

Cabinet

Wednesday 12 December 2018 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	(Leader of the Council)
Councillor Olivia Blake	(Cabinet Member for Finance and Deputy Leader)
Councillor Lewis Dagnall	(Cabinet Member for Environment and Streetscene)
Councillor Jackie Drayton	(Cabinet Member for Children & Families)
Councillor Jayne Dunn	(Cabinet Member for Education & Skills)
Councillor Mazher Iqbal	(Cabinet Member for Business and Investment)
Councillor Mary Lea	(Cabinet Member for Culture, Parks and Leisure)
Councillor Chris Peace	(Cabinet Member for Health and Social Care)
Councillor Jack Scott	(Cabinet Member for Transport and Development)
Councillor Jim Steinke	(Cabinet Member for Neighbourhoods and Community Safety)

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. 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 and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

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.

If you require any further information please contact Simon Hughes on 0114 273 4014 or email simon.hughes@sheffield.gov.uk.

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
12 DECEMBER 2018**

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** (Pages 1 - 4)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 5 - 26)
To approve the minutes of the meeting of the Cabinet held on 21 November 2018.
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Items Called-In For Scrutiny**
The Director of Legal and Governance will inform the Cabinet of any items called in for scrutiny since the last meeting of the Cabinet
- 8. Retirement of Staff** (Pages 27 - 30)
Report of the Executive Director, Resources.
- 9. Mental Health Recovery Service Framework** (Pages 31 - 48)
Report of the Executive Director, People Services.
- 10. The City of Sheffield (3 Mulehouse Road) Compulsory Purchase Order 2018** (Pages 49 - 76)
Report of the Executive Director, Place.
- 11. Month 7 Capital Approvals** (Pages 77 - 102)
Report of the Executive Director, Resources.
- 12. Fields in Trust (Centenary Fields) - World War 1 Dedication/Charitable Sites** (Pages 103 - 118)
Report of the Executive Director, Place.
- 13. The Sheffield Trees and Woodlands Strategy 2018-2033** (Pages 119 - 234)

Report of the Executive Director, Place.

14. Sheffield Local Offer for Children and Young People Leaving Care

(Pages 235 -
264)

Report of the Executive Director, People Services.

**NOTE: The next meeting of Cabinet will be held on
Wednesday 9 January 2019 at 10.30 am**

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
 - under which goods or services are to be provided or works are to be executed; and
 - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
 - the landlord is your council or authority; and
 - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
 - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
 - (b) either -
 - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Audit and Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Director of Legal and Governance on 0114 2734018 or email gillian.duckworth@sheffield.gov.uk.

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Cabinet

Meeting held 21 November 2018

PRESENT: Councillors Olivia Blake (Chair), Lewis Dagnall, Jackie Drayton, Jayne Dunn, Mazher Iqbal, Mary Lea, Chris Peace, Jack Scott and Jim Steinke

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from the Leader, Councillor Julie Dore.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where it was proposed to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of Cabinet held on 17 October 2018 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Petition Requesting that the Council Refuse Planning Permission to Build Houses on the Historic Roman Ridge

5.1.1 Bridget Ingle submitted a petition, containing 2,500 signatures, requesting that the Council refuse planning permission to build houses on the historic roman ridge in Wincobank. The petition stated that the petitioners were appealing to their elected representatives on the Sheffield City Council Planning Committee to uphold the 2013 decision of C.J Ball, an inspector appointed by the Secretary of State for Communities and Local Government, to refuse the planning application 18/00146/OUT to build 22 houses on the line of the Roman Ridge.

5.1.2 The petition further stated that this 27km ancient earthwork, not yet fully understood or dated, ran along the side of the Scheduled Iron Age Hill Fort at Wincobank. As a Celtic defensive frontier against both the early Roman invaders and the later Saxons, it has the same historic value as Hadrian's Wall and Offa's Dyke. It is a monument of local and national significance.

5.1.3 The petition concluded by stating that the remaining sections were either destroyed, scheduled or under Council protection and this land should be protected too. The petition asked the Council to ensure that this well used section of land (just below the hill fort), already designated as open space, be left fully

accessible for further archaeological investigation and for the benefit, education and enlightenment of future generations.

- 5.1.4 In presenting the petition, Bridget Ingle stated that this was the fourth occasion a planning application had been submitted for the site. Previously, the application was recommended for granting by officers but refused by the Planning and Highways Committee. The developer appealed and this was turned down. She was therefore looking for Council support for refusal of the application.
- 5.1.5 Councillor Jack Scott, Cabinet Member for Transport and Development, thanked Ms. Ingle for her attendance and the petition. The Cabinet did not have a position on this as such, as it was a decision to be taken by the Planning and Highways Committee and Councillor Scott did not want to influence their decision making.
- 5.1.6 However, Councillor Scott added that he agreed that this was a beautiful part of the City with unique heritage. He understood the frustration within the community at another application having to be fought against. The process did need to be followed correctly though, but if the application was refused the Council would do its best to support the community and try to win at any potential appeal hearing. Councillor Scott would welcome a meeting with Ms. Ingle on the issue should she wish.
- 5.1.7 **RESOLVED:** That the petition be referred to the Planning and Highways Committee for consideration.

5.2 Public Questions in respect of Sheffield's Clean Air Zone Proposal

- 5.2.1 Ibrar Hussain, a taxi driver in the City, referred to the consultation process for the Clean Air Zone proposal. He commented that Transport for London (TfL) had introduced a phased process in London and asked if the Council had considered following that process in Sheffield?
- 5.2.2 Mr Hussain further asked had a detailed plan been prepared for taxi drivers and private hire drivers should the proposal be introduced? Had there been a risk assessment undertaken on the impact to those groups?
- 5.2.3 Mr Hussain commented that a big problem in the City was cross border working where taxi drivers could be licensed in other parts of the country and drive into Sheffield to work. What would happen to them if the proposal was introduced? Mr Hussain did not believe the Highways service within the Council had tried to work with the taxi trade to understand the effect it would have on them.
- 5.2.4 A further big problem in Sheffield, Mr Hussain added, was taxis around Sheffield Railway Station with particular peak times between 4 and 9pm on Fridays, Saturdays and Sundays. The continuous traffic there was causing problems and better planning was needed to cut emissions. What was the Council's plans in respect of that?
- 5.2.5 With regards to possible Government grants being received to help implement the proposal, Mr Hussain commented that he was aware that Leeds City Council had

been requested to revise their proposals in order to receive the funding from the Government. If Sheffield applied to the Government for £40m to implement the proposal, what share of this would taxis and private hire cars receive in order to mitigate any financial damage to them? If less than £40m was granted to Sheffield, how much would they receive then?

- 5.2.6 In terms of the consultation process, Mr Hussain commented that he believed the report on the agenda for the meeting should state that there would be a meaningful consultation with the taxi trade. He requested that the detailed plan for the proposal be referred to a Council Scrutiny and Policy Development Committee as the impact on the taxi trade was immense. Mr Hussain believed that the Licensing Service at the Council was poor and Hackney Carriage licensing should be separate from private hire car licensing in the way that other licensing regulation was.
- 5.2.7 Ammer Hanif, a local taxi driver, commented that he believed there was a lot of ignorance about the taxi trade. They earned about the same as the national minimum wage and, should the Council's proposal be implemented, their earnings would be below even that. Taxi drivers provided a vital service for the community and he did not know why those who could least afford it were being targeted.
- 5.2.8 Mr Hanif did not believe the Licensing Service was fit for purpose. He and many of his colleagues were being penalised for playing by the rules. If Mr Hanif obtained a license from TfL he could circumvent Sheffield's requirements and if the proposal was implemented it would encourage others to do the same.
- 5.2.9 Lee Ward, representing Alpha, a private hire taxi association, commented that there were 185,000 private vehicles in the City, and 3,000 were licensed in Sheffield. He questioned what policy could improve air quality if it was only targeting 3,000 vehicles? He believed the Council was too scared of charging everyone, but, in his opinion, everybody was contributing to the pollution so everybody should pay. Mr Ward believed that this proposal was a political decision and not a clean air decision.
- 5.2.10 In response, Councillor Jack Scott commented that he had considered a phasing process. That, however, would mean starting a year earlier, rather than a year later and he did not believe taxi drivers would welcome that. This proposal was setting out a trajectory and identified a solution which would get the City to having legally compliant air. There were far more details to work out in the period ahead and he welcomed comments regarding areas where further work was needed.
- 5.2.11 Councillor Scott wanted people to understand that there was a big public health crisis within the City and across the country by not having clean air. The Council did take action on cross border working and Councillor Scott would be happy to exclude drivers not licensed in Sheffield from the bus lane bonus. However, he hadn't identified a legally practical way of achieving that as yet and further work would be done to look into this.
- 5.2.12 Councillor Scott accepted Mr Hussain's comments in respect of the Railway Station and stated that a masterplan was being developed for the whole Station.

However, this was private property and not Council property. The electrification of Midland Mainline and improvements to the taxi fleet would help. Without the electrification there needed to be improvements to the taxi fleet as there were comparatively limited private car movements in the area, and these tend to be cleaner.

- 5.2.13 If the Council did not receive sufficient funding from the Government to support the proposal, it would not proceed with the plan it had outlined. The Council needed to put in place appropriate investment, grants, loans, guidance, advice and support for taxi drivers. If that was in place Councillor Scott would not support fare rises to pay for charges.
- 5.2.14 Councillor Scott accepted that the Licensing Service at the Council had been cut back and was now very lean. However, growing this would have to be paid for and would most likely mean an increase in licensing fees. He did not disagree that the proposal had the potential to have a massive impact on the taxi trade. However, he hoped that appropriate advice, support, guidance and investment would resolve this. He understood that, at this time, it appeared that the Council were adopting a “stick” approach. However, he believed that over time it would not look like that, when the full package of incentives and support was known.
- 5.2.15 Councillor Scott added that, overall, the taxi fleet in Sheffield was too old and the City needed to work together to get it cleaner. He did not turn a blind eye to infringements of licensing regulations, so if people were aware of specific examples, they should be reported to him.
- 5.2.16 In conclusion, Councillor Scott commented that this was a long standing problem and he did not see an alternative other than the Council’s proposal at this stage, as the City needed a clean, reliable and safe taxi fleet. He believed that the report on the agenda for the meeting would start a discussion amongst interested parties and the proposal would become clearer over time.

5.3 Public Question on the Ethical Procurement Framework

- 5.3.1 Christine Rose commented that the Women’s Equality Party welcomed the Council’s development of an Ethical Procurement Framework. Following on from the Party’s question at last month’s Cabinet meeting on the Gender Pay Gap, would the Council consider incorporating the following into the Framework. This would acknowledge the inequalities identified by the Gender Pay Gap statistics, encourage organisations across Sheffield to address it and to strengthen women’s economic outcomes:-

(i) Page 11 – Principals of the ethical code of conduct for suppliers point 3 living and minimum wages – ADD ‘gender pay gap’

(ii) Page 14 Appendix 2; Social Value in Tenders

Tackling Inequalities box – ADD ‘To work towards reducing the gender pay gap, ensuring that all employees are aware of their organisation’s track record and have the means to challenge it on an individual basis.’

- (iii) Page 15 – Tackling Inequalities box – ADD ‘How will you work to reduce any inequalities identified in your gender pay gap report?’
- 5.3.2 Ms. Rose concluded by commenting that the Party would welcome a meeting with Councillor Blake and the relevant Officers to discuss this.
- 5.3.3 Councillor Blake, Cabinet Member for Finance, commented that she welcomed Ms. Rose’s suggestions and agreed that a meeting would be useful to discuss this further, as some of the work may overlap with Government initiatives. The Ethical Procurement Framework was only signed off in March this year. A review would be done in due course to ensure that it was still relevant. There were issues with some of the Council’s outsourced services. Some historically gendered roles need to be challenged from an equality perspective. Councillor Blake’s office would be in touch with Ms. Rose to arrange a meeting.
- 5.4 Public Question in respect of Birley Spa Asset of Community Value
- 5.4.1 Nigel Slack commented that barely was the ink dry on the paperwork designating Birley Spa as an ‘Asset of Community Value’ than the Friends Group had been advised that it will be put on the market in 6 months time, the absolute minimum moratorium under the ACV legislation. Mr Slack hoped that it was not intentional on the part of Property Services, but this would feel like a deliberate kick in the guts for those who worked so hard to try and save this heritage building for the community, including some Councillors. As owners of the property, the Council could presumably allow up to the full 5 years for the ACV to lapse, but have chosen to allow only this mean and minimal opportunity for the community to organise, raise funds and then bid for this building. Why has this step been taken in quite such a seemingly uncaring way?
- 5.4.2 Councillor Olivia Blake responded that there appeared to be a bit of a misunderstanding in respect of the Asset of Community Value process. As the landowner, the Council had to give notification of its intention to dispose. This was a procedural matter and not aimed at the Friends Group. The Council had been clear that it wanted a timely process of bringing the building back into use and waiting 5 years could lead to further deterioration.
- 5.4.3 The Council had arranged a meeting with the Friends Group for 6 December and would continue to provide support to the Group. The notification of the intention to dispose had not been done to undermine the work the Council was doing with the Friends Group. There was a 6 week period to delay any sale of the building if the Friends Group notified the Council of its intention to bid. This started the clock ticking and the Group then had six months to complete the sale. This announcement did not mean the Council was selling the building at the moment and was just to signify that that was the ultimate intent.
- 5.5 Public Question in respect of Mount Pleasant
- 5.5.1 Nigel Slack stated that the guardians who had kept Mount Pleasant safe and secure for the last many years, had been evicted. However, it seemed unclear

whether the sale to Hermes Care was yet complete and consequently who would be responsible for the building once vacant. Will the Council confirm the stage the sale has reached? What interim security will be in place once the guardians have vacated the buildings? What conditions were included in the contract to ensure the building was restored, rather than demolished, in the event of any unfortunate accident whilst the property was unprotected?

5.5.2 Councillor Olivia Blake confirmed that the Council was currently in negotiations with Hermes Care and was hopeful that contracts would be exchanged shortly. The building would not be left unprotected and there would be twenty-four hour security. The building was listed, so it could not be demolished. The company who employed the guardians had served notice on the Council and this was related to safety issues. The Council was hopeful that the building would be handed over to Hermes Care sooner rather than later.

5.6 Public Question in respect of Scrutiny

5.6.1 Nigel Slack commented that his previous questions at today's meeting seemed to suggest a lack of joined up thinking and co-operation between Council functions. Councillors in Manchester were complaining of exactly that situation becoming ever more common in their experience and Mr Slack's own conversation with Members indicated that this was not uncommon within this Council.

5.6.2 Mr Slack added that, at the same time, Scrutiny was becoming less and less trusted to do the job of holding the Council to account. The Call-in Scrutiny report being considered at item 7b on today's agenda is perhaps indicative of why. The whole report (excluding preliminaries) is one and a half pages long and, if the words of the decision they were asked to scrutinise are taken out, the report is less than a page. The report gives no detail about the Committee's discussions nor about the way the decision was made (unanimous/split). The decision not to take any action on this Call-in had a couple of caveats but no indication that, if the information finally received was unsatisfactory, there will be any consequence. When will the Council be reviewing the Scrutiny function, in conjunction with the Commons Select Committee report on the effectiveness of local authority overview and scrutiny committees, chaired by Clive Betts MP, to develop something more robust?

5.6.3 Councillor Olivia Blake confirmed that the Council had discussed the report from Clive Betts M.P. and a Council response had been given. Councillor Chris Peace, Cabinet Member for Health and Social Care, commented that, as a previous Chair of a Scrutiny Committee, she was very familiar with Clive Betts M.P.'s report. The general feeling was that it didn't actually go far enough. The Council's Overview and Scrutiny Management Committee, Chaired by Councillor Denise Fox, had considered the report at its meeting held on 19 July 2018. Councillor Peace had not seen the agenda for the next meeting of the Scrutiny Committee, but hoped there would be some follow up to this. She believed that Scrutiny fulfilled a very important function at the Council.

6. **ITEMS CALLED-IN FOR SCRUTINY**

6.1 Councillor Ben Curran, Chair of the Safer and Stronger Communities Scrutiny and Policy Development Committee, introduced a report of the Committee reporting the outcome of the Scrutiny Committee meeting held on 8 November 2018 where a Call-In of the Cabinet decision taken on 17 October 2018 in respect of the “Community Infrastructure Levy Neighbourhood Portion (Local CIL)” was considered.

6.2 **RESOLVED:** That Cabinet notes the decision of the Safer and Stronger Communities Scrutiny and Policy Development Committee as follows:-

“The Scrutiny Committee agreed to take no action in relation to the called-in decision but with the caveat;

- that they be given an opportunity to scrutinise the Guidance Note that the Head of Libraries, Community Services, Learning and Skills had been authorised to produce, before it is in effect; and
- that information on the monies gathered through Community Infrastructure Levy be shared with the Committee at an appropriate point in the year along with the calculation of distribution across the City.”

