

Cabinet

Wednesday 20 June 2012 at 2.00 pm

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

The Press and Public are Welcome to Attend

Membership

Councillor Julie Dore	Chair/Leader of the Council
Councillor Harry Harpham	Deputy Leader/Homes & Neighbourhoods
Councillor Bryan Lodge	Finance & Resources
Councillor Leigh Bramall	Business, Skills & Development
Councillor Jackie Drayton	Children, Young People & Families
Councillor Mary Lea	Health, Care & Independent Living
Councillor Isobel Bowler	Culture, Sport & Leisure
Councillor Mazhar Iqbal	Communities & Inclusion
Councillor Jack Scott	Environment, Waste & Streetscene

PUBLIC ACCESS TO THE MEETING

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

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Cabinet meetings. Please see the website or contact Democratic Services for further information.

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

Cabinet decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Scrutiny Committee or referred to the City Council meeting, in which case the matter is normally resolved within the monthly cycle of meetings. Further information on this or any of the agenda items can be obtained by speaking to John Challenger on 0114 273 4014.

If you require any further information please contact committee@sheffield.gov.uk or call us on 0114 273 4014.

FACILITIES

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

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

**CABINET AGENDA
20 JUNE 2012**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public.
- 4. Declarations of Interest**
Members to declare any interests they have in the business to be considered at the meeting.
- 5. Minutes of Previous Meeting**
To approve the minutes of the meeting of the Cabinet held on:-
 - (a) 16 May 2012; and
 - (b) 23 May 2012
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public.
- 7. Items Called-In for Scrutiny**
The Deputy Chief Executive will inform the Cabinet of any items called in for scrutiny since the last meeting of the Cabinet.
- 8. Retirement of Staff**
Report of the Deputy Chief Executive.
- 9. Voluntary Sector Grant Fund Awards 2012-13**
Report of the Deputy Chief Executive.
- 10. Budget Out-Turn Report 2011-12**
Report of the Executive Director, Resources

NOTE: The next meeting of Cabinet will be held on Wednesday 11 July 2012 at 2.00 pm

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

You will have a **personal interest** in a matter if it relates to an interest that you have already registered on the Register of Interests; relates to an interest that should be registered but you have not yet done so; or affects your well-being or financial

position or that of members of your family or your close associates, to a greater extent than it would affect the majority of people in the ward affected by the decision.

The definition of family is very wide and includes a partner, step-relations, and in-laws. A “close associate” is someone whom a reasonable member of the public might think you would be prepared to favour or disadvantage.

If you have a personal interest you must: declare the existence and nature of the interest at the beginning of the meeting, before it is discussed or as soon as it becomes apparent to you; but you can remain in the meeting, speak and vote on the matter unless the personal interest is also prejudicial.

However, in certain circumstances you may have an **exemption** which means that you might not have to declare your interest.

- You will have an exemption where your interest arises solely from your membership of or position of control/management in a body to which you have been appointed or nominated by the authority; and/or a body exercising functions of a public nature (e.g. another local authority).

In these exceptional cases, provided that you do not have a **prejudicial interest** you only need to declare your interest if you intend to speak on the matter.

- You will have an exemption if your personal interest is simply having received a gift or hospitality over £25 which you registered more than 3 years ago.

When will a personal interest also be prejudicial?

Your personal interest will also be prejudicial if a member of the public who knows the relevant facts would reasonably think the personal interest is so significant that it is likely to prejudice your judgement of the public interest; and

- i. either the matter affects your financial position or the financial position of any person or body through whom you have a personal interest. For example, an application for grant funding to a body on your register of interests or a contract between the authority and that body; or
- ii. the matter relates to the determining of any approval, consent, licence, permission or registration that affects you or any relevant person or body with which you have a personal interest. For example, considering a planning or licensing application made by you or a body on your register of interests.

Exemptions: You will not have a prejudicial interest if the matter relates to:

- i. the Council’s housing functions – if you hold a lease or tenancy with the Council, provided that the matter under consideration is not your own lease or tenancy;
- ii. school meals, transport or travel expenses – if you are the parent or guardian of a child of school age, provided that the matter under consideration is not the school the child attends;
- iii. statutory sick pay;
- iv. Members’ allowances;

- v. ceremonial honours for Members; or
- vi. setting the Council Tax.

If you have a prejudicial interest, you must:

- (a) Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you.
- (b) Leave the room unless members of the public are allowed to make representations, give evidence or answer questions about the matter. If that is the case, you can also attend to make representations, give evidence or answer questions about the matter.
- (c) Once you have finished making representations, answering questions etc., you must leave the room. You cannot stay in the room whilst the matter is being discussed neither can you remain in the public gallery to observe the vote on the matter. In addition, you must not seek to improperly influence a decision about the matter.

FURTHER INFORMATION

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

Advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk

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SHEFFIELD CITY COUNCIL

CABINET

Meeting held 16th May, 2012

PRESENT: Councillors Isobel Bowler, Leigh Bramall, Julie Dore, Jackie Drayton, Harry Harpham, Mazher Iqbal, Mary Lea, Bryan Lodge and Jack Scott

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1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2. **APPOINTMENT OF CHAIR**

RESOLVED: That the appointment of Councillor Julie Dore as Chair of the Cabinet be confirmed.

3. **DAY AND TIME OF MEETINGS**

RESOLVED: That meetings of the Cabinet be held on a three weekly cycle (with the exception of clashes with Full Council meetings) on Wednesday's at 2.00pm on the following dates:-

23 May 2012
20 June 2012
11 July 2012
1 August 2012
22 August 2012
12 September 2012
26 September 2012
17 October 2012
31 October 2012
21 November 2012
12 December 2012
16 January 2013
13 February 2013
27 February 2013
20 March 2013
10 April 2013

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SHEFFIELD CITY COUNCIL

CABINET

Meeting held 23rd May, 2012

PRESENT: Councillors Harry Harpham (Deputy Chair), Isobel Bowler, Leigh Bramall, Jackie Drayton, Mazher Iqbal, Mary Lea and Bryan Lodge

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Julie Dore and Jack Scott.

2. DECLARATIONS OF INTEREST

2.1 There were no declarations of interest.

3. MINUTES

3.1 The minutes of the meeting of the Cabinet held on 25th April 2012 were approved as a correct record.

4. PUBLIC QUESTIONS AND PETITIONS

4.1 Public Question on Review of Care4you Resources Centres at Hazlehurst and Sevenfields

4.1.1 Mr. Jamie Thompson asked how did the Council plan to recognise the value of the skills/expertise of staff working at the Sevenfields and Hazlehurst Resources Centres if they were de-commissioned?

4.1.2 Mr. Thompson also asked what measures will be in place to ensure the standard of care provided by private sector homes will be of the standard provided currently?

4.1.3 In response Councillor Mary Lea, Cabinet Member for Health, Care and Independent Living, stated that the Council applied a whole raft of measures to monitoring the quality of care provided in care homes, including inspections by Council Members and staff and NHS staff. Reports on these inspections were submitted for consideration by the Council's Monitoring Advisory Group, which she chaired and which comprised cross party representation and lay people. Reports from the Group were submitted to the Healthier Communities and Adult Social Care Scrutiny Committee. She acknowledged the additional point raised by Mr. Thompson concerning the high rating given by the Care Quality Commission to Sevenfields following an inspection and she added that, if any problems were detected by the Council in private sector homes, they would be the subject of regular monitoring and inspection, with a view to bringing them up

to standard, with the ultimate sanction that placements to such homes would be stopped.

4.2 Public Question on Aerial Upgrade Contract Advert and Charges for Ladders on the Hanover/Lansdowne estate

4.2.1 Mr. Stuart Lapp expressed serious concern that he had not yet received responses to his requests made at Council meetings and through correspondence, in relation to the Aerial Upgrade contract advert for the Hanover/Lansdowne estate and that, if he did not receive a response to his queries in the near future he would refer the matter to the Information Commissioner. In asking his question, Mr Lapp also asked for details of the charges made for ladders under the contract.

4.2.2 Councillor Harry Harpham (Cabinet Member for Homes and Neighbourhoods) responded that his understanding was that, in relation to matters concerning the Aerial Advert, information had been supplied to Mr. Lapp by officers but he would double check this. Councillor Harpham also indicated that Mr Lapp's query regarding the charges for ladders had already been answered.

4.3 Public Question concerning Citizen's Advice Services Centre funding

4.3.1 Mr. Stuart Lapp asked why the Council had withdrawn funding from Citizen's Advice Centres at Chapelton, Darnall, Manor and Stocksbridge and where could members of the public now access advice services as a result?

4.3.2 Councillor Mazher Iqbal (Cabinet Member for Communities and Inclusion) indicated that all four Centres had been advised in writing of the Council's proposals and it was the Council's intention to work with them on the future provision of advice services in the light of the proposals. The areas concerned would continue to have access to advice services but this would be through other organisations. It was also intended to submit a report to Cabinet on the future provision of advice services in these areas.

4.4 Public Question on action of South Yorkshire Police

4.4.1 Mr. Saleh Mohamed Ali raised concerns he suggested he had raised many times alleging his persecution and pressure by institutions in Sheffield and appealed to Cabinet to solve his problems commencing with an investigation into why the Police had raided his home?

Councillor Harry Harpham (Cabinet Member for Homes and Neighbourhoods) responded that he would pass on Mr Ali's concerns to the South Yorkshire Police.

5. ITEMS CALLED-IN FOR SCRUTINY/REFERRED TO CABINET/COUNCIL

5.1 The Deputy Chief Executive reported that there had been no items of business called in for scrutiny arising from the meeting of the Cabinet held on 25th April, 2012.

5.2 The Cabinet noted the information reported.

6. RETIREMENT OF STAFF

6.1 The Deputy Chief Executive submitted a report on Council staff retirements.

6.2 **RESOLVED:** That this Cabinet :-

(a) places on record its appreciation of the valuable services rendered to the City Council by the following staff in the Portfolios below:-

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children, Young People and Families</u>		
John Allen	Teacher, Hucklow Primary School	31
Glyn Barrott	Teacher, Meadowhead School	33
Barbara Bryars	Teacher, Hucklow Primary School	39
Jennifer Cross	Teacher, High Storrs School	37
Charles Holden	Teacher, Stradbroke Primary School	36
Anne Holland	Teacher, Meadowhead School	31
Andrea Hughes	MIS Manager, Meadowhead School	22
Lynne Poole	Acting Assistant Headteacher/Teacher, Reignhead Primary School	25
Marie Smith	Deputy Headteacher, Stradbroke Primary School	36
Ian Taylor	Assistant Headteacher, Hatfield Primary School	26
Cath Vincent	Assistant Headteacher, Meadowhead School	34

Communities

Peter Allen	Training and Development Consultant	38
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James Brodie	Support Worker	29
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Place

Richard Benson	Geographic Information Officer	37
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Keith Cain	Cemetery Operative	36
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Peter Dyson	Senior Technician, Highway Co-ordination	27
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David Hume	Bereavement Officer	24
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Alan Hunt	Cemetery Operative	36
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Keith Long	Group Manager, Building Standards	37
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Peter Mallinder	Principal Engineer	37
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Ian Peck	Project Management Practice Manager	29
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Ian Taylor	Head of Design and Project Management	38
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Martin Taylor	Operations Controller - Workshops	40
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Resources

John Plant	Financial Services Manager	31
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Denise Reynolds	Senior Business Support Officer	36
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(b) extends to them its best wishes for the future and a long and happy retirement; and

(c) directs that an appropriate extract of this resolution under the Common Seal of the Council be forwarded to them.

7. EXECUTIVE FUNCTIONS DECISION RECORD

The following decisions were taken by the Cabinet:-

7.1. AGENDA ITEM 10: REVIEW OF CARE4YOU RESOURCES CENTRES

7.1.1 The Executive Director, Communities, submitted a report on the joint review carried out by the Council and NHS Sheffield into the future of the Council's two Care4you Resources Centres namely, Hazlehurst at Jordanthorpe and Sevenfields at Wisewood, which were jointly funded by the City Council and NHS Sheffield and provided 42 beds for the re-habilitation of people following a hospital stay. The review had identified a number of options which had included a preferred option to decommission the 42 beds in the current buildings and commission alternative care elsewhere based on current need and demand.

The options available had been the subject of a period of consultation between 6th December 2011 and 29th February, 2012, which included consideration of the options by the Healthier Communities and Adult Social Care Scrutiny Committee, the findings of which were included in the Executive Director's report and which supported the proposal to de-commission the two Resources Centres.

7.1.2 **RESOLVED:** That Cabinet (a) in fully considering the outcome of the consultations and the work of the Healthier Communities and Adult Social Care Scrutiny Committee and acknowledging that both the Council and NHS Sheffield will secure appropriate alternative provision from the independent sector, approves action to proceed with the decommissioning of the two Resource Centres namely, Hazlehurst at Jordanthorpe and Sevenfields at Wisewood, and the proposals for the commissioning of alternative care by the end of June 2012 or a date as soon as practical after that date; and

(b) wishes to place on record the fact that it values the staff at the two Resource Centres and further, wishes to convey to staff at the Centres, its appreciation of the high level of expertise and commitment displayed by them during the course of their work.

7.1.3 Reasons for Recommendations

- The NHS requires nursed beds for intermediate care which the resource centres do not offer.
- The NHS professional view is that nursed beds are more appropriate for intermediate care where there are qualified nurses on site 24 hours a day. Neither the resource centres nor the City Council can offer this service.
- The City Council buildings are no longer fit for purpose for those people needing intermediate care and are provided at a comparatively high cost.
- Older people, their families and carers have told NHS Sheffield and the City Council that they want to be supported at home or as close to home as possible.

- The City Council and NHS Sheffield have given a commitment to secure alternative services within improved facilities and which will deliver better value for money.
- The requirement for the City Council to make savings whilst also maintaining essential services.

7.1.4 Alternatives Considered and Rejected

- The options appraisal and review considered 6 options and has produced clear conclusions and recommended Option 5. The second preferred option would be to commission intermediate care in a community model, but this does not meet need as well, there is evidence to suggest bed based services are required alongside any community model, additionally it would not provide value for money. The 3rd preferred option was to reprovide the current care in new or different buildings, but this does not meet need well, would not resolve the requirement for nursed beds and is likely to increase costs. The 4th and 5th preferred options sought to reduce the level of service and this is not the intended outcome or again would not meet the requirement for nursed beds. The least preferred option was no change and this would not meet future needs well, would require significant investment and would not be sustainable in the long term.
- Feedback from consultations suggested a co-operative as a means to deliver the service. It is very difficult to see how this would be able to offer any solution to the need to relocate the services into more suitable buildings, to provide intermediate care within nursing beds and to provide this at less cost than presently. Over the years the council has considered all options for its residential care buildings, including the resource centres, and the cost of refurbishing and creating larger bedrooms with en-suites was always prohibitive. It is more cost effective to secure new build facilities which would be beyond the capability of a cooperative, or to purchase intermediate beds from other providers.

7.2 **AGENDA ITEM 9: COMMUNITY RIGHT TO CHALLENGE – IMPLEMENTATION OF THE PROVISIONS OF THE LOCALISM ACT 2011**

- 7.2.1 The Deputy Chief Executive and the Executive Director, Resources, submitted a joint report referring to the provisions of part 5 of the Localism Act which gave community and voluntary sector groups, and employees of the Council the right to challenge the Council on the delivery of certain services. Under the Act, the Council would need to publish timescales and develop an internal policy and process for accepting and reviewing challenges prior to the relevant provisions of the Act coming into force. The process for implementing the provisions would be largely determined by the regulations issued by the Department for Communities and Local Government (DCLG), the final version of which had yet to be issued.

7.2.2 RESOLVED: That Cabinet :-

- (a) delegates to the Director of Commercial Services, in consultation with the Cabinet Members for Finance and Resources and Communities and Inclusion, and the Directors of Policy, Partnerships and Research and Legal Services, authority to specify the periods under Part 5, Chapter 2 of the Localism Act 2011 for dealing with Expressions of Interest (EOI) as defined in the Act and Regulations when they come into force; and
- (b) delegates to the Director of Commercial Services, in consultation with the Cabinet Members Finance and Resources and Communities and Inclusion, and the Directors of Policy, Partnerships and Research and Legal Services, authority to agree the internal policy and procedure for considering an EOI.

7.2.3 Reasons for Decision

The latest indication from Government is that these provisions will come into force in late May or June, shortly after the Regulations are laid before Parliament. This means that there will not be sufficient time between Regulations being laid and the provisions coming into force for the Regulations to be included within a process and a report to reach Cabinet. The Council needs to be in a position to respond quickly to allow it to set windows when EOI can be submitted, while it develops policy and procedure to respond to those EOI in line with the Act and the associated Regulations

7.2.4 Alternatives Considered and Rejected

Approval of the timescales and the process could be referred back to Cabinet.

7.3 AGENDA ITEM 11: LOWFIELD MYPLACE (U- MIX CENTRE) PROJECT

7.3.1 The Executive Director, Children, Young People and Families, submitted a report containing proposals to progress the Lowfield MyPlace Project (also known as the U - mix Project) for the provision of state of the art youth facilities in the Lowfield which would be funded by the MyPlace Government Programme and other funding sources which would also be used for the operational management of the Project Centre.

