

SHEFFIELD CITY COUNCIL

EXECUTIVE FUNCTIONS DECISION RECORD

The following decisions were taken on Wednesday 15 January 2014 by the Cabinet.

Date notified to all members: Friday 17 January 2014

The end of the call-in period is 4:00 pm on Thursday 23 January 2014

The decision can be implemented from Friday 24 January 2014

Item No

8. STUDENT ACCOMMODATION STRATEGY

8.1 The Executive Director, Place submitted a report in relation to the Student Accommodation Strategy. The new 5 year Student Accommodation Strategy sets out the City Council's expectations for new and existing student accommodation provision in the City.

8.2 **RESOLVED:** That Cabinet:-

- (a) endorses the Student Accommodation Strategy 2014-19 as a statement of the Council's expectations for new and existing student accommodation provision in the City;
- (b) approves the accompanying 2014-19 Student Accommodation Strategy Action Plan; and
- (c) notes that the Cabinet Member for Homes and Neighbourhoods will agree the further development of the action plan following annual reviews, in accordance with the functions reserved to him in the Leader's Scheme of Delegation.

8.3 Reasons for Decision

8.3.1 To enable the Council to set out a clear vision and delivery plan for student housing and related services which will help the Council to achieve its ambitions to be a Great Place to Live and for Sheffield to be a Competitive City.

8.3.2 The new Student Accommodation Strategy will provide a statement of recommendations to help our partners, potential funders and residents understand our ambitions for new and existing student provision in the City. Having this information available will help them to consider and develop their own opportunities to deliver this shared vision.

8.4 Alternatives Considered and Rejected

8.4.1 Although local authorities do not have a statutory duty to produce a Student

Accommodation Strategy, previous government guidance has urged local authorities to take a more strategic approach to housing as part of their place shaping role.

- 8.4.2 Without a current Student Accommodation Strategy, there will be no clear vision for Sheffield's student accommodation and services that can be shared with partners, residents, developers and funding bodies.
- 8.4.3 Any benefit gained from not allocating resources to develop a strategy and monitor its action plan would be outweighed by the costs incurred through not developing a joined up strategic approach to housing policy and investment decisions. Progress updates of the strategy's action plan will also help to ensure that our priorities will be regularly monitored and that new opportunities to progress our ambitions are considered.

8.5 **Any Interest Declared or Dispensation Granted**

None

8.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

8.7 **Respective Director Responsible for Implementation**

Simon Green, Executive Director, Place

8.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Safer and Stronger Communities

9. SCHOOL PLACES IN SHEFFIELD: REPORT BACK FROM CONSULTATION

- 9.1 The Executive Director, Children, Young People and Families submitted a report providing an update following consultation on providing additional school places in 6 areas of the City. It sought permission to take the next steps in bringing forward proposals to increase places where necessary.

9.2 **RESOLVED:** That Cabinet:-

- (a) approves the publication of statutory notices with regard to the proposed increases in places at Acres Hill (temporary), Greystones Primary, Hallam Primary and Wybourn Primary Schools for September 2015. Cabinet will receive a further paper reporting on representations received and seeking a final decision in March 2014;
- (b) approves the publication of statutory notices on the proposals to bring together Tinsley Nursery Infant and Tinsley Junior Schools on the Tinsley Recreation Ground site to create a through school, through an increase to the age range of Tinsley Junior School and the closure of Tinsley Nursery

Infant School. Cabinet will receive a further paper reporting on representations received and seeking a final decision in March/April 2014; and

- (c) defers a final decision on additional places in the Firth Park area until a further review in Autumn 2014.

9.3 **Reasons for Decision**

- 9.3.1 Providing sufficient primary school places is a statutory duty of the Council. This will mean that Sheffield children reaching primary school age in 2014 and beyond will continue to have a school place in the area of the City in which they live.

