

# **Economic Development and Skills Policy Committee**

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**Wednesday 7 September 2022 at 2.30  
pm**

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

**The Press and Public are Welcome to Attend**

## **Membership**

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Councillor Martin Smith  
Councillor Ben Miskell  
Councillor Paul Turpin  
Councillor Kurtis Crossland  
Councillor Jayne Dunn  
Councillor Tom Hunt  
Councillor Barbara Masters  
Councillor Henry Nottage  
Councillor Minesh Parekh

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## PUBLIC ACCESS TO THE MEETING

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The Economic Development and Skills Policy Committee discusses and takes decisions on:

- Economic Development, Skills and Culture
- Business growth and economic strategy
- Arts development and projects
- Theatres. Museums, galleries etc
- City and community events
- Employment policy and programmes
- Adult education and Skills
- Enterprise, employment and digital skills
- Adult skills policy and programmes

Meetings are chaired by Councillor Martin Smith.

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk). 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 Policy Committee meetings and recording is allowed under the direction of the Chair. Please see the [Council's webpage](#) 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.

Policy Committee meetings are normally open to the public but sometimes the Committee 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 on the agenda.

Meetings of the Policy Committee have to be held as physical meetings. If you would like to attend the meeting, please report to an Attendant in the Foyer at the Town Hall where you will be directed to the meeting room. However, it would be appreciated if you could register to attend, in advance of the meeting, by emailing [committee@sheffield.gov.uk](mailto:committee@sheffield.gov.uk), as this will assist with the management of attendance at the meeting. The meeting rooms in the Town Hall have a limited capacity. We are unable to guarantee entrance to the meeting room for observers, as priority will be given to registered speakers and those that have registered to attend.

Alternatively, you can observe the meeting remotely by clicking on the 'view the webcast' link provided on the meeting page of the [website](#).

If you wish to attend a meeting and ask a question or present a petition, you must submit the question/petition in writing by 9.00 a.m. at least 2 clear working days in advance of the date of the meeting, by email to the following address: [committee@sheffield.gov.uk](mailto:committee@sheffield.gov.uk).

In order to ensure safe access and to protect all attendees, you will be recommended to wear a face covering (unless you have an exemption) at all times within the venue. Please do not attend the meeting if you have COVID-19 symptoms. It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting.

If you require any further information please email [committee@sheffield.gov.uk](mailto:committee@sheffield.gov.uk).

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## FACILITIES

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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.

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**ECONOMIC DEVELOPMENT AND SKILLS POLICY COMMITTEE AGENDA  
7 SEPTEMBER 2022**

**Order of Business**

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- 1. Welcome and Housekeeping**  
The Chair to welcome attendees to the meeting and outline basic housekeeping and fire safety arrangements.
- 2. Apologies for Absence**
- 3. Exclusion of Press and Public**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 7 - 10)  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 11 - 24)  
To approve the minutes of the last meeting of the Committee held on 20<sup>th</sup> June 2022.
- 6. Public Questions and Petitions**  
To receive any questions or petitions from members of the public
- 7. Work Programme** (Pages 25 - 40)  
Report of the Director of Legal and Governance.

**Formal Decisions**

- 8. Developing a Strategic Approach to Culture in Sheffield** (Pages 41 - 58)  
Report of the Executive Director, City Futures
- 9. Budget Proposals for Year 2023/2024** (Pages 59 - 134)  
Report of the Executive Director, City Futures
- 10. Economic Recovery Fund Update**  
Report of the Executive Director, City Futures

**Other Items**

**NOTE: The date of the next meeting of Economic Development and Skills Policy Committee to be confirmed**



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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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If you are present at a meeting of the Council, of its Policy Committees, 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 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](mailto:gillian.duckworth@sheffield.gov.uk).

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Economic Development and Skills Policy Committee

Meeting held 20 June 2022

**PRESENT:** Councillors Martin Smith (Chair), Ben Miskell (Deputy Chair), Paul Turpin (Group Spokesperson), Kurtis Crossland, Jayne Dunn, Tom Hunt, Barbara Masters, Henry Nottage and Minesh Parekh

**1. APOLOGIES FOR ABSENCE**

1.1 There were no apologies for absence.

**2. EXCLUSION OF PRESS AND PUBLIC**

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

**3. DECLARATIONS OF INTEREST**

3.1 There were no declarations of interest made at the meeting.

**4. PUBLIC QUESTIONS AND PETITIONS**

4.1 The Committee received an electronic petition 'Allow re-entry to Tramlines in Hillsborough Park'. The petitioner was unable to attend the meeting and the Chair agreed to send a detailed response.

4.2 Matt Hill attended the Committee and asked the following question which was answered by the Chair:

Question: Our successful non-profit co-working space is currently full to capacity and looking to expand, alongside being located in an area which the Landlord is looking to convert into flats. Therefore, at Union St we're conscious of the plans for Events Central on Fargate to include two floors of co-working which are to be put to external tender.

Our previous tender to Sheffield City Council for Leah's Yard (bid here) outlined in detail our externally validated plans to create 2,500 jobs, attract 600,000 additional visits to the city centre, and create fifteen million pounds per year for Sheffield's economy. However, large contracts such as these are generally awarded to bigger operators, who are seen as a less risky proposition due to their size. However, they do not usually focus on their social or economic impact for Sheffield.

Would the committee agree that it's vital to ensure that opportunities for tendering such as these are accessible for local organisations, and would it commit to looking at the tender process for Events Central with a view to dividing it into smaller contracts, to be realistic and viable for local organisations to bid for?"

Answer: The Council would wish to encourage bids and proposals from local organisations in respect of Events Central. The tender process will start in the summer and officers will contact you directly as soon as that process begins. The project is funded by the Future High Streets Fund and as part of the successful bid for that funding there is a requirement to make sure we have a commercial return on the building's upper floors and the proposed music venue, with a view to securing the ground and first floor exhibition and community spaces. Subject to that, positive social and environmental impacts will be a key criteria in accessing the relevant bids. In addition it was suggested that the Strategy and Resources Policy Committee have regard to the point on breaking up procurement contracts as part a of a Community Wealth building approach.

4.3 The Committee received a question from Janine Lawson. The questioner was unable to attend the meeting.

Question: Our question is about the Economic Recovery Fund and the ability of existing projects to apply for further funding. You may be aware that Hillsborough is an area that has already seen benefit from the fund. However there is much work still to be done and the existing funds will not cover the current plans. The area has been extended beyond original plans due to the significant decline in the area and the many years the area has been left behind. So how can this committee help Hillsborough, an area needing further resources and with the capacity to deliver, secure further funding to allow the project to continue to bring prosperity to its businesses and attract more of the local community into the area.

Answer: No decision has yet been made as to whether existing beneficiaries will be able to access further funding through the second iteration of the Economic Recovery Fund. An options appraisal that would support the Committee in making this decision was recommended at the meeting on 20 June 2022. The Committee will take a decision as to any future shape of the Fund at its September meeting and will therefore be able to communicate the outcome to you at that time.

The legacy of ERF round 1 and ongoing work of each project will be considered and continued support offered though the Local Area Committees. Two important strands of work are an evaluation of the Economic Recovery Fund and research into the future of the city's district centres. The Committee would invite all of those involved in the Hillsborough project to come forward and take part in these pieces of research to help record the learning from this project and take this forward, and generate the ideas and interventions the Council can work towards in future years.

The Committee would like to take the opportunity to thank you and all of those involved in the hard work of delivering your project, as well as those in all of the other areas. We look forward to seeing the projects develop over the coming months.

4.4 Ian Lawlor and Rose Wilcox attended the Committee and asked the following

question which was answered by the Chair:

Question: In 10 months time The Leadmill is due to be evicted by its landlord who intends to stage a hostile takeover to operate their own corporate chain venue in its place, with no ties to Sheffield. This is a landlord who used underhand tactics to purchase the building, under the pretence of being a property portfolio company. Once the deal was done they then swapped ownership to another of their companies which operates music venues. This is just one of the sly tactics they used to hide their true intentions. They purchased the building exactly 5 years before The Leadmill's lease ends which is the minimum length of time required for the right of renewal for a commercial tenant to not apply, so it was their intention from the very start to evict The Leadmill. Despite this 5 year plan of the landlords, they failed to inform The Leadmill of their intentions until their legal team cruelly served The Leadmill with an eviction notice in April, leaving only 1 year for The Leadmill to plan. The Leadmill has always been a tenant of the building they operate from, they've never had the opportunity to purchase the building at its true value but have never had any cause for concern as they have always paid their rent on time and are a model tenant, this eviction notice came as a real shock.

Despite false claims made in the past few months by the landlord, they have no rights to "The Leadmill" trademark or any of its heritage or assets, all of which belong wholly to The Leadmill company. Once The Leadmill are evicted, the building would be completely stripped of everything including all utilities such as water, gas & electricity, it would be stripped of its floor, the bars, stage, speakers and even the doors. What would be left would be a sad shell of a once-derelict empty old flour mill building. The work then required to return the building to a useable venue would be massive, expensive and incredibly lengthy. There would be no venue operating from the building for at least a year and it would no longer be The Leadmill if they did manage to get it reopened.

This will force redundancy on the extremely talented and dedicated workforce behind The Leadmill. It is these 80 people who make The Leadmill so special. We recently saw the landlord use the same tactics to take over the O2 Academy Newcastle and the Leadmill actually currently employs a member of staff who lost their job in that venue in Newcastle. They are now having to go through this horrible ordeal for a second time, because of the exact same landlords. The landlords have made no attempt to contact the staff, despite having this all planned for 5 years. This has caused immeasurable stress and anxiety amongst the 80-strong team, who were all still recovering from the stresses of the pandemic. Because of the downtime that would be necessary to turn their empty flour mill back into a music venue it would be impossible for the landlord to offer the team a full salary for at least a year whilst it's not operating. The landlord would be forcing The Leadmill to make sweeping redundancies of its own dedicated and loyal staff. Any statements made by the landlord to the contrary would just be more lies.

Over the last 10 years alone, The Leadmill has employed over 900 people. They ranged from graduates from outside of the city, those who have lived in Sheffield for their entire life, apprentices, student placements and kickstarters

who needed a helping hand back into work. The Leadmill has substantial relationships with both universities, offering invaluable work experience and apprenticeship opportunities to those interested in the industry. The Leadmill are one of the leading organisations harnessing talent within the arts and events industry in Sheffield. The majority of The Leadmill's staff moved to or chose Sheffield as their University purely for the chance to work at and visit The Leadmill. Most of The Leadmill management team worked their way up from apprenticeship and placement level, nurtured by the business and allowed to grow with the company. It's no coincidence that some Leadmill staff have been with the company happily for 15+ years, despite this usually being a high-turnover industry. The whole team of staff were looked after incredibly well throughout the pandemic by The Leadmill. A pandemic where the landlords were the only people to refuse The Leadmill any financial help when asked. They didn't care about The Leadmill's staff or it's future then and they definitely don't now.

It's also a little known fact that The Leadmill isn't just the venue on the ground level, it has 3 other floors housing 9 independent businesses that operate above the venue. Over the years these have ranged from Tramlines Headquarters, artists, clothing shops, makeup studios, recruitment firms, tattooists and dance studios. The landlord's plans would not only displace The Leadmill and it's staff, it would also result in the removal of these independent businesses, one of whom has even been there as long as The Leadmill has.

So I ask the committee members here today, what will you do to help prevent this avoidable mass redundancy, the loss of vital career & skills development opportunities, and the forced homelessness of local independent businesses?

The Leadmill, the birthplace of Sheffield's Cultural Quarter, is set to be exterminated by its corporate London-based landlord. After 42 long, hard years of building The Leadmill into one of the most respected and influential music venues in the UK, this legacy is at risk. The landlords intend to evict The Leadmill and have not engaged in any kind of negotiations with the company or it's staff, in fact they refuse to respond to even the most basic of questions. Unless Sheffield City Council intervenes, The Leadmill will cease to exist in March 2023 - just 10 months away.

Sheffield is considered one of the best breeding grounds for new music in the UK. The amount of widely successful artists that have been produced in this city is staggering. Music is a huge part of Sheffield's cultural identity, an identity which The Leadmill has played an important role in cultivating. Over the last 42 years, The Leadmill has worked constantly with new musicians to nurture and develop their talent. The loss of The Leadmill will mean the loss of a powerful institution and cultural asset which has helped to put Sheffield on the map.

Sheffield will lose a company that cares deeply about this city and the people that live and work here. It will lose a company that works closely with the local community, supports local businesses, regularly donates to local charities, and nurtures and elevates the local music scene. Sheffield will lose a company that brings tens of thousands of people into the city each year. Sheffield will lose

that feeling of pride when being compared to surrounding cities' musical heritage.

The Leadmill recently organised the award-winning Sheffield Music Trails this May. This event brought much needed attention and income to 19 local independent venues, after suffering through a tough 2 years in the pandemic. It also lifted the city's spirits, by creating a memorable and unique experience for the thousands of people in attendance.

The Leadmill was also a pivotal player during the early years of Tramlines Festival. In the beginning, it invested so generously in Tramlines, that it actually made a loss on its sold out events each year. The aim was to selflessly help raise the profile of the festival in its early years when money was tight because The Leadmill could see the bigger picture. Sheffield now has a festival to be proud of at Hillsborough Park, where The Leadmill is honoured to have its own stage. This stage celebrates The Leadmill's role in the heritage of both Tramlines Festival, and the city of Sheffield. It's a little known fact that for many years, Tramlines Headquarters also operated from one of the studios at The Leadmill. This is a real testament to the cultural breeding ground of the venue; great things start with The Leadmill.

In the 2016 UK Music 'Wish You Were Here' report, it was stated that people from outside of the city make up 26% of all customers that attend grassroots music venues and that they then contribute an average of £158 each to the local economy. In the past year alone, The Leadmill has had 160,000 customers through its doors. This would equate to £6.6 million that music tourists have contributed towards our local economy as a direct result of The Leadmill's hard work.

Has the council considered that the closure of The Leadmill will paint a negative portrait of our city and has it considered what the cultural & financial impacts on both a local and national scale will be when Sheffield is seen as a place where grassroots businesses cannot thrive. How would the city cope with the loss of one of its most significant cultural landmarks.

So I ask the committee members here today, what is the council willing to do to prevent this travesty from happening, will this committee back a campaign to compulsory purchase the building so Sheffield can retain this crucial cultural asset?

Answer: Music is indeed a part of Sheffield's cultural identity, and The Leadmill is without doubt a stalwart of Sheffield's nightlife and culture scene and an iconic venue for musicians and music fans across the country. We understand how strongly people feel about the news of its potential closure; we echo their feelings and do not want to lose an important piece of our cultural heritage.

We know that this will be an unsettling time for the hardworking staff of The Leadmill. Through Business Sheffield, there are support packages available to provide support to staff, if required.

We have been working closely with The Leadmill team for a number of months now, supporting their efforts to find suitable alternative venues and exploring all proposals. Compulsory Purchase Order Powers can only be used in limited circumstances. They are lengthy processes and must meet the strict criteria set out in Law.

We will continue to do all we can, within the powers we have, to support, guide and help The Leadmill to find a resolution. A meeting has been arranged for next Thursday to discuss this matter.

- 4.4 Question from Robin Hughes, referred from Council - What will this Council's strategic approach be to realising the full value of heritage in all its forms to the economy and skills? And how will this extend to maximise the benefits to climate change, education, health and wellbeing?

It was agreed that a written response would be provided.

## **5. ECONOMIC DEVELOPMENT AND SKILLS POLICY COMMITTEE OVERVIEW**

- 5.1 The Committee received a presentation setting out details of the Committee's areas of responsibility:

- Economic strategy
- Business growth, sectors (including digital) and enterprise Employment policy and programmes
- Adult education and skills policy and programmes
- Culture and arts, development and projects (including Theatres, Museums and Galleries)
- City and community events

An overview of the of the strategic context; resources; Economy Skills and Culture; Lifelong Learning and Skills; and Public Health purview was provided.

- 5.2 **RESOLVED UNANIMOUSLY:** That the information now reported be noted.

## **6. WORK PROGRAMME**

- 6.1 The Director of Legal and Governance presented the Work Programme and informed Committee that this would be a regular item and although it contained suggestions for what it may contain, it was up to the Committee to decide. Appendix 3 of the report contained the actual work programme which would be visible to the public.

- 6.2 Members discussed potential items for inclusion in the Work Programme including a jobs strategy and an ethical business policy. The Chair recommended that Members give close consideration to the Work Programme and submit details of any suggested items for inclusion to him, Deputy Chair and Group Spokesperson.

