in 2020/21 and have produced action plan to help mitigate the potential impacts.

Interest Rate Risk

The HRA's loan portfolio is made up of both fixed and variable loans, some of which will be exposed to interest rate changes. Although this is a risk to the Business Plan, part of the role of treasury management is to manage the HRA's exposure to interest rate fluctuation and the risk this brings. However, it is also important to retain a degree of flexibility to take advantage of borrowing at low interest levels should opportunities arise. The Government's surprise announcement in October 2019 to increase the Public Works Loan Board (PWLB) loan rate by 1% will limit our ability to provide a the number of new homes through this route.

Inflation Rate Risk

The HRA Business Plan assumes an ongoing inflation rate which has been factored into the 30-year Business Plan. If the assumed inflation rate was to change then this will have an impact upon the forecasted income into the HRA over the 30 years; if the assumed inflation rate was to be exceeded then this may have a negative impact upon revenue expenditure and the capital programme costs.

Repairs and Maintenance

Repairs and Maintenance risks which could impact on demand include, increased vacants, increased turnover due to Welfare Reforms, stock deterioration rates, changes in regulations post Grenfell and the settling in and transformation of the service following in-sourcing. The retention of life long tenancies may have a positive impact on turnover so reducing this risk.

Environmental Sustainability of Estates

Unplanned urgent investment may be required in the physical infrastructure on estates that may impact on the current investment programme.

Responding to Climate Change

Proposed building regulations, changes to the provision of gas in homes as well as higher thermal efficiency standards which are unsupported by additional external grant funding, would place additional burden on HRA resources available for elemental investment in homes (including new homes). An increase in the frequency of severe weather events may require unplanned urgent investment in homes and disrupt the supply of homes.

Appendices

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A – HRA Revenue Budget 2020/21

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**B – 5 Year Capital Investment
Programme**

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C – Citywide Rents & Charges

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Appendix A – HRA Revenue Budget

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2020-25
Revenue Account	Outturn						Total
INCOME (in £millions)							
Net Income Dwellings	139.1	142.6	146.4	150.7	157.2	164.7	761.6
Other Income	6.3	6.2	6.2	6.2	6.2	6.3	31.1
Total	145.4	148.8	152.6	156.9	163.4	171.0	792.7
EXPENDITURE (in £millions)							
Repairs and Maintenance	39.2	39.9	40.2	40.6	41.1	41.7	203.5
Tenants Services	50.5	48.7	49.9	51.1	52.4	53.7	255.8
Contribution to Capital Programme	42.5	47.0	47.0	49.4	53.5	58.9	255.8
Interest on Borrowing	13.3	13.2	15.5	15.8	16.4	16.7	77.6
Total	145.5	148.8	152.6	156.9	163.4	171.0	792.7
Required Revenue Reserve	5.4	5.6	5.7	5.9	6.0	6.2	

Appendix B – 5-Year Capital Investment Programme 29

HRA Programme	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Years 1-5
	<i>Outturn</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>	<i>Total</i>
EXPENDITURE (in £millions)							
Health & Safety Essential Work	13.3	13.0	12.5	12.5	12.5	12.5	63.0
Adaptations & Access	2.5	2.5	2.5	2.6	2.6	2.5	12.7
Garages & Outhouses	2.5	0.0	0.3	0.2	0.0	0.0	0.5
Heating, Energy & Carbon Reduction	4.5	7.4	7.3	7.4	7.3	7.4	36.8
Waste Management & Estate Environmentals	0.1	1.0	4.3	4.2	4.2	4.3	18.0
Enveloping & External Work	3.1	6.7	10.8	12.7	12.7	12.7	55.6
Communal Area Investment	0.5	2.5	4.5	4.5	4.5	4.5	20.5
Internal Works	2.5	1.0	3.1	3.1	3.2	3.2	13.6
Other Essential Work	0.5	1.0	1.2	1.2	1.3	1.3	6.0
Regeneration	0.0	1.0	5.0	5.0	5.0	5.0	21.0
Capital Management Fee	2.8	2.8	2.8	2.8	2.8	2.8	14.0
IT Upgrade	0.0	0.5	1.5	0.8	0.0	0.0	2.8
Core Investment Programme	32.3	39.4	55.8	57.0	56.1	56.2	264.5
Stock Increase Programme	17.1	37.9	76.4	75.6	29.4	21.6	240.9
Overall Total HRA Programme	49.4	77.3	132.2	132.6	85.5	77.8	505.4

The HRA Core Investment Programme will primarily be funded from HRA revenue contributions whilst the stock increase programme is planned to be funded from a combination of retained RTB receipts, external grants and prudential borrowing.

Appendix C – Citywide Rents and Charges 30

Citywide average weekly rent by bed-size

Bedsize	Average weekly rent (50 weeks)		Increase	
	2019/20	2020/21		
Bedsit	£57.12	£58.66	£1.54	2.7%
1 bed	£64.74	£66.49	£1.75	2.7%
2 bed	£74.06	£76.06	£2.00	2.7%
3 bed	£82.91	£85.14	£2.23	2.7%
4 bed	£93.26	£95.78	£2.52	2.7%
5 bed	£99.82	£102.51	£2.69	2.7%
6 bed	£108.95	£111.89	£2.94	2.7%
Total (all bedrooms average)	£73.32	£75.30	£1.98	2.7%

Note: The above rents are for illustrative purposes only as they are based on city wide averages. Actual individual property rents will vary from these figures. Both years' averages are calculated using current stock numbers to enable comparison.

Proposed Community Heating Charges from April 2020

1. Metered heat

Metered Heat	Charge		Current weekly charges	Proposed weekly charges from April 2020
Standard price	Unit charge	Pence per kwh	3.04 pence	3.04 pence
	Standing charge	£ per week	£4.20	£4.20
	*Unmetered hot water charge	£ per week	£0.63	£0.63

*only for dwellings where hot water cannot be measured through the meter

2. Unmetered heat*

Bedsizes	Full heating		Partial heating	
	Current prices £/week	Prices April 2020 £/week	Current prices £/week	Prices April 2020 £/week
Heating & hot water				
Bedsit	£11.38	£11.38	£10.52	£10.52
1 Bedroom	£11.82	£11.82	£10.82	£10.82
2 Bedroom	£14.66	£14.66	£13.62	£13.62
3 / 4 Bedroom	£15.78	£15.78	£14.66	£14.66
Heating only				
Bedsit	£8.38	£8.38	£7.76	£7.76
1 Bedroom	£8.58	£8.58	£n/a	£n/a
2 Bedroom	£10.82	£10.82	£10.03	£10.03

* An additional surcharge is applied for the small number of properties that do not allow access to install, repair or check the equipment. This increased from £5 to £7 per week in 2019/20 to reflect the increasing additional cost incurred by the Council in managing these properties. Customers can avoid this charge by allowing access.

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Author/Lead Officer of Report: Suzanne Allen

Tel: 2734326

Report of: Laraine Manley, Executive Director, Place

Report to: Cabinet

Date of Decision: 15 January 2020

Subject: Private Sector Housing Assistance Policy

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Neighbourhoods and Community Safety</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Safer and Stronger Communities</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>654</i>		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

Purpose of Report:

To seek Cabinet Approval for the Private Sector Housing Assistance Policy detailed in the report and set out in appendix A.

The Policy sets out the types of assistance available to private occupants to improve their living conditions and enable independent living.

The Policy replaces the previous Assistance Policy approved by Cabinet on 14 November 2007.

Recommendations:

1. That the Private Sector Housing Services Policy, approved by Cabinet 14th November 2007, subject to recommendations 2, 3 and 4, be revoked, with effect from 1st February 2020.
2. That the Private Sector Housing Assistance Policy detailed in this report and set out in appendix A to this report be approved and come into operation from 1st February 2020.
3. That the Assistance Policy, approved by Cabinet 14th November 2007, which forms part of the Private Sector Housing Services Policy, as amended from time to time, be revoked, with effect from 1st February 2020.
4. That the Intervention and Enforcement Policy, approved by Cabinet 14th November 2007, which forms part of the Private Sector Housing Services Policy, as amended from time to time, is not revoked and remains in operation.
5. That the Director of Housing Services in consultation with the Cabinet Member of Neighbourhoods and Community Safety be authorised to revise the Intervention and Enforcement Policy.
6. That the Director of Housing Services in consultation with the Cabinet Member of Neighbourhoods and Community Safety be authorised to revise the Private Sector Housing Assistance Policy.

Background Papers:

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

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Damian Watkinson
	Legal: Brenden Twomey
Equalities: Louise Nunn	
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Laraine Manley</i>
3	Cabinet Member consulted: <i>Cllr Paul Wood</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for

submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
Lead Officer Name: <i>Suzanne Allen</i>	Job Title: <i>Head of Citywide Housing Services</i>
Date: <i>(Insert date)</i>	

1. PROPOSAL

- 1.1 The proposed Private Sector Housing Assistance Policy (the Policy) sets out the types of assistance available to private occupants to improve their living conditions and enable independent living. Private occupants are owner occupiers that have either bought their home outright, with a mortgage or own a share in their property (shared ownership), and those that rent from a private landlord.

In addition the Discretionary Disabled Facilities Grant (DFG) Top Up Grant is available to tenants of Private Registered Providers of Social Housing as these tenants are eligible for DFG adaptations under the 1996 Housing Grants, Construction and Regeneration Act (the 1996 Act). Also the Disabled Person's Equipment and Assistive Technology Assistance is available to all disabled people in the city regardless of housing tenure.

- 1.2 For the Council to utilise its powers under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 (RRO) to provide assistance to enable home improvements within the private housing sector it is required to have an approved policy. The Assistance Policy approved in 2007 and the proposed Policy, if approved, meet this requirement.

- 1.3 It is recommended that the Private Sector Housing Services Policy (PSHSP) approved by Cabinet on 14 November 2007, be revoked. The PSHSP includes the Assistance Policy and the Intervention and Enforcement Policy. The PSHSP aimed to consolidate a number of previous Council initiatives to provide a comprehensive policy framework for private sector housing. One of the main purposes of the PSHSP was to meet the government's Public Sector Agreement 7 (PSA 7) target. This target required local authorities to raise the proportion of private sector homes that meet the Decent Homes Standard and are occupied by vulnerable people to 70%. The target no longer applies.

- 1.4 Furthermore, in 2013 the Council approved a new Housing Strategy 2013-23. It is therefore appropriate that the Council review its supporting policies and as part of this review, a new proposed strategy has been developed setting out what we and our partners will do to encourage good standards within private sector homes in Sheffield. This proposed strategy '*Improving the Private Sector Housing Support and Conditions Strategy 2020-25*' will provide the future framework for the proposed Policy and the Intervention and Enforcement Policy and is intended to replace PSHSP. The proposed strategy is the subject of a separate report to the 19 February 2020 Cabinet Meeting. It is therefore proposed that the PSHSP be revoked.

- 1.5 It is also recommended that the Assistance Policy, which forms part of the PSHSP be revoked, and be replaced by the proposed Policy detailed in this report and set out in appendix A. The Assistance Policy is out of date and does not reflect the current policy or funding environment.

Some of the assistance available in the Assistance Policy no longer exists, such as those funded through Housing Market Renewal, and the provision of loans and grants under the policy has greatly reduced with only 28 provided from 2010/11 to 2018/19. It also does not include any discretionary use of DFG funding as outlined in paragraph 1.11.

- 1.6 The Policy shall be kept under review so that it remains relevant and properly reflects local need and current legislation. To enable, following a review, amendments to be made to the Policy it is recommended that the Director of Housing Services in consultation with the Cabinet Member of Neighbourhoods and Community Safety be authorised to revise the policy.
- 1.7 It is not proposed that the Intervention and Enforcement Policy which forms part of the PSHSP be revoked. The Intervention and Enforcement Policy ensures good management and housing standards are maintained and where necessary improved in the private housing sector. To ensure that the Intervention and Enforcement Policy remains relevant and properly reflects local need and current legislation, it has been kept under review, undergoing a major review and revision in 2018. If therefore the proposed revocation of the PSHSP is approved, the Intervention and Enforcement Policy remains in operation. Further, to enable, following a review, amendments to be made to the Intervention and Enforcement Policy to ensure it remains effective, it is recommended that the Director of Housing Services in consultation with the Cabinet Member of Neighbourhoods and Community Safety be authorised to revise the policy.
- 1.8 The Policy is based on the Council's statutory powers and supports the Council's strategic priorities and objectives as set out in the Sheffield's Housing Strategy and the proposed Improving the Private Sector Housing Support and Conditions Strategy 2020-25.

It reflects the evidence from the Private Sector Condition Survey 2015, Sheffield and Rotherham Strategic Housing Market Assessment 2018 and the consultation for the Improving Private Sector Housing Support and Conditions Strategy 2020-25 and the Policy.

- 1.9 Although most homes in Sheffield are well managed and maintained there are some private sector homes with serious hazards that pose a threat to the health and safety of the occupants, or are not suitable to meet the needs of the households. For instance 15% of private sector homes have a category 1 hazard and demand for property adaptations is expected to increase by 10% year on year¹.
- 1.10 The Policy aims to provide assistance to those that are most vulnerable to poor housing conditions or unsuitable properties such as low income households, disabled people or those with a limiting long term illness (LLTI). The focus is on improving the condition, safety and energy

¹ Draft Improving the Condition and Quality of Private Sector Housing in Sheffield Strategy 2020-25

efficiency of private sector housing, and supporting people to live healthy independent lives in their home through the allocation of DFG funding.

- 1.11 In 2008 the restriction on DFG funding, limiting its use for funding DFGs only, was removed to give local authorities more flexibility to use the grant for other purposes and the budget was moved into the Better Care Fund in 2015. This was to enable the DFG fund to be used for broader strategic capital programmes across housing, health and care services as long as they are adopted in an approved policy under the RRO regulations. Currently the Council mainly uses the DFG funding for mandatory grants that are available to disabled people when works to adapt their home are assessed as being 'necessary and appropriate' to meet their needs, and when it is 'reasonable and practicable' to carry them out having regard to the age and condition of the dwelling, as set out in the 1996 Act.

The proposed Policy takes advantage of the increased flexibility in the use of the DFG fund to address issues on a wider preventative basis which cannot be covered under the mandatory scheme or to speed up the delivery of certain adaptations.

- 1.12 Please note that the mandatory nature of the DFG remains unchanged by the Policy and the Council maintains the duty to provide DFGs where an applicant has eligibility under the 1996 Act.
- 1.13 To ensure that the assistance available is prioritised to those most in need some of assistance is subject to the applicant being a low income household. For the purpose of the Policy a low income household is defined as:

Having a gross income of no more than:

- £19,200 for single person
- £21,600 for a couple with no dependent children
- £25,200 for a single person or couple with dependent children

In addition have savings of no more than £6,000

And/or may be in receipt of at least one of the principal means-tested and/or Disability Related Benefits.

We have used the benefit cap, minimum wage and lower quartile income for the base levels of these incomes, but have applied a 20% uplift to enable working households to access the assistance and allow for households to service loan repayments where required. For example the base for a single person is £16,000 (minimum wage), but when uplifted it raises to £19,200.

- 1.14 The proposed Policy provides for the following range of assistance.

a) Home Repayment Loan (HRL) – This is an affordable interest free

monthly repayment loan of £300 to £3,000 for low income owner occupiers unable to access commercial loans to undertake energy efficiency works or to carry out essential repairs, improvements and/ or adaptations to their property. This loan will help owners undertake repairs and improvements in their properties, improve the energy efficiency of properties, which will help to reduce emissions and fuel poverty, and enable households to undertake small adaptations to help them live independently.

The HRL has a short loan redemption timescale of a minimum of 6 months to a maximum of 5 years. This will allow the funding from redeemed loans to be recycled into new loans which can be used to sustain a future programme of investment to improve housing conditions and assist more low income households in the future.

- b) Improvement Home Appreciation Loan** – This is a home equity loan of £1,000 to £30,000 for low income owner occupiers to undertake essential repairs, improvements to the property and energy efficiency works, which may be costly in nature. This loan will improve the energy efficiency of properties, which will help reduce emissions and fuel poverty. The loan will provide affordable lending to low income owner occupiers that cannot access commercial loans, cannot afford the HRL repayments or need to borrow over £3,000.
- c) Discretionary DFG Top up Grant** - A grant of up to £20,000 to top up a DFG where the assessed cost of the relevant work necessary and appropriate to meet the needs of the disabled occupant exceeds the mandatory limit of £30,000 and there is no alternative funding available. This type of assistance will only be offered for works that meet the eligibility criteria for a DFG.

The DFG limit has not changed since 2008, but the national review of DFG's undertaken by the University of West of England in 2018 suggested setting regional limits, with Yorkshire and Humber's set at £40,250. In 2018/19 there was 2 DFG's exceeding £30,000 and in 2019/20 three grants have been approved for over £30,000.

Although this number is low, high value grants are usually complex and involve people with severe impairments or limited mobility, particularly wheelchair users. Children with learning disabilities, autism spectrum disorder or social/behavioural problems also often need additional space separate from siblings. The work may include major reorganisation of the existing living space and/or the building of a bedroom/ bathroom extension.

- d) Disabled Person's Home Appreciation Loan** - An equity loan for low income owner occupiers that qualify for a DFG to:
- undertake works not covered by the DFG, for example to allow for a more satisfactory internal living arrangement to better meet the household's needs; or to

- help pay towards the contribution towards the mandatory DFG works

The minimum loan amount is £1,000 and the maximum is £30,000 and it is only available to those that are unable to access a commercial loan or other forms of financial assistance.

This assistance will enable households to have adaptations that better meet their needs and enhance their lives, therefore decreasing the need for further grants and enable them to live independently for longer. The assistance may also result in fewer applicants terminating their application because they cannot afford the means tested contribution towards the DFG.

- e) **Relocation Loan** – An equity loan of up to £70,000 to help owner occupiers move to another property if their current property is subject to Council led regeneration schemes or to enable a disabled owner occupant that is eligible for a DFG to move because it is not reasonable or practical to adapt their current property to meet their disablement needs. The relocation loan is to help bridge the gap between the value of the current home and the cost of the new home (purchased property). The maximum loan will not normally exceed 50% of the value of the purchased property. The loan is repaid on transfer of ownership as a percentage of the market value of the purchased property.
- f) **Foster Carer Home Adaptation and Extension Loan** – An interest free loan of £5,000 to £60,000 for Foster Carers to carry out work to their property to extend or adapt it to allow for additional children or hard to place children to be placed at the property.

The main objective of the loan is to place more children with existing Council approved foster carers within the city, and one of the barriers of doing this is the size of the foster carers' existing property. An adaptation or extension to the property allows carers to accommodate siblings' together or disabled children. The loan is for experienced Council registered foster carers who will be obliged to be available to foster additional children for the agreed 5 year period of the loan. If the Council is satisfied that during that period the loan conditions have not been breached, the loan will not be recovered and the legal charge on the property will be discharged.

- g) **Foster Carer Relocation Loan** – An interest free loan of up to £60,000 to allow a Foster Carer to buy a larger property to accommodate additional children or hard to place children if their property cannot be extended or adapted. The loan will not be recovered if the Foster Carer continues to accommodate children throughout the 5 year loan period.
- h) **Accelerated Adaptations Grants** – A non-means tested fast tracked grant of up to £10,000 for the provision of adaptations where:

- The applicant is terminally ill
- The adaptation will reduce or delay the need for care
- The adaptation will prevent the applicant from going into care upon discharge from hospital

The applicant must be disabled or terminally ill and be a private occupier. The grant will ensure that those households most in need of adaptations, requiring them with the minimum delay, are prioritised and do not have to go through the DFG process. The provision of this grant will reduce the cost of care in the home or the need to move into a residential care home. Day care at home typically costs £6,257, while nursing home continuous care costs £25,081 per year. Any additional works required beyond these adaptations will be subject to the DFG process.

i) Disabled Person’s Equipment and Assistive Technology

Assistance – The loan of equipment and assistive technology to a disabled person to improve their living conditions and enable them to remain living in their home. This could include:

- High value specialist equipment costing more than £1,500 or
- Personal alarms and security systems (telecare) for people to call for help if they fall or have a problem at home

This will ensure continued provision of equipment and assistive technology to help people maintain their independence and make the best use of limited resources. It may also help to avoid further intensive support later on.

j) Minor Works Grant – A grant of up to £5,000 to carry out minor repairs or improvements to address health and safety risks in the property to enable the applicant to live independently or prevent them from being admitted to hospital. The grant is for low income owner occupied households containing a disabled person or a person with a limiting long term illness (LLTI). The works will help to reduce the number of households living in unsafe or unsatisfactory housing or reduce the need for medical or hospital treatment thereby reducing the pressure on health care services.

2. HOW DOES THIS DECISION CONTRIBUTE ?

2.1 The Policy will contribute to the following ambitions within the Corporate Plan.

Strong economy: The Policy will support investment in private sector housing by assisting low income occupants to invest in their homes. The Policy will help minimise the city’s carbon footprint and support the priorities in the Green City Strategy by assisting private occupants to undertake energy efficiency works to their home.

Thriving neighbourhoods and communities: The Policy will help to deliver this ambition by improving the condition of private properties and ensuring good quality housing within this sector. It will provide assistance and support to those living in the private sector to maintain and improve their homes.

Better health and wellbeing: Providing assistance to improve the condition and energy efficiency of homes will help to address the effects of excess cold such as asthma, the flu and bronchitis, while the provision of more home adaptations, equipment and assistive technology will reduce the need for care packages and speed up hospital discharge.

The proposed Policy will help people across the city to live independently in their own home and reduce the need for health care services by targeting financial assistance, including loans, to low income households, disabled people and those with LLTI. Improving standards within the private housing sector can therefore make a significant contribution towards better health and wellbeing.

Tackling inequalities: Providing assistance, including financial, to low income households, disabled people and those with a LLTI will address inequalities by supporting those that cannot improve the condition or suitability of their home. It will also help to address fuel poverty by making homes more energy efficient and reducing the cost of heating bills.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 The Council is not required to undertake consultation. However to ensure the Policy meets local housing need it was decided that it was appropriate to consult with private sector residents and stakeholders in Sheffield.

A survey was available on Sheffield Consultation Hub during the summer 2019 for home owners and private rented tenants. The purpose of the survey was to gather views on the vulnerable groups the Policy should assist, and gather information on private sector residents' living circumstances, the condition of their home and any help or assistance they may require in their home. The Council had regard to the consultation responses when developing the Policy.

A total of 217 households responded, 125 home owners and 92 private renters, the main findings were:

- Respondents wanted more housing advice and information on the Council's website and for this to be promoted through social media.
- Respondents thought it would be helpful if the Council provided the following advice and support:

- Home energy efficiency advice
- Home insulation help
- New boiler or heating system help
- Interest free repayment loan

The comments in respect energy efficiency assistance and interest free repayment loans are reflected in the proposed Policy. For example a purpose of the HRL and Improvement Home Appreciation Loan is to enable applicants to undertake energy efficiency works. In addition the HRL is an interest free repayment loan. The draft Policy was published for consultation in autumn 2019. The purpose of this second round of consultation was to gather comments on the draft Policy. The consultation along with the draft Policy was made available online to view for 4 weeks and was promoted through Facebook, LinkedIn and landlord forums. However only 3 responses, were received. The responses generally approved of the proposed assistance under the draft Policy to make properties more energy efficient and provide adaptations.

The consultation comments are also reflected in the proposed Improving the Private Sector Housing Support and Conditions Strategy 2020-25 under priority 1 and 2. These are:

Priority 1: Provide the right housing advice and support to home owners, private rented tenants and landlords

Priority 2: Improve the condition, safety and energy efficiency of private sector housing

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 In carrying out any of its functions, the Council needs to be mindful of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. Amongst other things this duty requires the Council to have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race; religion or belief, sex and sexual orientation. The proposed Policy is largely equality neutral, benefiting all applicants meeting the eligibility criteria equally regardless of their protected characteristics. However some forms of assistance, for example the Discretionary DFG Top up Grant, have been developed to assist persons with a disability and will therefore particularly benefit persons with that protective characteristic.