7.3.2 RESOLVED:

- (a) agrees the allocation of funding from the Youth budgets to the U-Mix Centre Project for the first two years of the Centre's operation, such funding to be up to the levels set out in paragraph 6.3 of the report, and to be used to support running costs including, but not limited to, staffing and management costs referred to in this report;
- (b) notes the proposed contractual arrangements described in paragraph 5.6 of the report and delegates authority to the Executive Director, Children, Young People and Families, in consultation with the Cabinet Member for

Children, Young People and Families and the Director of Commercial Services, to appoint through, a process approved by the Director of Commercial Services, a suitable provider by way of a formal agreement on such terms as she considers appropriate to undertake the management of the U-Mix Centre, including the appointment and provision of staff, as described in the report; and

- (c) authorises the Executive Director, Children, Young People and Families, in consultation with the Cabinet Member for Children, Young People and Families, to take such further steps to progress the Lowfield project or to safeguard the City Council's interests in relation to it as she shall consider appropriate, including entering into such agreements or arrangements with third parties on such terms as she considers appropriate, and if she considers it necessary, to vary the arrangements for the management of the U-Mix Centre proposed in this report.

7.3.3 **Reasons for Decision**

- The City Council has placed significant priority on improving facilities at a local level for children, young people and the wider community. This proposal supports this commitment and provides a real opportunity to improve the local offer available.
- The investment by the City Council of the revenue funding required will provide a secure basis on which to allow the income generation strategy to be realised
- This proposal delivers the requirement of funding bodies that external providers to the Council have a key role in the development and operation of this facility. It also supports the Council's commitment to working in collaboration with external organisations and ensuring that high quality activities and services are secured and provided.
- This proposal seeks to use existing resource within the Children, Young People and Families budget and is not seeking to secure any additional City Council funding.
- Scarce funds need to be utilised effectively and this is best delivered through a joined up approach that engages a range of partners and draws on their expertise and access to additional, external resources.

7.3.4 **Alternatives Considered and Rejected**

- The Council has considered the option of transferring the facility through Trust arrangements with an appropriate organisation/group. However, exploration of this option has concluded that this would require the implementation of a longer term project to establish a robust, sustainable arrangement. The requirements of funders also mean that the operation of the facility must be prioritised. Further work in relation to this option could continue alongside the operational plans for the facility.

- A further consideration has explored the establishment of the facility under direct Council management and operation. This option has been rejected as it will not achieve the added value provided through establishing the facility through an external provider. External, independent providers have opportunities to apply for and secure funding sources not accessible to local authorities and provide significant added value to Council services in this way. In addition, the current funding bodies require the engagement of external providers as key to the development and operation of the facility.
- The proposed approach set out in paragraph 5 of this paper has therefore been established as the preferred option that will bring the most value to the establishment of the facility.

7.4 **AGENDA ITEM 12: LEARNING PROVISION FOR YOUNG PEOPLE AND ADULTS IN SHEFFIELD**

7.4.1 The Executive Director, Children, Young People and Families, submitted a report containing proposals for the creation of a new commissioning framework that would allow the local authority to draw on a network of local providers to deliver tailored programmes to young people and adult learners across the City. The report sought approval to use a proportion of the funding awarded annually to the City Council by the Young People's Learning Agency and the Skills Funding Agency to secure learning opportunities for 16-19 year olds and adult learners from a quality assured network of local providers selected through tender.

7.4.2 **RESOLVED:** That Cabinet agrees to:-

- (a) the creation of a commissioning framework that allows for a more responsive, flexible and innovative approach to matching teenage and adult learners to the provision that best meets their needs;
- (b) the tendering, through the framework, of a proportion of the Adult Safeguarded Learning funding awarded to the City Council to better meet the needs of adult learners;
- (c) the tendering, through the framework, of a proportion of the Employer Responsive (ER) and Learner Responsive(LR) funds to better meet the needs of both teenage and adult learners in their local communities;
- (d) the delegation to the Assistant Director of Lifelong Learning, Skills and Communities – Family and Communities, in consultation with the Cabinet Member, Children, Young People and Families, and the Directors of Finance and Legal, to award the contracts and to determine the terms and conditions upon which the contracts will be awarded; and
- (e) the delegation to the Assistant Director of Lifelong Learning, Skills and Communities – Family and Communities, in consultation with the Cabinet Member, Children, Young People and Families, the ability to do anything

which they feel is necessary to achieve the outcomes outlined in the report.

7.4.3 **Reasons for Decision**

- The national picture for adult learning is changing and there is a projected move towards developing the activities of local community involvement in adult learning. Offering contracts to local organisations and supporting them to build capacity and expertise will enable them to be better prepared for this. It will also help to strengthen their ability to secure other sources of external funding for education and training.
- The City also needs a more flexible, varied, and easily accessible programme of learning for vulnerable and disadvantaged young people that makes us better able to further reduce the Not in Education, Employment or Training (NEETS) cohort and to meet the challenges associated with the Raising of the Age of Participation to 18 by 2015. A commissioning framework through which quality assured partners are able to respond rapidly, reach into communities and engage potential learners in innovative ways will contribute to this agenda.

7.4.4 **Alternatives Considered and Rejected**

- Retain direct delivery of all adult and community learning by the City Council. This is in direct conflict with the national direction of travel to localise responsibility for the planning and delivery through Community Learning Trusts.
- Retain direct delivery of the ER and LR funding streams exclusively through the City Council's own learning centres. This would militate against the development of a more flexible and diverse provider base across the city that is, in some cases, better placed to meet the needs of the most vulnerable learners.

7.5 **AGENDA ITEM 13: TRANSFORMING SUPPORT FOR PEOPLE WITH DEMENTIA LIVING AT HOME**

7.5.1 The Executive Director, Communities, submitted a report setting out the Council's approach for supporting people with dementia living at home including proposals for the commissioning of an information and advice service in order to meet the requirements attached to Government funding.

7.5.2 **RESOLVED:**

- (a) confirms its commitment to people with dementia and the families, communities and organisations who support them;
- (b) endorses the strategic approach to addressing the changing aspirations and the environment in which support is delivered, including the intention to make Sheffield a dementia friendly City;

- (c) authorises a major involvement exercise with those affected by dementia to ensure that change fully reflects their views with a further report on the outcome being brought back to Cabinet for consideration;
- (d) agrees to establish an Advisory Group who will support officers undertaking the involvement exercise; and
- (e) agrees, in advance of the wider discussions, to develop proposals for the commissioning of an information, advice and support service.

7.5.3 Reasons for Recommendations

- The growing number of people with dementia represents a significant issue for the City. The expectation for most people with dementia is to remain at home as long as possible.
- The existing support arrangements will not meet the increase in demand or the changing expectations of people with dementia.
- The existing support arrangements will not meet the increase in demand or the changing expectations of people with dementia.
- To help understand how best to develop services, agreement is being sought to involve people and organisations affected by dementia.
- In order to comply with the requirements attached to Government funding, Cabinet is asked to approve plans to commission an information and advice service in advance of the wider discussion.

7.5.4 Alternatives considered and Rejected

No alternatives were put forward or considered to be appropriate in the circumstances

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SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Deputy Chief Executive

Date: 20th June 2012

Subject: Staff Retirements

Author of Report: John Challenger, Democratic Services

Summary: To report the retirement of staff across the Council's various Portfolios

Recommendations:

Cabinet is recommended to:-

- (a) place on record its appreciation of the valuable services rendered to the City Council by members of staff in the various Council Portfolios and referred to in the attached list;
- (b) extend to them its best wishes for the future and a long and happy retirement; and
- (c) direct that an appropriate extract of the resolution now made under the Common Seal of the Council be forwarded to those staff above with over twenty years service.

Background Papers: None

Category of Report: OPEN

REPORT TITLE: RETIREMENT OF STAFF

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children, Young People and Families</u>		
Jadzia Camillin	Teacher of Visually Impaired Children	24
Julia Higgins	Teacher, Grenoside Primary School	39
Rauf Kiyani	Social Worker	26
Patricia Leslie	Independent Reviewing Officer	27
Jean Anne Mould	Teacher, High Storrs School	28
Karen Reed	Teacher, Reignhead Primary School	35
Laraine Richardson	Teacher - Curriculum Leader of Art, Newfield School	31
Charmain Roddis	Senior Teaching Assistant Level 3, Bents Green Secondary School	29
Carol Scott	Senior Teaching Assistant Level 3, Bents Green Secondary School	26
Susan Carol Siddall	Teacher, Malin Bridge Primary School	25
Pamela Varney	Senior Teaching Assistant Level 3, Birley Community College	25
Penelope Wardle	Teacher, Bradfield School	30
Gillian Wileman	Teacher, Hartley Brook Primary School	39
<u>Communities</u>		
June Leek	Business Development Manager	20
<u>Place</u>		
Robert Davison	Assistant Head of Design and Build, Street Force	36
<u>Resources</u>		
James Lang	School Funding Strategy Manager	26

2. To recommend that Cabinet:-
 - (a) place on record its appreciation of the valuable services rendered to the City Council by the above – mentioned members of staff in the Portfolios stated :-
 - (b) extend to them its best wishes for the future and a long and happy retirement; and
 - (c) direct that an appropriate extract of the resolution now made under the Common Seal of the Council be forwarded to those staff above with over twenty years service.

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SHEFFIELD CITY COUNCIL Cabinet Report

Report of: Deputy Chief Executive

Date: 20th June 2012

Subject: Voluntary Sector Grant Fund Awards 2012-13

Author of Report: Anne Giller (273 516)

Summary: The purpose of this report is to seek approval for recommended awards from the Voluntary Sector Grants Fund for the period 1st July 2012 to 31st March 2013 and for a proposal to set up a new Small Grants Fund.

Reasons for Recommendations:

The reason for the recommendations is to support the local voluntary sector by making awards of funding from the Council grant aid budget. The purpose of grant aid investment is

- to mobilise volunteering and promote active citizenship,
- to provide experience and training opportunities for local people and create jobs,
- to provide important services for local citizens and innovative responses to emerging social needs,
- to enable voluntary organisations to draw in external funding and boost the local economy.

Recommendations:

Cabinet is asked, having had due regard to the provisions of Sections 149 and 158 of the Equality Act 2010 and Section 17 of the Crime and Disorder Act 1998, and to the issues raised by those provisions, to approve the grant award recommendations listed in Appendix 1.

Cabinet is asked to approve the creation of a new Small Grants Fund of £50,000 to be managed as part of the Council grant aid budget in line with the Council's agreed Revenue Budget for 2012-13.

Cabinet is asked to approve the actions, arrangements and recommendations at Sections 5, 6 and 12 above, and the following specific delegations:-

- (a) The Director, Policy, Partnership and Research is authorised:-

- (i) to agree the terms of and authorise the completion of all funding agreements relating to grants made from the Voluntary Sector Grants Fund, the Small Grants Fund and the Lunch Clubs Fund ('the Grant Funds'), together with any other associated agreements or arrangements that he may consider appropriate, provided that if the terms of a proposed funding agreement involve the variation of any standard terms previously agreed by Internal Audit and / or Legal Services the agreement shall not be completed without the consent of the Chief Internal Auditor and the Director of Legal Services;
 - (ii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded, (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to review, adjust or suspend grant awards;
- (b) The Director, Policy, Partnership and Research, in consultation with Cabinet Member for Communities and Inclusion, is authorised:-
- (i) to determine the eligibility criteria, and the award and monitoring processes for the new Small Grants Fund;
 - (ii) to agree the amounts, purposes and recipients of any individual grants awarded in year from the Grant Funds including any additional sums received or returned or unpaid funds;
 - (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded or (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to withdraw grant awards.

Background Papers: See attached report.

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Tricia Phillipson
Legal Implications
YES Cleared by: Andrew Bullock
Equality of Opportunity Implications
YES Cleared by: Adele Robinson
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
YES
Human resources implications
NO
Property implications
NO
Area(s) affected
Citywide
Relevant Cabinet Portfolio Leader
Cllr. Mazher Iqbal
Relevant Scrutiny Committee if decision called in
Safer, stronger communities
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
YES

Voluntary Sector Grant Fund Awards 2012-13

1.0 Summary

- 1.1 On 9th March 2012, Council approved its budget for 2012-13 that includes an amount identified for spend on grant aid. The purpose of this report is to seek approval for recommended awards from the Voluntary Sector Grants Fund for the period 1st July 2012 to 31st March 2013 and for a proposal to set up a new Small Grants Fund.
- 1.2 In September 2011 Cabinet approved the report *Revenue Grant funding for the Voluntary and Community Sector 2012 onwards*. This set out arrangements for the winding up of the Council Revenue Grants Fund from 31st March 2012 and the introduction of a new Voluntary Sector Grants Fund. The report approved arrangements for the new Fund and agreed a start date of 1st July 2012. This report seeks approval for the recommendations of awards from the Voluntary Sector Grants Fund commencing 1st July 2012. In reaching these recommendations attention has been given to ensuring that the organisations to be funded are fit for purpose in terms of governance, service delivery and financial viability and that the investment represents good value in terms of outcomes for service users.
- 1.3 This report also proposes the setting up of a new Small Grants Fund to create a funding opportunity for local groups unable to access funding through Community Assemblies.

2.0 What does this mean for Sheffield people

- 2.1 The grants recommended in Appendix 1 of this report will support activities and services that will directly benefit a wide range of local citizens. Organisations awarded a grant will be asked to provide a diversity profile of their service users and report on how they manage their user consultation and involvement.
- 2.2 Benefits for local people arising from the grants recommended in Appendix 1 include access to services for people experiencing domestic abuse, support for vulnerable adults, support for older people, opportunities for people from Black and ethnic minority communities and access to advice and advocacy services.
- 2.3 The majority of the grants recommended in Appendix 1 will encourage significant opportunities for local people to contribute to the wellbeing of their communities by engaging in volunteering. They will support organisations providing quality training and the opportunity to gain experience that will enhance volunteers' skills and employability.
- 2.4 The grants recommended in Appendix 1 will enable local people to engage in active citizenship as trustees and management committee members shaping

and guiding the development of these organisations and the services they provide.

- 2.5 The majority of the grants recommended in Appendix 1 will provide employment opportunities for local people by helping to sustain organisations that employ paid staff.
- 2.6 Included within the Grant Aid budget is an amount used to provide grants to local lunch clubs. The lunch club grants for 2012-13 were agreed in March 2012 using powers delegated to the Director of Policy Partnership and Research in consultation with the Cabinet member for Communities. The majority of lunch clubs are small self-help groups run entirely by volunteers that encourage older people to participate in a range of activities that reduce social isolation and promote health and wellbeing in older age.
- 2.7 The majority of groups that will be funded by the proposed Small Grants Fund will be small community based self-help groups run entirely by volunteers. Evidence from the former Council Small Grants Fund showed that making small amounts of money available to assist such groups produced a significant return in mobilising activity that contributed to social inclusion and community cohesion and delivered to a wide range of beneficiaries.

3.0 Outcome and sustainability

- 3.1 Applications to the Voluntary Sector Grants Fund were invited under three funding themes that reflect aspects of the current priorities of the Council: 'Building social inclusion and cohesion and fostering good relations', 'Tackling poverty, promoting social justice and financial inclusion' and 'Supporting the local voluntary sector to thrive and deliver'. Applications were evaluated in relation to their fit with the priorities identified under these themes.
- 3.2 Grants are a flexible and responsive way of providing support to local voluntary and community sector organisations. The grants recommended in this report will fulfil a number of functions, including sponsoring specific project work, providing core funding to sustain organisations where alternative income streams are not available and enabling organisations to lever in other funding.
- 3.3 As with all public funding we need to ensure that we achieve good value for money from this investment and that our spend in the voluntary sector helps to achieve wider efficiencies that are crucial at this time of reducing budgets. Each grant will be the subject of a funding agreement that will stipulate the specific outputs and outcomes to be achieved by the organisation in return for the grant. Performance will be monitored against this agreement during the grant period.
- 3.4 Among the grants recommended in Appendix 1 under Theme 3 are 17 grants to organisations providing advice and advocacy. During 2011-12 the Council published a proposal document outlining a future model for advice service delivery across the city. CLASSY, the consortium of local advice centres had earlier issued a vision for change to which members of the consortium were

invited to sign up. CLASSY has now set up a task and finish group to develop work on a business model. A new citywide telephone advice line has been launched. This is a unique project operating as part of the national Citizens Adviceline. It is envisaged that further changes in the advice sector may take place during 2012-13 as the advice providers move towards delivering a more streamlined, integrated and consistent standard of service across the city.

4.0 Reasons for the recommendations

4.1 Voluntary Sector Grants Fund

The reason for the recommendations in Appendix 1 is to support the local voluntary sector by making awards of funding from the Council grant aid budget. The purpose of grant aid investment is

- to mobilise volunteering and promote active citizenship,
- to provide experience and training opportunities for local people and create jobs,
- to provide important services for local citizens and innovative responses to emerging social needs,
- to enable voluntary organisations to draw in external funding and boost the local economy.

4.2 Small Grants Fund

The reason for recommending the creation of a Small Grants Fund is to make available a pot of money to which small groups may apply that do not fit the local focus of Community Assembly funding. Since April 2011 local voluntary and community sector groups have been able to access small grant funding through Community Assemblies, but some groups that operate across Community Assembly boundaries have found that they do not fit the local focus.