- 6.3 **RESOLVED UNANIMOUSLY:** That:



1. With reference to issues raised in this report, consideration be given to any further additions or adjustments to the work programme presented at Appendix 3 of the report;
2. That the committee's work programme as set out in Appendix 3 of the report be agreed; and
3. Consideration be given to any further issues to be explored by officers for inclusion in part 6 of the next work programme report, for potential addition to the work programme, details to be submitted to the Chair, Deputy Chair and Group Spokesperson.

## **7. BUDGET MONITORING REPORT MONTH 01, 2022/23**

7.1 This report brings the Committee up to date with the Council's financial position as at Month 1 2022/23. The report also reports the proposed budget timetable for the development of the 2023/24 budget. It was noted that next update report to Committee would identify details of the areas of discretionary spend available to this Committee.

7.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee:-

1. notes the Council's challenging financial position and the Month 1 position;
2. notes the budget timetable set out in this report including the requirement for the Committee to plan to develop budget proposals over the course of the summer;
3. notes that the Strategy and Resources Committee agreed at its 31 May 2022 meeting to "require any Policy Committee that is forecasting an overspend on their budget to develop an action plan to address the overspend in-year and ask the Finance Sub-Committee to monitor both the development of any required action plans and delivery against them";
4. continues to closely to manage and monitor expenditure in line with budget expectations and ensure forecasts represent current financial conditions.

## **7.3 Reasons for Decision**

- 7.3.1 Under section 25 of the Local Government Act 2003, the Chief Finance Officer of an authority is required to report on the following matters:
- the robustness of the estimates made for the purposes of determining its budget requirement for the forthcoming year; and
  - the adequacy of the proposed financial reserves.
- 7.3.2 There is also a requirement for the authority to have regard to the report of the Chief Finance Officer when making decisions on its budget requirement and level of financial reserves.

7.3.3 By the law the Council must set and deliver a balanced budget, which is a financial plan based on sound assumptions which shows how income will equal spend over the short- and medium-term. This can take into account deliverable cost savings and/or local income growth strategies as well as useable reserves. However, a budget will not be balanced where it reduces reserves to unacceptably low levels and regard must be had to any report of the Chief Finance Officer on the required level of reserves under section 25 of the Local Government Act 2003, which sets obligations of adequacy on controlled reserves.

#### 7.4 **Alternatives Considered and Rejected**

7.4.1 The Council is required to both set a balance budget and to ensure that in-year income and expenditure are balanced. No other alternatives were considered.

### 8. **ECONOMIC RECOVERY FUND 2022-23**

8.1 Full Council resolved during its budget setting process (on 16 February 2022) to allocate £2m to the city's district and local centres to support their economic recovery. The budget amendment committed to building on the work of the Economic Recovery Fund (launched in March 2021).

This report proposes to continue the work of the Economic Recovery Fund, re-establish its governance arrangements, and develop options for the future operation of the Fund.

The objectives of the Economic Recovery Fund are:

- To support local economic recovery; helping our businesses and our retail and hospitality centres to rebuild and grow.
- To help businesses open safely and remain viable – building resilience to future economic changes.
- To protect jobs and businesses, particularly in hardest hit sectors.
- To generate demand, to bring back customers and promote consumer confidence.

8.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee:-

1. notes the allocation of £2m to the Economic Recovery Fund resolved during its budget-setting process by Full Council on 16 February 2022; and

2. supports re-establishing the Economic Recovery Fund Steering Group with updated membership and term of reference, with a first task of supporting the development of options for the future operation of the Economic Recovery Fund.

#### 8.3 **Reasons for Decision**

8.3.1 The report makes these recommendations to support delivery against the Council's priorities, as set out in the Business Response Plan and One Year Plan (see section 2). It will enable the Economic Recovery Fund to deliver a new phase

of the scheme, continue supporting district and local centres and building relationships with our communities.

- 8.3.2 The expected outcomes of this work include:
- The establishment of a refreshed Economic Recovery Fund that improves on the first iteration and touches additional areas of the city that were not successful in the first round.
  - The delivery of a new set of projects in district centres that will achieve positive economic and other impacts for their local high streets and businesses.
  - The bringing together of new local collaborations and strengthening of existing networks.
  - Embedding this collaborative, enabling approach across different council teams and sharing the organisational learning generated by the first year of delivery.
  - Increasing the council's knowledge and understanding of the health of district centres and the development of a set of longer-term interventions to work towards.

#### **8.4 Alternatives Considered and Rejected**

8.4.1 In the development of this report several alternative options were considered:

8.4.2 Option 1: Sheffield City Council allocating funding directly to local areas without running a competitive process  
This option does not fit with the ambition and ethos of engaging, enabling and empowering of residents and communities. This would not deliver the benefits that collaboration and competition has brought to the first iteration of the scheme. It risks losing the local insight, enthusiasm, confidence and collaboration that the first scheme engendered and harnessed.

8.4.3 Option 2: Economic Development and Skills Policy Committee take on the decision-making role  
Overseeing and steering the Economic Recovery Fund is a detailed job and the Steering Group committed many hours in undertaking tasks relating to the Fund. In this model it is unlikely the Committee would have the time to undertake the necessary work and the Committee does not meet frequently enough to meet the needs of the scheme, which has been able when required to take decisions at pace. In this option the project would also lose the participation of private sector partners who have provided such valuable perspectives to date.

### **9. LOCAL ECONOMIC ASSESSMENT AND DEVELOPMENT OF THE CITY STRATEGY'S INCLUSIVE ECONOMIC FRAMEWORK**

9.1 The report sets out the proposal to develop the City Strategy by way of: evidence gathering and engagement (including the production of the Local Economic Assessment and the delivery of the Community Voice and Insight Commission); strategic development; and consultation and testing.

The report proposes the alignment of the City Strategy with Sheffield's Levelling Up regeneration pilot and the South Yorkshire Mayoral Combined Authority's Strategic Economic Plan.

The report also sets out the proposal for governance arrangements for the City Strategy.

Karl Dalgleish, Director at Kada Research attended the meeting and gave a detailed presentation on Sheffield's Economic Overview, summarising the contents of the report attached to the agenda papers. (Copy of the presentation available [here](#)).

9.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee:-

1. endorses the proposed process to develop the City Strategy as set out in the report;
2. endorses the approach to align economic strategic and policy announcements with the City Strategy, as set out in this report; and
3. notes the governance arrangements of the City Strategy, as set out in the report.

9.3 **Reasons for Decision**

9.3.1 It is crucial that we understand the economic challenges that the city faces, including inequalities across our communities. As our Local Economic Assessment, the Economic Evidence Base creates a new source of evidence upon which the Council can make informed policy decisions.

9.3.2 The impacts of the COVID-19 pandemic and new collaborations across the city mean there is a fresh impetus behind having a coherent joined up vision for the city that sets out the city's ambitions and how they will be achieved. The economy and people's health, wellbeing, the environment and social inequalities are inextricably linked. Integrating a strategy for an inclusive economy into a wider partner-led City Strategy helps to address cross-cutting issues and creates a focus for the city for the medium to long-term.

9.4 **Alternatives Considered and Rejected**

9.4.1 Do nothing: Whilst undertaking the Local Economic Assessment is a duty of the Council, there is no requirement to produce a strategy. Instead, policies could be developed and agreed on an ad hoc basis. However, this approach has a number of drawbacks:

1. An agreed strategy between city partners facilitates better joint working which is particularly important on issues that cut across different organisations, for example health and skills.

2. A strategy provides a framework for activity over the longer- term, which allows services to plan more effectively.

3. A strategy provides an opportunity to communicate the city's priorities which can support discussions with central government, funding bodies and investors.

9.4.2 Produce a separate City Strategy and Inclusive Economic Strategy: Another option is to produce two separate strategies. One would cover broad policy areas whilst another would focus on the economy. However, this option had the following drawbacks:

1. Links between the economy and wider policy issues may be missed

2. There would be significant duplication of effort, particularly in regard to partner and community engagement, potentially resulting in 'engagement fatigue'.

3. The coherency of having one single document that sets out the city's priorities would be diluted.

## **10. UK SHARED PROSPERITY FUND**

10.1 The report provides the Economic Development and Skills Policy Committee with an update of the UK Shared Prosperity Fund (SPF) announced by Government in April 2022 and identifies several issues that are developing through the process to develop an SPF Investment Plan for South Yorkshire.

The report also identifies several projects currently funded by European Structural Investment Funds (ESIF) that will be coming to an end over the next twelve to eighteen months and how they might benefit from SPF funding in the future.

10.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee notes the report and supports:-

1. the Council promoting the engagement of key City organisations in the consultation process associated with the development of the Shared Prosperity Fund Investment Plan;

2. the development of potential Shared Prosperity Fund projects and activity that might benefit support from Year 1 funding; and

3. the undertaking of internal evaluations of existing EU Funded projects to determine whether they would benefit from Shared Prosperity Fund support in the future, either continuing in their current form, being adapted to improve performance or ended.

### **10.3 Reasons for Decision**

10.3.1 The Committee is asked to note the report for information so that it can consider future recommendations with a better understanding of the strategic and external funding context.

10.3.2 The engagement of key organisations in the development of the SPF Investment Plan is considered essential to ensure there is full 'buy in' to a plan that has

‘Place’ as one of main categories of intervention.

10.3.3 That the Council is well placed to quickly respond to Year One Call for Proposals published by SYMCA to maximum SPF impact for the benefit of Sheffield residents and businesses.

10.3.4 An internal evaluation of current and recent EU funded projects will determine whether future funding bids should be developed for their continuation or whether alternative routes are required to deliver the same or alternative benefits. The outcome of the evaluation will also inform potential HR implications that will result from external funding ending.

#### 10.4 **Alternatives Considered and Rejected**

10.4.1 In respect to the SPF activity ultimately it will be the SYMCA that submits the Investment Plan based on the advice provided to it from local partners. There will be options to consider in respect to the contents of this Plan which SYMCA will need to determine.

10.4.2 As such the Council has two options:

Option 1: It can fully engage with the SPF development process being undertaken by SYMCA and use its influence to ensure the Investment Plan reflects the needs of the City.

Option 2: It can choose not to engage with the SPF development process which might mean the Investment Plan does not address the economic and social needs of the City.

Option 1 is considered the preferred option.

### 11. **APPROVAL OF COMMISSIONING THE ADULT EDUCATION BUDGET GRANT FROM SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY.**

11.1 The report sets out the proposal to use the Adult Education Budget grant from South Yorkshire Combined Mayoral Authority (SYCMA) to provide the skills and learning needed to be ready for work, further education, traineeship, voluntary work or apprenticeships for individuals aged 19+.

The report emphasises the need to empower and enable those potential adult learners who lack the very basic skills for education and work to access provision. It will include a scaffolded or step by step approach, for those without any qualifications or confidence, to enter a ‘learning journey’ through promotion of equality, diversity, and inclusion.

In order to achieve these aims, this report proposes the commissioning of a number of subcontracts up to a maximum value of £450,000 from the Adult Education Budget grant (AEB) to improve access to the education/employment pathway.

11.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee:-

1. notes the Council's future acceptance of the Adult Education Budget (AEB) from the South Yorkshire Combined Mayoral Authority;

2. approves the proposal to commission a variety of subcontracts with service providers to a maximum combined value of £450,000 using the Council's existing Adult & Community Learning Framework 2019-2023 to provide services to improve access to the education/employment pathway.

### 11.3 **Reasons for Decision**

11.3.1 To add diversity to the curriculum, offer that will enable the service to target the most marginalised groups, add capacity to high demand curriculum and meet the needs of Sheffield adults across every part of the city.

### 11.4 **Alternatives Considered and Rejected**

11.4.1 The service is not legally required to subcontract but it is an option we wish to exploit in order to meet the demands and needs of Sheffield residents and continue to work in partnership with localised community learning organisations.

## 12. **DECISION TO CONTINUE TO COMMISSION WORK AND HEALTH SERVICE**

12.1 The report is to seek a decision to re-commission a Work and Health Service. If there is a decision to continue to commission this work it will go out to procurement.

Work is a key determinant of good health. Good work contributes income, self esteem and opportunities to individuals and their families and is good for health. A healthy workforce is also a key asset for the economy.

The current Work and Health service supports approx. 1250 people per year with health conditions to stay in work or return to work after being off sick. The service supports job retention in the city and receives referrals from GPs and other health colleagues as well as voluntary sector organisations who support groups such as carers.

This is an existing service funded by the ring fenced Public Health Grant and already has budget allocated to it. This is not new spend and does not negatively affect the overall Council budget position.

12.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee Policy Committee agrees to commission the Work and Health service in line with this report, allowing a procurement process to start so that this service can continue to be delivered for the people of Sheffield.

### 12.3 **Reasons for Decision**

12.3.1 To commission a Work and Health Service so that this service can continue to be provided in Sheffield to support individuals in Sheffield with health conditions to stay in employment.

12.4 **Alternatives Considered and Rejected**

12.4.1 Stop funding this service and use the funding for other public health related activities - The Public Health Grant does not fund any other employment and health related work. This aspect of the Grant funding is the most directly related to employment.

12.4.2 Stop funding this service and use the funding for other employment and health related public health work – the Work and Health Service fills a key gap in the city which is supporting people with health conditions to stay in work (job retention). Other potential areas for funding relate to getting people into work where there are existing funding already being provided to a range of partners in the city.

12.4.3 Deliver in house - Sheffield City Council do not have the skills or networks to be able to deliver occupational health support to people with health conditions.

(NOTE: In accordance with Council Procedure Rule 26 this urgent Item of business was considered on the recommendation of the Chair, on the basis that the Council must agree to commission the Work and Health service to allow a procurement process to start so that this service can continue to be delivered for the people of Sheffield. It was not possible in the time available to give appropriate notice, and it was considered that the Council would not be able to begin the procurement process in time if not considered at this meeting).





## 1. Report to Economic Development and Skills Policy Committee

7<sup>th</sup> September 2022

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**Report of:** Gillian Duckworth, Director of Legal and Governance

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**Subject:** Committee Work Programme

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**Author of Report:** Abby Hodgetts, Acting Democratic Services Team Manager

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### Summary:

The Committee's Work Programme is attached at Appendix 1 for the Committee's consideration and discussion. This aims to show all known, substantive agenda items for forthcoming meetings of the Committee, to enable this committee, other committees, officers, partners and the public to plan their work with and for the Committee.

Any changes since the Committee's last meeting, including any new items, have been made in consultation with the Chair, and the document is always considered at the regular pre-meetings to which all Group Spokespersons are invited.

The following potential sources of new items are included in this report, where applicable:

- Questions and petitions from the public, including those referred from Council
- References from Council or other committees (statements formally sent for this committee's attention)
- A list of issues, each with a short summary, which have been identified by the Committee or officers as potential items but which have not yet been scheduled (See Appendix 1)

The Work Programme will remain a live document and will be brought to each Committee meeting.

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## Recommendations:

1. That the Committee's work programme, as set out in Appendix 1 be agreed, including any additions and amendments identified in Part 1;
2. That consideration be given to the further additions or adjustments to the work programme presented at Part 2 of Appendix 1;
3. That Members give consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme; and
4. that the referrals from Council (petition and resolutions) detailed in Section 2 of the report be noted and the proposed responses set out be agreed.

**Background Papers:** None

**Category of Report:** Open

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## COMMITTEE WORK PROGRAMME

### 1.0 Prioritisation

1.1 For practical reasons this committee has a limited amount of time each year in which to conduct its formal business. The Committee will need to prioritise firmly in order that formal meetings are used primarily for business requiring formal decisions, or which for other reasons it is felt must be conducted in a formal setting.

1.2 In order to ensure that prioritisation is effectively done, on the basis of evidence and informed advice, Members should usually avoid adding items to the work programme which do not already appear:

- In the draft work programme in Appendix 1 due to the discretion of the chair; or
- within the body of this report accompanied by a suitable amount of information.