7. RETIREMENT OF STAFF

7.1 The Executive Director, Resources submitted a report on Council staff retirements.

7.2 **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>People Services</u>		
Denise Berton	Deputy Headteacher, Abbey Lane Primary School	32
Carol Dunger	Clerical Officer, Grace Owen Nursery School	29
Andrea Grubb	Supervisory Assistant, Shortbrook Primary School	29
Lorraine Jackson	Specialist Teaching Assistant	33
Lynne Masterman	Senior Parenting Practitioner	39
Janet Sreaton	Higher Level Teaching Assistant (Special) Level 4,	31

Talbot Specialist School

Place

Garry Bedford	Team Leader, Repairs and Maintenance Service	34
Terry Heath	City Centre Ambassador	37
Tony Mason	Plasterer, Repairs and Maintenance Service	46

Resources

Lorraine Butcher	Senior HR Administrator	39
John Tomlinson	Electoral Services Manager	35

(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.

8. CLEAN AIR FOR SHEFFIELD

8.1 The Executive Director, Place submitted a report setting out Sheffield City Council's ambition to make the city's air safe to breathe for all. As agreed in the city's Clean Air Strategy, Sheffield City Council is committed to improving air quality across Sheffield as quickly as possible.

8.2 RESOLVED: That Cabinet:-

- (a) endorses Sheffield City Council's commitment to cleaning up harmful air in the city to improve the health and life chances of communities across the city;
- (b) recognises that Sheffield and Rotherham's air quality challenge is intrinsically connected and therefore approves the development of a joint air quality plan and package of interventions with Rotherham Metropolitan Borough Council (RMBC) to protect and improve the health and wellbeing of people living, working and visiting our areas;
- (c) supports and endorses the evidence and analysis of our air quality challenge that has been developed by Sheffield City Council and Rotherham MBC (working with the Department for Environment, Food and Rural Affairs (Defra) and the Department for Transport (DfT)) to fully understand the most significant sources of Nitrogen Dioxide (NO₂) in Sheffield/Rotherham and identify the most challenging locations which breach legal limits for NO₂ pollution;

- (d) approves, in principle, the creation of a charging Category C Clean Air Zone in Sheffield with additional measures (referred to as 'CAZ C+') to, as a minimum, bring Sheffield's air quality within the legal limit for NO₂ concentrations in the shortest possible time.
- (e) delegates authority to the Executive Director, Place, in consultation with the Cabinet Member for Transport and Development, to jointly submit, with Rotherham MBC, the Sheffield and Rotherham Outline Business Case to Government by 31st December 2018;
- (f) delegates authority to the Executive Director, Place, in consultation with the Cabinet Member for Transport and Development and the Director of Financial and Commercial Services, to commence procurement for any necessary infrastructure, goods and services to implement the Clean Air Zone;
- (g) agrees to receive a further Cabinet report on Sheffield's clean air proposals should Government require significant changes once Government has assessed the proposals in our Outline Business Case;
- (h) approves the launch of a statutory consultation in early 2019 on the city's CAZ proposals to tackle NO₂ pollution; and
- (i) agrees to receive a further Cabinet Report on our finalised proposals along with our Final Business Case in 2019.

8.3 Reasons for Decision

- 8.3.1 Based on the outcomes of the Sheffield/Rotherham Feasibility Study, a CAZ C charging zone with additional measures (CAZ C+) is Sheffield's preferred option to achieve legal compliance for the city's NO₂ emissions in the 'shortest possible time'.
- 8.3.2 There is increasing evidence that air pollution has profound implications for the health and life chances of people, particularly more children, older people and lower income communities. Further, air pollution undermines people's quality of life, causing asthma and increasing the chances of hospital admissions, visits to A&E, respiratory and cardiovascular disease.
- 8.3.3 The introduction of a CAZ C+ will deliver a rapid impact on the city's ambitions to make our air safe to breathe for all. Further, taking steps to address emissions from the most polluting vehicles on Sheffield's roads through a CAZ C+ has the potential for Sheffield to access significant Government resource to support the upgrade and replacement of vehicles, investment which would otherwise not be available to us.

8.4 Alternatives Considered and Rejected

- 8.4.1 The development of our preferred option of a charging CAZ C+ to deliver an

immediate impact on the city's air quality has involved a thorough and detailed appraisal of air pollution, traffic flows and planned development in the city to understand the interventions that we need to introduce to bring the city's air quality into within legal limits in the shortest possible time.

8.4.2 What the Feasibility Study has shown is that 'doing nothing' is not an option for Sheffield. This is because of the following:

- Sheffield and Rotherham have been mandated by Government and therefore have a legal duty to reduce NO₂ emissions to within legal limits (40µg/m³) in the shortest possible time. Failure to do so would likely result in legal action and potentially significant fines.
- Our modelled data demonstrated that there are multiple sites in the city centre and Lower Don Valley that are currently in breach of the legal limits for NO₂ pollution. The national change in the vehicles on the city's roads (drivers/businesses upgrading and replacing their vehicles over time) will not be sufficient to bring NO₂ emissions within legal limits by 2021 and therefore, further intervention is needed.
- More critically, there is an established and increasing scientific evidence base that demonstrates that exposure to air pollution has a devastating effect on human health. In Sheffield, it is estimated that poor air quality contributes to 500 deaths a year but it also undermines the quality of life for people in the city. Poor air quality impacts on the day-to-day lives and life chances of our communities, for example, 7-12% of annual childhood asthma cases were specifically attributable to traffic related air pollution and it increases the chances of hospital admissions, visits to A&E and respiratory and cardiovascular disease. Therefore, urgent action is needed to reduce exposure to air pollution in Sheffield.
- Sheffield City Council's Clean Air Strategy sets out an ambition to deliver clean air for all in the city and this includes a commitment to 'focus on the biggest causes of air pollution and improve them as quickly as possible'. Delivering a CAZ with Government funding to support the drivers that are most exposed to the charging zone will be vital to achieve our clean air ambitions.

8.4.3 Given that 'doing nothing' is not an option because of the scale of pollution and the legal directive to reduce NO₂ emissions in the shortest possible time, assessed options for Sheffield and Rotherham have been as follows:

- **CAZ with no charging** – assessed to not deliver the impact needed in the shortest possible time.
- **Charging CAZ A (non-compliant buses, taxis)** – incentivises change for two of the most polluting vehicles but insufficient to bring air quality within the legal limit in the shortest possible time at multiple sites across the city's road network because of emissions from HGVs and LGVs.
- **Charging CAZ B (non-compliant buses, taxis, HGVs)** – incentivises change for three of the most polluting vehicles but insufficient to bring air quality within the

legal limit in the shortest possible time at multiple sites across the city's road network because of emissions from LGVs.

• **Charging CAZ D (non-compliant buses, taxis, HGVs, LGVs, private cars)** – whilst a charging CAZ D would achieve compliance, our Feasibility Study assessments indicate that a CAZ C with additional measures will achieve compliance in the shortest possible time without charging private car users. It is our judgment that, based upon all the evidence available to us, introducing a CAZ D is not required. A CAZ D in Sheffield would have a significant and disproportionate impact on the city's residents and lower income families in the city. However, if Government assess our preferred option and propose that a CAZ D is required, Cabinet will be provided with a further paper outlining the implications of such a move for the city and the additional resource and mitigations that we would seek from Government.

9. NEW HOMES DELIVERY PLAN

9.1 The Executive Director, Place submitted a report setting out the broad principles and proposals for a programme for achieving, on average, 2,000 new homes per annum in the areas of Sheffield where they are needed over the next five years, and a longer-term pipeline to sustain this level of delivery.

9.2 **RESOLVED:** That Cabinet:-

- (a) approves the New Homes Delivery Plan November 2018 – March 2023 as attached to the report and approves the proposals for a five year funded programme (and pipeline for the next 10 years) that will contribute to achieving, on average, 2,000 new homes per annum in the city; individual business cases for each element of the programme will be approved via the Council's governance and financial approval processes and implementation of any of the initiatives identified may be the subject of further executive decision making in accordance with the Leader's Scheme of Delegation;
- (b) notes that the Council is seeking to secure investment from the "Housing Infrastructure Fund" (HIF), which could provide the funding for the activity identified in the report;
- (c) notes that in the absence of HIF investment being sufficient for the activity identified, a further Cabinet report will be produced to set out and authorise alternative investment options;
- (d) delegates authority to the Chief Property Officer, in consultation with the Director of Housing and Neighbourhood Services and the Director of Legal & Governance, to negotiate and agree terms for the acquisition of properties for the purpose of shared ownership as described in the report; and
- (e) requests the Director of Housing and Neighbourhood Services, in

consultation with the Cabinet Member for Transport and Development, to present a further report in 2019 setting out proposals for a new Affordable Housing Strategy, including Quality Standards and 5 Year Programme which will be reviewed annually by Cabinet.

9.3 Reasons for Decision

9.3.1 With further investment it is anticipated that the following outcomes could be achieved (subject to project / programme specific approvals). The Council can undertake a number of interventions as outlined in the New Homes Delivery Plan, to build approximately 2,000 new homes as a minimum in the next 5 years. For example:

- The Council will build a minimum of 1600 affordable new homes, through the HRA Stock Increase New Build Programme and will aim to increase this further through securing external funding from Government and a review of the HRA debt cap regulations.
- A further 11 Council owned sites could be developed by the Council or marketed, accelerating over 400 new homes in the next 5 years and 1000 new homes across all tenures.
- Sheffield Housing Company could accelerate the delivery of a further 350 new homes in this period.
- Strategic acquisitions will commence on a rolling programme in the city centre housing zone, to unlock sites with the potential for 500 homes in the next 5 years.
- Provide the opportunity to work in partnership with Rotherham to develop the pipeline for the Sheffield/ Rotherham corridor that could achieve over 18,000 homes over the next 20-30 years.
- The pace of new build will be a combination of directly working with the private sector and simplifying advice for the private sector to get on and deliver new homes.
- The proposed investment is estimated to generate the equivalent amount of increased income to the Council.
- A greater supply and variety of houses to help balance the citywide shortfalls.
- With a dedicated Housing Growth Delivery Team there will be opportunities to enable and accelerate housing growth through the private sector, by promoting site opportunities, problem solving on stuck schemes and promoting the city as a place for housing investment.

9.4 Alternatives Considered and Rejected

9.4.1 The main alternative considered was to not develop the Delivery Plan. This was rejected because:

- Without interventions the delivery of housing by the private and public sectors

is forecast to fall significantly short of the scale of new homes delivery needed in the city.

- Without interventions the narrow types and tenures of housing currently being delivered by the private sector are expected to remain and continue to fail to meet the housing needs of current and future households in Sheffield.
- General uncertainty in the housing market could reduce delivery.
- Fragmented land use patterns make it difficult to deliver a co-ordinated package of infrastructure solutions necessary to support new communities. The strategic acquisition of land as one of the programme interventions being proposed will help to address this issue.
- The lack of resources to co-ordinate proposals and the lack of strategic funding means that future infrastructure solutions could continue to be delivered in isolation and infrastructure solutions fail to impact positively. The delivery of physical infrastructure solutions as one of the programme interventions being proposed will help to address this issue and enable, unlock or accelerate housing delivery.

10. BUILDING BETTER PARKS STRATEGY

- 10.1 The Executive Director, Place submitted a report seeking agreement for the Parks and Countryside Service Building Better Parks Strategy. The Strategy is intended to be used as a framework for decision making to assist with maximising the benefits derived from our land and property portfolio.
- 10.2 Cabinet agreed to remove the following wording from under the first bullet point in paragraph 1.2 of the report (on page 110 of the agenda pack) 'plus a further £1.2m commitment for the three years from 2020-2023 (subject to budget approval).' to read '£2.0m Public Health Funding 2018-2023, which includes an amount of £800k already committed for 2018/19 and 2019/20.'
- 10.3 **RESOLVED:** That Cabinet approves the Parks and Countryside 'Building Better Parks Strategy' report to establish the strategic framework which will guide decision making on the use and management of the Parks and Countryside Service land and property portfolio.
- 10.4 **Reasons for Decision**
- 10.4.1 This preferred option means that the Parks and Countryside Service can develop a new strategic approach which will deliver investment proposals for our green spaces for the next five years. The Strategy will seek to sustain and improve our green spaces, especially in the city's areas of greatest health inequality.
- 10.4.2 The preferred option will improve facilities; allow Parks and Countryside to engage with new business partners to secure new business opportunities, generate much needed income to sustain the Service whilst also securing investment for underutilised land and property, all subject to Legal Services,

Corporate Property, Procurement, Business Sheffield, Licensing and Planning guidance.

10.4.3 There is an opportunity to make a change that demonstrates both ambition and showcases the possibilities for Parks and Countryside land and property.

10.4.4 There is an opportunity to encourage organisations to exercise their social value, through sponsorship, by investing in under-utilised parks by providing new assets. Private and Third Sector organisations will be invited to further generate income through the sponsorship of existing assets.

10.4.5 The Council also wants to use its assets to enable positive social and economic outcomes whilst delivering a better service. It is therefore essential that the Parks and Countryside Service adopts a strategic approach to the management of its assets

10.5 **Alternatives Considered and Rejected**

10.5.1 The alternative option would be to do nothing. This would impact on the opportunity of investment, potential revenue income and improving the customer experience within Parks and Open Spaces. This would also lead to a significant decrease in public satisfaction with the general quality of Sheffield's Parks and Green Spaces and will affect the opportunity for Sheffield's Parks to be a major contributory factor to people's health, providing places that bring people together and act as the focus for community activity. It will also have a negative effect on the look and feel of an area, making it a less attractive place to live, work, invest or study.

11. **RIPON STREET RECREATION GROUND - TRANSFER OF CHARITABLE STATUS TO DARNALL COMMUNITY PARK**

11.1 The Executive Director, Place submitted a report seeking Cabinet approval for the transfer of charitable status (Charity No.1105522) of land in the ownership of the Council from land at Ripon Street Recreation Ground to land at Darnall Community Park .

11.2 **RESOLVED:** That Cabinet:-

(a) as Trustees of the Ripon Street Recreation Ground (Charity no.1105522) and in accordance with the powers contained in the provisions of the Trust of Land and Appointment of Trustees Act 1996, gives approval for the transfer of charitable status from Ripon Street Recreation Ground, Attercliffe to Darnall Community Park, in accordance with the terms of this report and a surveyors report prepared in accordance with section 119(1) of the Charities Act 2011;

(b) delegates authority to the Chief Property Officer to instruct the Director of Legal and Governance to prepare and complete all necessary legal documentation in accordance with the agreed terms and Charity

Commission requirements to implement this transfer;

- (c) delegates authority to the Director of Legal and Governance to take such steps and enter into such documents as are required in order to effect the transfer of land; and
- (d) delegates authority to the Chief Property Officer or the Director of Legal and Governance to give public notice of the proposal in accordance with Section 121 of the Charities Act 2011.

11.3 **Reasons for Decision**

- 11.3.1 It is the opinion of officers that the transfer of the charitable status from Ripon St is of greater benefit for the objects of the Trust than simply selling the land and reusing the proceeds.
- 11.3.2 It ensures the future protection of Darnall Community Park to help create and sustain thriving neighbourhoods and communities, improving the health and wellbeing of children and adults.
- 11.3.3 It will help the delivery of the canalside regeneration proposals for the wider Attercliffe Waterside development. This supports the Local Plan, Core Strategy and Corporate Plan policies to deliver new housing and support employment around the canal in Attercliffe and Darnall. This development will also assist with the charitable object to improve the conditions of life for the inhabitants of the area of benefit.

11.4 **Alternatives Considered and Rejected**

- 11.4.1 Cabinet, acting as Trustees, could decide that it is not considered to be in the best interests of the Charity to transfer the charitable status from Ripon Street to Darnall Community Park and that Ripon Street should simply be sold as proposed in the Cabinet report in 2006. Whilst proceeds from the sale of Ripon Street in future would be available for use within the area of benefit, the physical asset would be lost rather than replaced. In that situation, Darnall Community Park would remain as park due to planning policies but would not have the stronger protection that transferring the charitable status would provide.

12. **PATHWAYS TO PROGRESSION - AMBITION**

- 12.1 The Executive Director, People Services submitted a report informing Members of a successful bid submitted for the Pathways to Progression programme and seeking approval for Sheffield City Council to act as the lead body on behalf of Barnsley, Doncaster and Rotherham Metropolitan Borough Councils in relation to the management of monies received and the activity it supports.

