

REVENUE BUDGET & CAPITAL PROGRAMME MONITORING AS AT 31st JANUARY 2016

Purpose of the Report

1. This report provides the Month 10 monitoring statement on the City Council's Revenue Budget and Capital Programme for January 2016. The first section covers Revenue Budget Monitoring and the Capital Programmes are reported from paragraph 12.

REVENUE BUDGET MONITORING

Summary

2. At month 9 the overall Council position was a forecast overspend of £3.2m. As anticipated in recent monitoring reports, we are now confident in identifying an end-of-year position that has redressed the projected overspend and at this stage indicates a minor underspend.
3. The underspend of £523k will be available to invest, support any potential 2016/17 budget saving pressures highlighted in recent RAG reports or simply be added to the General Fund Balance in reserves to improve the Council's ability to deal with any unforeseen / increased financial pressures in coming years.

Portfolio	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month 9
CYPF	78,301	78,109	192	↓
COMMUNITIES	165,203	163,901	1,302	↓
PLACE	165,678	161,851	3,827	↑
POLICY, PERFORMANCE & COMMUNICATION	3,514	3,145	369	↔
RESOURCES	32,423	33,196	(773)	↔
CORPORATE	(445,642)	(440,202)	(5,440)	↓
TOTAL	(523)	0	(523)	↓
2016/17 CARRY FORWARD REQUESTS			523	
GRAND TOTAL			(0)	

4. In terms of the month 10 overall forecast position of £523k underspend, the key reasons are:
 - **Children, Young People and Families** are showing a forecast overspend of £192k. The overspend is primarily due to the recruitment of additional social workers £1.3m and £981k in increased demand pressures within Direct Payments and Short Breaks services. These adverse forecasts are partly offset by a reduction in expenditure of £553k on Contact Contracts, £303k on legal

fees, an increase in Education Services Grant income £600k and £958k due to a reduction in Placement demand.

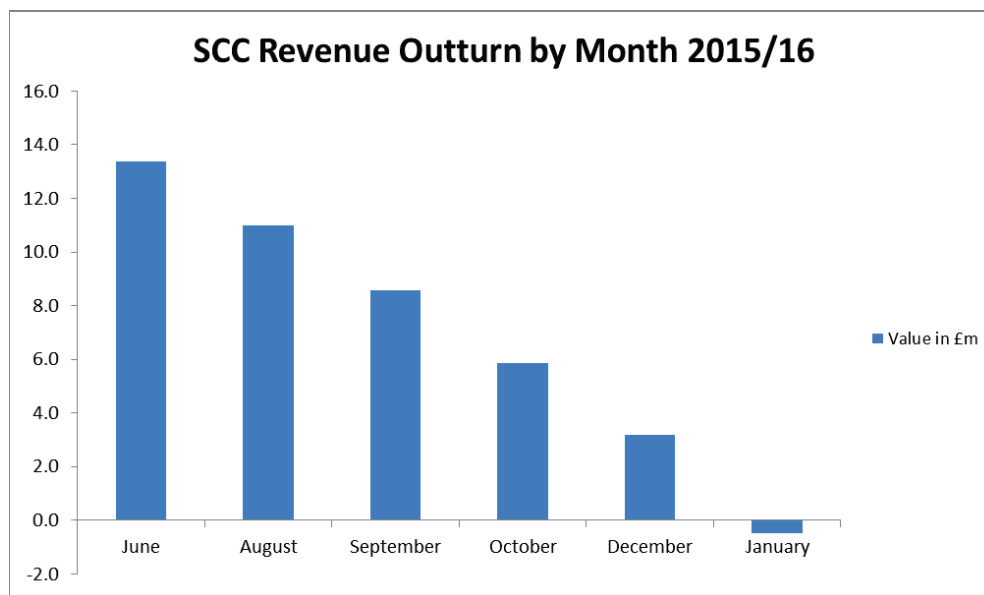
- **Communities** are showing a forecast overspend of £1.3m. This overspend is largely due to an overspend of £903k in Learning Disabilities and Contributions to Care and an overspend of £1.4m within Commissioned Mental Health Services. These overspends offset by a £656k underspend in Housing General Fund.
- **Place** are showing a forecast overspend of £3.8m. This is largely due to delays in delivering planned cost reductions on the waste contract of £2.6m and the Streets Ahead Contract of £2.7m. There are also emerging cost pressures from increased household waste volumes and reduced income from the sale of materials of £1.3m and additional Staffing and Income pressures within Transport and Parking Services of £400k. These overspends are partly offset by reductions in spending across a number of areas within the Culture and Environment Service of £800k, sustained improvement in the Highways and Highway Network management of £1.0m and £1.3m of discretionary spend reductions across the portfolio.
- **Resources** are showing a forecast reduction in expenditure of £773k. This is primarily due to the recovery of high value over payments in Housing Benefit of £388k, £138k increase in income for the Moorfoot Learning Centre, £161k reduction in expenditure due to unfilled vacancies and £402k within the Finance Service as a result of savings on employee costs from unfilled vacancies and salary sacrifice schemes. This reduction in expenditure is partly offset by an overspend in Commercial Services (Savings) of £136k from a shortfall in cashable procurement savings and £214k increase in Other Central Costs relating to the insourcing of the Revs and Bens Service.
- **Policy, Performance & Communication** are showing a forecast overspend of £369k. This overspend is primarily due to a delay in the advertising contract £244k resulting in an underachievement of income, £104k increase in expenditure in Electoral Registration due to an increase in employee and service costs.
- **Corporate** are currently forecasting a reduction in expenditure of £5.4m. This is mainly due to lower than anticipated redundancies costs of £2.6m and an improved position of £2.8m on the Capital Financing budget as a result of continuing low interest rates, improved investment income, reduced borrowing costs and capitalisation on the Sheffield Retail Quarter expenditure.

5. The main variations since Month 9 are:

- **CYPF** are forecasting an improvement of £196k since Month 9. This is mainly due to a £140k in increased income from Infant School meals due to an increased meal uptake.
- **Communities** are forecasting an improvement of £154k since month 9. This is mainly due to an increase in the Public Health Grant income forecast within Commissioning of £111k.
- **Place** are forecasting an increased overspend of £202k. This is due to an adverse movement in actual/forecast income following a review of income forecasts with the key areas being planning fees and project recharges £0.5m. This is offset by a portfolio wide reduction in discretionary expenditure of £0.3m.
- **Corporate** are forecasting an improvement of £3.6m since month 9. Now that we have clarity on the 2016/17 budget savings options, and with only two more months to go till year-end, we advise that a further £1.4m could be released from the current year redundancy provision. We have also been able to confirm recently that the Council's external auditors agree with our proposed treatment of borrowing costs on the Sheffield Retail Quarter (SRQ) project. We will therefore be capitalising these costs, which means that they will in effect be spread over several accounting periods rather than charged to the current financial year.

6. Movements from initial forecasts at month 3

- The forecast outturn shows an improving position from the £13.4m forecast potential overspend reported in month 3 to the £523k reduction in spending reported in month 10. This improvement reflects Portfolios' attempts to reduce spending but also lower than anticipated redundancies costs and an improved position on capital financing. within the Corporate budget area to help offset the significant pressures within the Communities and Place portfolios. The position month by month is shown in the following chart:



Carry Forward Requests

- We are recommending that £523k be carried forward into 2016/17 to invest. It is proposed that the Council Leader or delegated cabinet member in consultation with Cabinet colleagues will decide how specifically to allocate this funding.

Public Health

- The Public Health ring-fenced grant is currently forecasting a £1.6m reduction in expenditure against the original grant allocation. This is a £109k improvement on last month's position of £1.5m. Central Government has now confirmed the in-year cut for the Public Health grant of £2.1m. The balance of the required cut between the current underspend and the in-year savings will be found from the 2014/15 carried forward grant which was held back to help meet the in year cut. Further details of the forecast outturn position on Public Health are reported in **Appendix 2**.

Housing Revenue Account

- The 2015-16 budget is based on an assumed in year position of £10.9m which is to be used to fund the ongoing HRA Capital Investment Programme. In accordance with the HRA's financial strategy any further in- year funds generated by the account will be used to provide further funding for the future HRA Capital Investment programme.
- As at month 10 the full year outturn position is a projected £5.9m saving compared to budget. Further details of the Housing Revenue Account can be found in **Appendix 3**.