9.4 **Alternatives Considered and Rejected**

- 9.4.1 The consultation process allowed for alternative proposals to come forward. These were described in section 5 of the report under the consultation responses for each area.

9.5 **Any Interest Declared or Dispensation Granted**

None

9.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

9.7 **Respective Director Responsible for Implementation**

Jayne Ludlam, Executive Director, Children, Young People and Families

9.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Children, Young People and Family Support

10. **DESIGNATING AN AREA OF PAGE HALL FOR A SELECTIVE LICENSING SCHEME**

- 10.1 The Executive Director, Communities submitted a report describing the impact that more responsibly managed private rented housing could make to the quality of life of both established and newer residents in Page Hall. The report proposed that a Selective Licensing scheme be introduced in the area to help achieve this.

10.2 **RESOLVED:** That Cabinet:-

- (a) approves the designation of the area referred to in the report and defined on the map, set out in Appendix A, as being subject to selective licensing, to come into force on 22 April 2014 and, unless revoked beforehand, to remain in force for a period of five years from that date.

- (b) approves the Selective Licensing scheme detailed in the report, including the Scheme Licensing Fees set out in Appendix E of the report and the Scheme Standards set out in Appendix D; and
- (c) delegates authority to the Director of Commissioning to amend the Scheme Licensing Fees and the Scheme standards as necessary for the successful administration of the scheme.

10.3 **Reasons for Decision**

- 10.3. 1 There is a high demand for private rented accommodation in Page Hall from new arrivals. This has led to some landlords letting their properties irresponsibly – e.g. not carrying out adequate tenancy management to support new arrivals to use local facilities appropriately and understand local cultural norms. We believe that better tenancy management support would help to tackle the related issues of anti-social behaviour and low housing demand, and, most importantly, improve the lives of local residents.
- 10.3. 2 Council officers in many departments are experiencing referrals to streets and properties where there are large numbers of residents congregating, properties that have large numbers of people living in them, unsanitary conditions, property disrepair or lack of general maintenance, fly tipping and general household rubbish piled in yards.
- 10.3. 3 The condition of properties and the local street scene is making the area less desirable. House prices are falling despite high demand for rental properties from the new arrivals, and most of the new homes in the area are now privately rented. We believe that this imbalance in tenure, irresponsible letting practices and a lack of integration from new arrivals is making the area a worse place to live. The proposed area for selective licensing is therefore an area of low housing demand.
- 10.3. 4 We recognise that some private landlords operating in the area are professional and responsible. They co-operate and respond to the advice of housing and environmental officers. However, there also a number of landlords that are reluctant to accept full landlord responsibilities and continue to refuse to meet their obligations to tenants and the local community.
- 10.3. 5 The documents and evidence provided as part of the recent consultation made the case for a Selective Licensing Scheme for a specific area in Page Hall. We believe that this case still holds.
- 10.3. 6 However, during the consultation we learned a lot about the local area and we listened carefully to the views of landlords and residents. We have therefore amended our proposal to focus on a smaller geographic area where challenges are most pronounced – with the rest of the proposed area being covered by the voluntary scheme that was the preferred choice of local landlords.
- 10.3. 7 The additional enforcement activity – made possible by the Council's successful Government funding bid, will provide overall support and boost to the programme by ensuring that housing disrepair and tenancy mismanagement is dealt with

strictly and quickly.

10.4 **Alternatives Considered and Rejected**

10.4. Stay as we are.

1

10.4. We could continue with the current regulatory approach and address a limited number of service requests on that basis. The approach would have some impact, but not in a forceful and targeted way.

2

10.4. Over the last decade there has been significant investment in the area, which has included Housing Market Renewal funding. However, despite this, the area has failed to see any improvements in the housing market in terms of demand and house prices. The Migration Impact Funding did have limited positive effect, although this was not provided for long enough to establish sustainable changes.

3

10.4. Our current reactive approach cannot focus enough on developing effective partnerships with other services, the voluntary sector and landlords. The investment in 'on the ground' support as a result of the scheme will help us take a more proactive approach.