12.2 **RESOLVED:** That Cabinet:-

- (a) approves that Sheffield City Council will act as the accountable body for

the Pathways to Progression programme on behalf of the South Yorkshire local authorities (Barnsley, Doncaster, Rotherham) subject to the final terms and conditions being the same as those summarised in the report;

- (b) approves the use of the city's employment programmes, Sheffield Working and Sheffield 100, as match funding for the life of the programme - 2019 to June 2021;
- (c) approves agreement being entered into with Barnsley, Doncaster and Rotherham Metropolitan Borough Councils and payments of European Social Fund (ESF) grant being made thereunder; and
- (d) delegates authority to the Executive Director, People Services, in consultation with the Cabinet Member for Education and Skills, the Director of Finance and Commercial Services and the Director of Legal and Governance, to:-
 - (i) agree the terms and conditions and accept the South Yorkshire Pathways to Progression fund in the event that the final terms and conditions are not the same as those summarised in the report; and
 - (ii) agree the procurement strategy and award contracts as required to deliver the outcomes.

12.3 Reasons for Decision

- 12.3.1 Increasing youth employment is a critical challenge for the city which will have long lasting impacts if not addressed. This proposal is designed to make a sustainable difference to young people who may not otherwise have the opportunity or support to pursue further education, employment or training.
- 12.3.2 A failure to address the needs of vulnerable and disadvantaged young people is perpetuated in the adult population where those with multiple and complex barriers and those in marginalised communities are overrepresented in the workless cohort.
- 12.3.3 This proposal aims to increase participation in the labour market and thereby improve social inclusion and mobility. It will provide additional opportunities and increase the support available for:
 - 15-18 year olds who are, or are at risk of becoming, NEET
 - marginalised 18+ year olds and those with multiple and complex barriers

12.4 Alternatives Considered and Rejected

- 12.4.1 The Council could decide not to accept the grant. However, at this time there are no known alternative options to consider that offer additional support and funding for these groups and so this option is not recommended.

13. PATHWAYS TO SUCCESS

13.1 The Executive Director, People Services submitted a report informing Members of a successful bid submitted for the Pathways to Success programme and seeking approval for Sheffield City Council to act as the lead body on behalf of Barnsley, Doncaster and Rotherham Metropolitan Borough Councils in relation to the management of monies received and the activity it supports.

13.2 **RESOLVED:** That Cabinet:-

- (a) approves that Sheffield City Council will act as the accountable body for the Pathways to Success programme on behalf of the South Yorkshire local authorities (Barnsley, Doncaster, Rotherham) and thereby accept the European Social Fund (ESF) grant offer of up to £5,119,800, subject to the final terms and conditions being the same as those summarised in the report;
- (b) approves the use of the city's employment programmes, Sheffield Working and Sheffield 100, as match funding (£1.472m) for the life of the programme - 2019 to 2021;
- (c) approves agreement being entered into with Barnsley, Doncaster and Rotherham Metropolitan Borough Councils and payments of ESF grant being made thereunder; and
- (d) delegates authority to the Executive Director of People Services, in consultation with the Cabinet Member for Education and Skills, the Director of Finance and Commercial Services and the Director of Legal and Governance, to:-
 - (i) agree the terms and conditions and accept the South Yorkshire Pathways to Success fund in the event that the final terms and conditions are not the same as those summarised in the report; and
 - (ii) agree the procurement strategy and award contracts as required to deliver the outcomes.

13.3 Reasons for Decision

13.3.1 Increasing employment levels is a critical challenge for the city which will have long lasting impacts if not addressed. This proposal is designed to make a sustainable difference to individuals who may not otherwise have the opportunity or support to pursue further education, employment or training.

13.3.2 Within the workless cohort those with multiple and complex barriers and those in marginalised communities are overrepresented.

13.3.3 This proposal aims to increase participation in the labour market and thereby improve social inclusion and mobility. It will provide additional opportunities and increase the support available for marginalised 18+ year olds and those with

multiple and complex barriers, particularly those with long-term physical or mental health problems, disabilities or behavioural issues.

13.4 **Alternatives Considered and Rejected**

- 13.4.1 The Council could decide not to accept the grant. However, at this time there are no known alternative options to consider that offer additional support and funding for these groups and so this option is not recommended.

14. **INVESTIGATION OF IMPLICATIONS FOR WATER FLUORIDATION**

- 14.1 The Director of Public Health submitted a report requesting approval from Cabinet to enable the Local Authority to investigate the implications of water fluoridation in Sheffield, including feasibility, costs, plant location, coverage and the implications for other Local Authority areas.

14.2 **RESOLVED:** That Cabinet:-

- (a) approves the Local Authority investigating the implications of water fluoridation in Sheffield, including feasibility, costs, plant location, coverage and the implications for other Local Authority areas;
- (b) emphasises that this is purely a fact-finding process to inform subsequent decision-making and that it does not represent a decision by the Local Authority to proceed with water fluoridation; and
- (c) approves that, following the outcome of this investigation, if the Local Authority takes the decision to proceed with the process set out in legislation, all the information gathered will be used as evidence in the formal feasibility report.

14.3 **Reasons for Decision**

- 14.3.1 We are asking for agreement to investigate the implications of water fluoridation for Sheffield because we need to understand the costs and extra work needed for the city should we proceed.

- 14.3.2 This first necessary step is to gain an understanding of the public water supply arrangements in the Sheffield area. Key initial questions to be answered by Yorkshire Water are:

- Is it technically practicable for the responsible water company to fluoridate the geographic area of Sheffield?
- Will doing so necessitate also fluoridating other adjacent localities and, if so, will this involve other local authority areas?

- 14.3.3 Depending on discussions with the water company this may be essentially a desk-top exercise, thereby minimising initial costs. It should be emphasised that

this is purely a fact-finding process to support subsequent decision-making and that it does not represent a decision by the Local Authority to proceed with fluoridation.

- 14.3.4 Once the investigation has taken place and the full implications of the cost and infrastructure are available, further discussions will take place as to whether to progress to the legislative stage of the process. Should this be the case, a full report will be brought back to Cabinet for discussion and agreement made to progress further or not.

14.4 **Alternatives Considered and Rejected**

None

15. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2018/19 MONTH 6

- 15.1 The Executive Director, Resources submitted a report providing the budget monitoring statement on the City Council's Revenue and Capital Budget for 2018/19, as at 30 September 2018.

15.2 **RESOLVED:** That Cabinet:-

- (a) notes the updated information and management actions provided by the report and attached appendices on the 2018/19 Revenue Budget Forecast;
- (b) in relation to the Capital Programme, notes the forecast Outturn position described in Appendix 6 of the report; and
- (c) approves the requests for funding within Appendix 7 of the report namely:-
 - (i) £2.1m funding relating to Place Change Programme on an invest-to-save basis; and
 - (ii) £2.7m of additional funding to enable further reductions in the number of patients that are medically ready to leave hospital but are delayed because they are waiting for adult social care services.

15.3 **Reasons for Decision**

- 15.3.1 To record formally changes to the Revenue Budget and the Capital Programme.

15.4 **Alternatives Considered and Rejected**

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

Budget and the Capital Programme.

16. MONTH 6 CAPITAL APPROVALS

16.1 The Executive Director, Resources submitted a report providing details of proposed changes to the Capital Programme as brought forward in Month 06 2018/19.

16.2 **RESOLVED:** That Cabinet:-

- (a) approves the proposed additions and variations to the Capital Programme listed in Appendix 1 of the report, including the procurement strategies and delegates authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contracts;
- (b) approves the acceptance of accountable body status of the grant funding detailed in Appendix 2 of the report; and
- (c) in accordance with the details in Appendix 3 of the report, delegates authority to the Head of Commercial Business Development, in consultation with the Director of Legal and Governance, to:-
 - (i) accept ERDF funding in respect of the Grey To Green 2 project if offered;
 - (ii) authorise the corresponding budget increase to the project; and
 - (iii) award the resulting increased construction contract..

16.3 Reasons for Decision

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

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

16.3.3 Obtain the relevant delegations to allow projects to proceed.

16.4 Alternatives Considered and Rejected

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

17. GAMBLING ACT 2005 - STATEMENT OF PRINCIPLES (POLICY)

17.1 The Executive Director, Place submitted a report setting out the details of the revised Statement of Principles (Policy) to be published under the Gambling Act 2005 and details of the consultation process that has been undertaken. The report sought approval on the final version of the Statement of Principles (Policy) and for it to be referred to Full Council.

17.2 **RESOLVED:** That Cabinet approves the Statement of Principles (Policy) for referral to Full Council on 5 December 2018.

17.3 Reasons for Decision

17.3.1 Our recommendation is that Cabinet approve the Statement of Principles (Policy) for referral to Full Council on 5 December 2018.

17.3.2 The reason for this recommendation is to ensure compliance with the Council's statutory obligations and in doing so promote the Council's Corporate Plan and support the Council's vision.

17.4 Alternatives Considered and Rejected

No further alternative options considered.

(Note: This is subject to approval at Full Council at its meeting to be held on 5 December 2018 and is not subject to call-in).

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Author/Lead Officer of Report:
Simon Hughes/Principal Committee Secretary

Tel: 27 34014

Report of: *Executive Director, Resources*

Report to: *Cabinet*

Date of Decision: *12th December 2018*

Subject: *Staff Retirements*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>N/A</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>N/A</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		

Purpose of Report:

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

Recommendations:

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 20 years' service.

Background Papers: None

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

1. PROPOSAL

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

<u>Place</u>		<u>Years' Service</u>
Kevin Beaumont	Administrative Officer, Capital Delivery Service	42
Robert Prigmore	Project Controls Manager, Planning Service	36

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Author/Lead Officer of Report: Dave Luck,
Commissioning Officer

Tel: 2734762

Report of: Jayne Ludlam
Report to: Cabinet
Date of Decision: December 12th 2018
Subject: Mental Health Recovery Service Framework

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? Chris Peace				
Which Scrutiny and Policy Development Committee does this relate to? Healthier Communities and Adult Social Care				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 361				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Purpose of Report:

Members are asked to approve the re-commissioning of the mental health recovery service framework.

The Council has a statutory duty meet the social care needs relating to Sheffield residents with mental health difficulties and who are assessed as having Care Act eligible needs. The framework seeks to do this in a manner that is recovery focussed and outcome based.

Recommendations:

That Cabinet approves the re-commissioning of the mental health recovery service framework in 2019.

That Cabinet delegates authority to the Director of Finance and Commercial Services who in consultation with the Director of Legal and Governance will take all necessary steps to negotiate, agree terms of framework contracts and related contracts that will be entered with successful tenderers to facilitate re-commissioning of mental health recovery services.

Background Papers:**Consultation paper**

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Karen Hesketh
	Legal: Marcia McFarlane
	Equalities: Ed Sexton
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: Jayne Ludlam
3	Cabinet Member consulted: Cllr Chris Peace
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: Dave Luck
	Job Title: Commissioning Officer

Date: 12/12/2018

1. PROPOSAL

Cabinet is asked to approve the re-commissioning of the mental health recovery service framework. The Council has a statutory duty to meet the social care needs of Sheffield residents with mental health difficulties and who are assessed as having Care Act 2014 eligible needs. The recovery framework seeks to do this in a manner that is recovery focussed and outcome based.

This social care provision does not seek to **treat** people's mental health needs as this is the responsibility of health services, rather it seeks to support people to function well and live fulfilling lives with the aim of the person living independently without social care provision.

People who are assessed as having eligible social care needs by Sheffield Health and Social Care Foundation Trust (SHSC) have a right to choose between receiving a council arranged service or arranging their own care via a Direct Payment.

The recovery framework was introduced in September 2015 as the mechanism by which the Council delivers council arranged social care relating to people's mental health needs. The framework had a number of key features:

- Approved providers agreed to deliver services city wide
- Approved providers agree to use the Recovery Star model through which they work collaboratively with those they are supporting to identify outcomes towards that persons recovery. Star data is then used by social care development staff in SHSC to review needs annually
- A set market rate for one to one costs to reduce inequality of rate across the market, including the Direct Payment rate.

At present the Council supports approximately 320 people through council arranged services and a further 260 via Direct Payments at an annual cost of approximately £3.5 million. The average package size is approximately £6000.

The purpose of the commissioned activity is to provide support that assists an individual to progress their mental health recovery. The recovery model aims to help people with mental health problems to look beyond mere survival and existence. It encourages them to move forward, set new goals and do things and develop relationships that give their lives meaning.

This involves meeting agreed individual outcomes which assist people to build up the skills, abilities, confidences, support networks and community activities to achieve greater independence/interdependence.

It is intended that support will be delivered in such a way that the need for longer term funded support will be reduced or removed.

The framework provides an alternative to supporting people, who are in intensive and, high cost services such as residential care. The aim of this service is to enable people to continue towards greater independence in a community setting where they have their own tenancy.

Key Objectives:

The outcomes that need to be achieved are:

- Clients are satisfied that the support they receive enables them to recover a life that has hope, meaning and purpose.
- Clients have access to support, that is appropriate, delivered in a timely manner and responds to fluctuating needs
- Clients meet the Recovery goals set out in the Support Plans that they have co-created
- Clients are able to live interdependently within the community with appropriate support [accommodation, employment, social integration)
- Clients are able to reduce their need/use of health and social care services

Framework providers offer services through Individual Service Funds (ISF's) whereby their personal budget is managed by the framework provider.

The council contracted with four providers to deliver the framework in 2015 – these were Rethink, SHSC (provider arm), Sheffield MIND and South Yorkshire Housing Association (SYHA). These contracts were for an initial three year period.

Market changes in the last three years.

In 2017 SHSC decided to cease providing services through the framework. Alternative providers were sourced for service users with the majority transferring to the remaining three providers. At the same time two large providers of Direct Payments also exited the market, placing increased volumes of work on to the framework providers and other Direct Payment providers. To provide market stability the framework contracts were extended a further year to the end of August 2019 at which point new arrangements will need to be put in place.

The knock on effects of the changes in 2017 has meant that the additional work taken on by existing providers has reduced their capacity to take on new clients. Through a recommissioning of the Recovery Framework officers believe that market forces will help to increase capacity and the breadth of the market place. Officers are seeking to act proactively, to enable this to happen earlier in 2019 if required to ensure

stability in the market.

At present all framework providers operate within a limited market rate of £17.95 per hour for standard care. Commissioners wish to increase the number of framework providers to increase market capacity. This *may* (subject to further testing as part of a recommissioning process) include the introduction of bands whereby providers on a higher band are only offered packages if those on a lower priced band do not have capacity to provide services.

Officers believe the current approach has been successful in embedding an outcomes focus to delivery and are seeking permission to recommission on the same basis. Data from the Recovery Star indicates a consistent improvement in service users' outcome scores.

2. HOW DOES THIS DECISION CONTRIBUTE?

The proposal contributes to the Council's ambition to deliver better health and well-being, supporting people to be independent, safe and well in their communities through person centred support delivered flexibly to meet their needs.

This proposal encourages the use of provider services which improve people's health people able to engage in employment. Using an ethical approach to our procurement the successful providers will employ local people who are paid the living wage. This in turn improves the local economy.

3. HAS THERE BEEN ANY CONSULTATION?

The introduction of the framework in 2015 included consultation with service users, practitioners and providers. This highlighted the need for support to be creative, flexible and have clear goals.

Re-commissioning of the framework was discussed with 'experts through experience', who sit on the Mental Health Service Improvement Forum. Since proposals in this report will not bring about changes to services, the manner in which services will be provided, the range of services that will be available to service users or any other significant service area, then these proposals do not require further consultation beyond those undertaken in 2015; this recommissioning is substantially similar to that which occurred in 2015.

The framework is based on a collaborative approach where there will be engagement with service users to determine how their needs will be met with support reviewed annually.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 The basis of the framework is that support is offered to those with eligible social care needs. Re-commissioning the framework will ensure that the council can continue to provide effective support to some of the most marginalised and vulnerable citizens of Sheffield.

Re-commissioning the mental health recovery service framework enables the Council to discharge legal responsibilities under the Public Sector Equality Duty (PSED) (as set out in the Equality Act 2010). The PSED requires public bodies to have due regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations, in respect of people who share protected characteristics and those who do not. Key objectives of the recovery service framework, for example to promote access to accommodation, employment and social integration, are consistent with the provisions of the PSED.

The aim of the framework is to enable people to live fulfilling lives overcoming discrimination and disadvantage arising from their mental health condition. The average age of those receiving services is 47 years old. The recovery ethos of the framework seeks to enable people to be an active part of the communities, for example living in their own tenancy or engaging in volunteering or training that could lead to future employment. The heart of the service is that people are not written off as a result of their mental health condition and can be supported to fulfil their potential.

Analysis of current service users show that 81% are white (80% white British), which is in line with Council community knowledge profiles, which indicate that 19% of the population are from BME communities.

7% of service users were from black backgrounds. Of these 4% were designated as 'Black Caribbean' - this compares to 1% of the Sheffield population. The over-representation of this community in mental health system is widely recognised and is one of the elements being considered under the Governments review of the Mental Health Act.

5% of service were from Asian communities, the most common of which was 'Asian or Asian British Pakistani' which accounted for 3% of service users - this relates to 4% of the Sheffield population

3% of people were categorised as from mixed backgrounds.

Race was not captured in 3% of cases.

