

# Finance Committee

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**Tuesday 1 August 2023 at 2.00 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 Zahira Naz  
Councillor Mike Levery  
Councillor Toby Mallinson  
Councillor Mike Chaplin  
Councillor Glynis Chapman  
Councillor Marieanne Elliot  
Councillor Mary Lea  
Councillor Shaffaq Mohammed  
Councillor Ibbby Ullah

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## PUBLIC ACCESS TO THE MEETING

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The Finance Committee comprises takes decisions in respect of the following Finance and Property matters which are otherwise reserved to the Strategy and Resources Policy Committee:

- a. Strategic financial overview
- b. Property decisions
- c. Accountable Body decisions
- d. Corporate Revenue and Capital monitoring and capital allocations

Meetings are chaired by Councillor Zahira Naz.

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 [Finance Committee 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 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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**FINANCE COMMITTEE AGENDA  
1 AUGUST 2023**

**Order of Business**

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**Welcome and Housekeeping**

The Chair to welcome attendees to the meeting and outline basic housekeeping and fire safety arrangements.

**1. Apologies for Absence**

**2. Exclusion of Press and Public**

To identify items where resolutions may be moved to exclude the press and public.

(NOTE: Appendix 1 to the report at item 8 on the agenda “Lease of Land at Millhouses Park, Sheffield” is not for publication because it contains confidential information under Section 100A of the Local Government Act 1972 [as amended])

**3. Declarations of Interest**

Members to declare any interests they have in the business to be considered at the meeting.

(Pages 7 - 10)

**4. Minutes of Previous Meeting**

To approve the minutes of the last meeting of the Committee held on 10 July 2023.

(Pages 11 - 14)

**5. Public Questions and Petitions**

To receive any questions or petitions from members of the public.

(NOTE: There is a time limit of up to 30 minutes for the above item of business. In accordance with the arrangements published on the Council’s website, questions/petitions at the meeting are required to be submitted in writing, to [committee@sheffield.gov.uk](mailto:committee@sheffield.gov.uk), by 9.00 a.m. on 28 July 2023).

**6. Work Programme**

Report of the Director of Policy and Democratic Engagement

(Pages 15 - 30)

**Formal Decisions**

**7. Capital Approvals Month 3 (2023/24)**

Report of the Director of Finance and Commercial Services

(Pages 31 - 70)

8. **Lease of Land at Millhouses Park, Sheffield** (Pages 71 - 100)  
Report of the Executive Director, City Futures
9. **Youth Investment Fund Grants** (Pages 101 - 120)  
Report of the Executive Director, Neighbourhood Services
10. **Sheffield NHS Health Check Programme** (Pages 121 - 142)  
Report of the Director of Public Health

**NOTE: The next meeting of Finance Committee will be held on Monday 11 September 2023 at 2.00 pm**

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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 David Hollis, Interim General Counsel by emailing [david.hollis@sheffield.gov.uk](mailto:david.hollis@sheffield.gov.uk).

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Finance Committee

Meeting held 10 July 2023

**PRESENT:** Councillors Zahira Naz (Chair), Mike Levery (Deputy Chair), Mike Chaplin, Glynis Chapman, Marieanne Elliot, Mary Lea, Shaffaq Mohammed, Ibbby Ullah and Martin Phipps (Substitute Member)

**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillor Toby Mallinson. Councillor Martin Phipps attended as a substitute member.

**2. EXCLUSION OF PRESS AND PUBLIC**

2.1 It was noted that Appendix C to the report at item 9 on the agenda was not available to the public or press because it contained exempt information. If Members wished to discuss the exempt information, the Committee would ask the members of the public and press to kindly leave for that part of the meeting and the webcast would be paused.

**3. DECLARATIONS OF INTEREST**

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

**4. MINUTES OF PREVIOUS MEETING**

4.1 The Minutes of the meeting of the Committee held on 13 June 2023 were approved as a correct record.

**5. PUBLIC QUESTIONS AND PETITIONS**

5.1 There were no public questions or petitions.

**6. WORK PROGRAMME**

6.1 The Committee received a report containing the Committee's Work Programme for consideration and discussion. The aim of the Work Programme was 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.

6.2 The Principal Democratic Services Officer reported that, since the agenda had been published, the following additional items had been put forward for inclusion on the work programme: Local Authority Housing Fund, Youth Investment Fund Grants, Economic Recovery Fund Grants and Lease of Land in Millhouses Park.

6.3 **RESOLVED UNANIMOUSLY:** That Finance Committee:-

1. approves the Committee's work programme, as set out in Appendix, with the inclusion of the additional items reported at the meeting;
2. gives 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 3.
3. notes the referrals from Council (petition and resolutions) detailed in Section 2 of the report be noted and agrees the proposed responses set out in the report.

## **7. CAPITAL APPROVALS MONTH 2 2023/24**

7.1 The Finance Manager submitted a report that provided details of proposed changes to the existing Capital Programme as brought forward in Month 02 2023/24.

7.2 Officers agreed to provide Members with further information on whether more sustainable heating options for schools were explored.

7.3 **RESOLVED UNANIMOUSLY:** That Finance Committee:-

- (i) approves the proposed additions and variations to the Capital Programme listed in Appendix 1; and
- (ii) approves the acceptance of grant funding as identified in Appendix 2.

## **7.4 Reasons for Decision**

7.4.1 The proposed changes to the Capital Programme will improve the services to the people of Sheffield.

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

## **7.5 Alternatives Considered and Rejected**

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

## **8. SOCIAL HOUSING DECARBONISATION FUND (SHDF) 2**

8.1 The Housing Decarbonisation Manager submitted a report seeking approval for

the Council to become the accountable body for £4.07m of grant funding from the Department for Energy Security and Net Zero for the Social Housing Decarbonisation Fund (SHDF) 2 scheme. The funding would contribute toward the delivery of energy improvement measures to approximately 370 Council homes.

8.2 The project would directly support Sheffield's strategies and ambitions centred on net zero carbon by 2030, tackling fuel poverty and providing affordable warmth. The associated Government funding is time limited. To not access the funding would be a missed opportunity. The £4.07m would offset some of the project cost, reducing the pressure on the council housing capital programme and indeed the wider Housing Revenue Account (HRA).

8.3 **RESOLVED UNANIMOUSLY:** That Finance Committee approves the Council becoming the accountable body for £4.07m of grant funding from Tees Valley Combined Authority for the SHDF 2 scheme, subject to the grant terms not being materially different to those set out in this report.

#### 8.4 **Reasons for Decision**

8.4.1 The SHDF2 grant provides an excellent opportunity to help fund the retrofitting of some of the least efficient council housing stock across the city.

#### 8.5 **Alternatives Considered and Rejected**

8.5.1 The alternative is not to accept the funding. The Housing Revenue Account (HRA) and the capital programme budget would not benefit from the £4.07m funding in contribution toward this major improvement project.

### 9. **FARGATE AND HIGH STREET, FUTURE HIGH STREETS FUND - FRONT DOOR SCHEME UPDATE**

9.1 The Head of Regeneration and Property Services and the Principal Development Officer submitted a report updating Members on the delivery of the Future High Streets Fund 'Front Door Scheme' and seeking approval to award capital grants of:

(1) £250,000 to The Sheffield Church Burgesses Trust, towards the costs of shop front improvements on Chapel Walk and internal access works and reconfiguration of vacant upper floors for new workspace;

(2) £650,000 to The Foundry Sheffield towards the costs of shop front improvements, internal ground floor access and reconfiguration works to vacant upper floors at Victoria Hall, Chapel Walk;

(3) £250,000 for the Council to commission works of Public Art in Chapel Walk;  
and

(4) £90,000 dedicated small grants for Chapel Walk that would be made

available through Renew Sheffield to assist new and small businesses with capital fit-out costs on occupying vacant property.

9.2 An evaluation report would be produced at the end of the financial year to monitor the return on investment, Officers agreed to share the report with the Committee.

9.3 **RESOLVED UNANIMOUSLY:** That Finance Committee:-

(a) approves the grant of £250,000 to Sheffield Church Burgesses Trust and £650,000 to The Foundry Sheffield;

(b) allocates £250,000 to the Council for its commissioning of works of public art in Chapel Walk as set out in this report; and

(c) grants £90,000 to Renew Sheffield to assist new and small businesses with capital fit-out costs on occupying vacant property in Chapel Walk.

9.4 **Reasons for Decision**

9.4.1 Approval of the grant funding to the landowners will secure additional private and public sector investment in the buildings. It will contribute to delivering a fully accessible concert/performance space and new and enhanced commercial floorspace.

9.5 **Alternatives Considered and Rejected**

9.5.1 Do nothing - Without grant assistance the buildings are likely to remain vacant and/or underused and issues arising from anti-social behaviour will not be addressed. The enhancement of Chapel Walk was an integral element of the vision for Fargate and High Street approved by Government. The vision highlights the importance of this pedestrian route but also the opportunities to introduce new uses into vacant property.



## Report to Finance Committee

**1 August 2023**

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**Report of:** Director of Policy and Democratic Engagement

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**Subject:** Committee Work Programme

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**Author of Report:** Rachel Appleyard, Principal Democratic Services Officer

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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 covering report, where applicable:

- Questions from the public (where notified sufficiently in advance)
- Petitions to this committee, 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 (the source of the items is specified)

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 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.

**Background Papers:** None

**Category of Report:** Open

## 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	
Referred from	
<i>Details</i>	
Commentary/ Action Proposed	

### 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.

## 2.2 Training & Skills Development - Induction programme for this committee.

Title	Description & Format	Date
Future High Streets Fund / Heart of the City	Site visit	4 <sup>th</sup> July 2023

## Appendix 1 – Work Programme

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

New Items	Proposed Date	Note
<b>NEW:</b> Annual review of Sheffield’s Council Tax Reduction Scheme	October 2023	The Council is required, on an annual basis, to review its Council Tax Reduction Scheme.
Amended Items	Proposed Date	Note
<b>MOVED:</b> Sale of Land at Junction Road Woodhouse	September 2023	

### 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>	
<b>Description</b>	
<b>Lead Officer/s</b>	
<b>Item suggested by</b>	<i>Officer, Member, Committee, partners, public question, petition etc</i>
<b>Type of item</b>	<i>Referral to decision-maker/Pre-decision (policy development/Post-decision (service performance/ monitoring)</i>
<b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	
<b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	
<b>Lead Officer Commentary/Proposed Action(s)</b>	

**Part 3: Agenda Items for Forthcoming Meetings**

Meeting 3 (23/24)	1 August 2023	2pm				
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> <li>•Decision</li> <li>•Referral to decision-maker</li> <li>•Pre-decision (policy development)</li> <li>•Post-decision (service performance/ monitoring)</li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	<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> <li>•Full Council</li> <li>•Officer</li> </ul>
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					
Capital Approvals Month 3 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee
The Sheffield NHS Health check programme	<p>The proposal is that permission is given to commit £185,000 per year for a period of 5 years to secure a provider for the NHS Health Check programme in Sheffield.</p> <p>It is proposed that an open tender process will be used to secure a provider who will meet the specifications</p>	Karen Harrison / Greg Fell	Decision	Discussion of the proposal with the Chair, Vice chair and spokesperson	It is a mandated service and in being so there is a structure that must be followed. However, during the open tender process potential providers will be asked to describe how they will approach public	This Cttee

	of the NHS health check programme, reduce health inequalities and improve the health and wellbeing of the residents of Sheffield.				participation and engagement to provide a service that will improve the health of the residents of Sheffield in a way most appropriate to them.	
Youth Investment Fund Grants	To approve the Council becoming accountable body for multiple grants up to a maximum combined value of £7.9 million from the Youth Investment Fund for the refurbishment and/or creation of youth and community facilities across the city.	Chelsea Renehan / Ian Turner	Decision	An initial drop-in session was organised for all members as part of the site identification process. Some members were also involved in broader community engagement during the early stages of the programme. An update was sent out to all members on progress against the youth strategy that highlighted all sites that could potentially receive funding. Local Councillors in the Stannington ward have been involved as part of the community engagement on the replacement of Stannington Pavilion.	Young people have been consulted about the larger projects through the youth voice and influence team who have attended youth clubs, visited schools, attended sports sessions and accompanied detached youth workers in some areas. Their views have been taken into account in the design work that has taken place to date and will continue to be involved as and when the projects progress. Building users have been consulted where appropriate. Community groups across Stannington have been engaged as	This Cttee

					the project involves the demolition and re-building of the Stannington Park Pavilion. Voluntary and Community partners have been involved in the identification of possible sites during the early stages of the programme.	
Lease of Land at Millhouses Park	Consider terms of the lease of land in Millhouses Park to True North Brew Co for the purposes of an external trading area to the Wagon and Horses Public House	Tammy Whitaker	Decision	Briefings with finance committee members. Local Cllrs updated.	Friends Group aware. Online public consultation undertaken in 2021.	This Cttee

Meeting 4 (23/24)	<b>11 September 2023</b>	2pm				
<b>Topic</b>	<b>Description</b>	<b>Lead Officer/s</b>	<b>Type of item</b> <ul style="list-style-type: none"> <li>•Decision</li> <li>•Referral to decision-maker</li> <li>•Pre-decision (policy development)</li> <li>•Post-decision (service performance/ monitoring)</li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	<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> <li>•Full Council</li> <li>•Officer</li> </ul>
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Any other committee-specific standing items</i></li> </ul>					

	<i>eg finance or service monitoring]</i>					
2023/24 Quarter 1 Budget Monitoring		Philip Gregory / Jane Wilby	Decision			This Cttee
Capital Approvals Month 4 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee
Parkwood Springs	Decision on redevelopment of the former ski village	Tammy Whitaker/ Alan Seasman	Decision	Written briefing	TBC	This Cttee
<b>MOVED:</b> Sale of Land at Junction Road Woodhouse	Following the publication of an open space notice, two written responses were received from local residents. These are to be treated as objections to the sale of an open space. Given this they are now to be considered by Finance Sub Committee.	Tammy Whitaker/ James Dibaj	Decision	Approved by ICM on 12/11/2021 see: <a href="#">click here</a>	The proposed sale of land (which constitutes open space) was published in the Sheffield Telegraph on 3rd February 2022 (week one) and 10th February 2022 (week two) and the Councils website: <a href="#">click here</a> and generated the attached objections.	This Cttee
Economic Recovery Fund – Funding Approvals	Approval to enter into contract with those who are successful in Round 2	Sarah Lowi Jones	Decision	EDS Policy Committee have been regularly briefed throughout the development and launch of ERF2 and the	There is a stakeholder plan that aims to inform and engage the	This Cttee

	following an application period and scoring process.			<p>main three members sit on the ERF Steering Group. LAC Chairs have been kept informed throughout as well.</p> <p>It is expected that on this specific decision the EDS Policy Committee will be briefed, alongside LAC Chairs and political group briefings will be offered.</p>	public in ERF progress and delivery.	
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Meeting 5 (23/24)	16 October 2023	2pm				
Topic	Description	Lead Officer/s	Type of item	<i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 2)</i>	<i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 3)</i>	Final decision-maker (& date)
Standing items	<ul style="list-style-type: none"> <li>Public Questions/ Petitions</li> <li>Any other committee-specific standing items eg finance or service monitoring]</li> </ul>		<ul style="list-style-type: none"> <li>Decision</li> <li>Referral to decision-maker</li> <li>Pre-decision (policy development)</li> <li>Post-decision (service performance/ monitoring)</li> </ul>			<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>

Capital Approvals Month 5 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee
<b>NEW:</b> Annual review of Sheffield's Council Tax Reduction Scheme	The Council is required, on an annual basis, to review its Council Tax Reduction Scheme.	Tim Hardie / Jon West / John Squire	Decision	Members were briefed at the Finance Briefing on 11.07.23 where it was agreed that a report should be prepared for consideration by the Finance Committee on 16.10.23. A draft report will be presented at the pre-agenda meeting on 19.09.23 with a further opportunity for scrutiny at the pre-meet on 11.10.23.		This Cttee

Meeting 6 (23/24)	<b>6 November 2023</b>	2pm				
<b>Topic</b>	<b>Description</b>	<b>Lead Officer/s</b>	<b>Type of item</b> <ul style="list-style-type: none"> <li>•Decision</li> <li>•Referral to decision-maker</li> <li>•Pre-decision (policy development)</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> <li>•Full Council</li> <li>•Officer</li> </ul>



			• <i>Post-decision (service performance/ monitoring)</i>	<i>(with reference to options in Appendix 2)</i>	<i>(with reference to toolkit in Appendix 3)</i>	
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					
Capital Approvals Month 6 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee

Meeting 7 (23/24)	<b>18 December 2023</b>	2pm				
<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> <li>•<i>Pre-decision (policy development)</i></li> <li>•<i>Post-decision (service performance/ monitoring)</i></li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	<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> <li>•Full Council</li> <li>•Officer</li> </ul>
Standing items	<ul style="list-style-type: none"> <li>• <i>Public Questions/ Petitions</i></li> <li>• <i>Any other committee-specific standing items eg finance or service monitoring]</i></li> </ul>					
Capital Approvals Month 7 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee

Meeting 8 (23/24)	23 January 2024	2pm				
Topic	Description	Lead Officer/s	Type of item •Decision •Referral to decision-maker •Pre-decision (policy development) •Post-decision (service performance/ monitoring)	(re: decisions) Prior member engagement/ development required (with reference to options in Appendix 2)	(re: decisions) Public Participation/ Engagement approach (with reference to toolkit in Appendix 3)	Final decision-maker (& date) •This Cttee •Another Cttee (eg S&R) •Full Council •Officer
Standing items	<ul style="list-style-type: none"> <li>Public Questions/ Petitions</li> <li>Any other committee-specific standing items eg finance or service monitoring]</li> </ul>					
2023/24 Quarter 2 Budget Monitoring		Philip Gregory / Jane Wilby	Decision			This Cttee
Capital Approvals Month 8 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee

Meeting 9 (23/24)	19 February 2024	2pm				
Topic	Description	Lead Officer/s	Type of item •Decision •Referral to decision-maker •Pre-decision (policy development)	(re: decisions) Prior member engagement/ development required	(re: decisions) Public Participation/ Engagement approach	Final decision-maker (& date) •This Cttee •Another Cttee (eg S&R) •Full Council

			•Post-decision (service performance/ monitoring)	(with reference to options in Appendix 2)	(with reference to toolkit in Appendix 3)	•Officer
Standing items	<ul style="list-style-type: none"> <li>• Public Questions/ Petitions</li> <li>• Any other committee-specific standing items eg finance or service monitoring]</li> </ul>					
Capital Approvals Month 9 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee

Meeting 10 (23/24)	<b>18 March 2024</b>	2pm				
<b>Topic</b>	<b>Description</b>	<b>Lead Officer/s</b>	<b>Type of item</b> <ul style="list-style-type: none"> <li>•Decision</li> <li>•Referral to decision-maker</li> <li>•Pre-decision (policy development)</li> <li>•Post-decision (service performance/ monitoring)</li> </ul>	<i>(re: decisions)</i> <b>Prior member engagement/ development required</b> <i>(with reference to options in Appendix 2)</i>	<i>(re: decisions)</i> <b>Public Participation/ Engagement approach</b> <i>(with reference to toolkit in Appendix 3)</i>	<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> <li>•Full Council</li> <li>•Officer</li> </ul>
Standing items	<ul style="list-style-type: none"> <li>• Public Questions/ Petitions</li> <li>• Any other committee-specific standing items eg finance or service monitoring]</li> </ul>					
2023/24 Quarter 3 Budget Monitoring		Philip Gregory / Jane Wilby	Decision			This Cttee

Capital Approvals Month 10 (2023/24)		Philip Gregory / Damian Watkinson	Decision			This Cttee
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Items which the committee have agreed to add to an agenda, but for which no date is yet set.						
Topic	Description	Lead Officer/s	Type of item <ul style="list-style-type: none"> <li>Decision</li> <li>Referral to decision-maker</li> <li>Pre-decision (policy development)</li> <li>Post-decision (service performance/ monitoring)</li> </ul>	(re: decisions) Prior member engagement/ development required <i>(with reference to options in Appendix 2)</i>	(re: decisions) Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 3)</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>
Moving Towards an Ethical Debt Collection: Policy and Ending the Use of Bailiffs	Response to Council Motion (14/12/22) Full Council, referred to Finance Committee from S&R Policy Committee. View motion on Council agenda <a href="#">Sheffield City Council - Agenda for Council on Wednesday 14 December 2022, 3.00 pm</a>	Tim Hardie	Decision	Motion debated at Full Council on 14 December 2022		This Cttee
Levelling Up Prospectus	Prospectus setting out Sheffield's Levelling Up ambitions	Kate Martin	Decision or pre decision policy development			This Cttee

## **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.**



## Report to Policy Committee

### Author/Lead Officer of Report:

Damian Watkinson,  
Finance Manager

Tel: 0114 273 6831

**Report of:** *Tony Kirkham*

**Report to:** *Finance Committee*

**Date of Decision:** *1<sup>st</sup> August 2023*

**Subject:** *Capital Approvals for Month 03 2023/24*

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

### Purpose of Report:

*This report provides details of proposed changes to the existing Capital Programme as brought forward in Month 03 2023/24.*

**Recommendations:**

- (i) That the committee approve the proposed additions and variations to the Capital Programme listed in Appendix 1
- (ii) That the committee approve the proposed additions to the Capital Programme listed in Appendix 2 subject to the signing of a Memorandum of Understanding with the South Yorkshire Integrated Care Board.
- (iii) That the committee approve the making of grant funding to 3<sup>rd</sup> parties as identified in Appendix 3

**Background Papers:**

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

**Appendix 1, Appendix 2, Appendix 3**

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Liz Gough</i>
		Legal: <i>Patrick Chisolm</i>
		Equalities & Consultation: <i>N/A</i>
		Climate: <i>N/A</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>SLB member who approved submission:</b>	<i>Tony Kirkham</i>
3	<b>Committee Chair consulted:</b>	<i>Cllr Zahira Naz</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Damian Watkinson</i>	<b>Job Title:</b> <b>Finance Manager</b>
	<b>Date:</b> <i>20/07/23</i>	



## **1. PROPOSAL**

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

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

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

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

- 3.1 Any appropriate consultation was carried out at the original approval of the schemes included

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

### 4.1 Equality Implications

- 4.1.1 Any Equality implications are the responsibility of the service area under which the approval falls. An Equalities Impact Assessment was submitted with each Business Case

### 4.2 Financial and Commercial Implications

- 4.2.1 A number of schemes have been submitted for approval in line with the Council's capital approval process during the Month 03 reporting cycle. This report requests the relevant approvals and delegations to allow these schemes to progress.