5

10.4. **Introduce Selective Licensing within the whole of the designated area of Page Hall where consultation took place**

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There is the option and general support from the community to introduce Selective Licensing across the whole area. This would result in around 900 private rented properties being required to licence.

10.4. But it was also clear throughout the consultation that landlords and residents felt that the majority of the problems occurred in the roads in the grid to the left hand side of Page Hall Road. This is backed up by the higher level of interventions from Private Housing Standards than anywhere else in the consultation area.

7

10.4. Demand for properties and house prices are also slightly in the area outside the proposed Scheme area. It is anticipated that the proposed Voluntary Registration Scheme for this area will see further improvements. It will be reviewed and may be considered for Selective Licensing at some point in the future. The housing market will also be monitored to establish if prices are falling compared with other areas in the City.

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10.5 **Any Interest Declared or Dispensation Granted**

None

10.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

10.7 **Respective Director Responsible for Implementation**

Richard Webb, Executive Director, Communities

10.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Safer and Stronger Communities

11. **THE PAGE HALL VOLUNTARY REGISTRATION SCHEME**

11.1 The Executive Director, Communities submitted a report proposing to introduce a Voluntary Registration Scheme in a defined geographical area of Page Hall to the north of the City. The scheme would run alongside a Selective Licensing scheme in another part of Page Hall that was the subject of an additional report to Cabinet.

11.2 **RESOLVED:** That

- (a) the Voluntary Registration Scheme detailed in the report be approved;
- (b) the fee structure set out in paragraph 6.8 of the report and the scheme standards set out in Appendix D be approved; and
- (c) delegated authority be given to the Director of Commissioning to amend the scheme standards and fee structure as appropriate.

11.3 **Reasons for Decision**

11.3. 1 There is a high demand for private rented accommodation in Page Hall from new arrivals. This has led to some landlords letting their properties irresponsibly – e.g. not carrying out adequate tenancy management to support new arrivals to use local facilities appropriately and understand local cultural norms. We believe that better tenancy management support would help to tackle the related issues of anti-social behaviour and market weakness, and, most importantly, improve the lives of local residents.

11.3. 2 Council officers in many departments are experiencing referrals to streets and properties where there are large numbers of residents congregating, properties that have large numbers of people living in them and associated noise nuisance, unsanitary conditions, property disrepair or lack of general maintenance, fly tipping and general household rubbish piled in yards.

11.3. 3 The condition of properties and the local street scene is making the area less desirable. House prices are falling despite high demand for rental properties and most of the homes in the area are now privately rented. We believe that this imbalance in tenure, coupled with irresponsible letting practices, is making the area a worse place to live.

11.3. 4 We met some private landlords operating in the area that were experienced, professional and responsible. They co-operate and respond to the advice of housing and environmental officers, but again, there were some that were reluctant to accept full landlord responsibilities and continue to refuse to meet their

obligations to tenants and the local community.

11.3. 5 During the consultation we learned a lot about the local area and we listened carefully to the views of landlords and residents. It became clear there was a smaller defined area that had the most concentrated problems, but some streets in the surrounding area also had issues – although less serious and not so highly concentrated. At Appendix E of the report, the map of interventions by the Private Housing Standards team shows the levels of activity in the Selective Licensing area, and the voluntary scheme area. For this reason our response is a twin track approach that proposes, alongside the legally enforceable Selective Licensing scheme proposed in another report on the agenda for this meeting, a Voluntary Registration Scheme in the remainder of the defined area.

11.3. 6 The Voluntary Scheme was suggested by a number of landlords who were open to receiving education and advice about landlord responsibilities. This is an opportunity to deliver widespread training and advice programmes so that landlords build up a more open dialogue with the Council's housing inspection officers to improve their asset and their management abilities. It is anticipated that this will also help to drive up standards and improve the housing market in the whole of the area.