SHSC has a transcultural team, which works with its recovery teams to ensure practice is culturally appropriate.

4.2 Financial and Commercial Implications

4.2.1 The current cost in scope is approximately £3.5 million per year of which the Recovery framework and Direct Payments are funded. Demand for recovery services is managed through the assessment and care management processes organised and commissioned jointly between Sheffield Council and Sheffield Clinical Commissioning Group. The costs are part of the councils' Mental Health Care Purchasing Budget. This budget is a part of the Council's risk share with the Sheffield Clinical Commissioning Group and SHSC through the Better Care Fund.

4.3 Legal Implications

4.3.1 The Care Act 2014 sets out legal obligations that are placed on those organising or providing care with person-centred care and support planning being one of the key obligations.

Local authorities have a duty to provide social care to those who meet the eligibility criteria described under the Care Act 2014. In addition to person-centred care and support planning, Local authorities are under legal obligations to:

- provide or arrange services that help prevent people developing need for care and support or will delay people deteriorating so as to need ongoing care and support; and
- provide a range of good quality services that gives people more control to make personalised choices and get better care that works for them, with assessments that focus on outcomes, wellbeing, and considers how mainstream services or community resources can contribute to those outcomes.

Due regard must be given to these Care Act 2014 obligations when undertaking procurement and contracting processes.

Procurement must be undertaken in accordance with the Public Contracts Regulations 2015 with Commercial Services providing advice and support on procurement including processes, procedures and compliance with the Council's Standing Orders.

Providers, who demonstrate the required suitability for the framework, will be required to enter formal written contracts with the Council; such contracts will stipulate the required standards of the Council, relevant statutory bodies and law to ensure effective and lawful service delivery. There are no State Aid implications.

Section 111 of the Local Government Act 1972 gives local authorities

have the power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions. This includes entering contracts and other agreements.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 The council does not have the option to decide not to provide social care services. Alternative options would be to:

- Enter into a block contract with a provider or providers as was the case prior to 2015. This has the advantage of fixing costs but is not outcome focussed and can act as a disincentive for a provider to progress people beyond services
- Cease to provide personalised packages of care and return to a more generic 'day centre' model. Officers do not believe that such a model would enable individuals to make progress towards recovery and such a model goes against the ethos of person centred care.
- Continue to provide personalised packages but without an outcomes based model. Such an approach would remove the means to ensure that support goes beyond maintenance and aims towards a measurable focus on recovery.
- To utilise the Home care and Learning Disability frameworks, however these providers are CQC registered and work with much bigger packages of care. They also do not use the mental health recovery star which drives the outcome based contract.
- Bringing these services back 'in house'. This would involve creating a new service or a significant increase in existing community re-enablement services within SCC. Such a service would enable greater controls of referrals, exits and cost management, by creating a block arrangement. However, the creation (or increase in existing services) required to deliver such provision 'in house' would result in the loss of market flexibility, innovation and competitive pricing. This offer does not currently exist but could be developed through specialist training. .

6. REASONS FOR RECOMMENDATIONS

6.1 Officers believe the stated approach remains the most effective approach to meet the Council's statutory duties in a way that promotes recovery

Stakeholder Events

Towards a new model of personalised care and support in mental health

On the 11th and 17th September 2014 events took place to discuss with stakeholders [provider services and referrers] the joint work being undertaken by Sheffield Health and Social Care (SHSC) and Sheffield City Council (SCC) to look at developing a new model of personalised care and support for mental health service users, funded by self-directed support budgets.

SHSC and SCC wanted to take a collaborative approach to the development of a specification, which will lead to a tendering exercise later in the year. As referrers to and providers of support for Mental Health Service Users, the Trust and Council greatly value their involvement in supporting the development of the new model specification.

The purpose of the events was to provide an opportunity for engaging with stakeholders and to involve them in influencing mental health support in Sheffield. The comments and feedback is invaluable, and has provided a great insight into the views and concerns of stakeholders.

The event began with an introduction and 'setting the scene' by Tom Ayers, Community Services Director at SHSC, followed by interactive group exercises and discussions, with one of the sessions facilitated by a Service User.

Key points from group exercises and discussions:

What recovery means in a mental health context. How providers support individual with their recovery.

- Hope
- Relationships
- Progression
- Having goals
- Building confidence
- Building resilience

How do we construct effective packages of support? What do they look like?

- Has to be about choice – look at what the person wants
- Co-production – work with the individual
- Important to identify their skills / abilities / ambitions and build on that
- Need to have flexibility
- Need to have clear goals – looking to the future
- Give the person independence / confidence / responsibility
- More creative packages
- Need to have measurable outcomes

How do we motivate and incentivise? How do we ensure progress?

- Outcomes are important – needs to be embedded
- Needs to be a standard agreement
- Need to have an exit plan

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Equality Impact Assessment and Consultation

Submitted for approval

Equality Impact Assessment

Introductory Information

Reference number

361

Proposal type Budget Project**Project name**

Mental Health Recovery Service Framework

Decision Type**Type of decision**

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

Lead Cabinet Member

Pease Christine (LAB-CLLR)

Entered on Q Tier Yes No**Year(s)****EIA date**

24/09/2018

EIA lead

Khan Basim (CYPS)

EIA contact

Luck Sarah

Lead officer

Hall Melanie (NCC)

Lead Corporate Plan priority

Better Health and Wellbeing

Portfolio, Service and Team

Cross Portfolio

Yes No

Portfolio

People Services

Is the EIA joint with another organisation (eg NHS)?

No Yes

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

The proposal is to re-commission the mental health recovery service framework to meet eligible social care needs relating to mental health needs.

Impact

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

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

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these - positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

Overview (describe how the proposal helps to meet the Public Sector Duty outlined above), Supporting Evidence (Please detail all your evidence used to support the EIA)

Meeting the needs of people with eligible social care needs relating to their mental health in accordance with the Council's duties under the Care Act. Clients are supported to live interdependently within the community, to work towards mutually agreed recovery outcomes linked to their assessed needs with the goal of them living active and fulfilled lives, overcoming disadvantage and discrimination.

Impacts

Proposal has an impact on

Health

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

Yes No

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Supports those with mental health needs to function well and live independent & fulfilling lives. The service (and statutory duty) is not to treat mental health problems but to help people manage their mental health effectively - this may include enabling people to access health services as well as wider life skills and community support

Comprehensive Health Impact Assessment being complete

Yes No

Please attach health impact assessment as a supporting document below.

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

Yes No

Health Lead

Age

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Work with those aged 18-64 years to support them to meet their collaboratively agreed recovery outcomes. The average age of service users is 47. The service aims to meet people's eligible needs in areas such as relationships and work and skills. The starting position is that people's previous and current mental health conditions do not mean that people cannot move beyond the constraints of that condition and could for example live in their own tenancy in future or engage in volunteering or training that could lead to future employment. The heart of the service is that people are not written off as a result of their mental health condition and can be supported to fulfil their potential.

Once service users reach 65 years old their care transfers to adult social care.

Disability

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Ensuring needs are met for a vulnerable group by providing services with a focus on recovery and mutually agreed outcomes in order to overcome disadvantage and discrimination. The collaborative nature of the service is based on respecting the dignity of recipients and believing they can be enabled to live healthy and positive lives.

Race

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Analysis of current service users show that 81% are white (80% white british), which is in line with community knowledge profiles, which indicate that 19% of the population are from BME communities.

7% of service users were from black backgrounds. Of these 4% were designated as 'Black Caribbean' - this compares to 1% of the Sheffield population. The over-representation of this community in mental health system is widely recognised and is one of the elements being considered under the governments review of the Mental Health Act.

5% of service were from Asian communities, the most common of which was 'Asian or Asian British Pakistani' which accounted for 3% of service users - this relates to 4% of the Sheffield population

3% of people were categorised as from mixed backgrounds.

Race was not captured in 3% of cases.

The Sheffield Health and Social Care Trust has a transcultural team, which works with its recovery teams to ensure practice is culturally appropriate.

Sex

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Monitoring systems do not track ratio of male to female service users. Gender is not a barrier to receiving support.

Carers

Staff Yes No**Customers** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

2 fold:

1. Support for carers via provision of additional support for their 'cared for' relatives
2. Where necessary provision of specific carers packages to support in their caring role resulting from the 'cared for's' needs

Voluntary/Community & Faith Sectors**Staff** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

Supports VCF organisations who provide social care & provides employment to their staff

Customers Yes No**Supporting Documentation****Cumulative impact**

Proposal has a cumulative impact

 Yes No

Proposal has geographical impact across Sheffield

 Yes No

Local Partnership Area(s) impacted

 All Specific**Action Plan and Supporting Evidence**

Action plan

This is a summary of the evidence used to support the EIA. It is not intended to be a substitute for the full EIA report.

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

Consultation

Consultation required

Yes No

If consultation is not required please state why

Continuation of an approach based on previous consultation and which is a collaborative model enabling ongoing feedback

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

Yes No

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

Yes No

If you have said no to either please say why

We do not propose to change our approach

Summary of overall impact

Summary of overall impact

Meets need and does so using an outcomes based, recovery focussed model via use of the Recovery Star. The aim is to enable people to live independent & fulfilling live and to progress beyond the need for services where possible

Summary of evidence

The council is seeking to support people with mental health needs to live as independently as possible, eg people moving on from residential care to living independently with an initial social care package. The recovery star has embedded an outcomes ethos to social care support, which we need to continue to use and promote.

Changes made as a result of the EIA

None required at this stage

Escalation plan

Is there a high impact in any area?

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review date

Review date

27/03/2019

If a review date is specified, it will appear in the 'Upcoming Reviews' view when the EIA review is within 30 days.



Author/Lead Officer of Report: Neil Dunk

Tel: 273 4585

Report of: Laraine Manley
Report to: Cabinet
Date of Decision: 12 December 2018
Subject: THE CITY OF SHEFFIELD (3 Mulehouse Road)
COMPULSORY PURCHASE ORDER 2018

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? Neighbourhoods and Community Safety		
Which Scrutiny and Policy Development Committee does this relate to? Safer and Stronger Communities		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? 249		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

Purpose of Report:

The purpose of this report is to seek authority to make a Compulsory Purchase Order in respect of 3 Mulehouse Road, Sheffield, S10 1TA to allow it to be renovated and occupied. There is demand for this type of property within the area. The Property is empty and has a particularly detrimental effect on the neighbourhood in this area. Compulsory Purchase is the most appropriate course of action.

Recommendations:

R1) That authority be given to the Council to make a Compulsory Purchase Order ("CPO") under the powers conferred by Section 17 Housing Act 1985 to acquire all land interests in respect of the land coloured pink as shown on the Order Map, attached at Appendix 3, with title 'The City of Sheffield (3 Mulehouse Road) Compulsory Purchase Order 2018' (the "Order Land").

R2) That the Director of Legal & Governance be authorised to make the CPO for the Order Land, to take all necessary procedural steps prior to and after the making of the CPO, to enable the CPO to be submitted to the Secretary of State for confirmation including:

- a) Finalising the attached draft Statement of Reasons, at Appendix 1;
- b) Serving notices of the making of the CPO on all persons entitled to such notice and placing all necessary notices in the press and on/around the Order Land;
- c) To submit the CPO to the Secretary of State for confirmation as soon as possible following making of the CPO; and
- d) To self-confirm the CPO if authorised to do by the Secretary of State.

R3) That the Director of Legal & Governance be authorised to sign and serve any notices or documents necessary to give effect to these recommendations and to take all the other actions necessary to give effect to these recommendations.

R4) As soon as the CPO is confirmed by the Secretary of State or self -confirmed where authorised by the Secretary of State, to advertise the confirmation of the CPO and serve all necessary notices of the confirmation and once the CPO becomes operative, the Director of Legal & Governance in consultation with the Executive Director of Resources be authorised to execute General Vesting Declarations under the Compulsory Purchase (Vesting Declarations) Act 1981, at the earliest opportunity and to thereafter serve all necessary documents and notices of the vesting of the Order Land in the Council.

R5) That the Executive Director Place, in consultation with the Director of Legal & Governance and the Executive Director of Resources be authorised to manage the compulsory purchase process in accordance with all statutory requirements and to otherwise promote or supporting the promotion of confirmation of the CPO including the preparation of and giving of evidence at any public inquiry.

R6) That the Chief Property Officer be authorised to agree terms for the acquisition of Order Land and to instruct the Director of Legal and Governance to complete the necessary documents.

R7) That upon the completion of the acquisition of Order Land, the Chief Property Officer negotiates the disposal of the land and be authorized to instruct the Director of Legal and Governance to complete all the necessary legal documents for the completion of the disposal.

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Karen Jones
		Legal: David Sellars
		Equalities: Louise Nunn
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	Laraine Manley
3	Cabinet Member consulted:	Jim Steinke
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Neil Dunk</i>	Job Title: <i>Legal & Policy Officer</i>
	Date: <i>29 October 2018</i>	

1. PROPOSAL

- 1.1 The proposal is to compulsorily purchase 3 Mulehouse Road in order for the property to be refurbished and brought back into use. The reason for this proposal is that, due to the lack of progress from the owner in carrying out refurbishment of the Property, along with any meaningful proposals for bringing it back into occupation, the Council believe that the Property will remain in a state of serious disrepair and unoccupied without Council intervention. Obtaining a compulsory purchase order (CPO) will enable the Property to be disposed of on the open market for a new owner to renovate and arrange to be occupied. The Council has powers to make a CPO for the acquisition of land for the purpose of providing housing. This power includes the acquisition of empty properties as an option of last resort where there appears to be no other prospect of those empty properties being brought back into use. The Statement of Reasons sets out the reasons why the Council wishes to purchase the Property.
- 1.2 The Council's preferred option for disposal is by auction. There is a buoyant property market within the area which is detailed in the Statement of Reasons.
- 1.3 The Property is a three bed roomed end terrace house of brick and stone fronted, slate roofed construction and has been empty since at least June 2004 when officers from Private Housing Standards first visited the property. A plan of the land proposed to be acquired has been prepared entitled "Map referred in The City of Sheffield (3 Mulehouse Road) Compulsory Purchase Order 2018" and is now displayed and submitted to Cabinet for approval. This map shows the land to be acquired coloured pink.
- 1.4 The Property is in a very poor state of repair, both externally and internally, with category 1 hazards present including damp & mould, excess cold, domestic hygiene, food safety, personal hygiene, falls on level surfaces, falls associated with stairs, falls between levels and electrical hazards.
- 1.5 Since the Council initially visited the Property in 2004, there have been a total of eight complaints received about its condition.
- 1.6 The Council has written to the owner on a number of occasions, with four letters sent in 2017, attempting to engage with the owner in order to seek a voluntary solution to the serious disrepair of this Property. Despite the owner's responses and repeated claims that work would be undertaken, there has been no satisfactory progress made by the owner in refurbishing the Property.

- 1.7 In April 2015, a notice was served on the owner under Section 59, Building Act 1984 to deal with defective drainage. In this instance, work was completed by the owner.
- 1.8 In December 2012 and November 2016, Improvement Notices were served on the owner due to the presence of category 1 hazards at the Property, requiring the owner to take action to remedy the hazards. The hazards observed were damp and mould, excess cold, domestic hygiene, pests and refuse, food safety, personal hygiene, falls on level surfaces, falls associated with stairs, falls between levels and electrical hazards. No works to comply with these notices have been carried out to date.
- 1.9 In August 2017, and again in August 2018, the Council wrote to the owner offering to purchase the Property at its open market value. No response was received to these offers.
- 1.10 The Council's proposals, including further details on the property, its history and previous Council involvement, are included in the Statement of Reasons set out in Appendix 1 to this report.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 This proposal supports the following Councils objective set out in its Corporate Plan 2015 -18

Thriving Neighbourhoods and Communities

- 2.2 Long term empty properties commonly attract anti-social behaviour thus increasing the fear of crime for neighbours. Typically, gardens are used to dump refuse, windows are smashed, doors are forced open and the property used for criminal activity, including drug taking. Once these activities commence, the condition of the property quickly deteriorates, further increasing the negative effect of the property on the neighbourhood.
- 2.3 3 Mulehouse Road has experienced some of these problems. The Council has received a number of complaints in respect of the property, including reports that the property has been broken into and vandalised. Enabling the property to be put back into occupation will remove these negative impacts on the local community.
- 2.4 The Council is committed to increasing the availability of residential accommodation within Sheffield and to this end, it aims to build 15,000 new homes over the next decade. The Corporate Plan 2015-18 also states 1,500 new private sector homes are needed each year. Bringing empty properties back into occupation supports this goal of increased

housing provision in the city.