### 2.0 References from Council or other Committees

2.1 Any references sent to this Committee by Council, including any public questions, petitions and motions, or other committees since the last meeting are listed here, with commentary and a proposed course of action, as appropriate:

Issue	Pride in Sheffield
Referred from	Resolution of Council on 20 July 2022
<i>Details</i>	A link to the full resolution is available here: <a href="#">(Public Pack)Resolutions passed at the meeting of the Council held on 20th July 2022 Agenda Supplement for Council, 20/07/2022 14:00 (sheffield.gov.uk)</a>

Extract in respect of this Policy Committee:

**(g)** believes in the importance of how this Council's economic development work can support the LGBTQ+ community and support diverse business owners by asking the Economic Development and Skills Policy Committee to consider looking at starting consultation work with the LGBTQ+ community to develop an LGBTQ+ 'quarter' in Sheffield with the spaces LGBTQ+ people in Sheffield both want and need; and this should include:-

(i) supporting LGBTQ+ owned business, charities, nightlife and safe spaces in the same way other cities have done, including Manchester (Canal Street area), Birmingham (Hurst Street area) and Leeds (Freedom Quarter);

(ii) taking into account the importance of non-alcoholic (dry spaces) and child friendly spaces in an LGBTQ+ quarter – with a desire for any such area to be fully inclusive, including for disabled people, and safe, with good street lighting among other considerations;

(iii) agreeing to the principle that any LGBTQ+ quarter shouldn't just be bars and clubs, noting the real problems of drug abuse and alcoholism in the community, for which this Council must support schemes that focus on harm reduction with these issues; and

(iv) looking at places such as Common Press in London and the Queer Emporium in Cardiff as examples of good practice of inclusive, diverse spaces;

**(i)** supports the health and wellbeing of LGBTQ+ Sheffielders by asking the Policy Committees, in considering Public Health functions, to have regard to:- (i) supporting existing and new spaces, clinics, and pop-up clinics that support LGBTQ+ Sheffielders' physical, mental, and sexual health;

(ii) providing information about sexual health, housing, and support for LGBTQ+ people, with specific information about support available for LGBTQ+ people of colour and those who are HIV+;

(iii) including information and support for those who have been sexually assaulted or experienced domestic violence as a result of their sexual or gender identity;

	<p>(iv) existing established health services needing to ensure staff are trained in supporting LGBTQ+ Sheffielders who have sadly gone through sexual assault or domestic violence as a result of their sexual and/or gender identity;</p> <p>(v) investigating ways this Council can help the HIV+ community access support and the support around the wide variety of other issues faced by the LGBTQ+ community and raised within this motion; and (vi) our belief that good services supporting young LGBTQ+ people, such as SAYiT, that provide them with a safe space and the ability to make lifelong friends in the community, are critical;</p>
<p><i>Commentary/ Action Proposed</i></p>	<p>The Council via the Equalities and Engagement Team, has supported a range of events in the past year including relating specifically to the LGBTQ+ community in Sheffield, this will be outlined in our Annual Equality Report 2021/22 which will go to the Strategy and Resources Committee in 2022.</p> <p>We currently grant fund LGBT Sheffield, as part of the Equality Partnership for its engagement work in the city. The People Portfolio also grant fund Sayit to support LGBTQ+ young people. We gave small grants in 2021/22 to and supported Pinknic does Pride an event held in the city centre in July, Trans Day of Remembrance and IDAHOBiT. We also support a range of awareness days &amp; months such as LGBT History Month and Pride Month.</p> <p>In June 2021, in collaboration with LGBT Sheffield, set up and supported an LGBT+ survey about experiences in COVID, which also asked about general facilities for LGBT+ people. Through this survey and the wider work through the Equality Partnership it has helped in establishing what support and facilities people in Sheffield said they would like to see.</p> <p>Within the next year we will continue to work with Members and via the Strategic Equality and Inclusion Board to take forward the elements of this resolution relating to our LGBTQ+ staff, residents, and visitors and embed them as appropriate within our Equality Objectives and Equality and Engagement delivery plan including our work on Awareness Days. Also, we produce an internal and external equality newsletter that people can sign up to if you want to read about work across all areas of equality, contact the Equality and Engagement team to find out <a href="mailto:equalitiesandinvolvement@sheffield.gov.uk">equalitiesandinvolvement@sheffield.gov.uk</a></p>

	Action: That the resolution of Council and the range of activity currently being undertaken be noted and officers be requested to continue to work with Members and via the Strategic Equality and Inclusion Board to take forward the elements of this resolution relating to our LGBTQ+ staff, residents, and visitors and embed them as appropriate within our Equality Objectives and Equality and Engagement delivery plan including our work on Awareness Days.
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### 3.0 Member engagement, learning and policy development outside of Committee

3.1 Subject to the capacity and availability of councillors and officers, there are a range of ways in which Members can explore subjects, monitor information and develop their ideas about forthcoming decisions outside of formal meetings. Appendix 2 is an example 'menu' of some of the ways this could be done. It is entirely appropriate that member development, exploration and policy development should in many cases take place in a private setting, to allow members to learn and formulate a position in a neutral space before bringing the issue into the public domain at a formal meeting.

3.2 Training & Skills Development - Induction programme for this committee.

Title	Description & Format	Date
Economic Overview	Presentation giving overview of Sheffield and Local area data, including employment and skills	June Committee saw presentation of the new economic assessment
Introduction to the Culture Collective	Offer of briefing with Culture Collective chair	TBC

## Appendix 1 – Work Programme

### Part 1: Proposed additions and amendments to the work programme since the last meeting:

Item	Proposed Date	Note

### Part 2: List of other potential items not yet included in the work programme

Issues that have recently been identified by the Committee, its Chair or officers as potential items but have not yet been added to the proposed work programme. If a Councillor raises an idea in a meeting and the committee agrees under recommendation 3 that this should be explored, it will appear either in the work programme or in this section of the report at the committee's next meeting, at the discretion of the Chair.

<b>Topic</b>	Inclusive Economy and Wellbeing Economy
<b>Description</b>	Appropriate committee should look into how Sheffield Council and Sheffield can support our ambition for an Inclusive Economy in the One Year Plan with the wellbeing economy model, and in order to put Sheffield's health and well-being front and centre of our aims, decision making and expenditure
<b>Lead Officer/s</b>	Greg Fell / Diana Buckley
<b>Item suggested by</b>	Referral from Full Council February 2022:
<b>Type of item</b>	Policy Development
<b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	Facilitated policy development workshop through the development of the City Strategy (report went to committee June 2022)
<b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	Public engagement and consultation will take place as part of the new City Strategy development process

<b>Lead Officer Commentary/Proposed Action(s)</b>	Strategy and Resources and EDS Committee
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**Part 3: Agenda Items for Forthcoming Meetings**

Meeting 2	7 <sup>th</sup> September 2022	Time				
Topic	Description	Lead Officer/s	Type of item	<i>(re: decisions)</i>	<i>(re: decisions)</i>	Final decision-maker (& date)
			<ul style="list-style-type: none"> <li>• <i>Decision</i></li> <li>• <i>Referral to decision-maker</i></li> <li>• <i>Pre-decision (policy development)</i></li> <li>• <i>Post-decision (service performance/ monitoring)</i></li> </ul>	Prior member engagement/ development required  <i>(with reference to options in Appendix 1)</i>	Public Participation/ Engagement approach  <i>(with reference to toolkit in Appendix 2)</i>	<ul style="list-style-type: none"> <li>• This Cttee</li> <li>• Another Cttee (eg S&amp;R)</li> <li>• Full Council</li> <li>• Officer</li> </ul>
Culture Strategy Development	Adopting City's Culture Collective Strategy and commitment to development of City / SCC Culture plan.	Diana Buckley / Rebecca Maddox	Decision / Policy Development			

Economic Recovery Fund	Update and options for the delivery of phase 2 of the Economic Recovery Fund.	Diana Buckley /	Policy Development	Economic Recovery Fund steering group as agreed at the last committee has led the development of proposals	Evaluation of round 1 underway with interviews with stakeholders	This committee, with future financial decisions required by Finance Committee
Budget Proposals for year 2023/2024	The Council is required to set a balanced budget for 2023/24. The Strategy and Resources Committee has asked each Policy Committee to develop budget proposals on a cash-standstill basis and to report those proposals to the September 2022 meeting	Liz Gough / Diana Buckley	Decision	A number of full committee briefings undertaken	Each Committee will need to consider any public engagement that it wishes to undertake at this stage of the process.	This committee
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Work Programme</i></li> <li>• <i>[any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					



Meeting 3	November 2022	Time				
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> <li>• <i>Decision</i></li> <li>• <i>Referral to decision-maker</i></li> <li>• <i>Pre-decision (policy development)</i></li> <li>• <i>Post-decision (service performance/ monitoring)</i></li> </ul>	<i>(re: decisions)</i> Prior member engagement/ development required  <i>(with reference to options in Appendix 1)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach  <i>(with reference to toolkit in Appendix 2)</i>	Final decision-maker (& date) <ul style="list-style-type: none"> <li>• This Cttee</li> <li>• Another Cttee (eg S&amp;R)</li> <li>• Full Council</li> <li>• Officer</li> </ul>
Business Recovery Plan	This report gives an overview of the progress against the delivery of the Business Recovery Plan, and proposes a further set of decisions, including the establishment of a new diverse and inclusive business board, and how we will respond to the Business and Economic elements of the Race Equality Commission Report	Diana Buckley / Jen Rickard	Decision	Briefing to be offered	Stakeholder engagement undertaken as part of the production of the plan	TBC

Business Support and Start	The item gives an overview of the business support delivered by SCC, and identify key areas of focus for future action. Including a focus on starts up provisions and allocation of appropriate funding.	Diana Buckley / Yvonne Asquith	Decision	Interactive briefing session with business advisors	Stakeholder engagement	TBC
Stockbridge (TBC – potential to go to Transport, Regen, Climate)	Programme development update / refinement	Ben Morley / Gill	TBC	TBC	TBC	TBC
SAR		Kevin Straughan	Briefing			Economy and Skills
Budget Position for year 2023/2024	This report will seek the Policy Committee's final agreement to any changes to the proposals presented to the Policy Committee's September meeting.  Notwithstanding to any late changes in government funding, this report will represent the Policy Committee's final budget position for 2023/24.	TBC	Decision	Officers will work with Members to action any changes required by Strategy and Resources to the proposals presented to the September meeting	Each Committee will need to consider any public engagement that it wishes to undertake at this stage of the process.	This Committee

Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Work Programme</i></li> <li>• <i>[any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					

Meeting 4	TBC	Time				
Topic	Description	Lead Officer/s	Type of item	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b>	<b>Final decision-maker (&amp; date)</b>
			<ul style="list-style-type: none"> <li>• <i>Decision</i></li> <li>• <i>Referral to decision-maker</i></li> <li>• <i>Pre-decision (policy development)</i></li> <li>• <i>Post-decision (service performance/ monitoring)</i></li> </ul>	<i>(with reference to options in Appendix 1)</i>	<i>(with reference to toolkit in Appendix 2)</i>	<ul style="list-style-type: none"> <li>• This Cttee</li> <li>• Another Cttee (eg S&amp;R)</li> <li>• Full Council</li> <li>• Officer</li> </ul>
Draft City Strategy /	Consultation of draft strategy and priority	Diana Buckley /	TBC	TBC	TBC	TBC

Economic Plan update	interventions, agreement to go to public consultation	James Henderson				
Employment and Skills Strategy Development	Overview of policy context - Local Skills Improvement plan, and MCA draft skills strategy and exploring commitment to develop City / SCC Employment and Skills Strategy and / or adopt these strategic documents	Diana Buckley / Andrew Jones / Laura Hayfield	Decision / Policy Development	Facilitated policy workshop with external experts	TBC	TBC
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Work Programme</i></li> <li>• <i>[any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					

Meeting 5	TBC	Time				
<b>Topic</b>	<b>Description</b>	<b>Lead Officer/s</b>	<b>Type of item</b> <ul style="list-style-type: none"> <li>• <i>Decision</i></li> <li>• <i>Referral to decision-maker</i></li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b>	<b>Final decision-maker (&amp; date)</b> <ul style="list-style-type: none"> <li>• This Cttee</li> <li>• Another Cttee (eg S&amp;R)</li> </ul>

			<ul style="list-style-type: none"> <li>• <i>Pre-decision (policy development)</i></li> <li>• <i>Post-decision (service performance/ monitoring)</i></li> </ul>	<i>(with reference to options in Appendix 1)</i>	<i>(with reference to toolkit in Appendix 2)</i>	<ul style="list-style-type: none"> <li>• Full Council</li> <li>• Officer</li> </ul>
Item 1						
Item 2						
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Work Programme</i></li> <li>• <i>[any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					

Meeting 6	<b>TBC</b>	Time				
<b>Topic</b>	<b>Description</b>	<b>Lead Officer/s</b>	<b>Type of item</b> <ul style="list-style-type: none"> <li>• <i>Decision</i></li> <li>• <i>Referral to decision-maker</i></li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b>	<b>Final decision-maker (&amp; date)</b> <ul style="list-style-type: none"> <li>• This Cttee</li> <li>• Another Cttee (eg S&amp;R)</li> </ul>

			<ul style="list-style-type: none"> <li>• <i>Pre-decision (policy development)</i></li> <li>• <i>Post-decision (service performance/ monitoring)</i></li> </ul>	<i>(with reference to options in Appendix 1)</i>	<i>(with reference to toolkit in Appendix 2)</i>	<ul style="list-style-type: none"> <li>• Full Council</li> <li>• Officer</li> </ul>
Item 1						
Item 2						
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Work Programme</i></li> <li>• <i>[any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					

## **Appendix 2 – Menu of options for member engagement, learning and development prior to formal Committee consideration**

Members should give early consideration to the degree of pre-work needed before an item appears on a formal agenda.

All agenda items will anyway be supported by the following:

- Discussion well in advance as part of the work programme item at Pre-agenda meetings. These take place in advance of each formal meeting, before the agenda is published and they consider the full work programme, not just the immediate forthcoming meeting. They include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers
- Discussion and, where required, briefing by officers at pre-committee meetings in advance of each formal meeting, after the agenda is published. These include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers.
- Work Programming items on each formal agenda, as part of an annual and ongoing work programming exercise
- Full officer report on a public agenda, with time for a public discussion in committee
- Officer meetings with Chair & VC as representatives of the committee, to consider addition to the draft work programme, and later to inform the overall development of the issue and report, for the committee's consideration.

The following are examples of some of the optional ways in which the committee may wish to ensure that they are sufficiently engaged and informed prior to taking a public decision on a matter. In all cases the presumption is that these will take place in private, however some meetings could happen in public or eg be reported to the public committee at a later date.

These options are presented in approximately ascending order of the amount of resources needed to deliver them. Members must prioritise carefully, in consultation with officers, which items require what degree of involvement and information in advance of committee meetings, in order that this can be delivered within the officer capacity available.

The majority of items cannot be subject to the more involved options on this list, for reasons of officer capacity.

- Written briefing for the committee or all members (email)
- All-member newsletter (email)
- Requests for information from specific outside bodies etc.
- All-committee briefings (private or, in exceptional cases, in-committee)
- All-member briefing (virtual meeting)
- Facilitated policy development workshop (potential to invite external experts / public, see appendix 2)
- Site visits (including to services of the council)
- Task and Finish group (one at a time, one per cttee)

Furthermore, a range of public participation and engagement options are available to inform Councillors, see appendix 3.

## **Appendix 3 – Public engagement and participation toolkit**

### **Public Engagement Toolkit**

On 23 March 2022 Full Council agreed the following:

A toolkit to be developed for each committee to use when considering its ‘menu of options’ for ensuring the voice of the public has been central to their policy development work. Building on the developing advice from communities and Involve, committees should make sure they have a clear purpose for engagement; actively support diverse communities to engage; match methods to the audience and use a range of methods; build on what’s worked and existing intelligence (SCC and elsewhere); and be very clear to participants on the impact that engagement will have.

The list below builds on the experiences of Scrutiny Committees and latterly the Transitional Committees and will continue to develop. The toolkit includes (but is not be limited to):

- a. Public calls for evidence
- b. Issue-focused workshops with attendees from multiple backgrounds (sometimes known as ‘hackathons’) led by committees
- c. Creative use of online engagement channels
- d. Working with VCF networks (eg including the Sheffield Equality Partnership) to seek views of communities
- e. Co-design events on specific challenges or to support policy development
- f. Citizens assembly style activities
- g. Stakeholder reference groups (standing or one-off)
- h. Committee / small group visits to services
- i. Formal and informal discussion groups
- j. Facilitated communities of interest around each committee (eg a mailing list of self-identified stakeholders and interested parties with regular information about forthcoming decisions and requests for contributions or volunteers for temporary co-option)
- k. Facility for medium-term or issue-by-issue co-option from outside the Council onto Committees or Task and Finish Groups. Co-optees of this sort at Policy Committees would be non-voting.

This public engagement toolkit is intended to be a quick ‘how-to’ guide for Members and officers to use when undertaking participatory activity through committees.

It will provide an overview of the options available, including the above list, and cover:

- How to focus on purpose and who we are trying to reach
- When to use and when not to use different methods
- How to plan well and be clear to citizens what impact their voice will have
- How to manage costs, timescales, scale.