NEW HOMES BONUS FUND

		£m
Income	Reserves as at 1/04/15	-6.0
		0.0
	Declared 15/16 NHB Grant	-7.3
	Total Income	<u>-13.3</u>
Expenditure	2015/16 Spend to date at Month 10	2.9
	Forecast to Year End	1.9
	Future Years' Commitments	<u>2.3</u>
	Total Expenditure	<u>7.1</u>
	Funds Available for Investment	<u><u>-6.2</u></u>

11. The majority of the spend in the period has been on the projects to return Long Term Empty properties back into the housing market, developing successful centres and gathering data on the current housing market.

Capital Summary

12. At the end of January 2016, the end of year position forecasts a variance of £19.3m (10%) below the approved Capital Programme. Project managers are forecasting to deliver a capital programme of £246.7m. This is £9.3m lower than forecast last month and reflects lower delivery on all programmes.

13. Further details of the Capital Programme monitoring and projects for approval are reported in **Appendices 5 to 5.3**.

Implications of this Report**Financial implications**

14. The primary purpose of this report is to provide Members with information on the City Council's Budget Monitoring position for 2015/16, and as such it does not make any recommendations which have additional financial implications for the City Council.

Equal opportunities implications

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

Legal implications

16. There are no specific legal implications arising from the recommendations in this report.

Property implications

17. Although this report deals, in part, with the Capital Programme, it does not, in itself, contain any property implications, nor are there any arising from the recommendations in this report.

Recommendations

18. Members are asked to:

- (a) Note the updated information and management actions provided by this report on the 2015/16 Revenue Budget position.
- (b) Approve the carry forward request detailed in paragraph 7.
- (c) In relation to the Capital Programme:
 - (i) Approve the proposed additions to the Capital Programme listed in **Appendix 5.1**, including the procurement strategies and delegations of authority to the Director of Commercial Services or nominated Officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (ii) Approve the proposed variations, deletions and slippage in **Appendix 5.1**;
 - (iii) Approve the acceptance of the grant detailed on **Appendix 5.2**

And note

- (iv) The variations on **Appendix 5.1** within its delegated authority of EMT,
- (v) The two variations authorised by directors under the delegated authority provisions; and
- (vi) The latest position on the Capital Programme.

Reasons for Recommendations

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

Alternative options considered

20. 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.

Dave Phillips
Interim Director of Finance

Portfolio Revenue Budget Monitoring Reports 2015/16 – As at 31 January 2016

Children Young People and Families (CYPF) Portfolio

Summary

1. As at month 10 the Portfolio is forecasting a full year outturn of an over spend of £192k, which is an improvement of £196k with the month 9 position. The key reasons for the forecast outturn position are:

- **Business Strategy** - £773k forecast reduction in spend. This includes additional Education Services Grant (ESG) income to that budgeted for of £600k, £122k forecast reduction in spend in Information Systems due to staff vacancies and slippage in an upgrade project and a £140k reduction in spend of Universal Infant Free School Meals as a result of income being anticipated in excess of the original forecast. These are partially offset by £200k forecast overspend in Transport, due to increased demand pressures and a delay in anticipated savings due in the year.
- **Children and Families** – £1.088m forecast overspend.

Over spending areas are:

- **Fieldwork Services** – A net overspend of £1,187k - Management and Business Support £44k due to delay in the services' MER, Fieldwork Service Areas and Permanence and Throughcare £1,276k net overspend mainly due to the planned 2 year programme to recruit additional social workers in response to the pressure on and retention of social workers and review of Child Sexual Exploitation (CSE), this has been partially mitigated by a planned reduction through a tapering down model of social workers, as the continued investment in early intervention and prevention through the Building Successful Families programme reduces the total caseload across the City, Multi-systemic Therapy £209k due to delays in the early part of the year of the anticipated savings, there is also an overspend in specialist support teams of £286k reflecting an increase in unaccompanied children. These have been partially offset by a £553k ongoing saving on Contact Contracts as a result of specific action being taken to reduce costs and a £303k reduction in spend on legal fees, which is as a result the

ongoing work between the service and Legal services to reduce costs through more efficient working practices.

- Direct Payments and short breaks - £981k due to increased demand pressures, this also includes £250k as a result of the delay in anticipated savings due in year.
- Provider Services – due to delays in anticipated savings on the integrated approach to service delivery between Health and Social Care of £300k. This has been being partially mitigated by an improved position in Fostering Service of £71k and a further £103k savings in the service, leaving a net overspend of £126k.

Areas of forecast reduction in spending are:

- Placements - £958k due to the assumption that funds set aside to fund a potential increase in Special Guardianship Orders (£400k) may not be required in 2015/16 and that the longer term trend in Placement numbers and unit costs will drive spend down by year end.
- Early Intervention & Prevention - £458k due to savings on contracts, this is being offset by a reduced expected contribution of £250k from the CCG towards Early Intervention and Prevention.
- **Inclusion and Learning Services and Children's Commissioning** – £170k forecast underspend. This includes a £90k reduction in spend in Education Psychology because of staff vacancies in the service and £50k reduction in spend in Advocacy and Challenge following transfer of activity to Learn Sheffield.
- **Lifelong Learning, Skills and Communities** – £47k forecast overspend, £302k relating to the Training Units, due to an unexpected reduction in government grant funding, which is being partially offset by savings from the MER which is in progress, a forecast overspend of £50k on the BIG Challenge because the expected income is not available, but the planned expenditure for this project has been incurred and £37k forecast overspend of Post 16 LDD, due to a reduction in the level of anticipated income from EFA. This is being offset by an over achievement against budget savings in Youth Services of £208k, this is mainly due to a reduction in spend in the Internal Community Youth Teams, as a result of staff vacancies as part of the 4 year budget programme. Strategic Support is also forecasting a reduction in spend of £114k, due to staff vacancies and activities that have now ceased.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month
BUSINESS STRATEGY	4,382	5,155	(773)	↓
CHILDREN & FAMILIES	63,313	62,225	1,088	↔
INCLUSION & LEARNING SERVICES	741	911	(170)	↔
LIFELONG LEARN, SKILL & COMMUN	9,865	9,818	47	↔
GRAND TOTAL	78,301	78,109	192	↓

DSG

2. The following is a summary of the variance position on DSG budgets at month 10:

	Month 8 £000	Month 9 £000	Month 10 £000
Business Strategy	(52)	52	43
Children and Families	(42)	(67)	(71)
Inclusion and Learning Services	(227)	(232)	(273)
Lifelong Learning, skills and Communities	0	(9)	(10)
	(321)	(256)	(311)

Commentary

3. The following commentary concentrates on the changes from the month 9 position.

Business Strategy

4. As at month 10, Business Strategy is currently forecasting reduction in spend of £773k (shown in the table above) relating to cash limit and an overspend of £43k on DSG.
5. The cash limit position is a £140k improvement on the month 9 position as a result of Universal Infant Free School Meals anticipating more income than previously forecast. This is the result of increased meal uptake.
6. The DSG position is consistent with the month 9 position.

Children and Families

7. As at month 10, Children and Families service is currently forecasting a £1.09m overspend (shown in the table above) relating to cash limit and a £71k

underspend on DSG. Both the forecast on cash limit and DSG are consistent with the month 9 position.

Inclusion and Learning Service and Children's Commissioning Unit

8. As at month 10, Inclusion and Learning Service is currently forecasting £170k underspend (shown in the table above) relating to cash limit and a £273k reduction in spend on DSG.
9. The movement in the cash limit position is an improvement of £57k from month 9, this reflects a £50k reduction in spend in Advocacy and Challenge due to activity transferring to Learn Sheffield.
10. The DSG is forecasting an improvement of £41k from month 9. This is due to an improvement of £31k on Inclusion and Learning Services due to confirmation of no further commitments to Learn Sheffield.

Lifelong Learning Skills and Communities

11. As at month 10, Lifelong Learning Skills and Communities is currently forecasting a £47 overspend (shown in the table above) relating to cash limit and a £10k under spend on DSG.
12. The cash limit and DSG position are consistent with the month 9 position.