- 2.5 Over half a million people live in Sheffield. Of those, around 75% of households are in the private sector; either as an owner occupier or a private renter (*Source: 2011 Census for Sheffield*). <https://www.sheffield.gov.uk/your-city-council/sheffield-profile/population-and-health/2011-census.html>. There is a growing population in Sheffield (*Source: 2011 Census for Sheffield*) <https://www.sheffield.gov.uk/your-city-council/sheffield-profile/population-and-health/2011-census/key-statistics.html>) which puts an increased strain on demand for good quality, affordable housing.
- 2.6 Many people in Sheffield choose to live in the city long term, with nearly three quarters of people moving home within the city's boundary. (*Source: Sheffield City Council Corporate Plan 2015-18*) However, in recent years, the house building rate has fallen substantially compared to pre-recession rates (*Source: State of Sheffield reports - <https://www.sheffieldfirst.com/key-documents/state-of-sheffield.html>*).
- 2.7 Although it is not illegal for owners to leave their property empty, the council chooses to work pro-actively in bringing problematic empty properties back into use. By tackling such empty properties in this manner, it demonstrates the Council's commitment to acting pro-actively in preventing such a waste of housing provision and the many negative effects empty properties can have on a neighbourhood.

Strong Economy

- 2.8 Bringing long term empty properties back into occupation increases the local population and thereby contributes towards creating conditions for local businesses to grow. The success of local businesses acts as a catalyst in attracting further investment and with it, economic growth.

Better Health and Wellbeing

- 2.9 The poor state of repair of the Property and the associated anti-social behaviour exhibited has a negative effect on neighbouring properties, impacting on the health and wellbeing of the occupiers.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 There is no statutory requirement to consult on these proposals. However, neighbours of 3 Mulehouse Road have made repeated complaints regarding the condition of this Property and the Council has engaged with them to discuss their concerns.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

In carrying out any of its functions, the Council needs to be mindful of the Public Sector Equality Duty ('PSED') contained in Section 149 of the Equality Act 2010. Amongst other things this duty requires the Council to have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council in the development of these proposals has had regard to its PSED and considers that the proposals do not give rise to any equality issues under this duty.

4.1.1 See Equality Impact Assessment in Appendix 2.

4.2 Financial and Commercial Implications

4.2.1 The Council will be required to pay compensation to the current owner based upon the open market value of the Property in the condition that the Property is in at the time the Council take possession. The Council will also be required to pay the surveyors and legal fees and the costs of public notices which are incurred as a result of the compulsory purchase. The owner may also be entitled to a basic loss payment of 7.5% of the open market value. The Council will incur costs and expects to recover these from the sale proceeds.

4.2.2 The costs are detailed in Appendix 4 and will be met out of Private Housing Standards' budget. It is anticipated that the cost of the purchase price will be met from the sale proceeds and the Private Housing Standards budget will be refunded to that degree.

4.2.3 Officer time relating to this proposal will be met from already approved Private Housing Standard budgets.

4.3 Legal Implications

4.3.1 Under s17 Housing Act 1985 the Council has powers to make a CPO for the acquisition of land for the purpose of providing housing. This power includes the acquisition of empty properties where there appears to be no other prospect of those empty properties being brought back into use. The Statement of Reasons attached as Appendix 1 to this report sets out the reasons why the Council wishes to purchase the Property. It also sets out the justification for compulsory purchase, and addresses the Human Rights implications.

The Council, to enable it to make the CPO, is required to take certain actions, including serving a notice of the making of the CPO, on all relevant parties and submitting the CPO to the Secretary of State, for approval. The report recommendations provide the necessary authority for the exercise of these functions.

The freehold interest in 3 Mulehouse Road is subject to the usual easements you would expect to see where there are properties in close proximity, such as rights reserved to adjacent properties, for example drainage easements. There are also rights of way affecting the property reserved to the owners of 175 Crookes, 177 Crookes and 179 Crookes. These do not affect the Council's intentions and it is not the Council's intention to in any way interfere with any of these interests. The owners of these three properties will be notified of the Council's intentions and the interests will be noted in Part 2 of Table 2 of the CPO.

Where the CPO is confirmed, the Council will need to acquire the land and once this is achieved, deal with the disposal of the land, to achieve the purpose for making the CPO. The report recommendations provide the necessary authority for the exercise these functions.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 Demolition

The Property is in a state of disrepair empowering the Council to take various steps to remedy the problem, including renovation and demolition. As the Property is an end terrace house, the demolition option would not be practical as support is required to the adjacent property. Demolition will not result in the provision of housing as it is believed that it is unlikely the owner would rebuild should this option be taken.

5.2 Renovation

The Council first visited the Property in 2004 and found it be vacant. From this date, the Council has not observed or received any information that the property has been occupied. The owner has taken inadequate steps to prevent its deterioration despite the Council writing on several occasions to the owner to express their concern over the condition of the property and asking for the owner to explain his intentions for renovation and bringing the property back into occupation. It is therefore unlikely, should the Council do works in default, that this would result in the improvements to the Property being sustained. In those circumstances this option would be a poor use of limited resources and unlikely to achieve its purpose.

5.3 **Empty Dwelling Management Orders**

These orders enable the Council to effectively step into the shoes of the owner and manage the property. However, prior to occupation, the Council would have to refurbish the property. Given the poor condition of the property, the cost of bringing it up to a habitable condition is likely to be significant. Furthermore, it is doubtful that the rental income would cover the costs within the timescale of the EDMO, which is seven years. Therefore it is highly likely that the Council would be unable to recover the significant costs of refurbishment, making this option inappropriate.

5.4 **Purchase by Agreement**

5.4.1

The Council have actively pursued this option which would have enabled it to sell the Property at auction, so that it could be renovated and reoccupied. On 15 August 2017 and 6 August 2018, the Council wrote to the owner to offer to purchase the property by agreement. No response was received by the Council to those letters. However, the Council will continue to attempt to negotiate with the owner for as long as it considers reasonable to do so.

5.5 **Compulsory Purchase**

5.5.1 All attempts at working with the owner have failed, as detailed in the Statement of Reasons. Due to the owner's failure to take proper action, the property, for which there is a demand, has remained in a poor state of repair for a significant period and there is little prospect of it being brought back into occupation. Compulsorily purchasing the Property is currently the only feasible option to ensure its renovation and re-occupation. For these reasons, this is the preferred option.

6. **REASONS FOR RECOMMENDATIONS**

6.1 The property has been vacant since at least 2004 and is in a poor state of repair, attracting anti-social behaviour and is having a negative impact on the local community. There is a demand for this type of property within Sheffield and the Council has, without success, attempted to engage with the property owner, in an effort to get the property back into occupation, including an offer to purchase the property by agreement. In addition, particularly in respect of recent enforcement action taken by the Council, the owner has failed to take reasonable steps to make the property safe. In those circumstances, as an option of last resort, the Council consider, to ensure to property is put back into occupation, that it is appropriate to seek a CPO in respect of the property.

**THE CITY OF SHEFFIELD (3 Mulehouse Road)
COMPULSORY PURCHASE ORDER 2018**

STATEMENT OF REASONS

1.0 Property Description, Condition and Location

- 1.1 3 Mulehouse Road, Sheffield, S10 1TA (the Property) is a three bed roomed end terrace house of brick and stone fronted, slate roofed construction. The Property is situated close to the main road through the district of Crookes and approximately two miles west of Sheffield city centre. It has been used for residential accommodation but officers from the Council's Private Housing Standards have been visiting the Property on a regular basis since June 2004 and have commented that the property was vacant at several inspections^{10.2a}. The Property has been registered as empty since 1 April 2009 (source: Council Tax database^{10.1}).
- 1.2 The first complaint was received by the Council in June 2004^{10.2} regarding the general condition of the Property and that the Property had been broken into. The Council wrote to the owner, drawing this matter to his attention^{10.2a}. In June 2005, a complaint was received from the owner of No. 5 Mulehouse Road regarding serious deterioration of the rear bedroom window and the amount of weeds from the front yard.^{10.3}
- 1.3 In February 2012, an external inspection appeared to show that no further refurbishment had been undertaken by the owner^{10.4}. Following a period of time during which the owner made several claims that the property would shortly be refurbished, it became evident that no works were being undertaken. In October 2012, an internal inspection was carried out under a Warrant of Entry^{10.4a}. In December 2012, Improvement Notices were served on the owner due to the presence of category 1 hazards at the property, requiring the owner to take action to remedy the hazards^{10.5}. The Hazards observed were damp and mould, excess cold, domestic hygiene, pests and refuse, food safety and falls on level surfaces. No works to remedy these hazards, as required by the notices, have been carried out to date.
- 1.4 In November 2014 a complaint was made by a neighbour to South Yorkshire Police regarding numerous attempted break-ins by youths^{10.6}. The Council received a Police referral in respect of the dangerous condition of the property and outbuildings and its Structural and Public Safety Team served a Dangerous Structures Intimation Notice on the owner to secure the garage at the rear of the Property against un-authorized entry^{10.7}. The notice was complied with by the owner.
- 1.5 In March 2015, a complaint was received from the owner of No. 5 Mulehouse Road complaining of penetrating damp in her property which she believed was due to the condition of No. 3 Mulehouse Road^{10.8}. A subsequent inspection of 5 Mulehouse Road revealed evidence of water penetration in the

rear bedroom and rear kitchen. A notice was served in April 2015, under Section 59, Building Act 1984, to deal with defective drainage^{10.9}. Work to this notice was completed by the owner.

- 1.6 In April 2016, a complaint was received from a neighbour regarding the condition of the property and the number of strangers seen at the rear of the property^{10.10}. In the same month, a complaint was received stating the front door had been vandalised.^{10.10a}
- 1.7 In December 2016, an Abatement notice was served on the owner due to the evidence of penetrating damp from this property into no. 5 Mulehouse Road^{10.11}. No works to comply with this notice have been carried out to date.
- 1.8 In January 2017, following a full inspection carried out in November 2016, a further Improvement Notice was served on the owner due to the presence of category 1 hazards at the property requiring the owner to take action to remedy the hazards^{10.12}. The hazards observed were damp & mould, excess cold, domestic hygiene, food safety, personal hygiene, falls on level surfaces, falls associated with stairs, falls between levels and electrical hazards. No works to remedy these hazards, as required by the notice, have been carried out to date.
- 1.9 In November 2017, a complaint was received from a neighbour regarding the sighting of a dead animal inside the Property and the dangerous condition of the slate roof covering.^{10.12a}

2.0 **Purpose in Acquiring the Property and Future Use.**

- 2.1 The purpose of acquisition is for the Property to be renovated and re-occupied.
- 2.2 This proposed Compulsory Purchase Order (CPO) is a last resort measure as the property has been vacant since at least June 2004 and the owner has not taken adequate steps to prevent its deterioration. There is demand for this type of property within its locality. The Council, in addition to offering support and advice to the owner, has served improvement notices on the owner to remedy category 1 hazards and an abatement notice to prevent penetrating damp, but the owner has not taken reasonable steps to put the property back into occupation or to ensure it is properly maintained.
- 2.3 The Council seeks a CPO in respect of the Property to enable it to be sold on the open market and be put back into occupation. Demand for properties in this area is strong. The intention is to sell the Property at auction immediately following acquisition. The Council will place a covenant on the sale stating the Property must be refurbished within 12 months of purchase and occupied within 18 months of purchase.

3.0 **Ownership**

- 3.1 The registered proprietor of the Property according to Land Registry is Nigel Dalton Crosthwaite of Apartment 114, Queens Court, 50 Dock Street, Kingston Upon Hull, HU1 3DL. In February 2013, we received an email from an officer in Hull City Council stating that, according to their records, Mr

Crosthwaite had not lived in Queens Court since 2005 and that the property is recorded as empty although still owned by Mr Crosthwaite. ^(see 10.2a)

- 3.2 The Council has received notification that the owner has lived at different addresses over the years. The last notification received in November 2016 was from Mr Crosthwaite who confirmed his current address.

4.0 Contact with the owner

- 4.1 The Council first wrote to Mr Crosthwaite on 14 June 2004 offering advice and assistance in bringing the Property back into occupation. The letter also brought items of disrepair to the attention of the owner as well as seeking his intentions in respect of the Property. No response was received to this letter.
- 4.2 Since this initial letter, a further fourteen letters have been sent to the owner, to the Property and various addresses that the Council believed, at the time sent, was Mr Crosthwaite's current residence. In 2017, the Council wrote four letters^{10.13} to the owner to offer assistance to enable the property to be put back into occupation. The final letter indicated that if an adequate response was not received the Council intended to seek a CPO in respect of the property and as alternative, an offer was made to purchase the Property by agreement. No response has been received to any of these letters.
- 4.3 On 27 August 2010, a Council officer traced the owner following information found on a Land Registry search and spoke to the owner who stated his intention was to renovate 3 Mulehouse Road as his permanent residence^{10.14}.
- 4.4 In June and July 2012, in discussion with the Council's Planning Department, the owner made enquiries about constructing a two storey extension to the rear of the Property. This enquiry was not supported due to its impact on neighbours. In August 2016, following further plans submitted, the Council's Planning Department once more considered that the proposals would not be considered acceptable and the reasons for this were confirmed to the owner's architect^{10.15}.
- 4.5 In March 2015, the owner emailed Private Housing Standards stating that he was aware that the Property was in need of renovation and that he would be attending to start within the next few months^{10.16}. The Council carried out an internal inspection of the Property on 18 November 2016^{10.17} which revealed that it remains in a poor state of repair, and that works carried out to the property had been to remove several ceilings, several internal partition walls and the wall plaster to several rooms. The Property was also visited on 19 March 2018 under a warrant of entry. Access was gained and the Property remains in the same poor state of repair as was noted on the previous visit made on 18 November 2016.
- 4.6 In August 2017, the Council wrote to the owner informing him that a report recommending compulsory purchase would be submitted for approval by the Council's Cabinet but, whilst this process was underway, he may wish to sell the Property to the Council by agreement. The Council also wrote to the owner in August 2018, again offering to purchase the Property by agreement. No response has been received to these letters.

5.0 Housing Need

- 5.1 According to the 2011 Census, there were 539,064 people living in Sheffield in 236,811 dwellings. This Census also states that there were 229,928 households living in Sheffield^{10.18}. According to Sheffield City Council's Housing Solutions Team, as of February 2018, there were 95 households who were living in homeless temporary accommodation^{10.19}.
- 5.2 The 2015 Private Stock Condition Survey estimated that 29,333 dwellings in Sheffield (12% of the stock) were found to have Category 1 Hazards (serious risk of harm to the health or safety of an actual or potential occupier)^{10.19a}
- 5.3 In March 2018, Council stock numbered 39,559 dwellings. A breakdown of this stock shows 46% are houses, 40% are flats, 7% are bungalows and 7% maisonettes. A breakdown of Council stock by size shows 36% are 2 bed, 34% are 1 bed, 28% are 3 bed, under 1% are 4+ bed and under 1% are bedsits. (Source: Sheffield City Council Local Authority Housing Statistics and Annual Housing Statistics 2017/18 (not yet published))^{10.20}
- 5.4 According to Council Tax records from April 2018, there are currently 2091 long term (over 6 months) empty properties in Sheffield^{10.21}.
- 5.5 Mulehouse Road is located in the district of Crookes which falls into the Housing Market Area classed as City Centre West, largely consisting of student neighbourhoods (Source: Housing Market Profiles 2016 <https://www.sheffield.gov.uk/content/sheffield/home/housing/sheffield-housing-market.html>)^{10.22}
- 5.6 The Housing Market Profiles (HMP) 2016 report states that there is need for two and three bedroom family housing for sale in this City Centre West area as these size properties make up the greatest shortfall in the area^{10.23}. The report also states that the City Centre West area has a low percentage of households living in three bed properties that intend to move over the next five years (21% compared to 37% city wide)^{10.24}. This will limit the options available for those seeking this type of accommodation.
- 5.7 The HMP states that there was a turnover of 8% of the privately owned stock in the area in 2016 compared to 5% city wide, thus demonstrating a strong demand for properties in the area^{10.25}.
- 5.8 In order to further establish demand in the area, local estate agents with offices in the area were contacted. The Council received a response from Morfitt Smith Estate Agents who have an office in Crookes and who deal with three bedroom accommodation in the Crookes area. They indicated that where they let such properties, they are usually let within one to three weeks of the property being advertised. Where they sell the property, a sale is usually agreed within two weeks. They also confirm that there is a very high demand in Crookes, normally with multiple offers, for this type of accommodation. The agents state that there is good demand from families, young couples and first time buyers^{10.26}.
- 5.9 The Council's Corporate Plan 2015-18 states 1,500 new private sector homes are needed each year.

6.0 Environmental Impact

- 6.1 The visual impact of the Property is having a detrimental effect on the neighbourhood. Various complaints received and inspections made by the Council have revealed that the Property is in a poor state of repair and has been broken into and left insecure on occasions. In addition one complaint referred to penetrating damp in an adjacent property.
- 6.2 Empty properties commonly attract crime and anti-social behaviour including graffiti, nuisance, vandalism, fly tipping, break-ins and, in extreme cases, arson. The cumulative effect of such properties can lead to whole areas becoming run down, unstable and, ultimately, unsustainable. In the case of this Property, a report was made to the Council in April 2016 stating the front door had been vandalised.