**There is an expectation that Members and Officers will be giving strong consideration to the public participation and engagement options for each item on a committee’s work programme, with reference to the above list a-k.**



[Type here]



## Report to Policy Committee

**Author/Lead Officer of Report:** Rebecca Maddox – Head of Business Development (Culture)

**Tel:** 07764 290497

**Report of:** Kate Martin, Executive Director, City Futures

**Report to:** Economic Development and Skills Committee

**Date of Decision:** 7<sup>th</sup> September 2022

**Subject:** **Developing a Strategic Approach to Culture in Sheffield**

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	/	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 1217					
Has appropriate consultation taken place?	Yes	<input type="checkbox"/>	/	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	/	<input type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	/	<input 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 (<b>report/appendix</b>) is not for publication because it contains exempt information under Paragraph (<b>insert relevant paragraph number</b>) of Schedule 12A of the Local Government Act 1972 (as amended).”</i></p>					

Culture has moved organisationally within Sheffield City Council from leisure to Economic Development, opening up new opportunities to use culture to make Sheffield a great and inclusive place to work, study, invest, and live.

This report proposes some strategic actions which will strengthen the cultural leadership role of SCC and help the sector to develop.

**Recommendations:**

*The Economic Development and Skills Committee is recommended to:*

- *Formally adopt the Sheffield Culture Collective Strategy on behalf of Sheffield City Council as an interim, while SCC works with partners to develop a full city Culture Strategy.*
- *Note the submission of three Expressions of Interest to the Create Growth Fund; Cultural Development Fund 3; and Place Partnership Fund.*
- *Support in principle the creation of a Cultural Feasibility Fund through external funding sources such as SYMCA.*

**Background Papers:**

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

**Sheffield Culture Collective Strategy:**

[www.sheffield-culture-collective.co.uk](http://www.sheffield-culture-collective.co.uk)

<b>Lead Officer to complete:-</b>	
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>(Insert name of officer consulted)</i> <b>Liz Gough</b>
	Legal: <i>(Insert name of officer consulted)</i> <b>Patrick Chisholm</b>
	Equalities & Consultation: <i>(Insert name of officer consulted)</i> <b>Annemarie Johnston</b>
	Climate: <i>(Insert name of officer consulted)</i> <b>Jessica Rick</b>
	<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	<b>EMT member who approved submission:</b> <i>(Insert name of relevant Executive Director)</i> <b>Kate Martin</b>
3	<b>Committee Chair consulted:</b> <i>(Insert name of relevant Member)</i> <b>Cllr Martin Smith</b>
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 Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.

<b>Lead Officer Name:</b> Rebecca Maddox	<b>Job Title:</b> Head of Business Development (Culture)
<b>Date: 16/08/22</b>	

## 1. PROPOSAL

*(Explain the proposal, current position and need for change, including any evidence considered, and indicate whether this is something the Council is legally required to do, or whether it is something it is choosing to do)*

1.1 Culture has moved organisationally within SCC from leisure to Economic Development, opening up new opportunities to build on previous work and use culture to make Sheffield a great and inclusive place to work, study, invest, and live.

1.2 Sheffield receives far less Arts Council England (ACE) funding for culture compared with other Core Cities (£5 per head, compared with £15 - £67 per head). This reduces opportunity and stability for cultural activity, especially in underserved communities.

1.3 Sheffield City Council has limited funds of its own to invest in culture, but through leadership, championing and playing an accountable body role, can do more to enable a successful environment for cultural organisations and projects in the city. This report sets out three actions which will start to achieve this.

### 1.4 **Action 1: Adopt a clear strategy which can underpin funding applications in the sector.**

Sheffield has not had a Cultural Strategy for 10 years. During this time, the Sheffield Culture **Consortium**, a working group of cultural organisations supported by SCC, has applied for funding to support the sector, including for festivals development, a cultural information website ([www.ourfaveplaces.co.uk](http://www.ourfaveplaces.co.uk)) and a 3-year development programme for artists.

1.4.1 In 2019, a new strategic cross-sector group with SCC senior officer and Member representation was set up following ACE's Cultural Cities Enquiry. The Sheffield Culture **Collective**, now chaired by Sir Bob Kerslake, launched its strategy in June 2021. The document was endorsed by Cllr Julie Grocutt but has not been formally adopted by SCC.

1.4.2 Funders have told us that the lack of a current Culture Strategy, adopted formally by SCC appears as a lack of city direction and ambition, which undermines bids from the city. Last year's successful Levelling Up Fund bid for Castlegate, including for Harmony Works and S1 Artspace, were undoubtedly strengthened by these projects being included as priorities in the Culture Collective Strategy.

1.4.3 We will also work with the Culture Collective, Culture Consortium, the MCA and the wider sector to continue to develop the strategic direction for culture for the City and wider region. This will include co-creation with the sector and Sheffield's diverse communities.

- 1.4.4 The Collective Strategy envisages a future where **every individual and every community in Sheffield thrives when culture and creativity is placed at the heart of the city's strategic development**. This chimes well with SCC's own ambitions, and is echoed in the recent Race Equality Commission Report recommendation 5: to 'Celebrate and engage the **whole city** by representing the city's culture and history'.
- 1.4.5 Specific outcomes and actions in the Collective Strategy are also in line with SCC priorities:

**Sheffield Culture Collective Strategy**

**Outcome 1:** Sheffield's national cultural funding is levelled up.

**Outcome 2:** Cultural infrastructure and Covid-19 recovery investment secured.

**Key 2021 - 23 actions**  
 To achieve our key outcomes, we need to make the case for culture, support cultural organisations, businesses and creatives, and help deliver cornerstone cultural capital projects:

**Action 1.** Develop a 'message house'\* for the role culture has/could have in the development of the city

**Action 2.** Create a transparent and robust mechanism to identify and support organisations to achieve or sustain National Portfolio Organisation [ACE core-funded] status in Sheffield

**Action 3.** Support specific short-term cultural capital projects: Tinsley Art Project, Park Hill Art Space, Harmony Works and the Graves Gallery and Central Library

**Action 4.** Develop a cultural capital project 'pipeline'

**Action 5.** Support freelancers, independents and grassroots cultural organisations to ensure investment in Covid-19 relief and recovery measures

\*A 'message house' is a format used in communications and marketing to generate messages that focus on the value proposition, core benefits and supporting points

- 1.4.6 It is proposed that SCC adopts the Sheffield Culture Collective Strategy to provide direction and clarity, as an interim before working with partners to create a city Culture Strategy, co-created with the sector and Sheffield's communities.
- 1.5 **Action 2: Engage with immediate external funding opportunities**
- 1.5.1 Three external funding opportunities to support the creative sector are

currently available, each of which involves SCC (or as a partner with South Yorkshire Combined Mayoral Authority) submitting an Expression of Interest which may result in an invitation to bid. At EOI stage, there is no commitment to proceed and hence no risk or financial ask to the organisation. Any approvals required for submission of a full bid will be referred back to the relevant committee. In each of these cases, an EOI is validated or strengthened if submitted by or with SCC.

- 1.5.2 *Create Growth* EOI for business support for creative and cultural industries – submitted for South Yorkshire by SYMCA, with SCC as a named partner.
- 1.5.3 *Cultural Development Fund Round 3* EOI, submitted by SCC for Castlegate Creative Renaissance – joint project with Harmony Works (city-wide music outreach, talent development, career pathways) and S1 Artspace (artist career development, community outreach, visitor attraction), mirroring the successful Levelling Up Fund bid. Request for £5m, if EOI successful an invitation to bid from 19<sup>th</sup> September.
- 1.5.4 *Place Partnerships* EOI, proposed EOI to be submitted September 2022, being developed by a consortium including Create Sheffield (Cultural Education Partnership); Harmony Works; Sheffield Culture Consortium; Sheffield Culture Collective. Focus on changing the lives of young people in underserved communities by giving opportunity, developing skills, and building a pipeline to creative careers. Request for £1m, if EOI successful an invitation to bid 6 weeks later.
- 1.5.5 The Committee is asked to note the submission of these three Expressions of Interest to the Create Growth Fund; Cultural Development Fund 3; and Place Partnership Fund.

## 1.6 **Action 3: Support the creation of a Cultural Feasibility Fund and project pipeline**

- 1.6.1 National funding streams are often announced with ferociously short timescales but with an expectation that projects are ‘ready’ for funding. In order for Sheffield to succeed in national funding rounds, we need to create a pipeline of activity, including for projects and activities in diverse Sheffield communities, which are strong and well-enough developed to be submitted.
- 1.6.2 It is proposed that a Cultural Feasibility Fund is created, to which projects can apply to work up capital and revenue project plans. External funding sources, such as through SYMCA, will be explored to support this fund.
- 1.6.3 There is a particular need to ensure that all communities in Sheffield have the opportunity to benefit from this fund, to work towards increasing the range and diversity of cultural projects in the city.
- 1.6.4 The Committee is asked to support the principle of a Cultural Feasibility

Fund, with resources to be found from external sources such as SYMCA.

## **2. HOW DOES THIS DECISION CONTRIBUTE ?**

*(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)*

- 2.1 The actions within this proposal will start to move the dial on historic underfunding for culture in Sheffield. An enhanced and increasingly diverse cultural offer will support cohesion; develop skills; increase quality of life; further enhance the visitor economy; improve national visibility and reputation.

## **3. HAS THERE BEEN ANY CONSULTATION?**

*(Clearly indicate the degree and character of public engagement and participation which has been undertaken on the issue. Refer to the Consultation Principles and Involvement Guide. Indicate whether the Council is required to consult on the proposal, and provide details of any consultation activities undertaken and their outcomes.)*

- 3.1 While none of the elements within this report require statutory consultation, they are being proposed following discussion and development with a range of partners.
- 3.1.1 The Sheffield Culture Collective Strategy was created with input from 19 local organisations or individuals (p27). The adoption of the Strategy is intended as an interim, while we work with partners, the arts sector and communities to devise a city Culture Strategy through public engagement and co-creation.
- 3.1.2 The three funding Expressions of Interest are partnership submissions. Harmony Works and S1 Artspace have carried out considerable public consultation on their plans.
- 3.1.3 The idea of a Cultural Feasibility Fund is based on discussions with a range of cultural organisations; it chimes in with the Collective Strategy Action 4; and supports Action 28 of the Race Equality Commission Report: 'Any cultural .....investment through funding in the city to facilitate authentic cultural representation...'.
- 3.1.4 The proposed actions in this report have been discussed with the Sheffield Culture Consortium.

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

### **4.1 Equality Implications**

4.1.1 This proposal should have positive equalities impacts on the cultural sector in Sheffield, including currently under-served communities, by creating a stronger strategic context for funding bids; supporting projects which will improve access to culture for everyone, including those with under-represented characteristics; and improve access to feasibility funding to create a pipeline of projects to meet diverse community need.

### **4.2 Financial and Commercial Implications**

4.2.1 The adoption of the Sheffield Culture Collective Strategy as an interim is likely to have positive financial implications, as it increases the likelihood of successful external funding bids.

4.2.2 The proposed Cultural Feasibility Fund will be funded through external funding, such as from SYMCA.

### **4.3 Legal Implications**

4.3.1 The implementation of the strategy by the Council will involve reliance on specific statutory powers.

4.3.2 Section 145, Local Government Act 1972 permits the Council to arrange or contribute towards the expenses of anything necessary or expedient for any of the following:- (a) the provision of an entertainment of any nature or of facilities for dancing; (b) the provision of a theatre, concert hall, dance hall or other premises suitable for the giving of entertainments or the holding of dances; (c) the maintenance of a band or orchestra; (d) the development and improvement of the knowledge, understanding and practice of the arts and the crafts which serve the arts; (e) any purpose incidental to the matters aforesaid, including the provision of refreshments or programmes and the advertising of any entertainment given or dance or exhibition of arts or crafts held by them. Section 145 would therefore underpin the Culture Collective Strategy.

4.3.3 If Sheffield is invited to submit full bids to the Cultural Development Fund 3 and Place Partnership Fund, approval of SCC being the Accountable Body will sit with Strategy & Resources Committee or Finance Sub-Committee.

4.3.4 The establishment of a Cultural Feasibility Fund and the eligibility criteria for it would be an officer decision, if no more than £100k or from an external fund for this specific purpose; or if over £100k it will be a



decision of Strategy & Resources Committee.

#### 4.4 Climate Implications

##### 4.4.1 Sheffield has adopted a Net Zero 2030 City target.

While the focus of the proposed actions in this report are on cultural development, they will indirectly support Sheffield's work on climate change and reaching Net Zero.

The Sheffield Culture Collective Strategy – which it is proposed to adopt as an interim - acknowledges that:

*We want stakeholders to see how culture links social, economic and **environmental priorities** and delivers outcomes for people's life chances, for communities to thrive, for places to flourish, and for businesses to recover and grow (p15)*

*Now is the time to be ambitious, brave, inclusive and decisive, and work together collaboratively to achieve more for more people and for the **city's sustainable development** (p17)*

As we move forward with our strategic planning for the sector, any updated city Culture Strategy, will be more explicitly acknowledge climate change as a key challenge for the city, and build in additional measures which will help attain Net Zero 2030.

The Culture Collective Strategy and two of the proposed funding bids in this report support the reuse of historic buildings for cultural purposes, a less carbon-intensive approach to development.

The proposed Feasibility Fund can be designed to promote sustainable project proposals which contribute to Net Zero 2030.

#### 4.4 Other Implications

*(Refer to the decision making guidance and provide details of all relevant implications, e.g. human resources, property, public health).*

##### 4.4.1 By providing the context for a better-supported cultural sector in Sheffield – including for diverse communities – positive impacts in economic vibrancy, wellbeing, cohesion and city reputation are expected.

## 5. **ALTERNATIVE OPTIONS CONSIDERED**

*(Outline any alternative options which were considered but rejected in the course of developing the proposal.)*

### 5.1 **Do nothing**

By undertaking none of the proposed actions, the cultural sector in Sheffield will continue to experience under-investment from external funders and SCC will suffer ongoing reputational damage in its cultural leadership.

## 5.2 **Develop an SCC Cultural Strategy without adopting the Culture Collective Strategy as an interim**

It will take a number of months to craft an effective city Cultural Strategy. If we waited for the creation of a new document without having an adopted strategy document, this would continue to undermine external funding bids and reduce clarity and profile for culture.

The Sheffield Culture Collective Strategy was developed for a particular purpose with 19 local organisations and individuals, and does not include all the elements (e.g Net Zero) or methodology (co-creation) which would feature in a city Culture Strategy.

However, the general approach and priorities of the Collective Strategy are in line with Council policy, and provide a valuable immediate strategic hook for strengthening the cultural landscape in the city.

## 6. **REASONS FOR RECOMMENDATIONS**

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

### 6.1 Three strategic actions are proposed in this report:

**Action 1: Adopt a clear strategy which can underpin funding applications in the sector.**

**Action 2: Engage with immediate external funding opportunities**

**Action 3: Support the creation of a Cultural Feasibility Fund and project pipeline**

### 6.2 These actions will help to create a context where the cultural sector can develop further and SCC can show cultural leadership.

- The adoption of an interim Strategy will give clarity and confidence to funders
- SCC's clear support with external funding bids will improve the likelihood of success
- A Cultural Feasibility Fund will start to create a cultural project pipeline, and will begin to address inequalities in provision and access to resources.

# Equality Impact Assessment – Ref Number: 1217

## PART A Introductory Information

Proposal name

Developing a Strategic Approach to Culture in Sheffield

### Brief aim(s) of the proposal and the outcome(s) you want to achieve

Culture has moved organisationally within SCC from leisure to Economic Development, opening up new opportunities to build on previous work and use culture to make Sheffield a great and inclusive place to work, study, invest, and live.

Sheffield receives far less Arts Council England (ACE) funding for culture compared with other Core Cities (£5 per head, compared with £15 - £67 per head). This reduces opportunity and stability for cultural activity, especially in underserved communities.

Sheffield City Council has limited funds of its own to invest in culture but could do more to provide leadership and enable a successful environment for cultural organisations and projects in the city. This proposal sets out three actions which will start to achieve this:

- Formally adopt the Sheffield Culture Collective Strategy on behalf of Sheffield City Council as an interim, while SCC develops its own Culture Strategy
- Note the submission of three Expressions of Interest to the Create Growth Fund; Cultural Development Fund 3; and Place Partnership Fund.
- Support in principle the creation of a Cultural Feasibility Fund through external funding sources such as SYMCA.