5.0 How the recommendations were reached

- 5.1 The process by which the grant aid recommendations in this report have been reached has been substantially in line with the arrangements set out in the report *Revenue Grant funding for the Voluntary and Community Sector 2012 onwards* which were reported to and agreed by Cabinet on 28 September 2011, including broad delegated powers for the Director of Policy, Partnership and Research. The Voluntary Sector Grants Fund was advertised on the Council website and information circulated through a variety of local voluntary sector networks in September 2011. Applications received were first checked by officers to ensure that they met the standard eligibility criteria. These criteria were formulated, in line with his delegated authority, by the Director of Policy, Partnership and Research in consultation with Legal Services and Internal Audit and were consulted upon with the voluntary sector prior to the fund being advertised. Eligible applications went through an evaluation process involving assessment against a benchmark comprising a series of judgement points. These judgement points were developed by the Director of Policy, Partnership and Research in consultation with the voluntary sector and

were advertised as part of the application process. The assessments were presented to a Grant Awards Recommendation Panel chaired by the Cabinet member for Communities and comprising three further elected members and the Director of Policy, Partnership and Research. At the request of the Panel, this received details of all eligible applications. In formulating its recommendations the Panel took into account all relevant considerations, but was guided heavily by the benchmark assessments: in fact all the organisations passing the benchmark have been recommended for funding.

- 5.2 The Grant Awards Recommendation Panel met between February and April and formulated the recommendations to Cabinet listed in Appendix 1. A report of the impact of these awards will be prepared after the end of the financial year 2013 and published on the Council website.
- 5.3 Since April 2011 local voluntary and community sector groups have been able to access small grant funding through Community Assemblies. Some groups that operate across Community Assembly boundaries have found that they do not fit the local focus of Community Assembly funding. To create a funding opportunity for such groups it is proposed to set up a new Small Grants Fund of £50,000 aimed at groups unable to access Community Assembly funding because of their locus of operation.

6.0 Proposed grant spending 2012-13

- 6.1 The Council Grant Aid budget including the awards proposed in Appendix 1, the lunch club grants and proposed citywide Small Grants Fund will contribute towards the Council's corporate plan *Standing Up for Sheffield* and in particular the following outcomes: 'Better Health and Wellbeing', 'Tackling Poverty and Increasing Social Justice' and 'Safe and Secure Communities'.
- 6.2 To manage the gap between the end of the Revenue Grants Fund and the commencement of awards from the Voluntary Sector Grants Fund, the report *Revenue Grant funding for the Voluntary and Community Sector 2012 onwards* proposed that organisations in receipt of an existing Revenue Grant should receive an award for the period 1st April to 30th June 2012, unless there were specific reasons to do otherwise. These awards would come from the Grant Aid budget for 2012-13. Using powers delegated to the Director of Policy, Partnership and Research in consultation with the Cabinet member for Communities and Inclusion (with lead responsibility for the voluntary sector) these awards were made for the period 1st April to 30th June 2012.
- 6.3 **Voluntary Sector Grants Fund**
Details of proposed awards from the Voluntary Sector Grants Fund are attached to this report as Appendix 1, which provides brief details of the amount and purpose of the award being recommended. These awards are within the budget held by Policy, Partnership and Research for spend on grant aid.
- 6.4 Each grant included in Appendix 1 will be the subject of a Funding Agreement that sets out the outputs, outcomes, milestones and conditions on which the

funding is granted together with a budget of how the grant will be spent. Every grant is subject to a set of standard grant conditions approved by Legal Services and Internal Audit. It is proposed that responsibility for attaching additional conditions to a grant where these have been identified as appropriate during the grant assessment process be delegated to the Director of Policy, Partnership and Research.

6.5 In line with provisions contained in the report *Revenue Grant funding for the Voluntary and Community Sector 2012 onwards* consideration has been given to recommending some awards for a longer period of twenty one months to 31st March 2014. This is where the application was of good quality and has a strong fit with current Council priorities. It is not a commitment to fund at the same level in 2013-14 and it will be made clear to the applicants concerned that the awards for next year will be considered alongside other applications in relation to the budget as part of the process of awarding grants from the fund in 2013-14. What it does mean is that those organisations will not be asked to reapply for a grant next year. The applications recommended for a twenty one month award are Age UK Sheffield, Ben's Centre for Vulnerable People, City of Sanctuary, Languages Sheffield, Mental Health Action Group, New Beginnings (VAS), Sheffield Association for the Voluntary Teaching of English, Sheaf Citizens Advice Bureau, Sheffield Chinese Language School, Sheffield Credit Union, Sheffield Domestic Abuse Outreach Service and St Vincent de Paul Furniture Store.

6.6 **Small Grants Fund**

The Council has decided to make available an amount of £50,000 in 2012-13 for a Small Grants Fund to benefit groups that do not fit the local focus for Community Assembly funding. This fund will be managed as part of the Council grant aid budget by the Voluntary Sector Liaison Team in Policy, Partnership and Research. It is proposed that determining the eligibility criteria and the award and monitoring processes for the fund, and agreeing individual awards from the fund be delegated to the Director of Policy, Partnership and Research in consultation with the Cabinet member for Communities and Inclusion.

7.0 **Legal Implications**

7.1 The legal power for the Council to establish, administer and make awards from the various grant funds as described in this report is provided by the general power of competence contained in Section 1 of the Localism Act 2011. Subject to certain statutory restrictions, none of which apply in this case, Section 1 gives the Council "power to do anything that individuals generally may do".

7.2 In considering this report Cabinet must be mindful of the requirements imposed by the public sector equality duty enacted in Section 149 of the Equality Act 2010. Some of the proposals in this report involve the taking of action to assist persons sharing 'protected characteristics' within the meaning of the 2010 Act to overcome or minimise disadvantage or otherwise meet their

needs. This is permitted by Section 158 of the Act 2010. More details are set out below in section 8 of this report.

- 7.3 The European Commission has considered the issue of whether public sector financial support for credit unions constitutes unlawful state aid and takes the view that in some circumstances it may do so. Officers in Legal Services are of the view that the proposed grant to Sheffield Credit Union would not be unlawful. Officers in the Voluntary Sector Liaison Team intend to work closely with Legal Services to ensure that any funding agreement with Sheffield Credit Union contains appropriate provisions in relation to this issue.

8.0 Equality Implications

- 8.1 Section 149(1), Equality Act 2010 (the 'public sector equality duty') places a statutory duty on the Council to 'have due regard' when exercising its functions to the need to:-
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 8.2 Section 149(3) goes on to provide that having due regard to the need to advance such equality of opportunity involves having due regard, in particular, to the need to:-
- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
 - (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it; and
 - (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- 8.3 For the purposes of Section 149 the relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 8.4 Section 149(6) recognises that compliance with the Section 149 duties may involve treating some persons more favourably than others. However, this does not to permit conduct that would otherwise be prohibited by or under the Act.
- 8.5 Section 158 provides that if the Council reasonably thinks that:-
- (a) persons who share a protected characteristic suffer a disadvantage connected to the characteristic,
 - (b) persons who share a protected characteristic have needs that are different from the needs of persons who do not share it, or

- (c) participation in an activity by persons who share a protected characteristic is disproportionately low, then the Act does not prohibit the Council from taking any action which is a proportionate means of achieving the aim of:-
 - (i) enabling or encouraging persons who share the protected characteristic to overcome or minimise that disadvantage,
 - (ii) meeting those needs, or
 - (iii) enabling or encouraging persons who share the protected characteristic to participate in that activity.

- 8.6 In considering the application assessments the Panel was mindful of earlier reports concerning the future shape of funding to the voluntary sector and the equality impact assessments completed in relation to these changes notably in February 2011 and September 2011. The grant application form asked applicants to identify potential users with 'protected characteristics' and describe how they ensure open and equal access to their services. In formulating their recommendations to Cabinet and deciding whether or not to recommend an award, the Panel took into account the impact, including equalities impact of the decisions they were making.

- 8.7 Some of the proposed grants are to groups serving members of ethnic minority communities in circumstances where the activities funded by the grant will help to meet their particular needs regarding their education, training or welfare. Some of the proposed grants are to organisations that provide single gender services, namely Roshni Asian Women's Resource Centre, Sheffield Rape and Sexual Abuse Counselling Service, Haven House, Sheffield Women's Aid, and Young Women's Housing Project. The Director of Policy, Partnership and Research is satisfied that all these proposed grants fall within the ambit of the positive action provisions of Section 158, and would be not only in line with the public sector equality duty, but examples of the Council's active compliance with this duty.

- 8.8 An equality impact assessment has been completed for this report and a copy of this document is attached as Appendix 2. Positive impacts have been identified for older people, women, disabled people, Black and ethnic minority people, the voluntary sector and cohesion in the city. No negative impacts have been identified. Organisations funded from this budget will be asked to provide information about the equality impact of the grant awarded in their monitoring returns. This information will be collated and reported in an annual report for each fund. These reports will be published on the Council website and notice of their publication is circulated to all elected members. It is anticipated that the new Small Grants Fund will benefit groups with geographically dispersed membership that is likely to include some groups with protected characteristics such as LGBT groups.

9.0 Community Safety Implications

- 9.1 Section 17 of the Crime and Disorder Act 1998 imposes a duty on the Council to exercise its functions with due regard to the likely effect on, and the need to do all that it reasonably can to prevent, crime and disorder (including anti-

social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances and re-offending in its area.

- 9.2 Among the awards recommended in Appendix 1 are awards to eight organisations that deliver services that have a positive impact on community safety. These are Ben's Centre for Vulnerable People that provides a place of safety for street drinkers; The Cathedral Archer Project that works with vulnerable homeless people; Sheffield Domestic Abuse Outreach Service, the Haven House and Sheffield Women's Aid domestic abuse refuges that work with victims of domestic abuse; Sheffield Rape and Sexual Abuse Counselling Service and the Young Women's Housing Project that work with victims of sexual abuse; Sheffield Alcohol Support Service that will be working with families with teenage perpetrators of domestic abuse ; City of Sanctuary that works to promote positive community relations between the host community and refugees and asylum seekers.
- 9.3 None of the proposed awards is considered likely to have a negative impact on community safety.

10.0 HR Implications

- 10.1 Grant management including assessment, monitoring and reporting and the provision of advice and support to funded organisations will be undertaken within existing staff resources. There are no other additional human resource implications arising from the recommendations in this report.

11.0 Environmental Implications

- 11.1 Applicants to the Voluntary Sector Grants Fund were asked to provide information about the steps they take to support environmental sustainability as part of the application process. This information formed part of the application assessment.

12.0 Financial Implications

- 12.1 At its meeting on 9th March 2012, Council agreed a base budget for spend on grant aid of £2,643,000 in 2012-13. A request to carry forward £105,000 from the 2011-12 underspend to supplement this budget will be considered shortly by Cabinet. It has been necessary to reduce the level of the Grant Aid budget in 2012-13 by 5% in comparison to that of 2011-12. As part of the Council's budget setting process an equality impact assessment was completed in November 2011 and consulted on in January 2012 in relation to this budget reduction. The action plan identified that a robust and transparent assessment process would be used to ensure that applications for Grant Aid offer value for money and fit with the Council's current priorities.

- 12.2 Other sums may be received in year from other parts of the Council or other partners to be managed as part of the grant aid process to fund local voluntary sector activity. It is recommended that decisions to award grants in year from the grant aid budget, including any additional sums, returned or unpaid funds, be delegated to the Director of Policy, Partnership and Research in consultation with the Cabinet Member for Communities and Inclusion.
- 12.2 The awards recommended in Appendix 1 are within the budget held by Policy, Partnership and Research for spend on grant aid. The proposed Small Grants Fund of £50,000 will come from a budget held within Communities in line with the Council's agreed Revenue Budget for 2012-13.

13.0 Recommendations

- 13.1 Cabinet is asked, having had due regard to the provisions of Sections 149 and 158 of the Equality Act 2010 and Section 17 of the Crime and Disorder Act 1998, and to the issues raised by those provisions, to approve the grant award recommendations listed in Appendix 1.
- 13.2 Cabinet is asked to approve the creation of a new Small Grants Fund of £50,000 to be managed as part of the Council grant aid budget in line with the Council's agreed Revenue Budget for 2012-13.
- 13.3 Cabinet is asked to approve the actions, arrangements and recommendations at Sections 5, 6 and 12 above, and the following specific delegations:-
- (a) The Director, Policy, Partnership and Research is authorised:-
- (i) to agree the terms of and authorise the completion of all funding agreements relating to grants made from the Voluntary Sector Grants Fund, the Small Grants Fund and the Lunch Clubs Fund ('the Grant Funds'), together with any other associated agreements or arrangements that he may consider appropriate, provided that if the terms of a proposed funding agreement involve the variation of any standard terms previously agreed by Internal Audit and / or Legal Services the agreement shall not be completed without the consent of the Chief Internal Auditor and the Director of Legal Services;
 - (ii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded, (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to review, adjust or suspend grant awards;
- (b) The Director, Policy, Partnership and Research, in consultation with Cabinet Member for Communities and Inclusion, is authorised:-
- (i) to determine the eligibility criteria, and the award and monitoring processes for the new Small Grants Fund;

- (ii) to agree the amounts, purposes and recipients of any individual grants awarded in year from the Grant Funds including any additional sums received or returned or unpaid funds;
- (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded or (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to withdraw grant awards.

Lee Adams
Deputy Chief Executive

Voluntary Sector Grants Fund Proposed awards 1st April 2012-31st March 2013

The proposed awards are grouped under three funding themes

Theme 1: Building social inclusion and cohesion and fostering good relations

Total spend identified in the following recommendations is £702,700

Age UK Sheffield

Charitable limited company founded in 1977 and based in private rented shop front premises on Castle Square. The organisation, which is affiliated to national Age UK, is managed by a Committee of 9. Provides a range of information, advice and support services for older people in Sheffield.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £25,000 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards the development of the Connect Membership Scheme in line with outputs, outcomes and budget to be specified in a funding agreement.

Ben's Centre for Vulnerable People (Sheffield)

Charitable limited company founded in 1996 and based in premises on Orange Street off West Street. Managed by a Committee of 5. Provides a service for street drinkers 4 days a week offering a safe accessible environment where users can get food, clean clothes and information and advice about access to other services. Also provides activities and support to enable users to develop skills and become rehabilitated into the community.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £41,100 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards work with vulnerable street drinkers in line with outputs, outcomes and budget to be specified in a funding agreement.

City of Sanctuary

Charitable limited company founded in 2005 and based in Victoria Hall on Norfolk Street. Managed by a Committee of 7. Provides awareness raising and cross cultural activities with the help of refugee and asylum seeker volunteers to encourage a culture of welcome, hospitality and mutual understanding.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £18,750 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards work to promote cohesion in line with outputs, outcomes and budget to be specified in a funding agreement.

Emmaus Sheffield

Charitable limited company and affiliate member of Emmaus UK founded in 2000 and based in Sipelia Works on Cadman Street. Managed by a Committee of 9. Runs a self-supporting community for homeless people in Sheffield. The community offers a home, employment and a sense of belonging to residents, who refurbish and sell donated goods through an on-site shop.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £17,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the community companions project for homeless people in line with outputs, outcomes and budget to be specified in a funding agreement.

Haven House Project

Charitable limited company founded in 1975 and based in housing association premises. Managed by a Committee of 5. Services include supported accommodation, advice on benefits, housing and legal rights, emotional support, resettlement and outreach, therapeutic support for children and young people, in-house activities for women and an outreach service.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £10,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards therapeutic work with children in line with outputs, outcomes and budget to be specified in a funding agreement.

Heeley City Farm

Charitable limited company founded in 1981 and based at Council owned site on Richards Road. Managed by a Committee of 6. Runs an urban farm with training and educational activities including vocational courses for unemployed adults, an environmental education service and specific programmes for volunteers, young people and adults with learning disabilities. Houses the South Yorkshire Energy Centre.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £27,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards maintaining volunteering opportunities for vulnerable people in line with outputs, outcomes and budget to be specified in a funding agreement.

Languages Sheffield

Charitable limited company formed in 2007 and based at The Circle, Rockingham Lane. Managed by a Committee of 8. Supports and develops complementary language schools across different ethnic minority communities within the city. Also takes a lead on improving cultural and linguistic awareness across the city.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £32,250 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards developing and maintaining the standards of local complementary language schools (including a seed fund of £6,000) in line with outputs, outcomes and budget to be specified in a funding agreement.

Mental Health Action Group

Registered charity founded in 1992 and based in Council owned premises at Castle Market. User-led organisation managed by a Committee of 12. Runs a drop-in centre offering group activities and support for people with severe mental health problems.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £9,000 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards running a self help organisation for mental health service users in line with outputs, outcomes and budget to be specified in a funding agreement.

Roshni Asian Women`s Resource Centre

Registered charity founded in 1992 and based in own shop front premises on London Road. Provides a resource centre for Asian women across the city where women of all ages can access a varied programme of services and activities, including a mentoring service, information, advice and support sessions, advocacy, training, youth provision, cultural events and health and well-being activities.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £42,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards work to develop opportunities for Asian women in line with outputs, outcomes and budget to be specified in a funding agreement.