- 4.2.2 Below is a summary of the number and total value of schemes in each approval category:

- 13 additions of specific projects to the capital programme creating a net increase of £52.108m
- 15 variations to specific projects and allocations in the capital programme creating a net reduction of £28.720m
- 4 reprofiles with no overall increase to budgets

- 4.2.3 Further details of the schemes listed above can be found in Appendix 1.

### 4.3 Legal Implications

4.3.1 Any specific legal implications are identified on a per scheme basis in appendix 1 and 2 in relation to schemes to be delivered and Appendix 3 in relation to grants to be made.

#### 4.4 Climate Implications

4.4.1 Any specific Climate implications are identified on a per scheme basis in appendix 1 & 2. A Climate Impact Assessment was submitted with each Business Case

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

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

### **6. REASONS FOR RECOMMENDATIONS**

6.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield

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

Scheme name / summary description							Value £'000
<b>A</b>	<b>Transport Regeneration &amp; Climate Change</b>						
	New additions						
Page 35	<p><b>Levelling Up Fund – Attercliffe Viaduct</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the use of £27k of Levelling Up Funding for feasibility works around the improvement of viaduct at Darnall.</li> </ul> <p><b>Why do we need the project?</b></p> <p>Sheffield City Council has successfully bid for ‘Levelling Up Funding’ [LUF] to invest in Attercliffe to make direct improvements to the area acting as a catalyst for future investment.</p> <p>With a lot of new developments at Attercliffe within the Olympic Legacy Park, including the Oasis Academy, there has been an increasing footfall in the area. Many pupils and users of facilities live in Darnall but the pedestrian connectivity between Attercliffe and Darnall is poor. A key challenge is the poor environment which people have to navigate near and under the aqueduct, where there are footpaths on both sides of the road. It is important to improve this in order to encourage people to walk and improve their safety and well being.</p> <p><b>How are we going to achieve it?</b></p> <p>This project is to conduct feasibility works to assess improvement works to the aqueduct in order to make it more attractive and encourage both a greater use of the footpaths that run under the aqueduct as well as use of land on top of and around the aqueduct as an amenity area.</p> <p>The cost of this stage is £27k and will be funded from LUF.</p> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>Increased footfall in the area</li> <li>Attractive environment</li> <li>Improve safety and security</li> </ul> <p><b>When will the project be completed?</b></p> <p>2023-24 [feasibility stage]</p>						+27
	<b>Funding Source</b>	Levelling Up Funds	<b>Amount</b>	27k	<b>Status</b>		<b>Approved</b>

	<b>Approval Route</b>	Principle of Levelling Up programme approved with acceptance of grant Feb 22						
Page 36	<p><b>Clean Air Zone – Electric Vehicle Chargers</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the use of £15k of Clean Air Zone funding for feasibility works around installation of new electric vehicle chargers.</li> </ul> <p><b>Why do we need the project?</b></p> <p>Funding is available through the Clean Air Zone (CAZ) for the installation of electric vehicle (EV) charging point infrastructure which will enable Ultra Low Emission Vehicle (ULEV) uptake across Sheffield and support fleet upgrades triggered by the Clean Air Zone. Encouraging the switch to EV will help avoid diesel lock-in and aligns with the councils' Net Zero targets.</p> <p><b>How are we going to achieve it?</b></p> <p>Feasibility works will be undertaken to outline the most appropriate use of the funding following changes to the CAZ implementation and identify priority locations / sites. The aim is to deliver a minimum of 14 rapid and 9 fast chargers.</p> <p>The cost of this phase is £15k.</p> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>supports those impacted by the CAZ (Taxi, PHV, LGV) as well as the wider public</li> <li>supports the Councils net-zero targets</li> <li>Increasing the number of public charging points for electric cars</li> </ul> <p><b>When will the project be completed?</b></p> <p>2023-24 [feasibility stage]</p>						+15	
	<b>Funding Source</b>	Clean Air Zone - JAQU – Joint Air Quality Unit	<b>Amount</b>	15k	<b>Status</b>	Finance Sub-committee 06.09.22	<b>Approved</b>	
	<b>Approval Route</b>	Endorsed as part of Clean Air Zone Final Business Plan 25/03/22						
	<p><b>Five Weirs Walk Resurfacing</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the use of Sustrans and Local Transport Plan funding to improve a section of the 5 Weirs Walk .</li> </ul> <p><b>Why do we need the project?</b></p>						+110	

Page 37	<p>The aim of this scheme is to improve a section of the Five Weirs Walk [route6] National Cycle Network to bring it to a better standard and to promote active travel to reduce carbon impact of transport in the Lower Don Valley. It will also contribute to outdoor city aims by improving conditions for leisure journeys, making it easier for those with mobility aids to use this particular section</p> <p><b>How are we going to achieve it?</b></p> <p>Project works will include :- 430m of loose surfaced section of the Five Weirs Walk (National Cycle Network 6) to be resurfaced in tarmac, removing one pinch point by relocating a bin, widening the route where vegetation allows. General Tidying of the information board and the viewpoint, and placement of additional bench.</p> <p>The full cost is £110k and will be funded from funding received from Sustrans £99k and £10k Local Transport Plan.</p> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• Encourage active travel</li> <li>• Reduce carbon impact</li> <li>• Accessibility for those with mobility issues</li> </ul> <p><b>When will the project be completed?</b></p> <p>2023-24</p>							
	<b>Funding Source</b>	Sustrans & Local Transport Plan	<b>Amount</b>	£110k	<b>Status</b>	Earmarked for transport projects	<b>Approved</b>	TRC Committee 16.03.23
	<b>Approval Route</b>		Principle endorsed TRC committee 16/03/23					
<p><b>A61 Chesterfield Road Improvements - Feasibility</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• To approve the use of City Region Sustainable Transport Settlement Funding to deliver feasibility works on improvements to Chesterfield Road</li> </ul> <p><b>Why do we need the project?</b></p> <p>The scheme is part of the South Yorkshire City Region Sustainable Transport Settlement (CRSTS) programme. The CRSTS programme aims to deliver transformational change through investments in public and sustainable transport infrastructure in some of England's largest city regions. CRSTS funding is aiming to meet the following objectives:</p> <ul style="list-style-type: none"> <li>• driving growth and productivity</li> <li>• decarbonising transport</li> <li>• levelling up services and areas</li> </ul>								+250

The A61 Chesterfield Road bus priority scheme was identified as a priority route within the South Yorkshire CRSTS programme.

The aim of this project is to meet the following objectives:-

- Improve connectivity of communities across the A61 corridor and provide attractive public transport options, within and beyond the corridor. This includes investment in other modes to influence a mode shift away from car usage
- Provide more resilient highway infrastructure which resolves existing issues and achieves more reliable journey experience and journey times for public transport
- Improve overall environment and local area through the provision of additional green spaces and landscaping, to reduce the dominance of motorised traffic
- Improve consistency of public transport priority along the corridor and deliver clarity for all users
- Reduce conflict between road users, to provide a more vibrant corridor for resident and businesses and improve highway safety for all.

**How are we going to achieve it?**

Feasibility works will be undertaken to deliver the scheme development. This will also include design, consultation, modelling and land purchase, surveys and other scheme development activities.

The cost of this phase is £250k and will be funded from CRSTS funding

**What are the benefits?**

- Improvements to public transport & connectivity
- Improve overall environment and local area
- Improve consistency of public transport

**When will the project be completed?**

2023-24 [feasibility stage]

<b>Funding Source</b>	South Yorkshire City Region Sustainable Transport Settlement (CRSTS)	<b>Amount</b>	£250k	<b>Status</b>	Ringfenced for Transport Projects	<b>Approved</b>	
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**Approval Route** Scheme principle approved TRC Committee 08/02/23

**Levelling Up Fund Mudford Building & Market Tavern Recommendations**

+1,003.5

Page 39	<ul style="list-style-type: none"> <li>To approve the use of Levelling Up Funding for remedial and design works for the Mudford and Market Taven Buildings as part of the Castlegate Regeneration scheme.</li> </ul> <p><b>Why do we need the project?</b></p> <p>The wider Castlegate master plan is now in the process of tendering for the first stage of works and the development of the Market Tavern &amp; Mudford Building will deliver 2 of the planned development plots on the site.</p> <p>The Market Tavern is currently vacant and works are required to strip out asbestos, clear debris and make the building safe for access by surveyors etc. The extent of these works has been more extensive than anticipated with structural propping required to make safe floors and walls and additional funding is required to complete the clearance/making safe works and cover the structural propping/scaffold hire charges until a permanent solution is implemented</p> <p>In addition the roof of the Market Tavern is in poor condition and will require replacement. It is proposed to carry out this work as part of the enabling works stage to prevent further deterioration to the building fabric and negate further works in the future.</p> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>Commission RIBA stage 1 and 2 Surveys</li> <li>Deliver a package of enabling works including asbestos removal and structural propping</li> <li>Replace the failed roof of the Market Tavern Building due to extent of failure</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>Safe water tight structures</li> <li>Agreed design for future development of the sites</li> </ul> <p><b>When will the project be completed?</b></p> <p>Initial works and Feasibility Jan 24 – Full Project March 25</p>								
	<b>Funding Source</b>	Levelling Up Fund	<b>Amount</b>	£1,003,544	<b>Status</b>	Received	<b>Approved</b>		
	<b>Approval Route</b>		Principle of Levelling Up programme approved with acceptance of grant Feb 22						
	Variations and reasons for change								
<b>Fulwood 20mph Zone Recommendations</b>							+104.7		

Page 40	<ul style="list-style-type: none"> <li>To approve the use of Road Safety Fund (ringfenced from The Community Infrastructure Levy) to implement the Fulwood 20mph zone</li> </ul> <p><b>Scheme description</b></p> <p>Through the City’s Transport Strategy, the Council has a corporate objective to increase participation in active modes of transport. 20mph area schemes contribute to the creation of a safer residential environment, which will allow easier access to local facilities for all. This in turn promotes healthier lifestyles whilst encouraging vibrancy in local areas and supports access to public transport. The Corporate Plan states that the aim is for all residential areas to have a 20mph speed limit by 2025.</p> <p>Through recent consultations such as the ‘big city conversation’ and the ‘transport vision, it is clear that local communities value the impact of transport improvements from both a movement and safety perspective. Slower speeds will contribute to the creation of a safer residential environment and may also bring about a reduction in the number and severity of traffic collisions.</p> <p>This project is for a 20 mph sign only area in Fulwood, Sheffield 10</p> <p><b>What has changed?</b></p> <p>The project has previously been approved to conduct feasibility works which have now been completed. Works will now be undertaken to fully design and develop the scheme.</p> <p>The estimated full cost of the project is £121.7k and will be fully funded from Road Safety Fund. The project budget is to be increased by £104.7k</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget increase</li> </ul>		
	<b>Funding</b>	Road Safety Fund	
	<b>Approval Route</b>	Sheffield Local Transport Plan Report - TRC Committee 16.03.23	
	<p><b>Dyche Lane Pedestrian Improvements</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the use of Local Transport Plan Funding to implement the pedestrian improvements at Dyche Lane</li> </ul> <p><b>Scheme description</b></p> <p>Through the City’s Transport Strategy, the Council has a corporate objective to increase participation in active modes of transport. Pedestrian Improvement Schemes are delivered through the Local Transport Plan (LTP) Capital Programme and are designed to provide crossings and safer walking facilities. This in turn promotes healthier lifestyles whilst encouraging vibrancy in local areas and supporting access to public transport.</p> <p>The Council develops a rolling annual programme of crossings to be implemented, based on a scoring and selection methodology. Using a set criteria process.</p>		+43.4



	<p>The Dyche Lane scheme is for the implementation of pedestrian crossing improvement works.</p> <p><b>What has changed?</b></p> <p>The project has previously been approved to conduct full detail design works for the scheme.</p> <p>This phase is now complete and works are to commence to implement the improvement works. This will consist of the construction of an uncontrolled two stage dropped pedestrian crossing and the installation of two part-time 20 mph signs.</p> <p>The full cost is £95k which is fully funded from Local Transport Plan. The budget will be increased by £43.4k</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget increase</li> </ul>			
	<table border="1"> <tr> <td data-bbox="183 587 336 651"><b>Funding</b></td> <td data-bbox="336 587 1980 651">Local Transport Plan</td> </tr> </table>	<b>Funding</b>	Local Transport Plan	
<b>Funding</b>	Local Transport Plan			
	<table border="1"> <tr> <td data-bbox="183 651 564 715"><b>Approval Route</b></td> <td data-bbox="564 651 1980 715">Sheffield Local Transport Plan Report - TRC Committee 16.03.23</td> </tr> </table>	<b>Approval Route</b>	Sheffield Local Transport Plan Report - TRC Committee 16.03.23	
<b>Approval Route</b>	Sheffield Local Transport Plan Report - TRC Committee 16.03.23			
<p>Page 41</p>	<p><b>Transforming Cities Fund [TCF]– City Centre Improvements</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the use of Local Transport Plan Funding to supplement the feasibility costs of the Transforming Cities Fund City Centre Scheme</li> </ul> <p><b>Scheme description</b></p> <p>Sheffield City Council has previously been awarded funding through the Transforming Cities Fund (TCF) to invest in schemes that promote active travel (cycling and walking) to enable people to access jobs, education etc. through greener and healthier forms of travel.</p> <p>This project is to deliver changes in bus routes which reduce bus journey time, by prioritising buses over general vehicles. It will also provide segregated cycle paths through the city centre and enhance the public realm to encourage walking. Enhancing the public realm will create an attractive, welcoming and safe environment to attract more visitors to the city. This in turn will facilitate sustainable economic growth, support the clean air zone and provide the enabling infrastructure to densify land uses in accordance with aspirations of the Local Plan and the Central Area Strategy.</p> <p><b>What has changed?</b></p> <p>The project is currently forecast to exceed the design stage fees. This is because of delays experienced in the project and additional ground penetrating radar costs.</p> <p>£182k additional funding is to be added to the project, funded from Local Transport Plan.</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget increase</li> </ul>	<p>+182</p>		

	<b>Funding</b>	Local Transport Plan		
	<b>Approval Route</b>	TRC Committee 15.12.22		
Page 42	<b>Clean Air Zone – Back Office</b>			
	<b>Recommendations</b>			
	<ul style="list-style-type: none"> <li>To approve the reprofiling of £359k of Clean Air Zone funding from 23/24 to 24/25</li> </ul>			
	<b>Scheme description</b>			
<p>Sheffield City Council [SCC] and Rotherham Metropolitan Borough Council [RMBC] were jointly issued with a Ministerial Directive (Air Quality Direction) to implement a Clean Air Zone [CAZ] to ensure compliance with legal limits of Nitrogen Dioxide (NO2) levels, in the 'shortest possible time'.</p> <p>This project is for the set-up and integration of the enforcement back-office system and processes to support the ANPR network, charging and enforcement processes.</p> <p><b>What has changed?</b></p> <p>Due to delays with the programme and full implementation of the zone, full spend of the funding is also delayed and therefore requires a budget adjustment to move £359k of funding to 2024-25</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Reprofile</li> </ul>			2023-24 -359 2024-25 +£59	
	<b>Funding</b>	Clean Air Zone - JAQU – Joint Air Quality Unit		
	<b>Approval Route</b>	Finance Sub-committee 06.09.22		
	<b>Future High Street Fund – Public Realm &amp; Infrastructure</b>			
	<b>Recommendations</b>			
	<ul style="list-style-type: none"> <li>To approve the reprofiling of £3,959k of Future High Street Fund activity re: Fargate public realm from 23/24 to 24/25</li> </ul>			2023-24 -3,959 2024-25
	<b>Scheme description</b>			

Page 43	<p>Sheffield’s historic high street is central to the city’s emotional identity and economic history. Fargate and High Street account for one tenth of city centre retail space, with 103 retail and leisure units but are unsustainable in their current form.</p> <p>Funding has been secured from the Department for Levelling Up, Housing and Communities (DLUHC) to proceed with a programme of proposed Future High Street Fund (FHSF) works, including improvement of the public realm of Fargate and the High Street to facilitate outdoor events, reduce crime, improve green transport connectivity, and support a resident community with improved services and waste management facilities.</p> <p>The Public Realm and Infrastructure project has now been split into two phases of work, due to budgetary constraints. The aim of the first phase is to deliver the following proposed works on Fargate, Barkers Pool and Chapel Walk (lighting only):</p> <ul style="list-style-type: none"> <li>• Removal of clutter, greening, and installing digital infrastructure (full fibre, 5G and wifi6 ready), utilities and lighting.</li> <li>• Continuation of Sheffield Sustainable Urban Drainage (SUDS) principle in place across the city centre.</li> <li>• Introduction of a sub terranean waste management system to reduce front-servicing of retail units and support residential development</li> </ul> <p><b>What has changed?</b></p> <p>There have been significant delays with the project delivery and the project budget profile has been revised. As a result, £3,959k of funding will be moved into 2024-25.</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>• Slippage</li> </ul>		+3,959
	<b>Funding</b>	Future High Street Funds, Corporate Investment Fund, SYMCA Gainshare	
	<b>Approval Route</b>	Scheme originally approved Cabinet Jun 21	
<p><b>Heart of The City Budget Reallocations</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• To approve the virement of budgets across Heart of The City Schemes to meet revised spend profiles</li> </ul> <p><b>Scheme description</b></p> <p>Among the allocated budgets for The Heart of The City programme are:</p> <ul style="list-style-type: none"> <li>• Removal of asbestos at the former John Lewis Building</li> <li>• Demolition of the car park attached to the former John Lewis Building</li> <li>• Programme wide management costs</li> <li>• Programme wide infrastructure and public realm costs</li> </ul> <p><b>What has changed?</b></p>		0	

The listing of the John Lewis Building has had a significant impact on the costs of the asbestos removal contract, it has also meant that the demolition of the car park will no longer be progressing.

There has been an increase in the overall programme management costs however a contingency held in relation to infrastructure costs has been identified as been able to be released.

A reallocation of budgets is therefore proposed to meet the overspends on asbestos removal and management costs without any increase to the overall funding envelope

**Variation type: -**

- Budget Re-allocation see table below

Blocks	Approved Budget (All Years)	Estimated Outturn (All Years)	Budget Variations Required
HOC II Block I - former Cole Brothers Building	£6,921,694	£8,570,022	+£1,648,328
HOC II Block I - Car Park demolition	£1,287,600	£39,000	-£1,248,600
Heart of The City (Programme Wide Costs)	£7,315,102	£7,473,753	+£158,652
Heart of The City Infrastructure & PR (Programme Wide Costs)	£1,332,454	£774,074	-£558,380
<b>Summary:</b>			
<b>Total Overspends</b>			<b>£1,806,980</b>
<b>Funded by Underspends / Re-allocated Contingencies</b>			<b>-£1,806,980</b>

**Funding** Prudential Borrowing

	<b>Approval Route</b>		
Page 45	<b>Heart of The City Block E Telephone House</b>		
	<b>Recommendations</b>		+112
	<ul style="list-style-type: none"> <li>To reinstate £112k of budget correcting an accounting adjustment</li> </ul>		
<b>Scheme description</b>			
<p>Heart of the City 2 seeks to transform Sheffield city centre with an improved retail, working, leisure and living environment. Cabinet Approval in March 2018 was for a phased delivery approach.</p>			
<p>Block E Telephone House, comprises the NCP car park, student accommodation within the former Telephone House and retail &amp; entertainment units, sits within a prominent area of the Heart of the City which has undergone significant investment with a total budget of approx. £4.5m.</p>			
<b>What has changed?</b>			
<p>Following an accounting adjustment in relation to capitalised interest charges at year end the budget for the scheme was reduced by £112k. This amount is now to be reinstated.</p>			
<b>Variation type: -</b>			
<ul style="list-style-type: none"> <li>Budget increase</li> </ul>			
<b>Funding</b>	Prudential Borrowing		
<b>Approval Route</b>			
<b>West Bar Development Public Realm</b>			
<b>Recommendation</b>		+3,000	
<ul style="list-style-type: none"> <li>To approve the addition of £3,000K to the Capital Programme for West Bar Public Realm works funded by SYMCA Brownfield Housing Fund, which will be passported to Urbo (West Bar) Ltd who are completing the works (see Grants for Issue).</li> </ul>			
<b>Scheme description</b>			
<p>The Council has an existing development agreement in place with Urbo (West Bar) Ltd from February 2015 for design, planning, site assembly and reclamation work to date, including underwriting a Compulsory Purchase Order. As a result, construction of offices and 368 apartments is underway but further works are required to secure the successful future of the project; 1.5 acres of public realm, flood risk mitigation and public art. The scope includes:</p>			
<ul style="list-style-type: none"> <li>Site remediation and ground improvements</li> </ul>			

- Underground drainage and attenuation systems
- Hard landscaping
- Soft landscaping including tree planting
- Landscape Furniture (bollards, seating, refuse bins etc)
- External lighting
- Public Art (largely incorporated in landscaping)
- Signage and Wayfaring

**What has changed?**

In the face of economic and viability pressures the developer, funder and contractors committed to construction of the first phase buildings in Spring 2022 at much higher costs than had previously been tendered due to inflation. The costs of the public realm are also far higher than anticipated and there is a serious risk that the quality may have to be reduced. Delivering the proposed high quality of the public realm will be vital to the success of the scheme, maintaining demand and securing occupiers for the new offices and homes and providing a key route to the city centre. Further funding has been secured towards these works to again be delivered by the Councils development partner Urbo (West Bar) Ltd.