### Proposal type

Budget       Non Budget

### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

### Year of proposal (s)

<input type="radio"/> 21/22	<input checked="" type="radio"/> 22/23	<input type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
-----------------------------	----------------------------------------	-----------------------------	-----------------------------	-----------------------------

### Decision Type

- Coop Exec
- Committee: *Economic Development and Skills*
- Leader

- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Committee Member**

CLlr Martin Smith

**Lead Director for Proposal**

Kate Martin

**Person filling in this EIA form**

Rebecca Maddox

**EIA start date**

07/09/22

**Equality Lead Officer**

- |                                                     |                                    |
|-----------------------------------------------------|------------------------------------|
| <input type="radio"/> Adele Robinson                | <input type="radio"/> Ed Sexton    |
| <input checked="" type="radio"/> Annemarie Johnston | <input type="radio"/> Louise Nunn  |
| <input type="radio"/> Bashir Khan                   | <input type="radio"/> Beverley Law |

**Lead Equality Objective ([see for detail](#))**

<input type="radio"/> Understanding Communities	<input type="radio"/> Workforce Diversity	<input checked="" type="radio"/> Leading the city in celebrating & promoting inclusion	<input type="radio"/> Break the cycle and improve life chances
-------------------------------------------------	-------------------------------------------	----------------------------------------------------------------------------------------	----------------------------------------------------------------

**Portfolio, Service and Team**

**Is this Cross-Portfolio**

- Yes       No

**Portfolio/s**

City Futures

**Is the EIA joint with another organisation (e.g. NHS)?**

- Yes       No      Please specify

**Consultation**

**Is consultation required? (Read the guidance in relation to this area)**

- Yes       No

**If consultation is not required, please state why**

Additional consultation is not required for this proposal at this stage.

The SCC specific Culture Strategy, to be developed over the next 12 months, will be co-created with the cultural sector across the city, explicitly referencing the diverse needs and views of Sheffielders.

We will use community networks and LACs to ensure that the views, needs, barriers and aspirations of diverse communities across Sheffield are reflected in the SCC Culture Strategy.

**If consultation has already been carried out, please provide details of the results with equalities analysis**

**Are Staff who may be affected by these proposals aware of them?**

- Yes       No

**Are Customers who may be affected by these proposals aware of them?**

- Yes       No

**If you have said no to either please say why**

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

**Identify which characteristic the proposal has an impact on tick all that apply**

<input checked="" type="radio"/> Health	<input type="radio"/> Transgender
<input checked="" type="radio"/> Age	<input type="radio"/> Carers
<input checked="" type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input checked="" type="radio"/> Cohesion
<input checked="" type="radio"/> Race	<input checked="" type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

## Cumulative Impact

**Does the Proposal have a cumulative impact?**

Yes  No

<input checked="" type="radio"/> Year on Year	<input checked="" type="radio"/> Across a Community of Identity/Interest
<input checked="" type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

Proposal should have a cumulative positive impact on the cultural sector in Sheffield, including currently under-served communities, by creating a stronger strategic context for funding bids; supporting projects which will improve access to culture for everyone, but in particular those from under represented characteristics; and improve access to feasibility funding to create a pipeline of projects to meet community need.

**Local Area Committee Area(s) impacted**

All  Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The overall equality impact of this proposal will be positive, as the proposed actions are designed to increase the likelihood of external cultural funding being gained by Sheffield.

The projects being applied for have a specific focus on reaching all Sheffield's communities and meeting the needs of those with protected characteristics, especially young people.

A Feasibility Fund will enable new projects from a diverse range of groups that reflect the population of Sheffield, to be worked up in future.

Each of the three areas of this proposal – SCC Cultural Strategy, successful EOIs/external funding bids and a Cultural Feasibility Fund - will have individual equality impact assessments completed to inform any specific potential impacts, and mitigating actions where appropriate.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B

### Full Impact Assessment

#### Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes     No    *if Yes, complete section below*

#### Staff

Yes     No

#### Customers

Yes     No

#### Details of impact

Involvement in culture and creativity is known to enhance wellbeing and health as evidenced in the Sheffield Culture Collection Strategy. This proposal will strengthen the cultural sector and offer in Sheffield.

#### Comprehensive Health Impact Assessment being completed

Yes     No

*Please attach health impact assessment as a supporting document below.*

#### Public Health Leads has signed off the health impact(s) of this EIA

Yes     No

Name of Health Lead Officer

#### Age

#### Impact on Staff

Yes     No

#### Impact on Customers

Yes     No

#### Details of impact

The development of the Cultural Strategy and the Feasibility Funding will identify the actions required to improve accessibility and participation of people of all ages.

Two of the projects being proposed for Expressions of Interest have a direct positive impact on young people, via the Harmony Works Music Education Centre and Create Sheffield. The focus on changing the lives of young people in underserved communities by giving opportunity, developing skills, and building a pipeline to creative careers.

## Disability

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

The development of the Cultural Strategy and the Feasibility Funding will identify the actions required to improve accessibility and participation of disabled people.

The projects for which Expressions of Interest are being submitted involves the redevelopment of historic buildings with poor physical access – so access will be improved. Two of the bidders, Harmony Works and Create Sheffield, work with young disabled people.

## Race

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

The Collective Strategy envisages a future where *every individual and every community in Sheffield thrives when culture and creativity is placed at the heart of the city's strategic development*. This chimes well with SCC's own ambitions, and is echoed in the recent Race Equality Commission Report recommendation 5: to 'Celebrate and engage the *whole city* by representing the city's culture and history'

This proposal is intended to increase resources for cultural activity and each element will ensure that racially-minoritised groups are able to benefit.

## Poverty & Financial Inclusion

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No

### Details of impact

This proposal will not directly address poverty but will increase the provision of cultural resources and facilities which will benefit those on low incomes e.g. Sheffield Music Hub.

## Cohesion

### Impact on Staff

Yes       No

### Impact on Customers

Yes       No



### Details of impact

Cultural activity is known to improve community cohesion, life satisfaction and wellbeing, as evidenced in the Sheffield Culture Collective Strategy

### Partners

#### Impact on Staff

Yes

No

#### Impact on Customers

Yes  No

#### Details of impact

The various elements of this proposal all involve working positively with partners to support Sheffield's cultural sector.

## Action Plan and Supporting Evidence

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

SCC is proposing to adopt the Sheffield Culture Collective Strategy as an interim. The Strategy strongly supports equalities:

Vision 2021-31 “ **Every** individual and **every** community in Sheffield thrives when culture and creativity is placed at the heart of the city's strategic development”.

However, a fairly small and narrow group put the Strategy together; a longer-term SCC-specific Culture Strategy needs to be developed with the cultural sector across the city, explicitly referencing the diverse needs and views of all Sheffielders.

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

[Culture Collective \(sheffield-culture-collective.co.uk\)](http://sheffield-culture-collective.co.uk)

**Following mitigation is there still significant risk of impact on a protected characteristic.**  Yes  No

If yes, the EIA will need corporate escalation? Please explain below

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes       No

Date agreed

Name of EIA lead officer

**Review Date**

[Type here]



## Report to Policy Committee

**Author/Lead Officer of Report:** Diana Buckley –  
Director of Economy, Skills & Culture

**Tel:**

**Report of:** Kate Martin, Executive Director, City Futures

**Report to:** Economic Development and Skills Committee

**Date of Decision:** 7<sup>th</sup> September 2022

**Subject:** **Economic Development & Skills Budget report: options for 23/24 budget**

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

If YES, what EIA reference number has it been given?  
1233, 1234, 1236, 1237, 1238 and 1239

Has appropriate consultation taken place?      Yes  No

Has a Climate Impact Assessment (CIA) been undertaken?      Yes  No

Does the report contain confidential or exempt information?      Yes  No

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

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

**Purpose of the report:**

This report sets out the budget pressures and risks facing the services that are the responsibility of the Economic Development and Skills Policy Committee (EDSC), and a budget action plan to mitigate these as far as possible in the 23/24 financial year.

It provides recommendations for approval which will allow our services to contribute to Sheffield City Council's ability to set a balanced budget.

**Recommendations:**

The Economic Development and Skills Policy Committee is recommended to:

1. Note the Council's challenging financial position
2. Note the pressures and risks identified in relation to the Economic Development and Skills Policy Committee budget for the 23/34 financial year and commit to work with officers to mitigate these risks where possible.
3. Note the work undertaken over the summer to develop the Budget Action Plan
4. Approve the budget action plan to deliver savings for 23/24 of £525K, against a pressure of £595K, for submission to the Strategy and Resources Policy Committee

**Background Papers:**

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

<b>Lead Officer to complete:-</b>	
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: <b>Liz Gough</b>
	Legal: <b>Sarah Bennett</b>
	Equalities & Consultation: <b>Bashir Khan</b>
	Climate: <b>Jessica Rick</b>
	<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	<b>EMT member who approved submission:</b> <i>(Insert name of relevant Executive Director)</i> <b>Kate Martin</b>
3	<b>Committee Chair consulted:</b> <i>(Insert name of relevant Member)</i> <b>Cllr Martin Smith</b>
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 Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	<b>Lead Officer Name:</b>  Diana Buckley
	<b>Job Title:</b>  Director of Economy, Skills & Culture
<b>Date: 30/8/2022</b>	

<b>1.</b>	<b>PROPOSAL</b>
<b>1.1</b>	<p><b>Background</b></p> <p>The Council is facing a challenging financial position. The Strategy and Resources Committee on 5<sup>th</sup> July highlighted that it is critical that all Committees stay within the budgets that have been allocated to them by Full Council. Further, it agreed that Committee budgets for 23/24 should have a target of cash stand-still and should therefore be asked to identifying savings / income to absorb any financial pressures within the Committee’s budget and bridge any gap.</p> <p>This report includes an overview of the pressures and risks in relation to the Economic Development and Skills Policy Committee’s budget and identifies a set of actions within a Budget Action Plan to meet these pressures and mitigate financial risks, as far as possible.</p>
<b>1.2</b>	<p><b>Committee Budget Overview</b></p> <p>The majority of the services and activities within this Committee are non-statutory – with the exception of some obligations relating to Lifelong Learning and Skills (LL&amp;S). However, they are impactful and important in supporting Sheffield to be a sustainable, inclusive, and culturally vibrant city. Although EDSC has one of the smaller budget allocations from Sheffield City Council’s core funding, this is used to leverage significant external funding for economic development activity. With respect to this, these teams operate with a Core-Flex model, whereby small core teams and services are funded through Council resources, with additional complementary activity and staff recruited in line with externally funded contracts.</p> <p>The delivery model is reflected in the savings and risks highlighted in this report. A significant proportion of the pay award pressure can be passed on within our external funding contracts as legitimate staffing costs. However, we also carry significant financial risk when external funding ends with no new funding mechanisms in place to bid in to, as is currently the case.</p>

1.3

### Overview of Pressures and Risks for Economic Development and Skills Committee

The table below gives a high-level overview of the cash pressures and financial risks. This represents the best assessment of the data and risks currently known, however as the pay award is confirmed and the employment establishment data further refined there may be further amendments to these figures.

<b>Name</b>	<b>Description</b>	<b>£000</b>
<b>Pay Award</b>	Pressure based on the union proposal of a flat rate increase for 22/23 then <i>assumed</i> uplift of 4% for 23/24.	<b>£525</b>
<b>22/23 BIP</b>	£70K pressure, met by one off income in 22/23	<b>£70</b>
	<b>Total Pressures 23/24</b>	<b>£595</b>
<b>Business Conferencing</b>	Potential shortfall on income target post COVID due to change in events / hospitality market	<b>£60</b>
<b>COVID staffing</b>	Fixed term appointments made during COVID now a key part of business-as-usual delivery	<b>£131</b>
<b>End of European Funding</b>	Estimated staff costs funded through European projects coming to an end between March and June 23 and Dec 2023	<b>£3,025</b>
	<b>Total Additional Activity at Risk 23/24</b>	<b>£3,216</b>

1.4 **BUDGET ACTION PLAN – Proposals and Mitigations to off-set pressures for Economic Development and Skills Committee 23/24.**

The below table gives an overview of the budget proposals, discussed, and debated with the Committee Members to contribute to a balanced budget for Economic Development and Skills. The Committee considered the potential impact of service delivery to customers, equalities impacts and climate impacts. This report makes recommendations against these proposals, in line with the Committee’s advice to Officers.

The report discusses these in further detail below.

Name	Description	Estimated Saving / Mitigation	EIA rating	CIA rating	Recommendation
1.Recharging	Recharging the pay award pressure for staff currently funded by external income.	Est'd £315K	Neutral	Neutral	Approve
2.Further Income Maximisation	Maximising income from external grant sources by claiming legitimate amounts of senior officer time against external funding	Est'd £80K	Neutral	Neutral	Approve
3.Efficiency Savings	More effective and efficient delivery of SEND provision in SHEAF	Est'd £80K	Neutral	Neutral	Approve
4.Reduction in Service – Activity Budget	A 10-15% reduction across activity budgets within Economic Development and Skills	Est'd £50K	Negative	Negative	Approve
	<b>Total</b>	<b>£525K</b>			
5.Reduction in service – Events	Reduce the Strategic Events budget by 20%.	£50K	Negative	Neutral	<i>Reject</i>
6.Reduction in service – Regional Tourism Contribution	Withdraw Sheffield’s contribution to regional Tourism Activity	£50K	Negative	Neutral	<i>Reject</i>
7.Reduction in service - Business Advisors	Reduce the budget for expert Business Advisors	£70K	Negative	Negative	<i>Reject</i>

1.4.1	<p><b>Recharging</b> - Recharging the pay award pressure for staff currently funded by external income.</p> <p>Under current externally funded projects a high percentage of staff costs are eligible project costs. Included in the original project bids is pay award pressures for inflation and, as such, the pay award pressure can be recharged to these external contracts with no detrimental impact on project delivery or staff contracts. The recharging figures have been estimated based on the number of posts allocated to external projects in the Services that fall under the Economic Development and Skills Committee.</p>
1.4.2	<p><b>Maximising income</b> – Bringing in external grant sources by claiming legitimate amounts of senior officer time against external funding</p> <p>Grant funding for LL&amp;S comes from the Education and Skills Funding Agency (ESFA) and through the South Yorkshire Mayoral Combined Authority (SYMCA) as a devolved budget. These funding streams are allocated annually, but as prime contract holders there is minimum risk of these ending. Within this we are legitimately allowed to claim for leadership, management and support costs. We will be maximising the claim for the Head of Service and 4 other posts, which have traditionally been covered by cash limit funding which should save up to £100K from EDSC budget. Because of the permanent nature of this grant funding no jobs will be placed at any risk due to this charge.</p>
1.4.3	<p><b>More effective and efficient delivery of Special Educational Needs and Disabilities (SEND) training provision in Sheaf Training Centre</b></p> <p>Sheaf Training Centre is a specialist training centre for high needs learners and vulnerable young people. It receives over £2.4 million of grant funding from three sources of ESFA funding. This academic year rationalisation of the curriculum and clear individualised learner-based planning ensured much greater effectiveness and efficiencies in delivery costs. Traditionally Sheaf subcontracted up to 90% of its planned provision to external providers, a large amount of this to the Sheffield College under a project called “New Routes”. This methodology presented poor value for money and reduced impact. Partnership arrangements with the College have enabled direct access to College for learners, enabling Sheaf to reduce costs and provide a much better curriculum for the most vulnerable young people with high needs. This has provided a much clearer pathway for young people and not impacted on Sheafs provision being graded as good with outstanding features, and it is both effective and efficient. A further drive during the academic year 22/23 to increase effectiveness by managing resource and external placement costs to ensure that Sheaf is able to manage and cover salary pressures by up to £100K, whilst maintaining excellent provision for the young people placed with it will be implemented</p>
1.4.4	<p><b>Reduction in Service – Activity Budget</b></p> <p>Within the Economy Skills and Culture Directorate a number of Teams have small activity budgets to enable them to respond to in-year opportunities such as partner collaboration, sponsorship of key events and research/policy development. This proposal looks to reduce these budgets by between 10% and 15%. Whilst this will have limited impact on staff it should be noted that any reduction in these activity budgets will reduce our ability to respond partner opportunities and to bid for match funding.</p>
1.4.5	<p><b>Reduce Strategic Events Budget (Circa £50K)</b></p>