11.4 **Alternatives Considered and Rejected**

11.4. 1 Stay as we are.

11.4. 2 We could continue with the current regulatory approach and address a limited number of service requests on that basis. The approach would have some impact, but not in a forceful and targeted way.

11.4. 3 Over the last decade there has been significant investment in the area, which has included Housing Market Renewal funding. However, despite this, the area has failed to see any improvements in the housing market in terms of demand and house prices. The Migration Impact Funding did have limited positive effect, although this was not provided for long enough to establish sustainable changes.

11.4. 4 Our current reactive approach cannot focus enough on developing effective partnerships with other services, the voluntary sector and landlords. The investment in 'on the ground' support as a result of the scheme will help us take a more proactive approach.

11.4. 5 **Introduce Selective Licensing within the whole of the designated area of Page Hall where consultation took place**

There is the option and general support from the community to introduce Selective Licensing across the whole area. This would result in around 900 private rented properties being required to licence.

11.4. 6 But it was also clear throughout the consultation that landlords and residents felt that the majority of the problems occurred in the roads in the grid to the left hand

side of Page Hall Road. This is backed up by the higher level of interventions from Private Housing Standards than anywhere else in the consultation area.

11.4. Demand for properties and house prices are also slightly better in the area outside
7 the proposed Scheme area. It is anticipated that the proposed Voluntary Registration Scheme for this area will see further improvements. It will be reviewed and may be considered for Selective Licensing at some point in the future. The housing market will also be monitored to establish if prices are falling compared with other areas in the City.

11.5 **Any Interest Declared or Dispensation Granted**

None

11.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

11.7 **Respective Director Responsible for Implementation**

Richard Webb, Executive Director, Communities

11.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

Safer and Stronger Communities

12. PROVISIONAL LOCAL GOVERNMENT FINANCIAL SETTLEMENT 2014/15

12.1 The Executive Director, Resources submitted a report providing Members with details of the Provisional Local Government Finance Settlement for 2014/15 and 2015/16.

12.2 **RESOLVED:** That the financial impacts set out in the report as a result of the Provisional Local Government Finance Settlement announced on 18th December 2013 be noted.

12.3 **Reasons for Decision**

12.3. To formally record the financial impact of the Provisional Local Government
1 Finance Settlement for 2014/15 and 2015/16.

12.4 **Alternatives Considered and Rejected**

12.4. There were no alternative options proposed.
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12.5 **Any Interest Declared or Dispensation Granted**

None

12.6 Reason for Exemption if Public/Press Excluded During Consideration

None

12.7 Respective Director Responsible for Implementation

Laraine Manley, Executive Director, Resources

12.8 Relevant Scrutiny and Policy Development Committee if Decision Called In

Overview and Scrutiny Management Committee

13. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2013/14 (MONTH 7) AS AT 31/10/13

13.1 The Executive Director, Resources submitted a report providing the month 7 monitoring statement on the City Council's Revenue and Capital Budget for 2013/14.

13.2 **RESOLVED:** That Cabinet:-

- (a) notes the updated information and management actions provided by the report on the 2013/14 management position;
- (b) will give consideration to the use of the Public Health underspend, highlighted in paragraph 7 of the report, to either support the current budget pressures or be carried forward to support the 2014/15 budget;
- (c) in relation to the Capital Programme, approves:-
 - (a) the proposed additions to the Capital Programme, listed in Appendix 1 of the report, including the procurement strategies and delegations of authority to the Director of Commercial Services, or his nominated officer, as appropriate, to award the necessary contracts following stage approval by Capital Programme Group;
 - (b) the proposed variations and slippage in Appendix 1 of the report;
 - (c) the acceptance of the grants in Appendix 2 of the report and notes the conditions and obligations attached to them and notes;
- (d) the latest position on the Capital Programme and the additions and variations approved under delegated authorities.