**Benefits**

- Length of Newly Built Road – 275m
- Length of New Cycle Ways – 1200m
- Length of New Active Travel Route – 600m
- Public Realm Improved – 14,192m<sup>2</sup>
- Number of New Cycle Parking – 200 within the public realm
- Increase in walking and cycling to/from the city centre via West Bar
- The delivery of high-quality new office space
- Letting of commercial office space resulting in job creation and increased business rates income
- The delivery of new high-quality homes
- Renting of new homes resulting in increased council tax income
- Creation of a new city centre neighbourhood with high quality homes, workspaces, leisure uses and amenity space contributing to improving people’s well-being.
- And a reduction in anti-social behaviour and crime in the vicinity

**Variation type:** Budget increase

**Costs**

Delivery £3,000K

**Budget**

	<p>Prev Yrs Actuals      £177.3K                      £177.3K  <u>Current 23/24 Budget</u>   £477.7K + £3,000K = £3,477.7K                  Total Project Budget   £655.0K + £3,000K = £3,655.0K</p>	
	<p><b>Funding</b>      SYMCA Brownfield Housing Fund Grant</p>	
	<p><b>Approval Route</b>                      Grant Accepted at Finance Sub Committee 22.03.23</p>	
<b>B</b>	<b>Communities Parks &amp; Leisure</b>	
	New additions	
Page 47	<p><b>Tinsley Green MUGA Improvements FEASIBILITY</b></p> <p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>To approve the addition of £12.4K to the Capital Programme for feasibility at Tinsley Green funded by available S106</li> </ul> <p><b>Why do we need the project?</b>                  There is a need to resurface the existing Multi Use Games Area (MUGA) situated in Tinsley Green. The surface is sand dressed artificial turf but is in poor condition due to significant wear and has not been re-laid for over 25 years. Local Members and the Local Area Committee have outlined it as priority site.</p> <p>The poor quality of the MUGA at Tinsley Green has a detrimental effect on the quality of recreational play and the surface is worn with visible damage e.g. potholes forming and areas where the turf has risen.</p> <p><b>How are we going to achieve it?</b>                  The scope of the feasibility is:</p> <ul style="list-style-type: none"> <li>Develop initial multi-use games area plans</li> <li>Cost estimate for resurfacing and additional elements i.e. fencing, line markings, goal ends</li> <li>Undertake survey works where required</li> <li>Agree option to be taken forward to Outline Business Case</li> <li>Assess projects for planning requirements</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>Significant improvement to existing playing surface</li> <li>Increased usage of court due to improved quality</li> <li>Increased activation opportunities via multi-sport offer</li> </ul>	+12

	<ul style="list-style-type: none"> <li>Increased safety on MUGA and surrounding area</li> </ul> <p><b>When will the project be completed?</b> Feasibility to be completed October 2023</p>								
<b>Funding Source</b>	Part of S106 Agreement 18/03367/OUT	<b>Amount</b>	£12.4K	<b>Status</b>	S106 Agreement available for use in this area	<b>Approved</b>	Communities, Parks & Leisure PG 12.07.23		
<b>Approval Route</b>		Cllrs & LAC Briefed 13/06/23 – Formal briefing July Policy Committee Meeting (04/07/23)							
Variations and reasons for change									
Page 48	<p><b>Parkwood Springs Work Package 3</b></p> <p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>To approve the addition of £186.8K to the Capital Programme for Parkwood Springs Work Package 3 funded as below</li> </ul> <p><b>Scheme description</b> The project intends to make a number of improvements to the parks infrastructure, facilities, and habitat in order to make significant enhancement to the overall quality of the site. The scope includes:</p> <ul style="list-style-type: none"> <li>Access &amp; boundary improvements</li> <li>Site signage &amp; interpretation</li> <li>Path works; improving paths and accessibility into the wider greenspace</li> <li>Vegetation clearance and thinning to improve sight lines and natural surveillance across the site</li> <li>Woodland management: works to manage and enhance the woodland habitat to encourage the establishment of a healthy woodland structure and habitat</li> <li>Tree planting</li> </ul> <p><b>What has changed?</b> Feasibility has been completed and an Outline Business Case has been submitted with details of the scope, estimated overall costs, and funding.</p> <p><b>Variation type:</b> Budget increase</p>							+187	



Page 49	<p><b>Budget</b>                  Current 23/24 Budget £31.2K + £139.8K = £171.0K                  Current 24/25 Budget £0.0K + £47.0K = £47.0K                  Total 23-25 Budget £31.2K + £186.8K = £218.0K</p>																						
	<p><b>Funding</b></p> <table border="0"> <tr> <td>S106 Agreement 1103</td> <td>£66.6K</td> <td></td> </tr> <tr> <td>Public Health Funding</td> <td>£82.9K</td> <td></td> </tr> <tr> <td>Public Rights of Way Transport</td> <td>£8.5K</td> <td>Funding confirmed 04.05.23</td> </tr> <tr> <td>Public Rights of Way Transport</td> <td>£25.0K</td> <td>Funding confirmed 26.05.23</td> </tr> <tr> <td>NCSEM</td> <td>£15.0K</td> <td></td> </tr> <tr> <td>Closed Landfill RCC</td> <td>£20.0K</td> <td>Revenue Contribution to Capital</td> </tr> <tr> <td><b>Total</b></td> <td><b>£218.0K</b></td> <td></td> </tr> </table>		S106 Agreement 1103	£66.6K		Public Health Funding	£82.9K		Public Rights of Way Transport	£8.5K	Funding confirmed 04.05.23	Public Rights of Way Transport	£25.0K	Funding confirmed 26.05.23	NCSEM	£15.0K		Closed Landfill RCC	£20.0K	Revenue Contribution to Capital	<b>Total</b>	<b>£218.0K</b>	
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Closed Landfill RCC	£20.0K	Revenue Contribution to Capital																					
<b>Total</b>	<b>£218.0K</b>																						
<p><b>N.B</b> There is a £7K revenue budget for Media, Historic Research, and Publicity funded a contribution from the Woodlands Team and £20K for the evaluation on Work Package 4 funded by the current Years' Public Health allocation</p>																							
<b>Funding</b>	See Funding Section above																						
<b>Approval Route</b>	Already part of the approved Parks & Countryside Programme of works																						
<b>C</b>	<b>Waste and Street Scene</b>																						
	New additions																						
	<b>None</b>																						
	Variations and reasons for change																						
	<b>None</b>																						
<b>D</b>	<b>Adult Health &amp; Social Care</b>																						
	New additions																						

	None	
	Variations and reasons for change	
	None	
<b>E</b>	<b>Housing</b>	
	New additions	
Page 50	<p><b>Council Housing Roofing Replacement Programme 24-29</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the drawdown of £32,671.5K, from the current approved block allocation for roofing works</li> <li>To approve the addition of £14,028.5K to the Capital Programme for the Roofing Replacement Programme, brought forward from the 27/28 and 28/29 allocations in the approved HRA Business Plan</li> </ul> <p><b>Why do we need the project?</b></p> <p>In December 2020, the Pitched roofing contract was awarded to Avonside to undertake reroofing works to approximately 6,000 properties. On 6th of September 2022, Avonside entered into administration and subsequently ceased to operate. Under the contract clauses, the contract was terminated, and works were stopped.</p> <p>All blocks that were still in the defects liability period or were started were identified and a variation was issued to the current Elementals Contractor to undertake completing outstanding works, and to make good any defects identified by the Asset Management team. The value of this work was subsequently deducted from any monies due to the Administrator. 4716 properties that were programmed between years 2 and 5 of the contract did not receive new roofs.</p> <p>It is proposed to include these properties in a new contract. They have been resurveyed to check the condition and justify the required roofing works. A number of other properties have been identified as requiring urgent roofing renewal works through stock condition surveys undertaken by the Asset Management team and feedback from the Repairs and Maintenance Service. This now takes the total number of proposed properties to be included in this project to circa 5,000 properties</p> <p><b>How are we going to achieve it?</b></p> <p>The project scope includes the following:</p> <ul style="list-style-type: none"> <li>Renew existing roof coverings with a view to provide a life span of minimum of 60 years</li> <li>Renew all rainwater goods providing a minimum of 25 years for UPVC materials for 2 storey properties/ blocks and 30 years for aluminium materials for blocks that are 3 storeys or higher</li> <li>Installation or 'top up' of loft insulation to a minimum of 300mm</li> </ul>	+47,600

- Provision to install PV with batteries on a number of blocks of flats (approximately 60 blocks) to provide power to communal electrical facilities such as communal lighting, controlled entry, Block CCTV etc. as necessary
- Provision to install PV with battery on houses / bungalows, numbers to be determined

**What are the benefits?**

- Major improvement works to circa 5,000 properties included in the projects making these warm and dry
- Tackling a number of causes of damp and mould through tackling water leaks by renewing the roofs, rainwater goods and improving the thermal insulation of properties' loft spaces
- Reducing energy costs for both tenants and landlord communal areas through the installation of PV (including batteries where appropriate)

**When will the project be completed?**

March 2029

**Costs**

CDS Fees	£235K
External Fees	£625K
Client Costs	£1,350K
Construction	£43,100K
Contingency	£1,390K
<b>Total</b>	<b>£46,700K</b>

**Budget**

23/24	£239K
24/25	£8,164K
25/26	£8,614K
26/27	£9,564K
27/28	£9,714K
28/29	£10,405K
<b>Total</b>	<b>£47,600K</b>

**Funding**

HRA Capital Programme	£32,671.5K	via Block Allocation
HRA Business Plan	£14,028.5K	Major Repairs Reserve 27/28 & 28/29
<b>Total</b>	<b>£47,600.0K</b>	

There will therefore be an uplift in the current 5-year Housing Capital Programme of £14,028.5K as that is the amount required to be brought forward from future years' allocations in the approved HRA Business Plan

	<b>Funding Source</b>	See Funding Section above	<b>Amount</b>	£47,600K	<b>Status</b>	See Funding Section above	<b>Approved</b>	Housing PG 12.07.23	
	<b>Approval Route</b>	Already part of the approved Programme and HRA Business Plan							
Variations and reasons for change									
Page 52	<b>Council Housing Enveloping &amp; External Works Block Allocation</b>								-32,671
	<b>Recommendation</b>								
	<ul style="list-style-type: none"> <li>To approve the drawdown of £32,671.5K, which is all the roofing allocation, to the new Roofing Replacement Programme</li> </ul>								
	<b>Scheme description</b>								
	Block allocation for schemes to improve roofing etc on SCC Housing Stock.								
<b>What has changed?</b>									
Following the contractor for the Roofing Replacement Programme going into administration in September 2022, a new contract needs to be procured to complete the programme and add other properties that have now been identified as needing the works.									
An Outline Business Case has been submitted and requires the funding to be drawn down from this allocation. See separate entry for 'Roofing Replacement Programme 24-29' above.									
<b>Variation type:</b> Budget decrease									
<b>Budget</b>									
Current 23/24 Budget £11,000.0K - £11,000.0K = £0.0K									
Current 24/25 Budget £8,828.0K - £8,436.8K = £391.2K									
Current 25/26 Budget £12,916.8K - £11,234.7K = £1,682.1K									
Current 26/27 Budget £3,682.1K - £2,000.0K = £1,682.1K									
Total 23-27 Budget £36,426.9K - £32,671.5K = £3,755.4K									
	<b>Funding</b>	HRA							
	<b>Approval Route</b>	Already part of the approved Programme							
	<b>External Wall Insulation Airey Homes</b>								23/24 -8,237

<b>Recommendation</b>	<ul style="list-style-type: none"> <li>To approve a change in funding mix from 100% HRA to £1,170K Social Housing Decarbonisation Fund grant and £12,054.1K HRA, and return £1,170K to; Heating, Energy Efficiency &amp; Carbon Reduction block allocation to be available to other projects.</li> <li>Approve reprofiling of expenditure to future years based on contractor's profile N.B. No change in overall costs/ budget.</li> </ul>	24/25 +7,430 25/26 +807
<b>Scheme description</b>	<p>Problems of carbonation and the presence of detrimental chloride levels in reinforced concrete houses led to certain concrete housing systems being designated defective under housing defects legislation. These included the Airey Type constructions</p>	
	<p>The SCC HRA housing stock currently contains 117 Airey properties that have been identified across different areas, there is a need to address the structural condition of these properties.</p>	
<b>What has changed?</b>	<p>The Council has secured a grant of £4,007.5K through the Social Housing Decarbonisation Fund (SHDF) 2 scheme. This funding is for the delivery of energy improvement measures to 372 Council homes including 117 Airey properties. The grant will offset some of the project costs, reducing some of the pressure on the SCC's Housing Capital Programme, and the wider Housing Revenue Account (HRA).</p>	
	<p>The scheme is now at Contract Award stage and there is no change to the overall costs/ budget.</p>	
	<p><b>Variation type:</b> Funding mix change and Reprofile</p>	
<b>Budget</b>	<p>Previous Yrs Actuals      £407.2K                                      £407.2K                  Current 23/24 Budget   £12,816.9K - £8,237.0K =   £4,579.9K                  Current 24/25 Budget      £0.0K + £7,430.3K =   £7,430.3K                  Current 25/26 Budget      £0.0K +   £806.7K =   £806.7K                  Total Project Budget   £13,224.1K +      £0.0K = £13,224.1K</p>	
<b>Funding</b>	<p>HRA   £13,224.1K - £1,170K = £12,054.1K                  SHDF      £0.0K + £1,170K =   £1,170.0K                  Total   £13,224.1K +      £0K = £13,224.1K</p>	
<b>Funding</b>	<p>HRA via Council Housing Heating, Energy Efficiency &amp; Carbon Reduction Block Allocation and Social Housing Decarbonisation Fund Grant accepted at Finance Committee 10.07.23</p>	

	<b>Approval Route</b>	Already part of the approved Programme	
Page 54	<p><b>Council Housing Heating, Energy Efficiency &amp; Carbon Reduction Block Allocation</b></p>		+1,170
	<p><b>Recommendation</b> To approve the return of £1,170K now not needed for the External Wall Insulation Airey Homes scheme as Social Housing Decarbonisation Fund grant has been secured.</p>		
	<p><b>Scheme description</b> Block allocation of funding for schemes to improve energy efficiency and carbon reduction in the Housing Stock.</p>		
<p><b>What has changed?</b> Social Housing Decarbonisation Fund grant has been secured to support the delivery of energy improvement measures to 372 Council homes including 117 Airey properties. This grant will replace some of the current HRA funding and free up funds for other schemes.</p>			
<p><b>Variation type:</b> Budget increase</p>			
<p><b>Budget</b> 24/25 Budget following reprofile of Block Allocations* £7,135.8K + £1,170K = £8,305.8K</p> <p>*see Housing Investment Block Allocations entry below</p>			
<b>Funding</b>	HRA		
<b>Approval Route</b>	Already part of the approved Programme		
<p><b>Council Housing Investment Programme Block Allocations</b></p>		See Table	
<p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>To approve the £4,527.7K reprofile of allocations within the Housing Investment Programme to show a more realistic timeline for the Housing Capital Programme</li> </ul>			
<p><b>Scheme description</b> Block allocations for various works to improve the SCC Housing Stock.</p>			
<p><b>What has changed?</b> The forecasts for all allocations were reviewed at the end of May23 and most of them reprofiled with amounts moved from 23/24 into 24/25 to reflect revised plans for draw down for scheme delivery. Some of those forecasts have been reviewed again in early June23.</p>			

The budgets for these allocations now need bringing into line with the reviewed forecasts, reprofiling a total amount of £4,527.7K.

**Variation type:** Reprofile

**Budget**

	23/24	24/25	Total
<b>Current Budget</b>			
Heating, Energy Effic, & Carbon Red	2,073.8K	5,368.5K	7,442.3K
Waste Mgt & Estate Environmentals	805.1K	2,770.0K	3,575.1K
H&S Essential Works	2,030.4K	13,335.3K	15,365.7K
Communal Areas Investment	500.0K	2,500.0K	3,000.0K
Other Essential Work	1,145.6K	1,332.0K	2,477.6K
<b>Total Current Budget on the Above</b>	<b>6,554.9K</b>	<b>25,305.8K</b>	<b>31,860.7K</b>
<b>Proposed Budget</b>			
Heating, Energy Effic, & Carbon Red	306.5K	7,135.8K	7,442.3K
Waste Mgt & Estate Environmentals	100.0K	3,475.1K	3,575.1K
H&S Essential Works	1,075.1K	14,290.6K	15,365.7K
Communal Areas Investment	50.0K	2,950.0K	3,000.0K
Other Essential Work	495.6K	1,982.0K	2,477.6K
<b>Total Proposed Budget on the Above</b>	<b>2,027.2K</b>	<b>29,833.5K</b>	<b>31,860.7K</b>
<b>Total Variation</b>	<b>-4,527.7K</b>	<b>4,527.7K</b>	<b>0</b>

Page 56	<table border="1"> <tr> <td data-bbox="185 435 336 528">Funding</td> <td data-bbox="336 435 566 528">HRA</td> </tr> </table>	Funding	HRA								
	Funding	HRA									
<table border="1"> <tr> <td data-bbox="185 528 566 1484">Approval Route</td> <td data-bbox="566 528 1980 1484">Already part of the approved Programme</td> </tr> </table>	Approval Route	Already part of the approved Programme									
Approval Route	Already part of the approved Programme										
		<p><b>Council Housing Acquisitions Refurbishment (General and Local Authority Housing Fund)</b></p> <p><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>To approve the reprofile of the General Acquisitions Refurbishment and Local Authority Housing Fund budget to reflect the expected costs following the tender process and appointment of external contractor</li> </ul> <p><b>Scheme description</b> Forming part of the Stock Increase Programme, the General Acquisitions and Local Authority Housing Fund schemes sees the Council purchase residential properties to add to its housing stock. The acquired properties require a range of improvement and/or refurbishment works to improve them to the Decent Homes and lettable standards. Previously the Repairs and Maintenance Service have undertaken this work through direct labour or appointed sub-contractor.</p> <p><b>What has changed?</b> The requirement to prioritise void works mean that the Repairs and Maintenance Service no longer have capacity to service this workstream. Another mechanism for the refurbishment of acquired properties is therefore required and we have appointed a contractor to do this.</p> <p>The number of properties included in the tender covered the expected purchases for the Local Authority Housing Fund (LAHF) scheme, but a reduced number of properties for General Acquisitions due to the current market and rising prices. This will therefore reduce the General Acquisitions Refurbishment budget and allow some funding to be returned to the block allocation of funding for the Stock Increase Programme.</p> <p>Although the LAHF properties have to be in the process of being purchased by end of November 2023 it is possible that not all the refurbishments to those properties will be completed by the end of March 2024.</p> <p><b>Variation type:</b> Reprofile</p> <p><b>Costs</b></p> <table border="0"> <tr> <td>CDS Fees</td> <td>£75.0K</td> </tr> <tr> <td>Refurbishment</td> <td>£2,392.8K</td> </tr> <tr> <td>Contingency</td> <td>£631.2K</td> </tr> <tr> <td><b>Total</b></td> <td><b>£3,099.0K</b></td> </tr> </table> <p><b>General Acquisitions Budget</b></p>	CDS Fees	£75.0K	Refurbishment	£2,392.8K	Contingency	£631.2K	<b>Total</b>	<b>£3,099.0K</b>	<p>23/24 -1,899</p> <p>24/25 +657</p> <p>25/26 +647</p> <p>26/27-40</p>
CDS Fees	£75.0K										
Refurbishment	£2,392.8K										
Contingency	£631.2K										
<b>Total</b>	<b>£3,099.0K</b>										



Page 57	<p>Current 23/24 Budget £1,845.6K - £1,544.3K = £301.2K                  Current 24/25 Budget £382.6K + £302.9K = £685.5K                  Current 25/26 Budget £393.1K + £646.9K = £1,040.0K                  Current 26/27 Budget £403.9K - £39.9K = £364.0K                  Total 23-27 Budget £3,025.2K - £634.5K = £2,390.7K</p> <p><b>LAHF Budget</b>                  Current 23/24 Budget £6,153.9K - £354.5K = £5,799.4K                  Current 24/25 Budget £0.0K + £354.5K = £354.5K                  Total 23-25 Budget £6,153.9K + £0.0K = £6,153.9K</p>		
	<b>Funding</b>	HRA/ 1-4-1 £2,390.7K + LAHF £708.3K	
	<b>Approval Route</b>	General Acquisitions: Already part of the approved Programme LAHF: Scheme Approved at Finance Sub Committee 19.04.23	
	<p><b>Council Housing Stock Increase Programme Block Allocation</b></p> <p><b>Recommendation</b>                  To approve the return of £634.5K to the block allocation following the tender process for acquisition refurbishments and the resulting reduction in budget</p> <p><b>Scheme description</b>                  Block allocation of funding for SCC Housing Stock Increase projects.</p> <p><b>What has changed?</b>                  Following a tender process to appoint a external contractor to carry out acquisition refurbishments, the current budgets for General Acquisition Refurbishment and Local Authority Housing Fund need reprofiling to reflect the contract. This has resulted in some excess budget which can be returned to the block allocation for future use.</p> <p><b>Variation type:</b> Budget increase</p> <p><b>Budget (after SIP Reprofile)</b>                  28/29 £73,843.3K + £634.5K = £74,477.8K</p>		+635

	<b>Funding</b>	Various including HRA Borrowing, HRA Capital Receipts, S106, and Grant					
	<b>Approval Route</b>	Already part of the approved Programme					
<b>F</b>	<b>Education Children &amp; Families</b>						
	New additions						
Page 58	<b>Devolved Formula Capital – Passported DfE Grant Funding to Schools</b>					+609.3	
	<b>Recommendations</b>						
	<ul style="list-style-type: none"> <li>To approve the annual re-allocation of DfE Devolved Formula Capital funding, to the value of £609.3k in 2023-24, to qualifying schools as part of the schools' cash advance.</li> </ul>						
	<p><b>Why do we need the project?</b></p> <p>Each year the DfE allocates an amount of money to qualifying Sheffield schools that is paid to Sheffield City Council on the understanding that it is then passported out to those schools, on a pre-determined basis, to give them each a small amount of capital funding to apply to the relatively smaller capital works that they may have to carry out that are not covered by major capital projects.</p> <p><b>When will the project be completed?</b></p> <p>N/A</p>						
	<b>Funding Source</b>	DfE Devolved Formula Capital	<b>Amount</b>	£609.3k	<b>Status</b>	Approved	
	<b>Approval Route</b>						
	<b>Peaks College Post-16 (Special Educational Needs and Disabilities (SEND) Provision – FEASIBILITY</b>					+112.1	
	<b>Recommendation</b>						
	<ul style="list-style-type: none"> <li>To approve expenditure of £112k to develop designs to convert Peaks College building into a Post 16 SEND provision</li> </ul>						
	<b>Why do we need the project?</b>						
	<p>There is a growing demand for SEND provision within Sheffield which is putting pressure on the system. An option to use Peaks College building to help meet demand has emerged.</p> <p>This follows Sheffield College's consultation on the future of the site and subsequent decisions. Initial discussions have taken place on potential alternate use of Peaks with the Local Authority, with SEND identified as a potential option for further exploration.</p>						

An assessment is required to determine if it is a viable option for SEND P16 (Post 16) provision and to understand capital implications.