	<p>Within the Economy Skills and Culture Directorate there is an event budget allocated for strategic events. Whilst not all SCC events activity sits within this budget, this budget does support a number of medium scale events which are important to the City, many of which are based on a long-standing relationship, are synonymous with Sheffield and bring in regional and national visitors into the City. This budget is £235,000 and funds events such as Doc Fest, British Swimming, Tramlines Fringe, Cliffhanger and The City Festival of the Outdoors. This proposal looks to reduce this budget by up to 20% and work with event providers to manage this reduction. Events are a critical part of animating the City and particular post Covid have been an effective way of driving footfall and economic activity in the city centre and district centres. By reducing this budget we would seek to minimise the impact on individual events by working with them to support further external funding bids. However, this may well impact on the scale and deliverability of the events that we are supporting and would limit the ability to respond to other one-off small-scale event opportunities within the year.</p>
1.4.6	<p><b>Reduction in service – Regional Tourism Contribution</b></p> <p>The regional landscape for Destination Management Organisations (DMO) and tourism is changing in Yorkshire. Welcome to Yorkshire is now in administration and a new review led by visit Britain called the De Bois Review is looking at a new DMO structure at both regional sub regional and city level. Our historic contribution to Welcome to Yorkshire was £50,000 per year and this has been discussed as a possible budget saving since Welcome to Yorkshire ceased operating. However, the new government review points to the fact that any new funding through government may be rooted through a regional DMO rather than direct to local authorities. In previous years Sheffield Marketing Sheffield has successfully secured funding of around £750,000 to support tourism activity in the city. Without a contribution to a regional or sub regional DMO it is likely that Sheffield would not be able to access this level of funding directly with government. In order to actively participate with any future regional DMO at the Yorkshire or South Yorkshire level we would need to retain some or all of the £50,000 to ensure that we had a contribution to make to this organisation. This would enable us to shape its purpose and potentially access additional funding that may become available via the DMO.</p>
1.4.7	<p><b>Reduction in Business Advisors Budget</b></p> <p>As part of the Business Sheffield Service, we have an expert team of Business Advisors in respect to finance, productivity, business growth and tech. These advisors play a large and significant role in supporting Sheffield businesses to grow. An actual £70,000 reduction in this budget would represent a 40% reduction in the advisor time we have available to support Sheffield businesses. In previous years we have been able to supplement this advisor team with further income through European funding and through funding secured through the SYMCA. However, both sources of funding come to an end in March 23. There may be alternative funding sources that come forward within the next year that enables the Service to again supplement or replace Council budget into this activity. However, these are far from certain at this time and so, with any reduction in the Business Advisor budget, we must assume, at this time, that there will be a reduction in service.</p>
1.5	<p><b>BUDGET ACTION PLAN: Managing Financial Risks</b></p>
1.5.1	<p><b>Marketing Sheffield: Business Conferencing income targets</b></p>

Pre Covid the Business Conferencing Team were in a strong position to bring in 'commission income' on a large percentage of the conferences and events they were supporting. Even so, this model was becoming more challenging and increasingly outdated (it is hard to increase fees as we work to an industry national average and some events we work on do not enable us to take commission income due to many factors beyond our control).

During Covid income stopped as events and conferences did not take place. The ability to bid and actively target business for future years was also completely on hold with a direct impact on future income generation (i.e. it can take several years from a successful bid for that activity to take place in the City along with the income generated being received).

Today the Conference market is still far from operating 'normally'. Face to face events are taking place but there is still much uncertainty. Delegate numbers are not at pre covid levels (events are smaller) and international visitors have not returned in the same numbers (mix of Covid and Brexit). Hybrid and virtual are still very much in the mix which means no income for the Team as venues and hotels are not in use) and many event organisers are not planning as far ahead as they might have done waiting to see 'how things go'.

It is becoming apparent that 2022 is likely to be a one-off resurgence due to pent up demand, rescheduling of events that would have taken place in 2020/21 (for example the Women's Euros) and relocation of some events where it's difficult for them to take place internationally (e.g. Ice Skating Grand Prix was due to be in China but Covid regs are too strict so it's now in Sheffield). This rescheduling demand is unlikely to be the case in 2023/4.

Furthermore, the Hospitality sector is also struggling to service all the business demand due to factors such as a constrained labour market and this in turn reduces Conference viability. It has also seen venues trying to secure business without support of the Conferencing Team and thus avoiding payment of commission.

#### Mitigation for 23/24

Given that the mechanism for bringing in commissioned income is no longer viable and the current economic climate is not helpful, a new fees-based model to mitigate this pressure in 23/24 and beyond is being considered. We are working on the different options for this fees-based model whilst at the same time testing the market with venues and hotels. Proactive work to bid for new events is a priority in our Business As Usual to maintain long term commission income.

### 1.5.2 **COVID Pressure**

During Covid Business Sheffield moved from supporting around 900 businesses a year to working with around 12,000. In order to cope with this demand and support the delivery of Covid grants we reconfigured the Service which included internal redeployments, additional temporary staff and a more effective management structure. As we have moved out of Covid many of these temporary measures have been removed. However, as the economy looks to recover from Covid, engagement levels remain high with Business Sheffield reflecting the uncertain nature and economic difficulties still facing businesses.

This financial pressure represents the ongoing costs of the remaining elements of business support put in place during Covid. As the new level of service provision is

higher post Covid we will be seeking to find external sources of funding to continue with elements of the Covid support that have, and will continue to improve the Business Sheffield service. However if this funding cannot be identified these temporary arrangements will come to an end in March 2023 or the service will be reconfigured through appropriate achieving change processes to ensure that the best possible customer service is retained in Business Sheffield. There are no risks of an MER in this proposal, as if external funding cannot be secured an existing secondment will be terminated as will a temporary contract.

### 1.5.3 END OF EU FUNDING

At the end of December 2020, the current European Programme of Structural Funds (ESIF) came to an end. The Programme allows both European Social Fund (ESF) and European Regional Development Funds (ERDF) to be defrayed for a further three years meaning of project activity and expenditure must be completed by the end of 2023.

Sheffield, the City Council, together with South Yorkshire partners, have benefitted significantly from ERDF and ESF funding for over 20 years and still have several 'live' projects providing economic and social benefits to businesses and communities. In addition, there are several national programmes that benefit the city. However, with the end of the EU funding projects will cease resulting in a loss of key support activity and will have other implications for groups and staff involved in project delivery.

A summary of existing EU revenue projects delivered by the Council and operating in Sheffield is provided below (excluding national programmes):

ERDF - Project Name	Brief Description	Accountable Body	Delivery End Date	SCC Staff - Delivery (FTE)	SCC Staff - Project Support (FTE)
Launchpad	Support for pre start and early stage businesses (up to 2 years) through workshop programme and 121.	BMBC	01/03/2023	4.5	0.5
Business Productivity	Support for Growth Business (at least one year trading) through 121 business support and a grant of £12,500	BMBC	01/06/2023	0.0	0.7
RISE Enhancement	Support for SME's to recruit Graduates with a grant to subsidise the first 3 months salary costs	SCC	01/06/2023	0.0	1.2
Low Carbon	Support for businesses to reduce carbon (tonnes) withing their business with a grant of up 12,500 to support implementation of carbon reducing measures	SCC	01/06/2023	2.0	1.1

ESF - Project Name	Brief Description	Accountable Body	Delivery End Date	SCC Staff - Delivery (FTE)	SCC Staff - Project Support (FTE)
Ambition (Pathways To Progression)	Furthest from the labour market into employment	SCC	31/12/2023	7.9	2.0
Pathways to Success	Furthest from the labour market into employment	SCC	31/12/2023	4.0	3.0
Sector Routeways*	Sector specific employment scheme	SCC	31/12/2023	7.0	3.0
Advance Digital*	Digital upskilling for SMEs and their employees	BMBC	31/12/2023	4.4	1.8
Advance SCR*	Specialist employment and skills brokerage for SMEs	DMBC	31/12/2023	6.0	1.7
Totals				35.8	15.0
					50.8

	<p>A number of these projects have been delivered at a South Yorkshire level reflecting the similar nature of the issues facing the business and resident communities across all four Local Authorities. Where appropriate the ESIF Programme has encouraged a single Lead partner to deliver the project with named partners who assist with the delivery of the activity within their areas. In these cases, partners are not just other LA's but can include the private or vol-com sectors. As such these organisations also face the prospect of funding comes to an end over the next two years with implications for the activity and staffing.</p> <p>The UK Shared Prosperity Fund (SPF) is seen as a potential source of funding to maintain these projects or enable them to adapt to a post-covid and cost of living crises environment. However given the expected demands on SPF from all sectors it is likely that these projects cannot simply continue without some prioritisation to determine whether they should continue, adapt or end. It is therefore proposed to undertake an appropriate level of evaluation to determine the approach to take. These choices will need to not only consider the implications on the project outputs and outcomes but also other implications such as staffing requirements.</p>												
<b>2.</b>	<b>HOW DOES THIS DECISION CONTRIBUTE ?</b>												
2.1	The proposed Budget Action Plan will deliver a saving of £525K towards delivering a balanced budget for the Council for 23/24.												
2.2	The recommendations in this report will also ensure that the Committee has a robust Budget Action Plan for 2023/24.												
2.3	Climate and equalities considerations addressed under relevant sections 4.1 and 4.4												
<b>3.</b>	<b>HAS THERE BEEN ANY CONSULTATION?</b>												
3.1	While none of the elements within this report require statutory consultation, they are being proposed following discussion and development as part of joint work with the full ED&S Committee.												
<b>4.</b>	<b>RISK ANALYSIS AND IMPLICATIONS OF THE DECISION</b>												
4.1	<u>Equality Implications</u>												
4.1.1	<p>Initial Equality Impact Assessments have been completed for all of the budget proposals. Further, more detailed impact assessments will be undertaken, as required, if an option is confirmed. Considerations have therefore been mapped in the table below, and informed recommendations in the Budget Action Plan:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Description</th> <th>EIA rating</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td colspan="4">Recommended to approve</td> </tr> <tr> <td>Recharging</td> <td>Recharging the pay award pressure for staff currently funded by external income.</td> <td>Neutral</td> <td>The proposal to recharge legitimate staff costs to the relevant external project, with the outcome being to address a large % of the pay award pressure for 23/24 will mean there is no equality impacts as staff pay /</td> </tr> </tbody> </table>	Name	Description	EIA rating	Comment	Recommended to approve				Recharging	Recharging the pay award pressure for staff currently funded by external income.	Neutral	The proposal to recharge legitimate staff costs to the relevant external project, with the outcome being to address a large % of the pay award pressure for 23/24 will mean there is no equality impacts as staff pay /
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				terms / conditions will be unaffected and planned activity to meet project outputs can be maintained. As projects can absorb these costs due to underspend on existing activity or salaries.
Further Income Maximisation	Maximising income from external grant sources by claiming legitimate amounts of senior officer time against external funding	Neutral		There will be a limited reduction in the opportunity to work with partners and bid for future funding from the reduction of the Activity Budget, but this activity will continue, will be monitored and mitigated as required.
Efficiency Savings	More effective and efficient delivery of SEND provision in SHEAF	Neutral		There will be no impact on the partnership working between Sheaf Training Centre and The Sheffield College. Learners will continue to attend the college once agreed with Sheaf Training Centre.
Reduction in Service – Activity Budget	A 10-15% reduction across activity budgets within Economic Development and Skills	Negative		With reduced budget we will have to scale back on activity, but we will mitigate the impact by considering equality impacts as part of our decision making and mitigate as required.
Recommended to reject				
<i>Reduction in service – Events</i>		Negative		With a reduced budget, we would have to prioritise the events we support or reduce support guided by the Strategic Events group. Given the spread of events and benefits across the city and the potential mitigations, we only assess this to be of minor impact.
<i>Reduction in service – Regional Tourism Contribution</i>		Neutral		The proposal to end the subscription to a DMO reduces pressure on the council budget, via offering a reduction in funding for a non-statutory service through ending of the membership with the DMO. Although this budget proposal could have negative economic

				impacts for the city in terms of opportunities lost, the overall equality impact is expected to be neutral
	<i>Reduction in service Business Advisors</i>		Negative	A budget reduction for business advisors affects our ability to support businesses and to deliver on opportunities - it is hard to identify specific impact due to the service business model which adapts to the needs of the business community and economic environment.
4.2	<u>Financial and Commercial Implications</u>			
4.2.1	Each Committee is required to deliver a cash standstill budget for 2023/24, which requires them to find mitigations for any Service pressures over above 2022/23 budget. The purpose of this is to allow the Council to achieve a balanced position for 2023/24 by the time the Strategy and Resources meets on 12 October 2022.			
4.2.2	The pressures and savings proposals to address this are set out in this paper. Currently this Committee has a gap of £70k to meet its target.			
4.2.3	Further work will be required to address this gap and to ensure delivery plans are in place.			
4.2.4	All Committees savings proposals will be considered by the Strategy & Resources Committee before final sign off to ensure a balance 2023/24 budget for the Council as a whole.			
4.3	<u>Legal Implications</u>			
4.3.1	<p>By the law the Council must set and deliver a balanced budget, which is a financial plan based on sound assumptions which shows how income will equal spend over the short- and medium-term. This can take into account deliverable cost savings and/or local income growth strategies as well as useable reserves. However, a budget will not be balanced where it reduces reserves to unacceptably low levels and regard must be had to any report of the Chief Finance Officer on the required level of reserves under section 25 of the Local Government Act 2003, which sets obligations of adequacy on controlled reserves.</p> <p>The recommendations in this Report contribute to the process of setting that budget but do not otherwise have any immediate legal implications.</p> <p>Implementation of the specific proposals outlined in this Report may require further decisions in due course, which will need to be made in accordance with the Constitution. It is important to note that in making these decisions, there will have to be full consideration of all the relevant issues such as the Council's legal duties and contractual obligations. However, there are no legal concerns to draw to the attention of the Committee at this time.</p>			

4.4	<u>Climate Implications</u>																																		
4.4.1	<p>Sheffield has adopted a Net Zero 2030 City target.</p> <p>While the focus of the proposed actions in this report are on meeting our budget challenges, we have been mindful of climate impact in our decision making as set out in the assessment below:</p> <table border="1" data-bbox="194 430 1487 2087"> <thead> <tr> <th data-bbox="194 430 411 506">Name</th> <th data-bbox="411 430 657 506">Description</th> <th data-bbox="657 430 826 506">CIA Rating</th> <th data-bbox="826 430 1487 506">Comments</th> </tr> </thead> <tbody> <tr> <td colspan="4" data-bbox="194 506 1487 544">Recommended to approve</td> </tr> <tr> <td data-bbox="194 544 411 801">Recharging</td> <td data-bbox="411 544 657 801">Recharging the pay award pressure for staff currently funded by external income.</td> <td data-bbox="657 544 826 801">Neutral</td> <td data-bbox="826 544 1487 801">Not considered to have impact</td> </tr> <tr> <td data-bbox="194 801 411 1243">Further Income Maximisation</td> <td data-bbox="411 801 657 1243">Maximising income from external grant sources by claiming legitimate amounts of senior officer time against external funding</td> <td data-bbox="657 801 826 1243">Neutral</td> <td data-bbox="826 801 1487 1243">Not considered to have impact</td> </tr> <tr> <td data-bbox="194 1243 411 1500">Efficiency Savings</td> <td data-bbox="411 1243 657 1500">More effective and efficient delivery of SEND provision in SHEAF</td> <td data-bbox="657 1243 826 1500">Neutral</td> <td data-bbox="826 1243 1487 1500">There may be differences in carbon impacts between provision in special schools or provision in mainstream but not enough is known about these differences to enable a more detailed assessment at this stage.</td> </tr> <tr> <td data-bbox="194 1500 411 2016">Reduction in Service – Activity Budget</td> <td data-bbox="411 1500 657 2016">A 10-15% reduction across activity budgets within Economic Development and Skills</td> <td data-bbox="657 1500 826 2016">Negative</td> <td data-bbox="826 1500 1487 2016">Decarbonisation activity is only just getting off the ground in these areas of SCC and although sustainability is increasingly identified as an area where more activity is needed, the budget to extend the scope of, for example, business support services into this area has not been available. There is therefore a significant opportunity cost in cutting activity when in order to deliver sustainability support to businesses and support delivery of economic aspects of the 10 point plan, increased activity would be required.</td> </tr> <tr> <td colspan="4" data-bbox="194 2016 1487 2054">Recommended to reject</td> </tr> <tr> <td data-bbox="194 2054 411 2087"><i>Reduction in</i></td> <td data-bbox="411 2054 657 2087"></td> <td data-bbox="657 2054 826 2087">Neutral</td> <td data-bbox="826 2054 1487 2087">It could be argued reduced event activity</td> </tr> </tbody> </table>			Name	Description	CIA Rating	Comments	Recommended to approve				Recharging	Recharging the pay award pressure for staff currently funded by external income.	Neutral	Not considered to have impact	Further Income Maximisation	Maximising income from external grant sources by claiming legitimate amounts of senior officer time against external funding	Neutral	Not considered to have impact	Efficiency Savings	More effective and efficient delivery of SEND provision in SHEAF	Neutral	There may be differences in carbon impacts between provision in special schools or provision in mainstream but not enough is known about these differences to enable a more detailed assessment at this stage.	Reduction in Service – Activity Budget	A 10-15% reduction across activity budgets within Economic Development and Skills	Negative	Decarbonisation activity is only just getting off the ground in these areas of SCC and although sustainability is increasingly identified as an area where more activity is needed, the budget to extend the scope of, for example, business support services into this area has not been available. There is therefore a significant opportunity cost in cutting activity when in order to deliver sustainability support to businesses and support delivery of economic aspects of the 10 point plan, increased activity would be required.	Recommended to reject				<i>Reduction in</i>		Neutral	It could be argued reduced event activity
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<i>Reduction in</i>		Neutral	It could be argued reduced event activity																																

	<i>service – Events</i>			would reduce carbon impacts as a result of fewer events taking place, however there is the possibility that other bodies could take over the delivery of events and not take climate impacts into account, delivering more carbon intensive events. There is not enough information overall to make either judgement so this proposal is regarded as neutral.
	<i>Reduction in service – Regional Tourism Contribution</i>		Neutral	Unclear what the climate impacts of foregoing membership would be, although being excluded from regional strategy and bidding would exclude us from influencing on sustainability matters.
	<i>Reduction in service Business Advisors</i>		Negative	As above – reducing Business Advisor activity at a time when demand for sustainability support for businesses is increasing is an opportunity cost and jeopardises ability to deliver on elements of the 10 point plan, combined with current ERDF funded Low Carbon Project ending in 2023.  Imperative that income sought for job creation (e.g. through SPF) takes the need for sustainability support into account.