SHEBEEN

Charitable limited company founded in 2003 and based in rented space at the SYAC building on the Wicker. Managed by a committee of 6. Provides environmental activities in Sheffield that engage BME people of all ages in environmental activities in which they are under-represented.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £28,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards work to develop a programme of activities in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield & District African Caribbean Community Association

Charitable limited company founded in 1955 and based in Council owned premises on the Wicker. Managed by a Committee of 20. Provides a base for activities to benefit the African-Caribbean community citywide.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £75,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards services to the African Caribbean community in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Alcohol Support Service

Charitable limited company founded in 1978 and based in privately rented premises on Abbeydale Road. Managed by a Committee of 6. Provides support to people with alcohol problems including peer recovery support and residential rehabilitation. Also has a training arm and delivers a crisis support service for families needing intensive parenting support.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £30,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards a pilot project to develop a teen violence against parents programme in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Association for the Voluntary Teaching of English

Charitable limited company founded in 1999 and based at Scotia Works. Managed by a Committee of 7. Recruits and trains volunteers to teach English as a second language. Provides individual tuition for people unable to access mainstream provision and supports learners to progress from one-to-one tuition to group based learning.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £39,750 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards the delivery of pre-ESOL language tuition in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Chinese Community Centre

Registered charity founded in 1995 and based in own shop front premises on London Road. Managed by a Committee of 9. Provides a point for access to services and a focus for social, cultural and educational activities for the Sheffield Chinese community. Runs three main projects concentrating on health, mental health and youth participation. Also houses an outreach advice service from Sharrow Citizens Advice Bureau for the Chinese and Vietnamese community.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £25,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of services to the

Chinese community in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Chinese School

Charitable limited company formed in 1973. The school is managed by a sub-committee of 11 as part of Sheffield Chinese Association. Runs a large complementary language school open to all and catering for all age ranges up to A level standard at King Edward VII School on Glossop Road.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £7,500 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 and an award in principle for the period 2013-14 as a contribution towards the delivery of a complementary language school in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Community Transport

Industrial and provident society founded in 1988 and based in privately rented premises in Montgomery Terrace Road. Managed by a Committee of 6. Runs a Community Car Scheme that uses volunteer drivers to transport disabled people.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £17,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of a volunteer car transport scheme in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Domestic Abuse Outreach Service

Charitable limited company founded in 1994 and based in privately owned premises. Managed by a Committee of 7. Operates a citywide support service for individuals who have experienced domestic abuse. Services include Power to Change programme, one to one safety planning and emotional support and self-help groups.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £127,650 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards the delivery of a citywide outreach service in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Rape & Sexual Abuse Counselling Service

Registered charity founded in 1980 and based in own premises. Managed by a Committee of 5. Provides a citywide counselling service for self-referred women who have experienced sexual abuse.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £43,200 for the period 1st July 2012 to 31st March 2013 as a contribution towards counselling services for

women in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Women`s Aid

Charitable limited company, affiliated to national organisation, founded in 1974 and based in privately owned premises. Managed by a Committee of 10. Provides emergency safe accommodation for women and children leaving situations of domestic violence. Also provides aftercare and resettlement support and an outreach service for non-resident women living in violent situations.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £10,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards therapeutic work with children in line with outputs, outcomes and budget to be specified in a funding agreement.

Shopmobility Sheffield

Charitable limited company based at Westhill Lane Municipal Car Park off West Street. Managed by a Committee of 12. Runs a scooter and wheelchair loan scheme.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £21,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the provision of a scooter and wheelchair loan scheme in line with outputs, outcomes and budget to be specified in a funding agreement.

The Cathedral Archer Project

Charitable limited company founded in 1990 and based at the Cathedral on Church Street. Managed by a Committee of 7. Provides support to homeless people through crisis provision and gives them opportunities to develop skills to move out of homelessness and into mainstream society.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £20,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards work with homeless people in line with outputs, outcomes and budget to be specified in a funding agreement.

Voluntary Action Sheffield (New Beginnings)

Charitable limited company founded in 1925 and based in its own premises at The Circle, Rockingham Lane. Managed by a committee of 13. Provides a range of infrastructure support services for voluntary, community and faith sector groups and organisations across the city. New Beginnings is a project developed by the VAS Volunteer Centre to assist the integration of refugees and support them to contribute to the life of the city by engaging in volunteering opportunities with local community organisations.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £14,500 for the period 1st July 2012 to 31st March 2013 and an award in principle for the period 2013-14 as a contribution towards the delivery of a volunteer programme for refugees in line with outputs, outcomes and budget to be specified in a funding agreement.

Young Women`s Housing Project

Charitable limited company founded in 1983 and based in Council owned premises. Managed by a Committee of 12. Offers safe accommodation and support to 16-25 year old women survivors of sexual abuse or violence. Provides a support service including life skills training to enable residents to move towards independent living. Offers outreach and continuing support to former residents.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £20,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards therapeutic support for young women in line with outputs, outcomes and budget to be specified in a funding agreement.

Theme 2: Tackling poverty, promoting social justice and financial inclusion

Total spend identified in the following recommendations is £1,113,100

Deaf Advice Service Sheffield

Charitable limited company founded in 1985 and based in premises rented from Voluntary Action Sheffield at The Circle on Rockingham Lane. Managed by a Committee of 11. Provides a city-wide advice service for Deaf and hearing impaired people and their families in Sheffield.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £31,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Firth Park Advice Centre

Registered charity founded in 1982 and based in own premises in Stubbin Lane. Managed by a Committee of 16. Provides neighbourhood based advice service and participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £42,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Foxhill and Parson Cross Advice Service Ltd.

Charitable limited company founded in 1988 and based in own premises on Wordsworth Avenue. Managed by a Committee of 9. Provides neighbourhood based advice service and participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £86,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Heeley Advice Centre

Charitable limited company founded in 1981 and based in Heeley Green Centre. Managed by a Committee of 13. Provides neighbourhood based advice service.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £13,700 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice

services in line with outputs, outcomes and budget to be specified in a funding agreement.

Hillsborough and Area Advice Service

Charitable limited company founded in 2004 and based in premises at the Baptist Tabernacle off Hillsborough Corner. Managed by a Committee of 13. Provides neighbourhood based advice service and participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £47,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Langsett Advice and Area Resource Centre

Charitable limited company founded in 1979 and based in Council premises at Creswick Street Children`s Centre. Managed by a Committee of 11. Provides neighbourhood based advice service.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £23,900 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Northern Refugee Centre

Charitable limited company founded in 1983 and based at Scotia Works and Castle Market. The charity has a geographical remit beyond the city and is managed by a committee of 11. In Sheffield it provides a range of support services for refugees, asylum seekers and new arrivals, including city-wide advice and support services.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £31,350 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Pakistan Advice and Community Association

Registered charity founded in 1993 and based in privately rented accommodation on Pagehall Road. Managed by a Committee of 9. Provides advice and advocacy service, citizenship classes and other cohesion activities.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £27,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice

services in line with outputs, outcomes and budget to be specified in a funding agreement.

Pitsmoor Citizens Advice Bureau

Charitable limited company formed in 1975 based in own shop front premises on Spital Hill. Managed by a Committee of 8. Provides neighbourhood based advice service and participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £122,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

SCOOP Aid Ltd

Charitable limited company founded in 1975 based in Council premises at Arbourthorne Lodge. Managed by a Committee of 9. Provides a citywide service to lone parents including an advice service, access to training and employment and support groups.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £15,100 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheaf Citizens Advice Bureau

Charitable limited company formed in 2012 from the merger of Castle Advice Service, Sharrow Citizens Advice Bureau and Woodseats Advice Centre and based in rented premises on Duke street, London Road and Chesterfield Road. Managed by a Committee of 9. Provides neighbourhood based advice service and participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £200,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Citizens Advice Bureau Debt Support Unit

Charitable limited company founded in 1988 and based in privately rented premises in the Old Dairy on Broadfield Road. Managed by a Committee of 5. Provides training for advice workers on a range of social welfare law topics and citywide debt consultancy service for neighbourhood advice centres. Manages the Financial Inclusion Fund project in Sheffield increasing debt advice across the city. Also participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £73,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice service training and debt consultancy in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Credit Union

Industrial and provident society founded in October 2004 and based in privately rented premises on Commercial Street. Managed by a Committee of 10. Provides a citywide credit union and financial services.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £74,300 for the period 1st July 2012 to 31st March 2013 as a contribution towards three projects to develop customer services in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Law Centre

Charitable limited company founded in 1984 and based in privately rented premises off the Wicker. Managed by a Committee of 8. Provides a citywide legal advice service primarily in employment, immigration, anti-discrimination and housing law and training for advice centres and other community groups.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £94,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of legal advice and representation in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Mental Health Citizens Advice Bureau

Charitable limited company founded in 1980 and based in NHS owned premises at the Carlisle Centre, Nether Edge Hospital. Managed by a Committee of 11. Provides a city-wide advice and advocacy service for mental health service users living in hospital and in the community.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £41,400 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

South East Sheffield Citizens Advice Bureau

Charitable limited company founded in 1979 and based in its own shop front premises in Mosborough. Managed by a Committee of 12. Provides neighbourhood based advice service and a citywide advice service for the Gypsy and Traveller

community. Also participates in the delivery of the citywide Advice Sheffield telephone line.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £86,850 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

St Vincent de Paul Furniture Store

Local branch of international charity founded in 1986 located in diocese owned premises on Queens Road. Managed by a Committee of 9. Provides free furniture to families in need across the city. Referrals are accepted from registered statutory and voluntary sector organisations, including the Council, advice centres and GPs.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £53,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of a furniture recycling service for people in need in line with outputs, outcomes and budget to be specified in a funding agreement.

Tinsley Advice Service

Registered charity founded in 1984 and based in rented premises in a community building on Bawtry Road. Managed by a Committee of 11. Provides neighbourhood based advice service.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £36,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Yemeni Community Association Sheffield

Charitable limited company founded in 1984 and based at the Yemeni Economic and Training Centre on Attercliffe Road. Managed by a Committee of 8. Provides a range of services to the local Yemeni community including an advice service from a base at the Firvale Centre.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £13,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the delivery of advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Theme 3: Supporting the local voluntary sector to thrive and deliver

Total spend identified in the following recommendations is £201,500

Community Legal Advice Service for South Yorkshire (CLASSY)

Charitable limited company founded in 2007 and based in premises at the Old Dairy, Broadfield Road. Managed by a Committee of 10. Provides a partnership structure for advice providers to take advantage of contracting and resource opportunities with an emphasis on strategic/city wide working. Also co-ordinates the citywide Advice Sheffield telephone line and Advice Sheffield website.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £26,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the development of integrated advice services in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield Well-Being Consortium

Charitable limited company founded in 2008 and based in privately rented premises in the Quadrant, Parkway Avenue. Managed by a committee of 8. Provides services to and facilitates sub-contracting arrangements for consortium members drawn from the local voluntary sector.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £10,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards an infrastructure support service for consortium members in line with outputs, outcomes and budget to be specified in a funding agreement.

South Yorkshire Funding Advice Bureau

Charitable limited company founded in 1990 and based in privately rented premises on Paternoster Row. Managed by a Committee of 7. Provides funding information, advice and training to front-line voluntary and community groups in Sheffield and across South Yorkshire. Also delivers cost effective information using the Internet and email.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £30,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards a funding advice service for the Sheffield voluntary, community and faith sector in line with outputs, outcomes and budget to be specified in a funding agreement.

South Yorkshire ProHelp

Part of Business in the Community, a charitable limited company founded in 1982. South Yorkshire ProHelp is based in premises provided by Yorkshire Water on Newton Chambers Road. Managed by a Committee of 11. Supports voluntary and community groups to develop their skills and capacity by providing access to pro

bono professional expertise in areas such as law, finance, architecture, public relations, marketing and management.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £7,500 for the period 1st July 2012 to 31st March 2013 as a contribution towards the development of pro bono support from the business community for Sheffield voluntary sector organisations in line with outputs, outcomes and budget to be specified in a funding agreement.

Together for Regeneration

Charitable limited company founded in 1999 as a project within the Diocese of Sheffield. Based in diocese premises on Effingham Street and managed by a Committee of 5. Provides infrastructure support to build the capacity of voluntary community and faith sector organisations in South Yorkshire.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £12,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards infrastructure support for Sheffield voluntary, community and faith organisations in Sheffield in line with outputs, outcomes and budget to be specified in a funding agreement.

Voluntary Action Sheffield (Infrastructure)

Charitable limited company founded in 1925 and based in its own premises at The Circle, Rockingham Lane. Managed by a committee of 13. Provides a range of infrastructure support services for voluntary, community and faith sector groups and organisations across the city, including payroll, accountancy, community development and volunteering opportunities. Also provides a training programme across a range of topics relevant to the voluntary sector. The Circle offers rented office space for organisations and meeting and training rooms for hire. VAS runs a Volunteer Centre that provides a brokerage service putting potential volunteers in touch with volunteering opportunities in the city and works with organisations to improve the quality of volunteer placements.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £64,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the provision of a volunteer centre and infrastructure support services for the Sheffield voluntary, community and faith sector in line with outputs, outcomes and budget to be specified in a funding agreement.

Voluntary Action Sheffield (Lunch Clubs)

Charitable limited company founded in 1925 and based in its own premises at The Circle, Rockingham Lane. Managed by a committee of 13. Provides a range of infrastructure support services for voluntary, community and faith sector groups and organisations across the city, including payroll, accountancy, community development and volunteering opportunities. VAS will be developing a support service for the network of lunch clubs across the city include around 70 clubs that receive Council funding.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £42,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards the development and support for older people's lunch clubs and activity groups in line with outputs, outcomes and budget to be specified in a funding agreement.

Youth Association South Yorkshire (YASY)

Charitable limited company founded in 1939 and based in rented accommodation in Alpha House on Carver street. Managed by a committee of 9. Provides a range of programmes and services directly to young people and also offers some infrastructure support to other organisations that work with young people.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £10,000 for the period 1st July 2012 to 31st March 2013 as a contribution towards infrastructure support services for Sheffield organisations working with young people in line with outputs, outcomes and budget to be specified in a funding agreement.

Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

Name of policy/project/decision: Voluntary Sector Grants Fund 2012-13

Status of policy/project/decision: New

Name of person(s) writing EIA: Anne Giller

Date: 28th March 2012

Service: Policy, Partnership and Research

Portfolio: Deputy Chief Executive's

What are the brief aims of the policy/project/decision? To agree awards from the Voluntary Sector Grants Fund 2012-13

Are there any potential Council staffing implications, include workforce diversity? No

Under the [Public Sector Equality Duty](#), we have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Age	Positive	-Select-	Among the grants to be awarded are 2 grants aimed particularly at services for older people. Grant aid has also been made available to around 70 lunch clubs run by and for older people that contribute to older people's well being and social inclusion. 1 grant is to a consortium of youth providers to support better networking of services for young people. 2 grants will support therapeutic work with children in families that have experienced domestic abuse. 1 grant will support therapeutic work with young women who have experienced domestic and sexual abuse. All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching people of different ages.
Disability	Positive	-Select-	Among the grants to be awarded are 2 grants to organisations whose services are aimed particularly at

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
			people with physical disabilities and a grant to a consortium of organisations that deliver on health and wellbeing. 4 grants are to be awarded to organisations working with vulnerable people including people with mental health problems. All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching local disabled people.
Pregnancy/maternity	Neutral	-Select-	
Race	Positive	-Select-	Among the grants to be awarded are 12 grants to organisations whose services are aimed particularly at BME people. All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching local BME people.
Religion/belief	Positive	-Select-	8 grants are to be awarded under the Infrastructure theme and include activity to support faith based organisations alongside other voluntary and community sector organisations. 2 grants are to be awarded to faith based organisations that provide services to vulnerable people living within the city. All organisations awarded a grant under this theme will be asked to collect diversity monitoring for the groups with which they work and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching faith groups.