Communities Portfolio

Summary

13. As at month 10, the Portfolio is forecasting a full year outturn of an over spend of £1.302m. The key reasons for the forecast outturn position are:

Business Strategy (forecasting a minor reduction in spend of £11k):

- The minor under spend position for Business Strategy is mainly due to non-achievement of current and prior year savings in the Planning and Performance Service offset by reduction in spend on Business Support salaries and mail/ insurance contracts.

Care & Support (forecasting an over spend of £1.29m):

- This overspend is primarily related to an over spend in Learning Disabilities and a reduction in the level of Client Contributions receivable in the year.
- Learning Disabilities is forecasting an over spend of £0.903m. Health income is forecast to be lower by £0.364m within Purchasing which is contributing to the overall purchasing over spend of £0.628m. There is also £1.6m of 2015/16 savings which will not be delivered, particularly around the work being done with the providers of Supported Living and Respite Care bringing

prices in line with the LD Provider Framework. The savings for 2015-16 are being partly offset by funded pressures which are not expected to play out in full within the year. Work is continuing in this area and will result in savings for future financial years. There is also a £0.299m over spend in LD Assessment & Care Management directly attributable to temporary staffing resources brought in from the Adults Service to increase review and re-assessment rates within the service.

- Long Term Support is showing an under spend of £182k. This comprises the net position of an over spend in adults purchasing of £708k, with an under spend across the remainder of the service of £526k; this under spend is predominantly the saving from social work vacancies of £443k in the current establishment and £83k against Forge Centre due to reduction in contracts.
- Provider Services is showing a slight underspend against budget of £151k. There is a £355k reduction in spend on Carers in the Adult Placement Shared Lives Service. City Wide Care Alarms reports an over spend of £390k as a result of reduction in income. Care4You Business and Performance and Head of Service Budgets report a combined £332k reduction in spend on staffing. Community Support Services report an under spend of £111k on salary costs. Reablement Services report an over spend of £256k which has arisen as a result of the service incurring additional staff costs relating to planned efficiencies delivered later than expected.
- Contributions to Care is showing an over spend of £0.437m against budget. This includes an overall shortfall of £0.786m on the fairer contributions business unit due to the numbers of service users being less than the original budget assumptions because of business demand management and the application of eligibility criteria. This is offset by an over estimation of liabilities at year end. There is also a shortfall of £0.309m on ILF contributions, £0.336m Residential/Nursing income and £0.347m on Public Health Direct Payments. This is offset by increases in Property Income £0.889m and Continuing Health Care Income £0.449m.

Commissioning (forecasting an over spend of £730k):

- A reduction in spend forecast by Commissioned Housing of £792k against Housing Related Support Contracts due to contract changes and a delay in implementation of new contracts.

- A forecast over spend against Commissioned Mental Health Services £1.4m. This is made up of a £1.238m overspend in Mental Health purchasing and £0.119m overspend in the Older People's Mental Health contract, both directly attributable to non-achievement of savings and increased demand. There are also small over spends of £25k and £8k in the S75 contract and Partnership contract BU's.
- A forecast over spend on Public Health Drug and Alcohol (DACT) of £78k. This is made up of overspends within the Drug treatment areas on contract (£88k) and non-contract (£116k) expenditure. Offset by an under spend in the DIP Contract payment of £106k.
- A forecast over spend of £76k on Public Health Community. This is mainly attributable to a £64k over spend on the Public Health Mental Health budget.
- Social Care Commissioning Service is forecasting an over spend of £41k which relates to a change of equipment provider and increased demand against that contract (net of CCG risk share contribution).

Community Services (forecasting a reduction in spend of £50k):

- There is a forecast over spend of £122k in Locality Management, primarily relating to the anticipated non-achievement of 2015/16 savings targets. This is offset by pay savings and over-recovery of income in the Libraries Service of £173k.

Housing General Fund (forecasting a reduction in spend of £656k):

- The Housing General fund is forecasting an underspend of £656k, comprising mainly of a reduction in demand for the Local Assistance Scheme, a reduction in spend in the Homelessness Prevention Fund and Repossession Prevention Fund and an adjustment for water rates. The service is also carrying many vacancies as a result of the service going through an MER which is due to be completed in April.
- The position on Sustainable City remains balanced until the Communities Business Partner team have concluded work on the budgets and fully understands the activity therein. The service transferred from the PLACE portfolio during the year and work has been undertaken to create simplified budgets to aid the service in their forecasting. At this time there is still a requirement to capitalise some revenue expenditure and this is being reviewed as part of an action plan to determine future funding requirements of the service.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month
BUSINESS STRATEGY	6,472	6,483	(11)	↔
CARE AND SUPPORT	116,399	115,109	1,290	↑
COMMISSIONING	30,994	30,265	729	↓
COMMUNITY SERVICES	7,930	7,980	(50)	↓
HOUSING GENERAL FUND	3,408	4,064	(656)	↔
GRAND TOTAL	165,203	163,901	1,302	↓

Commentary

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

- Business Strategy has a favourable move in position of £16k which is predominantly due to increases in underspends on pay budgets.
- Care and Support has an adverse change of £299k which is net of:
 - An adverse movement of £42k in Learning Disabilities due to an increase in the Provider Services forecast of £71k offset by reductions in purchasing and A&CM outturns of £28k.
 - A favourable movement in the forecast spend of £49k in Access, Prevention and Reablement, due to reduced staffing costs, predominantly agency costs.
 - Provider Services has a favourable move in forecast of £61k mainly as a result of reduction in staffing costs linked to the use of Winter Resilience funding.
- Commissioning is showing a favourable movement of £229k.
 - Mental Health Commissioning is showing an adverse movement of £9k which is net of increased demand in the MH purchasing budget of £49k mainly due to anticipated demand resulting from discharges of Section 117 clients from Nursing Care into Community Care and an improved position of £48k in Older Peoples Mental Health due to a reduction in forecast for pension costs.
 - Public Health Drug and Alcohol has a favourable movement of £111k. This is explained by an increase in the forecast of Public Health Grant within this area to match budget income, in turn reducing the impact on the general revenue budget.

- Commissioned Housing reports a favourable move of £51k as a result of a delay in implementation of new contracts.
- Social Care commissioning reports a favourable move of £89k mainly due to revised plan around the use of Care Home Support Team budget.
- Community Services is showing a favourable movement of £156k as a result of a £94k reduction in spend on non-pay in Libraries, particularly on materials, equipment and IT. There is a further favourable movement in Locality Services of £62k as a result of review of planned spend. In Voluntary Sector Grants.
- Housing General Fund has a favourable movement of £51k. This is mainly due to lower than expected demand from the Local Assistance Scheme of £20k; £34k of unbudgeted grant income in Safer Communities Partnership offset by a minor adverse movement of £3k in other areas of the service.

Year to Date

- The year to date position for Communities shows £21k under spend which is currently being scrutinised by Finance and underlying issues will be picked up with service.

Place Portfolio

Summary

15. As at month 10 the Portfolio is forecasting a full year outturn of a £3.8m overspend, an adverse movement of £0.2m from the month 9 position.
16. The key variances this period included
 - **Portfolio-wide spend reduction** - £0.3m across most service areas following a detailed review of forecasts by service management and finance which identified planned spend that did not meet the spend 'freeze' criteria adopted by the Portfolio of contractual, grant funded etc.
 - **Regen & Development Services** - £0.5m adverse movement in actual/forecast income following a detailed review/challenge of income forecasts that were considered to be at unrealistic given the close proximity to year-end. The key areas being planning fees and project recharges.
17. The key reasons for the forecast outturn position are:
 - **Business Strategy & Regulation:** £3.5m over budget due to delays in delivering planned cost reductions to the waste contract as a result of protracted negotiations with the provider (£2.6m) and emerging cost

pressures from increased household waste volumes and reductions in income from the sale of materials due to falling market prices caused by movements in the global economy (£1.3m). This is offset to some extent by cost reductions across the rest of the service (£0.4m).