#### 4.4 Other Implications

HR

4.4.1 We have initiated consultation with Union representatives on the outlined proposals and will continue to work with them as detail develops.

The savings proposed in this Budget Action Plan will not lead to Compulsory Redundancy, however it will mean that more staff are reliant on external funding.

It is also important to note that externally funded staff, do have full employment rights after 2 years with the Council.

As part of the mitigations set out in the financial risks in this report, there will be an end to temporary contracts and secondments. Furthermore, if new sources of funding cannot be found to replace European Funds, the service will have to undertake a Managing Employee Reductions process.

### 5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 **Do nothing**  
By undertaking none of the proposed actions, we would be unable to contribute to delivering a balanced budget.

5.2 **Deliver Balanced Budget**  
Make further savings by accepting the options, currently rejected, by the Committee.

5.3 **Offer greater budget savings by stopping services**



	Make further savings by stopping non statutory services
<b>6.</b>	<b>REASONS FOR RECOMMENDATIONS</b>
6.1	<p>A balance has been sought to strike a balance between meeting the budget challenges in Committee and still delivering as much impact as possible for Sheffield's economy and residents in line with the priorities set in the one-year plan and Business Recovery Plan. The contribution and commitment of the Service in supporting the city economy through covid has been noted, and losing the momentum built as we face a cost-of-living crisis would be damaging to the broader City economy.</p> <p>Furthermore, removal of the services and budgets would also dramatically reduce the City's ability to bid for and win external funding, which maximises the Council's investment.</p> <p>This is the preferred option as it allows the Committee to contribute substantially to the Council's budget position. Further options can be considered by Strategy and Resources Committee with the EDSC, as the range of options across all Committees are considered together.</p> <p>In setting this Budget Action Plan the intended outcome is to continue to deliver services which are pivotal to economic development within the city and support the wider regional economy and maximise our limited financial resource by working in partnership and bringing in external funding.</p>

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# Equality Impact Assessment Number 1233

## PART A

### Introductory Information

**Proposal name**

Budget Options for 2023/2024 – Lifelong Learning & Skills

**Brief aim(s) of the proposal and the outcome(s) you want to achieve**

Approve the Budget Action Plan to deliver savings for 23/24 of £525K, against a pressure of £595K specifically through:

- Recharging the pay award pressure for staff currently funded by external income.
- More effective and efficient delivery of 16-19 study programme provision in SHEAF

**Proposal type**

Budget       Non Budget

**If Budget, is it Entered on Q Tier?**

Yes       No

If yes what is the Q Tier reference

**Year of proposal (s)**

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
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**Decision Type**

- Coop Exec
- Committee (e.g., Health Committee) which committee
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Committee Member**

Dawn Dale

**Lead Director for Proposal**

Andrew Jones

Kevin Straughan

EIA start date

19/08/2022

**Equality Lead Officer**

- Adele Robinson
- Annemarie Johnston
- Bashir Khan
- Ed Sexton
- Louise Nunn
- Beverley Law

Lead Equality Objective ([see for detail](#))

<input checked="" type="radio"/> Understanding Communities	<input checked="" type="radio"/> Workforce Diversity	<input checked="" type="radio"/> Leading the city in celebrating & promoting inclusion	<input checked="" type="radio"/> Break the cycle and improve life chances
------------------------------------------------------------	------------------------------------------------------	----------------------------------------------------------------------------------------	---------------------------------------------------------------------------

**Portfolio, Service and Team**

Is this Cross-Portfolio

- Yes
- No

Portfolio/s

Childrens Services have whatever

Is the EIA joint with another organisation (e.g. NHS)?

- Yes
- No

Please specify

**Consultation**

**Is consultation required? (Read the guidance in relation to this area)**

- Yes
- No

**If consultation is not required, please state why**

The savings within the Budget Plan will not result in a reduction of staffing levels nor does any of the proposals result in a total withdrawal of services for customers. There will be a limited reduction in the opportunity to work with partners and bid for future funding from the reduction of the Activity Budget, but this activity will continue. The savings at Sheaf Training Centre will not result in a reduction to learning being delivered to study programme learners. Sheaf is working closely with The Sheffield College to ensure that we have the right learners on the right courses at the right time. This will result in efficiency savings.

**Are Staff who may be affected by these proposals aware of them?**

- Yes
- No

**Are Customers who may be affected by these proposals aware of them?**

- Yes
- No

**If you have said no to either please say why**

New proposal. Impact will not affect staff/staffing levels. Activity with customers will continue. Sheaf Training Centre are continuing to work with The Sheffield College and this will not have an impact on study programme learners.

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

Identify which characteristic the proposal has an impact on tick all that apply

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input checked="" type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other
<input type="radio"/> Cumulative	

## Cumulative Impact

**Does the Proposal have a cumulative impact?**

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input checked="" type="radio"/> Other

*If yes, details of impact*

There will be a limited reduction in the opportunity to work with partners and bid for future funding from the reduction of the Activity Budget, but this activity will continue, will be monitored and mitigated as required.

There will be no impact on the partnership working between Sheaf Training Centre and The Sheffield College. Learners will continue to attend the college once agreed with Sheaf Training Centre.

**Local Area Committee Area(s) impacted**

- All       Specific

*If Specific, name of Local Committee Area(s) impacted*

### Initial Impact Overview

Based on the information about the proposal what will the overall equality impact?

None.

Is a Full impact Assessment required at this stage?  Yes  No

If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.

### Initial Impact Sign Off (EIA Lead to complete)

EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. EIA signed off:

Yes  No

Date agreed 24/8/22

EIA Lead Bashir Khan

## Part B

### Full Impact Assessment

#### Health

Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?

Yes  No *if Yes, complete section below*

#### Staff

Yes  No

#### Customers

Yes  No

#### Details of impact

Comprehensive Health Impact Assessment being completed

Yes  No

*Please attach health impact assessment as a supporting document below.*

Public Health Leads has signed off the health impact(s) of this EIA

Yes  No

Name of Health Lead Officer

### Age

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Disability

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Pregnancy/Maternity

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Race

**Impact on Staff**

**Impact on Customers**

Yes       No       Yes       No

**Details of impact**

**Religion/Belief**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Sexual Orientation**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Gender Reassignment (Transgender)**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**



## Carers

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Poverty & Financial Inclusion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Cohesion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Partners

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Armed Forces

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes

No

**Impact on Customers**

Yes

No

**Details of impact**

**Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan including timescales**

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

**Following mitigation is there still significant risk of impact on a protected characteristic.**  Yes  No

**If yes, the EIA will need corporate escalation? Please explain below**

### Sign Off – Part B (EIA Lead to complete)

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes       No

Date agreed

Name of EIA lead officer

**Review Date**

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# Equality Impact Assessment – Ref Number:1234

## PART A Introductory Information

**Proposal name**

(Budget options 23/24) Recharge of pay award staff costs

### Brief aim(s) of the proposal and the outcome(s) you want to achieve

The pay award pressure for 23/24 needs to be met within current service budgets. The Economic Development & Skills committee has a pay award pressure of £525k for 23/24. Within Economy, Skills & Culture and the Lifelong Learning section of People (Education and Skills) – whose services are covered by the Economic Development & Skills Committee - a significant proportion of staff work on externally funded projects. Pay award costs can be recharged to the project as a legitimate cost as long as the project remains within its overall budget. The proposal is therefore to recharge legitimate staff costs to the relevant external project, with the outcome being to address a large % of the pay award pressure for 23/24.

### Proposal type

Budget       Non Budget

### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

### Year of proposal (s)

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
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### Decision Type

- Coop Exec
- Committee (e.g., Health Committee) which committee Economic Development & Skills
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Committee Member**

Martin Smith

## Lead Director for Proposal

Diana Buckley

## Person filling in this EIA form

Lorna Jackson / Carly Stratford

## EIA start date

31/3/23

## Equality Lead Officer

- |                                              |                                    |
|----------------------------------------------|------------------------------------|
| <input type="radio"/> Adele Robinson         | <input type="radio"/> Ed Sexton    |
| <input type="radio"/> Annemarie Johnston     | <input type="radio"/> Louise Nunn  |
| <input checked="" type="radio"/> Bashir Khan | <input type="radio"/> Beverley Law |

## Lead Equality Objective ([see for detail](#))

<input type="radio"/> Understanding Communities	<input type="radio"/> Workforce Diversity	<input type="radio"/> Leading the city in celebrating & promoting inclusion	<input checked="" type="radio"/> Break the cycle and improve life chances
-------------------------------------------------	-------------------------------------------	-----------------------------------------------------------------------------	---------------------------------------------------------------------------

## Portfolio, Service and Team

### Is this Cross-Portfolio

- Yes  No

### Portfolio/s

City Futures, People

Is the EIA joint with another organisation (e.g. NHS)?

- Yes  No Please specify

## Consultation

### Is consultation required? (Read the guidance in relation to this area)

- Yes  No

### If consultation is not required, please state why

No impact on staff or customers (we will meet continue to meet project outputs; the recharge does not compromise our ability to meet outputs, as this would itself put as at risk of funding clawback).

### If consultation has already been carried out, please provide details of the results with equalities analysis

### Are Staff who may be affected by these proposals aware of them?

- Yes  No

**Are Customers who may be affected by these proposals aware of them?**

- Yes                       No

**If you have said no to either please say why**

NA

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

**Identify which characteristic the proposal has an impact on tick all that apply**

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

## Cumulative Impact

**Does the Proposal have a cumulative impact?**

Yes  No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

**Local Area Committee Area(s) impacted**

All  Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The pay award pressure for 23/24 needs to be met within current service budgets. Within Economy, Skills & Culture and the Lifelong Learning section of People (Education and Skills) – whose services are covered by the Economic Development & Skills Committee- pay award costs can be recharged to the project as a legitimate cost as long as the project remains within its overall budget.

The proposal to recharge legitimate staff costs to the relevant external project, with the outcome being to address a large % of the pay award pressure for 23/24 will mean there is no equality impacts as staff pay / terms / conditions will be unaffected and planned activity to meet project outputs can be maintained. As projects can absorb these costs due to underspend on existing activity or salaries.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B



## Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes     No    *if Yes, complete section below*

### Staff

Yes     No

### Customers

Yes     No

### Details of impact

**Comprehensive Health Impact Assessment being completed**

Yes     No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes     No

**Name of Health Lead Officer**

## Age

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes     No

### Details of impact

## Disability

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes     No

### Details of impact

## Sex

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Pregnancy/Maternity

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Race

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Religion/Belief

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Sexual Orientation

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Gender Reassignment (Transgender)

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Carers

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Poverty & Financial Inclusion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Cohesion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

**Details of impact**

**Partners**

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

**Armed Forces**

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

**Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

Project outputs and costs are closely monitored and reported. The use of project funding to meet these pay award pressures has been agreed in line with projected funding available and projected outputs being met.

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

**Following mitigation is there still significant risk of impact on a protected characteristic.**  Yes  No

**If yes, the EIA will need corporate escalation? Please explain below**

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes  No

Date agreed

Name of EIA lead officer

**Review Date**

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# Equality Impact Assessment – Ref Number: 1236

## PART A Introductory Information

**Proposal name**

Budget 23/24 options: Reduction in Service –  
Activity Budget

### Brief aim(s) of the proposal and the outcome(s) you want to achieve

Aim of the proposal would be to deliver a reduction in the amount of revenue funding required to run the service.

A 10-15% reduction across activity budgets within Economic Development and Skills.

Outcome: to aid the council's legal requirement to deliver set a balanced budget.

The reduction in funding will require strong prioritisation of activity, seeking different means of delivery and some lost opportunities.

### Proposal type

Budget       Non Budget

### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

### Year of proposal (s)

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
-----------------------------	-----------------------------	----------------------------------------	-----------------------------	-----------------------------

### Decision Type

- Coop Exec
- Committee (e.g., Health Committee) which committee Economic Development, Skills and Culture
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Committee Member**

Martin Smith

**Lead Director for Proposal**

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Diana Buckley

**Person filling in this EIA form**

Lorna Jackson / Carly Stratford

**EIA start date**

18/8/22

**Equality Lead Officer**

- Adele Robinson
- Annemarie Johnston
- Bashir Khan
- Ed Sexton
- Louise Nunn
- Beverley Law

**Lead Equality Objective ([see for detail](#))**

- |                                                 |                                           |                                                                             |                                                                           |
|-------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="radio"/> Understanding Communities | <input type="radio"/> Workforce Diversity | <input type="radio"/> Leading the city in celebrating & promoting inclusion | <input checked="" type="radio"/> Break the cycle and improve life chances |
|-------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|

**Portfolio, Service and Team**

**Is this Cross-Portfolio**

- Yes
- No

**Portfolio/s**

City Futures

**Is the EIA joint with another organisation (e.g. NHS)?**

- Yes
- No

Please specify

**Consultation**

**Is consultation required? (Read the guidance in relation to this area)**

- Yes
- No

**If consultation is not required, please state why**

see action plan

**If consultation has already been carried out, please provide details of the results with equalities analysis**

**Are Staff who may be affected by these proposals aware of them?**

- Yes
- No

**Are Customers who may be affected by these proposals aware of them?**

- Yes
- No



**If you have said no to either please say why**

See action plan

**Initial Impact**

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

**Identify Impacts**

**Identify which characteristic the proposal has an impact on tick all that apply**

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

**Cumulative Impact**

**Does the Proposal have a cumulative impact?**

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

**Local Area Committee Area(s) impacted**

- All       Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

Economy, Skills & Culture delivers activity across a range of areas to further economic development – as such our work helps reduce poverty and financial inclusion.

Activity includes: flexible budget to respond to partner opportunities and collaboration projects as well as bidding additional funding (using a proportion of this budget as match funding). It also covers sponsorship opportunities, commissions for strategy, research, and evaluation as well as marketing activity and essential database and system licenses.

With reduced budget we will have to scale back on activity, but we will mitigate the impact by considering equality impacts as part of our decision making and mitigate as required. It is anticipated that the equality impact should be minimal.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B

### Full Impact Assessment

#### Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes  No *if Yes, complete section below*

#### Staff

Yes  No

#### Customers

Yes  No

#### Details of impact

**Comprehensive Health Impact Assessment being completed**

Yes  No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes  No

Name of Health Lead Officer

### Age

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Disability

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Sex

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

### Pregnancy/Maternity

**Impact on Staff**

**Impact on Customers**

Yes       No       Yes       No

**Details of impact**

### **Race**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Religion/Belief**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Sexual Orientation**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Gender Reassignment (Transgender)**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Carers**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes                       No

**Details of impact**

**Poverty & Financial Inclusion**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes                       No

**Details of impact**

**Cohesion**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes     No

**Details of impact**

**Partners**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes     No

**Details of impact**

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

**Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

consider equalities impact when planning the programme of activity for the year  
continue to seek income opportunities to provide further activity

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

**Following mitigation is there still significant risk of impact on a protected characteristic.**  Yes  No

**If yes, the EIA will need corporate escalation? Please explain below**

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes       No

Date agreed

Name of EIA lead officer

**Review Date**

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# Equality Impact Assessment – Ref Number: 1237

## PART A

### Introductory Information

Proposal name

Budget 23/24 options: strategic events  
budget reduction

#### Brief aim(s) of the proposal and the outcome(s) you want to achieve

Aim of the proposal would be to deliver a reduction in the amount of revenue funding required to run the service. Proposal is to reduce the budget for strategic major events by 20% equating to a £50k budget reduction. These events are designed to deliver economic benefits and reputational value (community events tend to be supported from other council areas).