13.3 Reasons for Decision

13.3.1 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.

13.4 Alternatives Considered and Rejected

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

13.5 Any Interest Declared or Dispensation Granted

None

13.6 Reason for Exemption if Public/Press Excluded During Consideration

None

13.7 Respective Director Responsible for Implementation

Laraine Manley, Executive Director, Resources

13.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee

14. SHEFFIELD COMMUNITY COVENANT ANNUAL REPORT 2013

14.1 The Executive Director, Resources submitted a report updating Cabinet on the key achievements on the Community Covenant during 2013.

14.2 **RESOLVED:** That the progress made on the Community Covenant in Sheffield in the last year be noted.

14.3 Reasons for Decision

14.3. The Community Covenant ensures that services:-

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- encourage local communities to support the Service community in their area;
- nurture understanding and awareness amongst the public of issues affecting the Armed Forces community;
- recognise the contribution made by the Armed Forces Community;
- remember the sacrifices made by the Armed Forces community;
- encourage activities which help to integrate the Armed Forces Community into local life;
- encourage the Armed Forces community to help and support the wider community

The annual report provides information on the progress of these aims.

14.4 Alternatives Considered and Rejected

14.4. There were no alternative options presented for consideration.
1

14.5 Any Interest Declared or Dispensation Granted

None

14.6 Reason for Exemption if Public/Press Excluded During Consideration

None

14.7 Respective Director Responsible for Implementation

Laraine Manley, Executive Director, Resources

14.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee

16. SPITAL HILL SHOP FRONTAGE IMPROVEMENT SCHEME

16.1 The Executive Director, Place submitted a report seeking approval for a proposed Spital Hill Shop Front Improvement Scheme (The Scheme) to be delivered under the Successful Centres Programme.

16.2 **RESOLVED:** That:-

- (a) the proposed Shop Front Improvement Scheme detailed in the report and set out in the appendix (subject to the maximum amount of assistance that can be paid to each shop being £4500 as in the report) to the report be approved;
- (b) delegates authority to the Head of Commercial Services to finalise the procurement process, evaluate tenders and select the contractor to deliver the works under the above scheme, in accordance with Council procedures; and
- (c) delegates authority to the Director of Commercial Services, in consultation with the Director of Legal and Governance and the Director of Finance to negotiate and agree the terms of appointment with the Contractor selected to deliver the works for the above scheme.

16.3 Reasons for Decision

16.3. The Successful Centres Strategy approved by the North East Community
1 Assembly in 2012 identified the importance of improving the appearance of the streetscape and public realm within the Spital Hill District Centre as well as improving Ellesmere Green as two of the top priorities for the community.

16.3. The proposed scheme will support independent traders and help to boost the confidence and image of the centre, increase the footfall to improve the local economy.
2

16.4 **Alternatives Considered and Rejected**

16.4. Do nothing – This would mean leaving any improvement to the market. However, the current economic climate is not conducive to this, as there is already widespread market failure and there is a strong risk of Spital Hill District Centre falling into further decline.
1

16.4. As proposed – the Scheme aims to deliver a project that will deliver the agreed objectives for Spital Hill District Centre outlined in the Successful Centres Strategy to improve the viability, use and appearance of the centre.
2

16.4. Another option is a scheme providing loans to owners to carry out the shop front improvements – in order for the scheme to be successful, the majority of independent traders need to participate so that a sufficient impact can be made on the street scene. In the current economic climate, owners will find it difficult to make substantial payments to fund the whole costs of shop front improvements.
3

16.5 **Any Interest Declared or Dispensation Granted**

None

16.6 **Reason for Exemption if Public/Press Excluded During Consideration**

None

16.7 **Respective Director Responsible for Implementation**

Simon Green, Executive Director, Place

1.8 **Relevant Scrutiny and Policy Development Committee If Decision Called In**

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17. SHEFFIELD DRUG AND ALCOHOL CO-ORDINATION TEAM COMMISSIONING AND PROCUREMENT PLAN

17.1 The Executive Director, Communities submitted a report setting out the work undertaken by the Sheffield Drug and Alcohol Co-ordination Team to develop a commissioning and procurement plan for publicly funded community drug and alcohol treatment in Sheffield.