The Policy should have a positive impact in the city by providing a greater level of assistance to households that require help to improve their home or to live independently.

An Equality Impact Assessment (EIA) has been completed. The EIA maybe viewed at Sharepoint with reference number 654. A hard copy can be provided on request.

4.2 Financial and Commercial Implications

At present the Policy will be delivered through the existing resources and funding outlined below. It is not expected that the Policy will increase the overall level of staff resource needed, and it is planned the implementation and administration of the Policy is managed within the existing staff resources.

Additional funding may be accessed from other agencies and partners, according to the development of future joined up initiatives. Any new funding or resource requirements will be subject to further decision making in accordance with the Leader's Scheme of Delegation and Financial Regulations as appropriate. The financial and commercial implications will be considered fully at that time.

4.2.1 **Home Repayment Loan and Improvement Home Appreciation Loan**

A total of £129,501 is currently available for these loans. £25,000 from the Regional Loans Scheme (which is a regional scheme for the provision of loans across the Yorkshire and Humber region administered by the Council's Regional and Homes Loans service). This funding is ring fenced for regional loans and as such there will be no additional cost implications for Sheffield in utilising these funds. This funding may be withdrawn if spending has not commenced by April 2021 and could be redistributed across the other authorities in Yorkshire and Humber.

£104,501 that has been approved through the Capital Gateway Programme for the use of Home Repayment Loans and Home Appreciation Loans. This sum is from previous loans funded by the Council that have now been redeemed. These loans will be administered by the Regional Homes and Loans Service and it is anticipated that the number of loans provided in the first year will be relatively low.

4.2.2 **Foster Care Loans**

The Children and Families Provider Service holds the budget for these loans and the Regional Homes and Loans Service will provide the administration. The number of loans delivered is likely to be small; since their introduction in 2013 only five have been delivered. These loans are currently funded via prudential borrowing on an 'invest to save' basis. The repayment costs are offset by the savings generated from the reduction in 'out of area' placements.

4.2.3 **Relocation Loans**

The relocation loans for regeneration will be funded and delivered through the budgets allocated to the regeneration projects if homes are lost due to demolition or significant remodelling. Separate business

cases for this funding will be developed and approved through the Leader's Scheme of Delegation and the capital approval process.

4.2.4 **Disabled Facilities Grant Fund**

In recent years the Government has allowed greater flexibility in the use of DFG funding while also increasing the allocations to councils. Sheffield's allocations over the past two years have been £4.2m and £4.5m and indications are that funding will continue at this level. The priority use of this grant will continue to be for the delivery of the mandatory Disabled Facilities Grants delivered under the Housing Grants, Construction and Regeneration Act 1996, which will be in the region of £2.8m if rates remain stable.

The remaining funding will therefore be used to finance the following discretionary proposals within the Assistance Policy to provide adaptations and equipment to disabled people living in Sheffield in a timely and efficient way, or assist them in moving home. These are:

- DFG Top up Grant
- Disabled Person's Home Appreciation Loan
- Disabled Person's Relocation Loan
- Accelerated Adaptations Grant
- Disabled Person's Equipment and Assistive Technology Assistance
- Minor Works Grant

If there is an increase in the assistance required for mandatory DFG, the amount of available funds to provide the discretionary elements of assistance in the Policy may be reduced and delivery reduced accordingly.

The DFG fund is capital funding and so may only be used for the purposes of a capital receipt in accordance with regulations made under section 11 of the Local Government Act 2003. The grant can be used to an extent for overheads related to disbursement of DFG e.g. staffing. The Council's Finance Team are content that these proposals are compliant with this Act. Should the proposal in this report be approved, final sign off of a capital business case for any changes in scope will go through the capital approval process.

The DFG fund is required to be spent in accordance with a Better Care Fund spending plan jointly agreed between the local authority and the relevant Clinical Commissioning Group. Relevant leads from the Executive Management Group (EMG) have been briefed and are supportive of the proposal. Full Strategic EMG approval will be sought at the next EMG meeting, subject to the proposals in this report being approved. No awards of assistance under the Policy (other than those already agreed), funded from the DFG fund will be awarded, pending Full Strategic EMG approval

4.3 Legal Implications

- 4.3.1 Under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 (RRO) the Council may, for the purpose of improving living conditions in their area, provide assistance to any person, to enable them to adapt or improve their living accommodation.

The power enables local authorities to give assistance to persons directly, or to provide assistance through a third party. Assistance can be given to pay for any fees and charges associated with the assisted works. Assistance given under the general power may be unconditional or subject to conditions, including securing a charge on property. The Council is therefore empowered to provide the assistance set out in the proposed Policy.

In order to use the powers provided in the RRO the Council must adopt a policy for the provision of the assistance. The proposed Policy as detailed in Appendix A complies with this requirement.

4.4 Other Implications

- 4.4.1 No other implications

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 **Do nothing** - The main alternative is to not develop a new policy and rely on the 2007 Assistance Policy and other Council programmes to improve the condition, and suitability of private sector housing. However the current policy does not reflect the situation within Sheffield's private sector housing market or the flexibility allowed within the DFG funding.

6. **REASONS FOR RECOMMENDATIONS**

- 6.1 Revoking the PSHSP , to be replaced by the proposed Improving the Private Sector Housing Support and Conditions Strategy 2020-25 shall enable the improvement of standards within private sector homes in Sheffield. The revocation of the Assistance Policy, and the implementation of the proposed Policy outlined in this report will ensure that the assistance reflects the current policy and funding landscape. It will support the most vulnerable private occupants to make the necessary improvements to their properties so that they can live independently in suitable, safe and energy efficient accommodation. It will also support people to move to more suitable housing and enable foster carers to accommodate more children within the city.
- 6.2 The Policy will be kept under review to ensure that it remains relevant, reflects local need and current legislation. To enable revision to the Policy arising from the review it is recommended that the Director of Housing Services in consultation with the Cabinet Member of

Neighbourhoods and Community is authorised to revise the proposed Policy. A similar delegation of authority is recommended in respect of Intervention and Enforcement Policy to ensure it remains relevant and properly reflects local need.

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Private Sector Housing Assistance Policy

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1. Introduction

This is the Private Sector Housing Assistance Policy (the Policy) of Sheffield City Council. The Policy sets out the types of assistance available to private occupants to improve their living conditions and enable independent living.

Private occupants are owner occupiers that have either bought their home outright, with a mortgage or own a share in their property (Shared Ownership), and those that rent from a private landlord.

In addition the Discretionary Disabled Facilities Grant (DFG) Top up Grant is available to tenants of Private Registered Providers of Social Housing as these tenants are eligible for DFG adaptations. Further the Disabled Person's Equipment and Assistive Technology Assistance is available to all disabled people in the city regardless of housing tenure.

The Policy replaces the previous Private Sector Housing Assistance Policy approved by Cabinet on 14 November 2007.

The Policy is based on the Council's statutory powers and supports the Council's strategic priorities within Sheffield's Housing Strategy, which is to 'Make the best use of the city's existing housing stock' and 'Help younger, older and vulnerable people to live independently', and supports the delivery of the Improving the Private Sector Housing and Support and Conditions Strategy 2020-25. As such, it reflects the evidence base which has informed these strategies, which includes the Sheffield and Rotherham Strategic Housing Market Assessment (SHMA) 2018 and the Sheffield's Private Sector Housing Condition Survey 2015.

The Improving Private Sector Housing Support and Conditions Strategy 2020-25 notes that it is the owners' responsibility to maintain their own property, but it is widely recognised that local authorities have a key role to play in influencing and improving the condition of private housing, particularly for the most vulnerable. Although most homes in Sheffield are well managed and maintained there are some private sector homes with serious hazards that pose a threat to the health and safety of the occupants, or are not suitable to meet the needs of the households.

The Improving Private Sector Housing Support and Conditions Strategy 2020-25 sets out how the Council will support private sector occupants to improve their homes and the Policy reflects the four priorities of this Strategy which are to:

1. Provide the right housing advice and support to home owners, private rented tenants and landlords
2. Improve the condition, safety and energy efficiency of private sector housing
3. Support people to live healthy independent lives in their home
4. Improve access to affordable housing in the private sector to sustain neighbourhoods

2. Statutory Context

This Policy has regards to the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 (RRO), the Housing Grants, Construction and Regeneration Act 1996 and the Housing Act 2004 which are referenced below.

2.1 RRO

The RRO provides local authorities for the purpose of improving living conditions in their area the discretion to provide, directly or indirectly, assistance to any person for the purpose of enabling them:

- (a) to acquire living accommodation (whether within or outside their area);
- (b) to adapt or improve living accommodation (whether by alteration, conversion or enlargement, by the installation of anything or injection of any substance, or otherwise);
- (c) to repair living accommodation;
- (d) to demolish buildings comprising or including living accommodation;
- (e) where buildings comprising or including living accommodation have been demolished, to construct buildings that comprise or include replacement living accommodation.

The power enables local authorities to give assistance to persons directly, or to provide assistance through a third party. Assistance can be given to pay for any fees and charges associated with the assisted works. Assistance given under the general power may be unconditional or subject to conditions, for example the requirement to repay a grant if the property is sold within five years.

The RRO also provides local authorities with a degree of flexibility in devising both its strategy for dealing with poor housing conditions and the policy tools available.

In order to use the powers provided in the RRO the Council must adopt a policy for the provision of the assistance. The Policy complies with that requirement.

2.2 Housing Grants, Construction and Regeneration Act 1996

Much of this Act was been repealed by the RRO. The remaining legislative framework contained within this Act provides the basis for the provision of Disabled Facilities Grants (DFG), which are financial grants to help with the cost of adapting a property to meet the needs of a disabled occupant.

2.3 Housing Act 2004

The Housing Act 2004 provides the method of evaluating the condition of the housing stock (the Housing, Health and Safety Rating System), enforcement provisions relating to housing standards and systems of mandatory and discretionary licensing for properties within in the private rented sector.

3. Policy Conditions

- Applicants may be entitled to apply for more than one form of assistance.
- Where an Applicant meets the eligibility criteria for a particular type of assistance under the Policy, the Council will decide whether to provide assistance having regard to the Council's priorities, the Council's available resources and the Applicant's circumstances.
- Eligibility does not confer entitlement to assistance.
- The Council will decide the nature and extent of any works forming part of any assistance provided under this Policy, and the level of financial assistance provided.

- **Attention is drawn to the Definitions in Section 21, which details the specific definition of certain words and phrases used in the Policy.**

4. Funding

The award of any financial assistance under the Policy is subject to the availability of funding having regard to the approved budget and this may vary on an annual basis. All financial assistance is provided at the discretion of the Council.

5. Types of Assistance Available

The Policy details the loans, grants and other forms of assistance that are available to private sector occupants to improve their living conditions and enable independent living. These are subject to the eligibility criteria and conditions of each form of assistance.

6. Home Repayment Loan

Summary

Assistance	Eligibility
<p>An interest free monthly repayment loan to undertake energy efficiency works or to carry out essential repairs, improvements and/ or adaptations to the property.</p> <p>The minimum loan amount is £300 and the maximum is £3,000. The loan is for 6 months to 5 years.</p>	<ul style="list-style-type: none"> • Owner Occupier • A Low Income Household • Unable to access other forms of financial assistance or borrow money from a high street lender.

Purpose

- 6.1 The purposes for which a Home Repayment Loan may be made are:
- To carry out essential repairs and improvements to the property
 - To carry out energy efficiency works to the property
 - To carry out adaptations to the property that is not eligible for a DFG

Eligibility

- 6.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:
- Aged 18 or over
 - An Owner Occupier
 - A Low Income Household
 - Unable to access other forms of financial assistance or borrow from a high street lender.
 - Be a Disabled Person for the purpose of adaptations in 6.1 c)
- 6.3 Additionally the Council will satisfy itself that the Applicant has the financial resources to be able to repay the loan. When deciding this issue, it will have regard to:

- a) The Applicant's key monthly income and expenditure supported by three months bank statements, to determine if their available disposable income is sufficient to pay a monthly loan payment over the loan term the Council considers reasonable to offer the Applicant.
- b) Evidence of adverse credit rating – County Court Judgements, Defaults etc will be checked and taken into account (although an adverse credit rating will not automatically exclude an Applicant, it will depend on the nature and reasons for the adverse credit rating).
- c) If Applicants are subject to an Individual Voluntary Arrangement, a Debt Management Plan or Administration Order. If they are, the Council shall not offer the Applicant a loan.
- d) If the Applicant has an undischarged Bankruptcy Order. If they do, the Council shall not offer a loan to an Applicant who cannot provide evidence of discharge.

6.4 If the Applicant does not have sufficient income to support a Home Repayment Loan or the Council cannot offer a Home Repayment Loan due to the Applicant having an Individual Voluntary Agreement, Debt Management Plan or an Administration Order is in place, the Applicant may be considered for a Home Appreciation Loan as set out in the Policy, which requires no monthly repayments.

6.5 Where an Applicant meets the above eligibility criteria, when deciding whether to award a loan, the Council will have regard to the following:

- a) Council's available resources.
- b) Cost of carrying out the Works.
- c) Individual circumstances of the Applicant.

Works

6.6 The Council will carry out a survey of the Property to identify the works required.

6.7 The works will be detailed in the schedule of works (the Works) and it is these Works that will be eligible for the loan. The types of work which will be considered are as follows:

- a) To undertake repairs and improvements to their home - examples are rewiring, roof repairs and window replacements.
- b) Energy efficiency works such as central heating boilers or replacement radiators.
- c) Any disabled adaptations that an Applicant may have to pay for, but cannot afford due to being a Low Income Household.

6.8 The Works must not be started before the loan has been approved, where this has occurred the Council cannot award a loan.

Lending Criteria

6.9 The following lending criteria will be applied to the loan:

- a) The maximum loan will normally be £3,000 and the minimum loan will normally be £300.

- b) The minimum term of the loan is normally 6 months and the maximum term is normally 60 months (5 years), and will be determined by the Council following a financial assessment of the Applicant to determine their available disposable income.
- c) Normally only one loan per Applicant will be approved at any time.
- d) There will be a limited budget each year for this assistance and enquiries will be dealt with in date order on a waiting list system.

6.10 Where the Applicant is eligible for a loan the Council shall decide the loan amount to be approved. When making this decision regard will be given to the following:

- a) The value of the Works
- b) The Council's own financial assessment of the application
- c) Other available solutions to meet the Applicant's needs
- d) The loan amount limits
- e) Any other relevant circumstances

Conditions

6.11 The Applicant will be subject to the conditions detailed in the loan agreement and Legal Charge, these include:

- a) The Property is the only or main residence of the Applicant.
- b) Continued occupation of the Property is sustainable.
- c) All Applicants must have an Owner's Interest in the Property and be party to the loan.
- d) The loan will be secured as a Legal Charge on the Property in the name of the Council.
- e) For the purpose of this Policy a loan approval will be treated as approved on the date a Legal Charge is registered on the Applicant's Property.
- f) Payment of the loan will be made on completion of the Works to the satisfaction of the Council. Payment of the loan will be made direct to the contractor carrying out the Works.

6.12 The Works must be completed within six months of the Loan Application being approved.

Loan Repayment

6.13 The start date for the repayment of the loan is the date on which the Works are certified as satisfactorily completed by the Council.

6.14 The loan will be repayable monthly by Direct Debit.

6.15 Usually, the required monthly repayment amount will be no more than 25% of the disposable income an Applicant has left after payment of all necessary expenditure and living expenses. This will provide a cushion for the Applicant in the event of increased costs over the period of the loan e.g. rising mortgage rates. However, the percentage will be set, having regard to the Applicant's individual circumstances.

6.16 The Applicant may repay the loan in full at any time.

- 6.17 There are no early repayment charges payable if the loan is repaid early.
- 6.18 The loan must be repaid within the agreed loan period or when ownership of the Property changes, whichever occurs first.
- 6.19 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the loan agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:
- a) The Applicant doesn't make all the monthly payments when due.
 - b) In the event that the last surviving person with an Owner's Interest dies within the loan period, the loan must be repaid within 18 months of the death by the executors of the estate.
 - c) The Property ceases to be occupied by the Applicant as their only and main residence.
 - d) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
 - e) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Fees

- 6.20 The Loan Set up Fees may be payable by the Applicant and can either be paid up front or added to the loan.
- 6.21 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.
- 6.22 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Discretion

- 6.23 The Council may award a loan outside the criteria detailed in 6.9 a) to c). When making this decision regard will be given to the individual circumstances of the Applicant and their ability to repay the loan.
- 6.24 Where the Applicant requests that the loan repayment be reduced and the Council, upon consideration of the circumstances of the case, is satisfied that exceptional hardship would be caused were the full amount of loan to be recovered, it may vary the amount to be recovered.
- 6.25 Where the Applicant accesses commercial borrowing after their loan has been paid out, that is secured as a Legal Charge on the property, 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 Council having regard to the individual circumstances of the case, rank in priority to the Legal

Charge secured against the Property under the Policy. When deciding whether to exercise this discretion the Council will have regard to the following:

- a) The type of charge taking priority.
- b) The amount and type of outstanding loan against the Council's lending criteria
- c) The reason a charge priority is being requested.
- d) The current financial vulnerability of the Applicant.

6.26 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.

7. Improvement Home Appreciation Loan

Summary

Assistance	Eligibility
<p>An equity loan to undertake essential repairs and improvements to the property and energy efficiency works.</p> <p>The minimum loan amount is £1,000 and the maximum is £30,000.</p>	<ul style="list-style-type: none"> • Owner Occupier • A Low Income Household • Unable to access other forms of financial assistance or borrow money from a high street lender. • Given their financial circumstances the Applicant is unable to make the payments under a Home Repayment Loan or the amount needed is above £3,000.

Purpose

7.1 The purposes for which an Improvement Home Appreciation Loan may be made are:

- a) To carry out essential repairs and improvements to the property
- b) To carry out energy efficiency works to the property

Eligibility

7.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:

- a) Aged 18 or over
- b) An Owner Occupier
- c) A Low Income Household
- d) Unable to access other forms of financial assistance or borrow from a high street lender.
- e) The Property must not have received loan assistance for works from the Council within the last 5 years

7.3 Where an Applicant meets the above eligibility criteria, when deciding whether to award a loan, the Council will have regard to the following:

- a) Council's available resources.
- b) Cost of carrying out the Works.

- c) Individual circumstances of the Applicant.

The Works

- 7.4 The Council will carry out a survey of the property to identify the works required.
- 7.5 The required works will be detailed in the schedule of works (the Works) and it is these Works that will be eligible for the loan. The types of work which will be considered are as follows:
 - a) To undertake repairs and improvements to their home - examples are rewiring, roof repairs and window replacements.
 - b) Energy efficiency works such as central heating boilers or replacement radiators.
- 7.6 The Works must not be started before the loan has been approved, where this has occurred the Council cannot to award a loan

Lending Criteria

- 7.7 The following lending criteria will be applied to the loan:
 - a) The minimum loan that will normally be available is £1,000 and the maximum loan is normally £30,000.
 - b) The loan must not normally exceed 50% of the unimproved value of the Property.
 - c) The total borrowing, including any outstanding mortgages or secured loan, must not normally exceed 70% of the unimproved value of the property.
 - d) There will be limited budget each year for this assistance and enquiries will be dealt with in date order on a waiting list system.
- 7.8 Where the Applicant is eligible for a loan the Council shall decide the loan amount to be approved. When making this decision regard will be given to the following:
 - a) The current valuation of the Property in its unimproved state and current available equity
 - b) The value of the Works
 - c) The value of the current charges and outstanding mortgage on the Property
 - d) House price trends in the immediate area
 - e) Impact of Council initiatives on house prices in the area
 - f) The Council's own financial assessment of the application
 - g) Other available solutions to meet the Applicant's needs
 - h) The loan amount limits
 - i) Any other relevant circumstances

Conditions

- 7.9 The Applicant will be subject to the conditions detailed in the loan agreement and Legal Charge, these include:
 - a) The Property is only or main residence of the Applicant
 - b) Continued occupation of the Property is sustainable

- c) The Applicant has an Owner's Interest in the property and be party to the loan.
- d) The loan will be secured as a Legal Charge on the property in the name of the Council.
- e) For the purpose of this Policy, a loan approval will be treated as approved on the date a Legal Charge is registered on the Applicant's Property.
- f) Payment of the loan will be made on completion of works to the satisfaction of the Council.
- g) Payment will be made direct to the contractor carrying out the Works.

7.10 The Works must be completed within six months of the Loan Application being approved.

Loan Repayment

7.11 The loan will be repayable on the transfer of ownership of the Property.

7.12 At the time the loan is taken out, the loan amount is expressed as a percentage of the unimproved value of the Property. The amount repayable is the same percentage of the revised valuation of the Property (if the valuation has increased) at the time the loan is repaid.

7.13 On repayment if the value of the Property is the same or has decreased during the period of the loan, only the amount of the original loan is repayable, the maximum amount repayable shall not exceed the available equity in the Property at repayment.

7.14 A fixed property growth cap is in place to protect applicants against exceptional property price rises. This means that when calculating the amount to be repaid, the increase in the value of the property will be limited to 7% per annum.

7.15 Applicants wishing to repay the loan in full prior to transfer of ownership may do so provided that they pay all valuation fees.

7.16 There are no early repayment charges if the loan is repaid early.

7.17 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the loan agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:

- a) In the event that the last surviving person with an Owner's Interest dies within the loan period, the loan must be repaid within 18 months of the death by the executors of the estate.
- b) The Property ceases to be occupied by the Applicant as their only and main residence.
- c) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
- d) The Applicant fails to observe or perform any terms of the Legal Charge.
- e) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Fees

- 7.18 The Loan Set Up Fees may be payable by the Applicant and can either be paid up front or added to the loan.
- 7.19 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.
- 7.20 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Discretion

- 7.21 The Council may award a loan outside the criteria detailed in 7.7 a) to c). When making this decision regard will be given to the individual circumstances of the Applicant.
- 7.22 Where the Applicant requests that the loan repayment be reduced and the Council, upon consideration of the circumstances of the case, is satisfied that exceptional hardship would be caused were the full amount of loan to be recovered, it may vary the amount to be recovered.
- 7.23 Where the Applicant accesses commercial borrowing after their loan has been paid out, that is secured as a Legal Charge on the property, 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 Council having regard to the individual circumstances of the case, rank in priority to the Legal Charge secured against the property under the Policy. When deciding whether to exercise this discretion the Council 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.
- 7.24 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.

8. Discretionary Disabled Facilities Grant (DFG) Top up Grant

Assistance	Eligibility
<p>A grant to top up the DFG mandatory limit of £30,000 where the assessed cost of the relevant work necessary and appropriate to meet the needs of the disabled occupant exceeds this limit and there is no alternative funding available.</p> <p>The maximum grant is up to £20,000.</p>	<ul style="list-style-type: none">• Qualifies for a DFG• Eligible costs of the work exceed the amount allowable under the DFG.• Private Occupier or Private Registered Provider Tenant

Purpose

- 8.1 The purpose for which a Discretionary DFG Top up Grant may be made is when the cost of the work is assessed as necessary and appropriate to meet the needs of the disabled occupant but it exceeds the mandatory DFG limit of £30,000.

Eligibility

- 8.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:
- a) Qualifies for and is in receipt of a DFG
 - b) The eligible costs of the work exceed the mandatory DFG limit.
 - c) Is a Private Occupier or Private Registered Provider Tenant
- 8.3 Within the above criteria for eligibility, priority for awarding a grant will be determined having regards to the:
- a) The Council's available resources
 - b) The individual's circumstances
 - c) Cost of the Works

Works

- 8.4 The Council will determine the nature, quality and extent of the works to be funded by the grant which it will detail in a schedule of works (the Works).
- 8.5 Any work in addition or exceeding the Works will not be funded under the grant.