7.0 Justification for Compulsory Purchase

- 7.1 Section 17 Housing Act 1985 provides that local authorities are empowered to acquire land for the purpose of providing housing and this extends to acquiring empty properties by compulsory purchase for the purpose of providing housing where there appears to be no other prospect of the Property being brought back into use. The Council is justified in the compulsory purchase of the Property for the reasons detailed in this Statement of Reasons. There is a demand for property within the locality, the Property is in a poor state of repair and the owner, despite requests for his intentions for the Property along with offers of assistance in letters sent, has not taken satisfactory steps to repair the Property or to put the Property back into occupation. Further, compulsory purchase is the best option for bringing the Property back into residential use.

8.0 Human Rights

- 8.1 The Council when deciding to acquire the Property by compulsory purchase had regard to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights and Article 8. In respect of Article 8 the Property is in a poor state of repair and unoccupied and consequently is not treated by the owner or any of his family as their home. Further it does not appear to be the owner's intention to carry out the necessary repairs and occupy the Property as his home. The Council's acquisition of the Property does not contravene the owner's rights under Article 8, as it does not interfere with his private and family life, his home and his correspondence. In respect of Article 1 it is acknowledged that compulsory purchase will interfere with the owners peaceful enjoyment of his possessions, but that for the reasons detailed in this statement it is in the public interest that the Council acquire the Property.

9.0 Planning Requirements

- 9.1 The adopted Unitary Development Plan (UDP) shows the premises to lie within an area zoned for residential use. The preferred use in the area is continued residential use.^{10.27}

10.0 List of supporting evidence

- 10.1 Council Tax details
- 10.2 Confirmation of initial complaint
- 10.2a Flare record showing initial letter sent to owner 14.6.04
- 10.3 Additional complaint, 2005
- 10.4 Computer Flare record of external inspection, 2012
- 10.4a Copy of inspection notes, 2012
- 10.5 Copies of Improvement Notices, 2012
- 10.6 Complaint to South Yorkshire Police
- 10.7 Details of Dangerous Structures Intimation Notice, 2015
- 10.8 Complaint, March 2015
- 10.9 Copy of Building Act notice
- 10.10 Complaint, April 2016
- 10.10a Complaint, April 2016
- 10.11 Abatement Notice December 2016
- 10.12 Improvement Notice January 2017
- 10.12a Complaint, November 2017
- 10.13 Letters to owner 2017
- 10.14 Computer record of owner's comments, 2010/Land Registry print
- 10.15 Planning enquiry 2012
- 10.16 Owner's intentions to start work
- 10.17 Inspection notes, November 2016
- 10.18 UK census data 2011 – Sheffield.
- 10.19 Housing Solutions email re homeless household figures.
- 10.19a Private Stock Condition Survey 2015
- 10.20 Sheffield City Council Annual Housing Statistics Report – Facts and Figures 2015 / 2016
- 10.21 Council Tax Empties List April 2018
- 10.22 Housing Market Profiles 2016
- 10.23 Housing Market Profiles 2016
- 10.24 Housing Market Profiles 2016
- 10.25 Housing Market Profiles 2016
- 10.26 Estate agent email.
- 10.27 Email from Planning

APPENDIX 2

**THE CITY OF SHEFFIELD (3 Mulehouse Road)
COMPULSORY PURCHASE ORDER 2018**

EQUALITY IMPACT ASSESSMENT

APPENDIX 3

**THE CITY OF SHEFFIELD (3 Mulehouse Road)
COMPULSORY PURCHASE ORDER 2018 ORDER MAP**

APPENDIX 4

FINANCIAL AND COMMERCIAL IMPLICATIONS

APPENDIX 2



Equality Impact Assessment > EIAs: Compulsory Purchase Order - 3 Mulehouse Road.



EIA ID



Tags & Notes

[Print this page](#)

Equality Impact Assessment

Introductory Information

Reference number

249

Proposal type Budget Project**Project name**

Compulsory Purchase Order - 3 Mulehouse Road.

Decision Type**Type of decision**

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

Lead Cabinet Member

Dunn Jayne (LAB CLLR)

Entered on Q Tier Yes No**Year(s)****EIA date**

12/02/2018

EIA lead

Nunn Louise

Person filling in this EIA form

Dunk Neil (NCC)

Lead officer

Sharpe Janet (HSG)

Lead Corporate Plan priority

Thriving Neighbourhoods and Communities

Portfolio, Service and Team**Cross Portfolio** Yes No**Portfolio**

Place

Place service(s)

Housing and Neighbourhoods Service

Place team(s)

Private Housing Standards.

Is the EIA joint with another organisation (eg NHS)?

No Yes

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

The City Council make a Compulsory Purchase Order under the powers conferred by section 17 of the housing act
If you want to enter more information please attach a document in the supporting documentation below.

Impact

Under the Public Sector Equality Duty we have to pay due regard to the need to:

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

More information is available on the Council website including the Community Knowledge Profiles.

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these - positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

Overview (briefly describe how the proposal helps to meet the Public Sector Duty outlined above)

This report is to seek authority to make a Compulsory Purchase Order in respect of 3 Mulehouse Road, Sheffield S10 1TA. To allow the property to be renovated and occupied. There is great demand for this type of property within the area. The property is empty and has a particularly detrimental effect on neighbourhoods in the area. Compulsory Purchase Order is the most appropriate cause of action.

Impacts

Proposal has an impact on

Health

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

Yes No

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

The poor state of repair of the Property and the associated anti-social behaviour exhibited has a negative effect on neighbouring properties impacting on health and wellbeing of the occupiers.

Comprehensive Health Impact Assessment being complete

Yes No

Please attach health impact assessment as a supporting document below.

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

Yes No

Health Lead

Age

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Be clear if your service relates to specific age groups, particularly younger or older people. If you wish to enter more information please attach a document in the supporting documentation section below.

Disability

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Be clear if your service relates to specific impairments. If you wish to enter more information please attach a document in the supporting documentation section below.

Pregnancy/Maternity

Staff

Yes No

Customers Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Be clear if this impacts on these areas. If you wish to enter more information please attach a document in the supporting documentation section below.

Race**Staff** Yes No**Customers** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Be clear if your service relates to specific BME communities. If you wish to enter more information please attach a document in the supporting documentation section below.

Religion/Belief**Staff** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

Note: This also covers all faith groups and those with no belief. If you wish to enter more information please attach a document in the supporting documentation section below.

Customers Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Note: This also covers all faith groups and those with no belief. If you wish to enter more information please attach a document in the supporting documentation section below.

Sex

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Note: this includes women and men. If you wish to enter more information please attach a document in the supporting documentation section below.

Sexual Orientation

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

For example lesbian, gay or bisexual groups. If you wish to enter more information please attach a document in the supporting documentation section below.

Transgender

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Note: transgender both men and women. If you wish to enter more information please attach a document in the supporting documentation section below.

Carers

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Note: this refers to those who provide regular and substantial unpaid care to a disabled adult or child. If you wish to enter more information please attach a document in the supporting documentation section below.

Cohesion

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no negative impact, as we renovate properties in Sheffield to assist and support the current shortage of family homes in the City.

Note particular impact on community tensions or getting on well together. If you wish to enter more information please attach a document in the supporting documentation section below.

Poverty & Financial Inclusion

Staff

Yes No

Customers

Yes No

Cumulative impact

Proposal has a cumulative impact

 Yes No

Proposal has geographical impact across Sheffield

 Yes No

Local Partnership Area(s) impacted

 All Specific**Action Plan and Supporting Evidence****Action plan**

To acquire the property and allow it to be renovated and occupied.

Include monitoring arrangements, etc. You can copy and paste your action plan in this section

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

Consultation required

 Yes No

If consultation is not required please state why

There is no statutory requirement to consult on these proposals. However neighbours of 3 Mulehouse Road have made repeated complaints regarding the condition of the property.

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

 Yes No

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

 Yes No

If you have said no to either please say why

Summary of overall impact

Summary of overall impact

Summary of evidence

Changes made as a result of the EIA

If none, specify why

Escalation plan

Is there a high impact in any area?

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review date

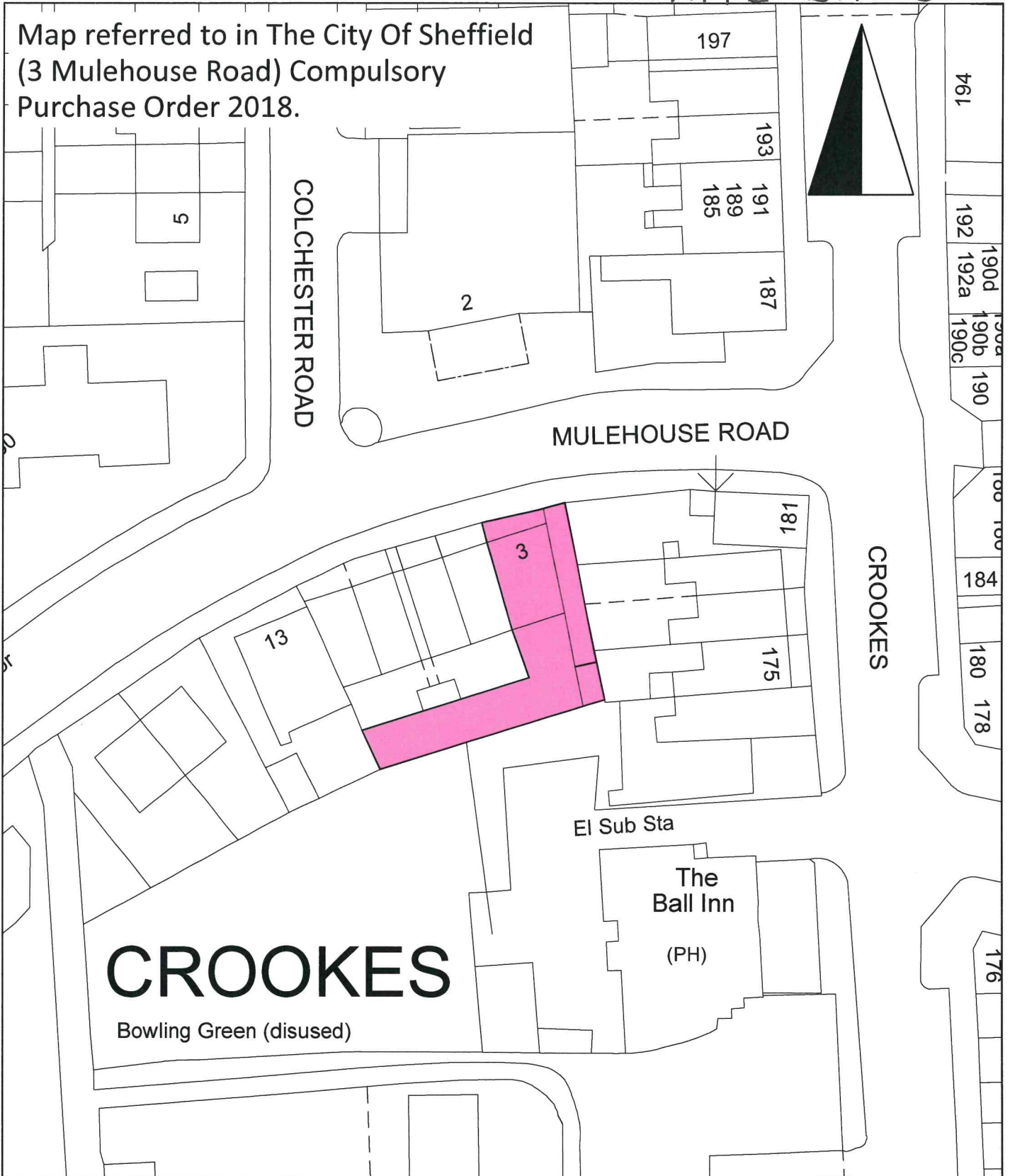
Review date

If a review date is specified, it will appear in the 'Upcoming Reviews' view when the EIA review is within 30 days.

Incomplete

Once you've finished filling this form,
you need to first mark it ready for
approval, then submit it.

Map referred to in The City Of Sheffield
(3 Mulehouse Road) Compulsory
Purchase Order 2018.



Scale
1:500
Date
26/02/2018



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Financial and Commercial Implications

The Council will be required to pay compensation to the current owner based upon the open market value of the Property in the condition that the Property is in at the time the Council take possession. The Council will also be required to pay the surveyors and legal fees and the costs of public notices which are incurred as a result of the compulsory purchase. The owner may also be entitled to a basic loss payment of 7.5% of the open market value. The Council will incur costs and expects to recover these from the sale proceeds.

open market value :	£125,000
basic loss payment :	£9,375
surveyor's fees :	£2,437
legal fees :	£2,000
Public notices	900
Estimated total :	<u>139,172</u>

The costs set out above will be met out of the Private Housing Standards' budget. It is anticipated that the cost of the purchase price will be met from the sale proceeds and the Private Housing Standards budget will be refunded to that degree.

Officer time relating to this proposal will be met from already approved Private Housing Standards budgets.

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Author/Lead Officer of Report:
Damian Watkinson,
Finance Manager

Tel: 0114 273 6831

Report of: *Eugene Walker*

Report to: *Cabinet*

Date of Decision: *12th December 2018*

Subject: *Capital Approvals for Month 07 2018/19*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		

Which Cabinet Member Portfolio does this relate to? ***Finance and Resources***

Which Scrutiny and Policy Development Committee does this relate to?
Overview and Scrutiny Management Committee

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

If YES, what EIA reference number has it been given? *(Insert reference number)*

Does the report contain confidential or exempt information? Yes No

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

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

Purpose of Report:

This report provides details of proposed changes to the Capital Programme as brought forward in Month 07 2018/19.

Recommendations:

- Approve the proposed additions and variations to the Capital Programme listed in Appendix 1, including the procurement strategies and delegate authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contract
- Approve the acceptance of accountable body status of the grant funding detailed at Appendix 2

Background Papers:

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Tim Hardie</i>
	Legal: <i>Sarah Bennett</i>
	Equalities: No
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Eugene Walker</i>
3	Cabinet Member consulted: <i>Councillor Olivia Blake Cabinet member for Finance and Resources</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: <i>Damian Watkinson</i>
	Job Title: <i>Finance Manager Business partner Capital</i>

MONTH 07 2018/19 CAPITAL APPROVALS

1. SUMMARY

1.1 A number of schemes have been submitted for approval in line with the Council's capital approval process during the Month 07 reporting cycle. This report requests the relevant approvals and delegations to allow these schemes to progress.

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

- 1 additions of specific projects to the capital programme creating a net increase of £150k;
- 12 variations creating a net increase of £4.65m;
- 3 Feasibility requests creating a net increase of £71k (for note only as approved under Capital Programme Group delegations)

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

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

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

3. BACKGROUND

This report is part of the monthly reporting procedure to Members on proposed changes to the Council's capital programme.

4. OUTCOME AND SUSTAINABILITY

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

5. OTHER IMPLICATIONS

5.1 Finance Implications

The primary purpose of this report is to provide Members with information on the proposed changes to the City Council's Capital Programme further details

on each scheme are included in Appendix 1 in relation to schemes to be delivered and Appendix 2 in relation to grants to be accepted.

5.2 Procurement and Contract Award Implications

This report will commit the Council to a series of future contracts. The procurement strategy for each project is set out in Appendix 1. The award of the subsequent contracts will be delegated to the Director of Financial and Commercial Services.

5.3 Legal Implications

Any specific legal implications in this report are set out in Appendix 1 and Appendix 2 in relation to grants to be accepted.

5.4 Human Resource Implications

There are no direct Human Resource implications for the Council.

5.5 Property Implications

Any specific property implications from the proposals in this report are set out at Appendix 1.

6. ALTERNATIVE OPTIONS CONSIDERED

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

7. REASONS FOR RECOMMENDATIONS

- 7.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield
- 7.2 To formally record changes to the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the capital programme in line with latest information.
- 7.3 Obtain the relevant delegations to allow projects to proceed.