**How are we going to achieve it?**

Conduct surveys and complete designs to allow a review option for use of Peaks College building for Post 16 SEND provision.

**What are the benefits?**

- Outputs
  - Remodelling / upgrading of Peaks:
    - Desktop and intrusive surveys
    - RIBA Stage 1 Options Report and Cost Estimate
    - Preferred option developed to RIBA Stage 2 and cost plan.
- Benefits
  - Alignment with SCC priorities:
    - One Year Plan – increasing special educational needs and disability provision.
    - Inclusion Strategy: 2020-2025

**When will the project be completed?**

31/08/2024

<b>Funding Source</b>	DfE High Needs Capital	<b>Amount</b>	£112.1k	<b>Status</b>		<b>Approved</b>	
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**Approval Route**

**Secondary School Places Sufficiency Planning Area 5 - feasibility**

+140.0

**Recommendations**

- To approve the allocation of £140k of Basic Need funding to address options to meet the need for additional pupil places in southeast Sheffield.

**Why do we need the project?**

Planning Area 5 in the southeast of the city, is forecast to see a sustained and long-term deficit in secondary school places due to new housing and population growth and additional places are required. Under section 14 of the Education Act 1996, the Council has a statutory duty to provide sufficient school places for all pupils within its area.

Planning Area 5 includes 4 secondary schools:

- Sheffield Park Academy
- Oasis Academy Don Valley
- Sheffield Springs Academy

	<ul style="list-style-type: none"> <li>○ All Saints Catholic High School</li> </ul> <p>The purpose of the feasibility is to establish which of the sites has sufficient capacity / space to accommodate an expansion.</p> <p>Oasis Academy Don Valley has already been discounted as it does not have sufficient external space to expand; and All Saints Catholic High School has been discounted because it is a faith school and has a city-wide intake rather than a local catchment.</p> <p>The purpose of the feasibility is to establish which of the remaining 2 schools provide the best option for expansion.</p> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>○ Desktop and intrusive surveys</li> <li>○ RIBA Stage 1 Options Report (costed)</li> <li>○ Preferred option developed to RIBA2</li> <li>○ RIBA Stage 2 Cost Plan</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• Feasibility to determine the best option to meet the requirements for initial places needed by September 2024/25.</li> <li>• This proposal will ensure that the LA meets its statutory duties under the Education Act to provide sufficient school places, promote parental choice, diversity, and fair access.</li> </ul> <p><b>When will the project be completed?</b></p> <p>Feasibility by 30/09/2023; with est. date for completion of full project: 30/09/2024-25 (possible phased delivery).</p>								
	<b>Funding Source</b>	DfE Basic Need Allocation	<b>Amount</b>	£140k	<b>Status</b>		<b>Approved</b>		
	<b>Approval Route</b>		Principle endorsed Education Children & Families Committee 03/07/23						
	<p><b>Stocksbridge Special Educational Needs Hub</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• To approve post-feasibility capital works of £408.4k, funded from Section 106 and High Needs Capital income sources, to establish a 20-place special led hub for children with EHCPs (Education, Health, and Care Plans).</li> </ul> <p><b>Why do we need the project?</b></p> <p>As of April 2022, there were 179 children travelling outside of locality G for their education. Furthermore, it is a 30-mile round trip from Stocksbridge to Bents Green, or 3 hours travel time per day for children requiring SEN support.</p>								+408.4

There is an opportunity to create a Special Led Hub at Stocksbridge High school for 20 children with Education, Health Care Plans. This would be linked to a special school as a means of supporting pupils to stay in mainstream with additional support. The special led hub would follow a similar to model to the Westfield Hub and be targeted at children in the area (locality G), To support this scheme, there is £220k of Section 106 funding allocated to Stocksbridge High which could be used to support capital expenditure to deliver this hub.

**How are we going to achieve it?**

Provide a long-term sustainable SEN provision for Stocksbridge which benefits local area and city as a whole by refurbishment of existing unused space within Stocksbridge High School

**What are the benefits?**

- Reduced pressure on special schools.
- Increased provision in mainstream.
- Reduced SEN transport from Stocksbridge to other areas.
- Increased sufficiency

**When will the project be completed?**

31/08/2024

<b>Funding Source</b>	£220k S106 £188.4k High Needs Capital	<b>Amount</b>	£408.4k	<b>Status</b>		<b>Approved</b>	
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<b>Approval Route</b>	Part of annual capital strategy
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**Secondary Schools Temporary Expansion - Planning Area 5 - Springs-Park**

**Recommendations**

- To approve a budget for £143k\*, to be funded from earmarked Basic Need funding, to make a grant to the schools to support them with some interim works for a temporary expansion of 30 places -whilst a permanent solution is developed

\* NB: Exact costs will not be known until actual estimates are received by the Trust. If the costings were to come in at the higher end of the estimate (+40%), the contribution could be in the region of £143k. If at the lower end of the estimate (-40%) it could be as little as £61k.

**Why do we need the project?**

+143.0

- Sheffield Springs and Sheffield Park academies have each agreed to take 30 additional pupils from September 2023 as a bulge year (within existing accommodation) to help address the secondary deficits in Planning Area 5. United Learning Trust have assessed both staffing and capital needs for the expansion project. They have produced a 'Business Case for Growth – Capital Requirement' which provides solutions to mitigate the expansion risks. The main risks relate to the suitability of dining facilities and also safe outdoor spaces. Currently there are large groups of pupils queuing in the same areas and the additional 30 pupils (per school) will add to this further. Having large groups of pupils in queues will have a negative impact on behaviour management.
- The proposed solution is to procure and install three external catering pods external canopies and external furniture.
- The agreement to a 25% contribution towards the cost of catering pods, canopies and external furniture will enable Sheffield Springs and Sheffield Park to fully support a total of 60 Year-7 Secondary pupils from September 2023 and mitigate the key risks linked to the expansion of places. This supports the Council meeting its statutory duty under section 14 of the Education Act 1996, the Council has a statutory duty to provide sufficient school places for all pupils within its area. There are seven planning areas in the city. Planning Area 5 in the east of the city is forecast to see a sustained and long-term deficit in places due to new housing and population growth.

**How are we going to achieve it?**

Trust/academies to undertake their own procurement of the dining pods, canopies and external furniture.

**What are the benefits?**

- Number of additional places: 60 total (30 places at each school).
- Addition of canopies and catering pods will alleviate bottle necks and slow queues, thereby enhancing pupils' experience of school life.. It will enable staff to supervise pupils at break and lunch more easily. Currently there are large groups of pupils queuing in the same areas and the additional 30 pupils (per school) will add to this further. Not having large groups of pupils in queues will also have a positive impact on behaviour management. The long-term use of the pods will also support further growth in pupil numbers.

**When will the project be completed?**

31/08/2023 (for Temporary Bulge works)

<b>Funding Source</b>	DfE Basic Need Allocation (earmarked)	<b>Amount</b>	£143k	<b>Status</b>		<b>Approved</b>	
<b>Approval Route</b>		Principle endorsed Education Children & Families Committee 03/07/23					

Variations and reasons for change

**Malin Bridge Special Educational Needs Integrated Resource**

+98.3

Page 63	<p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve additional High Needs Capital Funding of £98.3k to allow contract award.</li> </ul> <p><b>Scheme description</b></p> <p>Initial scheme was set up to increase the number of Integrated Resource (IR) places in the north of the city for 16 additional places.</p> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>Construction and related project costs have increased following a single stage competitive tender process, with contractors being invited and selected to tender from Constructionline.</li> <li>Expected completion by 24th November 2023. Delayed handover, from earlier expected delivery date of August 2023, agreed with the school and no operational implications. Intake planned for January 24.</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget increase from £400k to £498k: additional funding required for Contract Award.</li> </ul>		
	<b>Funding</b>	Additional High Needs Capital Funding	
	<b>Approval Route</b>	Part of annual capital strategy	
	<p><b>Fire Risk Assessment works schools 23/24</b></p> <ul style="list-style-type: none"> <li><b>Bradway Primary: £550.7k</b> (was £634.7k)</li> <li><b>Carterknowle Junior: £450.5k</b> (was £455.0k)</li> <li><b>Coit Primary: £327.1k</b> (was £362.1k)</li> <li><b>Waterthorpe NI: £305.9k</b> (was £377.3k)</li> </ul> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the budget reduction for all the above listed projects on acceptance of a final contract awards to cover 12 (4 schools plus 8 corporate) FRA schemes in total.</li> </ul> <p><b>Scheme description</b></p> <p>Fire Risk Assessments have highlighted improvements required in the provision of necessary Fire Precautions required to several school and corporate buildings. These issues are currently being mitigated by short term management actions, although in the medium to longer term, physical improvements to these buildings are required to make them fully compliant with current legislation.</p> <p>The following schools were identified as requiring such compliance works:</p> <ul style="list-style-type: none"> <li>Bradway Primary</li> <li>Carter Knowle Junior</li> <li>Coit Primary</li> </ul>		-194.8

	<ul style="list-style-type: none"> <li>Waterthorpe Nursery Infant</li> </ul> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>Omission of fire doors from the current schemes, pending a separate contract.</li> <li>There is £194.8k unspent Schools funding - this is due to the non-delivery of fire door and some passive measures works following failure of the tenders. It is estimated £500k will be required to deliver the Passive works at School Sites. Therefore, additional funding would be required for the School sites, subject to any contingencies that maybe returned.</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget decrease of £194.8k</li> </ul>		
	<p><b>Funding</b> DfE School Condition Funding Allocation</p>		
	<p><b>Approval Route</b></p>	<p>Part of annual capital strategy</p>	
<p>Page 64</p>	<p><b>Mercia School</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve the budget reduction of £160k to be held for future use in funding parks playing field works.</li> </ul> <p><b>Scheme description</b></p> <p>In April 2017, planning approval was granted for the building of a new school on the former Bannerdale site. Attached to this approval were a number of planning conditions which included a financial contribution of £160k to mitigate against the loss of playing fields. Arrangements were explored with the Sheffield FA Trust to enter into an agreement for these monies to be held by the Trust but were never fully progressed and the Trust no longer exists.</p> <p>The financial provision for this work has historically formed part of the budget established for the building of the school, but this is no longer considered to be appropriate. The funding is to be transferred to Communities, Parks &amp; Leisure where the activity to deliver the pitches will be managed</p> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>Decision taken to move playing fields works and associated funding from Education to Parks, for more appropriate project management of future works.</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget decrease (and scope) – as noted above.</li> </ul>		<p>-160.0</p>
	<p><b>Funding</b> DfE Basic Need Allocation</p>		



	Approval Route	Planning requirement	
<b>G</b>	<b>Strategy &amp; Resources</b>		
	New additions		
	None		
	Variations and reasons for change		
Page 65	<p><b>Fire Risk Assessment works corporate estate 23/24</b></p> <ul style="list-style-type: none"> <li>• <b>Abbeyfield Park: £156.1k</b> (was £190.4k)</li> <li>• <b>Chapelton Library: £96.4k</b> (was £166.7k)</li> <li>• <b>Concord Park Pavilion: £52.7k</b> (was £214.8k)</li> <li>• <b>Heeley Green Comm Ctr: £93.2k</b> (was £113.7k)</li> <li>• <b>Lowedges Housing Off: £144.0k</b> (was £136.2k)</li> <li>• <b>Mather Rd Park Pavilion: £70.4k</b> (was £108.4k)</li> <li>• <b>Meersbrook Park Offices: £281.6k</b> (was £408.5k)</li> <li>• <b>Shiregreen Cem Chapel: £59.1k</b> (was £206.5k)</li> </ul> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• To approve the budget reduction for all the above listed projects on acceptance of a final contract awards to cover 12 (4 schools plus 8 corporate) FRA schemes in total.</li> </ul> <p><b>Scheme description</b></p> <p>Fire Risk Assessments have highlighted improvements required in the provision of necessary Fire Precautions required to several school and corporate buildings. These issues are currently being mitigated by short term management actions, although in the medium to longer term, physical improvements to these buildings are required to make them fully compliant with current legislation.</p> <p>The following corporate proerties were identified as requiring such compliance works:</p> <ul style="list-style-type: none"> <li>• Abbeyfield Park Pavilion/Offices</li> <li>• Chapelton Library</li> <li>• Concord Park Pavilion</li> <li>• Heeley Green Community Centre</li> <li>• Lowedges Housing Office</li> <li>• Mather Road Park Pavilion</li> <li>• Meersbrook Park Offices</li> </ul>		-591.6

Page 66	<ul style="list-style-type: none"> <li>Shiregreen Cemetery Chapel</li> </ul> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>Omission of fire doors from the current schemes, pending a separate contract.</li> <li>There is £591.6k uncommitted budget - this is due to the non-delivery of fire door and some passive measures works following failure of the tenders.</li> <li>Capital Delivery Service will develop a paper to present options, and costs, for the delivery of Passive works in Autumn 2023, which will allow a decision on the approach and any additional funding to be made.</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget decrease of £591.6k following proposed contract awards</li> </ul>		
	<b>Funding</b>	Corporate Capital Receipts	
	<b>Approval Route</b>	Part of Corporate Estate Management	
<b>Economic Development &amp; Skills</b>			
New additions			
None			
Variations and reasons for change			
None			

Scheme name / summary description		Value £'000
<b>G</b>	<b>Strategy &amp; Resources</b>	
	New additions	
Page 67	<p><b>Sheffield GPs Transformational Hubs</b></p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>To approve inclusion of development works for GP Transformational Hubs in the capital programme to be funded by Integrated Care Board</li> </ul> <p><b>Why do we need the project?</b></p> <p>In March 2022, HM Treasury confirmed the award of £57.5m funding to South Yorkshire to improve primary care buildings in the region. Of this, £37m was allocated for schemes in Sheffield, subject to the submission of a robust business case.</p> <p>The City Council was approached by the South Yorkshire Integrated Care Board (previously the NHS Sheffield Clinical Commissioning Group) to work in partnership to secure the capital projects. The Council was able to support the capital project by identifying suitable sites (through its Property Services) and commissioning feasibility and design work (via its Capital Delivery Service) on behalf of the SY ICB. The SY ICB also asked the Council to act as delivery partner. This is because, due to restrictions on the SY ICB's ownership powers related to the HM Treasury / NHS England funding award, they are unable to develop and own assets. The SY ICB have therefore requested that the Council take on responsibility for delivering the schemes and become the ultimate owner of the assets. In December 2022 the Strategy and Resources Committee approved the decision to take on this role as requested.</p> <p>The ICB identified several GP practices as occupying premises that were no longer fit for purpose due to:</p> <ul style="list-style-type: none"> <li>the condition of the buildings</li> <li>the overall size being insufficient to meet future patient list requirements</li> <li>Very little room for expansion on the existing sites</li> <li>No space to absorb additional patients or services through demographic change, new models of care or residential developments</li> </ul> <p><b>How are we going to achieve it?</b></p> <p>We will develop 4 new GP hubs to accommodate 10 existing practices in either New Build premises or purchase of more suitable sites.</p> <p>In order to draw down the funding required from NHS England, further design work is required to inform the Final Business Cases and in one case acquire a property to act as the hub.</p> <p>The current approval requested is to add the value of the remaining development works to the capital programme and note the current estimate of the total costs of the schemes.</p>	+1,677.9

The value of development works will be met by funds provided to the council by the ICB. Should the final business cases be accepted the council will enter into a funding agreement with NHS England to fund the full value of the schemes.

**What are the benefits?**

Proposed New Hub Details	Practices to Relocate	Value of Development Works (Value to be added to capital programme this approval)	Estimated Total Scheme Value
<b>City Hub</b> – Purchase and Refurbishment of a property in the city centre	<ul style="list-style-type: none"> <li>City Surgery</li> <li>Mulberry Surgery</li> </ul>	865,074	£ 4,455,556
<b>Foundry Hub 1</b> - Build a 2-storey building on Land at Spital Street (S3 9LD) with a GIA of circa 1,291.21 sqm	<ul style="list-style-type: none"> <li>Burngreave Surgery</li> <li>Sheffield Medical Centre</li> </ul>	£243,583	£7,406,535
<b>Foundry Hub 2</b> - Build a 2-storey building on Land at Rushby Street, Grimesthorpe, S4 8GD with a GIA of 1,638 sqm,	<ul style="list-style-type: none"> <li>Page Hall Medical Centre</li> <li>Upwell Street Surgery</li> </ul>	£283,279	£9,069,351
<b>Southey &amp; Parson Cross Association Hub</b> - Build a 3-storey building on Land at Wordsworth Avenue / Buchanan Road (S5 8AU) with a GIA of circa 1,575.87 sqm	<ul style="list-style-type: none"> <li>The Healthcare Surgery</li> <li>Buchanan Road Surgery</li> <li>Margetson Surgery</li> </ul>	£285,958	£9,082,566
<b>TOTAL</b>		<b>£1,677,894.35</b>	<b>£30,014,008</b>

**When will the project be completed?**

Development works and tender returns - October 2023

Full schemes – March 2025

<b>Funding Source</b>	Integrated Care Board Funds	<b>Amount</b>	£1,677,894.35	<b>Status</b>	Received	<b>Approved</b>	
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**Approval Route** Principle endorsed Strategy & Resources Committee 19/12/22

	Scheme name / business unit / summary description of key terms	Recipient	Value £'000
<b>A</b>	<b>Transport Regeneration &amp; Climate Change</b>		
Page 69	<p><b>94040 West Bar Public Realm</b></p> <p>In February 2023, the Finance sub-committee approved the Council becoming accountable body for £3,000,000 of funding from the South Yorkshire Mayoral Combined Authority (the Authority). The grant was towards scheme costs and delivery of public realm and Active Travel infrastructure as part of a wider regeneration project at West Bar within Sheffield City Centre.</p> <p>The Council now wish to passport the £3,000K of funding to Urbo (West Bar) Limited (Urbo), via a back-to-back agreement.</p> <p>The Council has a general power under Section 1 of the Localism Act 2011 to do anything that an individual may generally do provided it is not prohibited by other legislation and the power is exercised in accordance with the limitations specified in the Act which enables the Council to passport the funding to Urbo.</p> <p>The back-to-back agreement is not yet finalised, but the intention is for the back-to-back agreement to be on materially the same terms as the grant agreement between the Council and the Authority. If this is not the case, then a further decision will be sought.</p> <p>Key terms of the back-to-back agreement will be:</p> <ul style="list-style-type: none"> <li>• The Project should look to achieve the Project Outputs, Project Outcomes and Targets. Failure to achieve the Project Outputs can result in the grant being clawed back.</li> <li>• The grant must only be used for the eligible costs and is subject to the special conditions and the terms of the back-to-back agreement.</li> <li>• Expenditure can only be defrayed from the commencement date to the completion date.</li> <li>• Any significant changes to the project or changes which have the potential to breach subsidy control must be approved by the Council and the Authority.</li> <li>• The Authority will retain 5% of each claim for qualifying expenditure. The 5% will be released in 2.5% amounts on completion of specific events. This includes for example on practical completion of the works, a review meeting being completed, delivery of the project outcomes and social value outcomes and once the Council has received the retention amount from the Authority.</li> </ul>	Urbo (West Bar) Limited	3,000

	The Council must comply with all applicable legislation and regulations including but not limited to Public Contracts Regulations 2015, UK GDPR, the Data Protection Act 2018 and Subsidy Control.		
<b>B</b>	<b>Communities Parks &amp; Leisure</b>		
	None		
<b>C</b>	<b>Waste and Street Scene</b>		
	None		
<b>D</b>	<b>Adult Health &amp; Social Care</b>		
<b>E</b>	None		
	<b>Housing</b>		
	None		
<b>F</b>	<b>Education Children &amp; Families</b>		
	None		
<b>G</b>	<b>Strategy &amp; Resources</b>		
	None		
<b>H</b>	<b>Economic Development &amp; Skills</b>		
	None		



## Report to Policy Committee

**Author/Lead Officer of Report: Tammy Whitaker, Head of Property Services**

**Tel: 27 34700**

**Report of:** *Kate Martin*

**Report to:** *Finance Committee*

**Date of Decision:** *1<sup>st</sup> August 2023*

**Subject:** *Lease of land at Millhouses Park, Sheffield*

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i> <b>awaiting</b>				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input checked="" 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:-  <i>"Appendix 1 is not for publication because it contains exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

### Purpose of Report:

*(Outline the decision being sought or proposal being recommended for approval.)*

This report seeks the approval by Finance Committee to the following proposals:

1. to grant a new lease of the Property to True North Brew on the terms set out in the Appendices to this report.

### Recommendations:

That Finance Committee approve the lease of the subject property to the new tenant based on the terms set out in this report

**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: <i>Kerry Darlow</i>
		Legal: <i>David Sellars</i>
		Equalities & Consultation: <i>Ed Sexton</i>
		Climate: <i>Kathryn Warrington</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>SLB member who approved submission:</b>	<i>Kate Martin</i>
3	<b>Committee Chair consulted:</b>	<i>Cllr Zahira Naz</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Tammy Whitaker</i>	<b>Job Title:</b> <i>Head of Property Services</i>
<b>Date:</b> <i>24/07/2023</i>		



## 1. PROPOSAL

- 1.1 Millhouses Park is registered at HM Land Registry under title no: SYK629700 and is shown shaded pink on the location plan attached to this report (Appendix 2).
- 1.2 The subject property comprises a rectangular area of land adjacent to the Wagon and Horses Public House (W&H) and forms part of Millhouses Park and is shown edged red on the site plan (Appendix 2)
- 1.3 The property is used by True North Brew, the operator of the W&H, as an external area in conjunction with the public house business. To date occupation of the subject property has been regulated by a series of agreements, the latest being a Tenancy at Will (TAW) dated 14<sup>th</sup> April 2022. In parallel, negotiations over a formal lease have been ongoing. These have been protracted and complicated but in principle Heads of Terms have now been agreed
- 1.4 The resulting proposed terms of the new lease are set out in Appendix 1.