- **Regen & Development Services:** £2.1m over budget largely due to delays in delivering the planned cost reductions in the Streets Ahead programme (net £2.7m), plus additional staffing and income pressures within the Transport and Parking Services activity (£0.4m), offset by continuation of sustained cost improvement trends in Highways and Highway Network Management (£1m).
 - **Culture & Environment :** £1.4m under budget through a continuation of sustained cost improvement trends within the Bereavement Services, Parks, City Centre Management and Sports Facilities activities (£0.8m) and further cost reductions arising from staffing and discretionary spend reviews across the rest of the service (£0.6m).
18. It should be noted that at the Place Leadership Team meeting on 18 June 2015 Directors approved a Recovery Plan to significantly improve upon and mitigate the £8.5m forecast overspend reported at Month 2. This included implementing an estimated £2.8m of immediate actions, together with a review of key areas of employee and discretionary spend with a view to realising further savings in 15-16 which will carry through to future years.
19. At the Place Leadership Team on 6 October, it was agreed to amend budgets in line with an outline plan which if implemented could reduce the forecast overspend to £2.5m by year-end.
20. Subsequent actions have included the release of 37 employees under a voluntary severance/retirement scheme and the implementation of a spend freeze within the Portfolio.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month
BUSINESS STRATEGY & REGULATION	33,798	30,293	3,505	↔
CAPITAL & MAJOR PROJECTS	1,329	1,396	(67)	↔
CREATIVE SHEFFIELD	3,575	3,868	(293)	↔
CULTURE & ENVIRONMENT	42,521	43,923	(1,402)	↔
MARKETING SHEFFIELD	592	655	(63)	↔
PLACE PUBLIC HEALTH	14	0	14	↔
REGENERATION & DEVELOPMENT SER	83,849	81,716	2,133	↑
GRAND TOTAL	165,678	161,851	3,827	↑

Commentary

21. The following commentary concentrates on other key variances and risks.

Capital & Major Projects

22. The forecast for this activity remains £67k under budget.
23. It should be noted that contained within this small underspend is an income pressure within the markets service of £0.5m (mainly the Moor market) which is being offset by reductions in spend across the rest of the service.
24. The position within Moor market arises from being only 70% let earlier in the year as Traders surrendered tenancies due to difficult trading conditions. The low viability of the market businesses had also led to a high level of debt. The business model for the market is currently under review balancing lower rents against the need for more flexibility in location to ensure let space is maximised (currently 82%). External agents have been engaged to promote the letting of vacant stalls and recover monies due to the Council.

Creative Sheffield

25. The forecast for this activity is £293k under budget, an improvement of £29k this period, from cost reductions across the whole service.
26. A key risk is securing the funding of the £0.5m salary cost within the City Regeneration team. The team is heavily committed to developing business cases to bid for funds from the Sheffield City Region Investment Fund (SCRIF). Costs incurred in developing business cases are not recoverable from the fund and must be financed at risk by the bidding organisation.
27. There are further risks related to the Grey-to-Green project where the failure to keep to the work schedule has resulted in some £750k of expenditure becoming ineligible for ERDF funding as it is outside the agreed timeframe. The risk to the Council here is £410k and alternative funding sources are being explored. Whilst the outcome of a long standing European audit of the Tudor Square project is nearing completion, which could result in additional cost, should this be higher than the existing risk provision made.

PPC Portfolio

Summary

28. As at month 10 the Portfolio is forecasting a full year outturn of an overspend of £369k, an adverse movement of £83k from the month 9 position. The key reasons for the forecast outturn position are:
 - £244k over spend in Communications due to under recovery of income as a result of a delay in the implementation of the new advertising contract.

- £104k over spend in Electoral Registration due to an increase in supplies and services costs and employee costs offset by an under spend of £50k in Local Elections.
- These over spends are offset by small underspends across the remaining services in PPC.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month
ACCOUNTABLE BODY ORGANISATIONS	0	0	0	↔
POLICY, PERFORMANCE & COMMUNICATION	3,514	3,280	234	↔
PUBLIC HEALTH	-	(135)	135	↑
GRAND TOTAL	3,514	3,145	369	↔

Commentary

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

Resources Portfolio

Summary

30. As at month 10 the Portfolio is forecasting a full year outturn of a reduction in spending of £773k as per the month 9 position. The key reasons for the forecast outturn position are:

- £136k overspend in Commercial Services (Savings) due to a shortfall in income from cashable procurement savings;
- £214k over spend in Central Costs due to project costs incurred in relation to the insourcing of the Revs and Bens Service;

Offset by:

- £402k under spend in Finance due mainly to over recovery of income and savings on employees from unfilled vacancies and salary sacrifice;
- £138k under spend in Human Resources due mainly to over recovery of oncome on The Moorfoot Learning Centre;
- £388k under spend in Housing Benefit due to the recovery of high value over payments as a result of a DWP data-matching fraud and error initiative;

- £161k under spend in Legal Services mainly due to the structure not yet being fully recruited to following the Achieving Change in September.

Financial Results

Service	Forecast Outturn £000s	FY Budget £000s	FY Variance £000s	Movement from Month
BUSINESS CHANGE & INFORMATION SOLUTIONS	1,125	1,096	29	↔
COMMERCIAL SERVICES	125	112	13	↔
COMMERCIAL SERVICES (SAVINGS)	(1,492)	(1,628)	136	↔
CUSTOMER SERVICES	1,305	1,347	(42)	↔
FINANCE	1,529	1,931	(402)	↔
HUMAN RESOURCES	1,178	1,316	(138)	↔
LEGAL SERVICES	3,317	3,478	(161)	↔
RESOURCES MANAGEMENT & PLANNING	245	208	37	↔
TRANSPORT AND FACILITIES MGT	10,733	10,804	(71)	↔
TOTAL	18,065	18,664	(599)	↔
CENTRAL COSTS	14,340	14,126	214	↔
HOUSING BENEFIT	18	406	(388)	↔
GRAND TOTAL	32,423	33,196	(773)	↔

Commentary

31. There have been no changes from the month 9 position.

Corporate

Summary

32. The table below shows the items which are classified as Corporate and which include:

	<u>FY Outturn</u> £'000	<u>FY Budget</u> £'000	<u>FY</u> <u>Variance</u> £'000
Corporate Budget Items & Savings Proposals	54,192	59,566	(5,374)
Income from Council Tax, RSG, NNDR, other grants and reserves	(499,835)	(499,769)	(66)
Total Corporate Budgets	(445,643)	(440,203)	(5,440)

- **Corporate Budget Items & Corporate Savings:**
 - (i) corporate wide budgets that are not allocated to individual services / portfolios, including capital financing costs and the provision for redundancy / severance costs, and;
 - (ii) (ii) the budgeted saving on the review of enhancements and the budgeted saving from improved sundry debt collection.
- **Corporate income:** Revenue Support Grant, locally retained business rates and Council tax income, some specific grant income and contributions to/from reserves.

Commentary

- **Corporate** are currently forecasting a reduction in expenditure of £5.4m. This is mainly due to lower than anticipated redundancies costs of £2.6m and an improved position of £2.8m on the Capital Financing budget as a result of continuing low interest rates, improved investment income, reduced borrowing costs and capitalisation on the Sheffield Retail Quarter expenditure.

PUBLIC HEALTH BUDGET MONITORING AS AT

31st January 2016

Purpose of the Report

1. To report on the 2015/16 Public Health grant spend across the Council for the month ending 31st January 2016
2. The report provides details of the forecast full year spend of Public Health grant compared to budget. Key variances are explained and any financial risks are discussed in the risk section.
3. The net reported position for each portfolio/service area would normally be zero as public health spend is matched by a draw down of public health grant. For the purposes of this report, and in order to identify where corrective action may be necessary, we have shown actual expenditure compared to budget where there is an underspend position. Overspends which will affect Portfolios' revenue positions are described in the narrative sections only.

Summary

4. At month 10 the overall position was a forecast underspend of £1,575k which is summarised in the table below.

Portfolio	Forecast Full Year Expenditure	Full Year Expenditure Budget	Full Year Variance at m10	FY Variance Forecast at m9	Movement from Prior Month
CYPF	15,016	15,663	(647)	(534)	(113)
Communities	13,553	13,997	(444)	(528)	84
Place	2,888	3,403	(515)	(454)	(61)
Director of PH	2,323	2,292	31	50	(19)
Total Expenditure	33,780	35,355	(1,575)	(1,466)	(109)

5. Key reasons for the forecast under spend are:

- (647k) underspend in CYPF due to hold back of Best Start investment £150k, Reduced contract values being £329 lower than budget and held vacancies in the service.
- (£444k) underspend in Communities of which £193k is uncommitted funds that will be clawed back as part of in-year savings.
- (£515k) underspend in Place mainly as a result of projects which have been put on hold.