Finance & Commercial Services | Commercial Business Development

November 2018

Scheme name & summary description		Value £'000
A	Economic Growth	
	New additions	
	None	
	Variations and reasons for change	
Page 81	<p>Knowledge Gateway</p> <p>Scheme description</p> <p>The strategic rationale for the Knowledge Gateway is to unlock and connect key development sites in order to generate additional economic growth. The corridor which links the Cultural Industries Quarter, Hallam's Central Campus, the Digital Campus and the emerging innovation zone of Castlegate, currently under performs in terms of new investment, jobs and the numbers of students given its potential.</p> <p>Working with the support and funding from Sheffield Hallam University and the other key partners this project aims to:</p> <ul style="list-style-type: none"> - Encourage new investments and jobs. This project will act as a catalyst for new regeneration opportunities in the Creative and Digital Industries sector, a key growth sector as identified in the Strategic Economic Plan, especially around Paternoster Row, Brown St and Sidney St. - Address strategic and site specific issues such as improved walking and cycling routes, disabled access issues at Site Gallery; interface between The Showroom and Paternoster Row; and the domination of buses and taxis at Fitzalan Square, which currently undermine inward investment. - Make the area more attractive, feel and be safer, thereby increasing footfall and ultimately bringing new investment, jobs, footfall, student numbers and economic growth - Create a series of high quality useable public spaces, linking all the above sites and areas to bring about a step change in the perception of this area, consolidating its existing educational and cultural role. - Provide a much enhanced environment will improve chances of securing occupiers, with a positive knock on effect in further economic regeneration - Increase levels of business rates by bringing currently vacant sites into office or commercial uses <p>What has changed?</p> <p>The developer, of the General Post Office Site on Fitzalan Square has now offered £154k to partly discharge planning obligations by funding complimentary works to Flat Street, Pond Street and Pond Hill, taking advantage of economies of scale and minimising later disruption to the site. This will complement the opening of the improved pedestrian link to the city centre created by the demolition and remodelling of Esperanto Place.</p>	+154

	<p>Variation type: -</p> <ul style="list-style-type: none"> Agreement to a budget increase from £5,443k to £5,597k on condition that the mechanics of securing the contribution are agreed with the developer and appropriate contractual variations/agreements are put in place addressing all relevant contractual, VAT, funding and other issues 								
	<table border="1"> <tr> <td data-bbox="152 411 304 478">Funding</td> <td data-bbox="304 411 1944 478">£154K Developer Contribution</td> </tr> </table>	Funding	£154K Developer Contribution						
Funding	£154K Developer Contribution								
	<table border="1"> <tr> <td data-bbox="152 478 566 544">Procurement</td> <td data-bbox="566 478 1944 544">To be added in to existing contract with Amey Hallam Highways.</td> </tr> </table>	Procurement	To be added in to existing contract with Amey Hallam Highways.						
Procurement	To be added in to existing contract with Amey Hallam Highways.								
<p>Page 82</p>	<p>Inner Relief Road Junctions</p> <p>Scheme description</p> <ul style="list-style-type: none"> The Sheffield City Centre Masterplan (2013) set out to establish and grow the Riverside Business District and to bring forward the West Bar Development. The Masterplan also recommends the continued removal of general traffic travelling through the City Centre and re-directing that traffic onto the A61 Sheffield Inner Relief Road. Currently, a number of key city centre development sites around the Inner Relief Road are constrained by the lack of highway capacity. Traffic congestion and journey times in this area are increasing, particularly during peak travel hours. The proposed project will provide additional traffic lane in each direction on the A61 Sheffield Inner Ring Road between Corporation Street and Bridge Street which all lie within the Riverside Business District. There will also be modifications in the existing junctions at Corporation Street, Gibraltar Street, Bridgehouses and Derek Dooley Way which will improve the efficiency of the operation of the junctions between Corporation Street and Savile street. These will provide increased capacity for planned city centre regeneration particularly in the Riverside Business District. <p>What has changed?</p> <ul style="list-style-type: none"> The project was initially approved by cabinet in January 17 for feasibility studies. The feasibility stage is complete and the project is now ready to move onto the delivery stage. The current budget for the design stage of the scheme is £343k. This will be increased for the delivery stage to £4,237k using the following funding streams:- <table border="0"> <tr> <td>Sheffield City Region Infrastructure Fund (SCRIF)</td> <td style="text-align: right;">£ 3,787k</td> <td rowspan="3" style="vertical-align: middle;">(See Grants For Acceptance Section for details)</td> </tr> <tr> <td>Local Transport Plan (LTP)</td> <td style="text-align: right;"><u>£ 107k</u></td> </tr> <tr> <td>Total Increase</td> <td style="text-align: right;">£ 3,894k</td> </tr> </table> <ul style="list-style-type: none"> The anticipated start on site is 1st February 2019 with an estimated completion date of February 2020. The commuted sum for the scheme is zero. <p>Variation type: -</p> <ul style="list-style-type: none"> [budget increase] 	Sheffield City Region Infrastructure Fund (SCRIF)	£ 3,787k	(See Grants For Acceptance Section for details)	Local Transport Plan (LTP)	<u>£ 107k</u>	Total Increase	£ 3,894k	<p>+3,894</p>
Sheffield City Region Infrastructure Fund (SCRIF)	£ 3,787k	(See Grants For Acceptance Section for details)							
Local Transport Plan (LTP)	<u>£ 107k</u>								
Total Increase	£ 3,894k								

	<p>Funding SCRIF - £3,787k, LTP £107K</p>		
	<p>Procurement</p>	<p>Detailed design and construction by direct award to Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI. Traffic modelling by direct award to ARUP via the AIMSUM Microsimulation framework. Signalling commissioning, environmental report, data collection and traffic audits delivered by in-house services.</p>	
<p>B</p>	<p>Transport</p>		
<p>New additions</p>			
<p>Page 83</p>	<p>ULEV Rapid Chargers - feasibility: (note only) Why do we need the project? Sheffield City Council has been instructed by Government to develop an air quality plan that will achieve compliance to legal nitrogen dioxide levels in the shortest possible time. It is widely recognised that taxis, in particular Hackney carriages, are significant contributors to declining air quality due to their high level of use and, in the case of Hackneys, the age of the fleet. Transitioning the cities taxi fleet to ULEV will deliver significant air quality benefits and is therefore an important part of the city’s emerging air quality strategy. In order to support the move to electric vehicles, it is vital that the appropriate charging infrastructure is in place. This has been recognised by Government and their Office for Low Emission Vehicles (OLEV) has announced a £20m fund for ULEV taxi charge point infrastructure. SCC has been invited to bid for a portion of this. How are we going to achieve it? A feasibility at a cost of £30k funded from Local Transport Plan funding will be carried out to enable Sheffield City Council to bid for £520k of ULEV funding to procure and install up to 20 rapid chargers across the city What are the benefits?</p> <ul style="list-style-type: none"> • Increased uptake of ultra-low emissions Hackney Carriages • Encourage use of ultra-low emissions vehicles for private hire • Improved air quality across the city • Revenue income from chargers <p>When will the project be completed? The feasibility will be completed by prior to the submission of the funding bid</p>		<p>+30</p>

	Funding Source	Local Transport Plan	Amount	£30k	Status	Ring-fenced for Transport project	Approved	Part of annual allocation	
	Procurement	Feasibility will be predominantly delivered in-house via the Capital Delivery Service. The existing contract with Zero Carbon Futures may be used where further professional services' support is required.							
Variations and reasons for change									
Page 84	Citywide 20 mph Scheme description In March 2012, the City Council Highways Committee approved the 'Sheffield 20 MPH Speed Limit Strategy' with the long-term objective to establish 20 mph as the maximum speed limit in appropriate residential areas of Sheffield. To date, 23 sign-only 20mph speed limit areas have been implemented across the City. What has changed? The 20mph speed limit area in Meadowhead and Greenhill is now planned for construction in January 2019 and as a result, the budget will be increased to the 2018/19 Local Transport Plan allocation of £85k Variation type: - [budget increase]								+25.5
	Funding	Local Transport Plan							
	Procurement	Detailed design and construction by direct award to Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI.							
	Petre Street Crossing Scheme description This project is an element of the Council's overall objective of increasing active travel, focusing on minor adaptations to improve accessibility and road safety of pedestrians. What has changed?								+105.5

Page 85	<p>Following the approval and completion of a feasibility study; improvements / enhancements have been recommended to Petre Street in North East Sheffield, providing a safer crossing point across a busy main road to a local school and community hub.</p> <p>Detailed design works will be undertaken this financial year at a cost of £31k with construction being undertaken in 2019-20 at an estimated cost of £74.5k. The scheme will be fully funded from Local Transport Plan funding.</p> <p>A number of options are being considered including</p> <ul style="list-style-type: none"> • rerouting traffic • Raised platforms • Simple build outs • Controlled crossing and uncontrolled crossing <p>Addition of yellow lines and associated signs</p> <p>The commuted sum value is estimated at £10.5k.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> • [budget increase] 		
	Funding	Local Transport Plan £97.5k	
	Procurement	Detailed design and construction by direct award to Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI.	
C	Quality of Life		
	New additions		
	None		
	Variations and reasons for change		
	None		
D	Green and Open Spaces		
	New additions		
	Sheffield Lakeland Partnership (Budget Approval)		+150

There are Capital and Revenue elements to this project , the Capital element is Woodland Heart over 3 zones: Ewden Valley, Agden and Bradfield, and Redmires & Rivelin.
Revenue funded commissions will cover additional sites as part of business as usual as directed by the Council’s Trees and Woodlands team.

Why do we need the project?

- Improve access, biodiversity and resilience to trees in North West Sheffield
- Generate new income for SCC
- Move from commercial forestry toward a sustainable woodlands approach

How are we going to achieve it?

- Creation of new timber extraction routes
- Installation of new fencing, new trees planted
- Additional revenue generated by sale of timber for best available price
- Improved car parking provision
- New areas of planting
- Minimum of 20Ha of forest clear felled and put back to Broad Leaved Woodland

What are the benefits?

- Increase in resources to assist our land management
- Ability to tackle sites that were unaffordable and not cost effective to manage
- Improved accessibility to the countryside in the Lakeland area
- Improved biodiversity in the Lakeland area
- More attractive forests and woodlands

When will the project be completed?

- March 2021

Costs:

Fencing £32K, Planting £37K, Infrastructure £70K, Spraying £11K = £150K

18/19 £25K
19/20 £42K
20/21 £42K
21/22 £41K
TOTAL £150K

Funding	Heritage Lottery	Amount	HLF £80K	Status	Grant Award received by	Approved	Budget inc. funding
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	Source	Fund SCC Timber Sales		SCC £70K		Sheffield Wildlife Trust Oct18		once awarded approved at QOL June18	
	Procurement	All elements to be procured via the closed competitive tender procedure, prioritising local contractors wherever possible.							
Variations and reasons for change									
Page 87	<p>Public Health Play Renewal</p> <p>Scheme description</p> <p>To install and renew pieces of play and agility equipment over 5 sites to:</p> <ul style="list-style-type: none"> encourage increased play and activity for local young people – therefore increasing the opportunity for active healthy play improve the overall quality of the green space, raising the Sheffield Standard score of the site and improving a local community facility <p>The 5 sites are: Springwell Park, Cardwell Playground, Brightside Recreation Ground, Hillsborough Park, and Middlewood Park</p> <p>What has changed?</p> <p>There was always a contingency built into the budget and the Outline Business Case included a statement of how any unused contingency would be spent. However there has also been some underspends so the Parks & Countryside Service would like to use it to make further improvements to the playground at Middlewood Park, which was already covered by the business cases but also add installing a swing set to the playground at Phillimore Park.</p> <p>The inclusion of Phillimore Park will allow an additional improvement to green and open space which currently has a very low play value. The improvement will increase the opportunity for active healthy play and help increase health and wealth being outcomes for people in area with higher indices of deprivation and health inequality.</p> <p>Other benefits: improve the overall quality of the green space, raising the Sheffield Standard score and improve another local community facility</p> <p>Variation type: - Change of Scope</p> <p><u>Total Approved Budget £103K</u></p> <p>Cost Phase 1 £70.2K</p> <p>Cost Phase 2 £25.9K</p> <p>Extra Works at Middlewood Park £4.2K</p>								0

	Extra Works at Phillimore Park £2.6K Total Costs £102.9K	
	Funding Public Health Funding already approved	
	Procurement Works delivered by in-house by the Playground Team. Materials and equipment by competitive quotations, prioritising local contractors wherever possible.	
E	Housing Growth	
	New additions	
	None	
	Variations	
	None	
F	Housing Investment	
	New additions	
	None	
	Variations and reasons for change	
	None	
G	People – Capital and Growth	
	New additions:	
	<p>Dobcroft Infants Re-Roofing – Feasibility for note only</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> The roof of Dobcroft Infants School has reached the end of its serviceable life and requires replacement <p>How are we going to achieve it?</p>	+12

<ul style="list-style-type: none"> Carry out a condition survey of the roof and provide options for repair and replacement <p>What are the benefits?</p> <ul style="list-style-type: none"> Improved condition of the roof, including insulation & water tightness <p>When will the project be completed?</p> <p>Survey complete by January 2019</p>								
Funding Source	DfE Condition Allocation	Amount	£11,550	Status	Annual Allocation	Approved		
Procurement		Undertaken by in-house Capital Delivery Service.						
Page 89	<p>Pipworth Primary Structural Works – Feasibility for note only</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> Investigate the structure of part of Pipworth Primary School and develop and cost a permanent solution. Structural cracks were identified on the rear wall of the dining hall. Propping and bracing has stabilised the wall but we need to investigate the cause and develop a permanent solution to this and the wider school. The issue is pressing. The dining hall is currently closed and the school are using the sports hall for dining. As a result dinner time is taking longer than normal. This impacts on afternoon lessons. <p>How are we going to achieve it?</p> <ul style="list-style-type: none"> Carry out structural and ground condition surveys of the dining hall and adjacent affected buildings so that the cause of the problem can be understood. Identify options and determine the most appropriate solutions A detailed cost estimate of the structural repairs. What are the benefits? Identifying /Understanding the cause of the structural problem means measures can be put in place to provide a permanent repair to the dining hall and stop the problem spreading to other school buildings A fully costed design solution means funding can be sought for the necessary repairs. <p>When will the project be completed?</p> <p>Feasibility completed Dec 2018</p>							+29
	Funding Source	DfE School Condition Allocation	Amount	£29K	Status	Annual Allocation	Approved	

	Procurement	Undertaken by in-house Capital Delivery Service.		
Variations and reasons for change				
Page 90	Various: 2017-18 Fire Risk Assessment (FRA) Projects (Schools)		+362	
	Scheme description		18/19 -27	
	<ul style="list-style-type: none"> The following 9 FRA projects were undertaken by Kier in 17/18 and early 18/19. There is an ongoing process to agree costs relating to contractual variations that has resulted in the need for budget variations. 		19/20 27	
		Cost Variation: £k	Slippage: £k	
	○ 90841	FRA 16-17 GREENHILL PRIMARY	-13.8	-23.8
	○ 90837	FRA 16-17 BEIGTON NURSERY INF	13.8	-
	○ 90825	FRA 16-17 ECCLESALL JUNIOR	62.5	-
	○ 90836	FRA 16-17 BANKWOOD PRIMARY	152.2	-
	○ 90844	FRA 16-17 PIPWORTH COMM PMY	0.1	-2.9
	○ 90827	FRA 16-17 HUNTERS BAR INFANTS	5.8	-
○ 90853	FRA 16-17 HUNTERS BAR JUNIOR	18.1	-	
○ 90824	FRA 16-17 LYDGATE JUNIOR	131.4	-	
○ 90815	FRA 16-17 DOBCROFT JUNIOR	-7.7	-	
	Total:	362.4	-26.7	
What has changed?				
<ul style="list-style-type: none"> Cost variations have occurred for a variety of reasons, including extra costs due to asbestos testing, removal and additional works; a significant proportion of work being completed during evenings/weekends at an additional cost premium due to lack of access during the working day. 				
Variation type: -				
<ul style="list-style-type: none"> Budget increase: an overall net increase in costs over the 9 projects totalling £362.4k for the reasons given above: the two largest increases being £152k at Bankwood Primary and £131k at Lydgate Junior schools. Slippage: a small amount of slippage, totalling £26.7k, has occurred at both the Greenhill and Pipworth school sites as shown above, being due to delays in finalising work arrangements with the contractor. 				
Funding	£376.2k to come from the DfE Condition Allocation and -£13.8k to be added back to the DfE Basic Need Allocation.			
Procurement	N/A			
Woodseats Structural Works – Primary School Hall			+285	

Page 91	<p>Scheme description</p> <ul style="list-style-type: none"> Woodseats Primary School hall has had substantial deterioration of the filler joist floors in the ground floor. This has led to cracking of the floor. In 2005 the whole of the hall areas was underpinned. A structural inspection has identified further deterioration. The floor has been propped for 13 years. <p>What has changed?</p> <ul style="list-style-type: none"> Whilst the floor has been propped for a long time without issue, the structural inspection at feasibility stage has shown that the existing floor is now over stressed for its use and needs to be replaced. <p>Variation type: -</p> <ul style="list-style-type: none"> Budget increase: variation of +£284,650 following initial feasibility, to bring current project budget to £300,000 to cover fees to allow tenders to be sought in time for work to commence in the Easter holidays of 2019. Indications are that the full cost of the scheme would be in the order of £300k, but tender feedback will allow more certainty before a contract is awarded. 		
	<p>Funding</p>	<p>Department for Education Condition Allocation</p>	
	<p>Procurement</p>	<p>Closed competitive tender process using local contractors in the first instance.</p> <p>If insufficient levels of interest are received then Lot 1 of the YORbuild2 framework to enable timely scheme progression.</p>	
	<p>Beighton Nursey & Infants Structural Works</p> <p>Scheme description</p> <p>During Fire Risk Assessment (FRA) work in 2016, structural issues were identified with the cellar beams at Beighton Nursery & Infants school. A structural inspection was carried out and a report produced. This identified that:</p> <ul style="list-style-type: none"> The main steel beams were corroded at their bearing ends There was expansion corrosion of the secondary steel beams within the concrete slab and large areas of water damaged (spalling) concrete. The area above the cellar was a car parking space for the school. Water ingress through the concrete was contributing to the corrosion and weakening of the beams. The cellar was a boiler room and so was already a high condensation environment. On the recommendation of the structural inspection report, the concrete slab ceiling of the basement was being supported temporarily by telescopic tubular steel props (Acrow props). It was decided to carry out works to ensure the school basement is structurally sound and does not suffer from water ingress. <p>What has changed?</p> <ul style="list-style-type: none"> Slippage: because we had to undertake asbestos removal before works started on site and this had to be done at the start of school holidays, 		<p>18/19: -39</p> <p>19/20: 39</p>