### 1.5 *Background*

- 1.5.1 The original idea of an external seating area on the subject property was first raised by the previous operator of the Wagon and Horses but it was not until 2017, after the current owner True North Brew (TNB) took over the pub, that discussions were developed and plans for an external seating area were submitted to SCC for consideration. The original plans for the external seating area showed a landscaped area with outside tables in the style of a beer garden. Around the same time, some informal discussions took place around an agreement to use the land.
- 1.5.2 A planning application by TNB for 'use of adjacent park land as external trading area for Public House including provision of seating area, siting of container unit for use as servery and provision of additional access to site from Millhouses Park and associated works was submitted in May 2020 and planning consent granted by SCC in its capacity as Local Planning Authority in February 2021.
- 1.5.3 The planning drawings showed a small building on the site that was referred to as a 'container server' and described as 'a serving counter for customers seated within the area and created from an upcycled shipping container'. This was understood to facilitate the serving/delivery of pub food to externally seated customers.
- 1.5.4 At this point terms were agreed with TNB. These arrangements were based on the provision of an outdoor seating area with a small servery. Complete details on those lease terms can be found in Appendix 1. In addition to these terms a verbal agreement was made by TNB to put a piece of accessible play equipment in the playground. This was in accordance with public commitments to do so made over the years (including in the petition at Appendix 4). Subsequently TNB have referred to this commitment as being a £20K donation.

- 1.5.5 Due to the time required for building the site and the ongoing impact on Covid-19 on public houses and the restrictions on indoor use TNB were eager to commence fitting out the site to provide an outdoor offer. The Council moved quickly to help TNB and a temporary arrangement was put in place in by means of a TAW to cover this fit out period.
- 1.5.6 TNB commenced trading from the subject property almost immediately following completion of works although this was not permitted under the TAW. In addition, the small building described by TNB as a serving counter had been fitted out as a kiosk/café and was operating as a sales outlet for tea/coffee/ice cream and associated products. This caused immediate complaints from the ice cream operator licensed in the park and subsequent complaints from the Millhouses Park Café tenant nearby. Both parties stated that they had not envisioned the servery being used as a sales outlet selling competing goods.
- 1.5.7 Due to unproductive negotiations with TNB and their ongoing unpermitted trading, the TAW with TNB was terminated in October 2021. A new TAW was offered by SCC to TNB that restricted takeaway sales and this was agreed and completed on the 2<sup>nd</sup> November 2021. Notwithstanding this new agreement the Council received reports that takeaway sales continued leading to the termination of that TAW on the 12<sup>th</sup> April 2022. Further negotiations were held with TNB in an attempt to resolve the issues, regularise their arrangements and fix the offer for visitors to Millhouses Park.
- 1.5.8 Subsequently, a new TAW was granted to TNB on 14<sup>th</sup> April 2022 (please refer to Appendix 1). Again, this envisaged no takeaway sales and contained restrictions to this effect.
- During the ensuing protracted discussions, the offer of the £20K donation was
- 1.5.9 withdrawn by TNB and the terms resulting are set out in Appendix 1

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

- 2.1 The space within Millhouses Park proposed for lease by TBN was an unused, low quality grassed area within the park. The area was shaded under heavy cover from large trees. It was separated from larger grassed areas by the path network. The use of this piece of land has therefore not negatively impacted on the ability of local and city residents to use the green space for recreational activities.
- 2.2 The introduction of a second refreshment offer within the park during the summer months adds to the offer available to park goers and provides a further opportunity to take on refreshments and rest whilst in the park. The area around Millhouses Park is not as well served by café offers as other parks and localities so the introduction of a second facility provides variety to park users and those passing by the park.
- 2.3 The lease agreement provides a fixed rental fee which is income for both Millhouses Park and the wider park network across the city. However it is clear that the introduction of this second refreshment facility has and will continue to

reduce income that is generated through other partners in the park. We anticipate this potentially being a short-term impact with future agreements increasing income reflecting the significant use and opportunity in Millhouses Park.

- 2.4 The provision of this facility in the Park, aligns with the objectives of the Council's 5-year Better Parks Initiative and the agreed partnership principles
- 2.5 Better Parks is Sheffield's five-year initiative, which was approved by Cabinet in 2018, that seeks to sustain and improve our parks and green spaces by increasing commercial interest and income. It's vision is to deliver better services for Sheffield's parks and green spaces by growing economically viable ventures. For example, more and better catering opportunities, increased social value initiatives through complementary sponsorship and new franchises. The overall approach at Millhouses Park, meets this criteria allowing investment and regeneration:
  - Affordable public access
  - The Council maintaining policy and asset control
  - Improving quality across all our facilities in all areas of the city
  - Seeking and supporting partnerships that are aligned with the Council's priorities and values
  - Ensuring potential partners are viable and sustainable.

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

- 3.1 The principle of TNB being granted a lease over the site had been discussed informally with the Parks and Countryside department and once planning consent was granted, terms were negotiated and agreed by the Property Services team as set out in the attached Appendix 1.
- 3.2 Further discussions took place under the Council's 'Better Parks' strategy in 2018 which involved a city-wide consultation to better understand the needs and requirements of the public in using parks, green spaces and woodlands.
- 3.3 Online consultation was undertaken by Parks and Countryside following planning permission being granted (the analysis of the responses is available at Appendix 3). The consultation received 682 responses with a significant majority of respondents in favour of the proposals ('Do you like the concept design ideas for the Waggon and Horses' – 510 Yes, 130 No, 42 Unsure).
- 3.4 During the period from conversations being started about the potential proposals through to planning permission being sought and lease negotiations taking place, two petitions were launched. The first was started by the management of the Waggon & Horses (see Appendix 3) and received 1258 signatures in favour of the idea. The petition started by the Friends of Millhouses Park who were against the proposal launched a petition (see Appendix 4) which received 1929 signatures who opposed the idea.

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

### **4.1 Equality Implications**

4.1.1 The addition of this facility in the park may encourage further use of the park including allowing people to stay in the green space longer than they otherwise would. These things would be of benefit to the public. The impact may therefore be positive across a number of characteristics (age, disability, health etc).

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

4.2.1 The proposed lease will generate a rental income from the site but may have an impact on income from other leases and licence holders in the park due to competition between TNB and the other operators. The details of the income expectations and the impact of this proposal are set out in Appendix 1. This proposal will not create an overspend on the overall budget for Millhouses Park.

4.2.2 We have sought commercial terms for the lease on the basis of a café operation and whilst some the original commitments offered by TNB are no longer being honoured the terms proposed are broadly in line with commercial terms elsewhere.

4.2.3 An 12 month rent free period has been agreed in recognition of the capital expenditure on the site but as no rent has yet been collected for the periods of occupancy and trading to date, there will need to be a reconciliation of monies owed and a set off against this sum.

### **4.3 Legal Implications**

4.3.1 It is normal to use the device of a Tenancy at Will (TAW) to act as a temporary arrangement while parties regularise the use and occupation of land. This can be as part of a new leasing arrangement such as here. A TAW can be terminated by either party without reason (at their will) prior to the entering into a lease.

4.3.2 The entering into a lease is a disposal by the Council and as such should be in accordance with s123 of the Local Government Act 1972 and achieve best value for the Council.

4.3.3 The lease will be a business tenancy for the purposes of part 2 of the Landlord and Tenant Act 1954 which provides a degree of security of tenure to the tenant. The parties can agree to exclude the provisions that provide the security by way of a process known as “contracting out”. This would entail the incoming tenant TNB making a declaration stating that it is aware that it is being offered a tenancy that excludes the protection offered by the 1954 Act but will still enter into the tenancy. If the tenancy is not contracted out and the tenant does not intend leaving at the expiration of the term of the tenancy the landlord will need a statutory ground in order to regain possession.

#### 4.4 Other Implications

- 4.4.1 None beyond those identified in this report. A Climate Impact Assessment is not required for this decision (the decision is to grant a lease for an area that has already been built).

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

- 5.1 The offer of a lease could not be granted to TNB and they could be required to return the land in its original state (grassed area) to SCC. TNB have informed SCC that this path would result in their taking legal action to recoup the monies they have invested in the subject property. Furthermore, this would result in a reduced offer to the people who visit Millhouses, with less variety of offer and less capacity during those busy summer months.

### **6. REASONS FOR RECOMMENDATIONS**

- 6.1 Whilst the route to gaining agreement for this offer within the park have been convoluted and at times difficult, overall we believe the park offer to those people that use is better with this second facility operating.

#### APPENDICES

- 1 Principal lease terms, previous tenancy terms and associated information
- 2 Plan
- 3 Analysis of responses from Parks & Countryside consultation on proposals
- 4 Waggon & Horses online petition
- 5 Friends of Millhouses Park and Carter Knowle & Millhouses Community Group online petition

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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**These are the notes referred to on the following official copy**

The electronic official copy of the title plan follows this message.

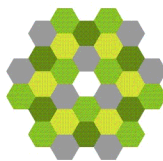
Please note that this is the only official copy we will issue. We will not issue a paper official copy.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from HM Land Registry.

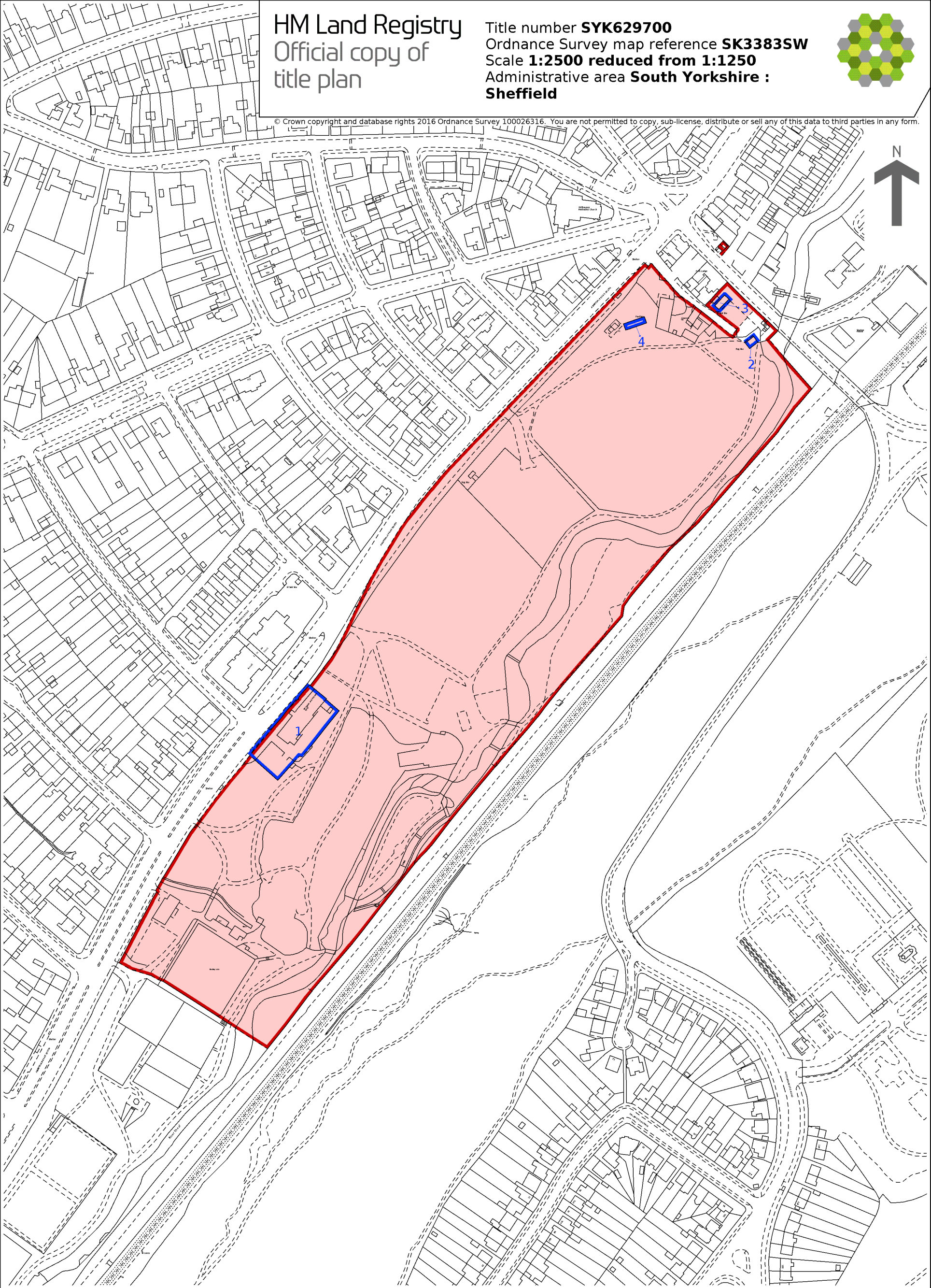
There is an/are application(s) pending in HM Land Registry and if we have only completed the mapping work for a pending application affecting the title concerned, such as a transfer of part:

- additional colour or other references, for example 'numbered 1', may appear on the title plan (or be referred to in the certificate of inspection in form CI), but may not yet be mentioned in the register
- colour or other references may also have been amended or removed from the title plan (or not be referred to in form CI), but this may not be reflected in the register at this stage.

This official copy is issued on 09 June 2021 shows the state of this title plan on 12 March 2021 at 14:30:28. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. This title is dealt with by the HM Land Registry, Nottingham Office .



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## Waggon & Horses - Proposal to create an outdoor seating area in Millhouses Park



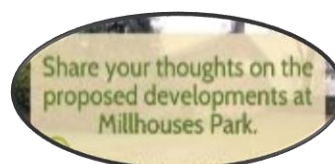
### Background

True North Brew Co. who has a long leasehold with Sheffield City Council on the Waggon & Horses Public House, submitted a planning application to extend their outdoor seating area onto the adjacent land in Millhouses Park following conversations with Sheffield City Council about such a proposal. The proposal provides additional outdoor space for the Waggon & Horses (True North Brew) for trading and would include a seating area and the siting of a container unit for use as a servery. The park space (shown in the picture above) would be leased for a period of 10 years.

The purpose of the consultation was to gather the public's thoughts on the proposal and as planning permission was granted on the 4<sup>th</sup> February 2021, the responses will form part of the terms and conditions of the lease agreement.

The full planning application, can be viewed in detail via this link - [Waggon & Horses Planning Application](#)

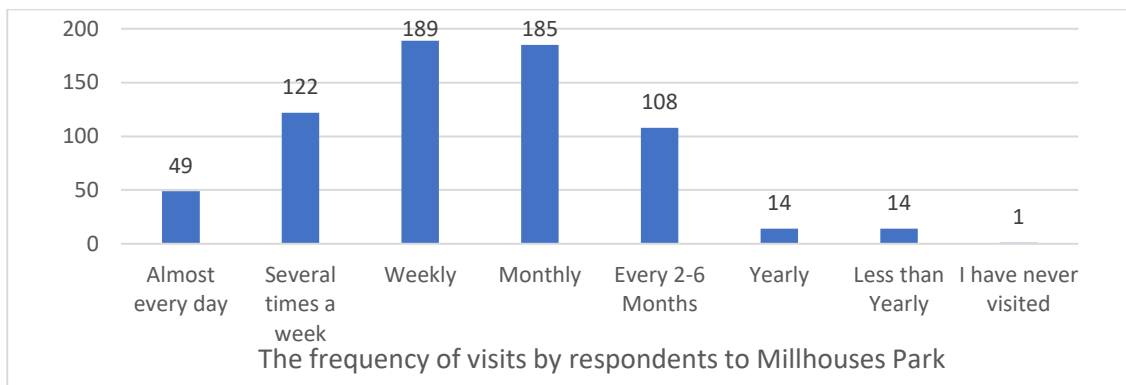
### Consultation method



The consultation was conducted exclusively online via the Council's consultation site Citizen Space – the UK has been subject to significant restrictions throughout 2020 as part of the response to the Covid-19 pandemic so no additional 'face to face' consultation was possible. The consultation was open for all people to complete between 07/10/2020 - 08/01/2021. The consultation was publicised with the help of stakeholders, via social media platforms and with site posters on display at Millhouses Park (with a QR code taking people directly to the consultation). There were 682 responses and the information below shows the main findings from this consultation.

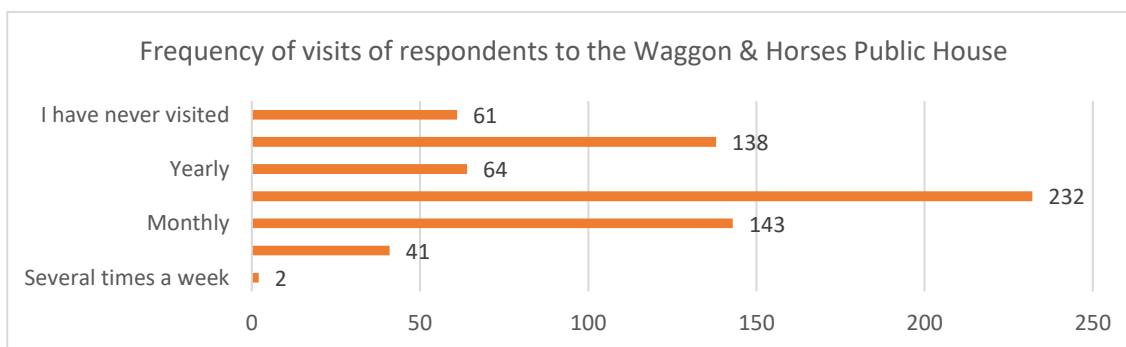
### How often do you visit Millhouses Park?

- More than half of the respondents visit the park at least once a week
- More than three quarters of the respondents visit the park at least once a month



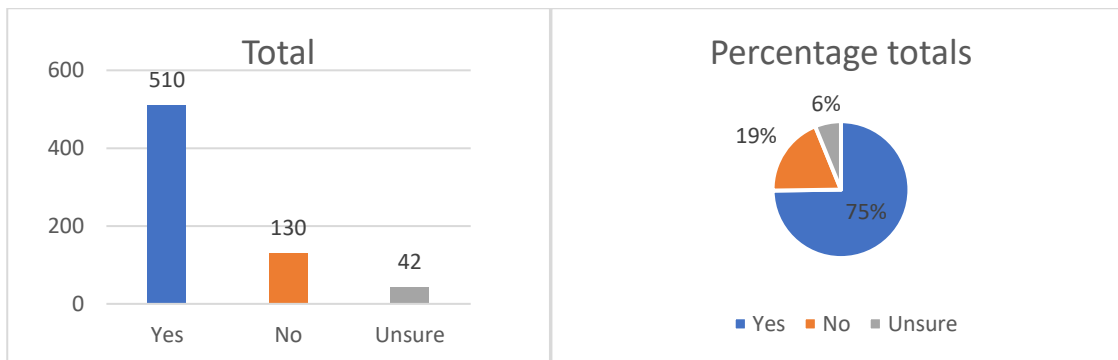
### How often do you visit the Waggon & Horses Public House?

- The majority of the respondents visited every 2- 6 months
- Over a quarter of people said they visit at least once a month.



### Do you like the concept design ideas for the Waggon and Horses?

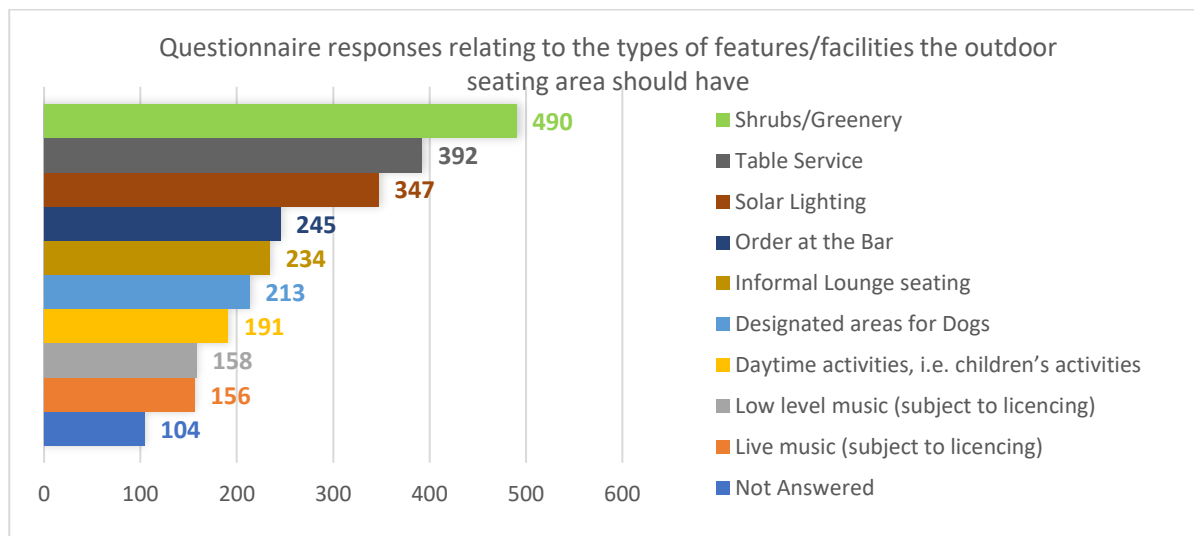
- A large majority (75%) liked the concept ideas for the seating area. However, a sizable percentage (19%) did not like the proposal and a small number of people were unsure
- Comments from both those who liked and disliked the concept design offered alternative suggestions around the design of the servery, the fencing and the planting
- A number of the comments from those who disliked the concept design ideas were focused on an unhappiness with the principle of leasing space to the pub rather than specific comments on the design



Presentation of results of whether respondents liked the concept design for the outdoor seating area

### What features/facilities would you like the proposed outdoor seating area to have?

- Of the 578 people that responded to this question, the most requested feature was for there to be shrubs/greenery as part of the design
- Table service and sustainable solar lighting were also popular choices.
- Children’s activities and a designated area for dogs were desired by a smaller number of respondents and this was reflected in the comments which suggested a split between those in favour of children or dogs being encouraged within the seating area and those preferring not to encourage use of the area by children or dogs.
- The least popular suggestions were for both live music and background recorded music, with concern over noise pollution into the park and local residences being expressed in the associated comments.