Conditions

- 8.6 The Applicant will be subject to the following conditions attached to the grant:
- a) Has an Owner's Interest in the Property
 - b) The Applicant provides a completed Owner's Consent Form
 - c) The maximum grant will normally be £20,000.
 - d) The grant will only be paid when the Council is satisfied that the Works have been completed to their satisfaction and in accordance with the grant approval.
 - e) The Works will be completed within 12 months of application approval.
 - f) Payments will generally be made directly to the contractors specified on the DFG approval.
 - g) A 10% administration fee is charged where technical support is used. A 5% administration fee is applied where there is no technical input.
 - h) The Council may recalculate, withhold or demand repayment of the grant where it has determined that the Applicant is no longer entitled to the DFG referred to in paragraph 8.2 a) or that the DFG is re-calculated, withheld or repaid

Discretion

8.7 The Council may approve a grant outside the limits in paragraph 8.6 c). When making this decision regard will be made to the matters specified in paragraph 8.3 above. These matters do not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

9. Disabled Person's Home Appreciation Loan

Summary

Assistance	Eligibility
<p>An equity loan to undertake enhanced works to meet the disabled person's needs or pay towards the contribution towards the mandatory DFG works</p> <p>The minimum loan amount is £1,000 and the maximum is £30,000.</p>	<ul style="list-style-type: none"> • Owner Occupier • Qualifies for a DFG • A Low Income Household • Unable to access other forms of financial assistance or borrow money from a high street lender. • Given their financial circumstances the Applicant is unable to make the payments under a Home Repayment Loan or the amount needed is above £3,000.

Purpose

- 9.1 The purposes for which a Disabled Person's Home Appreciation Loan may be made provided are to:
- a) Undertake works not covered by the DFG, for example to allow for a more satisfactory internal living arrangement to better meet the households needs; or
 - b) To help pay towards the Applicant's contribution towards the mandatory DFG works

Eligibility

- 9.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:
- a) Aged 18 or over
 - b) An Owner Occupier
 - c) Qualifies for a DFG
 - d) A Low Income Household
 - e) Unable to access other forms of financial assistance or borrow from a high street lender.
 - f) The property must not have received loan assistance for works from the Council within the last 5 years
- 9.3 Where an Applicant meets the above eligibility criteria, when deciding whether to award a loan, the Council will have regard to the following:
- a) Council's available resources.
 - b) Cost of carrying out the Works.

- c) Individual circumstances of the Applicant.

The Works

- 9.4 The Council will carry out a survey of the property to identify the works required.
- 9.5 The required works will be detailed in the schedule of works (the Works) and it is these works that will be eligible for the loan. This may include works outside of the mandatory DFG to benefit the household.
- 9.6 The Works must not be started before the loan has been approved, where this has occurred the Council cannot award a loan

Lending Criteria

- 9.7 The following lending criteria will be applied to the loan:
 - a) The minimum loan that will normally be available is £1,000 and the maximum loan is normally £30,000.
 - b) The loan must not normally exceed 50% of the unimproved value of the property.
 - c) The total borrowing, including any outstanding mortgages or secured loan, must not normally exceed 70% of the unimproved value of the property.
 - d) There will be limited budget each year for this assistance and enquiries will be dealt with in date order on a waiting list system.
- 9.8 Where the Applicant is eligible for a loan the Council shall decide the loan amount to be approved. When making this decision regard will be given to the following:
 - a) The current valuation of the Property in its unimproved state and current available equity
 - b) The value of The Works
 - c) The value of the current charges and outstanding mortgage on the Property
 - d) House price trends in the immediate area
 - e) Impact of Council initiatives on house prices in the area
 - f) The Council's own financial assessment of the application
 - g) Other available solutions to meet the Applicant's needs
 - h) The loan amount limits
 - i) Any other relevant circumstances

Conditions

- 9.9 The Applicant will be subject to the conditions detailed in the loan agreement and Legal Charge, these include:
 - a) The property is only or main residence of the Applicant
 - b) Continued occupation of the Property is sustainable
 - c) Has an Owner's Interest in the Property and will be party to the loan.
 - d) The loan will be secured as a Legal Charge on the Property in the name of the Council.
 - e) For the purpose of this Policy a loan approval will be treated as approved on the date a Legal Charge is registered on the Applicant's Property.

- f) Payment of the loan will be made on completion of works to the satisfaction of the Council.
- g) Payment will be made direct to the contractor carrying out the Works.

9.10 The Works must be completed within six months of the Loan Application being approved.

Loan Repayment

9.11 The loan will be repayable on the transfer of ownership of the property.

9.12 At the time the loan is taken out, the loan amount is expressed as a percentage of the unimproved value of the property. The amount repayable is the same percentage of the revised valuation of the property (if the valuation has increased) at the time the loan is repaid.

9.13 On repayment, if the value of the Property is the same or has decreased during the period of the loan, only the amount of the original loan is repayable. The maximum amount repayable shall not exceed the available equity in the property at repayment.

9.14 A fixed property growth cap is in place to protect applicants against exceptional property price rises. This means that when calculating the amount to be repaid, the increase in the value of the property will be limited to 7% per annum.

9.15 Applicants wishing to repay the loan in full prior to transfer of ownership may do so provided that they pay all valuation fees.

9.16 There are no early repayment charges if the loan is repaid early.

9.17 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the loan agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:

- a) In the event that the last surviving person with an Owner's Interest dies within the loan period, the loan must be repaid within 18 months of the death by the executors of the estate.
- b) The Property ceases to be occupied by the Applicant as their only and main residence.
- c) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
- d) The Applicant fails to observe or perform any terms of the Legal Charge.
- e) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Fees

9.18 The Loan Set up Fees may be payable by the Applicant and can either be paid up front or added to the loan.

- 9.19 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.
- 9.20 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Discretion

- 9.21 The Council may award a loan outside the criteria detailed in 9.7 a) to c). When making this decision regard will be given to the individual circumstances of the Applicant.
- 9.22 Where, the Applicant requests that the loan repayment be reduced and the Council, upon consideration of the individual circumstances of the case is satisfied that exceptional hardship would be caused were the full amount of loan to be recovered, it may vary the amount to be recovered.
- 9.23 Where the Applicant accesses commercial borrowing that is secured as a Legal Charge on the property, 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 Council having regard to the individual circumstances of the case, rank in priority to the Legal Charge secured against the property under the Policy. When deciding whether to exercise this discretion the Council will have regard to the following:
- a) The type of charge taking priority.
 - b) The amount and type of outstanding loan against the Council's lending criteria
 - c) The reason a charge priority is being requested.
 - d) The current financial vulnerability of the Applicant.
- 9.24 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.

10. Relocation Loan

Summary

Assistance	Eligibility
<p>An equity loan to enable an owner occupier to purchase another property in following circumstances:</p> <ul style="list-style-type: none"> • The current property is subject to Council led regeneration; or • A DFG is not reasonably practicable or cost effective in the current property and they need to move to a more suitable property. <p>The maximum loan amount is £70,000.</p>	<ul style="list-style-type: none"> • Owner Occupier and/or • Qualifies for DFG

Purpose

- 10.1 The purposes for which a Relocation Loan application may be made are to enable an Applicant to purchase another property (the Purchased Property):
- a) Where the Owner Occupier is required to permanently leave their current Property because it is subject to Council led regeneration such as demolition or significant remodelling; or
 - b) Where the Applicant meets the eligibility criteria for a DFG in respect of the current Property but it is not reasonable or practical to undertake the necessary adaptations.

Eligibility

- 10.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:
- a) The Applicants current property is subject to Council led regeneration, or the Applicant meets the eligibility criteria for a DFG in respect of the current Property, but it is not reasonable or practical to undertake the necessary adaptations.
 - b) The Applicant has owned and been living in the current Property for at least the 12 months prior to the Loan application.
- 10.3 If more than one person has an Owner's Interest in the current Property, all may be eligible for a Relocation Loan, but the total amount of loans available shall not exceed the amounts set out in 10.4 a) to c).

Lending Criteria

- 10.4 The following lending criteria will be applied to the loan:
- a) The maximum loan will not normally exceed 100% of the value of the Applicant's current Property subject to a maximum possible amount of £70,000.
 - b) The maximum value of a Relocation Loan will not normally exceed 50% of the value of the Purchased Property.
 - c) The maximum amount of secured borrowing, including the Relocation Loan, will not normally exceed 90% of the value of the Purchased Property.
- 10.5 The amount of the Relocation Loan will vary according to:
- a) The value of the Applicant's current Property
 - b) The Applicant's housing need
 - c) The value of current charges or outstanding mortgage on the current Property
 - d) The value of the Purchased Property
 - e) The available Council funding for the provision of the Relocation Loan

Conditions

- 10.6 The Applicant will be subject to the conditions detailed in the loan agreement and Legal Charge, these include:
- a) The Applicant will become the Owner Occupier of the Purchased Property and it will be their only or main residence.
 - b) The Purchased Property is located in the United Kingdom.
 - c) Continued occupation of the Purchased Property is sustainable.
 - d) The Purchased Property will not be Over-crowded.
 - e) The Applicant will have an Owner's Interest in the Purchased Property and be party to the loan.
 - f) The loan will be secured on the Purchased Property registered as a Legal Charge in the name of the Council.
 - g) The loan amount will be registered as a percentage of the market value of the Purchased Property.
 - h) The Council is satisfied the Purchased Property is capable of having a mortgage secured on it.
 - i) The Applicant will normally be expected to use for the purchase of the Purchased Property the proceeds from the sale of the current Property and/or transfer their existing mortgage, which is secured on the current Property, or take out a mortgage to the value of the existing mortgage.
 - j) Payment of the loan will be made direct to the Applicant's solicitor.

Loan Repayment

- 10.7 The Relocation Loan will be repaid on transfer of ownership as a percentage of the market value of the Purchased Property at the time of repayment. This is usually through the sale of the Purchased Property or on the death of the Applicant.
- 10.8 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the Loan Agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:
- a) In the event that the last surviving person with an Owner's Interest dies within the loan period, the loan must be repaid within 18 months of the death by the executors of the estate.
 - b) The Purchased Property ceases to be occupied by the Applicant as their only and main residence.
 - c) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
 - d) The Applicant fails to observe or perform any terms of the Legal Charge.
 - e) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Fees

- 10.9 The Loan Set up Fees may be payable by the Applicant and can either be paid up front or added to the loan.
- 10.10 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.

10.11 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Discretion

10.12 Where the Council is satisfied on consideration of the Applicants individual circumstances that a loan paid in accordance with the loan restrictions under points 10.4 a) to c) may result in the Applicant having to purchase a property that would be Over-Crowded, they may approve a loan not subject to these limits.

10.13 The Council in considering this discretion may have regard to the following circumstances:

- a) The Applicant has specific housing needs impacting on the value of the Purchased Property required to meet those needs
- b) The Applicant is unable to transfer their existing mortgage to put towards the Purchased Property.

10.14 Where the Applicant requests that the loan repayment be reduced or deferred and the Council, upon considerations of the case are satisfied that exceptional hardship would be caused were the full amount of loan to be recovered; it may vary the amount to be recovered or the date to be repaid.

10.15 Where the Applicant accesses commercial borrowing after their loan has been paid out, that is secured as a Legal Charge on the property, 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 Council having regard to the individual circumstances of the case, rank in priority to the Legal Charge secured against the property under this policy.

10.16 When deciding whether to exercise this discretion the Council will have regard to the following:

- a) The type of charge taking priority.
- b) The amount and type of outstanding loan against the Council's lending criteria
- c) The reason a charge priority is being requested.
- d) The current financial vulnerability of the Applicant.

10.17 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.

11. Foster Carer Home Adaptation and Extension Loan

Summary

Assistance	Eligibility
An interest free loan for works to extend or adapt a property approved by the Council for foster care placements to enable	<ul style="list-style-type: none">• Foster carer with the Council 12 months prior to the application• Owner Occupier• The adaptation or extension will enable

<p>additional foster care placements to be made at the property or to provide permanency for children in placement who require additional bedroom space.</p> <p>The minimum loan amount is £5,000 and the maximum is £60,000. The loan term is 5 years.</p>	<p>additional foster care placements or accommodate hard to place groups e.g.</p> <ul style="list-style-type: none"> ○ To enable siblings to be placed together ○ To facilitate the placement of disabled children ○ To create additional foster care placements for children and young people aged 10+ years
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Purpose

- 11.1 The purpose for which a Foster Carer Home Adaptation and Extension Loan may be made is to fund works to extend or adapt a property, approved by the Council for foster care placements to:
- a) Enable siblings to be placed permanently
 - b) Facilitate the placement of disabled children
 - c) Create additional foster care placements for children and young people aged 10+ years
- 11.2 Under this section of the Policy the term Loan Period “shall mean the period of 5 years beginning with the date the Council confirms that it is satisfied that the Works have been satisfactorily completed”.

Eligibility

- 11.3 To be eligible for assistance the Council must be satisfied that all of the following criteria apply:
- a) Be an Owner Occupier
 - b) The Applicant for the 12 month period prior to the application for assistance being made has been a Council approved foster carer and has at some time during that period had a child placed by the Council.
 - c) The Property is approved by the Council to be used for foster caring.
 - d) It is reasonable and practical to carry out the works to extend or adapt the Property to provide additional accommodation for foster care placements having regard to the age and condition of the property.
- 11.4 Within the above criteria for eligibility, priority for awarding a loan will be determined having regards to:
- a) The Council’s available resources
 - b) The cost of carrying out necessary work
 - c) The needs of children requiring foster placements

Works

- 11.5 The Council will determine the nature, quality and extent of the works to be funded by the loan which it will detail in a schedule of works (the Works).

- 11.6 Any work in addition to or exceeding the Works will not be funded under the loan. The Applicant will need to fund this work themselves.
- 11.7 The Works must not be started before the loan has been approved, where this has occurred the Council cannot award a loan

Lending Criteria

- 11.8 The following lending criteria will be applied to the loan:
- a) The maximum value for all secured borrowing on the property, including the loan, will not normally exceed 70% of the anticipated improved value of the property.
 - b) The minimum loan will normally be £5,000 and the maximum will normally be £60,000.
 - c) The maximum value of a Loan will not normally exceed 50% of the anticipated improved value of the property following completion of the Works.
 - d) The loan shall be interest free.
 - e) There will be limited budget each year for this assistance and enquiries will be dealt with in date order on a waiting list system.
- 11.9 Where the Applicant is eligible for a loan the Council shall decide the loan amount to be approved. When making this decision regard will be given to the following:
- a) The anticipated improved valuation of the Property and potential available equity following completion of the Works.
 - b) House price trends in the immediate area.
 - c) Impact of Council initiatives on house prices in the area.
 - d) The Council's own financial assessment of the application.
 - e) Other available solutions to meet the Applicant's needs.
 - f) The loans amount limits under 11.8 a) to c)
 - g) Any other relevant circumstances

Conditions

- 11.10 The Applicant will be subject to the conditions detailed in the loan agreement and Legal Charge, these include:
- a) The Property is the only or main residence of the Applicant.
 - b) Continued occupation of the Property is sustainable.
 - c) The Applicant has an Owner's Interest in the Property and be party to the loan.
 - d) The loan will be secured on the Property registered as a Legal Charge in the name of the Council.
 - e) Throughout the Loan Period the Applicant will be available to foster children placed by the Council at the property. Where, during the loan period, for a temporary period, the Applicant is unable to foster children, for example due to ill health, the Council, will consider, on the circumstances of the case, whether for the purpose of this condition, the Applicant should be treated as being available to foster children.
 - f) The Works must be completed within six months of the loan application being approved.

- g) Payment of the loan will be made on completion of Works to the satisfaction of the Council. Payment will be made direct to the contractor carrying out the Works.

Fees

- 11.11 The Loan Set up Fees may be payable by the Applicant and can either be paid up front or added to the loan.
- 11.12 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.
- 11.13 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Loan Repayment

- 11.14 Where the Council is satisfied that throughout the Loan Period, the loan conditions in 11.10 have not been breached it will not seek to recover the loan and will discharge the Legal Charge.
- 11.15 In the event of a breach of loan conditions during the Loan Period, the loan will become immediately repayable.
- 11.16 As the loan is interest free, the amount of the loan to be recovered will be the original amount lent less 20% of the original amount lent for each completed year of the Loan Period where the Council is satisfied that the loan conditions have been complied with throughout each completed year.
- 11.17 The maximum amount repayable shall not exceed the available equity in the property at repayment.
- 11.18 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the loan agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:
- a) In the event that the last surviving person with an Owner's Interest dies within the Loan Period, the loan must be repaid within 18 months of the death by the executors of the estate.
 - b) The Property ceases to be occupied by the Applicant(s) as their only and main residence.
 - c) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
 - d) The Applicant ceases to be a foster carer during the Loan Period.
 - e) The Applicant fails to observe or perform any terms of the Legal Charge.
 - f) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Discretion

- 11.19 The Council may approve a loan outside the limits in paragraphs 11.8 a) to c). When making this decision regard will be made to the matters specified in 11.3 and 11.4 above. These matters do not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.
- 11.20 Where, the Applicant requests that the loan repayment be reduced and the Council, upon consideration of the individual circumstances of the case is satisfied that exceptional hardship would be caused were the full amount of loan to be recovered, it may vary the amount to be recovered as calculated in 11.16.
- 11.21 Where the Applicant accesses commercial borrowing after their loan has been paid out, that is secured as a Legal Charge on the Property, 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 Council having regard to the individual circumstances of the case, rank in priority to the Legal Charge secured against the property under the Policy.
- 11.22 When deciding whether to exercise the discretion in paragraph 11.21 the Council, will have regard to the following matters:
- a) The type of charge taking priority.
 - b) The amount and type of outstanding loan against the Council's lending criteria
 - c) The reason a charge priority is being requested.
 - d) The current financial vulnerability of the Applicant.
- 11.23 The above does not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

12. Foster Carer Relocation Loan

Summary

Assistance	Eligibility
<p>An interest free loan to enable the Foster Carer to move to a different property in order to accommodate additional foster care placements or to provide permanency for children in placement who require additional bedroom space.</p> <p>The maximum amount is £60,000.</p>	<ul style="list-style-type: none"> • Foster carer with the Council 12 months prior to the application • Owner Occupier • The current dwelling is unsuitable to accommodate more foster care placements or hard to place groups

Purpose

- 12.1 The purposes for which a Foster Carer Relocation Loan may be made to enable an Applicant to purchase another property (the Purchased Property) are:
- a) The current dwelling is unsuitable for adaptation or extension
 - b) The Purchased Property should enable the Foster Carer to:
 - Accommodate siblings permanently

- Facilitate the placement of disabled children
- Create additional foster care placements for children and young people aged 10+ years

12.2 Under this section of the Policy the term Loan Period “shall mean the period of 5 years beginning with the date the Council confirms that it is satisfied that the Works have been satisfactorily completed”.

Eligibility

12.3 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:

- a) Be an Owner Occupier
- b) The Applicant has been a Council approved foster carer for the 12 month period prior to the application and has at some time during that period had a child placed by the Council.
- c) The current dwelling is unsuitable for adaptation or extension at reasonable expense to provide accommodation for additional foster care placements or hard to place groups
- d) The Purchased Property is approved by the Council as being suitable for foster caring.
- e) The Purchased Property is suitable to accommodate additional foster care placements or hard to place groups.

12.4 If more than one person has an Owner’s Interest in the current Property, all may be eligible for a Relocation Loan, but the total amount of loans available shall not exceed the amounts set out in 12.5 a) to c).

Lending Criteria

12.5 The following lending criteria will be applied to the loan:

- a) The maximum value of a Foster Carer Relocation Loan will not normally exceed 50% of the value of the Purchased Property.
- b) The maximum loan will not normally exceed 100% of the value of the applicant’s current property subject to a maximum possible value of £60,000.
- c) The maximum loan for all secured borrowing, including the Foster Carer Relocation Loan, will not normally exceed 90% of the value of the Purchased Property.
- d) The loan shall be interest free.

12.6 Where the Applicant is eligible for a loan the Council shall decide the loan amount to be approved. When making this decision regard will be given to the following:

- a) The value of the Applicant’s current Property
- b) The Applicant housing needs
- c) The value of current charges or outstanding mortgage on the current Property
- d) The value of the Purchased Property
- e) The available Council funding for the provision of the Foster Carer Relocation Loan

Conditions

- 12.7 The Applicant will be subject to the conditions detailed in the Loan Agreement and Legal Charge, these include:
- a) The Applicant will become the Owner Occupier of the Purchased Property and it will be their only or main residence.
 - b) The Purchase Property will be the only or main residence of the Applicant.
 - c) The Purchased Property is located in the United Kingdom.
 - d) Continued occupation of the Purchased Property is sustainable.
 - e) The Purchased Property will not be overcrowded.
 - f) The Applicant will have an Owner's Interest in the Purchased Property and be party to the loan.
 - g) The loan amount will be secured on the Purchased Property registered as a Legal Charge in the name of the Council.
 - h) The loan amount will be registered as a percentage of the market value of the Purchased Property.
 - i) Payment of the loan will be made direct to the Applicant's solicitor.
 - j) The Council is satisfied the Purchase Property is capable of having a mortgage secured on it.
 - k) The Applicant will normally be expected to use for the purchase of the Purchased Property the proceeds from the sale of the current Property and/or transfer their existing mortgage, which is secured on the current Property, or take out a mortgage to the value of the existing mortgage.
 - l) Throughout the Loan Period the Applicant will be available to foster children placed by the Council at the property. Where, during the loan period, for a temporary period, the Applicant is unable to foster children, for example due to ill health, the Council, will consider, on the circumstances of the case, whether for the purpose of this condition, the Applicant should be treated as being available to foster children.
 - m) The Purchased Property must be suitable to accommodate additional foster placements within 3 months of the Applicant acquiring the legal title to the Purchased Property.

Loan Repayment

- 12.8 The loan will be repayable on the transfer of ownership of the Purchased Property within the 5 year Loan Period. If the ownership of the Purchased Property has not been transferred within the Loan Period, the Council will not seek to recover the loan and will discharge the Legal Charge.
- 12.9 As the loan is interest free, the amount of the loan to be recovered will be the original amount lent less 20% of the original amount lent for each completed year of the loan period where the Council is satisfied that the loan conditions have been complied with throughout each completed year.
- 12.10 The maximum amount repayable shall not exceed the available equity in the property at redemption.
- 12.11 In the event of a breach of loan conditions during the Loan Period, the loan will become immediately repayable.

12.12 The Council will be entitled to demand immediate repayment of the loan together with all other sums owing but unpaid, if there is a breach of the loan agreement and/or Legal Charge, which may include but not limited to any of the following circumstances:

- a) In the event that the last surviving person with an Owner's Interest dies within the Loan Period, the loan must be repaid within 18 months of the death by the executors of the estate.
- b) The Property ceases to be occupied by the Applicant as their only and main residence.
- c) Any information the Applicant provides about themselves subsequently proves to be materially incomplete, inaccurate, incorrect, or otherwise misleading, such that had the Council known, the offer of loan may not have been made.
- d) The Applicant ceases to be a foster carer during the Loan Period.
- e) The Applicant fails to observe or perform any terms of the Legal Charge.
- f) The Applicant takes out further secured borrowing without obtaining the Council's written consent.

Fees

12.13 The Loan Set up Fees may be payable by the Applicant and can either be paid up front or added to the loan.

12.14 An individual detailed breakdown of the fees payable will be provided to the Applicant prior to them applying for a loan.

12.15 If a Loan Application is cancelled after the full application has been submitted then any costs incurred by the Council since the full application was submitted will be recoverable from the Applicant at cost.

Discretion

12.16 The Council may approve a loan outside the limits in paragraphs 12.5 a) to c). When making this decision regard will be made to the matters specified in 12.3 and 12.4 above. These matters do not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

12.17 Where, because of exceptional hardship, the Applicant requests that the loan repayment be reduced, the Council upon being satisfied that exceptional hardship would indeed be caused were the full amount of loan to be recovered, may vary the amount to be recovered as calculated in 12.9.