6. The Government has confirmed the in-year cut for the 2015/16 Public Health grant which for Sheffield is a cut of £2.134m. The above underspend along with the held 2014/15 carried forward grant will address this in year pressure.

Communities Portfolio EXECUTIVE SUMMARY

HRA Revenue Budget Monitoring 2015/2016– as at January

Purpose of this Report

1. To provide a summary report on the HRA 2015/2016 revenue budget for the month ending 31st January 2016, and agree any actions necessary.
2. The content of this report will be used as the basis of the content of the budget monitoring report to the Executive Management Team and to Members.

Summary

3. The HRA Business Plan is based on the principle of ensuring that investment and services required for council housing is met by income raised in the HRA.
4. The 2015-16 budget is based on an assumed in year position of £10.9m which is to be used to fund the ongoing HRA Capital Investment Programme. In accordance with the HRA's financial strategy any further in- year funds generated by the account will be used to provide further funding for the future HRA Capital Investment programme.
5. As at month 10 the full year outturn position is a projected £5.9m saving compared to budget.

The main variances include reduced net rental income of £179k mainly due to a higher turnover of vacant properties, this position is expected to improve in the final quarter of the year, reduced rental income is also partly offset by a forecast reduction in the provision for bad debts. Service charge income is forecast to be £186k below budget due to timings whilst expenditure on housing repairs and maintenance is expected to remain within budget. These items are offset by forecast reductions of £6.4m on overall running costs, of this £1.6m relates to staffing as a result of turnover and vacancy savings, £ 2.5m of general running and operating expenses and £2.3m resulting from the re-profiling of projects into future years.

6. Financial Results

Housing Revenue Account (excluding Community Heating)	FY Outturn £000's	FY Budget £000's	FY Variance £000's	Movement from Month 9
1.NET INCOME DWELLINGS	(149,248)	(149,427)	179	↑
2.OTHER INCOME	(6,637)	(6,823)	186	↓
3.HOMES-REPAIRS & MAINTENANCE	31,892	31,871	21	↓
4.DEPRECIATION-CAP FUND PROG	38,973	38,973	0	↔
5.TENANT SERVICES	53,527	59,922	(6,395)	↑
6.INTEREST ON BORROWING	14,638	14,579	59	↔
Total	(16,854)	(10,905)	(5,949)	
7.CONTRIBUTION TO CAP PROG	16,854	10,905	5,949	↑

Community Heating

The budgeted position for Community Heating is a draw down from Community Heating reserves of £338k. As at month 10 the position is a draw down from reserves of £232k resulting in a saving of £106k. This is due to re-profiling the implementation of the heat metering scheme and a reduction in gas charges.

Community Heating	FY Outturn £000's	FY Budget £000's	FY Variance £000's	Movement from Month 9
Income	(2,955)	(2,760)	(195)	↔
Expenditure	3,187	3,098	89	↔
	232	338	(106)	

Housing Revenue Account Risks

There are a number of future risks and uncertainties that could impact on the 30 year HRA business plan. As well as the introduction of Universal Credit, outlined elsewhere in the report, the Government announced a number of further changes in the July 2015 Summer Budget Statement and Welfare Reform and Work bill. These include a revision to social housing rent policy, which will reduce rents for the next four years. This will have a considerable impact on the resources available to the HRA. In addition, the Government's "Pay to Stay" proposals and other changes in the Housing and Planning bill will impact on both tenants and the HRA business plan. Work is continually ongoing to assess the financial impact of these. Other identified risks to the HRA are:

- **Interest rates:** fluctuations in the future levels of interest rates have always been recognised as a risk to the HRA.
- **Repairs and Maintenance:** existing and emerging risks within the revenue repairs budget include unexpected increased demand (for example due to adverse weather conditions) and future changes to contractual arrangements.

CAPITAL PROGRAMME MONITORING AS AT 31st JANUARY 2016

Summary

1. At the end of January 2016, the end of year position forecasts a variance of £19.3m (10%) below the approved Capital Programme. Project managers are forecasting to deliver a capital programme of £246.7m. This is £9.3m lower than forecast last month and reflects lower delivery on all programmes.
2. The bulk of the forecast variance is in the Place £8.0m (8% below budget) and Housing programmes £7.6m (9% below budget). These variances are discussed in greater detail below at paragraph 9.
3. The Year to date position shows spending to be £21.7m (10%) below planned spend. This is a further £3.6m shortfall from last months although still at the same level of 9% below budget as in November. .
4. The forecast shows a reduction of some £20m over the year since Month 2 forecasts in May. The budget has reduced too but at a slower rate indicating that managers are still submitting slippage requests to catch up with the revised forecasts. Looking at spend rates to date, allowing for an increase in accruals at year end and assuming the major (Top 20) projects hit their forecasts, an Outturn close to or very probably below £240m is the more likely scenario.

Financials 2015/16

Portfolio	Spend to date	Budget to Date	Variance to date	Full Year forecast	Full Year Budget	Full Year Variance	Change on last Mth Bud	Change on last Forecast
	£000	£000	£000	£000	£000	£000	£000	£000
CYPF	26,818	28,518	(1,700)	30,845	32,925	(2,080)	762	(1,233)
Place	59,205	73,627	(14,422)	87,399	95,449	(8,050)	2,683	(1,104)
Housing	57,688	60,977	(3,289)	73,826	81,449	(7,623)	(2,456)	(5,580)
Highways	11,842	13,013	(1,171)	17,159	16,717	442	257	(581)
Communities	357	295	62	374	362	11	(19)	(9)
Resources	3,342	4,512	(1,170)	5,342	7,384	(2,043)	(487)	(800)
Corporate	31,753	31,753	(0)	31,753	31,753	(0)	(0)	(0)
Grand Total	191,005	212,696	(21,691)	246,698	266,040	(19,342)	741	(9,306)

5. Capital Programme

	2015-16 £m	2016-17 £m	Future £m	Total £m
Month 9 Approved Budget	276.1	201.0	315.4	792.4
Additions	0.2	1.0	58.5	59.7
Variations	-4.4	-7.2	-26.6	-38.1
Slippage & Acceleration	-5.9	1.5	13.4	9.1
Month 10 Approved Budget	266.0	196.3	360.7	823.0

6. The revised programme shows an increase of £30.6m following the addition of a further year's housing programme schemes as part of the Council's budget compilation.

Commentary

7. The Top 20 projects in the Capital Programme accounts for 72% of the current 2015/16 budget. The key variances for the forecast £21.7m shortfall against the whole of the programme by the year end are shown below. Half of that variance is accounted for by the Top 20 projects:
- Further re-profile of spending on the Sheffield Retail Quarter project to reflect revised programme information resulting in slippage of £7.1m into 2016/17; offset by the demolition works programme being £0.8m ahead of plan.
 - Up to £0.8m of potential underspend on the demolition of Castle Market and asset enhancement schemes as a result of savings being realised on the original project estimate; £0.4m of slippage on the North Active Leisure Centre.
 - Within the Housing Programme, £1.6m of slippage acquiring properties due to delays in legal completion.

- £2.7m slippage on the Roofing programme due to adverse weather delaying the programme.
- £0.9m of slippage on the Arbourthorne 5Ms refurbishment due to delays following the discovery of asbestos.
- £0.8m forecast slippage on the new Tinsley Primary school. This will be recovered next year and the school is expected to open on time. Hallam School is also £0.7m behind forecast due to delays caused by a revised specification.
- £1.8m slippage on the Communal Areas low rise flats due to late start of the surveying work.
- Several projects are currently forecasting an increase on planned spend in the year. These include £0.5m on the New Council House builds, £0.8m on the Lower Don Valley Flood Defence works, £0.5m on the Council House New Build programme and £0.6m on BRT North. The first two projects have recently been re-profiled to reflect previous slippage against programme.