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Sex	Positive	-Select-	Among the grants to be awarded are 5 grants to organisations whose services are exclusive to women. In making these recommendations to Cabinet the Grant Recommendation Panel has taken notice of the Equality Act 2010, which makes it unlawful for the Council, when exercising a function, to do any act which constitutes discrimination or harassment within the meaning of the Act. The Annual Grants Advisory Panel is satisfied that grants to be awarded to single gender services fall within the exemption provisions of the legislation which permit this. All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the take up by men and women of services supported by the grants.
Sexual orientation	Neutral	-Select-	None of the applicants identified LGB people as their target beneficiaries although LGB people are likely to make use of some of the services funded by the awards recommended. All organisations awarded a grant will be encouraged to include questions about sexuality in their diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching local LGB people. The Council also endeavours to support LGB people through a range of other initiatives.
Transgender	Neutral	-Select-	None of the applicants identified Trans people as their target beneficiaries. All organisations awarded a grant will be encouraged to include questions about gender in their diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. Where appropriate organisations

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
			will be advised to monitor in line with relevant legislation. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants and the fund in reaching local Transgender people.
Carers	Neutral	-Select-	None of the applicants identified carers as their target beneficiaries although carers are likely to make use of some of the services funded by the awards recommended. The Council is currently going through a tender exercise to determine how best to meet the needs of carers in the city in the future.
Voluntary, community & faith sector	Positive	High	All the grants awarded are to local voluntary sector organisations and will contribute towards core costs, support jobs and volunteering opportunities in the voluntary sector in Sheffield. 8 grants awarded will contribute to strengthening the infrastructure of the local voluntary sector. All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website.
Financial inclusion, poverty, social justice:	Positive	Medium	19 grants awarded will contribute towards outcomes related to tackling poverty, promoting social justice and financial inclusion. Outcomes and outputs will be monitored at the end of the grant period. This information will be collated and reported annually on the Council website.
Cohesion:	Positive	Medium	23 grants will contribute to outcomes related to building social inclusion and cohesion and fostering good relations. 8 grants have been identified as having a positive impact on community safety. Outcomes and outputs will be monitored at the end of the grant period. This information will be collated and reported annually on the Council website.
Other/additional:	-Select-	-Select-	

Overall summary of possible impact (to be used on EMT, cabinet reports etc):

If you have identified significant change, med or high negative outcomes or for example the impact is on specialist provision relating to the groups above, or there is cumulative impact you **must** complete the action plan.

Review date: **Q Tier Ref** **Reference number:**

Entered on Qtier: -Select- **Action plan needed:** -Select-

Approved (Lead Manager): Anne Giller **Date:** 16 May 2012

Approved (EIA Lead person for Portfolio): Adele Robinson **Date:** 16 May 2012

Does the proposal/ decision impact on or relate to specialist provision: yes

Risk rating: Low

Action plan

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
All groups	Positive impacts have been identified for older people, women, disabled people, Black and ethnic minority people, the voluntary sector and cohesion in the city. No negative impacts have been identified. Organisations funded from this budget will be asked to provide information about the equality impact of the grant awarded in their monitoring returns. Monitoring information will be collected after the end of the award period (31st March 2013). This will be reviewed for each award in the light of outcomes and outputs identified in the individual Funding Agreements. The information will be collated across the organisations funded and reported in an annual report that will be published on the Council website and circulated to elected members.	Anne Giller. September 2013.
Sexual orientation	We will encourage organisations awarded a VSGF grant to consider how they ensure they are inclusive of LGB people. This will be included in the discussion about the Funding Agreement prior to the payment of the award, Organisations that collect this information will be asked to report it. The new Small Grants Fund that is aimed at groups drawing membership from around the city is likely to be appropriate for small organisations with a geographically diverse membership and may benefit LGB groups. When the fund is launched information will be circulated via the	Anne Giller before 1 st July 2012 (Funding Agreements) Anne Giller September 2013 (Monitoring reporting) Anne Giller September 2012

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
	LGBT network.	
Trans	We will encourage organisations awarded a VSGF grant to consider how they ensure they are inclusive of Trans people. This will be included in the discussion about the Funding Agreement prior to the payment of the award, Organisations that collect this information will be asked to report it. The new Small Grants Fund that is aimed at groups drawing membership from around the city is likely to be appropriate for small organisations with a geographically diverse membership and may benefit Trans groups. When the fund is launched information will be circulated via the LGBT network.	Anne Giller before 1st July 2012 (Funding Agreements) Anne Giller September 2013 (Monitoring reporting) Anne Giller September 2012
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		

Approved (Lead Manager): Anne Giller Date: 16 May 2012

Approved (EIA Lead Officer for Portfolio): Adele Robinson Date: 16 May 2012



SHEFFIELD CITY COUNCIL Cabinet Report

10

Report of: Eugene Walker

Date: 20 June 2012

Subject: The City Council's Outturn Position for 2011/12

Author of Report: Allan Rainford; 35108

Summary: This report provides the month 12 monitoring statement on the City Council's Revenue and Capital Budget for 2011/12.

Reasons for Recommendations Approval required for the 2011/12 outturn position and decisions relating to the proposed investments in 2012/13.

Recommendations:

Please refer to paragraph 100 of the main report for the recommendations.

Category of Report: OPEN/CLOSED

Statutory and Council Policy Checklist

Financial implications
YES/NO Cleared by: Eugene Walker
Legal implications
YES/NO Cleared by:
Equality of Opportunity implications
YES/NO Cleared by:
Tackling Health Inequalities implications
YES/NO
Human rights implications
YES/NO :
Environmental and Sustainability implications
YES/NO
Economic impact
YES/NO
Community safety implications
YES/NO
Human resources implications
YES/NO
Property implications
YES/NO
Area(s) affected
Relevant Scrutiny Board if decision called in
Strategic Resources and Performance
Is the item a matter which is reserved for approval by the City Council? YES/NO
Press release
YES/NO

THE CITY COUNCIL'S OUTTURN POSITION FOR 2011/12

PURPOSE OF THE REPORT

1. This report provides the outturn monitoring statement for the City Council's Revenue Budget and Capital Programme for 2011/12.

SUMMARY

2. The outturn position on the General Fund budget for 2011/12 is summarised in the table below.

Portfolio	Actual	Budget	Variance
	£000s	£000s	£000s
CYPF	115,097	119,036	(3,939)
PLACE	173,806	172,156	1,650
COMMUNITIES	182,708	188,618	(5,910)
DEPUTY CHIEF EXECUTIVE RESOURCES	17,586	18,572	(986)
CORPORATE	69,130	70,848	(1,718)
Approved carry forwards	(571,414)	(569,230)	(2,184)
	6,877		6,877
GRAND TOTAL	(6,210)	-	(6,210)
Additional carry forwards			6,210
ADJUSTED GRAND TOTAL			-

3. As part of the previous monitoring report, proposals to carry forward amounts totalling £6.9m were approved, including resources that were approved as part of the 2012/13 budget. As part of the analysis of the outturn position, Portfolios have identified a requirement to carry resources forward to 2012/13. Some of these resources relate to grants that will be required in the next financial year and some are required for one off costs and to support Services through the 2013/14 business planning process
4. Following analysis of the outturn position, it is proposed that the additional carry forward requests totalling £6.2m be approved:

	£000
Further Portfolio carry forwards (including support for elderly persons discharged from hospital)	2,800
Provision for support to 2013/14 business planning (including circa £1m for outcomes from Fairness Commission)	3,010
Funding for “Keep Sheffield Working”	200
Opportunity Sheffield and voluntary grant funding	200
Total Additional Carry Forwards	6,210

5. The change in the overall outturn position (£2.6m improvement since month 11) contains a number of movements in individual service positions. The key points are:
- As at Month 12, CYPF shows a full year outturn of a reduction in spending of £3.9m (excluding schools’ budgets). This is an improvement of £700k from the month 11 position.
 - Place are showing an overspend of £1.6m, an improvement of £54k on last month’s position.
 - Communities outturn position is a reduction in spending of £5.9m, compared to £4.5m last month. This is an improvement of around £1.4m, mainly resulting from of late receipt of income from Health (NHS Sheffield) which is carried forward to fund joint initiatives in 2012/13 (Right First Time Project).
 - Resources outturn position of £1.7m reduction in spending is £500k higher than that reported at Month 11, due mainly to a late reduction in the rates charged for the Moorfoot building of £300k.
 - Deputy Chief Executive’s outturn position of a reduction in spending of £986k indicates an improvement of £171k from month 11.

- The outturn position for the corporate budget is a £2.2m reduction in spending. This represents increased spending of £211k compared to last month: this is mostly due to the finalisation of the position on redundancy/severance costs.

INDIVIDUAL PORTFOLIO POSITIONS

CHILDREN YOUNG PEOPLE AND FAMILIES (CYPF)

Summary

6. As at Month 12, the Portfolio is reporting a full year outturn of a reduction in spending of £3.9m (excluding schools' budgets). This is an improvement of £700k from the month 11 position. The forecasted outturn position reflects the efforts made in the portfolio to reduce the overall spending in the current financial year to support the service areas with significant demand pressures and to support other budget pressures in 2012/13.
7. The key reasons (described in greater detail under commentary) for this position are:
 - Business Strategy: a £1.8m reduction in spending, due to savings in management reviews, additional grant income and reduced expenditure. This outturn has reduced by £175k from the previous months forecast.
 - Children & Families: a £1.2m overspend, this has reduced by £100k from the previous month.
 - Children's Commissioner: a £500k reduction in spending, with no change from the previous month.
 - Inclusion & Learning Services: a £160k reduction in spending, with no significant change from previous month.
 - Lifelong Learning, Skills & Communities: a £2.6m reduction in spending, this has increased by £800k from the previous month. A grant of £500k was received in the final week of the year to fund activity over the next three years relating to Employment & Skills and this will be carried forward.
 - The overall CYP under-spend also reflects the management savings and vacancies held subject to the implementation of new structures

Financials (Non – DSG activity)

Service	Actual	Budget	Variance
	£000s	£000s	£000s
BUSINESS STRATEGY	46,129	47,962	(1,833)
CHILDREN & FAMILIES	56,558	55,371	1,187
CHILDREN'S COMMISSIONER	4,653	5,156	(503)
INCLUSION & LEARNING SERVICES	3,051	3,214	(163)
LIFELONG LEARN, SKILL & COMMUN	4,706	7,333	(2,627)
GRAND TOTAL	115,097	119,036	(3,939)

Commentary

DSG and Non DSG Budgets

- The reasons for the under and over spends have been well documented in previous monitoring reports, therefore this report concentrates on the changes since the previous month.

Business Strategy

- A £1.8 m reduction in non-DSG spending, due to savings in management reviews, additional grant income and reduced expenditure. This outturn has reduced by £175k from the previous month due to an increased overspend on the SEN transport budget and a number of minor variances across the service.
- The DSG element is under-spent by £2.6m, although this is carried forward to the next financial year. This has increased by £1.3k from month 11. The main reasons for this are £570k under-spent on Free Early Learning funding, £324k in Contract Services which is mainly due to an improvement in the School Meals position resulting from the capitalisation of spend on catering premises and equipment and a reduction in the year end accruals due to prudent forecasting, £340k due to an under-spend in the Schools Contingency budgets – which will be transferred in 2012/13 subject to the required evidence being presented by the schools.

Children & Families

- A £1.2m overspend, this has reduced by £100k from the previous month and is the result of minor variances within individual service areas.

Children's Commissioner

12. A £500k reduction in spending, with no change from the previous month.

Inclusion & Learning Services

13. A £160k reduction in spending, with no significant change from previous month.

Lifelong Learning Skills & Communities

14. A £2.6m reduction in spending, this has increased by £800k from the previous month. A grant of £500k was received in the final week of the year to fund activity over the next three years relating to Employment & Skills and this will be carried forward.

Use of Reserves

CYPS non-DSG Reserves

15. CYPF has in place non-DSG reserves which have been built up as a result of planned reduction in spending. The balance on non DSG reserves at 1st April 2011 was £800k.
16. Reserves utilised during the year amount to £800k. Of the remaining £400k, £333k is related to Aldine House and it has previously been agreed to retain this to support the service from fluctuations in demands. The balance will be reviewed and returned to revenue. .

School DSG Reserves

17. The central DSG reserve at 1st April 2011 was £5.4m. During 2011/12 £2.2m of these reserves were drawn down - £1.6m of which was utilised to supplement the Individual Schools Budget and a further £0.6m to deliver the Vocational Skills Programme. The central DSG budget has under spent to the value of £3m: the cumulative balance at 31st March 2012 is therefore £6.2m. All the balance is earmarked for specific projects in future years.
18. £18.3m reserve was held by individual schools as at 1st April 2011; schools will contribute £0.7m to this reserve in 2011/12 as a result of in year under spends, this will bring the total reserves held by Schools to £19m. The overall balance on DSG reserves including those held centrally, amount to £25m.

PLACE

Summary

19. Place Revenue outturn is £1.6m over budget, being an improvement of £54k this period. The key outturn variances from budget were :-

- Business Strategy & Regulation - £426k reduction in spending, primarily on waste management due to increased profit share on the sale of materials, reduced landfill and savings on garden waste (£288k).
- Design & Project Management - £691k over budget due to a shortfall in income (£1,100k), offset by staff and other savings (£400k), pending the action now taken to balance workload / resources.
- Development Services - £1,064k over budget, of which £740k is due to additional winter maintenance costs (where no call was made on the winter maintenance reserve) and around £300k being the net impact of a £1m shortfall in external income within car parking, planning and building regulations, offset by £700k savings from vacancy management and other efficiencies / reductions in non-essential spend.
- Street Force - £282k over budget being additional bad debt provisions (£370k) and trading shortfalls (£267k), offset to some extent by reduced provisions / retentions and non-essential spend (£355k).

Financials

Service	Actual	Budget	Variance
	£000s	£000s	£000s
BUSINESS STRATEGY & REGULATION	38,651	39,077	(426)
CREATIVE SHEFFIELD	1,257	1,260	(3)
CULTURE & ENVIRONMENT	45,295	45,519	(224)
DESIGN AND PROJECT MANAGEMENT	31	(660)	691
DEVELOPMENT SERVICES	87,150	86,086	1,064
HERS	2,119	1,908	211
MARKETING SHEFFIELD	643	586	57
STREET FORCE	(1,670)	(1,952)	282
SUSTAINABLE DEVELOPMENT	330	332	(2)
GRAND TOTAL	173,806	172,156	1,650

Commentary

20. Overall, the forecast was broadly in line with the previous period, showing a small improvement of £54k. The reasons for the under and over spends are summarised above and have been well documented in

previous monitoring reports, so this update concentrates on key change since the previous month.

Development Services

21. The provisional outturn for this activity was £1.06m over budget, an improvement of £73k this period largely due to additional building regulation fees.
22. It should be noted that the overall position includes a forecast £120k reduction in spending on land drainage. This relates to grant monies received by Sheffield (as lead local flood authority), in order to undertake specific additional statutory responsibilities.

Housing, Enterprise & Regeneration

23. The provisional outturn for this activity is £218k over budget, an adverse movement this period of £74k, due to the write-off of development costs on West Bar.
24. The key issue was the risk of grant clawback on funding received for Tudor Square. An initial estimate was this might be in the region of £250k to £750k, but following review and negotiation with the Department for Communities and Local Government (DCLG), the outturn includes a provision for £274k. Work/negotiations continue with a view to further mitigating the current position.

COMMUNITIES

Summary

25. The year end position in Communities is a reduction in spending of £5.9m, compared to a forecast reduction of £4.5m last month. The outturn position reflects the efforts made in the portfolio to reduce the overall spending in the current financial year to support the increased demand for services and other budget pressures in 2012/13. The improvement of around £1.4m is mostly down to the receipt of income from NHS Sheffield to fund joint initiatives
26. The key reasons for the overall forecast position are:
 - An overspend in Care and Support Provider Services, due to the timing of the review of the intermediate care service in Care4You and overspends in the Learning Disabilities care purchasing budgets.

However this is offset by:

- A reduction in spending in the Older People and Physical Disabilities services, within the Care and Support Service.
- Receipt of significant income (£1.7m) from Health (NHS Sheffield) which is to fund joint initiatives in 2012/13 (Right First Time Project).
- A reduction in spending in Business Strategy, mainly around the contingency held for Learning Disabilities purchasing, and reduced expenditure in assistive technology investment and Mental Capacity Act programme.
- Reduction in spending in Housing Related services, where both Equipment & Adaptations Service and Homeless Services identify lower than anticipated levels of demand. In addition there was a late grant issued of £250k the Preventing Repossessions Funding from DCLG and the early receipt of 2012/13 Housing Benefits Transformation Grant of £56k.
- Reduction in spending in Commissioning, due to significantly reduced spending around Supporting People commitments and vacancy management.

Financials

Service	Actual	Budget	Variance
	£000s	£000s	£000s
BUSINESS STRATEGY	13,938	15,551	(1,613)
CARE AND SUPPORT			
HOUSING RELATED SERVICES	3,056	4,195	(1,139)
JOINT LEARNING DISABILITY SERV	32,199	31,002	1,197
ASSESSMENT & CARE MANAGEMENT	72,433	74,766	(2,333)
PROVIDER SERVICES	(949)	(2,390)	1,441
COMMUNITY SERVICES			
COMMUNITY SAFETY	1,356	1,449	(93)
LIBRARIES	8,241	8,293	(52)
LOCALITY MANAGEMENT	4,237	4,444	(207)
COMMISSIONING	48,197	51,308	(3,111)
GRAND TOTAL	182,708	188,618	(5,910)

Commentary

27. The reasons for the reduction in spending within the Portfolio have been well documented in previous monitoring reports, therefore this report concentrates on the changes since the previous month.

Business Strategy

28. The outturn position is a reduction in spending of £1.6m, compared to last month's position of £1.4m. The movement is due to lower legal fees than anticipated and capitalisation of some ICT costs.

Care and Support

29. Overall this area has a reduction in spending of £834k, compared to last month's position of £247k, an improvement of £587k.

30. **Housing Related Services:** The overall outturn is £1.1m reduction in spending; this is a £192k movement on last month's position of £947k. The reasons for this are

- Housing Benefits Transformation Grant (£56k) received in 2011/12 but relates to 2012/13.
- Other income totalling approx £95k was not factored in to previous forecasts due to uncertainty of actually receiving the money. This has now been confirmed and received.