As part of the planning conditions a number of the elements detailed in response to this question will be addressed. They include:

- Hard and soft landscaping
- Requirements around the finish of the area and container
- No loudspeaker

## It would be presumed that the outdoor seating area would operate the same opening hours as the Waggon & Horses. Do you agree?

- 71% of people said Yes, they agreed with the outdoor seating area operating the same opening hours as the Waggon & Horses
- 20% said No, they didn't agree with the outdoor seating area operating the same opening hours as the Waggon & Horses
- 9% were unsure about whether it should operate the same hours as the Waggon and Horses.

There were 119 additional comments. Most people commented the outside seating area should not operate after dark. Closing the outside area at 9pm was suggested by 19 people. People also expressed concern that an outside seating area opening late in the evening may disturb local residents.

As part of the planning conditions the opening hours of the seating area are to be restricted as follows:

- Maximum opening hours of 9am – 9pm

## How do you feel about the proposal to extend the seating area?

There were 584 comments on this question. 424 (73%) of those comments are positive with a range of views from 'Fine' to 'Fabulous'. 122 (21%) of the comments were negative ranging from 'Not keen' to 'Furious'. There were also a small number (38 – 6%) of comments that were neither clearly positive or negative or asked a question rather than stating an opinion.



A significant number of the comments received (both positive and negative) had very strong feelings with spirited language used throughout. The majority of respondents were very clearly on one side or the other and there were reoccurring themes throughout the responses.

The positive responses had a strong focus on the following key factors:

- Good use of otherwise redundant space
- 'It's about time' something like this was done
- It will improve the area and the park
- It will enhance the facilities
- This is the continental approach, and it is welcomed
- The income generated by this can be invested in the park / the Parks Service
- This is good for the local economy

The negative responses had a strong focus on the following key factors:

- The idea of 'selling off' parks land
- The potential for increased noise (including music / live music outside)
- The behaviours that could be seen
  - Drunken behaviour
  - Parents / carers not closely monitoring children
  - Smoking
- Setting a bad example to children
- Alcohol being available / drunk so close to park users
- This only being needed during the pandemic (rather than a long term need)

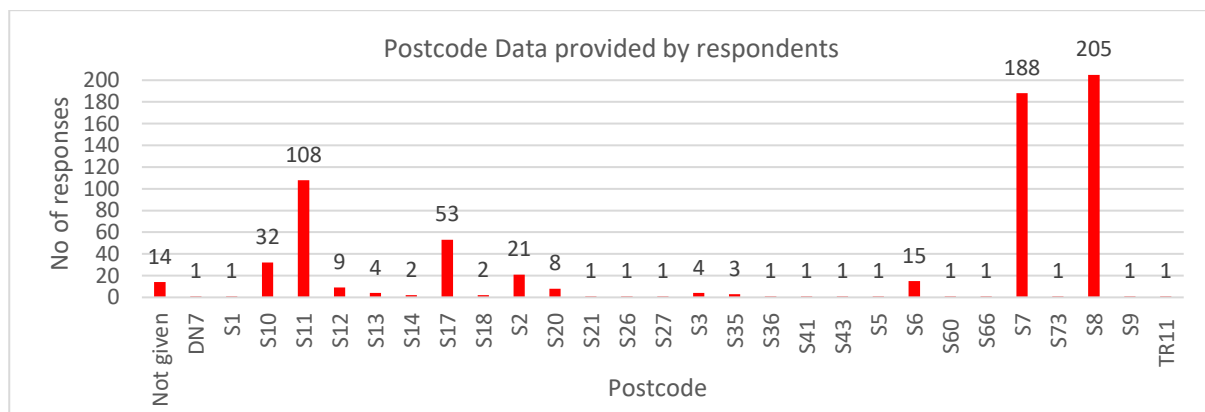
There were also several comments regarding the fact that the car park of the Waggon & Horses should be used for this area rather than the park but there were also a similar number of concerns raised about the negative impact this could have on parking in the vicinity.

The neutral comments or questions asked had a focus on the following key factors:

- A desire for parks budgets to benefit
- Litter becoming an issue
- The seating area only being available to the customers of the Waggon & Horses

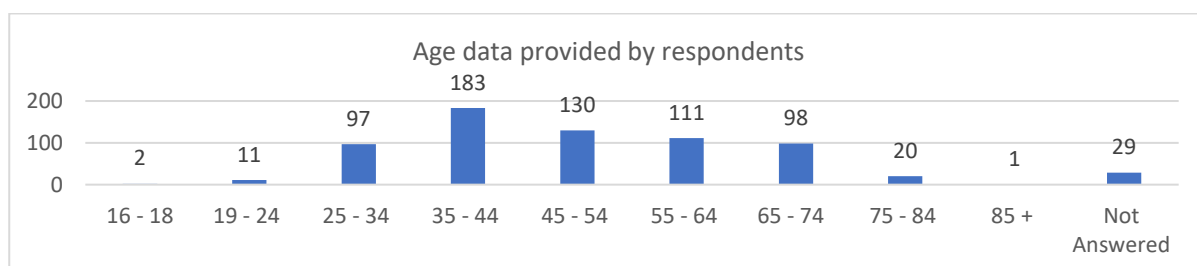
### Postcode

- The majority of respondents gave their postcodes as the Sheffield S8 or S7 areas
- Other local residents from Sheffield S11 and S17 accounted for large numbers of the responses
- A very small number of people from much further away also participated in the consultation

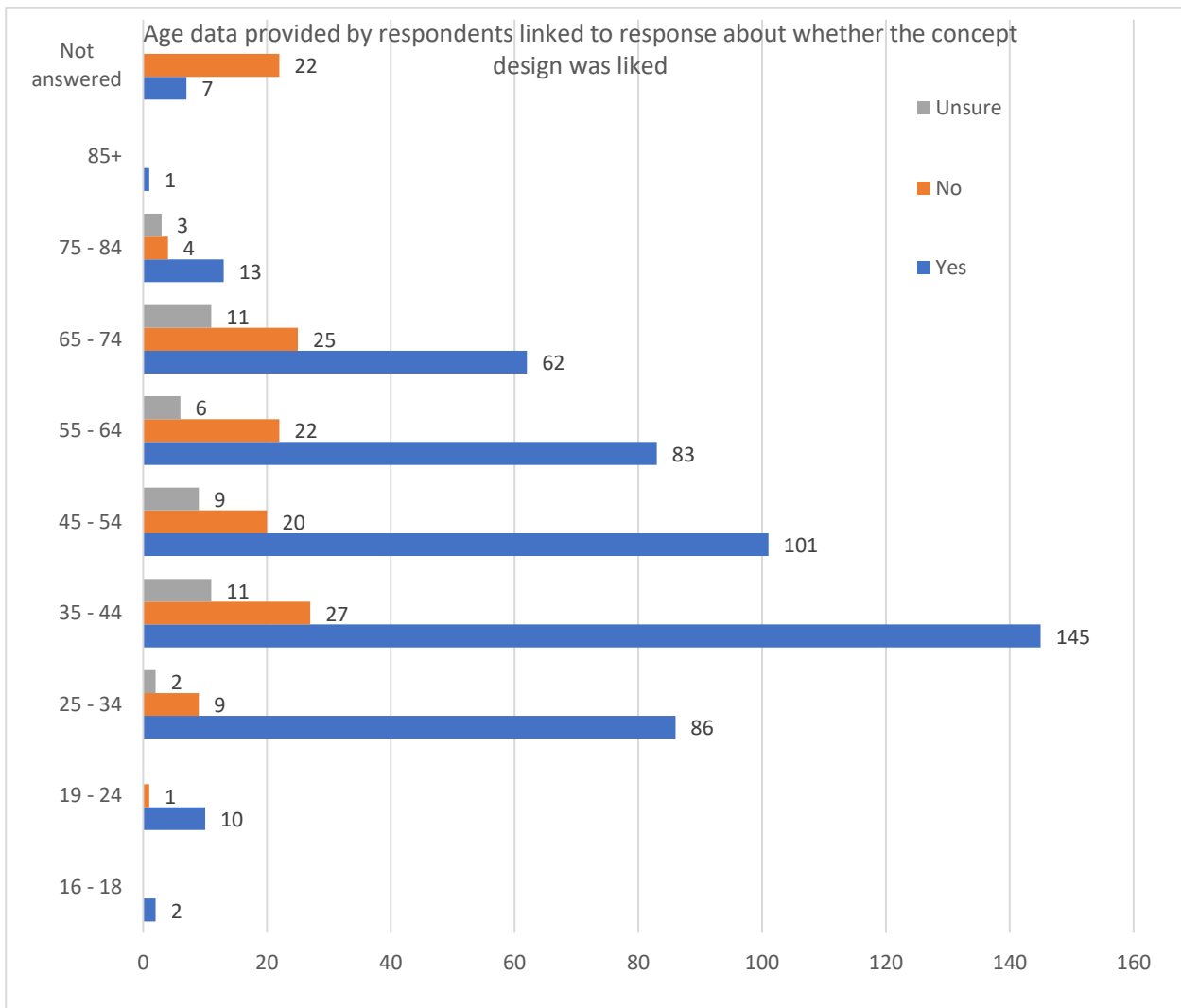


### Age

Responses to the consultation were received from all age ranges with the largest group being the 34 to 44 age group.



When mapped against the response to the question 'do you like the concept design ideas for the Waggon and Horses', the breakdown of whether respondents answered yes, no or unsure can be seen.



## Planning Conditions

The Waggon & Horses outdoor seating area planning permission was granted with a number of conditions. These conditions address a significant number of the questions or concerns that people raised through the citizen space consultation. These include:

Condition 3: A comprehensive and detailed hard and soft landscape scheme needs submitting and approval – visual amenities

Condition 4: No heating (externally mounted plant or equipment) - visual amenities

Condition 5: External finish and colour of the container needs submitting and approval - appropriate quality

Condition 6 & 7: Hard and soft landscaping landscaped retained, cultivated and maintained for a period of 5 years - visual amenities



Condition 10: Site boundary treatment needs submitting and approval – visual amenity.

Condition 12: No external lighting plan needs submitting and approval.

Condition 13: No loudspeakers.

Condition 14: Opening hours - 09:00 - 21:00 hrs.

## **Conclusion**

A significant majority of those responding to the consultation are in favour of the proposal from the Waggon & Horses being implemented roughly in the format suggested through the planning application. There are however a small number of respondents who do not support the proposal. It is therefore important that where possible concerns raised through this consultation are addressed through the negotiation of the lease in addition to conditions applied in the planning process.

## **Building Better Parks Team**

Email:

[BetterParks@sheffield.gov.uk](mailto:BetterParks@sheffield.gov.uk)

Social Media:

<https://facebook.com/sheffieldparks>

<https://www.instagram.com/parkssheffield>

<https://www.twitter.com/parkssheffield>

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ACCEPT ALL COOKIES

To: Sheffield City Council

# Support Waggon & Horses to develop an outdoor eating and drinking area within Millhouses Park

1,258 of 2,000 signatures

## Sign the petition

First Name \* (required) ?

Last Name \* (required)

Email \* (required)

Postcode \* (required)

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### LAST SIGNED BY:

Stephanie G.	4 months ago
Penny R.	4 months ago
Vicki P.	4 months ago
Abbey R.	4 months ago
ella s.	4 months ago

Campaign created by Kane Yeardley



Lease a small piece of land to a local business to create a safe and healthy eating and drinking area at the side of the Waggon and Horses at Millhouses Park, Sheffield.

### Why is this important?

Would you agree Sheffield would be a greater city to live in if there were more family friendly places to eat and drink outside adjacent to restaurants and pubs.

We at True North Brew Co are a local business with over 30 years experience running successful pubs and restaurants across Sheffield. We have renovated and bought back to life pubs like The Broadfield, The York, The Blue Stoops, the Riverside Kelham and are now improving the Waggon and Horses at Millhouses Park since we took in over in March 2017.

We want to improve Millhouses Park facilities by creating an outside drinking and eating area at the side of the Waggon and Horses.

We serve over 400 children's meals a week, 900 adults and over 200 Sunday roasts.

Currently patrons have to sit by the roadside inhaling car exhaust fumes on a hot sunny day. We want to change that.

We have offered the council twice the market rent to use a small piece of land at the side of the pub.

Why twice? Because we want the £20,000 rent to guarantee a park maintenance person employment at Millhouses Park. Especially with all the cuts to the parks budget in Sheffield.

Millhouses Park needs an accessible roundabout. Do you think there will be funds in the budget for one?

We don't think so, so we have offered to buy one for £19,000 if they would let us rent an area of park by the Waggon and Horses.

Currently Sheffield City Council is not responding to our request and generous offer.

Well now we are setting up a petition and you can actually make a difference.

If we can get the support of 5000 people, the council have to make a decision.

Together we can do this tell your friends we can do this.



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CATEGORIES

Culture / Community    Planning

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## Reasons for signing

“ Currently you can only sit outside along the road, it's not conducive for families! A garden seating area would hugely improve this and add to the amenities locally!

Penny R. 4 months ago



“ The Waggon is such a lovely local. This garden would be a wonderful addition to the park as well as the pub

Vicki P. 4 months ago



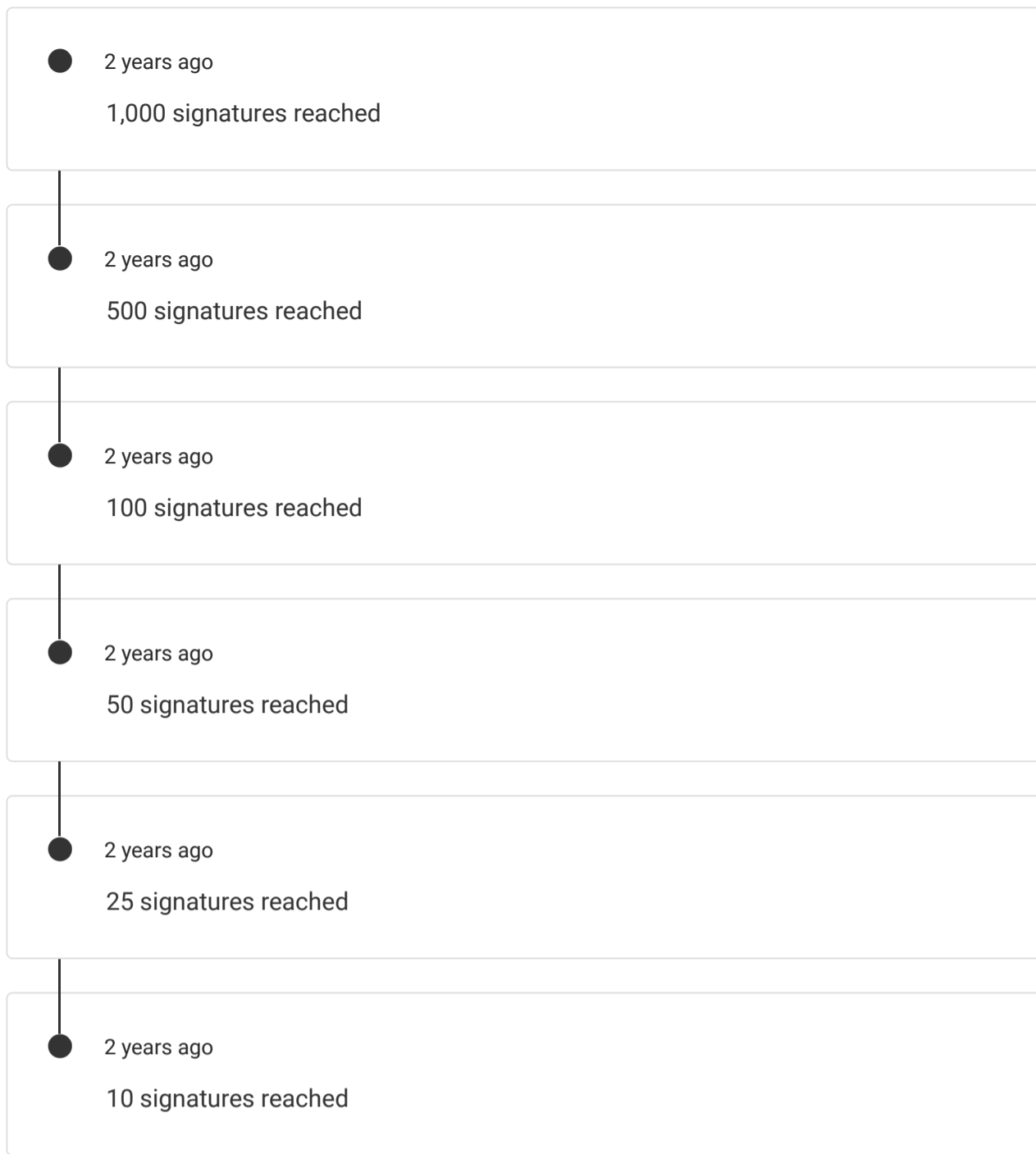
“ We need more outdoor seating to stay safe from covid 19 and to keep our local businesses thriving

Cath M. 4 months ago



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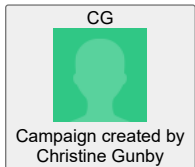
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To: SHEFFIELD CITY COUNCIL

## KEEP MILLHOUSES PARK PUBLIC



Refuse to rent or sell any public space in Millhouses Park

### Why is this important?

Millhouses park is a destination park for the whole of Sheffield and beyond. It is not the biggest park in Sheffield but it is a very popular park because people feel safe within its boundary.

It is a much needed green space which serves Carter Knowle, Nether Edge and the whole Abbeydale corridor, the areas of Sheffield with the least provision of green and open space in the whole city, far less per head of population than Sheffield's declared aspirations.

Having recently been deprived of even more open space in this area, it is crucial that there is no erosion of any public open space in this park.

1,929  
of 2,000 signatures  
Heather C. signed  
21-01-2022  
Rhiannon W. signed  
28-10-2021

### Sign the petition

\* First Name

\* Last Name

\* Email

\* Postcode

\* Please confirm your age

I am 16 or 17 years old

I am 18+ years old

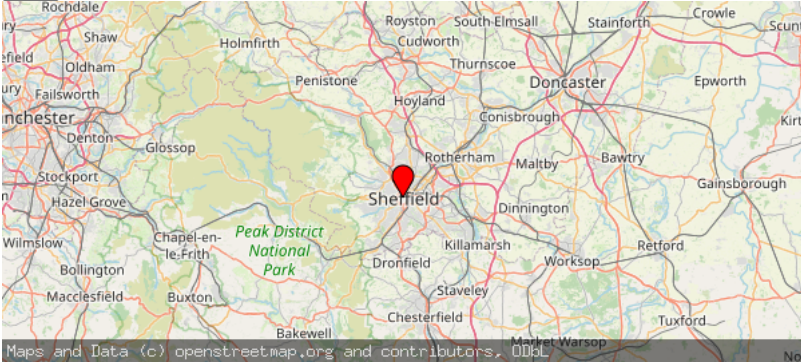
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### Category

[Planning](#)

## Reasons for signing

- Keep the park protected for future benefits of all

V R. 28-07-2020

### Flag this comment for review

This will alert an admin to the problem.

- The park is not very big but very popular. None should be lost esp for exclusive ventures like this. The pub should convert some of its car park instead.

Claire W. 21-07-2020

### Flag this comment for review

This will alert an admin to the problem.

- PARKS ARE FOR PEOPLE

Brian m. 26-04-2019

### Flag this comment for review

This will alert an admin to the problem.

## Updates

5 years ago

1,000 signatures reached



5 years ago

500 signatures reached

5 years ago

100 signatures reached

5 years ago

50 signatures reached

5 years ago

25 signatures reached

5 years ago

10 signatures reached

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## Report to Policy Committee

### Author of Report:

Ian Turner  
Programme Manager

**Report of:** *Executive Director - Neighbourhood Services,  
Ajman Ali*

**Report to:** *Finance Committee*

**Date of Decision:** *1<sup>st</sup> August 2023*

**Subject:** **Youth Investment Fund Grants**

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <b>2237</b>				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<p><i>“The (<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>				

### Purpose of Report:

**The purpose of the report is to seek approval for the Council to become accountable body for multiple grants from the Youth Investment Fund.**

**Recommendations:**

It is recommended that the Finance Committee:

1. Approves the Council becoming accountable body for multiple grants up to a maximum combined value of £7.9 million from the Youth Investment Fund for the refurbishment and/or creation of youth and community facilities across the city in line with the basis set out in this report.

**Background Papers:**

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Alex Hill</i>
		Legal: <i>Gemma Beecroft</i>
		Equalities & Consultation: <i>Louise Nunn</i>
		Climate: <i>Submitted</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>SLB member who approved submission:</b>	<i>Ajman Ali</i>
3	<b>Committee Chair consulted:</b>	<i>Richard Williams</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Chelsea Renehan</i>	<b>Job Title:</b> <i>Head of Community Youth Services</i>
	<b>Date:</b> <i>20/7/2023</i>	

## **1. PROPOSAL**

### **1.1 Background**

The Youth Investment Fund (YIF) is a £368 million government commitment to young people to transform and level up the out-of-school youth sector.

It will be delivered by the Social Investment Business Foundation, in partnership with the National Youth Agency (NYA), Key Fund and Resonance via grant funding from the Department for Digital, Culture, Media and Sport.

The YIF objective is to create, expand and improve local youth facilities and their services, in order to drive positive outcomes for young people, including improved mental and physical wellbeing, and skills for life and work.

Investment is targeted in areas of greatest need and enables local youth organisations in 45 local authorities and over 600 district wards in England to apply. Approximately one-third of all young people in England aged 11 to 18 live in the eligible areas.

It will provide innovative youth facilities in levelling up priority areas, and early-stage/seed resource funding to underpin them, enabling more positive activities that deliver improved outcomes for young people. Grants can be used on the cost for building, renovating or refurbishing youth facilities as well as the associated costs, however applicants must either own or have a long lease on the land or buildings proposed.

The Council has submitted 13 applications to the fund and expects to hear the outcome of the applications shortly.

There are no guarantees that all, or indeed any, of the sites submitted will receive funding. Each will be assessed on its own merit as part of the application process. If all sites are successful, the total grant funding the Council could receive is up to £7.9 million.