12.18 Where the Applicant accesses commercial borrowing after their loan has been paid out, that is secured as a Legal Charge on the property, 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 Council, having regard to the individual circumstances of the case, rank in priority to the legal charge secured against the property under the Policy.

12.19 When deciding whether to exercise the discretion in paragraph 12.18 the Council, will have regard to the following matters:

- a) The type of charge taking priority.

- b) The amount and type of outstanding loan against the Council's lending criteria
- c) The reason a charge priority is being requested.
- d) The current financial vulnerability of the Applicant.

12.20 With reference to the above does not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

13. Accelerated Adaptations Grant

Summary

Assistance	Eligibility
<p>A fast track grant for the provision of adaptations where:</p> <ul style="list-style-type: none"> • The Applicant is terminally ill • The adaptation will reduce or delay the need for care • The adaptation will prevent the Applicant from going into care upon discharge from hospital <p>The maximum grant is £10,000.</p>	<ul style="list-style-type: none"> • Disabled Person, has a dependent child that is disabled, or is terminally ill • Assessed by an Occupational Therapist as having specific needs as set out in the eligibility criteria • Private Occupier

Purpose

13.1 The purposes for which an Accelerated Adaptations Grant may be made are where:

- a) The Applicant is terminally ill
- b) The adaptation will reduce or delay the need for care
- c) The adaptation will prevent the Applicant from going into care upon discharge from hospital

Eligibility

13.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:

- a) Is a Disabled Person, has a dependent child that is a Disabled Person or is terminally ill
- b) Following an assessment by an Occupational Therapist of the Applicant's needs, the adaptation identified will meet these needs, delay the requirement of care or prevent the Applicant going into care upon discharge from hospital.
- c) Private Occupier

13.3 Where an Applicant meets the above eligibility criteria, when deciding whether to provide the grant, the Council will have regard to the following:

- Council's available resources.
- Individual circumstances of the Applicant.

- Cost of carrying out the works.

Works

- 13.4 The Council will determine the nature, quality and extent of the works to be funded by the grant, which it will detail in a schedule of works (the Works).
- 13.5 Any work in addition or exceeding the Works will not be funded under the grant.

Conditions

- 13.6 The Applicant will be subject to the following conditions:
- Owner Occupiers have an Owner's Interest in the Property
 - The Applicant provides a completed Owner's Consent Form
 - The maximum grant will normally be £10,000.
 - The Applicant will usually be required to provide two estimates for the Works.
 - The Works will be completed within 6 months of application approval.
 - Payment will be made on completion of the Works when the Council is satisfied that the work has been completed to their satisfaction.
 - Payments will generally be made directly to the contractors.
- 13.7 Where the Works are likely to exceed £10 000, the Applicant may be advised to make a DFG application. Further, where works in addition to the adaptation Works are required the Applicant may be advised to make a DFG application.

Discretion

- 13.8 The Council may approve a grant outside the limit in paragraphs 13.7 c). When making this decision regard will be made to the matters specified in 13.2 and 13.3 above. These matters do not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

14. Disabled Person's Equipment and Assistive Technology Assistance

Summary

Assistance	Eligibility
The provision of equipment and/or assistive technology to a Disabled Person that is necessary to improve their living conditions and enable them to remain living in their own home.	<ul style="list-style-type: none"> • A Disabled Person • Assessed by an Occupational Therapist as having specific needs as set out in the eligibility criteria • Private Occupier, Private Register Provider Tenant or Council Tenant

Purpose

- 14.1 The purposes for which Equipment and Assistive Technology Assistance are given are:

a) The equipment and/or assistive technology will significantly improve the living conditions of the disabled people by helping them to maintain their independence, manage risks in and around the home and enable a person to remain living in their own home. This may include items such as:

- Mini-lifts
- Shower trays
- Sensor equipment
- Personal alarms and security systems (telecare)

b) The equipment and/or assistive technology are assessed as necessary as determined by an Occupational Therapist.

14.2 This list is not an exhaustive list of the equipment and technology that can be provided.

Eligibility

14.3 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:

- a) The Applicant is a Disabled Person
- b) Following an assessment by an Occupational Therapist of the Applicant's disablement needs, the equipment and/or assistive technology identified will meet their needs and have the effect of improving their living conditions and enable them to remain living in their own home.
- c) The Applicant is a Private Occupier, Private Register Provider Tenant or a Council Tenant

14.4 Where an Applicant meets the above eligibility criteria, when deciding whether to provide the equipment and/or assistive technology, the Council will have regard to the following:

- Council's available resources.
- Cost of the equipment/assistive technology.
- Individual circumstances of the Applicant.

Conditions

14.5 The Applicant will be subject to the following conditions:

- a) The equipment and/or assistive technology must be returned to the Council where the Council considers it is no longer required to meet the Applicant's disablement needs.
- b) There is no limit to the number of applications a person can make for provision of equipment as long as they meet the eligibility criteria listed in 14.3.

15. Minor Works Grants

Summary

Assistance	Eligibility
A grant of up to £5,000 for low income owner occupied households with a Disabled Person or person with a Limiting Long Term Illness to carry out minor repairs or improvements to address health and safety risks in the property, enable them to live independently or prevent them from being admitted to hospital.	<ul style="list-style-type: none"> • A member of the household is a Disabled Person or has a Limiting Long Term Illness. • Owner Occupier • Low Income Household

Purpose

15.1 The purposes for which a Minor Works Grant may be made are to carry out minor repairs or improvements to address:

- a) Health and safety risks
- b) Enable independent living
- c) Prevent hospital admission

Eligibility

15.2 To be eligible for assistance the Council must be satisfied that the Applicant meets all of the following criteria:

- a) A member of the household is a Disabled Person or has a Long Term Limiting Illness.
- b) Be an Owner Occupier
- c) Be a Low Income Household

15.3 Within the above criteria for eligibility, priority for awarding a grant will be determined having regards to the:

- Council's available resources
- Individual circumstances of the Applicant
- Cost of carrying out the works

Works

15.4 The Council will determine the nature, quality and extent of the works to be funded by the grant, which it will detail in a schedule of works (the Works).

15.5 Any work in addition or exceeding the Works will not be funded under the grant.

Conditions

15.6 The Applicant will be subject to the following conditions attached to the grant:

- a) Has an Owner's Interest in the Property
- b) The Applicant provides a completed Owner's Consent Form
- c) The maximum grant will normally be £5,000.
- d) The Applicant will usually be required to provide three estimates for the Works

- e) The works will be completed within 6 months of application approval
- f) Payment will be made on completion of the Works when the Council is satisfied that the work has been completed to their satisfaction.
- g) Payments will generally be made directly to the contractors.

15.7 The Council may only approve two Minor Works Grants of the same dwelling in a period of 3 years. The maximum Minor Works Grant available during this period is the maximum grant under 16.7

Discretion

15.9 The Council may approve a grant outside the limit in paragraphs 15.7 c). When making this decision regard will be made to the matters specified in 15.2 and 15.3. These matters do not constitute an exhaustive list of matters to have regards to. Each decision will be considered on the individual merits of the case.

16. General Discretion

16.1 The application of the Policy requires flexibility and discretion to respond effectively to a wide range of circumstances within the broader policy framework. For this reason, under the Policy there is discretion to vary the application of the Policy as follows:

- a) Whether to enforce the application of any condition applying to the provision of assistance under the Policy, having regard to all the circumstances of the case.
- b) To approve additional financial assistance above the maximum limit, where works of an exceptional and unforeseen nature cause the costs of the works to exceed the maximum limit and having regard to the individual circumstances of the case.

16.2 Where the Council is satisfied that a property or properties might be subject to a Council initiative or scheme that will have an effect on the property or properties, or in respect of a property or properties conflict may occur with other assistance proposals, the Council may decide that any form of assistance within the Policy does not apply to that property or properties.

17. Preliminary and Ancillary Service Charges

17.1 In the provision of any form of assistance involving the carrying out of building works, the Council will make a service charge for the following types of service:

- a) Preparation of schedules of works
- b) Assistance in the completion of forms and the application process
- c) Regular contact with the applicant during work in progress.

17.2 The amount charged will be set out prior to the charge being incurred and the level will depend on the level of service being provided. The level of charges will be reviewed periodically.

17.3 Where the charges are incurred in conjunction with the provision of any form of grant assistance, the charges will form part of the financial assistance being provided

17.4 Where the cost of the works exceeds the maximum level of grant assistance, financial assistance to cover the cost of the charges will be paid in addition.

18. Complaints Procedure

18.1 The Council has a corporate Complaints Policy that will apply in relation to any complaints about the implementation of any of the processes flowing from the Policy. The Complaints Policy can be found here:
<https://www.sheffield.gov.uk/home/your-city-council/make-complaint-council-service>

18.2 The Complaints Policy gives more information, including details of things the Council can't consider under the Complaints Policy or fully respond to until another procedure has been completed.

18.3 Details of the complaints procedure will be provided on request or can be viewed on the Council's web site. Any such complaint will be treated seriously and will (where appropriate) be reflected in subsequent reviews of the Policy or in amendments to the way that services are delivered.

19. Monitoring and Review

19.1 Regular monitoring of the effectiveness and progress of the Policy will be carried out to ensure that implementation is satisfactory and continues to meet local need. This will include the reviewing the:

- a) Assistance provided in the Policy
- b) The income thresholds used to determine the Low Income Household definition
- c) The housing needs of private occupiers in the city.

20. Equalities

20.1 The purpose of the Policy is to promote equality and provide high quality accessible services that meet the needs of Sheffield's diverse communities.

20.2 The Council's Equality, Diversity and Inclusion Policy sets out the equality commitments to the people of Sheffield and council staff and how it will meet them. The Policy is available to view here: <https://www.sheffield.gov.uk/home/your-city-council/our-equality-duty>

20.3 The Public Sector Equality Duty (Section 149 of the Equality Act 2010) covers local authorities and other public sector organisations such as the Police, health and schools. It also applies to organisations we contract with who are carrying functions on our behalf.

20.4 The General Duty has three aims. It requires public bodies to have due regard to the need to:

- a) eliminate unlawful discrimination, harassment and victimisation

- b) advance equality of opportunity
- c) foster good relations

21. Definitions

Applicant - The person who applies for any assistance within the Policy.

Approved Purpose

- a) To enable the Owner Occupier to discharge so much as is still outstanding of any commercial borrowing secured against the dwelling that ranks in priority to the Legal Charge secured under the Policy
- b) To discharge any arrears of interest on such commercial borrowing
- c) To discharge any costs and expenses incurred in enforcing payment of any such interest, or repayment (in whole or in part) of any such commercial borrowing
- d) To enable the Owner Occupier to take advantage of commercial borrowing offering a lower rate of interest.
- e) To consolidate existing debts into one loan
- f) To undertake essential repairs to their Property that has not been covered by the Legal Charge secured under the Policy.

Assistance - Any assistance provided by the Council, in accordance with the Policy including financial assistance.

Commercial Borrowing - Any loan/mortgage that can be obtained by an Applicant from a reputable high street bank or building society offering reasonable interest rates, accessible to the majority of the population. This can be either secured or unsecured borrowing.

Council - The Sheffield City Council

Council Tenant – A tenant of Sheffield City Council

Couple – Where the Applicant is in a relationship as:

- a) A man and a woman who are married to each other and are members of the same household;
- b) A man and a woman who are not married to each other but are living together as partners in the same household;
- c) Two people of the same sex who are civil partners to each other or married and are members of the same household;
- d) Two people of the same sex who are not civil partners of each other or married but are living together as partners in the same household.

Disabled Facilities Grant - A grant awarded under Part 1 Housing Grants, Construction and Regeneration Act 1996, where a local authority has a duty to award such a grant where the applicant for assistance satisfies the eligibility criteria for such assistance under that Act.

Disabled Person - A person as defined under Section 100 of the Housing Grants, Construction and Regeneration Act 1996.

Disability Related Benefits - Personal Independence Payment (PIP), Disability Living Allowance (DLA) and Attendance Allowance

Financial Assistance - Any assistance given under the Policy in which the Council provides a grant or loan to an Applicant, or otherwise carries out work on the dwelling.

Legal Charge - The main way of creating a mortgage/secured loan in England and Wales. The charge is created by a deed. The deed contains the conditions to which the borrower is bound from the time the deed is signed and is a formal binding contract between the Council and the Applicant.

Limiting Long Term Illness - An illness, health problem or disability which limits a person's day-to-day activities and for the purpose of the Policy is confirmed by a health professional.

Loan Application - An application for a loan under the Policy.

Loan Set up Fees - The fees that are charged for setting up a loan under the Policy. The fees payable are dependent on which loan the Applicant receives under the Policy. The fees could be but not limited to, the fees listed below:

- Land Registry fee for registered properties.
- A Land Registry fee for unregistered properties based on the value of the property.
- A Valuation Fee to value the property via an independent Royal Institute of Chartered Surveyors qualified valuer at the start of the loan and if the Applicant chooses to repay their loan early.
- A variable cost of any consent required from the Applicant/Borrower's own Lender.
- Architect fees
- Structural survey fees

A detailed individual breakdown of the fees the Applicant is responsible for paying will be provided to them before they complete a Loan Application.

If a Loan Application is cancelled after it has been submitted, then any costs incurred by the Council since the Loan Application was submitted will be recoverable from the Applicant at cost.

Low Income Household - A low income household is defined as having a gross income of no more than:

- £19,200 for single person
- £21,600 for a couple with no dependent children.
- £25,200 for a single person or couple with dependent children.

And in addition have savings of no more than £6,000

And/or may be in receipt of at least one of the principal income related means-tested benefits and/or Disability Related Benefits. The income related benefits include those stipulated by the Department of Working Pensions as at April 2019, which are:

- Income-based Jobseeker's Allowance

- Income-related Employment and Support Allowance
- Income Support
- Pension Credit
- Tax Credits (Child Tax Credit and Working Tax Credit)
- Housing Benefit
- Council Tax Support
- Social Fund (Sure Start Maternity Grant, Funeral Payment, Cold Weather Payment)
- Universal Credit

Maximum Loan - The maximum amount of loan available under the Policy, determined in accordance with its eligibility criteria.

Owner

- (a) In relation to living accommodation comprising a building or part of a building, means the person who,
- (i) is for the time being entitled to receive from a tenant of the accommodation (or would be so entitled if the accommodation were let) a rent at an annual rate of not less than two-thirds of the net annual value of the accommodation; and
 - (ii) is not himself liable as tenant of the accommodation, or of property which includes the accommodation, to pay such a rent to a superior landlord;
- (b) In relation to living accommodation comprising a caravan or a boat or similar structure, means the person who is for the time being entitled to dispose of the caravan or boat or similar structure.

Owner Consent Form - A form completed by the Owner confirming that they own the dwelling and consent to the works being carried out.

Owners Interest - In relation to any premises, means:

- a) An estate in fee simple absolute in possession (freehold), or
- b) A term of years absolute (leasehold) of which not less than 100 years remain unexpired at the date of the application, whether held by the Applicant alone or jointly with others.
- c) Where the Applicant has a shared interest in the premises (Shared Ownership), their share of the premises is in respect of a leasehold of which not less than 100 years remains unexpired at the date of the application, whether held by the Applicant alone or jointly with others.

Owner Occupier - Has an Owner's Interest in the dwelling and occupies the dwelling as their only or main residence. This includes owners that own outright, with a mortgage or own a proportion of the property (shared ownership).

Over-Crowded – A dwelling where the number of persons sleeping in the dwelling is such as to contravene the room standard or the space standard under Part 10 Housing Act 1985.

Partner - Where an Applicant is a member of a Couple.

Private Occupier – An Owner Occupier, tenant of a private landlord or shared ownership owner.

Private Registered Provider Tenant – Tenants of social housing providers (non-profit and profit-making) providers such as Housing Associations.

Property - Any building or part of a building occupied or intended to be occupied as a private residence, together with any yard, garden, outhouses and appurtenances belonging to or usually enjoyed with that building or part.

Shared Ownership - The occupier of the Property owns a proportion of the property and pays rent on the remainder, typically to a local authority or housing association.

DRAFT



Author/Lead Officer of Report: Jill Hurst
Tel: 0114 2734932

Report of: *Executive Director of Place*

Report to: *Cabinet*

Date of Decision: *15 January 2020*

Subject: **Procurement of the Tipping and Collection of Waste Materials, (including appropriate Treatment, Recycling and Disposal), to support Council Housing Services, Repairs and Maintenance and Parks and Countryside.**

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? Councillor Mark Jones - Cabinet Member for Environment, Streetscene and Climate Change		
Which Scrutiny and Policy Development Committee does this relate to? <i>Economic and Environmental Wellbeing Scrutiny Committee</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? 723		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Purpose of Report:

To seek approval for Procurement and contract award of a Tipping and Collection of Waste Service, (including appropriate Treatment, Recycling and Disposal), to support Council Housing Services, Repairs and Maintenance and Parks and Countryside.

Recommendations:**That Cabinet:**

1. Approves the re-tendering of the Tipping and Collection of Waste Materials as detailed in this report:
2. Delegate authority to the Executive Director of Place, in consultation with the Director of Financial & Commercial Services and Director of Legal and Compliance, where there is no existing authority to:
 - a. Agree the procurement strategy;
 - b. Agree and thereafter award the new contracts to the successful providers;
 - c. Take all other necessary steps not covered by existing delegations to achieve the outcomes outlined in this report.

Background Papers:

No background papers

Lead Officer to complete:-

1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Paul Schofield
		Legal: Henry Watmough-Cownie
		Equalities: Anne Marie Johnston
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		

2	EMT member who approved submission:	<i>Laraine Manley</i>
3	Cabinet Member consulted:	<i>Councillor Mark Jones</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
Lead Officer Name: <i>Jill Hurst</i>		Job Title: Head of Housing Repairs and Maintenance
Date: <i>06/01/2020</i>		

1. PROPOSAL

1.1 Background

In April 2015, following a competitive tender process, the Council Housing Service, (CHS), awarded the following two contacts:

1. Provision of Tipping Facilities for Waste Materials – provision of an appropriately licenced waste / recycling facility within the Sheffield City boundary to accept collected fly tipped and other waste materials (including hazardous and non-hazardous materials) taken for processing in an environmentally responsible manner (including the appropriate treatment, recycling and disposal of waste) by SCC operatives (dropped off on a daily basis).
2. Collection and Disposal of Waste Materials – provision of a waste collection and disposal service to include hazardous and non-hazardous waste from key specified locations within the City (materials generally categorised as WEEE, household and similar waste materials collected on an 'as required' basis).

The above contracts expired 31/03/2019.

In 2017 the Housing Repairs and Maintenance (HRM) and Corporate Statutory Serving Services (CSSR) awarded a similar contract for the provision of:

3. Waste Management Services - The service included:
 - Provision of a Tipping Facility enabling Council personnel to transport and transfer waste for recycling/recovery
 - Collection and Disposal of hazardous and non-hazardous waste materials, including construction and asbestos;
 - Bulk collection of segregated waste both hazardous and non-hazardous at the Council's Waste transfer station at Manor Lane

The above contract expires 31/03/20.

In addition to the above there is also a requirement for ad-hoc skip hire from various services across the council. The current arrangements are that services obtain quotes and no formal arrangements or contracts are in place.

A review of these services during 2019 has indicated opportunities for consolidation which we anticipate will generate savings and efficiencies should the requirements for both service areas be amalgamated.

The combined spend currently across all the above is circa £930,000 per annum. Over a 4 year contract term this would total £3.6 million. As such this falls under the scope of The Public Contracts Regulations 2015 which places a requirement on the council to advertise the opportunity

via a competitive tendering exercise.

1.2 Proposal

The review of the current provision and following consultation with the services indicates there is a need to re-procure and to continue to provide the services on behalf of the council.

The reasons being are:

- The waste collected cannot be incorporated in to the domestic waste arrangements
- The existing arrangements have expired across 2 of the 3 contracts currently
- If left the waste would accumulate and provide a hazard from both an environmental and public health perspective

As requirements across CHS and HRM are the same and in order to provide economies of scale it is our recommendation that the requirements are combined to enable the council to operate on a more strategic level and provide increased cohesion across our waste management services.

Due to the volumes of requirements across both the tipping and waste it is proposed we undertake a competitive tender exercise and that our requirements be divided in to different lots as follows:

Lot 1 – Tipping Facility (an appropriately licenced waste management and recycling facility for ongoing provision of a tipping facility to enable Council staff to drop off collected waste from a variety of sources including fly-tipping).

Lot 2 – Collection Facility (provision of a collection and disposal service for hazardous and non-hazardous waste materials from various storage sites)

Lot 3 – Skip Hire (provision of a Skip delivery and collection service which can be utilised as and when required by council staff)

No restrictions will be placed on the number or type of lots a single bidder can apply for but by breaking it down it is anticipated that this will attract SME's.

Award criteria will be based around bidders having the capacity and appropriate licences to ensure we meet our environmental obligations. It will also include Social Value measures including consideration of CO2 emissions.

The Council is currently scoping possible options for managing its own waste.

The proposed timescales for the contract through this proposed

procurement are such as to fit in with any scoping and development works for this.

It is proposed the contract term will be up to 4 years.

2. HOW DOES THIS DECISION CONTRIBUTE ?

2.1 The Corporate Plan sets the Council's direction, priorities and common goals. This proposal specifically support the priorities around:

Strong economy as supporting local business and local employment

Thriving neighbourhoods and communities -reducing carbon foot print and local facilities to assist in easy waste disposal and keeping the city clean

There are benefits as to why we should consolidate the spend/suppliers on the above mentioned contracts including:

- Reduced costs in purchasing and process i.e. procurement process and contract management/administration (fewer suppliers, ordering and billing efficiencies etc)
- Improved supplier service and support (strategic contract for supplier)
- Improved quality (potential for a seamless service as same/similar approach and systems)
- Improved economies of scale

This report is to seek approval of re-tendering and contract award for the ongoing provision of Tipping and Waste collection as separate 'lots' and also for the provision of skip hire and collection specifically for Council services.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 No external consultation is required or has taken place as the tender is to support the internal service provision.

3.2 This report has been jointly developed in consultation with relevant stakeholders in the Council Housing Service, Repairs and Maintenance, Parks and Countryside and Waste Management Service.

3.3 A soft market test was undertaken in September 2019 to establish if there were suppliers who could accommodate our requirements. A number of positive responses were received.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 There are no equalities impacts, positive or negative, from this proposal. This should benefit services through reduced costs in purchasing and process, improved supplier service and support, improved quality and economies of scale.

4.2 Financial and Commercial Implications

- 4.2.1 As set out in paragraph 1.1, the total value of contracts to be considered in this report will be up to £3.6 million.

The proposed new contract term will be up to 4 years including the provision of a break clause at year 2 and 3.

The Council has a duty to ensure that all of its procurement is based on value for money principles, achieving the optimum mix of quality and effectiveness for the least outlay. In addition to this duty and the overarching EU Treaty Principles relating to transparency and equality of treatment, the value of the services in scope is above the OJEU threshold and so requires a number of specific procedural steps to be followed.

In undertaking an OJEU compliant tender process, the Council will ensure compliance with the necessary legal and regulatory provisions relating to procurement, whilst encouraging innovation and competition from the market and allowing the Council to choose the optimum solution based on a balance of quality and price.

The contracts will not provide any guarantees in relation to volumes or a value committed to supplies over the course of the arrangement, and so provides flexibility for the Council to carry out ongoing reviews of its needs and amend its requirements where necessary.

- 4.2.2 Sheffield City Council is committed to ensuring a high standard of ethical practice across our supply chain

The Council expects all internal staff, partners and suppliers to work to these augmented standards which assure we will:

- Trade with those who comply with an Ethical Code of Conduct
- Exclude suppliers committing acts of Grave Misconduct
- Improve Social Outcomes for the citizens of Sheffield
- Increase the power of procurement and its local economic impact.