31. **Joint Learning Disability Services** expenditure is £1.2m over budget, compared to last month's position of £1.1m.

32. **Assessment and Care Management (Older People/Physical Disabilities and Sensory Impairment)** shows an overall outturn of £2.3m reduction in spending, a change of £1.1m compared with last month's position of £1.2m. The main reason for this is the late receipt of £1.7m from Health, for joint working with Health.

33. This is partially offset by a £500k bad debt provision for accounts in dispute and £300k provision for anticipated externally purchased provision

34. **Provider Services** are £1.4m over budget, compared to last month's position of £801k over budget, a movement of £640k. This is due to taking a provision for disputed invoices, not taken in previous months.

Community Services

35. Overall this area is reporting a reduction in spending of £352k, which is consistent with last month but there were some movements between services.

36. **Libraries** outturn is a reduction in spending of £52k, an adverse movement of £67k from last month. The variation in month is across a number of cost centres and includes delays in office moves and purchase of equipment.
37. **Locality Management** is a £207k reduction in spending, which is £68k better than last month's position, due to £36k further small slippages in Community Assemblies programmes and £33k due to rent costs being lower than expected.

Commissioning

38. The outturn for this area is a reduction in spending of £3.1m, compared to last month's position of £2.6m, an increase of £546k.
39. **Housing Commissioning (including Supporting People Contracts)** there was a favourable move in outturn of £383k as a result of committed Supporting People expenditure on IT not occurring and forecast Housing Independence Team staffing costs being overstated.
40. **Mental Health Commissioning** is reporting a reduction in spending of £266k, a favourable move of £75k in Purchasing Budgets which is attributable to an increase in actual PCT income over forecast (to fund MH/NHS Pilot Beds resulting in a refund of SCC Contract amount).

RESOURCES

Summary

41. As at Month 12, Resources is reporting a full year outturn of a reduction in spending of £1.7m. The key reasons for this position are:
- £1.6m net reduction in spending on Central Costs: an increase in spending of £154k since last month. The overall position is due to improved accuracy performance on benefit claims (£821k), which affects the subsidy received from the government, improvement in other benefits activity (£1.12m), pension contribution changes (£255k) and reduction in spend on Audit Commission fees (£107k).
 - £300k reduction in spending on the Finance service.
 - £200k reduction in spending on the Human Resource service.
 - £350k surplus on the Transport Services trading account.

42. This is offset by pressures within Resources including £430k in Property and Facilities Management (P&FM), from reduced fee earning activity on land sales and rental properties, reduced income on the corporate mail service and reduced income in markets.

Financials

Service	Actual	Budget	Variance
	£000s	£000s	£000s
BUSINESS INFORMATION SOLUTIONS	386	226	160
COMMERCIAL SERVICES	1,064	1,015	49
CUSTOMER SERVICES	8,907	8,814	93
FINANCE	1,663	1,963	(300)
HUMAN RESOURCES	838	1,057	(219)
PROPERTY AND FACILITIES MGT	33,514	33,084	430
TRANSPORT	1,836	2,191	(355)
TOTAL	48,208	48,350	(142)
CENTRAL COSTS	20,089	21,673	(1,584)
PROGRAMMES AND PROJECTS	833	825	8
GRAND TOTAL	69,130	70,848	(1,718)

Commentary

43. The outturn position of £1.7m reduction in spending is £502k higher than that reported at Month 11 (£1.2m), due in the main to a range of under/overspends in each of the services.

Commercial Services

44. The change in variance from the Month 11 reported overspend of £143k is now down to £49k and is due to more rebate income attributable to Invest to Save (I2S) than anticipated.

Business Information Solutions

45. The BIS overspend position has increased by £100k since the previous month and this is due to the creation of provision of a liability for the partial claw back of an EU grant.

Finance

46. There has been an increase in the reduction in spending of £98k more than at Month 11. This is made up of:
- Salary savings for leavers and maternity cover within Support Services at the year end.

- Reduction in provision for OEO Velos refresh (see comment below).
47. An upgrade for the OEO financial ledger system is required to enable it to continue to be supported by the provider. This spend has been deferred from 2011/12 and £100k is to be utilised in 2012-13 for this purpose.

Property & Facilities Management

48. The outturn position for the year is £430k over budget, which represents a significant improvement of £328k on the previously reported month 11 position (£758K).
49. Repair costs continued to be restricted to try and bring the service into line with overall budget and in addition there has been a late reduction in the rates charged for the Moorfoot building of £300k. Previous rates estimates were based on a greater degree of occupancy than has been achieved so far and the fact that each time further areas of the building have been occupied there has been a recalculation of the amount of rate relief due.

Central Costs

50. There has been a £1.5m net reduction in spending on Central Costs. This is due to improved accuracy performance on benefit claims (£821k), which affects the subsidy received from the government, improvement in other benefits activity (£1.12m), pension contribution changes (£255k) and reduction in spend on Audit Commission fees (£107k).

DEPUTY CHIEF EXECUTIVE'S

Summary

51. As at Month 12, the Portfolio is forecasting a full year outturn of a reduction in spending of £986k. The key reasons (described in greater detail under commentary) for this position are:
- Economy and Skills £1.6m under budget, of which £900k has been agreed as a carry forward. This is offset by:
 - Legal Services, £500k over budget due to a shortfall in income.
 - Performance & Corporate Planning, £100k over budget predominantly due to increased third party costs.

Financials

Service	Actual	Budget	Variance
	£000s	£000s	£000s
ACCOUNTABLE BODY ORGANISATIONS	(31)	(25)	(6)
BUSINESS DEVELOPMENT	1,741	1,791	(50)
ECONOMY AND SKILLS	3,183	4,778	(1,595)
HEALTH IMPROVEMENT	191	241	(50)
LEGAL SERVICES	3,198	2,655	543
MODERN GOVERNANCE	4,361	4,316	45
PERFORMANCE AND CORP PLANNING	1,269	1,136	133
POLICY, PARTNERSHIP, AND RESEARC	3,674	3,680	(6)
GRAND TOTAL	17,586	18,572	(986)

Commentary

52. The latest forecast reduction in spending of £986k indicates a further reduction in spending of £171k compared to the position at month 11 (£815k).
53. There are carry forwards of £900k in the Economy & Skills enterprise programme and £50k in Health Improvement for Achieving Marmot which would leave the portfolio with a final position of £36k under spent.
54. The reasons for the under and overspends have been well documented in previous monitoring reports, therefore this report concentrates on the changes since the previous month.

Economy and Skills

55. There is an improvement of £120k on the previous month's position. This is due to less grant expenditure than forecast on LEGI.

Legal Services

56. There is an improvement of £83k on the previous month's position due to an increase in income against forecast.

CORPORATE ITEMS

Summary

57. The outturn position for the corporate budget is a £2.2m reduction in spending. This represents an increase in spending of £211k compared to last month due to the finalisation of the position on redundancy/severance costs.

Financials

	<u>Actual</u> <u>£'000</u>	<u>Budget</u> <u>£'000</u>	<u>Variance</u> <u>£'000</u>
Corporate Budget Items	23,467	26,186	-2,719
Savings Proposals	-1,165	-1,700	535
Income from Council Tax, RSG, NNDR, other grants and reserves	-535,421	-535,421	0
Total Corporate Budgets	-513,119	-510,935	-2,184

58. During the year the Council received a capitalisation direction to establish a provision for the future costs of Digital Region Limited. This had no impact on the 2011/12 outturn position.
59. The position at the year end includes the following:
- Recovery of £1.4m from VAT and NNDR, dating back a number of years.
 - Reduction in spending on corporately funded redundancy/severance costs relating to staff leaving as part of the budget savings in 2011/12 and also in 2012/13, amounting to £1.1m.
 - Slippage on the capital programme has resulted in a reduction in debt charges of approximately £284k, a slight deterioration from the month 11 position.
 - The budget for 2011/12 included a saving of £500k in respect of a management review which has been deferred to 2012/13.

NON-EARMARKED AND EARMARKED REVENUE RESERVES

60. Within the existing statutory and regulatory framework, it is the responsibility of the Director of Resources to ensure that the City Council has an adequate level of reserves and that there are clear protocols for their establishment and use.
61. Work on the reserves balances as at 31 March 2012 is still being undertaken and is dependent on the completion of the statement of accounts. However, the estimated balance of revenue reserves as at 31 March 2012 is £59.7m. This is shown in Appendix 1. Included in the total is a figure of £10.8m of unearmarked reserves: this is considered to be a prudent amount based on the requirements of the Council.
62. The Major Sporting Facilities (MSF) and PFI reserves exist because of the need to smooth the significant payments made on the MSF and PFI

schemes over the 20 year plus terms of the underlying agreements. In both cases the costs being incurred at the moment are lower than the resources available, hence we have a temporary surplus. However, over time, this position changes and future payments are higher than our resources and the reserves will be needed to support their primary purpose (around 2014 to 2015).

63. The Council has made significant use of the money from these reserves to fund things on a temporary basis and it is part of the financial plan to have the reserves refunded by the time the call on them is required. The main temporary use has been to support investment in key change projects through Invest to Save and priorities like Highway PFI.
64. Earmarked reserves are set aside to meet known or predicted liabilities, such as equal pay liabilities, but ones that are not certain enough to create an exact provision in the accounts. The liabilities are, however, likely enough to say that the earmarked reserves are not normally available to fund the budget or other measures.

INSURANCE FUND

65. An independent review of the Insurance Account has been undertaken to identify the level of provision required. This includes:
 - Known outstanding liabilities
 - Incurred but not reported liabilities i.e. incidents prior to 31 March 2012 where claims are yet to be made
 - Claims previously paid by Municipal Mutual Insurance (one of the Council's Insurers who went in to a form of receivership in the 1990's) in case MMI does not achieve a solvent run off and payments are clawed back from the Council
 - Uninsured asbestos related claims
66. The Insurance Account as at 31 March 2012 has £16.5M. Outstanding liabilities as at 31 March 2012 are £21M, taking into account repudiation it would be prudent to set aside £16.6M.
67. The Insurance Account is therefore 99% funded as at 31 March 2012.

COLLECTION FUND – APPENDIX 2

68. The City Council has to maintain a separate fund for the collection and distribution of amounts due in respect of Council Tax and National Non-Domestic Rates. As at 31 March 2012, the City Council's Collection Fund showed a final surplus of £1.2m (of which the City Council's element is around £1.05m). An estimated surplus balance of £597k was taken into account in setting both the City's Council Tax and Revenue Budget for 2012/13. The difference will be recovered as part of the Council Tax calculation for 2013/14.

HOUSING REVENUE ACCOUNT (HRA) – APPENDIX 3

69. The HRA out-turn position is a £0.2m revenue deficit compared to £1.2m deficit reported in February. The budgeted position was a £5.156m deficit.
70. In addition to the £0.2m deficit, £2.150m of HRA reserves have been used to fund additional HRA capital investment primarily on obsolete heating. After adjusting for this, the in year drawdown from reserves is £2.3m.
71. The out-turn position on the HRA has moved by £1m compared to last month. The **main** reasons are:
- Communal Areas and Communal Facilities. Additional room hire income savings on utility and cleaning costs (£122k).
 - Repairs, the net effect of rechargeable repair income (£67k).
 - Further underspend on projects and pilots, Future of Council Housing, Self-financing, Contract Retender and Cleared Sites (£173k).
 - Lower level of aged rent arrears and write-offs than predicted, reduction in provision (£233k).
 - Increase in bank interest rate, from 0.7% to 1% (£91k).
 - Further underspend on staffing and other costs (£131k).
 - Movement on District Heating account due to milder weather (£89k).
 - Improved position on various other running costs (£39k).

THE CAPITAL PROGRAMME FOR 2010/11

Summary

72. The figures below are provisional estimates of the Capital Outturn position. At the end of March 2012, capital expenditure is £39.6m (16%) below the approved capital programme for the year, and £14.8m (6%) below the forecast outturn as reported at Month 11. The majority (85%) of the variation from the Month 11 forecast (£12.6m of £14.8m) relates to CYPF projects.

Financials 2011/12

All figures reported in £m

Portfolio	Full Year Spend	Full Year Budget	Variance	Full Year Forecast as at Month 11	Variance of Spend vs. m11 Full Year Forecast
	£m	£m	£m	£m	£m
CYPF	131.3	154.9	-23.6	143.9	-12.6
Place	27.4	33.4	-6.0	27.5	-0.1
Housing	45.7	51.1	-5.4	46.9	-1.2
Communities	2.1	3.1	-1.0	2.1	-
Resources	4.4	8.0	-3.6	5.3	-0.9
Grand Total	210.9	250.5	-39.6	225.7	-14.8

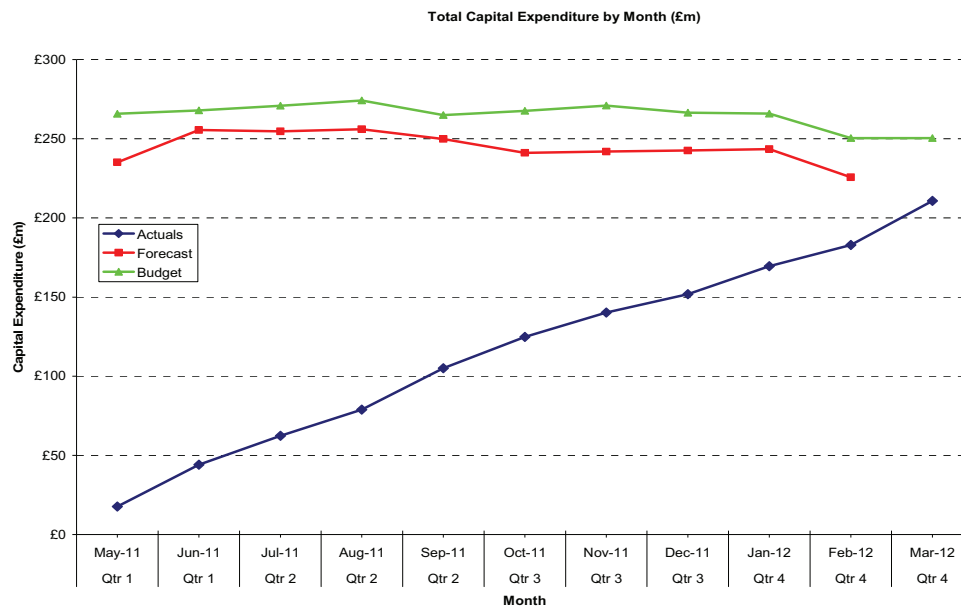
Commentary

73. The following graph shows a comparison of actual, forecast and budget capital expenditure across all portfolios. Actual capital expenditure is £210.9m for the year compared to a budget of £250.5m, resulting in a provisional year-end slippage figure of £39.6m.

74. This compares with a figure of £43.5m suggested in the Month 11 commentary. The primary reason for the lower slippage figure is

increased spending on the CYPF programme following a review of the accuracy of accruals for work done but not invoiced by contractors.

- 75. The level of forecasting variance on spend in March was marginally worse than 2010/11, indicating that there is opportunity for improvement in forecasting accuracy in 2012/13.
- 76. A detailed report on slippage by project will be prepared for, discussed with and approved by the relevant Cabinet Member. The Council received a capitalisation direction for Digital Region Limited. This will be financed in 2012/13.



Children, Young People and Families Programme

- 77. CYPF capital expenditure is £23.6m (15%) below budget for the year for the reasons set out in the table below.

Cause of change on Budget	Year to date
	£m
Slippage to be carried forward	-21.1
Accelerated spend on projects	3.2
Slippage on Devolved Budgets	-4.4
Incorrect budgets	-0.5

Financial Outturn for 2011/12

Underspending on project estimates	-0.5
Other variances	-0.3
	<hr/>
	-23.6
	<hr/>

78. In March the daily rate of spend accelerated by 46% compared to that for the previous 11 months but achieved only 56% of the level forecast by project managers .
79. The slippage has mainly occurred on:
- the Building Schools for the Future (BSF) programme (60%) through £1.3m Wave 1 – (High Storrs) and £11.3m Wave 4 (All Saints £2.9m, Bradfield £1.9m, Stocksbridge £0.9m, Handsworth Grange £1.2m, Additional (Secondary) Places £1.7m).
 - Glossop Rd Wall Collapse (£0.2m) and Owler Brook PCP (£2.4m) are other significant projects that have slipped.
 - The accelerated spend of £3.2m has occurred in BSF (Wave 4) £1.9m and Woolley Wood £1.2m due to revised project delivery plans. The projects will not be delivered earlier than the target date.
80. The projects with the most significant underspends include:
- Mundella School – Primary Population Growth programme (£0.2m) – now complete and funded, but saving to be applied to other projects overspending within the same programme, and
 - Extended Schools 2008/11 (£0.2m) – saving to be applied to related projects which had originally been scheduled to benefit from a contribution of Extended Schools Funding (for instance Owler Brook and Woolley Wood).