### **1.2 Feasibility**

Many factors have been considered in compiling a shortlist of sites that stand the best chance of being successful. These include (but are not limited to):

- New or renewed youth facilities which will be able to expand the number of youth activities that are carried out.
- The investment needed would be of sufficient size - funding guidance is that it would not be possible to deliver a sufficient level of additional youth services desired for a budget below

£300,000 for each site.

- Priority to invest in existing Council owned buildings where these exist and are suitable with new-build only where needed.
- Areas where there is a lack of suitable community facilities and a lack of existing youth club provision. Youth services already utilise non-council community facilities in a number of locations in the city where there are few or no Council community buildings.
- Areas of the city where there is a known need for new and/or additional activity for young people and a known demand from young people for activities.
- Avoiding locations where other organisations have made us aware of their own intentions to bid for funding from this source, thereby avoiding being in competition with them.
- Prioritising locations (for example parks) where there is other investment planned that will provide additionality to YIF investment and/or there is an aspiration for new or existing facilities that can co-exist with youth facilities.
- Practicability of completion within the funding timeframe (before December 2024 with all funding requirements complete by 31<sup>st</sup> March 2025).

### 1.3 **Site Selection**

The sites that have been selected by the Council are those that are considered to have the best chance of being successful in gaining funding through providing investment that will grow the universal youth provision in the area.

Based on the factors, 13 locations have been put forward:

- 2 new builds using modern methods of construction.
- 3 larger refurbishment grants (>£300k).
- 8 smaller refurbishment grants (<£150k).

Refurbishment grant applications cover a wide variety of improvements including:

- Modernisation.
- Accessibility improvements – internal and external.
- Reconfiguration of spaces.
- Revamped/ improved kitchens.
- Environmental improvements.
- Revamped/improved toilet facilities.

1.4 It is expected that grant awards for each site will be subject to individual grant agreements with the Social Investment Business Foundation. In

anticipation that one or more of the submissions is successful, there is a need to ensure that the funded projects can progress swiftly and therefore it is recommended that the Council is in a position to accept funding through this decision across all possible sites.

- 1.5 All spend in relation to any of the successful projects will be via the Council Capital approval route.

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

### **2.1 Corporate plan**

*Happy young people who have the start they need for the future they want. Young Sheffielders are happy, safe and have the opportunities they need to be fulfilled and reach their potential in a changing world.*

Investment in facilities suitable for youth work will contribute to the corporate priority by providing suitable and appropriate locations for the delivery of all types of youth work.

### **2.2 Community Youth Strategy 2022-25**

If successful, the funding will contribute to the aims of the Youth Strategy (2022-25) and enhance the provision of universal youth work. Youth work is a distinct educational process adapted across a variety of settings to support a young person's personal, social and educational development in order to:

- Explore their values, beliefs, ideas and issues
- Enable them to develop their voice, influence and place in society
- Facilitate the learning of a set of practical or technical skills and competencies that enable them to realise their full potential.

The Youth Strategy has a commitment to invest in youth facilities across the city to make them safe, secure and with the right equipment to meet young Sheffielders' expectations of modern, contemporary, welcoming spaces.

Having the right facilities in the right places will also contribute to the stated aim of having 3 universal youth provisions in each ward every week.

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

- 3.1 An initial drop-in session was organised with an open invitation to all Local Councillors to attend as part of the site identification process.
- 3.2 Some Local Councillors were also involved in broader community engagement during the early stages of the programme.
- 3.3 An update was sent out to all Local Councillors on progress against the youth strategy that highlighted all sites that could potentially receive funding.

- 3.4 Local Councillors in the Stannington ward have been involved as part of the community engagement on the replacement of Stannington Pavilion.
- 3.5 Young people have been consulted about the larger projects through the youth voice and influence team who have attended youth clubs, visited schools, attended sports sessions and accompanied detached youth workers in some areas. Their views have been taken into account in the design work that has taken place to date and will continue to be involved as and when the projects progress.

Building users have been consulted where appropriate.

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

##### **4.1 Equality Implications**

- 4.1.1 An equalities impact assessment (number 2237) has been completed. The proposal will, overall be positive across all characteristics. Universal youth work is open to all young people aged from 10 to 18 (to 25 including SEND). Its purpose is to offer safe, creative, ambitious Community Youth Services where all young people in Sheffield can thrive.

The proposals will provide modernised locations for the delivery of youth work.

- 4.1.2 Age has been identified as the area with the greatest impact. There will be a net benefit to young people as the buildings will provide an opportunity for Community Youth Services teams to deliver targeted and specialist youth services in an environment that is familiar to the young people alongside open universal youth services.

This will allow a joined-up approach to the different strands of youth work and connect young people with the opportunities to attend the open sessions.

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

- 4.2.1 Key features of the agreement (the “Grant Agreement”) and terms and conditions are summarised as follows. The Project Manager will need to read, understand, and comply with all of the grant terms and conditions and the Code of Conduct for Grant Recipients and develop an exit strategy to ensure that there are no ongoing unfunded costs when the Grant ends.

- 4.2.2 The below implications are prepared on the basis of a draft agreement and are therefore will not be finalised until a final version of the grant agreement has been reviewed and these implications updated.

##### **4.2.3 Project Details**



Mixed capital and revenue grant paid to Sheffield City Council (“SCC”) from Social Investment Business Foundation (the “Funder”).

The Grant is to for the construction, repurposing, refurbishing or extension of new or current youth centres/modular youth units (the “Project”). The Grant Agreement provides a detailed operational breakdown of activities and costs that are eligible to be funded by the Grant (see details).

The Grant must be used only for works relating to SCC owned (either by freehold or leasehold) youth centre sites, including any non-proprietary assets over the value of £5,000 (the “Grant Assets”).

The Project must:

- create, expand or improve local youth service;
- drive positive outcomes for young people, including improved mental/physical well being and skills for life;
- develop environmentally sustainable youth facilities;
- drive improvements in youth sector capability;
- improve access, participation and short-term wellbeing of young people; and
- improve the evidence base for the youth sector,

(the “Project Objectives”)

Funder’s prior written consent required to change Project scope.

#### 4.2.4 **Financial Terms and Conditions**

- The Grant bid process requires SCC to bid for each separate scheme within the Project, and therefore the amount of Grant is not yet known. SCC has bid for up to £7,900,000 of Grant from the Funder, and the implications recommend that SCC become the accountable body for up to the maximum amount.
- The originating funder is the Department for Digital, Culture, Media and Sport (“DCMS”)
- The Grant will be treated as Conditional and will be subject to clawback if the Grant terms and conditions are not complied with (see details).
- SCC must only use the Grant for the Project and associated eligible expenditure to meet the Projective Objectives, as specified in the Grant Agreement. Funder’s prior written agreement needed if SCC intends to apply the Grant to non-Project expenditure.

- Eligible expenditure is net of VAT recoverable and gross of unrecoverable VAT.
- SCC and the Funder agree that payment of Grant is not consideration for a supply for VAT purposes. If the payment of the Grant is deemed at a later stage to be a supply, then the Grant is inclusive of VAT.
- SCC will be making grant payments to third parties, and therefore SCC must ensure any third parties comply with the terms of the Grant Agreement.
- SCC must have Funder's prior written consent to borrowing, lending or indemnifying in respect of the Project (see details).
- Duplicate for the Project not permitted.
- Grant Commencement Date: date of the Agreement/TBC
- Grant End Date: TBC

#### 4.2.5 **Grant Payment and Claim Conditions**

Payment is made on the following terms:

- Grant to be paid within thirty (30) days of SCC submission of approved claim form and evidence to Funder, to the schedule specified in the Grant Agreement (see details).
- Grant must be spent in the relevant financial years and cannot be carried forward. The Funder may require SCC to return any unspent funding at the end of each financial year and at the Grand End Date.
- Funder Payment of Grant subject to the following:
  - Funder is satisfied the Grant will not be applied to expenditure incurred prior to the Grant Commencement Date;
  - Funder is satisfied that SCC has resources to complete the Project and operate youth services; and
  - SCC satisfying the Proprietary Conditions (see below).
- Funder may waive the above conditions at absolute discretion but may withhold any future payments until conditions are met in the future.
- Grant is subject to 5% retention, to be paid to SCC on Funder receipt of the Project practical completion certificate.
- Funder may withhold 95% of the Grant, until it receives from SCC

in respect of the Project, satisfactory evidence of:

- planning/building consents;
- the undertaking of a competitive tender process including tender report and market testing evidence (see details);
- supply of appropriate invoice evidence;
- an up-to-date capital project cost summary and cashflow (see details);
- the acquisition of all required partnership funding;
- confirmation of the engagement of a lead building professional manager, structural engineer, planning supervisor and other qualified staff (see details); and
- that Grant payments are being made three (3) months' advance of need. The Funder retains the right to reduce the Grant if SCC fails to make the advance claim.

#### 4.2.6 **Proprietary Conditions**

SCC receipt of Grant is subject to the following Proprietary Conditions:

- Funder receipt of evidence of SCC full leasehold/freehold title to the Grant Assets.
- SCC disclosure of fixed/floating charges/mortgages and/or other securities encumbering the Grant Assets.
- In respect of the Grant Assets, Funder receipt of surveyors' reports on suitability of the Grant Assets for the Project.
- Where the Grant allocation for an individual Grant Asset is over £300,000, SCC must provide the Funder with a certificate of title for the Grant Asset.
- Where the Grant allocation for an individual Grant Asset is over £600,000, SCC must enter into a deed of dedication with the Funder in respect of the Grant Asset, and enter a restriction on the Grant Asset title (if registered), or a land charge (if the Grant Asset is unregistered).
- Where the Grant Asset title is leasehold, SCC must provide assurance on the remaining term length of the lease, the level of assurance depending on the value of Grant allocated to an individual Grant Asset (see details). SCC will also need to provide the Grant Asset lease to the Funder, and where the Grant allocation for the Grant Asset is over £100,000.

- SCC cannot sell, lease, dispose of or change use of any Grant Asset with the Funder's prior written consent. Any approved disposal must be at full market value and evidence of this supplied to the Funder. If a under market value disposal is undertaken, SCC may be required to repay the Grant.
- SCC must acknowledge that DCMS has an interest in the Grant Assets.
- DCMS may require monitoring and reporting information in relation to the Grant Assets for up to 15 years after the Practical Completion of the Project (see details).
- The Funder may require the Grant to be secured against the Grant Assets, and may withhold up to 90% of the Grant until security requirements are satisfied.
- Funder may enter Grant Assets in order to inspect Project progress.

#### 4.2.7 **General Terms and Conditions**

- SCC required to prepare a business plan by March 2025 that demonstrates the financial sustainable of the relevant youth centres.
- SCC required to train staff by 31 March 2025 that improve staff marketing and revenue generation skills.
- SCC must train at least one volunteer or staff member to a recognised youth work qualification within twelve (12) months of the opening of any youth centre relevant to the Project.
- SCC must not use the Grant for a range of purposes (see details).
- SCC must comply with the detailed performance management and key performance indicator requirements specified in the Grant Agreement (see details)
- SCC must comply with the risk management obligations contained in the Grant Agreement and maintain an appropriate risk register (see details).
- SCC must evidence due diligence to manage fraud risk and data on key performance indicator progress
- SCC is to comply with the following requirements specified in the Grant Agreement:
  - the accounting audit, monitoring and reporting requirements (see details);

- the documentation, records and evidentiary requirements (see details);
  - the data protection, information and publicity requirements (see details);
  - the detailed performance management and key performance indicator requirements (see details); and
  - the insurance requirements (see details).
- SCC will ensure the use of the Grant does not breach any subsidy controls, legislation or international regulation.
  - SCC to comply with environmental requirements and sustainable development principles/policies (see details).
  - Funder prior written consent required for SCC to subcontract Project works.
  - SCC may have to enter into a Data Sharing Agreement with the Funder and DCMS.
  - The Grant maybe subject to an external evaluation procedure, and audit by the National Audit Office.
  - Chief Executive and Chief Internal Auditor to sign a declaration at the end of the Project.
  - The Grant Agreement does not explicitly refer to any prescribed retention period, and therefore the SCC standard period of seven (7) years is assumed.

#### 4.2.8 **Commercial Implications**

All public sector procurement is governed by and must be compliant with the Grant Agreement and UK National Law. In addition, all procurement in SCC must comply with its own Procurement Policy, and internal regulations known as 'Contracts Standing Orders' (CSOs). CSO requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase / acquire services, goods or works must go via a competitive process, comply with the Local Government Transparency Code 2015 and the relevant provisions of the Grant Agreement. The Portfolio / Service Grant Manager will need to contact the Commercial Services Team for detailed guidance on adherence to these rules when spending the Grant.

#### 4.3 **Legal Implications**

- 4.3.1 The Department for Digital, Culture, Media and Sport has in accordance with its powers under section 70 of the Charities Act 2006, provided grant

funding to the Social Investment Business Foundation (the Funder). The Funder is then to provide grant funding to successful recipients pursuant to the Youth Investment Fund Phase 2 (YIF).

- 4.3.2 In accordance with section 507B of the Education Act 1996, the Council has a duty to secure in their area, access to sufficient educational leisure-time activities and recreational leisure-time activities as well as sufficient facilities for such activities for young people which are for the improvement of their wellbeing. By becoming accountable body for any grant funding from the Youth Investment Fund the Council are successful in being awarded in relation to the projects proposed, will further enable the Council to meet the above duty.
- 4.3.3 If the Council is successful in their bid/s and are awarded funding, the Council will be required to enter into grant funding agreement/s with the Funder. A draft grant agreement has been provided to the Council. Key terms are outlined above in the financial implications.
- 4.3.4 The grant agreement states that the Funder may require certain restrictions to be placed on the title of the land interest held by the Council. The level and type of restriction would be determined on a case-by-case basis starting from the level of funding secured. Officers would need to satisfy themselves that before applying the level of restriction required was proportionate to the outcomes sought to be achieved.
- 4.3.5 Officers must ensure that they are aware of the requirements that must be met before funding is paid to the Council, these include but are not limited to the funder being satisfied that the Council has sufficient funding to complete the projects and operate the services and that the grant is not used to pay expenditure commitments from before the commencement date.
- 4.3.6 There are a number of scenarios where the grant can be clawed back, suspended or withheld by the Funder, the officers involved in this project must ensure that they are aware of these.
- 4.3.7 The grant agreement also states that Funder shall only be liable to make any tranche payment to the Council pursuant to the grant agreement/s to the extent it is able to claim an equivalent amount of monies for the under the YIF Grant Agreement between the Funder and DCMS.
- 4.3.8 The Council must comply with all applicable legislation and regulations including but not limited to UK GDPR, the Data Protection Act 2018, Equality Act 2010 and the Subsidy Control Act 2022.

A subsidy control assessment will be carried out once the final amount of grant and projects are known.

#### 4.4 Climate Implications

- 4.4.1 A blanket climate impact assessment has been carried out covering all

sites. Impacts vary depending on the nature of the proposed works. Overall, the impacts should be positive.

#### 4.4.2 **Construction**

2 x new buildings included in the project, one of which is a replacement for an existing end-of life sports pavilion.

Modern methods of construction will be used for 2 new build buildings and the aim will be to have low embodied carbon designs. Aim will be to achieve as low a carbon impact as possible in the building's construction and use.

#### 4.4.3 **Use**

New builds will include improved heating controls and bicycle storage. Bicycle storage will be included to encourage active travel. Heating controls will also be included which will result in a significant improvement in one of the projects.

#### 4.4.4 **Land use in development**

Landscaping surrounding the new buildings will be enhanced. Landscaping surrounding the new buildings will include wildflower areas and additional trees.

#### 4.4.5 **Demand Reduction/Efficiency Improvements**

Kitchen/Boiler/ lighting replacement.

New kitchens will replace old appliances with newer more efficient appliances.

Boiler replacement is likely to be more efficient.

Window replacement on some sites will improve heat retention

- efficiency of new equipment to be considered during procurement.

New builds will be of a high thermal efficiency and, where applicable will result in a significant reduction in heating requirements due to the poorly insulated existing building.

Some existing buildings and both new buildings will incorporate solar generation to mitigate energy use and reduce energy demand.

#### 4.4.6 **Increasing infrastructure for renewables generation**

Solar panels will be included in the new building design where possible and on some existing buildings to decrease carbon use.

Solar panels will be included where this is possible to generate electricity for the buildings. This will be the case on up to 5 of the projects.

#### 4.4.7 **Awareness Raising**

Universal Youth Work increase.

Primarily, the facilities will be used for universal youth work, a key aspect of which is informal education. This includes opportunities to learn about environmental matters and will therefore raise awareness in the attendees.

#### 4.4.8 **Water Use**

Replacement toilet facilities.

Replacement toilet facilities are likely to be more efficient in the use of water - consider lower volume flush and other water saving measures during procurement.

#### 4.5 Other Implications

4.5.1 None

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

#### 5.1 **Alternative option 1 – Do nothing.**

A do-nothing option would be for the Council not to accept grant funding from the Social Investment Business Foundation through the Youth Investment Fund. This would result in not gaining the benefits of the funding for young people and communities across the city. Each individual project benefit will young people and their communities by increasing universal youth provision and/or providing facilities across the city that are safe, secure and with the right equipment to meet young Sheffielders' expectations of modern, contemporary, welcoming spaces.

#### 5.2 **Alternative option 2 – Wait for the outcome of the application process.**

Waiting until after grants are awarded will lead to a delay in progressing the projects and would increase the risk that projects could not be completed before the end of the funding period. Authorising the acceptance of grants prospectively reduces this risk.

### 6. **REASONS FOR RECOMMENDATIONS**

6.1 The Youth Investment Fund (YIF) is a £368 Million Government commitment to young people to transform and level up the out-of-school youth sector.

6.2 Officers have been working on up to 13 proposals for funding from the Youth Investment Fund with a combined value of up to £7.9 million. It is a requirement of the funding that projects are fully completed by 31<sup>st</sup> March 2025.

6.3 If successful, the funding will provide up to 13 new and refurbished youth facilities that will contribute to the aims of the Youth Strategy (2022-25) of enhancing the provision of universal youth work by investing in youth facilities across the city to make them safe, secure and with the right equipment to meet young Sheffielders' expectations of modern, contemporary, welcoming spaces.

6.4 Having the right facilities in the right places will also contribute to the stated aim of having 3 universal youth provisions in each ward every week.

6.5 This decision will ensure that, if successful, the acceptance of the funding



can be completed quickly to ensure that the projects can be delivered against the programme.

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## PART A - Initial Impact Assessment

**Proposal Name:** Youth Investment Fund Refurb grants (EIA ID: #2237)

**EIA Author:** Ian Turner

**Proposal Outline:** The Youth Investment Fund (YIF) is a £368 Million Government commitment to young people to transform and level up the out-of-school youth sector. It will provide innovative youth facilities in levelling up priority areas, and early-stage/seed resource funding to underpin them, enabling more positive activities that deliver improved outcomes for young people. Grants can be used on the cost for building, renovating or refurbishing youth facilities as well as the associated costs. Sheffield has applied for up to 13 grants from the fund. 5 large grants (>£300k) and 8 smaller grants (

**Proposal Type:** Non-Budget

**Year Of Proposal:** 23/24, 24/25

**Lead Director for proposal:** Lorraine Wood

**Service Area:** Community Youth Services

**EIA Start Date:** 6/27/2023

**Lead Equality Objective:** Break the cycle and improve life chances

**Equality Lead Officer:** Louise Nunn

**Decision Type**

**Committees:**

Sub-Committees

- Finance

**Portfolio****Primary Portfolio:**

Neighbourhoods Services

**EIA is cross portfolio:**

No

**EIA is joint with another organisation:**

No

**Overview of Impact****Overview Summary:**

The proposal will, overall be positive across all characteristics. Universal youth work is open to all young people aged from 10 to 18 (to 25 including SEND). Its purpose is to offer safe, creative, ambitious Community Youth Services where all young people in Sheffield can thrive. The proposals will provide modernised locations for the delivery of youth work.

**Impacted characteristics:**

- Age
- Carers
- Cohesion
- Disability
- Gender Reassignment
- Health
- Partners
- Pregnancy/Maternity
- Race
- Religion/Belief
- Sex
- Sexual Orientation
- Voluntary/Community & Faith Sectors

**Consultation and other engagement**

## Cumulative Impact

**Does the proposal have a cumulative impact:**

Yes

Consultation with young people relating to the larger grants has taken place and will continue as design work takes place. Consultation has also taken place with local communities, Councillors and other building users in some locations. Consultation has not yet taken place relating to the smaller grants.

---

**Impact areas:**

Year on Year

## Initial Sign-Off

**Full impact assessment required:**

No

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**Review Date:**

7/7/2023

## Action Plan & Supporting Evidence

**Outline of action plan:**

**Action plan evidence:**

**Changes made as a result of action plan:**

## Mitigation

**Significant risk after mitigation measures:**

**Outline of impact and risks:**

**Review Date**

**Review Date:**

7/7/2023



## Report to Policy Committee

**Author/Lead Officer of Report: Karen Harrison, Health Improvement Principal**

Karen.harrison5@nhs.net

**Report of:** Greg Fell  
**Report to:** Finance Committee  
**Date of Decision:** 1<sup>st</sup> August 2023  
**Subject:** Commissioning of the NHS Health check programme

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 2115				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<p><i>“The (<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>				

### Purpose of Report:

The purpose of the report is to seek permission to commission the NHS Health check programme.

The NHS Health Check programme is a Public Health programme in England for people aged 40-74. It is a risk assessment and management programme which aims to prevent or delay the onset of cardiovascular diseases (CVD) including diabetes, heart disease, kidney disease and stroke.

In April 2013 the NHS Health Check became a mandated public health service in England. Local authorities are responsible for making provision to offer an NHS Health Check to eligible individuals aged 40-74 years once every five years.

The outcomes we want to achieve are:

- Increased healthy life expectancy

- Reduced differences in life expectancy and healthy life expectancy between communities. In order to achieve this we need a targeted approach

Previously Sheffield City Council commissioned Primary Care Sheffield to be the provider of the programme. The contract with Primary Care Sheffield ended April 2021 and due to pressures from the pandemic we have not been in a position to be able to recommission until now

### Recommendations:

It is recommended that the Finance Committee approves the commissioning of an external provider to deliver the NHS health check programme for a period of 5 years and an estimated value of £925,000, as set out in this report.