Of the £21.7m slippage against the programme at the end of December:

- The Roofing programme has been re-profiled to reflect the latest construction plan and is now only £0.2m ahead of plan.
- £6.2m behind profiled spend on the SRQ;
- £4.7m behind profile on the two new leisure centres and football pitches at Graves and North Active. The projects have slipped £0.8m in the current period but the slippage will be caught up so that the centres will open on their projected dates;
- £1.3m behind on the Acquisitions programme to increase the stock of Council Housing due to delays in seeking suitable properties and completing the property transactions;
- For the reasons above the Arbourthorne 5Ms refurbishment and communal areas projects are £0.7m and £0.6m behind profile.
- A net £7.7m shortfall against budget on the 168 projects outside the Top 20. Of these, 47 projects are, cumulatively, £4.0m ahead of plan but the remainder are £11.7m behind plan.

Risks

8. Two projects currently have Amber Financial RAG ratings.
9. The BRT North project is over £6m over budget due to the need to move a previously unchartered sewer, asbestos contaminated land and unexploded WW2 ordnance. South Yorkshire Passenger Transport Executive, who are the lead party on the project, have secured in principle funding from the Sheffield City Region which will remove some £4m of the overspend. The remainder will be found from future Community Infrastructure Levy payments.
10. As described above, the Grey-to-Green project, which will convert redundant highway into shrub beds to improve the environment and attract investment, is running late and approximately £0.4m of ERDF funding will be lost. The project Sponsor is currently seeking alternative funding.

Approvals

11. A number of schemes have been submitted for approval in line with the Council's agreed capital approval process.
12. Below is a summary of the number and total value of schemes in each approval category:
 - 15 additions to the capital programme with a value of £13.3m.
 - 9 variations to the capital programme amounting to a net increase of £415k..
13. Further details of the schemes listed above can be found in Appendix 5.1 to 5.2.

Scheme Description	Approval Type	Value £000	Procurement Route
THRIVING NEIGHBOURHOODS AND COMMUNITIES			
GREAT PLACE TO LIVE :-			
Highways			
<p>Blackburn Valley Cycle Route The Blackburn Valley cycle route is a part of a key strategic route that runs through and adjacent to significant employment and development site areas, linking into large residential areas that flank the M1 Corridor between Meadowhall and Junction 35a Business Park. It is already well used by cyclists but as it has two gaps of approximately 840 metres between Ecclesfield and Smithywood (Phase 1) and 810 metres from Chapeltown to Junction 35a. This results in cyclists having to re-join the carriageway, traverse unmade tracks, or use the existing highway network which is busy with motorised vehicles and has some steep gradients. This variation seeks approval for:</p> <p>A) Phase 1; £350k to complete the stage between Ecclesfield and Smithywood comprising: -£270k – Construction Costs -£80k –Non Construction Fees</p> <p>B) Phase 2: £50k – For in house project management and to undertake feasibility works for the final stage between Coppice Rise at Chapeltown and Junction 35a.</p>	Variation	400	Existing Contract - Amey under waiver 088-2015

<p>Works are to be funded by Sustainable Transport Exemplar Programme funding from South Yorkshire Passenger Transport Executive</p> <p>The £18k commuted sum estimated for these works is to be funded from existing negative commuted sums accrued under the Amey contract.</p>		
<p>Chesterfield Road Key Bus Route</p> <p>The Chesterfield Road KBR is one of several bus corridors throughout the City, which individually and together are being improved using over £18m of Department for Transport (DfT) Grants to improve bus journey time reliability. Chesterfield Road carries, on average, one city-bound bus every two minutes through the working day. On occasions it can take buses over 9 minutes to travel around 300 metres or so along Chesterfield Road in Heeley, whereas in free flowing conditions it ought to take no more than 2 minutes. Over the course of a year around 9 million bus passengers will travel along Chesterfield Road and, therefore, the bus operators view this location as a priority for improvement. The proposed scheme would connect the two existing sections of bus lane and complement the other works, some complete and some in-train, on the Chesterfield Road and nearby corridors. Without this scheme the other interventions would not achieve their full potential as there would still be significant journey time unreliability caused by congestion and delay on the A61 at Heeley and Meersbrook.</p> <p>The estimated total cost of the full scheme is £3.6m and further phases will be brought forward for approval as funding is secured.</p> <p>There is currently £514k approved for expenditure on feasibility funding for this project. Approval is now sought for an additional £280k to allow advance orders to be placed with Utility providers to ensure delivery of the project will be able to commence once a final affordable design is complete.</p>	<p>Variation</p>	<p>280</p> <p>Waiver</p>

<p>Housing</p> <p>Re-Cycling Rollout/Waste Management</p> <p>The purpose of this project is to provide improved recycling facilities to communal areas in flats and maisonettes which are safe and secure. Previous works have completed the straightforward locations. This next phase will complete the more difficult sites.</p> <p>The original Procurement Strategy for this project stated that the project was going to be split into three lots – one to cover North Sheffield and two smaller lots covering the rest of the City. The initial survey by Housing Services identified 800 block addresses but a subsequent more detailed survey was undertaken and this reduced the number of blocks to 331 with an associated reduction in the project budget of £917k.</p> <p>As a result of the reduction in work, it was sensible to offer two contracts of a similar value split between the North and South of the City. The approved CAF budget is £713k split into two contracts of £365k and £367k.</p>	<p>Variation</p> <p>97409</p> <p>Q00083</p>	<p>-917</p> <p>917</p> <p>Contract award submitted with the CAF</p>
<p>Parks</p> <p>Olympic Legacy Park Pitch, Infrastructure and Public Realm</p> <p>The Olympic Legacy Park will create an innovation zone in the Sheffield-Rotherham Economic Corridor providing development and investment opportunities for private sector partners. The OLP will be anchored by the Advanced Wellbeing and Research Centre creating a world leading research centre to design, develop and implement physical activity interventions to improve the health and wellbeing of both the local and national population. The OLP will create high value jobs and employment for the local area. The site will also be home to the University Technical College that will be operational from October 2016 accommodating 600 students specialising in Human Sciences and Computing. In order for the proposed developments to be viable the</p>	<p>Variation</p>	<p>5.870</p> <p>YORCIVLS framework two stage procurement for the main works. Use of the Football Association (FA) framework (via RLF) for the procurement of the artificial grass pitch to ensure compliance with FA</p>

<p>sites will require utility supplies, public realm landscaping and pathways across the park which this project will provide. An outline planning application has been submitted and is expected to be approved shortly. In addition to the infrastructure and public realm works an artificial 3G floodlit pitch is also being installed which will be capable of supporting elite sports.</p> <p>The project will be delivered as a single contract.</p> <p>The construction costs for the Infrastructure and Public Realm are £4,500k and for the pitch £970k giving total construction costs of £5,470k. Direct costs and professional fees for the remainder of the project are estimated at £400k, previously approved feasibility costs for the infrastructure are £155.k giving a total project cost of £6m.</p> <p>The project is funded by:</p> <ul style="list-style-type: none"> • Sheffield City Region Infrastructure Fund £4.9m (application in hand) • CYPF Capital Contribution £500k • (EFA) Education Funding Agency (UTC) University Technical College £500k • SCC Corporate Resource Pool £125k <p>Total cost of £6m</p> <p>This approval is conditional on securing the SCRIF funding. The project plan is tight and requires approval to commence the tender process before the whole of the funding package has been secured.</p>		<p>funding regulations should FA funding become available.</p>
<p>Sheffield General Cemetery HLF Sheffield General Cemetery (SGC) was acquired by SCC in 1978, in poor and declining condition, with the intention of creating a public park. The site was formally designated as a park by an Act of Parliament in 1979; initial works to transform the site were undertaken around this time, however the vision was not fully realised.</p>	<p>Addition</p>	<p>477</p> <p>Full Competitive Tender for lead consultant; other, smaller appointments / services will be</p>