CYPF – Comparison of Actuals vs Month 11 Forecast

81. CYPF capital expenditure of £131.3m at the end of March is 9% below the forecast outturn of £143.9m as at Month 11, with the variances by programme shown below:

Programme Funding Stream	Full Year Spend	Full Year Forecast as at Month 11	Variance from Month 11 Forecast	
			£m	%
DFC – Devolved Formula Capital	2.5	6.9	-4.4	-64%
BSF – Building Schools for the Future (incorporating Highways infrastructure projects associated with BSF)	98.2	103.2	-5.0	-5%
Primarily related to replacement playing field facilities associated with sale of land at Chaucer School	1.3	1.5	-0.2	-13%
Other CYP Schemes	1.2	2.4	-1.2	-50%
Primary School Capital Maintenance	13.1	13.9	-0.8	-6%
School rewires, boiler and roof replacements, asbestos removal and kitchens	0.5	1.0	-0.5	-50%
Early Years	3.0	3.3	-0.3	-9%
Other Programmes	11.5	11.5	-	-
Total	131.3	143.9	-12.6	-9%

Place Programme

82. The Place portfolio programme (excluding Housing) is £6m (18%) below budget for the reasons set out in the table below.

Cause of change on Budget	Year to date
	£m
Slippage to be carried forward	-4.0
Incorrect budgets	-0.2
Underspending on project estimates	-0.5

Other variances	-1.3
	-6.0

83. In March the daily rate of spend accelerated by 5% compared to that for the previous 11 months and was within 3% of the level forecast by project managers.

84. Capital expenditure on the Place programme (excluding Housing) of £27.4m at the end of March is £0.1m below the forecast outturn of £27.5m as at Month 11, with the only two significant variances (in turn offset by a larger value of many smaller underspends):

- full year spend on the Primary Road Network Maintenance Scheme being £385k above the Month 11 forecast outturn but compensated by underspends in other projects.
- full year spend on the Woodseats Road Railway project being £337k above the Month 11 forecast outturn due to an inaccurate February forecast.

85. Significant slippage, from the total £4.0m, has occurred on the following programmes:

- City Development, including New Retail Quarter £0.6m, Sheffield Central Area Flood Protection Phase1B £0.5m, Edward Street £0.4m **£1.6m**
- Local Enterprise Growth Initiative (LEGI), including MDC – Alison Crescent £0.9m **£1.1m**
- Other Parks Projects **£0.4m**

Housing Programme (Place Portfolio)

86. The Housing capital programme is £5.4m (11%) below budget for the reasons set out in the table below.

Cause of change on Budget	Year to date
	£m
Slippage to be carried forward	-4.5

Financial Outturn for 2011/12

Incorrect budgets	0.2
Underspending on project estimates	-1.2
Other variances	0.1
	<hr/>
	-5.4
	<hr/>

87. In March the daily rate of spend accelerated by 8% compared to that for the previous 11 months but achieved only 87% of the level forecast by project manager.
88. Significant slippage, from the total £4.5m, is to occur on the following programmes:
- Retained Capital Schemes – (inc. Disabled Grants £0.4m, relating to work which has been commissioned in 2011/12 but not yet completed; Shirecliffe Council Homes £0.3m) **£1.7m**
 - Delegated Capital Schemes – (inc. EP South East £0.3m; Park View £0.3m) **£2.6m**

Communities

89. The full year spend on the Communities portfolio capital programme is £1m below budget. £0.8m of this variance relates to the ICT Infrastructure project which will slip into 2012/13. Full year spend matches the forecast outturn as at Month 11, however there are two significant variances:
- £275k on Parson's Cross Library scheme (full year spend being above the Month 11 forecast outturn figure), due to accruals and retentions being included in the year end figures but not in the forecast outturn.
 - £204k on the block allocation of funding for Mental Health Capital (full year spend being less than the Month 11 forecast outturn figure) due to the forecast outturn not having been adjusted for the expected zero-spend outturn position.

Resources

90. The full year spend of £4.4m on the Resources programme is £0.9m less than the forecast outturn as at Month 11, with the only significant variance relating to the block allocation of funding for Corporate Demolitions due to the forecast outturn not having been adjusted for the expected zero-spend outturn position.

91. The full year spend on the Resources portfolio programme is £3.6m below budget. £2.7m of the variance relates to slippage, of which £0.7m is for the Office Accommodation Strategy programme, £0.6m relates to the Non-Office Asset Rationalisation programme, £0.3m is in respect of Highfield Library Refurbishment, £0.2m is for Vehicle & Plant Acquisition and £0.1m is in respect of the Central Library. A further £0.6m of the variance relates to underspends, with two thirds of this in respect of Workstyling capital costs at Howden House and Redvers House.

Approvals

92. No new schemes have been submitted for inclusion in the programme but CPG has recommended 7 stage approvals seeking to let contracts with a total value of £20.8m.
93. Further details of the schemes listed above can be found in Appendix 4.

TREASURY MANAGEMENT ISSUES

94. Under the terms of the CIPFA Code of Practice on Treasury Management, there is an obligation to report on the borrowing and investment activity which has been undertaken during the year. This is contained in Appendix 5.
95. Furthermore, under the Prudential Code For Capital Finance, the Council also needs to report on the actual Prudential Indicators for the year and compare these against the original indicators which were set as part of the 2011/12 Revenue Budget approved by Council on 4th March 2011. These are also contained in Appendix 5.
96. In summary, the Council has complied with all the relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities

FINANCIAL IMPLICATIONS

97. The primary purpose of this report is to provide Members with information on the City Council's outturn position for 2011/12 and, as such it does not make any recommendations which have additional financial implications for the City Council.

EQUAL OPPORTUNITIES IMPLICATIONS

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

PROPERTY IMPLICATIONS

99. 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

100. Members are asked to:

- a. Note the outturn position and management actions provided by this report on the 2011/12 budget position.
- b. Approve the additional carry forwards of £6.2m
- c. In relation to the capital programme:
 - (i) the delegations of procurement authority and contract awards in the Stage Approvals Report (Appendix 4), and;
 - (ii) note the Director Variation in Appendix 4
 - (iii) note the Emergency Approvals in Appendix 4.
 - (iv) note the latest position on the Capital Programme

REASONS FOR RECOMMENDATIONS

101. To formally record 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

102. 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.

Eugene Walker
Director of Finance

APPENDIX 1

NON-EARMARKED AND EARMARKED REVENUE RESERVES

* a negative number indicates that the reserve is in deficit: in this case because of up front investment that is to be repaid in future years from savings

	Actual 31 March 2011 £000	Actual Movement in 2011/12 £000	Actual 31 March 2012 £000	Budgeted Movement in 2012/13 £000	Budgeted 31 March 2013 £000	Explanation
Non-earmarked Reserves						
General Fund Reserve	10,887	0	10,887	0	10,887	The Council's working balance: used as a last resort for emergency spend. Level at just over 2% of net spending benchmarks low compared to most Local Authorities.
Page 001 Earmarked Reserves	10,887	0	10,887	0	10,887	
Invest to Save Reserve*						
- Projects	-8,246	788	-7,458	1,457	-6,001	This reserve is in deficit because it has funded up front investment in the Capita contract (mainly ICT investment) and various Transformation projects (eg procurement savings; changes in finance including replacement of the council's finance system and Customer First). These projects have been funded on an invest-to-save with savings being used in two ways, to repay the reserve by 2015 and an annual contribution, now £3.5m to support the revenue budget.
- Capita Contract	-18,203	2,343	-15,860	2,059	-13,801	
- Customer First	784	-5,652	-4,868	-5,806	-10,674	
	-25,665	-2,521	-28,186	-2,290	-30,476	

APPENDIX 1

	Actual 31 March 2011 £000	Actual Movement in 2011/12 £000	Actual 31 March 2012 £000	Budgeted Movement in 2012/13 £000	Budgeted 31 March 2013 £000	Explanation
Economic Fighting Fund	501	-261	240	-240	0	
PFI Reserve	17,242	1,063	18,305	-343	17,962	
Highways PFI	-8,109	-1,907	-10,016	-391	-10,407	
Total PFI Reserve	9,133	-844	8,289	-734	7,555	The PFI reserve represents grant we have received in advance of the need to make payments. It is set aside to ensure we can cover the cost of contracts in future years. However, as explained above we are using these reserves temporarily to cash flow invest to save investments, as well as the project costs for Highways PFI (£10m). The reserve starts to reduce from 2015.
MSF	29,942	5,627	35,569	5,407	40,976	This is available on a temporary basis and has been used to fund Invest to Save, but will be required to fund the future costs of the Major Sporting Facilities costs. (re Ponds Forge, Don Valley Stadium and Hillsborough Leisure Centre).
Contingency / One-offs	13,705	-5017	8,688	-3,895	4,793	Contingencies set aside as part of budget including redundancy costs
LABGI	3,079	-2,130	949	-416	533	This reserve was earmarked to support Economic Development across the City. Allocations against this reserve have been approved as part of the 2012/13 budget setting process.

APPENDIX 1

	Actual 31 March 2011	Actual Movement in 2011/12	Actual 31 March 2012	Budgeted Movement in 2012/13	Budgeted 31 March 2013	Explanation
	£000	£000	£000	£000	£000	
Local Growth Fund	0	2,202	2,202	0	2,202	This reserves was earmarked to support economic development across the City.
Carry-forwards from 2010/11	3,922	-3,922	0	0	0	
Carry-forwards from 2011/12	0	8,087	8,087	-5,087	3,000	
Other earmarked	13,179	-191	12,988	-1,000	11,988	Various earmarked funds including equal pay provisions, insurance risks not specifically covered by the insurance provision and portfolio reserves agreed by Cabinet in previous years for service specific issues e.g. Electric Works business plan fund.
Total Earmarked Reserves	47,796	1,030	48,826	-8,255	40,571	
Total Revenue Reserves	58,683	1,030	59,713	-8,255	51,458	

Schools Reserves

The balance on schools reserves allocated under Local Management of Schools Legislation of £25m is not shown in the above table as it does not form part of the usable reserves - it is restricted to spend on schools.

Appendix 2

**COLLECTION FUND
FOR THE YEAR ENDED 31st MARCH 2012
INCOME AND EXPENDITURE ACCOUNT**

<u>2010/11</u>	<u>INCOME</u>	<u>2011/12</u>	
<u>£'000</u>		<u>£'000</u>	<u>£'000</u>
227,633	Council Tax	228,538	
182,905	National Non-domestic Rates	194,652	
0	Adjustment of Previous Years Community Charges	0	
<u>410,538</u>	<u>TOTAL INCOME</u>		<u>423,190</u>
	<u>EXPENDITURE</u>		
	<u>Precepts and Demands:</u>		
196,311	Sheffield City Council	197,227	
	<u>South Yorkshire Joint Authorities:</u>		
20,200	South Yorkshire Police	20,298	
9,185	South Yorkshire Fire & Civil Defence	9,230	
<u>225,696</u>			<u>226,755</u>
319	Estimated 2010/11 Council Tax Surplus		-192
	<u>National Non-Domestic Rates:</u>		
182,143	Payment to National Pool	193,887	
762	Cost of Collection	765	
<u>182,905</u>			<u>194,652</u>
0	Adjustment of Previous Years Community Charges		0
1,200	Provision for Non-Payment of Council Tax		460
<u>410,120</u>	<u>TOTAL EXPENDITURE</u>		<u>421,675</u>
-418	(Surplus)/Deficit for the Year		-1,515
723	Balance Brought Forward		305
<u>305</u>	<u>Balance Carried Forward</u>		<u>-1,210</u>

	2011/12 Revised Budget £	Provisional Month 12 Outturn £	Variance £
Total Expenditure	170,982,200	167,910,318	(3,071,882)
Total Income	(165,825,700)	(167,693,817)	(1,868,117)
Surplus () / deficit in the year	5,156,500	216,501	(4,939,999)
Balance b/fwd as at 1 April 2011	(16,728,816)	(16,728,816)	0
Surplus () / deficit in the year	5,156,500	216,501	(4,939,999)
Contribution to Capital	0	2,150,000	2,150,000
Balance c/fwd as at 31 March 2012	(11,572,316)	(14,362,315)	(2,789,999)

Scheme Description	Approval Type	Value £000	Procurement Route
ADDITIONS:-			
None	n/a	n/a	n/a
VARIATIONS:-			
None	n/a	n/a	n/a
STAGE APPROVALS:-			
<p>Spital Hill Public Realm</p> <p>The scheme is to carry out improvements to the footway and public realm in the Spital Hill area funded from Section 106 agreement from the Tesco superstore.</p> <p>A value for money assessment by Capital Delivery Service and Street Force, the in-house provider for works of this nature, indicates that the current scope of the scheme would cost more than the approved budget. It is therefore recommended that a competitive tender process is undertaken with the condition that - should the tender returns come in over budget - the scheme will be value engineered to bring it within budget.</p>	Stage Approval	290	Single stage selective tender
<p>Fire Risk Remedial Work (Sheffield Homes)</p> <p>This project is to ensure compliance with legislation pertaining to fire safety. This requires fire risk assessments to be carried out on individual properties. These risk assessments are ongoing throughout all properties and are being undertaken in a risk</p>	Stage Approval	4,300	Full competitive Tender

<p>priority order. 18,700 properties have not been assessed as yet and primarily comprise low rise blocks in the City. The project funding is via Housing Revenue Account (HRA) and an element of Major Repairs Allowance (MRA).</p> <p>The project has been split in two parts:</p> <ul style="list-style-type: none"> • Compartmentalisation for 18,300 properties • Fire suppression for 540 “ranch style” properties. <p>It is recommended a full competitive tender process is undertaken for each contract using ConstructionLine and SCMS.</p>			
<p>Sheffield Central Area Flood Protection Phase 1A (SCAFP 1A)</p> <p>This project is nearing the end of completion and has comprised the construction of the Wicker Smithfield bridge and flood defence works.</p> <p>Further environmental works are proposed in various areas around the Wicker / Derek Dooley way including tree planting, wildflower planting, litter bins, edgings and sundry minor works.</p> <p>An element of funding is via ERDF (European Regional Development Fund) which requires a full tender process. This will be carried out by accessing contractors from Constructionline and tenders will be issued via SCMS.</p>	Stage Approval	28	Full competitive Tender
<p>EMERGENCY APPROVALS:-</p>			
<p>Bus Rapid Transit - North Tinsley Link</p> <p>This scheme received approval for an emergency variation to the Capital Programme, as an additional £302k funding was allocated towards the project by the South</p>	Emergency	302	Streetforce for internal design and specialist external

<p>Yorkshire Passenger Transport Executive. This funding had to be spent before 31st March 2012, and this allocation increased the 2011/12 budget from £551k to £853k. This enabled essential work required to progress the development of the scheme in line with the current programme as agreed with Central Government.</p>			consultants for specific design areas.
<p>Living Neighbourhoods</p> <p>Highways have £127k funding from the NHS that has been brought forward from 2010/11, and is to be spent on improving accessibility and increasing opportunities for active travel.</p> <p>This project has never been approved by Cabinet due to an error by Highways, so retrospective Emergency Approval was sought to ensure that the scheme was added to the capital programme before the end of March 2012. If it had not been approved, all of the funding would have had to be returned to the NHS and the Highways portfolio would have had to stand the funding shortfall.</p>	Emergency	127	N/A
<p>North Don Trail Upper Don Walk</p> <p>The purpose of this scheme is to improve surfacing (with the aim of upgrading it to a multi-user route) through Beeley Wood from Beeley Wood Lane to Oughtibridge. The funding also pays for safety features on the approach to (and access barriers at the start of) the route.</p> <p>The scheme is funded by the Local Transport Plan and Local Sustainable Transport Fund (LSTF). The LSTF money is time limited and needed to be spent by 31st March 2012 or it would have to have been returned.</p> <p>Due to an oversight by Highways, this project has never been approved by Cabinet, so Emergency Approval was sought to ensure that the scheme was added to the capital programme before the end of March 2012.</p>	Emergency	106	Streetforce

<p>Ecclesall Rd Smart Route (Phase 4 – Moore Street)</p> <p>Highways have been allocated an additional £16k Local Transport Plan (LTP) funding from the South Yorkshire Passenger Transport Executive, which had to be spent before the 31st March 2012. This has been supplemented with a revenue contribution to capital and internal variations within the LTP programme, taking the total variation to just over £60k.</p> <p>This funding is to be used for improvements to approach roundabouts and associated work at Moore Street, Ecclesall Rd.</p>	Emergency	60	Streetforce
<p>Local Transport Plan (LTP) Air Quality Modelling</p> <p>The LTP Air Quality Monitoring scheme will contribute towards the development of a South Yorkshire Air Pollution Modelling system. The budget will support the extension of a hosting server, purchase of software updates, the development of a website to make SY air quality data available to the public, the purchase of a PC-based air pollution monitoring data collection system and the purchase of further traffic data from traffic models.</p> <p>This scheme received emergency approval for addition into the Capital Programme in order to spend additional funding from the Local Transport Plan Countywide allocation by 31st March 2012.</p>	Emergency	45	Waiver of Standing Orders
<p>Car Share South Yorkshire Car Club South Yorkshire</p> <p>Highways have been allocated an additional £2k capital funding from the Countywide Local Transport Plan and £7k from the Local Transport Plan central fund held by the Integrated Transport Authority. The funding has been reallocated from underspends</p>	Emergency	9	Waiver of Standing Orders

<p>within the County and had to be spent by 31st March 2012.</p> <p>The Car Share South Yorkshire scheme will allow an annual rental payment for a car sharing website to be made, so that the service can continue for another year. The Car Club solutions project will enable work to be undertaken to determine the viability of car club options in Sheffield.</p>												
<p>DIRECTOR VARIATIONS :-</p>												
<p>Hutcliffe Wood Refurbishment & Hutcliffe Wood Roof</p> <p>A director variation has been approved to transfer £4,151 budget from Hutcliffe Wood Refurb project (92442) to Hutcliffe Wood Roof project (97976). This is due to the need to carry out additional minor refurbishment works which has resulted in an overspend situation on the refurbishment project. Both projects are funded from Corporate Resource Pool and the revised budgets are:-</p> <table border="0" data-bbox="836 1207 933 1913"> <tr> <td>BU</td> <td>Original</td> <td>revised</td> </tr> <tr> <td>92442 Refurb</td> <td>£50k</td> <td>£54,151</td> </tr> <tr> <td>97976 Roof</td> <td>£100k</td> <td>£95,849</td> </tr> </table>	BU	Original	revised	92442 Refurb	£50k	£54,151	97976 Roof	£100k	£95,849	<p>Director</p>	<p>4</p>	<p>N/A</p>
BU	Original	revised										
92442 Refurb	£50k	£54,151										
97976 Roof	£100k	£95,849										

**Annual Review of the Treasury Management Function
and Actual Prudential Indicators - 2011/12**

1. Purpose

The term Treasury Management covers the borrowing and investment activity of the Council. In order to comply with statutory reporting requirements and the Code of Practice on Treasury Management, an annual report has to be made on these activities. Also included within this report are the actual (where possible) borrowing and capital finance indicators for 2011/12, compared with those that were set in March 2011, in accordance with the requirements of the Prudential Code for Capital Finance.