- 4.2.3 There may be financial implications if the submitted tender prices are substantially different from the existing budgetary provision in the general fund and Housing Revenue Account budgets.

4.3 Legal Implications

- 4.3.1 The Localism Act 2011 provides local authorities with a “general power of competence” which enables them to do anything that an individual can do as long as the proposed action is not specifically prohibited. A purpose of the Act is to enable local authorities to work in innovative ways to develop services that meet local need.

When the Council delivers services it is subject to the ‘best value duty’. This requires the Council to ‘make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

The procurement of any goods, works or services by the Council must be undertaken in accordance with all relevant provisions of the Council’s Constitution including its Contracts Standing Orders and all applicable Procurement rules.

Successful providers/suppliers chosen by the Council will be required to enter into formal written legal agreements with the Council.

- 4.3.2 Section 34 of The Environmental Protection Act 1990 imposes a duty of care on persons concerned with handling waste, to which any provider will have to have full regard to such statutory obligations.

4.4 Other Implications

- 4.4.1 None

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The council can continue to operate the Tipping and Waste on the same basis with 3 distinct contracts that sit across the services as we do now. This would not provide us with potential for savings to be achieved from a consolidated approach from a supply perspective or efficiencies relating to contract management.

There would still be a requirement to re-procure the services to comply with PCR 2015 and the Council’s Constitution including Standing Orders.

- 5.2 We have explored the potential use of Veolia’s Energy Recovery Facility but this would result in the waste all being incinerated for energy recovery without any material being removed for recycling. Putting the waste through processing sites that divert large volumes to recycling would have a positive impact. Colleagues in Waste Management have confirmed that they will be looking to scope options for how the Council may be able to manage its own waste without the need for these external arrangements in the future.

6. REASONS FOR RECOMMENDATIONS

6.1 The procurement will enable the Council to:

- Have a compliant mechanism in place to meet the service requirements.
- Continue to meet its obligations in regard to Waste collection and disposal.

Benefits of consolidating requirements across the service areas include:

- Reduced costs in purchasing and process i.e. procurement process and contract management/administration (ordering and billing efficiencies etc)
- Improved supplier service and support (strategic contract for supplier)
- Improved quality (potential for a seamless service as same/similar approach and systems)
- Improved economies of scale

The advantages of splitting the contracts in to specific lots are:

- Increased competition as more/new suppliers
- Increased innovation due to more suppliers
- Spreads risk, diverse supply chain
- Supports SME's

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Author/Lead Officer of Report:
Damian Watkinson,
Finance Manager

Tel: 0114 273 6831

Report of: *Eugene Walker*

Report to: *Cabinet*

Date of Decision: *15th January 2020*

Subject: *Capital Approvals for Month 08 2019/20*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		

Which Cabinet Member Portfolio does this relate to? ***Finance and Resources***

Which Scrutiny and Policy Development Committee does this relate to?
Overview and Scrutiny Management Committee

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

If YES, what EIA reference number has it been given? *(Insert reference number)*

Does the report contain confidential or exempt information? Yes No

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

"The Appendix2 is not for publication because it contains exempt information under paragraph 7 of Schedule 12A of the Local Government Act 1972"

Purpose of Report:

This report provides details of proposed changes to the Capital Programme as brought forward in Month 08 2019/20.

Recommendations:

- Approve the proposed additions and variations to the Capital Programme listed in Appendix 1 and Appendix 2 (closed), including the procurement strategies and delegate authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contract
- Approve the variations to the Housing Capital Programme as part of the annual programme refresh as detailed in Appendix 3

Background Papers:

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Tim Hardie</i>
	Legal: <i>Sarah Bennett / David Hollis</i>
	Equalities: No
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Eugene Walker</i>
3	Cabinet Member consulted: <i>Councillor Terry Fox Cabinet member for Finance and Resources</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: <i>Damian Watkinson</i>
	Job Title: <i>Finance Manager Business Partner Capital</i>
Date: 20/12/19	

MONTH 08 2019/20 CAPITAL APPROVALS

1. SUMMARY

- 1.1 A number of schemes have been submitted for approval in line with the Council's capital approval process during the Month 08 reporting cycle. This report requests the relevant approvals and delegations to allow these schemes to progress.
- 1.2 Below is a summary of the number and total value of schemes in each approval category:
- 10 additions of specific projects to the capital programme creating a net increase of £442k;
 - 8 variations creating a net increase of £411k;
 - 1 variation to procurement route with no impact on budgets
 - 5 re-profiles of budget with no impact on overall budget
 - Revisions to the Housing Capital Programme including the addition of the 2024/25 indicative allocations creating a net increase of £161.8m
- 1.3 Further details of the schemes listed above can be found in Appendices 1, 2 and 3.

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 The proposed changes to the Capital programme will improve the recreational leisure facilities, schools, roads and homes used by the people of Sheffield, and improve the infrastructure of the city council to deliver those services.

3. BACKGROUND

This report is part of the monthly reporting procedure to Members on proposed changes to the Council's capital programme.

4. OUTCOME AND SUSTAINABILITY

- 4.1 By delivering these schemes the Council seeks to improve the quality of life for the people of Sheffield.

5. OTHER IMPLICATIONS

5.1 Finance Implications

The primary purpose of this report is to provide Members with information on the proposed changes to the City Council's Capital Programme further details on each scheme are included in Appendices 1, 2 and 3.

5.2 Procurement and Contract Award Implications

This report will commit the Council to a series of future contracts. The procurement strategy for each project is set out in Appendices 1 and 2. The award of the subsequent contracts will be delegated to the Director of Financial and Commercial Services.

5.3 Legal Implications

Any specific legal implications in this report are set out in Appendices 1,2 and 3.

5.4 Human Resource Implications

There are no direct Human Resource implications for the Council.

5.5 Property Implications

Any specific property implications from the proposals in this report are set out in appendices 1,2 and 3.

6. ALTERNATIVE OPTIONS CONSIDERED

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

7. REASONS FOR RECOMMENDATIONS

- 7.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield
- 7.2 To formally record changes to 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.
- 7.3 Obtain the relevant delegations to allow projects to proceed.

Finance & Commercial Services | Commercial Business Development

December 2019

Scheme name / summary description		Value £'000
A	Economic growth	
	New additions	
	None	
	Variations and reasons for change	
Page 155	Grey to Green 2	
	Scheme description	2019-20
	The aim of this scheme is to :	-980
	<ul style="list-style-type: none"> Pedestrianise Castlegate and narrow redundant carriage ways on Exchange Street/Place to create a setting for development plots, public event space, Sustainable Urban Drainage and meadow planting areas to transform the public realm and improve the environment. 	2020-21 +899
	<ul style="list-style-type: none"> Redirect bus routes from Castlegate via Exchange Place and Blonk Street, including a new bus gate at Blonk Bridge. 	2021-22 +44
<ul style="list-style-type: none"> Extend green and open space corridors with pedestrian and cycle priority to create a gateway to the city centre, particularly for the adjoining hotel cluster and riverside business district 	2022-24 +37	
<ul style="list-style-type: none"> Create potential development sites from highway land at Exchange Place/Wharf Street 		
What has changed?		
As a result of programme delays and an over optimistic cash flow provided by contractor £980k of the £4.8m expenditure budgeted for in 2019/20 will slip into future years.		
Variation type: -		
<ul style="list-style-type: none"> [slippage] 		
Funding	No change	
Procurement	N/A	
B	Transport	

New additions								
Page 156	<p>Accident Savings Programme</p> <p>Why do we need the project?</p> <p>The Accident Savings Programme is a rolling programme of works focused on the citywide strategy to strategy to reduce actual (and the perception of) road traffic collisions, particularly focused on reducing killed and seriously injured (KSIs) casualties by implementing road safety engineering schemes at sites with the highest injury collision rates in the City.</p> <p>The focus of all the schemes within the programme is to achieve a reduction in the number and severity of road injury collisions.</p> <p>How are we going to achieve it?</p> <p>The following three new schemes are to be introduced into the programme. Feasibility and design works are to be undertaken in each of the areas to determine the appropriate works, designs and cost estimates to deliver accident saving measures.</p> <ul style="list-style-type: none"> • Sheaf Street Pedestrian Crossing: a review of the pedestrian crossing • Abbeydale Road Junction with Wolseley Road: a road safety engineering scheme to address collisions at this location particularly those involving cyclists • Ecclesall Road junction with Greystones Road: a road safety engineering scheme to address collisions at this location particularly those involving cyclists <p>The feasibility costs are £10k for each of the specified areas at a total cost of £30k funded from Local Transport Plan.</p> <p>What are the benefits?</p> <ul style="list-style-type: none"> • To achieve a reduction in the number and severity of road injury collisions • To contribute to the creation of a safer residential environment, which will allow easier access to local facilities for all <p>When will the project be completed?</p> <p>March 2020</p>						+30	
	Funding Source	Local Transport Plan	Amount	30k	Status	Ring-fenced for transport projects	Approved	
	Procurement	Feasibility in-house by the Strategic Transport, Sustainability and Infrastructure Services						
	Variations and reasons for change							

	<p>Petre Street Crossing</p> <p>Scheme description</p> <p>This project was previously approved to provide a crossing point across a busy main road.</p> <p>What has changed?</p> <p>Following an objection received, a decision has been taken not to progress the scheme and the budget (funded by Local Transport Plan) will be removed from the capital program.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> [budget decrease] 	-102		
	<table border="1"> <tr> <td data-bbox="159 603 309 667">Funding</td> <td data-bbox="309 603 1989 667">Local Transport Plan</td> </tr> </table>	Funding	Local Transport Plan	
Funding	Local Transport Plan			
	<table border="1"> <tr> <td data-bbox="159 667 539 730">Procurement</td> <td data-bbox="539 667 1989 730">N/A</td> </tr> </table>	Procurement	N/A	
Procurement	N/A			
Page 157	<p>Kelham Neepsend Parking</p> <p>Scheme description</p> <p>In October 2019, cabinet approved a scheme to design and introduce a controlled parking zone scheme in the Kelham / Neepsend areas of Sheffield at a total cost of £624k (funded from Local Transport Plan) with an estimated completion date of March 2019.</p> <p>What has changed?</p> <p>The project delivery is currently behind schedule due to the current need to focus resources on the Transforming City projects which have time limited funds.</p> <p>As a result, the bulk of the project will now be delivered in 2020/21 and £580k will be moved into the 2020-21 Capital Program.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> [slippage] 	2019-20 -580 2020-21 +580		
	<table border="1"> <tr> <td data-bbox="159 1235 309 1299">Funding</td> <td data-bbox="309 1235 1989 1299">Local Transport Plan</td> </tr> </table>	Funding	Local Transport Plan	
Funding	Local Transport Plan			
	<table border="1"> <tr> <td data-bbox="159 1299 539 1362">Procurement</td> <td data-bbox="539 1299 1989 1362">N/A</td> </tr> </table>	Procurement	N/A	
Procurement	N/A			
	<p>Anti Idling – Air Quality</p> <p>Scheme description</p>	2019-20 -30		

	<p>As Highway Authority, the Council has to respond to new legislation on managing air quality or face punitive fines if levels of pollution are not brought to below the required levels.</p> <p>This project has previously been approved to address air quality issues by introducing anti idling areas around a number of schools, taxi ranks and hospitals with the installation of signage advising motorists they could be fined if they leave their engines running when asked not to do so by an enforcement officer.</p> <p>Initially the project was due to be completed by March 2020</p> <p>What has changed?</p> <p>The project costs have reduced from £64k to £51k and due to resource issues, the estimated completion date is now expected to be June 2020. As a result the budget has been adjusted [2019-20 -£30k, 2020-21 +£17k]</p> <p>Variation type: -</p> <ul style="list-style-type: none"> • [budget decrease] • [slippage] 		<p>2020-21 +17</p>
	<p>Funding</p>	<p>Local Transport Plan</p>	
<p>Procurement</p>	<p>N/A</p>		
	<p>Leighton Road Crossing Point</p> <p>Scheme description</p> <p>This project is an element of the Council’s overall objective of increasing active travel, focusing on minor adaptations to improve accessibility and road safety of pedestrians. It was previously approved by Cabinet to provide an enhanced crossing point on Leighton Road following completion of a feasibility study in the area.</p> <p>What has changed?</p> <p>Detailed design works have been undertaken and works are now planned to commence with completion expected in March 2020.</p> <p>The overall project cost is £73k [funded by Local Transport Plan] which is a budget reduction of £10k.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> • [budget decrease] 		<p>-10</p>
	<p>Funding</p>	<p>Local Transport Plan</p>	
	<p>Procurement</p>	<p>As previously approved</p>	

Page 159	<p>City Centre West Cycle Route</p> <p>Scheme description</p> <p>Provision of a strong cycling and walking network is a key part of the Transport Strategy.</p> <p>Sheffield City Council have previously been awarded £2m through the Transforming Cities Fund tranche 1 (TCF) to invest in schemes that promote active travel (cycling and walking) to enable people to access jobs, education etc. through greener and healthier forms of travel.</p> <p>This project is a one of three approved schemes funded from TCF 1 funding and is to link suburbs in the West and Hallam University campus to the Heart of the City. Two sections have been completed to date – the area around Charter Row and a section in Broomhall and this project will fund the linkage of the two existing sections.</p> <p>What has changed?</p> <p>The design stage is now complete and works are planned to commence with completion expected in March 2020. The overall project delivery cost is £876k which is a budget increase of £74. The committed sum is estimated at £57k.</p> <p>The project delivery costs will be funded by Transforming City Fund and the committed sum will be funded by Local Transport Plan.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> [budget increase] 		+74
	Funding	Transforming Cities Fund	
	Procurement	As previously approved	
	<p>Broadfield Road Junction Improvement</p> <p>Scheme description</p> <p>This scheme was originally approved to carry out junction improvement works and a short length of on-line road widening at London Road / Broadfield Road section of the A61 corridor to align with the on-going “Better Bus Area” improvements in the area. Funding was via a grant from the Department for Transport National Productivity Investment Fund (NPIF) for £3,356k and Council match funding of £1,459k. The match funding was provided by the now completed Heeley Tidal Flow Improvements, part of the Streets Ahead Core Works.</p> <p>What has changed?</p> <p>The project has experienced delays due to the requirement for additional feasibility work and prolonged negotiations to acquire the additional land required to facilitate the road widening, in order to avoid a Compulsory Purchase Order; leading to increased costs and slippage in the scheme. In addition a decision has been made to change the 3rd carriageway from a general use lane to a bus only lane.</p> <p>Due to the delay and change in scope, the project costs have increased by £317k which will be funded by Local Transport Plan. The project completion date is now expected to be in in early 21/22 and as a result, £835k of NPIF funding will be moved into the Capital Programme for 2020-21.</p>		2019-20 -835 2020-21 +844 2021-22 +308

	<p>Variation type: -</p> <ul style="list-style-type: none"> • [budget increase] • [scope] • [slippage] 	
	Funding	NPIF and Local Transport Plan
	Procurement	As previously approved
C	Quality of life	
	New additions	
Page 160	None	
	Variations and reasons for change	
Page 160	<p>94105 Graves NCSEM – Car Park</p> <p>Scheme description Sheffield Council and Sheffield College each owned several separate areas of land at Bochum Parkway. The assembly of the lands and removal of the rights and cross rights was essential in order to form a commercially attractive site with regular and straight boundaries.</p> <p>The site assembly exercise involved Graves Tennis and Leisure Centre losing 28 car parking spaces. However, arrangements were put in place for a private developer to demolish a building and finish this land to the same level of the surrounding ground. This space could then be developed with the existing adjacent car park to provide an additional 62 spaces.</p> <p>Prior to the car park works being undertaken, the developer approached the Council with a commercial offer to purchase additional land to increase the size of the development, with a further 4 retail units and complete alternative car parking. An ICM decision was taken in January 2018 to approve the sale.</p> <p>What has changed? Costs have increased due to:</p> <ul style="list-style-type: none"> • The underground drainage being in a far worse condition than expected when the site was excavated, and therefore a greater amount needing replacement • Additional signage and speed bumps needed on completion 	+31

Page 161	Variation type: - Budget Increase Costs Fees £25K Works $£195K + £31.1K = £226.1K$ TOTAL $£220K + £31.1K = £251.1K$ Budget Actuals 18/19 £14.3K Current 19/20 Budget $£205.7K + £31.1K = £236.8K$ TOTAL $£220.0K + £31.1K = £251.1K$		
	Funding	Revenue Contribution to Capital held on Balance Sheet £25K + New Revenue Contribution to Capital £6K (BU 21222)	
	Procurement	As previously approved	
	Green and open spaces		
	New additions		
	None		
	Variations and reasons for change		
	Burngreave Public Health Play Improvements Scheme description Wensley Street Playground, Nottingham Cliff Recreation Ground and Denholme Close Playground have play facilities which are outdated, unfit, or removed pieces of equipment which provide limited play and agility opportunities for local children. They also attract anti-social behaviour (including drug use), which is currently preventing them being used fully by the local community. Nottingham Cliff and Denholme Close are also in close proximity to the new Astrea Academy. Improvements are required to ensure pupils can safely use these sites What has changed? The Phase 1d Final Business Case includes some additional work/ scope at the Wensley Street Playground: <ol style="list-style-type: none"> 1. Installation of a tarmac footpath link from the entrance 2. Replacement of A Frame with K barrier at the entrance. 3. Playground signage 		+12

The new play facilities (a previous phase) at Wensley Street Playground are difficult for buggies or wheelchairs to access. A tarmac link path from the entrance to the playground and improvements to the entrance to make it more accessible would resolve this issue. This is supported by the local community.

Extra funding has been secured to carry out these works, which will cost £13.1K:

Parks Investment Fund (PIF)	£8.0K
Public Health Fund	£3.0K
Revenue Contribution to Capital	£0.5K

The rest will be taken from the contingency, which at Phase 1c was £2.6K therefore reducing it to £1.0K

Variation type: - Budget Increase / Change of Scope

Costs

Fees	£1.0K
Contingency	£2.6K - £1.6K = £1.0K
Denholme Close costs	£25.5K
Nottingham Cliff costs	£37.7K
<u>Wensley Street costs</u>	<u>£45.1K + £13.1K = £58.2K</u>
Total Costs	£111.9K + £11.5K = £123.4K

Budget

18/19 Actuals	£3.5K
<u>Current 19/20 budget</u>	<u>£108.4K + £11.5K = £119.9K</u>
Total Project Budget	£111.9K + £11.5K = £123.4K

Funding	Additional PIF £8K + PH £3K + RCC £0.5K
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Procurement	N/A
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E Housing growth

New additions

New Build Coun Hsg Phase 7 – Modern Methods of Construction (MMC) FEASIBILITY

Why do we need the project?

The Council is committed to delivering a Stock Increase Programme (SIP) of 3,100 additional affordable homes by 2029. Current estimates are that

+15

approximately half of these new homes will be 'new build' on Council owned land. It may be difficult to achieve the overall target through the use of traditional construction methods on the currently identified brownfield land alone.

To date the Housing Growth Team has collated a list of around 130 HRA infill or ex-garage sites. It is expected that a number of these infill sites will have the potential for some form of residential development. The location and nature of these sites means that they are generally small or physically constrained and potentially less commercially attractive to volume house builders. Delivery of new Council Stock on these smaller sites could help support planned delivery and meet the needs of local residents in different ways.

This project seeks to maximise the use of Council land for new council housing, by understanding the development opportunity and constraints of c15 underutilised small sites, with the aim of identifying c10 sites which can be used to test 'Modern Methods of Construction (MMC) as a 'concept for Council owned homes in the City'. This trial will also seek to test some of the cited benefits of MMC (compared to traditional build – such as delivery speed, quality, improved sustainability, reduced lifetime costs) from a Council housing management perspective, whilst aiming to minimise the disruption/ negative impacts of the construction of new homes on local communities (due to a shorter on site build time associated with MMC).

How are we going to achieve it?

A trial will help the Council to understand more about a variety of issues that may differentiate an MMC home from a traditionally built one. These issues include: repairs & maintenance issues, assurances/ guarantees on the properties, energy efficiency and liveability for tenants. A limited trial of c25 units across c10 small sites would minimise the risk involved in delivering this type of housing should the product fail on one of these measures.

The Housing Growth team are therefore seeking approval to undertake the high level feasibility work required to select a small number of sites for the MMC trial (through an assessment of general development restrictions, site deliverability, initial planning advice etc....), enabling the Council to engage with the market in order to inform the next stage of project development.

The output of this exercise would be a shortlist of sites (which will form the basis of early engagement with the market) which have passed a series of 'internal tests', giving some level of comfort that they would be suitable for the delivery of new homes.

It is proposed that the final list of sites will have a capacity greater than the 25 units expected to be delivered by the MMC trial - with potential suppliers asked to prioritise the sites they feel are most deliverable as part of the initial market engagement exercise (with a delivery target of c25 homes).

What are the benefits?

Objectives

Maximise the use of Council land for new council housing.

Outputs

A shortlist of sites which have passed a series of 'internal tests', giving some level of comfort that they would be suitable for the delivery of new homes.

Benefits

Delivery of new Council Stock on these smaller sites could help support planned delivery and meet the needs of local residents in different ways.

	<p>When will the project be completed? Feasibility 31st March 2020</p>								
	<p>Funding Source</p>	<p>HRA Stock Increase</p>	<p>Amount</p>	<p>£15K</p>	<p>Status</p>	<p>Being added to the Stock Increase Programme as part of the Housing Capital Programme Annual Review</p>	<p>Approved</p>		
	<p>Procurement</p>		<p>Feasibility by the Capital Delivery Service</p>						
<p>Page 164</p>	<p>New Build Coun Hsg Phase 11 – Hemsworth Older Persons Independent Living (OPIL)</p> <p>Why do we need the project? The site is a former Primary School (demolished in 2005) which sits in the heart of the Hemsworth neighbourhood, at the junction of Constable Road and Blackstock Road. The site is to be developed to provide approximately 75 - 80 accommodation units and associated communal areas for residents who fit in the Older Persons Independent Living genre.</p> <p>This proposed OPIL scheme will provide accommodation for a wide range of older people from those without care needs to those who need some extra help to look after themselves but not at the level provided by residential care homes. People living in OPIL schemes will enjoy the freedom and independence of having their own front door, while having the reassurance that care staff are available 24/7 for those with assessed needs.</p> <p>How are we going to achieve it? The Hemsworth OPIL scheme must be designed to attract a mixed community, enable the delivery of effective care and support, and enable residents to develop mutually supportive relationships with other residents and the wider community. A core building or group of buildings in an apartment format comprising one and two bedroom accommodation is anticipated with communal facilities that contribute to residents' health and wellbeing. Also anticipated is ancillary housing (bungalows) that will have access to those facilities but may not be physically connected with the core building(s) and may not be in apartment format.</p> <p>The pre-design stage will focus on:</p> <ul style="list-style-type: none"> • Development and confirmation of brief • Options appraisal leading to costed options report to present to client • Design of preferred option to RIBA2 • Development and agreement of procurement strategy • Development of detailed programme • Procurement of surveys (phase 2 geo tech, tree and CCTV) <p>What are the benefits? <i>Objectives</i> Provide accommodation for a wide range of older people from those without care needs to those who need some extra help to look after themselves but</p>							<p>+187</p>	

not at the level provided by residential care homes.

Outputs
Approximately 75 - 80 accommodation units and associated communal areas for residents who fit in the Older Persons Independent Living genre.

Benefits
The new scheme will provide the opportunity for those over 60 who may want to downsize or move to more suitable accommodation with some support available if needed. Tenants will be able to maintain their independence, health and wellbeing, be part of a scheme community and be part of the wider community. The needs of people who may develop dementia, who have sight problems or who need a wheelchair will also be key considerations.

When will the project be completed?