<p>SGC is on the SCC asset risk register and the Historic England (HE) Heritage at Risk Register. As a Grade II* nationally registered public park SCC have a responsibility to protect the site and to ensure safe public access to the park and buildings.</p> <p>Many of the structures / monuments are in poor and declining condition and pose a significant Health & Safety risk. A section of retaining wall collapsed during winter 2013/14, this and part of the above ground catacombs were shored to prevent further collapse. Subsequently public access was restricted in that area of the site.</p> <p>Over the last 3 years SCC has invested ad-hoc revenue funding of around £30k to £60k per annum in order to maintain public access. The estate is in a rapidly declining condition and requires around £1million of investment over the next 3-5 years simply to address the Health & Safety issues associated with structures on site.</p> <p>In 2015 Historic England awarded SCC £30k grant funding to undertake specialist investigation work to understand structural issues relating to the catacombs and select monuments. This work was used to provide repair cost estimates and to inform the Round 1 HLF application.</p> <p>Sheffield General Cemetery Trust (SGCT) secured external funding in 2014/15 to carry out conservation repair work at the Non-Conformist Chapel (NCC) so that the building can be used for community activities and events. The NCC will open for use early 2016.</p> <p>The submission of the HLF grant application was supported and approved by Great Place to Live Programme Board and Capital Programme Group in March 2015.</p> <p>The Round 1 Heritage Lottery Fund application has been successful with a grant award offered for development work towards the repair, regeneration and</p>		<p>procured via competitive quotes</p>
--	--	--

<p>conservation of Sheffield General Cemetery.</p> <p>A grant contribution of up to £430k (90 percent) has been secured from the Heritage Lottery Fund (HLF) to progress a 24 month Round 1 development project for Sheffield General Cemetery with the development phase of the project having an estimated cost of up to £477,354. The Council is required to provide a match funding contribution towards this Round 1 development estimated at up to £47,754 (10 per cent) from the CRP over 2016/17 and 2017/18.</p> <p>Subject to the required criteria being met, a successful Round 1 project proposal enables, but does not guarantee, a further Round 2 Heritage Lottery Fund application to be submitted for a capital project valued at up to £3,442,418 with HLF funding of up to £3,098,400 (90 per cent) being made available for this. The Council will also be expected to provide a match funding contribution of up to £344,018 (10 per cent) towards the capital project.</p> <p>This stage of the project, round 1 will include the following:</p> <ul style="list-style-type: none"> • Conservation Plan production to include a site master plan and detailed design proposals for all recommendations to RIBA stage • Historic research, specialist site surveys and investigation work • Community consultation and assessment of stakeholder needs and including engaging new and hard to reach audiences e.g. those with mobility issues, 76+, 19-25 age, BME groups, people from areas of deprivation, people with mental health issues 		
--	--	--

<ul style="list-style-type: none"> • Development of future governance structure • Explore surrounding land-use, green space links and development plans within the locality • Management and Maintenance Plan production • Supporting Sheffield General Cemetery Trust, volunteers and other partners to provide activities and events • Producing a Round 2 HLF bid for submission by 17th December 2017 <p>The Project costs are detailed below in the cost summary: £000</p> <table border="0" style="width: 100%;"> <tr> <td style="padding-left: 20px;">In House Project Management Fees</td> <td style="text-align: right;">233</td> </tr> <tr> <td style="padding-left: 20px;">Specialist historical and architectural consultants Specified by HLT</td> <td style="text-align: right;">228</td> </tr> <tr> <td style="padding-left: 20px;">Other Fees</td> <td style="text-align: right;">16</td> </tr> <tr> <td style="padding-left: 20px;">Total Costs</td> <td style="text-align: right;">477</td> </tr> </table> <p>Angram Bank Improvements (Parks) This project was initially approved in 2013 for the Creation of a new play area aimed at toddlers with the installation of new playground equipment at a cost of £39k, however at present, there have been no developments on the park.</p> <p>The priorities have recently been revisited and further consultation has been carried out with the local community and schools.</p>	In House Project Management Fees	233	Specialist historical and architectural consultants Specified by HLT	228	Other Fees	16	Total Costs	477			
In House Project Management Fees	233										
Specialist historical and architectural consultants Specified by HLT	228										
Other Fees	16										
Total Costs	477										
	Variation and change in scope	3.8	Competitive Quotes and In-House Delivery								

<p>The outcome showed that the local community still want play facilities but with a focus on older children aged 12+. Further consultation has also revealed that the preference is for a wheeled sports area for scooters, bikes and skateboards which is aimed at older children but which can be used by all.</p> <p>The project budget has been increased by £3.8k from Section 106 monies (total project budget £43k).</p>		
<p>SUCCESSFUL YOUNG PEOPLE : -</p>		
<p>Mechanical Replacement (Designed) Schemes – Schools: feasibility stage</p> <p>All four of the projects listed below are for the feasibility stage of a project set up to deal with the emergency heating replacement required at each school, in advance of any future Measured Term Contract (MTC) being set up, due to the very poor condition of the existing systems.</p> <p>Responsive works of this nature are to be carried out in a timely manner to avoid the otherwise potential closure of these schools and resulting in loss of continued education provision. Initial feasibility work is to be procured in-house, with any future works being sourced using an Open Tender Contract, due to there being no Measured Term Contract in place yet.</p> <p>The four schools concerned are as follows:</p> <ul style="list-style-type: none"> • Mech Replace (Designed) Mossbrook – feasibility element: £9k • Mech Replace (Designed) Halfway – feasibility element: £9k • Mech Replace (Designed) Brunswick – feasibility element: £9k • Mech Replace (Designed) Bradway – feasibility element: £9k 	<p>Additions: feasibility (CPG Approval)</p>	<p>36</p> <p>In House</p>

<p>All of the above are fully funded from the Department for Education Capital Maintenance Block Allocation.</p> <p>Mechanical Replacement MTC – feasibility element</p> <p>This project is required to respond to emergency heating replacement requirements across the SCC estate (including schools). The work will take place at various sites, which will be determined by reaction to the emergency requests.</p> <p>Responsive work of this nature is to be carried out in a timely manner to avoid the potential closure of SCC buildings due to equipment failure resulting in loss of service provision. Initial feasibility work is to be procured in-house, with any future works being sourced using a “Measured Term Contract” in order to realise economic and operational efficiencies.</p> <p>The work is to be funded as follows:</p> <ul style="list-style-type: none"> • 50% from DfE Capital Maintenance Block Allocation (£4.5k); and • 50% from Resources Corporate Resource Pool (£4.5k) 	<p>Addition: feasibility (CPG Approval)</p>	<p>9</p> <p>In House</p>
<p>CYPF Capital Maintenance Block Allocation</p> <p>This block allocation exists to support the school building maintenance programme. The CYPF Commissioners will instruct the relevant professionals to deliver the most cost effective and appropriate solution in each case.</p> <p>A request is thus made to apply funds from this Block Allocation to finance the following projects, as noted above:</p> <ul style="list-style-type: none"> • Mechanical Replacement MTC: £4.5k • Mech Replace (Designed) Mossbrook: £9k • Mech Replace (Designed) Halfway: £9k • Mech Replace (Designed) Brunswick: £9k • Mech Replace (Designed) Bradway: £9k 	<p>Variation</p>	<p>-40.5</p> <p>N/A</p>

ESSENTIAL INFRASTRUCTURE WORKS :-				
<p>Non-Highways Resurfacing (Inc. Parks) Programme 16/17 This project will deliver a programme of resurfacing footpaths throughout the city within parks and the public realm, that are not covered by the highways contract This will improve both safety and condition and reduce related liability claims against the city council. A £30k programme of condition surveys and assessments to footpaths managed by Bereavement Services and Parks and Countryside has identified those sites at most risk of slips, trips and falls. The scope of works will be a programme of patch repairs and partial replacement to these Non-Highways Footpaths throughout the City.</p> <p>The Programme will cover 16/17; however an option to extend the contract by 1 - 2 years will be included. Due to the size and nature of the works a full competitive tender process will represent the best value option and will attract the most interest and the most suitable type of contractors; a JCT Measured Term Contract will be used.</p> <p>This request is to allocate a further £470k of funding on top of the £30k already allocated for feasibility, surveys and resurfacing works addressed on a prioritised list of sites, as agreed with Service Managers within the relevant service areas. The scheme is funded from the Corporate Resource Pool.</p>	<p>Addition – Build stage</p>	<p>470</p>	<p>Formal Tender: Measured Term Contract</p>	
<p>Dams and Watercourses Programme A £20k programme of condition surveys and assessments to Sheffield’s dams and watercourses has identified various sites where repair works are required. This project will help to ensure that dams and watercourses are maintained to the required standard across the Parks and Countryside estate. Various sites will be improved, being addressed on a targeted priority basis.</p>	<p>Addition – Build stage</p>	<p>230</p>	<p>Formal Tender</p>	