2. Introductions and Background

The Council's treasury management function and the setting of prudential indicators that relate to these activities are regulated by a variety of Professional Codes of Practice, legislation and guidance notes. The main ones are:

- The Local Government Act 2003 (the Act), which provides the powers to borrow and invest as well as providing controls and limits on this activity.
- The CIPFA Code of Practice for Treasury Management in the Public Services.
- The CIPFA Prudential Code for Capital Finance.

The Council has adopted the CIPFA Code of Practice for Treasury Management in the Public Services and operates its treasury management service in compliance with this Code. The Code requires that the prime objective of the treasury management activity is the effective management of risk.

The Code requires as a minimum the regular reporting of treasury management activities to:

- Forecast the likely activity for the forthcoming year (in the Annual Treasury Strategy Report), which for 2011/12 was incorporated into the Annual Budget report to Council on 5 March 2011; and to
- Review actual activity for the preceding year both half yearly and annually (this report).

The treasury function must be undertaken in a prudent, affordable and sustainable way. This is demonstrated by the setting of a number of prudential indicators and ratios.

This report addresses both the treasury management and prudential indicators as follows:

- A summary of the borrowing and investment strategy agreed for 2011/12.
- The Council's treasury activity undertaken in 2011/12.
- The main Prudential Indicators and compliance issues.
- Risk and performance.

3. The Agreed Strategy for 2011/12

The strategy for 2011/12 as approved by Council on 5 March 2011 can be summarised as:

- Maintaining an asset value to debt ratio of at least 2:1.
- Not exposing the Council to large future borrowing needs at a time when interest rates may be high.
- Minimising the impact of new borrowing on General Fund costs.
- A certain level of capital expenditure is supported by the Government; anything above that level will need to be financed from the Council's own resources. The guideline limit for this "Prudential Borrowing" in 2011/12 was £100m (including limits of £5m for of Invest to Save schemes, £5m limit as an alternative to the use of lease finance, £5m for the purchase of Vehicles and Bins, £10 million for the Retail Quarter, £55m for the Incinerator Purchase, £5m for Workstyle Projects, £4m Digital Region, £2.5m for Decent Homes, £2.2m for the Hutcliffe Wood Cremators Project, £2m for Capitalisation of Redundancy Costs and £0.6m for the Radio Frequency Identification Project).
- The primary principle governing the investment of temporary surplus cash balances is always the security of the principal invested (and the Council will maintain a policy covering both the categories of investment types it will invest in, and, the criteria for choosing investment counterparties). Other key considerations will be the liquidity of the investment (ensuring that there are readily accessible cash resources to cover expenditure) and then the yield or return on the investment.

4. The Economy and Interest Rates

During 2011/12 the UK economy has struggled to generate a sustained recovery and it is expected that this will continue throughout 2012 and potentially into 2013. Consumer and business confidence is generally low and it is not likely that there will be a significant increase in the growth rate in the short term. The austerity measures which were aimed at reducing the

public sector deficit over the next four years have yet to fully impact on the economy in a positive way.

During the last quarter of the year the Eurozone showed signs of improvement following the ECB's second long term refinancing operation in February and also a second bailout package for Greece. This followed an agreement by the Greek government to another major austerity package and agreement by holders of Greek debt to a substantial cut in the value of their holdings.

There are still concerns however that the Eurozone is heading towards recession and that these latest resolutions had done little more than to buy some time.

The Monetary Policy Committee (MPC) again kept the Bank Rate at a historical low of 0.5% during 2011/12. There was another £50bn of quantitative easing (QE) in February however it is expected that the MPC will not undertake further QE once the current ones are finished in May.

The UK had its AAA sovereign rating put on negative outlook by Moody's in February 2012 and by Fitch in March due to concerns over growth outlook and potential impact from the Eurozone. This caused a small increase in gilt yields and as a consequence PWLB rates increased slightly, however the view that the UK was a "safe haven" for investment remained and therefore gilt yields and PWLB are still at historic low levels.

Deposit rates stayed at low levels during 2011/12 as the bank rate remained at 0.50%.

5. Movements in the Treasury Position during 2011/12

Borrowing

The table below shows the borrowing requirement created during 2011/12:

	£'000
Maturing Long Term Borrowing	35,000
Capital Expenditure Funded from Borrowing	14,500
Total Borrowing in 2011/12	49,500

In addition to the amounts shown in the table above the Council also has an ongoing borrowing requirement to fund day to day cashflow deficits. These deficits have been elevated in recent years due to the Council's strategy of deferring long term borrowing and using cash balances.

In order to manage the Council's cashflow deficits the Council has taken long term and temporary borrowing during 2011/12 as shown in the table below:

	£'000
Long Term Borrowing	25,000
Temporary Borrowing	127,000
Temporary Borrowing Repaid	-63,650
Net Finance Raised	88,350

Although not a prescribed prudential indicator the Council has a preferred maximum of 35% variable borrowing as a percentage of total long term debt. At the 31 March 2012 the percentage of variable debt stood at 36% (15% as at 31 March 2011).

The large increase in the percentage of variable rate debt to fixed rate debt is a result of the move from the HRA subsidy system towards HRA self financing. Under this move the Council had £518m of its housing related debt written off on 28 March 2012 as recompense for leaving the subsidy system and financing Council Housing entirely from its own budget.

The debt that the government wrote off was solely that raised from the Public Works Loans Board (government debt) which is all fixed rate debt. This, along with £35m of maturing loans reduced PWLB fixed rate debt from £735m to £182m,

An additional £25m of market debt was raised during this financial year to manage our long term cash requirements.

In view of both the uncertainty and volatility in the economy and an extremely low Bank Rate the Council also used internal balances and short term temporary debt (raised from other Local Authorities) in order to minimise external borrowing during 2011/12 (as long term borrowing rates were significantly higher than short term investment rates and temporary borrowing rates). The reduction of surplus cash balances and outstanding investments also reduced the Council's exposure to interest rate and credit risk while the banking sector remained unstable.

Investments

A decision to use investment balances to fund expenditure (internal borrowing) rather than incur new external borrowing enabled the Council to save on borrowing interest charges of approximately 4.5% compared to potential investment interest that would have been generated at an average of only 0.50% to 0.80%. The Council had an investment balance of £45.675m as at 31 March 2012, due to the receipt of a number of grants in advance and other favourable cashflows in 2012/13. The Council invested the majority of funds in AAA Money Market Funds which offer instant access and currently pay an average of 0.80%. The result of this approach ensured that the Council's was able to achieve its Capital Financing Costs budget in 2010/11.

The treasury position at the 31 March 2012 compared with the previous year was:

	31 March 2011		31 March 2012	
	Principal £'000	Average Rate %	Principal £'000	Average Rate %
Fixed Interest Rate: PWLB Debt	735,456	6.82	182,011	6.64
Fixed Interest Rate: Market Debt	130,000	3.80	135,000	4.02
Variable Interest Rate Debt	158,000	4.81	178,000	4.96
Temporary Short Term Debt	32,650	0.50	96,000	1.65
Gross Borrowing (see below)	1,056,106	5.92	591,011	4.73
PFI	248,710		243,142	
Gross Borrowing inc PFI	1,304,816		834,154	
Fixed Interest Investments	19,550	1.51	45,675	0.86
Variable Interest Investments	0	0	0	0
Total Investments	19,550	1.51	45,675	0.86
Net Borrowing	1,036,556		545,336	
Net Borrowing inc PFI	1,285,266		788,479	

Comments

- The actual overall level of external long term borrowing was reduced during the year as a result of the £518m self financing write off, £35m of maturing PWLB debt and an additional £25m of market debt taken.
- As at 31 March 2012 PWLB loans amounted to £182m and comprised 37% of total long term debt at an average rate of 6.64% whereas market loans amounted to £313m (not including £96m temporary borrowing) and comprised 63% of total debt at an average rate of 4.02% for the fixed element and 4.96% variable rate debt.
- The Council has 19 Market Lobo (Lender's Option, Borrower's Option) loans totalling £313m. These loans sometimes have an initial low 'fixed' interest rate period (e.g. 5 years) with a subsequent higher 'variable' interest rate period (e.g. 55 years) within the total term (e.g. 60 years). Other Lobo loans also have initial 'fixed' and subsequent 'variable' periods but the interest rate is the same throughout. If at any point the lending bank decides to increase the variable rate the Council has the option to repay the loan. Due to loans moving out of their initial fixed period in 2011/12 and onto variable periods this has changed the loan classification and the result is that the variable loan element has increased from £158m variable in 2010/11 to £178m variable in 2011/12.
- The Council received an average return on its investments throughout the year of 1.01%. The comparable performance indicator is the average 7-day LIBID rate + 0.05% (i.e. the 7 day Libid rate is the interest rate offered by prime financial institutions in order to raise finance), which was 0.53%. With the bank rate at 0.50% throughout all of 2011/12, investment rates were extremely low.
- The Council's PFI balances are shown in the above table as these have now been brought on balance sheet and are classified as a long term credit liability.

6. Prudential Code Indicators and Compliance Issues

The Council is required by the Prudential Code for Capital Finance to report the actual prudential indicators after each year-end. At the end of this appendix is a schedule of all the mandatory prudential indicators required by this Code. Some of these indicators provide either an overview or a limit on treasury activity, and these are shown below.

Net Borrowing Control

A key control introduced by the Prudential Code is the calculation of the Capital Financing Requirement (CFR). This figure, derived from the balance sheet, represents the Council's underlying need to borrow for capital purposes. The CFR represents the amount of capital expenditure that has not been financed by capital receipts, capital grants, revenue contributions, etc. and has yet to be charged to revenue.

The Council needs to ensure that net borrowing (i.e. gross borrowings less investments) does not, except in the short term, exceed the Capital Financing Requirement. This allows some flexibility for limited early borrowing for future years.

The position set out in section 5 above shows the actual level of loan borrowings less investments is £545m as at 31 March 2012. The table below confirms that the Council complied with the requirement to keep net borrowing below the CFR in 2011/12.

	31 March 2012 Original Indicator	31 March 2012 Original Indicator (inc. PFI)	31 March 2012 Actual	31 March 2012 Actual (inc PFI)
CFR	1,399,789	1,642,932	790,586	1,033,729
Gross borrowing	1,203,960	1,447,103	591,011	834,154
Investments	0	0	45,675	45,675
Net borrowing at year end	1,203,960	1,447,103	545,336	788,479

Note: the principal reason for the large variance between the indicators and actual is the HRA self financing settlement which reduced the CFR and borrowing by £518m.

Gross Borrowing Control

A further two Prudential Indicators control the overall level of borrowing (i.e. gross borrowing) and these are as follows:

Authorised Limit

The Authorised Limit is the statutory limit, required by section 3 of the Local Government Act 2003, beyond which gross borrowing is prohibited during the year. It reflects the level of gross borrowing which could be afforded in the short term (e.g. for early borrowing for future years) but which is not

sustainable. It is the expected maximum gross borrowing need with some headroom for unexpected movements.

Operational Boundary

The Operational Boundary is the expected gross borrowing position of the Council during the year, and periods where the actual position is either below or over the Boundary is acceptable subject to the Authorised Limit not being breached.

	Pre Self Financing		Post Self Financing	
	2011/12	2011/12 (inc PFI)	2011/12	2011/12 (inc PFI)
Original Indicator - Authorised Limit	£1,500m	£1,700m	£800m	£1,100m
Original Indicator - Operational Boundary	£1,250m	£1,450m	£600m	£900m
Gross borrowing position during the year	£591m to £1,111m	£591m to £1,355m	£591m to £1,111m	£591m to £1,355m

The table shown above demonstrates that during 2011/12 the Council has maintained gross borrowing throughout the year within its Authorised Limit. Gross borrowing also remained below the Operational Boundary.

7. Risk and Performance

The Council has complied with all of the relevant statutory and regulatory requirements that limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means both that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.

The Council is aware of the risks of passive management of the treasury portfolio and, with the support of its treasury advisors, has proactively managed the debt and investments over the year, as demonstrated by the risk averse manner in which the borrowing requirement was funded using internal balances instead of increased external borrowing (this also limits the council's risk exposure in terms of the level of outstanding investments).

There is risk of volatility of costs in the current debt portfolio as a result of the Council holding £178m of LOBOs that are in their floating rate period. These loans could, potentially, have their interest-rates re-set higher by the banks during the coming year. The Council is actively monitoring the likelihood of this happening and exploring measures to mitigate the risk should they do so.

Shorter-term variable rates and likely future movements in these rates determine the Council's investment return. These returns can therefore be volatile but the risk of loss of principal is minimised through the use of Credit Rating criteria as set out in the Annual Investment Strategy.

The Council devises its counterparty list based on a model provided by Sector Treasury Services using credit ratings from all three rating agencies (Fitch, Moodys and Standard and Poors) and also uses the following information:

- Credit updates and credit outlooks from credit rating agencies.
- Credit Default Swap spreads to give early warning of likely changes in credit ratings (a CDS is the market perception of credit risk for institutions).
- Sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combined credit ratings, credit updates, credit outlooks and CDS spreads in a weighted scoring system which indicated the relative creditworthiness of counterparties, from which the Council was able to determine the maximum amounts to invest with institutions and also the maximum duration. This approach ensured that the Council only invested with the very highest rated institutions, from countries with a strong creditworthiness.

**Schedule of the Estimated and Actual Treasury Position
and Prudential Indicators for 2011/12**

	Description	2011/12 Original Indicator	2011/12 Actual
1	Capital Expenditure	£328m	£211m
2	Capital Financing Requirement (CFR) at 31 March 2012:-		
	- Non Housing	£536m	£445m
	- Housing	£864m	£346m
	- Total	£1,400m	£791m
	- PFI on Balance Sheet	£243m	£243m
	- Total inc PFI	£1,643m	£1,034m
3	Treasury Position at 31 March 2011: -		
	- Loan Borrowing (including temporary borrowing)	£1,204m	£591m
	- Plus PFI on Balance Sheet	£243m	£243m
	- Total Credit liabilities including PFI	£1,447m	£834m
	Investments	£0m	£46m
	Net Credit Liability including PFI	£1,447m	£788m
4	Authorised Limit (including PFI)	£1,700m	£1,700m
5	Operational Boundary (including PFI)	£1,450m	£1,450m
6	Ratio of financing costs to net revenue stream (General Fund)	15%	[TBC]%
7	Incremental impact of capital investment decisions on Band D council tax	Note 1	Note 1
8	Incremental impact of capital investment decisions on the housing rent levels	Note 2	Note 2
9	Upper limits on fixed interest rate debt	£1,500 m	£870m
10	Upper limits on variable interest rate debt	£200m	£178m
11	Maturity structure of fixed term borrowing:		
	- Under 12 months	25% max	9%
	- 12 months to 2 years	25% max	9%
	- 2 years to 5 years	35% max	6%
	- 5 years to 10 years	35% max	1%
	- 10 years and above	95% max	75%
12	Maximum principal funds invested (periods over 1 year)	£80 m	Nil

Note that the reduction in CFR and Borrowing are as a result of the £518m self financing write down, maturing PWLB debt and additional debt taken in year. Also the decision not to procure the incinerator which had received prudential borrowing approval also reduced the CFR position. The variance in Investments was due to a number of grants being received in advance of 2012/13.

Note 1: The level of capital expenditure was approved as part of the approval of the Council Tax levels for the year. Prudential borrowing undertaken during the year as an alternative to funding by leasing was contained within existing Directorate budgets and therefore there was no impact on Band D Council Tax levels.

Note 2: Capital expenditure is in line with budget and is not funded by rents.

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