Outcome: to aid the council's legal requirement to deliver set a balanced budget. The reduction in funding will require strong prioritisation of any commissioned work and some lost opportunities.

#### Proposal type

Budget       Non Budget

#### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

#### Year of proposal (s)

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
-----------------------------	-----------------------------	----------------------------------------	-----------------------------	-----------------------------

#### Decision Type

- Coop Exec
- Committee (e.g., Health Committee) which committee Economic Development, Skills and Culture
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

Lead Committee Member

Martin Smith

Lead Director for Proposal

Diana Buckley

**Person filling in this EIA form**

Lorna Jackson / Emma France

**EIA start date**

18/8/22

**Equality Lead Officer**

- Adele Robinson
- Annemarie Johnston
- Bashir Khan
- Ed Sexton
- Louise Nunn
- Beverley Law

**Lead Equality Objective ([see for detail](#))**

<input checked="" type="radio"/> Understanding Communities	<input type="radio"/> Workforce Diversity	<input checked="" type="radio"/> Leading the city in celebrating & promoting inclusion	<input type="radio"/> Break the cycle and improve life chances
------------------------------------------------------------	-------------------------------------------	----------------------------------------------------------------------------------------	----------------------------------------------------------------

**Portfolio, Service and Team**

**Is this Cross-Portfolio**

- Yes
- No

**Portfolio/s**

City Futures

**Is the EIA joint with another organisation (e.g. NHS)?**

- Yes
- No

Please specify

**Consultation**

**Is consultation required? (Read the guidance in relation to this area)**

- Yes
- No

**If consultation is not required, please state why**

see action plan

**If consultation has already been carried out, please provide details of the results with equalities analysis**

**Are Staff who may be affected by these proposals aware of them?**

- Yes
- No

**Are Customers who may be affected by these proposals aware of them?**

- Yes
- No

**If you have said no to either please say why**

See action plan

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

Identify which characteristic the proposal has an impact on tick all that apply

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input checked="" type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

## Cumulative Impact

Does the Proposal have a cumulative impact?

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

Local Area Committee Area(s) impacted

- All       Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The council supports a range of events throughout the city (steered by the Strategic Events group) with Marketing Sheffield providing strategic expertise. We do this for the extended economic benefits (increased footfall in the city centre, driving visits to the city, raising our profile to yield future opportunities). With a reduced budget, we would have to prioritise the events we support or reduce support a guided by the Strategic Events group. Given the spread of events and benefits across the city and the potential mitigations, we only assess this to be of minor impact.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B

### Full Impact Assessment

#### Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes  No *if Yes, complete section below*

#### Staff

Yes  No

#### Customers

Yes  No

#### Details of impact

**Comprehensive Health Impact Assessment being completed**

Yes  No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes  No

**Name of Health Lead Officer**

## Age

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Disability

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Sex

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Pregnancy/Maternity

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Race

Impact on Staff

Page 109  
Impact on Customers

Yes       No       Yes       No

**Details of impact**

**Religion/Belief**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Sexual Orientation**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Gender Reassignment (Transgender)**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

## Carers

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Poverty & Financial Inclusion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Cohesion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Partners

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

Given the value and possible mitigations, we believe this will have minimal equalities impact. The steering group will guide prioritisation with equalities impacts in mind.

## Armed Forces

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes

No

**Impact on Customers**

Yes

No

**Details of impact**

**Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

The strategic events supported are prioritised by a Steering group chaired by our executive Director. Action is to ensure equalities considerations form part of the decision making process.

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

**Following mitigation is there still significant risk of impact on a protected characteristic.**  Yes  No



**If yes, the EIA will need corporate escalation? Please explain below**

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

- Yes       No

Date agreed

Name of EIA lead officer

**Review Date**

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# Equality Impact Assessment – Ref Number: 1238

## PART A

### Introductory Information

Proposal name

Cessation of Destination Marketing Organisation membership

#### Brief aim(s) of the proposal and the outcome(s) you want to achieve

Sheffield City Council pays an annual membership fee to be part of the Destination Marketing Organisation (DMO) – previously this was 'Welcome to Yorkshire' (WtY) which has now been disbanded and a new DMO is being formed. Benefits of DMO membership include opportunities to engage in regional tourism initiatives and marketing opportunities, driving business to the city/ surrounding area. Membership covers SCC owned attractions which benefit from enhanced promotion as a result of the membership e.g. online features and ensures amplified coverage for Sheffield businesses in general.

**The proposal is to end our membership of a DMO to save the membership fee.**

The situation is complicated by a review of DMOs published last year. Membership has not historically been a criterion to bid for funding, e.g. from VisitBritain, however funding of DMOs and their role in the visitor economy strategy has been subject to recent review and recommendations (de Bois review, published Sept 21).

Recommendations have yet to be adopted or rejected. However, it should be noted that the demise of WtY and the de Bois review has prompted a South Yorkshire Combined Mayoral Authority (SY-MCA) response to consider how the MCA and 4 local authorities are better prepared to remain within the DMO landscape whether or not recommendations are adopted.

**Known outcome** - scenario 1 – DMO as is: The outcome would be to reduce pressure on the council's budget at the expense of visitor economy. DMO would cease to promote Sheffield as a destination and the value of the visitor economy would fall.

**Potential outcome** – scenario 2 – de Bois recommendations adopted and alter DMO funding and remit. The outcome would be to reduce pressure on the council's budget at the expense of visitor economy. DMO would cease to promote Sheffield as a destination. No longer a member of the DMO, Sheffield may be excluded from bidding for funding and not have a seat at the table as DMOs gain a stronger role in regional strategy for visitor economy. Rejoining may be on less preferential terms than current.

**Potential outcome** – scenario 3 – SY-MCA supports sub-regional DMO activity (possibly to reflect some of the aforementioned review) but requires some partnership working and financial input. The loss of this budget would negate our ability to enter into a partnership with the SY-MCA and/or other local authorities.

#### Proposal type

Budget       Non Budget

#### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

Year of proposal (s)

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
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### Decision Type

- Coop Exec  
 **Committee (e.g., Health Committee) which committee Economic**

### Development & Skills

- Leader  
 Individual Coop Exec Member  
 Executive Director/Director  
 Officer Decisions (Non-Key)  
 Council (e.g., Budget and Housing Revenue Account)  
 Regulatory Committees (e.g. Licensing Committee)

### Lead Committee Member

Martin Smith

### Lead Director for Proposal

Diana Buckley

### Person filling in this EIA form

Lorna Jackson / Emma France

### EIA start date

16/8/22

### Equality Lead Officer

- |                                                     |                                    |
|-----------------------------------------------------|------------------------------------|
| <input type="radio"/> Adele Robinson                | <input type="radio"/> Ed Sexton    |
| <input checked="" type="radio"/> Annemarie Johnston | <input type="radio"/> Louise Nunn  |
| <input type="radio"/> <b>Bashir Khan</b>            | <input type="radio"/> Beverley Law |

### Lead Equality Objective ([see for detail](#))

<input checked="" type="radio"/> Understanding Communities	<input type="radio"/> Workforce Diversity	<input type="radio"/> <b>Leading the city in celebrating &amp; promoting inclusion</b>	<input type="radio"/> Break the cycle and improve life chances
------------------------------------------------------------	-------------------------------------------	----------------------------------------------------------------------------------------	----------------------------------------------------------------

## Portfolio, Service and Team

### Is this Cross-Portfolio

- Yes  No

### Portfolio/s

City Futures

### Is the EIA joint with another organisation (e.g. NHS)?

- Yes  No

Please specify

## Consultation

**Is consultation required? (Read the guidance in relation to this area)**

Yes  No

**If consultation is not required, please state why**

Ending of a subscription membership.

**If consultation has already been carried out, please provide details of the results with equalities analysis**

**Are Staff who may be affected by these proposals aware of them?**

Yes  No

**Are Customers who may be affected by these proposals aware of them?**

Yes  No

**If you have said no to either please say why**

No direct customer impact.

## Initial Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

## Identify Impacts

**Identify which characteristic the proposal has an impact on tick all that apply**

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

## Cumulative Impact

**Does the Proposal have a cumulative impact?**

Yes  No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

**Local Area Committee Area(s) impacted**

All  Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The proposal to end the subscription to a DMO reduces pressure on the council budget, via offering a reduction in funding for a non-statutory service through ending of the membership with the DMO. Although this budget proposal could have negative economic impacts for the city in terms of opportunities lost, the overall equality impact is expected to be neutral.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B

### Full Impact Assessment

## Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes     No    *if Yes, complete section below*

### Staff

Yes     No

### Customers

Yes     No

### Details of impact

**Comprehensive Health Impact Assessment being completed**

Yes     No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes     No

**Name of Health Lead Officer**

## Age

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes     No

### Details of impact

## Disability

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes     No

### Details of impact

## Sex

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Pregnancy/Maternity

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Race

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact

## Religion/Belief

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

Details of impact



## Sexual Orientation

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Gender Reassignment (Transgender)

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Carers

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Poverty & Financial Inclusion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

### Details of impact

## Cohesion

### Impact on Staff

Yes  No

### Impact on Customers

Yes  No

**Details of impact**

**Partners**

**Impact on Staff**

Yes

No

**Impact on Customers**

Yes  No

**Details of impact**

**Armed Forces**

**Impact on Staff**

Yes

No

**Impact on Customers**

Yes

No

**Details of impact**

**Other**

*Please specify*

**Impact on Staff**

Yes

No

**Impact on Customers**

Yes

No

**Details of impact**

**Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

**Following mitigation is there still significant risk of impact on a protected characteristic.**    Yes       No

**If yes, the EIA will need corporate escalation? Please explain below**

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes       No

Date agreed     

Name of EIA lead officer     

**Review Date**

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# Equality Impact Assessment – Ref Number: 1239

## PART A

### Introductory Information

**Proposal name**

Budget 23/24 options: Reduce the budget for expert Business Advisors

#### Brief aim(s) of the proposal and the outcome(s) you want to achieve

Aim of the proposal would be to deliver a reduction in the amount of revenue funding required to run the service, specifically the business advisor service. This was offered as a temporary service reduction in 22/23 but the savings target (£70k) has been requested as a permanent reduction. This saving could be delivered by reducing business advice delivered by a consultancy arrangement, therefore no HR implications.

Outcome: to aid the council's legal requirement to deliver set a balanced budget. The reduction in funding will require strong prioritisation of any commissioned work and some lost opportunities.

#### Proposal type

Budget       Non Budget

#### If Budget, is it Entered on Q Tier?

Yes       No

If yes what is the Q Tier reference

#### Year of proposal (s)

<input type="radio"/> 21/22	<input type="radio"/> 22/23	<input checked="" type="radio"/> 23/24	<input type="radio"/> 24/25	<input type="radio"/> other
-----------------------------	-----------------------------	----------------------------------------	-----------------------------	-----------------------------

#### Decision Type

- Coop Exec
- Committee (e.g., Health Committee) which committee Economic Development, Skills and Culture
- Leader
- Individual Coop Exec Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g., Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

**Lead Committee Member**

Martin Smith

**Lead Director for Proposal**

Diana Buckley

**Person filling in this EIA form**

Lorna Jackson / Carly Stratford

**EIA start date**

18/8/22

**Equality Lead Officer**

- Adele Robinson
- Annemarie Johnston
- Bashir Khan
- Ed Sexton
- Louise Nunn
- Beverley Law

**Lead Equality Objective ([see for detail](#))**

- |                                                 |                                           |                                                                             |                                                                           |
|-------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="radio"/> Understanding Communities | <input type="radio"/> Workforce Diversity | <input type="radio"/> Leading the city in celebrating & promoting inclusion | <input checked="" type="radio"/> Break the cycle and improve life chances |
|-------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|

**Portfolio, Service and Team**

**Is this Cross-Portfolio**

- Yes
- No

**Portfolio/s**

City Futures

**Is the EIA joint with another organisation (e.g. NHS)?**

- Yes
- No

Please specify

**Consultation**

**Is consultation required? (Read the guidance in relation to this area)**

- Yes
- No

**If consultation is not required, please state why**

No direct impact on staff or customers, however see action plan

**If consultation has already been carried out, please provide details of the results with equalities analysis**

**Are Staff who may be affected by these proposals aware of them?**

- Yes
- No

**Are Customers who may be affected by these proposals aware of them?**

- Yes
- No

**If you have said no to either please say why**

See action plan

**Initial Impact**

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

For a range of people who share protected characteristics, more information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

**Identify Impacts**

**Identify which characteristic the proposal has an impact on tick all that apply**

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

**Cumulative Impact**

**Does the Proposal have a cumulative impact?**

- Yes       No

<input type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

**Local Area Committee Area(s) impacted**

- All       Specific

*If Specific, name of Local Committee Area(s) impacted*

## Initial Impact Overview

**Based on the information about the proposal what will the overall equality impact?**

The work of Business Sheffield seeks to support the wider economy of Sheffield, promoting opportunities, generating economic growth, jobs and skills. The Race Equality Commission also identified specific work to be done in the area of developing more diverse, representative business networks which for the council will be led from Business Sheffield.

A budget reduction for business advisors affects our ability to support businesses and to deliver on opportunities - it is hard to identify specific impact due to the service business model which adapts to the needs of the business community and economic environment.

It should be acknowledged that the council passed a resolution in June 2022 acknowledging the importance of building the city's business base and recognising Business Sheffield's role (particularly in response to covid). See action plan for mitigations.

**Is a Full impact Assessment required at this stage?**  Yes  No

**If the impact is more than minor, in that it will impact on a particular protected characteristic you must complete a full impact assessment below.**

## Part B

### Full Impact Assessment

#### Health

**Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?**

Yes  No *if Yes, complete section below*

#### Staff

Yes  No

#### Customers

Yes  No

#### Details of impact



Yes     No

*Please attach health impact assessment as a supporting document below.*

**Public Health Leads has signed off the health impact(s) of this EIA**

Yes    No

**Name of Health Lead Officer**

### Age

**Impact on Staff**

Yes    No

**Impact on Customers**

Yes     No

**Details of impact**

### Disability

**Impact on Staff**

Yes     No

**Impact on Customers**

Yes     No

**Details of impact**

### Sex

**Impact on Staff**

Yes    No

**Impact on Customers**

Yes     No

**Details of impact**

### Pregnancy/Maternity

**Impact on Staff**

**Impact on Customers**

Yes       No       Yes       No

**Details of impact**

### **Race**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Religion/Belief**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Sexual Orientation**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

### **Gender Reassignment (Transgender)**

**Impact on Staff**

Yes       No

**Impact on Customers**

Yes       No

**Details of impact**

**Carers**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes                       No

**Details of impact**

**Poverty & Financial Inclusion**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes                       No

**Details of impact**

**Cohesion**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes     No

**Details of impact**

**Partners**

**Impact on Staff**

Yes                       No

**Impact on Customers**

Yes     No

**Details of impact**

**Impact on Staff** Yes No**Impact on Customers** Yes No**Details of impact****Other***Please specify***Impact on Staff** Yes No**Impact on Customers** Yes No**Details of impact****Action Plan and Supporting Evidence**

**What actions will you take to mitigate any equality impacts identified? Please include an Action Plan with timescales**

The work of our business advisors is responsive to market changes, we normally have an offer from pre-start through to major business. In light of the economic climate , the challenges of the cost of living and its impact on business are likely to prove an upcoming theme.

Reduction in business advisor capacity to deliver this function will be considered by assessing equality impact in order to ensure that any impacts are mitigated It should be noted there is a route to deliver the saving by cutting business advice delivered via consultants, not permanent staff employed by the Council.

**Supporting Evidence** (Please detail all your evidence used to support the EIA)

**Detail any changes made as a result of the EIA**

[Redacted]

Following mitigation is there still significant risk of impact on a protected characteristic.  Yes  No

If yes, the EIA will need corporate escalation? Please explain below

[Redacted]

**Sign Off – Part B (EIA Lead to complete)**

**EIAs must be agreed and signed off by the Equality lead Officer in your Portfolio or corporately. Has this been signed off?**

Yes  No

Date agreed

Name of EIA lead officer

**Review Date**

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