No date provided at this stage, depends on the outcome of the pre-design stage. Pre-design costs are all scheduled in 20/21

Costs, all 20/21

CDS Fees	£105.4K
Surveys	£20.0K
<u>Consultant Fees</u>	<u>£61.2K</u>
TOTAL	£186.6K

Funding Source	HRA	Amount	£186.6K	Status	Being added to the Stock Increase Programme as part of the Housing Capital Programme Annual Review	Approved	
Procurement	Pre design by the Capital Service Delivery and Capital Service Delivery Partner.						

Variations

None

F Housing investment

New additions

None

Variations and reasons for change	
<p>Page 166</p>	<p>Temporary Accommodation - 250 Barnsley Road</p> <p>Scheme description Following a review of temporary emergency accommodation in 2017, a proposal to develop a new purpose built facility that will integrate provision for all customer groups with assessment as well as accommodation services has been approved, but this facility will not become available until 2021. An interim solution is therefore required to meet current need in the city.</p> <p>The plan is to convert 250 Barnsley Road to provide up to 13, short term, (2-3 nights) emergency homeless places, including 2 accessible rooms, on an interim basis until the permanent solution is in place. The facility is intended to be for single women and single women with children. It is required to have a 3-5 year life expectancy, with adaptability to be subsequently used for care leavers beyond this timescale.</p> <p>What has changed? The pre-tender estimate was £255K and the lowest tenderer was circa £100K more. A significant reason for the higher than anticipated tenders is the M&E works, which accounted for an increase circa £80K between the estimate and lowest tender. The historical data available for M&E information is limited, and as such, the costs were based on rates for the gross internal floor areas. In addition, the allowance for the external works, based on the information available at the time for producing the cost estimate, proved insufficient. Furthermore, the estimate did not include for appliances for the kitchens, such as fridges, washing machines, etc.</p> <p>Value engineering prior to the scheme was done to see if any elements of work could be altered /omitted to reduce the cost, but following discussions with the Client, it was decided that it would be best to tender the scheme as designed. When the higher tenders were received value engineering was revisited, however, it was agreed that the scheme should be delivered as tendered and additional funds secured to cover the shortfall.</p> <p>As a result start on site has been delayed to February 2020 hence the slip in most of the budget to early 20/21.</p> <p>Variation type: - budget increase</p> <p>Costs Construction £255.5K + £102.3K = £357.8K Fees £66.9K + £0.0K = £66.9K Contingency £20.6K + £0.0K = £20.6K TOTAL £343.0K + £102.3K = £445.3K</p> <p>Budget Actuals 18/19 £1.0K Current 19/20 Budget £299.0K - £236.0K = £63.0K</p>

+102

<p>Current 20/21 Budget £43.0K + £338.3K = £381.3K TOTAL Budget £343.0K + £102.3K = £445.3K</p>							
Funding	£102K increase funded by Flexible Homelessness Support Grant						
Procurement	N/A						
G	People – capital and growth						
New additions							
Page 167	<p>Broomhall Nursery Basement Works (feasibility)</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> Issues have been identified with elements of the basement at Broomhall Nursery. If left to deteriorate any further they will have a serious effect on the structure and become a health and safety hazard for building users accessing the space and using the ground floor rooms above. Remedial works are required to address the issues of damp and associated timber rot, and to provide a long term remedy to the ingress of water to the basement space. taking no action and leaving the timbers in their existing condition, risks potential for failure and subsequent closure of the site. <p>How are we going to achieve it?</p> <p>Undertake repairs to the structural elements affected by the dampness and remedy the ingress of water to the basement area. A scheme of works is designed and specified by appropriately qualified staff with the necessary skills, knowledge and experience to do so.</p> <p>What are the benefits?</p> <ul style="list-style-type: none"> Objective: the scope of work is to assess the extent and scope of the required scheme of works to repair damaged structural elements and remedy the ingress of water to the basement area. Outputs: feasibility complete with resulting information to best inform suggested way forward. <p>When will the project be completed?</p> <p>Feasibility stage: by 31/03/20</p>				+9.5		
	Funding Source	DfE Condition Allocation funding	Amount	£9.462k	Status		Approved

	Procurement	Feasibility by the Capital Delivery Service					
Page 168	Clifford All Saints Primary Heating (Feasibility) Why do we need the project? <ul style="list-style-type: none"> Issues have been identified with the heating and domestic hot water system at Cifford All Saints (former Ecclesall Junior site). The Diocese have employed a consultant mechanical engineer who has produced a report recommending wholesale replacement of the boiler plant, pipework, emitters, controls etc. The council and the Diocese have an agreement which provides inclusion of the mechanical installation at the former Ecclesall Junior site in any capital programme, and the diocese engineer’s report suggests that this might be necessary. To confirm if this is the case an assessment is required from our own mechanical engineers. If it is found that works need to be funded via our capital programme, suitable designs will need to be prepared. How are we going to achieve it? <ul style="list-style-type: none"> SCC Mechanical engineer(s) undertake an inspection/survey of the heating system at the former Ecclesall Junior site and issue a report. If the report is consistent with that prepared by the diocese consultant, feasibility design and estimates of cost are prepared. When will the project be completed? Feasibility stage: by 31/03/20						+8.8
	Funding Source	DfE Condition Allocation funding	Amount	£8.790k	Status		Approved
	Procurement	Feasibility by the Capital Delivery Service					
	90927 Shooters Grove Accessibility – Phase 2 (feasibility) Why do we need the project? <ul style="list-style-type: none"> In summer 2019 works were completed at Shooters Grove Primary to enable a wheelchair using pupil entering full time education to access internal and external areas of the Foundation Stage 2 (FS2) / Key Stage 1 (KS1) accommodation. This is in line with the pupil’s EHCP (Education, Health and Care Plan). The intention is for this pupil to then stay at the school throughout KS2, which will also require enabling works. A feasibility study carried out now will give adequate time to investigate options and develop the most cost effective solution for delivery in the required timeframe and accessibility improvements will also benefit any future wheelchair user. How are we going to achieve it? <ul style="list-style-type: none"> Undertake feasibility study including costed concept design options to address accessibility needs for KS2 (internal circulation spaces, teaching 						+16.5

Page 169	accommodation and external learning & play areas)							
	<p>What are the benefits?</p> <ul style="list-style-type: none"> Objectives: to understand the pupil’s specific access needs and to understand options and costs for addressing these needs. Outputs: options to address access needs, cost estimates and any constraints in place; list of further surveys required; concept designs and any potential wider applications from meeting the access needs identified. Benefits: an understanding of how to address the individual pupil’s access needs for KS2 and a further understanding of where improving access could have wider application beyond the immediate needs of this pupil <p>When will the project be completed?</p> <ul style="list-style-type: none"> The works will need to be completed by the end of August 2022 as the pupil will enter KS2 that September. 							
	Funding Source	Special Provision Capital	Amount	£16.5k	Status	Initial feasibility costs	Approved	
Procurement		Feasibility by the Capital Delivery Service						
<p>90782 Mechanical CRM - Royd NI</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> This scheme has been brought forward from the overall Mechanical Replacement 19/20 contract which includes Bradway Infants and Woodhouse West Primary Schools. Due to further failures within the system, Royd House Nursery Infant School has become an emergency and has therefore been prioritised. One building has no hot water until the full boiler and storage systems are replaced. (The boiler has recently been replaced to enable temporary heating and hot water services) The teaching space will be unusable in colder weather; leaking distribution pipework and heat emitters are causing degradation to the building structure and finishes. Implications of not doing it now: the teaching space will have to be closed and another location found for the class. <p>How are we going to achieve it?</p> <ul style="list-style-type: none"> An options appraisal including cost, programme, and procurement considerations has been completed. Complete feasibility study on the preferred option. Proposed solution / recommended option: replacement of the heating and hot water installation. <p>What are the benefits?</p>							+59.5	

Page 170	<ul style="list-style-type: none"> Objectives: the objective is to upgrade the existing defective heating and hot water storage provision in the affected building of the Royd NI site. Outputs: an efficient, working heating system throughout the affected building; improved hot water storage; new boiler, services and immediate controls; new electrical distribution board; replacement of leaking pipework, valves and heat emitters. Benefits: to provide a reliable, efficient heating and hot water system in building C; secure the use of the affected building in the mid to long term; prevent damage and degradation to the building structure and finishes through water leaks <p>When will the project be completed? 17/04/2020</p>								
	Funding Source	DfE Condition Allocation	Amount	£59.5k post feasibility cost; Total Project £65k	Status		Approved		
	Procurement		<ul style="list-style-type: none"> i. Design by the Capital Delivery Service ii. Works delivered by the Corporate Repairs & Maintenance Service. 						
	<p>93538 Mechanical CRM – Woodhouse West Primary</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> This scheme is part of the overall Mechanical Replacement 19/20 contract which includes Bradway Infants and Royd Nursery Infants Schools. The existing boiler requires replacement to eradicate issues with reliability and efficiency Why now? The staffroom will be unusable in colder weather. Implications of not doing it now: the staffroom will have to be closed and another location found for this function. <p>How are we going to achieve it?</p> <ul style="list-style-type: none"> An options appraisal including cost, programme, and procurement considerations has been completed. Complete feasibility study on the preferred option. <p>What are the benefits?</p> <ul style="list-style-type: none"> Objectives: the objective is to replace the existing defective boiler, heating and hot water storage provision servicing the staffroom and surrounding area. Outputs & Benefits: an efficient, working heating system in the Woodhouse West Primary staffroom and surrounding are; improved hot water storage; new boiler, services and immediate controls; replace pipework, valves and a single heat emitter. <p>When will the project be completed?</p>							+19.5	

<ul style="list-style-type: none"> TBC with Corporate Repairs & Maintenance. 								
Funding Source	DfE Condition Allocation	Amount	£19.5k post feasibility cost; Total Project £20k	Status		Approved		
Procurement		i. Design by the Capital Delivery Service ii. Works delivered by the Corporate Repairs & Maintenance Service.						
Page 171	93532 Mechanical CRM – Bradway Primary							+59.5
	Why do we need the project? <ul style="list-style-type: none"> This scheme has been brought forward from the overall Mechanical Replacement 19/20 contract which includes Royd Nursery Infants and Woodhouse West Primary Schools. A new boiler is to be installed to eradicate issues with reliability and efficiency of the warm air gas heaters and hot water supply fed from the main building. Why now? Parts of the affected building at Bradway Primary School will be unusable in colder weather. Implications of not doing it now: the affected space will have to be closed and another location found for this function. 							
	How are we going to achieve it? <ul style="list-style-type: none"> An options appraisal including cost, programme, and procurement considerations has been completed. Complete feasibility study on the preferred option. 							
	What are the benefits? <ul style="list-style-type: none"> Objectives: the objective is to replace the existing warm air gas heaters and hot water storage provision servicing the affected building in Bradway Primary School. Outputs & Benefits: an efficient, working heating system in the affected building of Bradway Primary School; improved hot water storage and supply pipework; new boiler, services and immediate controls; new pipework, valves and heat emitters. 							
When will the project be completed? 29/05/2020								
Funding Source	DfE Condition Allocation	Amount	£59.5k post feasibility cost; Total Project £65k	Status		Approved		
Procurement		i. Design by the Capital Delivery Service						

		ii. Works delivered by the Corporate Repairs & Maintenance Service.						
Page 172	90926 Greystones Culvert Works FBC - (Retrospective Budget Approval) Why do we need the project? <ul style="list-style-type: none"> Cabinet to note that the following emergency works have been undertaken using an existing, competitively procured contract. The works were needed due to: <ul style="list-style-type: none"> Inundation of water on school playground as a result of a collapsed culvert; Continued inflow of water across school playground; Repair required to divert water to an appropriate channel. Rationale for delivery of works: continued ingress of water would have caused damage to the school premises and restrict use of playground. How are we going to achieve it? <ul style="list-style-type: none"> repair/replacement of damaged culvert was undertaken utilising the term waterways contractor. What are the benefits? <ul style="list-style-type: none"> Objectives: repair of damaged culvert / prevention of any further damage. Outputs: repair to culvert, playground and soft play area. Benefits: prevention of further damage. When will the project be completed? <ul style="list-style-type: none"> 01/10/2019 (Retrospective) 							+34
	Funding Source	DfE Condition Allocation	Amount	£33.6k	Status		Approved	
	Procurement		Via existing Culvert Renewal Contract					
Variations and reasons for change								
90894 Astrea –Sports Pitch Scheme description <ul style="list-style-type: none"> New sports pitch on Stanley Fields site serving the new Astrea Academy and also the local community. Astrea Academy is a new through Primary and Secondary School on the site of the old Pye Bank Primary school. However, it is a constrained 							19-20 -709 20-21	

	<p>site and has limited outdoor sports provision. As such additional sports pitch facilities need to be provided off-site. The near-by Stanley Fields site has been identified as the preferred site for these facilities to be provided.</p> <p>What has changed?</p> <ul style="list-style-type: none"> Results of a geotechnical survey have raised issue that have led to a slippage in the delivery of the programme. <p>Variation type: -</p> <ul style="list-style-type: none"> Slippage: £709.4k to be slipped from 2019/20 into 2020/21 as a result of delays for specific works following the Geotechnical Survey. 	+709		
	<table border="1"> <tr> <td data-bbox="159 523 311 587">Funding</td> <td data-bbox="311 523 1989 587">DfE Basic Need Allocation Fund</td> </tr> </table>	Funding	DfE Basic Need Allocation Fund	
Funding	DfE Basic Need Allocation Fund			
	<table border="1"> <tr> <td data-bbox="159 587 542 651">Procurement</td> <td data-bbox="542 587 1989 651">As previously approved</td> </tr> </table>	Procurement	As previously approved	
Procurement	As previously approved			
Page 173	<p>90906 – Aldine House 2 Bed Extension & MUGA (Programme Slippage)</p> <p>Scheme description</p> <ul style="list-style-type: none"> Extension providing two additional bedrooms, class / multipurpose area, breakout space and staff office & meeting room extension; external play area and garden space; tarmac surfacing to service the rear extension, and provision of extra parking spaces; provision of a remotely controlled entrance barrier; extended services to accommodate the new facilities – relocation of CCTV server, new standby generator, new mains panel, new incoming electrical supply. <p>What has changed?</p> <ul style="list-style-type: none"> Delay in invitation to tender has resulted in later start date to the project. However this is not anticipated to impact on the final handover date. <p>Variation type: -</p> <ul style="list-style-type: none"> Slippage: £213k of expenditure from 2019/20 to 2020/21 	<p>19-20</p> <p>-213</p> <p>20-21</p> <p>+213</p>		
	<table border="1"> <tr> <td data-bbox="159 1145 311 1209">Funding</td> <td data-bbox="311 1145 1989 1209">Secure Accommodation Capital Grant</td> </tr> </table>	Funding	Secure Accommodation Capital Grant	
Funding	Secure Accommodation Capital Grant			
	<table border="1"> <tr> <td data-bbox="159 1209 542 1273">Procurement</td> <td data-bbox="542 1209 1989 1273">As previously approved</td> </tr> </table>	Procurement	As previously approved	
Procurement	As previously approved			
H	Essential compliance and maintenance			
	New additions			
	None			

	Variations and reasons for change	
Page 174	<p>90084 Fire Risk Assessment (FRA) Red Tape Studios (procurement Variation only)</p> <p>Scheme description:</p> <ul style="list-style-type: none"> • Installation of electrical and builders work , emergency lighting and fire alarm systems, including fire doors and fire compartmentation work to include the Audio Visual Education centre. • Works will include areas in the Library Archive space in order to be able to develop a complete fire strategy and evacuation plan; however this does not include any emergency lighting or fire alarm work. <p>What has changed?</p> <ul style="list-style-type: none"> • Only two tender returns have been received (via YORbuild2 mini comp), and one of these is non-compliant. <p>Variation type:</p> <ul style="list-style-type: none"> • Change to procurement route. The scheme will now be procured via an open procedure with suitability assessment. 	
	Funding	Capital receipts as part of previously approved Health & Safety Block Allocation
	Procurement	Open procedure with suitability assessment.
I	Heart of the City II	
	New additions	
	None	
	Variations and reasons for change	
	None	

By virtue of paragraph(s) 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Housing Capital Programme 2019 – 2025

EXECUTIVE SUMMARY

At the end of October 2019 the value of the Housing Capital Programme for the period 2019-2024 was £407.9m

The purpose of this report is to specify and seek approval for revisions to the existing 2019-24 programme and the inclusion of 2024/25 forward programme.

The changes to the current year and forward programme to March 2025 represent an increase of **£161.8m**.

Current Programme 2019-24

- Increases: +£136.1m
- Savings: -£19.5m
- Allocations re-profiled into 24/25: £-33.1m

Therefore total changes to the existing programme are: **£83.4m**

Additional Year 2024-25

- The addition of the 24/25 programme: **£78.4m**

This includes £33.1m of expenditure has been reprofiled across all financial years up to 2024/25 from earlier in the programme. These reprofiles are related to indicative allocations rather than slippage on schemes in delivery, and represent the current anticipated profile of expenditure against key themes.

The table below summarises these changes.

TABLE 1 – Changes to Approved Budget

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL (Forward Programme 19-25)
Baseline Housing Budget At October 2019	65.0	87.0	93.7	75.4	86.8	0.0	407.9
Net Slippage / Accelerated Spend of existing programme	(1.5)	1.5	0.0	0.0	0.0	0.0	0.0
Savings to existing programme	(4.9)	(1.5)	(2.1)	(2.5)	(8.6)	0.0	(19.5)
Re-profiling to programme	(2.8)	(10.6)	(2.7)	(2.6)	(14.3)	33.1	0.0
Additions to Programme	0.9	5.7	44.2	63.0	22.3	45.2	181.3
Revised Programme Budget	56.8	82.0	133.0	133.3	86.2	78.3	569.6
Retained / HRA Spilt							
SCC Retained Element	7.3	4.7	0.9	0.7	0.7	0.7	14.9
HRA Element	49.5	77.3	132.1	132.6	85.5	77.7	554.7
CHECK TOTAL	56.8	82.0	133.0	133.3	86.2	78.3	569.6

The full details of all changes in expenditure (as summarised above) on a year by year /individual project basis are shown in Annex 1 however, key changes are identified below.

MAJOR CHANGES TO THE EXISTING PROGRAMME

The major elements of the **£83.4m** additions to the current programme are:

- General Stock Increase Programme: £125.1m
- Health & Safety Essential Work: £4.4m
- Regeneration: £3.7m
- Adaptations & Access: £0.1m
- Garages & Outhouses: £0.0m
- Enveloping & External Work: £-23.3m
- Waste Management & Estate Environmentals: £-8.7m
- Heating, Energy Efficiency & Carbon Reductions: £-5.9m
- Communal Areas Investment: £-5.4m
- Other Essential Work: £-4.1m
- Internal Works: £-2.3m
- IT Upgrade: £-0.2m

Key elements of the £78.4m increases 2024/25 programme:

The addition of the 2024/25 programme represents mostly indicative annual allocations to various existing work streams within the housing programme as indicated in the final page of Annex 1.

In addition a further £21.6m is being allocated to the Stock Increase Programme to ensure the council's commitment to increasing the supply of council housing stock in the city can continue.

Approvals

With the exception of the section below additions to the programme relate to indicative allocations only and Business Cases will be drawn up and passed through the Capital Approval Process before actual expenditure is incurred.

Exceptions

Last years' Report approved additions to the Hanover Tower Block Cladding scheme but the remainder were indicative needing separate capital approval. The majority of those schemes have been brought forward but some responsive, ongoing and mandatory budget additions require approval as part of this report.

Approval is therefore requested for those additions and the corresponding 2024/25 addition:

- Adaptations (97147)
Mandatory works that SCC are obligated to carry out. The main contracts for this work expire in 2020 but will be re-tendered and awarded.

Last years' report: £0.02m added to 2019/20 to allow extra extension works to take place, and the standard budget of £2.5m was added into 2023/24.

Current report: £2.5m added to 2024/25

- HRA Programme Management (97148/348)
Budget to cover the costs of managing the Housing Capital Programme.

Last years' report: £2.83m was added to 2023/24 to continue the budget for that service.

Current report: £2.63m added to 2024/25

- Acquisitions & Repairs/Refurbishment (97551/444)
Budget to cover the costs of acquiring properties to add to the Housing Stock, which often need some refurbishment and repair before they can be offered to tenants. This is an ongoing programme with an annual target and delegated authority to approve purchase of the properties.

The Acquisitions and Repairs budgets have been amended as follows and require approval:

Acquisitions & Repairs	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	TOTAL (Forward Programme 19-25)
97551 Acquisitions Current Budget	7.3	8.4	8.6	8.7	8.9	0.0	41.9
97444 Repairs Current Budget	1.2	1.0	1.0	1.0	1.0	0.0	5.2
TOTAL Current Budget	8.5	9.4	9.6	9.7	9.9	0.0	47.1
97551 Revised Budget	7.1	7.0	7.0	7.0	7.0	7.0	42.2
97444 Revised Budget	0.9	1.2	1.2	1.2	1.2	1.2	6.9
TOTAL Revised Budget	8.0	8.2	8.2	8.2	8.2	8.2	49.1
TOTAL CHANGE	(0.5)	(1.2)	(1.3)	(1.5)	(1.7)	8.2	2.0

FUNDING OF THE HOUSING PROGRAMME

The HRA Core Investment Programme will primarily be funded from HRA revenue contributions whilst the stock increase programme is planned to be funded from a combination of retained RTB receipts, external grants and prudential borrowing.