<p>The maintenance works will focus on the safe repair and rebuilding of dams and watercourses identified as requiring action following survey works, by procuring a contractor to undertake necessary works, once the designs are completed by SCC. The scope of these works will include rebuilding sections of dams and walls, repairing dam leaks, removing vegetation, footpath repairs etc. Due to the size and nature of the works a full competitive tender process will represent the best value option and will attract the most interest and the most suitable type of contractors and a JCT Minor Works Contract will be used. The procurement strategy will be to let a contract for 16/17 initially with the option to extend this for further years in 17/18 and 18/19.</p> <p>This request is to allocate a further £230k of funding in addition to the £20k already allocated for feasibility, for improvement works, using a prioritised list of sites, taking into account representations from any relevant voluntary bodies, as agreed with Service Managers within the relevant service areas.</p> <p>The scheme is funded from an agreed allocation from the Corporate Resource Pool.</p>			
<p>Housing Repairs and Maintenance Transport Fleet Purchase</p> <p>This scheme follows on from Cabinet's decision to insource the Housing Repairs & Maintenance (HR&M) contract.</p> <p>The current contractor provides its own transport.</p> <p>The scheme will manage the procurement of 354 new and replacement vehicles, at an average cost of £16.3k per vehicle, by the end of 2016/17. The scheme will be reviewed after 5 years with a view to replacing more vehicles in future based on condition and demand.</p> <p>The scheme is to be fully funded from Prudential Borrowing repayable over 5 years and the annual cost of paying back the capital and prudential borrowing interest, at</p>	<p>Addition</p>	<p>5,776</p>	<p>Min-competition – Public Sector Vehicle Suppliers</p>

<p>£1.3m per annum, is mitigated by avoiding contract costs for a similar provision, currently charged at £1.8m per annum. Additionally, with the average age of the fleet being reduced towards the five year target, repair costs should also be reduced.</p>		
<p>Fire Risk Assessment Works 16/17 This scheme is for Fire Risk Assessment Works to be carried out in 2016/17, following a programme of statutory compliance surveys and assessments has been undertaken for the Regulatory Reform (Fire Safety) Order 2005 to identify hazards and risks where there are areas of poor or non-compliance within the Council's estate.</p> <p>Fire Risk Assessments have identified specific risks for the buildings included in this initial programme, including the installation of full audible fire detection systems, emergency lighting, fire doors and improvements to fire compartments. Investment in works now will support the prevention of potential future claims against the Council for non-compliance.</p> <p>The initial business case is in preparation for future works, which are to be funded from Corporate Resource Pool monies after the remainder of the Health & Safety Block Allocation has been used. A list of affected sites has been drawn up and an options appraisal for each site can be done, as well as profiling the remaining money available against the list of sites to focus on those to be addressed first, until a further allocation is agreed. The T&FM team is looking to procure a measured term contract for future FRA works.</p> <p>This initial request is for the £25k feasibility & design stage, 50% being funded from CYPF DfE Capital Maintenance Block Allocation and 50% from the Resources Health & Safety Block allocation.</p>	<p>Addition: feasibility (CPG Approval)</p>	<p>25</p> <p>In House</p>

<p>Health & Safety Block Allocation A request is made to apply funds from this Block Allocation to part finance the following project as noted above:</p> <ul style="list-style-type: none"> • FRA Works 16-17: 50% : £12.5k 	<p>Variation</p>	<p>-12.5</p>	<p>N/A</p>
<p>CYPF Capital Maintenance Block Allocation A request is made to apply funds from this Block Allocation to part finance the following project as noted above:</p> <ul style="list-style-type: none"> • FRA Works 16-17: 50%: £12.5k 	<p>Variation</p>	<p>-12.5</p>	<p>N/A</p>
<p>T&FM Roof Replacement Programme – feasibility study This scheme provides a programmed approach to address urgent and emergency roofing repairs across the Council's (non-schools) estate.</p> <p>Condition surveys have identified urgent and emergency roof repair and replacement works to support the ongoing use of Council assets. A Measured Term Contract will be used in future to replace the current approach of individually tendered projects, delivering programme and financial efficiencies.</p> <p>The outcome from a rolling programme of condition surveys will be used to prioritise capital resources for a programme of work that will have the most impact on maintaining buildings that are fit for purpose and prevent closure of the Council's (non-school) buildings.</p> <p>The project is to be fully funded from the Resources Corporate Resource Pool.</p>	<p>Addition: feasibility (CPG Approval)</p>	<p>9</p>	<p>In House</p>
<p>Asbestos Removal Framework – feasibility element This scheme will provide a framework for access to asbestos surveys and asbestos project management. A 'Measured Term Contract' will be set up for the procurement of related future works in order to improve efficiency.</p> <p>This will create a platform for an exclusivity contract operating over a number of</p>	<p>Addition: feasibility (CPG Approval)</p>	<p>4</p>	<p>In House</p>

<p>years and is required as no existing framework provides access to the identified services required. The framework will replace current ad hoc procurement, so generating improved efficiencies, financial savings and quality improvements.</p> <p>The project is fully funded from the Resources Asbestos Block Allocation.</p>			
<p>Asbestos Block Allocation</p> <p>A request is made to apply funds from this Block Allocation to finance the following project as noted above:</p> <ul style="list-style-type: none"> FRA Works: 100%: £4k. <p>This would leave £146k on the block allocation, which would be drawn upon in 2016-17 once the detailed plan of asbestos works was produced following feasibility.</p>	Variation	-4	N/A
<p>City Road Cemetery & Crematorium – feasibility element</p> <p>This project will identify and resolve essential repairs at the City Road Cemetery & Crematorium site. A prioritised list of required work will be addressed, following the outcome of the survey results.</p> <p>The scheme will address the safe repair and rebuilding of facilities within the cemetery site, following surveys, leading to a potential reduction in claims against the Council for dis-repair.</p> <p>The project is to be fully funded from the Resources Corporate Resource Pool.</p>	Addition: feasibility (CPG Approval)	3.5	In House
PROCUREMENT STRATEGY			
<p>97553 New Council Housing Phase 2 - Weakland</p> <p>This project aims to build 38 new general needs council homes for affordable rent comprising a mixture of 2 to 4 bed roomed properties and is part of a wider housing stock increase programme aiming to deliver 1,000 council homes, mostly through</p>			

<p>acquisition and refurbishment of existing properties. Procurement Recommendation: That approval is given for New Council Housing Phase 2 be procured via JCT Construction Management Contract with Wakefield & District Housing Ltd. Individual trade packages will be tendered via YORtender and appointed using the JCT Standard Form of Building Contract and grant delegated powers to the Director of Commercial Services or her nominated representative to accept Tenders and award Contracts for this project.</p>			
<p>DIRECTOR VARIATIONS:- (Note only)</p>			
<p>Woman of Steel (Culture & Environment) This project will deliver a memorial to recognise and celebrate the contribution of thousands of local women to the war effort in the form of a bronze sculpture in Barkers Pool. The South Yorkshire Community Foundation has raised a further £17.6k in donations and Director Approval has been given to increase the budget by this amount. A further £1.3k has been added from monies which were initially earmarked for the project but omitted from the original budget.</p>	<p>Director Variation</p>	<p>18.9</p>	<p>N/A</p>

Grant Awarding Body	Name of the Grant	Project to be funded by the Grant	Conditions and Obligations	Value £000
Environment Agency (EA)	Porter Brook Pocket Park	River naturalisation	<p>The grant will assist in the naturalisation of a 75m stretch of the Porter Brook that runs through the pocket park. This aims to encourage wildlife, anglers and the public to a city centre river.</p> <p>Costs: Project work: £8,500 Study: £1,500</p> <p>Main Conditions</p> <ol style="list-style-type: none"> 1. This funding must be spent by 31 March 2016. 2. Key deliverables must be complete by 31 March 2016. 3. Payment of the grant will be made upon submission of a payment request (invoice) to the EA, upon completion of the funded work. 4. Award to be used solely for financing the agreed works. 5. Project records must be retained for not less than 7 years after the 31 March 2016. <p>Claw back Repayment obligations will be applied if we do not meet deliverables and milestones.</p> <p>Risks Work/services not being delivered and completed by 31 March 2016.</p>	10,000