### Background Papers:

[NHS Health Check - National guidance](#)

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Anna Beeby and Kayleigh Inman
		Legal: Richard Marik
		Equalities & Consultation: Bashir Khan
		Climate: Jessica Rick
	<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>SLB member who approved submission:</b>	Greg Fell
3	<b>Committee Chair consulted:</b>	Zahira Naz
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 SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> Karen Harrison	<b>Job Title:</b> Health Improvement Principal
	<b>Date:</b> 26/6/2023	



# 1 PROPOSAL

## 1.1 The NHS Health check programme

This report seeks approval to commission the NHS Health check programme. The contract with Primary Care Sheffield ended April 2021 and due to pressures from the pandemic we have not been in a position to be able to recommission it until now.

### Background

1.2 In April 2013 the NHS Health Check became a mandated public health service in England. Local authorities are responsible for making provision to offer an NHS Health Check to eligible individuals aged 40-74 years once every five years.

1.3 The NHS Health Check programme is a Public Health programme in England for people aged 40-74 who don't have any pre-existing cardiovascular (CVD) conditions. It is a risk assessment and management programme which aims to prevent or delay the onset of cardiovascular disease including diabetes, heart disease, kidney disease and stroke.

1.4 The NHS Health Check programme can help individuals reduce their risk by offering treatment/management plans; signposting for help and advice across a range of risk factors and lifestyle behaviours such as smoking, alcohol use, weight management, diet and physical activity. The programme also aims to raise awareness of the signs of dementia as there are similar risk factors for CVD as there are for developing dementia.

### Reducing Health inequalities

1.5 CVD remains the leading cause of premature mortality in England, and the rate of improvement seen in recent years has slowed. It is also one of the conditions most strongly associated with health inequalities. The COVID-19 Pandemic has further revealed and amplified the inequalities in health and there are clear socio-economic and ethnic inequalities in risk of mortality from the disease.

1.6 The outcomes we want to achieve are:

- Increased healthy life expectancy
- Reduced differences in life expectancy and healthy life expectancy between communities. In order to achieve this we need a targeted approach. We will offer health checks first to people who are at highest risk of developing cardiovascular disease and at a younger age such as people who live in areas of highest deprivation, people from BAME groups such as South East Asian and Black African/Caribbean. We will also target the

health checks for those who have a learning disability or Serious mental illness.

- 1.7 We know that not everyone has the same risk for developing CVD. We know that people in poorer parts of Sheffield live shorter lives and have worse health than those in more affluent areas. We also see similar disparities affecting groups with specific shared characteristics, such as people from Black, Asian, Minority Ethnic and Refugee backgrounds, or people with learning disabilities and/or severe mental illness. These disparities are the health inequalities that exist in our city, and that we see as unacceptable.
- 1.8 In Sheffield we have always used a proportionate universalism approach where we have targeted resources towards those who we know who are at higher risk of developing CVD and at an earlier age. While this approach has shown to reduce health inequalities compared to other health programmes, there is still disparity in who accepts and receives a health check. As we recommission the NHS Health check programme we want to offer these firstly to the groups of people who we know are at higher risk of developing CVD.
- 1.9 In the past we have done this through prioritising resources to those at highest risk and working with primary care and VCF organisations to identify those at highest risk. In doing so we have ensured that those at highest risk are identified and their health needs managed appropriately.

### **The service**

- 1.10 From 2012 to 2017 the programme in Sheffield was delivered solely by and within GP practices according to former Local Enhanced Service agreements between Public Health and individual GP practices that novated to the Council in 2013. In 2017, a single provider commissioned to deliver the programme to 31<sup>st</sup> August 2020 and then an extension to April 2021. Due to the Covid-19 pandemic a decision was made to pause the service due to ongoing service pressures and uncertainty.
- 1.11 Previous delivery of the programme in Sheffield has been within primary care giving the opportunity for an end to end pathway from being able to identify eligible individuals from clinical records, carrying out the health check and initiating management and treatment of any risk factors identified. However the mandate does not specify that the Health check programme has to be carried out by primary care and in many other areas of the country Health check programmes are provided by other providers such as VCS, community organisation and pharmacies.
- 1.12 The Council shall detail the mandate and requirements of the service but the external service provider shall demonstrate how they will achieve this.

1.13 This service cannot be delivered in-house for the following reasons:

- Lack of capacity
- Lack of staff with appropriate skills
- Costs associated with staffing and access to appropriate data

### **Cost and duration of the programme**

1.14 As this is a 5 year programme we wish to commission for a full 5 year cycle at a cost of £185,000 per year. Total contract value £925,000. There will be an increase in year 2 in line with other health related contracts subject to separate Council approval.

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

2.1 The NHS Health check programme in Sheffield will offer health checks firstly to Sheffield residents who we know are at higher risk of developing Cardiovascular disease and at a younger age. The aim of this is to reduce health inequalities across the City. This can have an economic impact as CVD risk factors can be prevented or managed at an earlier stage resulting in a healthier workforce and less resource needed in adult and social care.

2.2 The Climate impact assessment shows very little negative impact on the community and may have a positive impact as active travel is encouraged and healthy, sustainable food is recommended to reduce CVD risk factors

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

3.1 As this is a mandated service there hasn't been a public consultation of whether this should be recommissioned. However, reports from primary care and VCSE groups across the City suggest that there is an increasing demand for the service

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

### **4.1 Equality Implications**

4.1.1 Decisions need to consider the requirements of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010.

4.1.2 This is the duty to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

4.1.3 The Equality Act 2010 identifies the following groups as a protected characteristic: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation.

4.1.4 An Equality Impact Assessment has been carried out and highlights we will work to reduce health inequalities by offering health checks to people who are at highest risk of developing cardiovascular disease and at a younger age, eg people who live in areas of highest deprivation and people from BAME groups We will also target the health checks for those who have a learning disability or Serious mental illness (SMI).

#### 4.2 Financial and Commercial Implications

4.2.1 Funding to cover the cost of the contract is earmarked from the Public Health grant.

4.2.2 The contract value is expected to be in the region of £185k per year, for 5 years. In 23/24 the cost will be a part-year effect, and for 24/25 financial year, it is anticipated that the contract value will be increased in line with other health contracts.

4.2.3 Future years' inflation cannot be quantified beyond 24/25.

4.2.4 Commercial Services will be engaged to support the tendering and procurement process.

#### 4.3 Legal Implications

4.3.1 Under the Health and Social Care Act 2012, the Council has a statutory duty to offer an NHS Health Check to 100% of their eligible population once every five years and the Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013 make provision for the steps to be taken by the Council in exercising this particular public health function.

4.3.2 The proposal to contract with an external provider in this report is facilitated by the Local Government (Contracts) Act 1997 and shall go some way to ensuring the council meets its statutory duties.

#### 4.4 Climate Implications

4.4.1 The climate impact assessment identified possible impacts on buildings and infrastructure, transport, resource use, waste and adaptation.

4.4.2 By implementing mitigation measures the assessment found:

- Buildings and infrastructure- The project will achieve a significant decrease in CO2e emissions compared to before.
- Transport- The project will achieve a moderate decrease in CO2e emissions compared to before.
- Resource use- The project will maintain similar levels of CO2e emissions compared to before.
- Waste - The project will achieve a moderate decrease in CO2e emissions compared to before.
- Adaptation- The project will achieve a moderate decrease in CO2e emissions compared to before.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

5.1 Don't recommission the programme – this would leave us in breach of the DHSC mandate

## **6. REASONS FOR RECOMMENDATIONS**

6.1 The NHS Health check is a mandated service and to not recommission would result in a breach of the mandate with possible sanctions against Sheffield City Council.

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## Part A

### Initial Impact Assessment

**Proposal name**

Commissioning of The NHS Health Check Programme

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

The NHS Health Check programme is a Public Health programme in England for people aged 40-74. It is a risk assessment and management programme which aims to prevent or delay the onset of cardiovascular diseases (CVD) including diabetes, heart disease, kidney disease and stroke.

In April 2013 the NHS Health Check became a mandated public health service in England. Local authorities are responsible for making provision to offer an NHS Health Check to eligible individuals aged 40-74 years once every five years. Eligible individuals are those in this age group who don't have pre-existing Cardiovascular disease, hypertension, diabetes, and/or chronic kidney disease.

The outcomes we want to achieve are

- Increased healthy life expectancy
- Reduced differences in life expectancy and healthy life expectancy between communities. In order to achieve this we need a targeted approach. We will offer health checks to people who are at highest risk of developing cardiovascular disease and at a younger age such as people who live in areas of highest deprivation and/or people from BAME groups such as South East Asian and Black African/Caribbean. We will also target the health checks for those who have a learning disability or Serious mental illness. Data shows that the mortality rate from CVD might be higher in men than women at an earlier age (before 60) but after this age the risk is similar. Further reports from the British Heart foundation shows disparity in morbidity and treatment for women compared to men with CVD. Women were found to have some CVD symptoms different to men and often misdiagnosed leading to longer wait times for appropriate treatment unfortunately leading to death. This programme will not target a certain gender although reporting re: uptake will be analysed and the programme may become targeted to a specific gender if there is a great difference in uptake.

**Proposal type**

- Budget       non-Budget

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

- Yes       No

If yes what is the Q Tier reference

0011300300000

**Year of proposal (s)**

- 21/22     22/23     23/24     24/25     other

### Decision Type

- Coop Exec
- Committee (e.g. Health 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

Zahira Naz

### Lead Director for Proposal

Greg Fell

### Person filling in this EIA form

Karen Harrison

**EIA start date** 22/03/2023

### Equality Lead Officer

- Adele Robinson
- Bashir Khan
- Beverley Law
- Ed Sexton
- Louise Nunn
- Richard Bartlett

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

- |                                                            |                                           |                                                                             |                                                                           |
|------------------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <input checked="" 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

CEX

Is the EIA joint with another organisation (eg 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. It is a mandated service from Department of Health and Social Care so Sheffield City Council have a legal duty to provide a service

**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. It is a mandated service from Department of Health and Social Care so Sheffield City Council have a legal duty to provide a service

## 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 checked="" type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Partners
<input checked="" type="radio"/> Race	<input type="radio"/> Cohesion
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input checked="" 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 type="radio"/> Geographical Area	<input type="radio"/> Other

*If yes, details of impact*

The programme could have a positive cumulative impact as risk factors are identified at an earlier stage of development and can be managed and/or treated accordingly to reduce the risk of developing CVD. All people attending a health check will be informed of their biometric data and signposted or given information about how to minimise their risks. This will have an impact for their own health and a positive financial advantage to the health and social care system.

### Proposal has geographical impact across Sheffield

- Yes  No

*If Yes, details of geographical impact across Sheffield*

We will be targeting the service for people who live in the areas of highest deprivation. People who don't live in areas of highest deprivation but who have other higher risk factors mentioned above will be able to access the service irrespective of where they live.

### 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?

We will offer health checks to people who are at highest risk of developing cardiovascular disease and at a younger age such as people who live in areas of highest deprivation, people from BAME groups such as South East Asian and Black African/Caribbean. We will also target the health checks for those who have a learning disability or Serious mental illness (SMI). This will help to reduce health inequalities.

In the past we have done this through prioritising resources to those at highest risk and working with primary care and VCF organisations to identify those at highest risk. In doing so we have ensured that those at highest risk are identified and their health needs managed appropriately.

- 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

**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

## 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

It is anticipated that the programme will identify individuals who have undiagnosed risks of cardiovascular disease (CVD) such as hypertension, chronic kidney disease (CKD), diabetes, hypercholesteremia and obesity. In identifying the risk that someone has in developing CVD an appropriate management and/or treatment plan will be created to reduce these risks thus having a positive impact on their health.

It will affect those aged 40-74 and will be targeted to people who are at highest risk of developing cardiovascular disease and at a younger age such as people who live in areas of highest deprivation, people from BAME groups such as South East Asian and Black African/Caribbean. We will also target the health checks for those who have a learning disability or SMI.

#### 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**

**Karen Harrison**

## Age

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

The NHS Health check programme is a mandated service that local authorities must provide to all eligible adults aged 40-74. Therefore the impact will only affect those in this age group. The reason for this is that age is a key factor in CVD and the prevalence of CVD increases significantly after the age of 40 years and this is the age group where undiagnosed CVD risk factors may be present yet not managed. There is a separate NHS programme for those aged 75 and over which is why there is an upper limit. The health impact for those aged 40-74 is detailed above.

It is hoped that as the programme is rolled out, more people will be discussing their health check and making changes to their lifestyle which can impact the whole family. It is hoped that increased awareness in the community will be disseminated to people under 40 and they will be prepared to attend for a health check once they reach 40.

## Disability

**Impact on Staff**

Yes  No

**Impact on Customers**

Yes  No

**Details of impact**

The programme will be targeted to those who have a learning disability or serious mental illness as we know that they are more likely to have higher risk factors for developing CVD and at an earlier age. The Health check specification will ensure that it is accessible for people with any disability. This will include being accessible to people with physical disabilities as well as having health promotion materials in different forms so they can be communicated to people with other disabilities. The programme also offers advice for people who may be affected by dementia and how they can reduce their risks of developing this.

## 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

We will offer health checks to people who are at highest risk of developing cardiovascular disease and at a younger age. We know that people from some BAME groups such as South East Asian and Black African/Caribbean have higher risk factors.

The programme targets people from these ethnicities and when calculating CVD risk the programme uses a lower BMI (Body mass index) than it does for people who aren't from these ethnicities. Culturally appropriate advice will be given

## Religion/Belief

### 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

For many years CVD has been thought as being a male orientated disease rather than female. This is mainly due to the absolute mortality rate of men compared to women being higher and also most research into CVD is based on males. The reasons for thinking this often relates to perceived increased risky behaviours in men rather than women (such as smoking); and also the protective effect that estrogen is thought to have in women pre-menopause. Data shows that the mortality rate from CVD might be higher in men than women at an earlier age (before 60) but after this age the risk is similar. Further more, The British heart foundation have published a report 'bias and biology' that shows disparity in morbidity and treatment for women compared to men with CVD. Women were found to have some CVD

symptoms different to men and often misdiagnosed leading to longer wait times for appropriate treatment unfortunately leading to death.

When the health check programme was first commissioned in 2011/12 gender was considered to be a higher risk factor and thus targeted more towards men. However due to emerging evidence questioning the risks for men and women, both genders will be invited to receive a Nhs health check. Monitoring will capture uptake of the programme and if we find that one gender is not attending as much as the other then insight will be sought and addressed into the reason why.

## 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

## Voluntary, Community & Faith sectors

### Impact on Staff

Yes     No

### Impact on Customers

Yes     No

### Details of impact

In order to identify and support people at higher risk from CVD we will work with the VCF sector to ensure that the programme is delivered in a way that will attract participation from those at higher risk and that can support long term condition management and/or treatment. A coproduced approach with Community and faith leaders will be important in reaching communities at higher risk.

## Partners

### Impact on Staff

Yes     No

### Impact on Customers

Yes     No

### Details of impact

## Cohesion

### Staff

Yes     No

### Customers

Yes     No

### Details of impact

## Poverty & Financial Inclusion

### Impact on Staff

Yes     No

### Impact on Customers

Yes     No

### Please explain the impact

## Armed Forces

Impact on Staff

Impact on Customers

Yes       No       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, please include an Action Plan including timescales**

### **Equality Impact Assessment for the recommissioning of the NHS Health Check programme**

In April 2013 the NHS Health Check became a mandated public health service in England. Local authorities are responsible for making provision to offer an NHS Health Check to eligible individuals aged 40-74 years once every five years.

The NHS Health Check programme is a Public Health programme in England for people aged 40-74. It is a risk assessment and management programme which aims to prevent or delay the onset of cardiovascular diseases (CVD) including diabetes, heart disease, kidney disease and stroke. The NHS Health Check programme can help individuals reduce their risk by offering treatment/management plans; help and advice across a range of risk factors and lifestyle behaviours such as smoking, alcohol use, weight management, diet and physical activity. The programme also aims to reduce levels of alcohol related harm and raise awareness of the signs of dementia

CVD remains the leading cause of premature mortality in England, and the rate of improvement seen in recent years has slowed. It is also one of the conditions most strongly associated with health inequalities.

The COVID-19 Pandemic has further revealed and amplified the inequalities in health and there are clear socio-economic and ethnic inequalities in risk mortality from the disease. During the Pandemic, health stopped improving and there was high prevalence of the health conditions that increase fatality ratios of COVID-19.

The outcomes we want to achieve are:

- Increased healthy life expectancy
- Reduced differences in life expectancy and healthy life expectancy between communities. In order to achieve this we need a targeted approach. We will offer health



checks to people who are at highest risk of developing cardiovascular disease and at a younger age such as people who live in areas of highest deprivation, people from BAME groups such as South East Asian and Black African/Caribbean. We will also target the health checks for those who have a learning disability or Serious mental illness.

We know that not everyone has the same risk for developing CVD. We know that people in poorer parts of Sheffield live shorter lives and have worse health than those in more affluent areas. We also see similar disparities affecting groups with specific shared characteristics, such as people from Black, Asian, Minority Ethnic and Refugee backgrounds, or people with learning disabilities. These differences and disparities are the health inequalities that exist in our city, and that we see as unacceptable.

In Sheffield we have always used a proportionate universalism approach where we have targeted resources towards those who we know who are at higher risk of developing CVD and at an earlier age. While this approach has shown to reduce health inequalities compared to other health programmes, there is still disparity in who accepts and receives a health check. As we recommission the NHS Health check programme we want to offer these only to the groups of people who we know are at higher risk of developing CVD. This will be based on ethnicity, deprivation and Severe mental illness and learning disability. The rationale for this is detailed below.

### **Ethnicity**

It is well known that CVD risk can be higher for people from certain ethnic backgrounds such as South Asian and African Caribbean than the rest of the UK population. People from these ethnicities may be at higher risk from developing diabetes, having high blood pressure, developing coronary heart disease and having a stroke

[Sabre Study](#)

The SABRE study that started over 30 years ago found that the risk of developing type 2 diabetes before the age of 80 was roughly double for people with a South Asian and African Caribbean background, compared with White Europeans. [Sabre Study](#)

The Kings fund reports that the risk of developing diabetes is up to six times higher in South Asian groups than in white groups and South Asian groups have higher mortality from diabetes. Diabetes prevalence in Black groups is up to three times higher than in the white population and they have higher mortality from diabetes; they also have a higher risk of hypertension and stroke. Diabetes-related co-morbidities in Black groups are similar to or lower than in white groups, except for higher rates of end-stage renal disease.

Studies in the UK consistently show a higher incidence, prevalence and mortality from CVD in South Asian groups compared with the white group or national average. South Asian groups have the highest mortality from heart disease and also develop heart disease at a younger age. As with heart disease, stroke incidence and mortality are also higher in the South Asian population. CVD mortality is high and rising in South Asia, in contrast to the declining trend elsewhere.

In contrast to South Asian groups, Black groups in the UK have a significantly lower risk of heart disease compared to the majority of the population, despite having a high prevalence of hypertension and diabetes (risk factors for heart disease and stroke). Lower cholesterol levels among people of African Caribbean heritage than white Europeans may protect them against heart disease.

However, Black groups have higher-than-average incidence of and mortality from hypertension and stroke, and they have strokes at a younger age. The prevalence of hypertension, a risk factor for stroke, is high in Africa and the West Indies. Obesity levels are also higher in Black groups, with NICE (National Institute Clinical Excellence) guidelines specifying lower BMI thresholds for them.

[The health of people from ethnic minority groups in England | The King's Fund \(kingsfund.org.uk\)](#)

## Deprivation

Deprivation is a major determinant of life expectancy, healthy life expectancy and ability to access resources and opportunities that can influence health, wellbeing and prevalence of conditions associated with premature preventable mortality.

The evidence is clear that the more deprived communities of our country are affected by a range of conditions that significantly impact on their quality of life. For example, those in the most deprived communities are 30% more likely to have high blood pressure, which is the biggest single risk factor for heart attack and stroke.

People living in England's most deprived areas are almost four times more likely to die prematurely of CVD than those in the least deprived areas.

## Severe mental illness and learning disability

People with mental illness are found to have 2.5 times the general population rate of cardiovascular death. A recent UK based data linkage study found that the rate of prescribing of key secondary prevention drugs in people with severe mental illness and CHD was very significantly lower than for people having CHD without severe mental illness. A signal factor underpinning current UK government policy focus on parity of esteem for people living with mental health problems is the finding that men having schizophrenia have 20.5 years' reduced life expectancy and women 16.4 years.

A recent NIHR-funded article found that people with intellectual disabilities in England are more likely to die young than people in the general population, and that more than a third of early deaths were potentially amendable to health care interventions.

Considerable evidence points to a link between preventable disease and its risk factors, and deprivation, ethnicity and gender. By tailoring the delivery of the programme in such a way that greater improvements in health and wellbeing are made within the more disadvantaged communities of Sheffield, and within other population groups who are at risk of developing CVD such as people with serious mental illness or learning disability, the programme will contribute to narrowing health inequalities in Sheffield.

## Action plan

Action to be taken	Date to be completed
Complete EIA to inform commissioning plans and structure how to target the programme	April 2023
Complete necessary forms for democratic services and take proposal to the Adult Health and social care committee for sign off giving clear rationale for a targeted service to reduce health inequalities	May 2023
Write specification for a targeted health check programme and work with commercial services in an open tender process, with addressing health inequalities to be the highest 'weighted' question when evaluating bids	September 2023
Agree KPIs with successful provider with a clear understanding of how they will target the service and who they will work in partnership with to achieve this.	December 2023
Regular performance monitoring meetings with provider ensuring that they are meeting the KPIs to reduce health inequalities	Ongoing for duration of contract

Karen Harrison, Health Improvement Principal, April 2023

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

[NHS Health Check - Home](#)

[Sabre Study](#)

[The health of people from ethnic minority groups in England | The King's Fund \(kingsfund.org.uk\)](#)

[NICE | The National Institute for Health and Care Excellence](#)

[Joint Health Wellbeing Strategy 2019-24.pdf \(sheffield.gov.uk\)](#)

<https://www.bhf.org.uk/what-we-do/policy-and-public-affairs/transforming-healthcare/womenheart-disease>

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

A clearer focus of how the programme will be targeted.

**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

**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 18/5/23

Name of EIA lead officer

Bashir Khan

**Review Date**

31/03/24

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