ANNEX 1 - BUDGET CHANGES DETAIL – 2019-20

Cost Centre	CURRENT			SAVINGS	SLIPPAGE INTO 20-21	NET SLIPPAGE	REPROFILE	ADDITIONS	PROPOSED
	2019-20	OT VARIANCE	CURRENT OUT-TURN						2019-20
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	(2,444)	15,556	-	-	-	-	-	18,000
0014058797222, PSH EMPTY PROPERTIES	229,784	(43,059)	186,725	-	-	-	-	-	229,784
0014058797390, PHS ACTIVITY	130,000	(52,167)	77,833	(102,167)	-	-	-	-	27,833
0014059097150, RHB LOANS HAL	200,000	0	200,000	-	-	-	-	-	200,000
0014059097177, CALDERDALE RF FUNDS HAL	-	78,891	78,891	-	-	-	78,891	-	78,891
0014059097243, YORK - NY SUB REGION HAL	119,413	124,408	243,821	-	-	-	124,408	-	243,821
0014059097391, WAKEFIELD - WY SUB REGION HAL	48,779	0	48,779	-	-	-	-	-	48,779
0014059097394, HULL - HUMBER SUB REGION HAL	552,181	(250,000)	302,181	-	(250,000)	(250,000)	-	-	302,181
0014059097395, NE LINCOS - SUB REGION HAL	129,738	50,570	180,308	-	-	-	50,570	-	180,308
0014059097452, REGIONAL ERL	150,000	(50,000)	100,000	-	(50,000)	(50,000)	-	-	100,000
0014059097502, EP NORTH EAST LINC	0	-	-	-	-	-	-	-	-
0014059197282, PARK HILL (STH)	0	-	0	-	-	-	-	-	-
0014059197340, SWAN	6,916	-	6,916	-	-	-	-	-	6,916
0014059197350, ARBOURTHORNE 5MS	9,091	(1)	9,090	-	-	-	-	-	9,091
0014059097451, REGIONAL ENERGY HAL	5,831	(5,831)	-	(5,831)	-	-	-	-	-
0014059097506, CALDERDALE REPAYMENT LOANS	100,000	(100,000)	-	(21,109)	-	-	(78,891)	-	(0)
0014059097507, SHEFFIELD REPAYMENT LOANS	50,000	(42,000)	8,000	-	(42,000)	(42,000)	-	-	8,000
0014059097508, WYCA REPAYMENT LOANS	378,000	(372,000)	6,000	(197,022)	-	-	(174,978)	-	6,000
0014059097520, KIRKLEES RF FUNDS HAL(2)	135,000	(119,189)	15,811	-	(119,189)	(119,189)	-	-	15,811
0014059197453, EMPTY PROPERTY LOANS	112,000	(107,000)	5,000	-	(107,000)	(107,000)	-	-	5,000
0014060697321, PROGRAMME MANAGEMENT COSTS GF	5,420,000	(503)	5,419,498	-	-	-	-	-	5,420,000
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	416,000	-	416,000	-	-	-	-	-	416,000
Total	8,210,733	(890,324)	7,320,409	(326,129)	(568,189)	(568,189)	-	-	7,316,415
0014059197458, LD ACQUISITIONS DOH FUNDING	24,835	(23,819)	1,016	-	-	-	(24,619)	-	216
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,153,671	(237,281)	916,390	-	-	-	(237,281)	-	916,390
0014059197551, COUNCIL HSG ACQUISITIONS PROG	7,317,760	(256,716)	7,061,044	-	-	-	(256,716)	-	7,061,044
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	0	520	520	-	-	-	520	-	520
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	5,376,990	(899,654)	4,477,336	-	(899,654)	(899,654)	-	-	4,477,336
0014059197554, NEW BUILD COUN HSG PH 3	1,618,647	1	1,618,648	-	-	-	1	-	1,618,648
0014059197555, NEW BUILD COUN HSG PH 4A	357,629	729,232	1,086,862	-	-	-	729,233	-	1,086,862
0014059197556, NEW BUILD COUN HSG PH 4B	55,211	0	55,211	-	-	-	-	-	55,211
0014059197557, ON SITE ACQUISITIONS	440,536	(0)	440,536	-	-	-	-	-	440,536
0014059197558, HGP SITE FEASIBILITY 2018	76,913	(0)	76,913	-	-	-	(1)	-	76,912
0014059197561, NEW BUILD COUN HSG PH 7	0	15,000	15,000	-	-	-	-	15,000	15,000
0014059197564, NEW BUILD COUN HSG PH10	659,000	(218,439)	440,561	-	-	-	(222,907)	-	436,093
0014059197566, NEW BUILD COUN HSG PH11	0	-	-	-	-	-	-	-	-
00140591Q0087, STOCK INCREASE (CHS)	-	-	-	-	-	-	-	930,205	930,205
Total	17,081,192	(891,155)	16,190,037	-	(899,654)	(899,654)	(11,770)	945,205	17,114,973
0014065397127, OBSOLETE HEATING	1,798,000	(193,671)	1,604,329	-	-	-	-	-	1,798,000
0014065397131, ALMO ASBESTOS SURVEYS	180,000	-	180,000	-	-	-	-	-	180,000
0014065397139, LANSDOWNE AND HANOVER CLADDING	78,270	(71,612)	6,658	-	-	-	-	-	78,270
0014065397147, ADAPTATIONS	2,704,130	(202,354)	2,501,776	-	-	-	-	-	2,704,130
0014065397148, S H MGMT FEES COMMISSIONED	2,505,000	-	2,505,000	-	-	-	-	-	2,505,000
0014065397264, H & S ELECTRICAL REWIRES	80,000	(31,493)	48,507	-	-	-	-	-	80,000
0014065397269, EMERGENCY DEMOLITIONS	82,376	0	82,376	-	-	-	-	-	82,376
0014065397404, HEATING BREAKDOWNS	600,000	(9,274)	590,726	-	-	-	-	-	600,000
0014065397405, INSULATION (COUNCIL HSG)	0	-	0	-	-	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	46,110	607	46,717	-	-	-	-	-	46,110
0014065397417, COMM HTG - PLANT ROOMS	4,951	(4,951)	-	-	-	-	-	-	4,951
0014065397418, PITCHED ROOFING & ROOFLINE	3,000,000	(58,461)	2,941,539	-	-	-	-	-	3,000,000
0014065397419, FLAT ROOFING	0	-	-	-	-	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	56,093	-	56,093	-	-	-	-	-	56,093
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	450,000	67,582	517,583	-	-	-	-	-	450,000
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	2,493,363	(6,044)	2,487,319	-	-	-	-	-	2,493,363
0014065397443, WINDOWS& DOORS PLACEMENT(CHS)	566,465	(546,465)	20,000	-	-	-	-	-	566,465
0014065397456, GARAGES STRATEGY DEMOLITION	143,405	(89,403)	54,002	-	-	-	-	-	143,405
0014065397463, SUNDRIES - 250 BARNSLEY ROAD	299,000	(42,424)	256,577	-	-	-	(106,293)	-	192,707
0014065397464, ROOFING REPLACEMENTS PROG	150,000	-	150,000	-	-	-	-	-	150,000
0014065397465, ADAMFIELD TOWER BLOCK ROOF	100,000	(100,000)	-	-	-	-	-	-	100,000
0014065397466, CAPITALISED REPAIRS	500,000	-	500,000	-	-	-	-	-	500,000
0014065397467, HOUSING OFFICE INVESTMENT	0	-	-	-	-	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	0	-	-	-	-	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	0	-	0	-	-	-	-	-	-
0014065397961, DH - METERING	40,000	(19,689)	20,311	-	-	-	-	-	40,000
0014065397968, LIFT MAINTENANCE & REPAIR	505,652	(86,528)	419,124	-	-	-	-	-	505,652
0014065397989, SPRINKLERS - FIRE SAFETY	0	30,000	30,000	-	-	-	30,000	-	30,000
0014065397990, SHELTERED FIRE ALARM LINKING	22,939	(22,939)	-	-	-	-	-	-	22,939
0014065397459, GARAGE STRATEGY-IMPROVEMENT	2,520,820	(400,000)	2,120,820	-	-	-	-	-	2,520,820
0014065397461, ASBESTOS REMOVAL	376,797	0	376,797	-	-	-	-	-	376,797
0014065397471, EWI NON-TRADITIONAL1	2,295,212	(0)	2,295,212	-	-	-	-	-	2,295,212
0014065397472, EWI NON-TRADITIONAL 2	50,000	-	50,000	-	-	-	-	-	50,000
0014065397473, EWI NON-TRADITIONAL 3	10,000	-	10,000	-	-	-	-	-	10,000
0014065398002, ELECTRICAL STRATEGY	7,958,184	1,471,171	9,429,355	-	-	-	-	-	7,958,184
0014065397481, HANOVER TOWER BLOCK CLADDING	2,344,197	179,201	2,523,398	-	-	-	100,000	-	2,444,197
0014065397480, CITYWIDE TOWER BLOCKS - FS	107,948	(42,500)	65,448	-	-	-	-	-	107,948
0014065397462, DEER PARK WINDOW REPLACEMENT	0	-	-	-	-	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	0	250,000	-	-	-	-	-	250,000
00140653Q0079, COMMUNITY HEATING (CHS)	327,190	(327,190)	-	-	-	-	(327,190)	-	-
00140653Q0080, ROOFS & EXTERNALS (CHS)	-	-	-	-	-	-	-	-	-
00140653Q0083, WASTE MANAGEMENT (CHS)	1,900,000	(1,900,000)	-	(1,900,000)	-	-	-	-	-
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	1,736,652	(1,736,652)	-	-	-	-	(1,736,652)	-	-
00140653Q0085, COMMUNAL AREAS INVESTMENT	1,391,838	(1,391,838)	-	(891,838)	-	-	(500,000)	-	-
00140653Q0086, INTERNAL WORKS	-	-	-	-	-	-	-	-	-
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	1,500,000	(1,500,000)	-	(1,500,000)	-	-	6,293	-	6,293
00140653Q0090, GARAGES & OUTHOUSES	-	-	-	-	-	-	-	-	-
0010000Q0094, Regeneration HRA	300,000	(300,000)	-	-	-	-	(300,000)	-	-
0010000Q0095, IT UPGRADE (HSG)	250,000	(250,000)	-	(250,000)	-	-	-	-	-
Total	39,724,593	(7,584,925)	32,139,667	(4,541,838)	-	-	(2,833,842)	-	32,348,913
GRAND TOTAL	65,016,518	(9,366,405)	55,650,113	(4,867,967)	(1,467,843)	(1,467,843)	(2,845,612)	945,205	56,780,301

ANNEX 1 - BUDGET CHANGES DETAIL – 2020-21

Cost Centre	CURRENT				PROPOSED			
	2020-21	SAVINGS	SLIPPAGE FROM 19-20	SLIPPAGE INTO 21-22	NET SLIPPAGE	REPROFILE	ADDITIONS	2020-21
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	-	-	-	-	-	-	18,000
0014058797222, PSH EMPTY PROPERTIES	120,000	-	-	-	-	-	-	120,000
0014058797390, PHS ACTIVITY	130,000	-	-	-	-	-	-	130,000
0014059097150, RHB LOANS HAL	200,000	-	-	-	-	-	15,000	215,000
0014059097177, CALDERDALE RF FUNDS HAL	0	-	-	-	-	-	-	-
0014059097243, YORK - NY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097391, WAKEFIELD - WY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097394, HULL - HUMBER SUB REGION HAL	-	-	250,000	-	250,000	-	-	250,000
0014059097395, NE LINGS - SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097452, REGIONAL ERL	280,000	-	50,000	-	50,000	(180,000)	-	150,000
0014059097502, EP NORTH EAST LINC	0	-	-	-	-	-	-	-
0014059197282, PARK HILL (STH)	0	-	-	-	-	-	-	-
0014059197340, SWAN	-	-	-	-	-	-	-	-
0014059197350, ARBOURTHORNE 5MS	-	-	-	-	-	-	-	-
0014059097451, REGIONAL ENERGY HAL	-	-	-	-	-	180,000	-	180,000
0014059097506, CALDERDALE REPAYMENT LOANS	100,000	(45,499)	-	-	-	(54,501)	-	(0)
0014059097507, SHEFFIELD REPAYMENT LOANS	-	-	42,000	-	42,000	54,501	-	96,501
0014059097508, WYCA REPAYMENT LOANS	250,000	(250,000)	-	-	-	-	-	(0)
0014059097520, KIRKLEES RF FUNDS HAL(2)	50,000	-	119,189	-	119,189	-	-	169,189
0014059197453, EMPTY PROPERTY LOANS	112,000	-	107,000	-	107,000	-	-	219,000
0014060697321, PROGRAMME MANAGEMENT COSTS GF	2,710,000	-	-	-	-	-	-	2,710,000
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	338,000	-	-	-	-	-	78,000	416,000
Total	4,308,000	(295,499)	568,189	-	568,189	-	93,000	4,673,690
0014059197458, LD ACQUISITIONS DOH FUNDING	-	-	-	-	-	-	-	-
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,000,000	-	-	-	-	198,819	-	1,198,819
0014059197551, COUNCIL HSG ACQUISITIONS PROG	8,395,824	-	-	-	-	(1,367,982)	-	7,027,842
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	0	-	-	-	-	-	-	-
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	12,000	-	899,654	-	899,654	-	-	911,654
0014059197554, NEW BUILD COUN HSG PH 3	-	-	-	-	-	-	-	-
0014059197555, NEW BUILD COUN HSG PH 4A	11,866,000	-	-	-	-	1,088,919	-	12,954,919
0014059197556, NEW BUILD COUN HSG PH 4B	657,061	-	-	-	-	(35,372)	-	621,689
0014059197557, ON SITE ACQUISITIONS	462,100	-	-	-	-	-	-	462,100
0014059197558, HGP SITE FEASIBILITY 2018	-	-	-	-	-	-	-	-
0014059197561, NEW BUILD COUN HSG PH 7	0	-	-	-	-	-	-	-
0014059197564, NEW BUILD COUN HSG PH10	10,347,000	-	-	-	-	(2,292,989)	-	8,054,011
0014059197566, NEW BUILD COUN HSG PH11	0	-	-	-	-	-	186,604	186,604
00140591Q0087, STOCK INCREASE (CHS)	-	-	-	-	-	1,090,802	5,374,354	6,465,156
Total	32,739,985	-	899,654	-	899,654	(1,317,803)	5,560,958	37,882,794
0014065397127, OBSOLETE HEATING	1,847,000	-	-	-	-	-	-	1,847,000
0014065397131, ALMO ASBESTOS SURVEYS	180,000	-	-	-	-	-	-	180,000
0014065397139, LANSDOWNE AND HANOVER CLADDING	-	-	-	-	-	-	-	-
0014065397147, ADAPTATIONS	2,500,000	-	-	-	-	-	-	2,500,000
0014065397148, S H MGMT FEES COMMISSIONED	2,505,000	-	-	-	-	-	-	2,505,000
0014065397264, H & S ELECTRICAL REWIRES	80,000	-	-	-	-	(35,000)	-	45,000
0014065397269, EMERGENCY DEMOLITIONS	40,000	-	-	-	-	-	-	40,000
0014065397404, HEATING BREAKDOWNS	600,000	-	-	-	-	-	-	600,000
0014065397405, INSULATION (COUNCIL HSG)	0	-	-	-	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	-	-	-	-	-	-	-	-
0014065397417, COMM HTG - PLANT ROOMS	-	-	-	-	-	-	-	-
0014065397418, PITCHED ROOFING & ROOFLINE	-	-	-	-	-	-	-	-
0014065397419, FLAT ROOFING	0	-	-	-	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	-	-	-	-	-	-	-	-
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	-	-	-	-	-	-	-	-
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	-	-	-	-	-	-	-	-
0014065397443, WINDOWS& DOORS PLACEMENT(CHS)	-	-	-	-	-	-	-	-
0014065397456, GARAGES STRATEGY DEMOLITION	-	-	-	-	-	-	-	-
0014065397463, SUNDRIES - 250 BARNESLEY ROAD	43,000	-	-	-	-	106,293	102,265	251,558
0014065397464, ROOFING REPLACEMENTS PROG	4,940,000	-	-	-	-	-	-	4,940,000
0014065397465, ADAMFIELD TOWER BLOCK ROOF	-	-	-	-	-	-	-	-
0014065397466, CAPITALISED REPAIRS	500,000	-	-	-	-	-	-	500,000
0014065397467, HOUSING OFFICE INVESTMENT	0	-	-	-	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	0	-	-	-	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	0	-	-	-	-	-	-	-
0014065397961, DH - METERING	-	-	-	-	-	-	-	-
0014065397968, LIFT MAINTENANCE & REPAIR	450,000	-	-	-	-	(450,000)	-	-
0014065397989, SPRINKLERS - FIRE SAFETY	0	-	-	-	-	-	-	-
0014065397990, SHELTERED FIRE ALARM LINKING	-	-	-	-	-	-	-	-
0014065397459, GARAGE STRATEGY-IMPROVEMENT	-	-	-	-	-	-	-	-
0014065397461, ASBESTOS REMOVAL	-	-	-	-	-	-	-	-
0014065397471, EWI NON-TRADITIONAL1	159,311	-	-	-	-	-	-	159,311
0014065397472, EWI NON-TRADITIONAL 2	-	-	-	-	-	-	-	-
0014065397473, EWI NON-TRADITIONAL 3	-	-	-	-	-	-	-	-
0014065398002, ELECTRICAL STRATEGY	6,000,000	-	-	-	-	-	-	6,000,000
0014065397481, HANOVER TOWER BLOCK CLADDING	-	-	-	-	-	-	-	-
0014065397480, CITYWIDE TOWER BLOCKS - FS	-	-	-	-	-	-	-	-
0014065397462, DEER PARK WINDOW REPLACEMENT	0	-	-	-	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	-	-	-	-	-	-	250,000
00140653Q0079, COMMUNITY HEATING (CHS)	4,805,050	-	-	-	-	-	-	4,805,050
00140653Q0080, ROOFS & EXTERNALS (CHS)	1,800,000	-	-	-	-	-	-	1,800,000
00140653Q0083, WASTE MANAGEMENT (CHS)	5,565,290	(315,290)	-	-	-	(4,250,000)	-	1,000,000
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	6,721,043	-	-	-	-	-	-	6,721,043
00140653Q0085, COMMUNAL AREAS INVESTMENT	5,000,000	-	-	-	-	(2,500,000)	-	2,500,000
00140653Q0086, INTERNAL WORKS	300,000	-	-	-	-	700,000	-	1,000,000
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	1,407,000	(907,000)	-	-	-	(106,293)	(102,265)	291,442
00140653Q0090, GARAGES & OUTHUSES	-	-	-	-	-	-	-	-
0010000Q0094, Regeneration HRA	3,000,000	-	-	-	-	(2,000,000)	-	1,000,000
0010000Q0095, IT UPGRADE (HSG)	1,250,000	-	-	-	-	(750,000)	-	500,000
Total	49,942,694	(1,222,290)	-	-	-	(9,285,000)	-	39,435,404
GRAND TOTAL	86,990,679	(1,517,789)	1,467,843	-	1,467,843	(10,602,803)	5,653,958	81,991,888

ANNEX 1 - BUDGET CHANGES DETAIL – 2021-22

Cost Centre	CURRENT				PROPOSED			
	2021-22	SAVINGS	SLIPPAGE FROM 20-21	SLIPPAGE INTO 22-23	NET SLIPPAGE	REPROFILE	ADDITIONS	2021-22
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	-	-	-	-	-	-	18,000
0014058797222, PSH EMPTY PROPERTIES	120,000	-	-	-	-	-	-	120,000
0014058797390, PHS ACTIVITY	130,000	-	-	-	-	-	-	130,000
0014059097150, RHB LOANS HAL	-	-	-	-	-	-	220,000	220,000
0014059097177, CALDERDALE RF FUNDS HAL	0	-	-	-	-	-	-	-
0014059097243, YORK - NY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097391, WAKEFIELD - WY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097394, HULL - HUMBER SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097395, NE LINGS - SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097452, REGIONAL ERL	-	-	-	-	-	-	-	-
0014059097502, EP NORTH EAST LINC	0	-	-	-	-	-	-	-
0014059197282, PARK HILL (STH)	0	-	-	-	-	-	-	-
0014059197340, SWAN	-	-	-	-	-	-	-	-
0014059197350, ARBOURTHORNE 5MS	-	-	-	-	-	-	-	-
0014059097451, REGIONAL ENERGY HAL	-	-	-	-	-	-	-	-
0014059097506, CALDERDALE REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097507, SHEFFIELD REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097508, WYCA REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097520, KIRKLEES RF FUNDS HAL(2)	-	-	-	-	-	-	-	-
0014059197453, EMPTY PROPERTY LOANS	-	-	-	-	-	-	-	-
0014060697321, PROGRAMME MANAGEMENT COSTS GF	-	-	-	-	-	-	-	-
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	286,000	-	-	-	-	-	130,000	416,000
Total	554,000	-	-	-	-	-	350,000	904,000
0014059197458, LD ACQUISITIONS DOH FUNDING	-	-	-	-	-	-	-	-
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,000,000	-	-	-	-	198,819	-	1,198,819
0014059197551, COUNCIL HSG ACQUISITIONS PROG	8,563,740	-	-	-	-	(1,535,898)	-	7,027,842
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	0	-	-	-	-	-	-	-
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	-	-	-	-	-	-	-	-
0014059197554, NEW BUILD COUN HSG PH 3	-	-	-	-	-	-	-	-
0014059197555, NEW BUILD COUN HSG PH 4A	9,749,700	-	-	-	-	(1,818,152)	-	7,931,548
0014059197556, NEW BUILD COUN HSG PH 4B	491,263	-	-	-	-	35,372	-	526,635
0014059197557, ON SITE ACQUISITIONS	-	-	-	-	-	-	-	-
0014059197558, HGP SITE FEASIBILITY 2018	-	-	-	-	-	-	-	-
0014059197561, NEW BUILD COUN HSG PH 7	0	-	-	-	-	-	-	-
0014059197564, NEW BUILD COUN HSG PH10	3,164,000	-	-	-	-	2,545,896	-	5,709,896
0014059197566, NEW BUILD COUN HSG PH11	0	-	-	-	-	-	-	-
00140591Q0087, STOCK INCREASE (CHS)	11,732,840	-	-	-	-	1,535,898	40,589,427	53,858,165
Total	34,701,543	-	-	-	-	961,935	40,589,427	76,252,905
0014065397127, OBSOLETE HEATING	1,900,000	-	-	-	-	(285,000)	-	1,615,000
0014065397131, ALMO ASBESTOS SURVEYS	180,000	-	-	-	-	-	-	180,000
0014065397139, LANDSOWNE AND HANOVER CLADDING	-	-	-	-	-	-	-	-
0014065397147, ADAPTATIONS	2,500,000	-	-	-	-	-	50,000	2,550,000
0014065397148, S H MGMT FEES COMMISSIONED	2,530,050	-	-	-	-	-	-	2,530,050
0014065397264, H & S ELECTRICAL REWIRES	80,000	-	-	-	-	(35,000)	-	45,000
0014065397269, EMERGENCY DEMOLITIONS	40,000	-	-	-	-	-	-	40,000
0014065397404, HEATING BREAKDOWNS	600,000	-	-	-	-	-	-	600,000
0014065397405, INSULATION (COUNCIL HSG)	0	-	-	-	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	-	-	-	-	-	-	-	-
0014065397417, COMM HTG - PLANT ROOMS	-	-	-	-	-	-	-	-
0014065397418, PITCHED ROOFING & ROOFLINE	-	-	-	-	-	-	-	-
0014065397419, FLAT ROOFING	0	-	-	-	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	-	-	-	-	-	-	-	-
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	-	-	-	-	-	-	-	-
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	-	-	-	-	-	-	-	-
0014065397443, WINDOWS & DOORS PLACEMENT(CHS)	-	-	-	-	-	-	-	-
0014065397456, GARAGES STRATEGY DEMOLITION	-	-	-	-	-	-	-	-
0014065397463, SUNDRIES - 250 BARNSLEY ROAD	-	-	-	-	-	-	-	-
0014065397464, ROOFING REPLACEMENTS PROG	7,000,000	-	-	-	-	-	-	7,000,000
0014065397465, ADAMFIELD TOWER BLOCK ROOF	-	-	-	-	-	-	-	-
0014065397466, CAPITALISED REPAIRS	-	-	-	-	-	-	-	-
0014065397467, HOUSING OFFICE INVESTMENT	0	-	-	-	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	0	-	-	-	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	0	-	-	-	-	-	-	-
0014065397961, DH - METERING	-	-	-	-	-	-	-	-
0014065397968, LIFT MAINTENANCE & REPAIR	450,000	-	-	-	-	-	-	450,000
0014065397989, SPRINKLERS - FIRE SAFETY	0	-	-	-	-	-	-	-
0014065397990, SHELTERED FIRE ALARM LINKING	-	-	-	-	-	-	-	-
0014065397459, GARAGE STRATEGY-IMPROVEMENT	-	-	-	-	-	-	-	-
0014065397461, ASBESTOS REMOVAL	-	-	-	-	-	-	-	-
0014065397471, EWI NON-TRADITIONAL1	-	-	-	-	-	-	-	-
0014065397472, EWI NON-TRADITIONAL 2	-	-	-	-	-	-	-	-
0014065397473, EWI NON-TRADITIONAL 3	-	-	-	-	-	-	-	-
0014065398002, ELECTRICAL STRATEGY	-	-	-	-	-	-	-	-
0014065397481, HANOVER TOWER BLOCK CLADDING	-	-	-	-	-	-	-	-
0014065397480, CITYWIDE TOWER BLOCKS - FS	-	-	-	-	-	-	-	-
0014065397462, DEER PARK WINDOW REPLACEMENT	0	-	-	-	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	-	-	-	-	-	-	250,000
00140653Q0079, COMMUNITY HEATING (CHS)	10,212,301	-	-	-	-	(5,112,301)	-	5,100,000
00140653Q0080, ROOFS & EXTERNALS (CHS)	4,262,876	(426,288)	-	-	-	-	-	3,836,588
00140653Q0083, WASTE MANAGEMENT (CHS)	5,561,090	(1,311,090)	-	-	-	-	-	4,250,000
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	8,560,000	-	-	-	-	35,000	3,220,000	11,815,000
00140653Q0085, COMMUNAL AREAS INVESTMENT	5,000,000	-	-	-	-	(500,000)	-	4,500,000
00140653Q0086, INTERNAL WORKS	2,500,000	-	-	-	-	650,000	-	3,150,000
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	2,050,000	(352,265)	-	-	-	(447,735)	-	1,250,000
00140653Q0090, GARAGES & OUTHUSES	230,000	-	-	-	-	-	-	230,000
0010000Q0094, Regeneration HRA	3,000,000	-	-	-	-	2,000,000	-	5,000,000
0010000Q0095, IT UPGRADE (HSG)	1,500,000	-	-	-	-	-	-	1,500,000
Total	58,406,317	(2,089,643)	-	-	-	(3,695,036)	3,270,000	55,891,638
GRAND TOTAL	93,661,860	(2,089,643)	-	-	-	(2,733,101)	44,209,427	133,048,543