17.2 **RESOLVED:** That Cabinet:-

- (a) notes and approves the Sheffield Drug and Alcohol Community Treatment Commissioning and Procurement Plan, including the model of 'end to end' services and the associated cost savings as outlined in the report;

- (b) delegates authority to the Director of Commissioning, in consultation with the Cabinet Members for Health, Care and Independent Living and Homes and Neighbourhoods and Director of Commercial Services to approve the Procurement Strategy for the tenders for each service;
- (c) delegates authority to the Director of Commissioning and Director of Commercial Services in consultation with the Director of Legal and Governance to agree contract terms and approve a contract award following the tender process; and
- (d) delegates authority to the Director of Commissioning in consultation with the Cabinet Members for Health, Care and Independent Living and Homes and Neighbourhoods and the ability to take such steps as he thinks appropriate to achieve the outcomes outlined in the report.

17.3 **Reasons for Decision**

- 17.3. 1 The proposals in the report are based on a robust commissioning process. There is an annual process of detailed analysis of local need and trends carried out to inform local commissioning. There is proactive quarterly performance monitoring on currently commissioned services which have been used to identify good practice and shortcomings within the current model and provision. There is reference to national strategy, performance indicators, funding models and national clinical and good practice guidelines moderated against local need and demand. These processes have informed the development of the commissioning and procurement plan and the associated service specifications.
- 17.3. 2 There has been further reference to the investment that successful drug treatment completions bring to the City in the form of the Public Health Grant and the expected Health Premium. There is a need to commission effectively and resource sufficiently in order to secure the outcomes required to maximise the investment and potential gains through the Health Premium. This is balanced against the financial pressures experienced by Sheffield City Council and the need to spread any investment across a range of public health outcomes. The commissioning and procurement plan recommends cost savings of £1.2m across 3 years as achievable without negative impact on service users, communities and performance.
- 17.3. 3 The report follows 6 month internal consultation within Sheffield City Council on the outline commissioning and procurement plan which set out the proposed type and volume of treatment to be commissioned and the associated costs and savings from the commissioning model. A further 8 week Public and Stakeholder consultation was launched on 4th November 2013 and the outcomes of this were included as an appendix to the main report.
- 17.3. 4 Commissioning and Finance within the Communities Portfolio, Commercial Services and the Director of Public Health have been key stakeholders in the development of this plan.

17.4 Alternatives Considered and Rejected

17.4.1 The “Do Nothing” option of re-tendering all current services using the same model and specifications was considered as part of this process. This option was rejected because the current system was only ever an interim position in the total reconfiguration of the treatment system which commenced in 2009. Option 1 does not address the current problems in the system of non-value adding steps, hand offs and unnecessary transfers for clients to receive support. It does not address current performance issues of a plateau in treatment exits. It does not rebalance the treatment system towards non opiates. It does not achieve the required cost savings.

17.4.2 Combine drug and alcohol services into single services. This option was rejected because it does not meet the current expressed preferences of alcohol service users to be treated separate from drug users. It does not ensure a differentiated offer or distinct culture of service for non-opiate users as a minority group within drug and alcohol treatment services. This will be retained as an option in future procurements as the treatment population changes and is less dominated by opiate use (assuming the current trend continues and 10% of the opiate using population leave treatment successfully and do not return).

17.5 Any Interest Declared or Dispensation Granted

None

17.6 Reason for Exemption if Public/Press Excluded During Consideration

None

17.7 Respective Director Responsible for Implementation

Richard Webb, Executive Director, Communities

17.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Healthier Communities and Adult Social Care