ANNEX 1 - BUDGET CHANGES DETAIL – 2022-23

Cost Centre	CURRENT				PROPOSED			
	2022-23	SAVINGS	SLIPPAGE FROM 21-22	SLIPPAGE INTO 23-24	NET SLIPPAGE	REPROFILE	ADDITIONS	2022-23
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	-	-	-	-	-	-	18,000
0014058797222, PSH EMPTY PROPERTIES	120,000	-	-	-	-	-	-	120,000
0014058797390, PHS ACTIVITY	130,000	-	-	-	-	-	-	130,000
0014059097150, RHB LOANS HAL	-	-	-	-	-	-	-	-
0014059097177, CALDERDALE RF FUNDS HAL	0	-	-	-	-	-	-	-
0014059097243, YORK - NY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097391, WAKEFIELD - WY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097394, HULL - HUMBER SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097395, NE LINGS - SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097452, REGIONAL ERL	-	-	-	-	-	-	-	-
0014059097502, EP NORTH EAST LINC	0	-	-	-	-	-	-	-
0014059197282, PARK HILL (STH)	0	-	-	-	-	-	-	-
0014059197340, SWAN	-	-	-	-	-	-	-	-
0014059197350, ARBOURTHORNE 5MS	-	-	-	-	-	-	-	-
0014059097451, REGIONAL ENERGY HAL	-	-	-	-	-	-	-	-
0014059097506, CALDERDALE REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097507, SHEFFIELD REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097508, WYCA REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097520, KIRKLEES RF FUNDS HAL(2)	-	-	-	-	-	-	-	-
0014059197453, EMPTY PROPERTY LOANS	-	-	-	-	-	-	-	-
0014060697321, PROGRAMME MANAGEMENT COSTS GF	-	-	-	-	-	-	-	-
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	234,000	-	-	-	-	-	182,000	416,000
Total	502,000	-	-	-	-	-	182,000	684,000
0014059197458, LD ACQUISITIONS DOH FUNDING	-	-	-	-	-	-	-	-
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,000,000	-	-	-	-	198,819	-	1,198,819
0014059197551, COUNCIL HSG ACQUISITIONS PROG	8,735,015	-	-	-	-	(1,707,173)	-	7,027,842
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	0	-	-	-	-	-	-	-
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	-	-	-	-	-	-	-	-
0014059197554, NEW BUILD COUN HSG PH 3	-	-	-	-	-	-	-	-
0014059197555, NEW BUILD COUN HSG PH 4A	-	-	-	-	-	-	-	-
0014059197556, NEW BUILD COUN HSG PH 4B	-	-	-	-	-	-	-	-
0014059197557, ON SITE ACQUISITIONS	-	-	-	-	-	-	-	-
0014059197558, HGP SITE FEASIBILITY 2018	-	-	-	-	-	-	-	-
0014059197561, NEW BUILD COUN HSG PH 7	0	-	-	-	-	-	-	-
0014059197564, NEW BUILD COUN HSG PH10	30,000	-	-	-	-	(30,000)	-	-
0014059197566, NEW BUILD COUN HSG PH11	0	-	-	-	-	-	-	-
00140591Q0087, STOCK INCREASE (CHS)	7,000,000	-	-	-	-	1,707,173	58,648,205	67,355,378
Total	16,765,015	-	-	-	-	168,819	58,648,205	75,582,039
0014065397127, OBSOLETE HEATING	1,955,000	-	-	-	-	(293,250)	-	1,661,750
0014065397131, ALMO ASBESTOS SURVEYS	-	-	-	-	-	-	-	-
0014065397139, LANDSOWNE AND HANOVER CLADDING	-	-	-	-	-	-	-	-
0014065397147, ADAPTATIONS	2,500,000	-	-	-	-	-	50,000	2,550,000
0014065397148, S H MGMT FEES COMMISSIONED	2,555,350	-	-	-	-	-	-	2,555,350
0014065397264, H & S ELECTRICAL REWIRES	80,000	-	-	-	-	(35,000)	-	45,000
0014065397269, EMERGENCY DEMOLITIONS	40,000	-	-	-	-	-	-	40,000
0014065397404, HEATING BREAKDOWNS	600,000	-	-	-	-	-	-	600,000
0014065397405, INSULATION (COUNCIL HSG)	0	-	-	-	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	-	-	-	-	-	-	-	-
0014065397417, COMM HTG - PLANT ROOMS	-	-	-	-	-	-	-	-
0014065397418, PITCHED ROOFING & ROOFLINE	-	-	-	-	-	-	-	-
0014065397419, FLAT ROOFING	0	-	-	-	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	-	-	-	-	-	-	-	-
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	-	-	-	-	-	-	-	-
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	-	-	-	-	-	-	-	-
0014065397443, WINDOWS& DOORS PLACEMENT(CHS)	-	-	-	-	-	-	-	-
0014065397456, GARAGES STRATEGY DEMOLITION	-	-	-	-	-	-	-	-
0014065397463, SUNDRIES - 250 BARNSLEY ROAD	-	-	-	-	-	-	-	-
0014065397464, ROOFING REPLACEMENTS PROG	8,848,167	-	-	-	-	-	-	8,848,167
0014065397465, ADAMFIELD TOWER BLOCK ROOF	-	-	-	-	-	-	-	-
0014065397466, CAPITALISED REPAIRS	-	-	-	-	-	-	-	-
0014065397467, HOUSING OFFICE INVESTMENT	0	-	-	-	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	0	-	-	-	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	0	-	-	-	-	-	-	-
0014065397961, DH - METERING	-	-	-	-	-	-	-	-
0014065397968, LIFT MAINTENANCE & REPAIR	450,000	-	-	-	-	-	-	450,000
0014065397989, SPRINKLERS - FIRE SAFETY	0	-	-	-	-	-	-	-
0014065397990, SHELTERED FIRE ALARM LINKING	-	-	-	-	-	-	-	-
0014065397459, GARAGE STRATEGY-IMPROVEMENT	-	-	-	-	-	-	-	-
0014065397461, ASBESTOS REMOVAL	-	-	-	-	-	-	-	-
0014065397471, EWI NON-TRADITIONAL1	-	-	-	-	-	-	-	-
0014065397472, EWI NON-TRADITIONAL 2	-	-	-	-	-	-	-	-
0014065397473, EWI NON-TRADITIONAL 3	-	-	-	-	-	-	-	-
0014065398002, ELECTRICAL STRATEGY	-	-	-	-	-	-	-	-
0014065397481, HANOVER TOWER BLOCK CLADDING	-	-	-	-	-	-	-	-
0014065397480, CITYWIDE TOWER BLOCKS - FS	-	-	-	-	-	-	-	-
0014065397462, DEER PARK WINDOW REPLACEMENT	0	-	-	-	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	-	-	-	-	-	-	250,000
00140653Q0079, COMMUNITY HEATING (CHS)	5,358,410	-	-	-	-	(258,410)	-	5,100,000
00140653Q0080, ROOFS & EXTERNALS (CHS)	5,418,888	(1,582,300)	-	-	-	-	-	3,836,588
00140653Q0083, WASTE MANAGEMENT (CHS)	5,361,090	(911,090)	-	-	-	(200,000)	-	4,250,000
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	9,530,751	-	-	-	-	35,000	2,402,249	11,968,000
00140653Q0085, COMMUNAL AREAS INVESTMENT	5,000,000	-	-	-	-	(500,000)	-	4,500,000
00140653Q0086, INTERNAL WORKS	5,000,000	-	-	-	-	(1,850,000)	-	3,150,000
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	1,950,000	-	-	-	-	(700,000)	-	1,250,000
00140653Q0090, GARAGES & OUTHUSES	229,014	-	-	-	-	-	-	229,014
00100000Q0094, Regeneration HRA	3,000,000	-	-	-	-	300,000	1,700,000	5,000,000
00100000Q0095, IT UPGRADE (HSG)	-	-	-	-	-	-	750,000	750,000
Total	58,126,670	(2,493,390)	-	-	-	(2,751,660)	4,152,249	57,033,869
GRAND TOTAL	75,393,685	(2,493,390)	-	-	-	(2,582,841)	62,982,454	133,299,908

ANNEX 1 - BUDGET CHANGES DETAIL – 2023-24

Cost Centre	CURRENT				PROPOSED			
	2023-24	SAVINGS	SLIPPAGE FROM 22-23	SLIPPAGE INTO 24-25	NET SLIPPAGE	REPROFILE	ADDITIONS	2023-24
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	-	-	-	-	-	-	18,000
0014058797222, PSH EMPTY PROPERTIES	120,000	-	-	-	-	-	-	120,000
0014058797390, PHS ACTIVITY	130,000	-	-	-	-	-	-	130,000
0014059097150, RHB LOANS HAL	-	-	-	-	-	-	-	-
0014059097177, CALDERDALE RF FUNDS HAL	0	-	-	-	-	-	-	-
0014059097243, YORK - NY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097391, WAKEFIELD - WY SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097394, HULL - HUMBER SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097395, NE LINGS - SUB REGION HAL	-	-	-	-	-	-	-	-
0014059097452, REGIONAL ERL	-	-	-	-	-	-	-	-
0014059097502, EP NORTH EAST LINC	0	-	-	-	-	-	-	-
0014059197282, PARK HILL (STH)	0	-	-	-	-	-	-	-
0014059197340, SWAN	-	-	-	-	-	-	-	-
0014059197350, ARBOURTHORNE 5MS	-	-	-	-	-	-	-	-
0014059097451, REGIONAL ENERGY HAL	-	-	-	-	-	-	-	-
0014059097506, CALDERDALE REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097507, SHEFFIELD REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097508, WYCA REPAYMENT LOANS	-	-	-	-	-	-	-	-
0014059097520, KIRKLEES RF FUNDS HAL(2)	-	-	-	-	-	-	-	-
0014059197453, EMPTY PROPERTY LOANS	-	-	-	-	-	-	-	-
0014060697321, PROGRAMME MANAGEMENT COSTS GF	-	-	-	-	-	-	-	-
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	195,000	-	-	-	-	-	221,000	416,000
Total	463,000	-	-	-	-	-	221,000	684,000
0014059197458, LD ACQUISITIONS DOH FUNDING	-	-	-	-	-	-	-	-
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,000,000	-	-	-	-	198,819	-	1,198,819
0014059197551, COUNCIL HSG ACQUISITIONS PROG	8,909,716	-	-	-	-	(1,881,874)	-	7,027,842
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	0	-	-	-	-	-	-	-
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	-	-	-	-	-	-	-	-
0014059197554, NEW BUILD COUN HSG PH 3	-	-	-	-	-	-	-	-
0014059197555, NEW BUILD COUN HSG PH 4A	-	-	-	-	-	-	-	-
0014059197556, NEW BUILD COUN HSG PH 4B	-	-	-	-	-	-	-	-
0014059197557, ON SITE ACQUISITIONS	-	-	-	-	-	-	-	-
0014059197558, HGP SITE FEASIBILITY 2018	-	-	-	-	-	-	-	-
0014059197561, NEW BUILD COUN HSG PH 7	0	-	-	-	-	-	-	-
0014059197564, NEW BUILD COUN HSG PH10	-	-	-	-	-	-	-	-
0014059197566, NEW BUILD COUN HSG PH11	0	-	-	-	-	-	-	-
00140591Q0087, STOCK INCREASE (CHS)	-	-	-	-	-	1,881,874	19,314,738	21,196,612
Total	9,909,716	-	-	-	-	198,819	19,314,738	29,423,273
0014065397127, OBSOLETE HEATING	-	-	-	-	-	578,250	-	578,250
0014065397131, ALMO ASBESTOS SURVEYS	-	-	-	-	-	-	-	-
0014065397139, LANDSOWNE AND HANOVER CLADDING	-	-	-	-	-	-	-	-
0014065397147, ADAPTATIONS	2,500,000	-	-	-	-	-	50,000	2,550,000
0014065397148, S H MGMT FEES COMMISSIONED	2,580,900	-	-	-	-	-	-	2,580,900
0014065397264, H & S ELECTRICAL REWIRES	80,000	-	-	-	-	(80,000)	-	(0)
0014065397269, EMERGENCY DEMOLITIONS	40,000	-	-	-	-	(40,000)	-	(0)
0014065397404, HEATING BREAKDOWNS	600,000	-	-	-	-	(600,000)	-	-
0014065397405, INSULATION (COUNCIL HSG)	0	-	-	-	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	-	-	-	-	-	-	-	-
0014065397417, COMM HTG - PLANT ROOMS	-	-	-	-	-	-	-	-
0014065397418, PITCHED ROOFING & ROOFLINE	-	-	-	-	-	-	-	-
0014065397419, FLAT ROOFING	0	-	-	-	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	-	-	-	-	-	-	-	-
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	-	-	-	-	-	-	-	-
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	-	-	-	-	-	-	-	-
0014065397443, WINDOWS& DOORS PLACEMENT(CHS)	-	-	-	-	-	-	-	-
0014065397456, GARAGES STRATEGY DEMOLITION	-	-	-	-	-	-	-	-
0014065397463, SUNDRIES - 250 BARNESLEY ROAD	-	-	-	-	-	-	-	-
0014065397464, ROOFING REPLACEMENTS PROG	17,696,333	-	-	-	-	(8,848,166)	-	8,848,167
0014065397465, ADAMFIELD TOWER BLOCK ROOF	-	-	-	-	-	-	-	-
0014065397466, CAPITALISED REPAIRS	-	-	-	-	-	-	-	-
0014065397467, HOUSING OFFICE INVESTMENT	0	-	-	-	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	0	-	-	-	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	0	-	-	-	-	-	-	-
0014065397961, DH - METERING	-	-	-	-	-	-	-	-
0014065397968, LIFT MAINTENANCE & REPAIR	450,000	-	-	-	-	(450,000)	-	-
0014065397989, SPRINKLERS - FIRE SAFETY	0	-	-	-	-	-	-	-
0014065397990, SHELTERED FIRE ALARM LINKING	-	-	-	-	-	-	-	-
0014065397459, GARAGE STRATEGY-IMPROVEMENT	-	-	-	-	-	-	-	-
0014065397461, ASBESTOS REMOVAL	-	-	-	-	-	-	-	-
0014065397471, EWI NON-TRADITIONAL1	-	-	-	-	-	-	-	-
0014065397472, EWI NON-TRADITIONAL 2	-	-	-	-	-	-	-	-
0014065397473, EWI NON-TRADITIONAL 3	-	-	-	-	-	-	-	-
0014065398002, ELECTRICAL STRATEGY	-	-	-	-	-	-	-	-
0014065397481, HANOVER TOWER BLOCK CLADDING	-	-	-	-	-	-	-	-
0014065397480, CITYWIDE TOWER BLOCKS - FS	-	-	-	-	-	-	-	-
0014065397462, DEER PARK WINDOW REPLACEMENT	0	-	-	-	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	-	-	-	-	-	-	250,000
00140653Q0079, COMMUNITY HEATING (CHS)	6,470,000	-	-	-	-	313,500	-	6,783,500
00140653Q0080, ROOFS & EXTERNALS (CHS)	16,250,000	(8,576,824)	-	-	-	(3,836,588)	-	3,836,588
00140653Q0083, WASTE MANAGEMENT (CHS)	4,050,000	-	-	-	-	200,000	-	4,250,000
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	11,210,139	-	-	-	-	570,000	717,861	12,498,000
00140653Q0085, COMMUNAL AREAS INVESTMENT	5,000,000	-	-	-	-	(500,000)	-	4,500,000
00140653Q0086, INTERNAL WORKS	5,000,000	-	-	-	-	(1,850,000)	-	3,150,000
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	1,250,000	-	-	-	-	-	-	1,250,000
00140653Q0090, GARAGES & OUTHOUSES	-	-	-	-	-	-	-	-
0010000Q0094, Regeneration HRA	3,000,000	-	-	-	-	-	2,000,000	5,000,000
0010000Q0095, IT UPGRADE (HSG)	-	-	-	-	-	-	-	-
Total	76,427,372	(8,576,824)	-	-	-	(14,543,004)	2,767,861	56,075,405
GRAND TOTAL	86,800,088	(8,576,824)	-	-	-	(14,344,185)	22,303,599	86,182,678

ANNEX 1 - BUDGET CHANGES DETAIL – 2024-25

Cost Centre	PROPOSED			PROPOSED
	2024-25	SLIPPAGE FROM 23-24	NET SLIPPAGE	REPROFILE
0014058790136, CHAUCER SQUARE MAINTENANCE	18,000	-	-	-
0014058797222, PSH EMPTY PROPERTIES	120,000	-	-	-
0014058797390, PHS ACTIVITY	130,000	-	-	-
0014059097150, RHB LOANS HAL	-	-	-	-
0014059097177, CALDERDALE RF FUNDS HAL	-	-	-	-
0014059097243, YORK - NY SUB REGION HAL	-	-	-	-
0014059097391, WAKEFIELD - WY SUB REGION HAL	-	-	-	-
0014059097394, HULL - HUMBER SUB REGION HAL	-	-	-	-
0014059097395, NE LINGS - SUB REGION HAL	-	-	-	-
0014059097452, REGIONAL ERL	-	-	-	-
0014059097502, EP NORTH EAST LINC	-	-	-	-
0014059197282, PARK HILL (STH)	-	-	-	-
0014059197340, SWAN	-	-	-	-
0014059197350, ARBOURTHORNE 5MS	-	-	-	-
0014059097451, REGIONAL ENERGY HAL	-	-	-	-
0014059097506, CALDERDALE REPAYMENT LOANS	-	-	-	-
0014059097507, SHEFFIELD REPAYMENT LOANS	-	-	-	-
0014059097508, WYCA REPAYMENT LOANS	-	-	-	-
0014059097520, KIRKLEES RF FUNDS HAL(2)	-	-	-	-
0014059197453, EMPTY PROPERTY LOANS	-	-	-	-
0014060697321, PROGRAMME MANAGEMENT COSTS GF	-	-	-	-
0014060697338, PROGRAMME MANAGEMENT COSTS RTB	416,000	-	-	-
Total	684,000	-	-	684,000
0014059197458, LD ACQUISITIONS DOH FUNDING	-	-	-	-
0014065397444, GENERAL/RTB ACQUISITIONS CHS	1,198,819	-	-	-
0014059197551, COUNCIL HSG ACQUISITIONS PROG	7,027,842	-	-	-
0014059197552, NEW BUILD COUNCIL HSG PHASE 1	-	-	-	-
0014059197553, NEW BUILD COUNCIL HSG PHASE 2	-	-	-	-
0014059197554, NEW BUILD COUN HSG PH 3	-	-	-	-
0014059197555, NEW BUILD COUN HSG PH 4A	-	-	-	-
0014059197556, NEW BUILD COUN HSG PH 4B	-	-	-	-
0014059197557, ON SITE ACQUISITIONS	-	-	-	-
0014059197558, HGP SITE FEASIBILITY 2018	-	-	-	-
0014059197561, NEW BUILD COUN HSG PH 7	-	-	-	-
0014059197564, NEW BUILD COUN HSG PH10	-	-	-	-
0014059197566, NEW BUILD COUN HSG PH11	-	-	-	-
00140591Q0087, STOCK INCREASE (CHS)	13,348,029	-	-	-
Total	21,574,690	-	-	21,574,690
0014065397127, OBSOLETE HEATING	-	-	-	-
0014065397131, ALMO ASBESTOS SURVEYS	-	-	-	-
0014065397139, LANSDOWNE AND HANOVER CLADDING	-	-	-	-
0014065397147, ADAPTATIONS	2,550,000	-	-	-
0014065397148, S H MGMT FEES COMMISSIONED	2,632,518	-	-	-
0014065397264, H & S ELECTRICAL REWIRES	-	-	-	-
0014065397269, EMERGENCY DEMOLITIONS	-	-	-	-
0014065397404, HEATING BREAKDOWNS	-	-	-	-
0014065397405, INSULATION (COUNCIL HSG)	-	-	-	-
0014065397416, COMM HTG - PIPEWORK RENEWAL	-	-	-	-
0014065397417, COMM HTG - PLANT ROOMS	-	-	-	-
0014065397418, PITCHED ROOFING & ROOFLINE	-	-	-	-
0014065397419, FLAT ROOFING	-	-	-	-
0014065397422, NON HIGHWAYS RESPONSIVE WORKS	-	-	-	-
0014065397441, COMMUNAL AREAS-LOW RISE FLATS	-	-	-	-
0014065397442, KITCHEN/BATHRM PLANNED REPLMT	-	-	-	-
0014065397443, WINDOWS& DOORS PLACEMENT(CHS)	-	-	-	-
0014065397456, GARAGES STRATEGY DEMOLITION	-	-	-	-
0014065397463, SUNDRIES - 250 BARNSLEY ROAD	-	-	-	-
0014065397464, ROOFING REPLACEMENTS PROG	-	-	8,848,166	-
0014065397465, ADAMFIELD TOWER BLOCK ROOF	-	-	-	-
0014065397466, CAPITALISED REPAIRS	-	-	-	-
0014065397467, HOUSING OFFICE INVESTMENT	-	-	-	-
0014065397468, DEMOLITION PROGRAMME	-	-	-	-
0014065397838, COMPARTMENTALISATION - FS	-	-	-	-
0014065397961, DH - METERING	-	-	-	-
0014065397968, LIFT MAINTENANCE & REPAIR	-	-	-	-
0014065397989, SPRINKLERS - FIRE SAFETY	-	-	-	-
0014065397990, SHELTERED FIRE ALARM LINKING	-	-	-	-
0014065397459, GARAGE STRATEGY-IMPROVEMENT	-	-	-	-
0014065397461, ASBESTOS REMOVAL	-	-	-	-
0014065397471, EWI NON-TRADITIONAL1	-	-	-	-
0014065397472, EWI NON-TRADITIONAL 2	-	-	-	-
0014065397473, EWI NON-TRADITIONAL 3	-	-	-	-
0014065398002, ELECTRICAL STRATEGY	-	-	-	-
0014065397481, HANOVER TOWER BLOCK CLADDING	-	-	-	-
0014065397480, CITYWIDE TOWER BLOCKS - FS	-	-	-	-
0014065397462, DEER PARK WINDOW REPLACEMENT	-	-	-	-
0014060697348, HRA PROGRAMME MANAGEMENT	250,000	-	-	-
00140653Q0079, COMMUNITY HEATING (CHS)	1,407,349	-	5,954,401	-
00140653Q0080, ROOFS & EXTERNALS (CHS)	-	-	3,836,588	-
00140653Q0083, WASTE MANAGEMENT (CHS)	-	-	4,250,000	-
00140653Q0084, ESSENTIAL INVESTMENTS (CHS)	10,236,348	-	2,221,652	-
00140653Q0085, COMMUNAL AREAS INVESTMENT	-	-	4,500,000	-
00140653Q0086, INTERNAL WORKS	800,000	-	2,350,000	-
00140653Q0089, OTHER PLANNED ELEMENTS (CHS)	102,265	-	1,147,735	-
00140653Q0090, GARAGES & OUTHOUSES	-	-	-	-
00100000Q0094, Regeneration HRA	5,000,000	-	-	-
00100000Q0095, IT UPGRADE (HSG)	-	-	-	-
Total	22,978,480	-	33,108,542	56,087,022
GRAND TOTAL	45,237,170	-	33,108,542	78,345,712