	<p>this meant the repair works were scheduled for the last few weeks of school holiday. The contractors we approached to do the works could not guarantee handover of works before the start of the new school year. As the works meant the front school entrance could not be used, the school didn't want to go ahead if works went into the school year.</p> <ul style="list-style-type: none"> Due to the works taking approximately three weeks to complete there are no school holidays long enough to accommodate the works other than 6 weeks summer. So the school requested if the works could be postponed until next summer holidays. Structural engineers have confirmed that the propping in the school basement is adequate to support the basement roof until next year. <p>Variation type: -</p> <ul style="list-style-type: none"> Slippage of -£39,169 from 2018/19 into 2019/20. 			
	<table border="1"> <tr> <td data-bbox="152 539 416 603">Funding</td> <td data-bbox="416 539 1944 603">Department for Education Building Condition Allocation</td> </tr> </table>	Funding	Department for Education Building Condition Allocation	
Funding	Department for Education Building Condition Allocation			
	<table border="1"> <tr> <td data-bbox="152 603 680 671">Procurement</td> <td data-bbox="680 603 1944 671">N/A</td> </tr> </table>	Procurement	N/A	
Procurement	N/A			
Page 92	<p>Dobcroft Junior Mobile Replacement</p> <p>Scheme description</p> <ul style="list-style-type: none"> There are insufficient primary pupil places in the South West area of Sheffield to accommodate expected demand from September 2018. To alleviate pressure an additional 30 places will be provided at Dobcroft Junior School from September 2018. Demolition of two existing modular classrooms one single classroom and one twin classroom, as no longer fit for purpose. Provision of a new double modular classroom on the site of existing double classroom. <p>What has changed?</p> <ul style="list-style-type: none"> Following contract award, costs have changed as follows; mainly due to an initially conservative estimate of demolition/construction costs, due to the project having to be completed through school summer holidays: <ul style="list-style-type: none"> Construction: -£ 94k Fees: +£ 2k Contingency: -£ 14k Total: <u>-£106k</u> <p>Variation type: -</p> <ul style="list-style-type: none"> Budget decrease: -£105,871, following finalisation of post Contract Award costs: overall reduction against original budget. 	-106		
	<table border="1"> <tr> <td data-bbox="152 1445 416 1536">Funding</td> <td data-bbox="416 1445 1944 1536">Department for Education Building Condition Allocation</td> </tr> </table>	Funding	Department for Education Building Condition Allocation	
Funding	Department for Education Building Condition Allocation			
	<table border="1"> <tr> <td data-bbox="152 1536 680 1592">Procurement</td> <td data-bbox="680 1536 1944 1592">N/A</td> </tr> </table>	Procurement	N/A	
Procurement	N/A			

H	Essential Compliance and Maintenance		
	New additions		
	None		
	Procurement		
	Variations and reasons for change		
Page 93	90147 Medico Legal Centre Scheme description <ul style="list-style-type: none"> This project had a twin tracked mandate. These covered both compliance/condition issues which the building presented and as such the council had limited options available other than to address these issues via major capital investment. The second addressed the requirements for building modernisation in order to enable the service to continue to meet current and future demand and ensure the building is fit for purpose for the foreseeable future. Failure to have done so would have put the future of the building and its occupants at substantial risk. It will also have had a major impact on the Medico Legal Service's future as a whole. 		-70
	What has changed? <ul style="list-style-type: none"> On completion of the works at the project site, cost savings of £70.5k were made against an original budget of £2.13m 		
	Variation type: - <ul style="list-style-type: none"> Budget decrease: -£70,478 variation following settlement of final costs: the tender was slightly lower than the original budget estimate and the difference was held in contingency pot until 10 months' of value engineering works was completed. Project to be kept open for £8k retention. 		
	Funding	Capital Receipts	
Procurement	N/A		
	93508 Park Centre Dry Rot Scheme description <ul style="list-style-type: none"> The Park Community Centre was re-roofed in 2016. Since then areas of damp and dry rot have been identified on both the ground and first 		-42

	<p>floors. A survey of the building by CDS Architects has identified roof leaks and water ingress prior to re-roofing along with poor ventilation post re-roofing as the main causes of the problems. Left untreated this infestation will lead to major issues with the structural integrity of the timber within the building. A local community group, Manor Castle Development Trust, are interested in taking on responsibility for the building including maintenance. However, this cannot be progressed until the dry rot and damp issues have been treated and the affected areas renovated.</p> <p>What has changed?</p> <ul style="list-style-type: none"> • Cost reduction on acceptance of contract price. <p>Variation type: -</p> <ul style="list-style-type: none"> • Budget decrease of £41,588, following final Contract Award price: 		
	Funding	Capital Receipts: reduction in amount required – funds to be returned to Corporate Buildings Essential Replacement – Structure 17-19 parent scheme	
	Procurement	N/A	
Page 94	<p>93483 Corporate Buildings Essential Replacement – Structure 17-19</p> <p>Scheme description</p> <ul style="list-style-type: none"> • Structural works as part of the CBERP (Corporate Buildings Essential Replacement Programme) at various locations across the Corporate Estate <p>What has changed?</p> <ul style="list-style-type: none"> • Returning funds, following cost savings, to the parent project from which the Park Centre Dry Rot scheme was originally funded. <p>Variation type: -</p> <ul style="list-style-type: none"> • Budget increase of £41,588 to add back funding, following final Contract Award price on the Park Centre Dry Rot scheme above. 		+42
	Funding	Capital Receipts: add back of funding no longer required on the Park Centre Dry Rot scheme, to the original CBERP £3.3m funded amount.	
	Procurement	N/A	
I	Heart of the City II		
	New additions		

	None	
	Variations and reasons for change	
Page 95	<p>Heart of the City II (HOC II)</p> <p>Scheme description</p> <p>Heart of the City 2 (formerly Sheffield Retail Quarter) seeks to transform Sheffield city centre with an improved retail, working, leisure and living environment.</p> <p>What has changed?</p> <p>A number of HOCII budgets have been re-aligned to reflect the new approach of block by block delivery, this will be an evolving process as blocks are considered in more detail with regard to the specific uses, market interest etc. and when more detailed cost plans become available as blocks come forward and designs progress.</p> <p>A recent review of the likely spend on blocks scheduled for later development requires the slippage of £8,279k of expenditure into future financial years.</p>	<p>18-19 -8,280</p> <p>19-20 +8,378</p> <p>20-21 -49k</p> <p>21-22 -49k</p>
	(Slippage)/Acceleration £:k	
	94050 SRQ	(3,661.4)
	94055 Stategic Dev Partner	173.4
	94057 A Palatine Chambers	(2,278.5)
	94061 E Telephone House	(131.0)
	94063 G Wellington Street Car park	113.4
	94064 G1 38 Carver Street	(162.7)
	94065 H Henrys Block	(1,609.2)
	94066 H1 Leahs Yard	(246.0)
	94067 HOC II Infrastructure & PR	(477.9)
	Total:	(8,279.9)
Variation type: - [slippage]		
2018-19	-8,280k	
2019-20	+8,378k	
2020-21	- 49k	
2021-22	- 49k	

Total	net nil		
Funding	Prudential Borrowing		
Procurement	N/A		

	Scheme name / business unit / summary description of key terms	Funder	Value £'000
A	Economic Growth		
	<p>Inner Relief Road Junctions</p> <p><u>Financial Implications</u></p> <p>Key features of the SCR Funding Agreement (not exclusive) are summarized below. The Project Manager will need to read, understand and comply with all of the grant terms and conditions:</p> <p style="padding-left: 40px;">Project covers the period: 1st April 2018 – 31ST March 2020</p> <p style="padding-left: 40px;">Total Scheme Costs are estimated to be £4,236,827. The grant is for the Project and the Project must achieve the Project Outputs and the Project Outcomes.</p> <ul style="list-style-type: none"> • The grant is only to be used for the Project and shall not be used for any other purpose without the agreement of SCR. • SCC must not make any change to the Project without SCR's prior written agreement, significant changes include those changes affecting the Completion Date; Project Outputs; Project Outcomes, Maximum Amount or Final Review Date. • Procure commencement of Works within the required timescales and procure Practical Completion by the Completion Date; procure that all Project Outputs are achieved by the Completion Date; and that all the Project Outcomes are fulfilled by the Final Review Date. • SCC to notify SCR if it is not claiming the Maximum Amount of 	Sheffield City Region Investment Fund	3,787

	<p>Grant available or if it does not intend to claim the Maximum level of grant in each financial year being £1.784m for 2018/19 and £2.003m for 2019/20. SCR may agree to re-profile the grant however this is at the discretion of SCR and a failure to meet this profile may result in lost funding.</p> <ul style="list-style-type: none"> • SCR shall be entitled to retain 5% retention monies until the later of either the Practical Completion date or the Project Outputs being fully achieved, or in regard to Project Outcomes the Final Review Date • SCC must notify SCR in advance if it is applying for other funding for the Project. SCC shall not accept any: <ul style="list-style-type: none"> • Duplicate funding in respect of any part of the Project or any related administration costs that the Authority is funding in full under this Agreement; • Funding to be applied to the Eligible Costs which would result in a breach of any threshold for funding the Eligible Costs set out in the EU Rules, including GBER. • SCC must comply with the reporting and claims requirements. • Funding is towards capital expenditure and to be treated as funded by a capital receipt to reflect section 25(1)(b) of The Local Authorities (Capital Finance and Accounting) (England) Regulations 2003. • The grant is subject to claw back if the terms and conditions are not complied with including, but not exclusive: 		
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	<ul style="list-style-type: none"> • There is a change to the Project which the Authority has not approved • The Grant has not been used for the purpose intended or satisfactory progress has not been made with delivery of the Project; • SCC obtains any form of duplicate funding for the Project. • If the Project Outputs which consist of the delivery of the Highways works are not achieved by the completion date of 1st February 2020 . • If the Project Outputs are not achieved then the grant is subject to Clawback at 100% or to the extent that the Project Outputs are not achieved <p>-The grant is inclusive of VAT.</p> <p><u>State Aid</u></p> <p>Comply with all EU Rules and ensure that all requirements of the EU Rules [and GBER] are met in relation to the Project and (c) confirm all requirements of the EU Rules [and GBER] are met in relation to the Project.</p> <ul style="list-style-type: none"> • Records shall be maintained for 10 years. • Repayment of grant already paid will have interest applied. • The Project Manager will need to comply with reporting and 		
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	<p>monitoring requirements.</p> <ul style="list-style-type: none"> The Grant is subject to a percentage Clawback in to the extent that the Project Outcomes and Outputs are not achieved. SCR will consider the extent to which Project Outcomes/Outputs are achieved and consider the reasons for any non-achievement then SCR may adjust the level of grant clawback. <p><u>Procurement.</u></p> <ul style="list-style-type: none"> All public sector procurement is governed by and must be compliant with both European Legislation and UK National Law. In addition, all procurement in Sheffield City Council must comply with its own Procurement Policy, and internal regulations known as 'Contracts Standing Orders' (CSOs). Contracts Standing Orders requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase/acquire services, goods or works must go via a competitive process. <p><u>Other Points to Consider</u></p> <p>In addition to the terms and conditions outlined previously in relation to the Funding Agreement the following points also need to be considered re: the project</p> <ul style="list-style-type: none"> To date SCC has spent the following on the project: 		
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	<p>2016/17 £31,183 2017/18 £272,307 2018/19 <u>£62,615</u> TOTAL <u>£366,105</u></p> <p>If required to meet the £1.784m 2018/19 expenditure profile SCC will seek authorisation from SCR to reclaim the £0.120m of costs funded in 2016/17 and 2017/18 from SCCs own resources allowing the re-profile of this funding into 2019/20</p> <ul style="list-style-type: none"> The estimated project cost is £4.237m with SCR providing grant funding of £3.786m and SCC providing match funding of £0.450m anticipated to come from the LTP grant (of which £0.181m has been claimed to date, with a further £0.04m approved, with the balance allocated as part of the approval of this scheme) and New Homes Bonus (£0.120m). 		
B	Transport		
	None		
C	Quality of Life		
	None		
D	Green and Open Spaces		

	None		
E	Housing Growth		
	None		
F	Housing Investment		
	None		
G	People – Capital and Growth		
	None		
H	Essential Compliance and Maintenance		
	None		
I	Heart of the City II		
	None		



Author/Lead Officer of Report: Lisa Firth – Head of Parks & Countryside

Tel: (0114 2500500)

Report of: Laraine Manley, Executive Director Place

Report to: Cabinet

Date of Decision: 12th December 2018

Subject: Fields in Trust (Centenary Fields) – World War 1 Dedication – Charitable Sites

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? Culture, Parks and Leisure		
Which Scrutiny and Policy Development Committee does this relate to? Economic and Environmental Wellbeing		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given?		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		

Purpose of Report:

In recognition of commemorating the centenary of the ending of World War 1, in December 2017 Cabinet approved 300 new memorial trees to be planted in Sheffield's parks to create a permanent lasting war memorial for the city and guaranteed that they be replanted in perpetuity.

The first of the war memorials have been created by planting 100 trees across 36 of the city's parks and woodlands and it is proposed to dedicate the surrounding

green spaces as Centenary Fields (in trust), meaning they will continue to be managed as public parks and recreation grounds in perpetuity.

The purpose of this report is to seek approval from Cabinet to proceed with applications for Centenary Fields in Trust for those parks which are held on charitable trust. A separate report will be presented to Cabinet in respect of the non-charitable parks.

The 8 charitable parks are listed at Appendix 1.

Recommendations:

It is recommended that Cabinet acting in its capacity as trustee of the charities holding the parks listed at appendix 1, give approval and authority to:

- (a) proceed with an application to designate the parks listed at Appendix 1 to this report, as a Centenary Field in conjunction with the Fields In Trust charity, to provide further protection to ensure that they will continue to be managed as public parks and recreation grounds in perpetuity.
- (b) authorise the Chief Property Officer in consultation with the Director of Culture and Environment, to negotiate the terms of the documentation needed to dedicate the land; and to agree the parameters of the dedication area if the full site is not to be protected.
- (c) authorise the Director of Culture & Environment together with the Director of Legal Services to take all necessary action and complete the documentation needed to dedicate the land.
- (d) subject to recommendations a- c being concluded, the sites will be formally dedicated as Centenary Fields in a ceremony to be arranged during 2019.

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Paul Schofield
	Legal: David Sellars
	Equalities: Annemarie Johnston
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: Laraine Manley
3	Cabinet Member consulted: Cllr. Mary Lea
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	Lead Officer Name: Lisa Firth
	Job Title: <i>Head of Parks & Countryside</i>
Date: 03/12/2018	

1. **PROPOSAL**

- 1.1 In protecting green spaces as Centenary Fields, Sheffield City Council will be creating a lasting legacy to mark the centenary of WW1 by commemorating the sacrifice of those who lost their lives in the conflict and ensuring that their communities benefit now and in the future from protected green spaces and safeguarding the city's reputation as The Outdoor City.

Sheffield already has two designated Fields in Trust at Weston Park and Ochre Dike Recreation Ground. The council now wishes to extend this protection further by protecting the sites of the war memorial trees planted in other parks and green spaces. In some cases, it might not be appropriate to dedicate a full site as a Centenary Field, for instance at Parkwood Springs (which is not held on charitable trust and so is not a subject of this report) where the redevelopment of the old ski village is planned. In such instances a part of the site will be protected, to take in to account the wider plans for the sites.

The parks listed at Appendix 1 are held by the Council on charitable trusts. A separate report will be presented to Cabinet in respect of non-charitable parks and open spaces

One of the principal objects of each trust is the provision of facilities for the recreation and leisure time occupation of the inhabitants of Sheffield, particularly those who have a particular need due to youth, age, infirmity or disablement, financial hardship or social and economic circumstances. The proposal to dedicate as Centenary Field is consistent with these charitable objects

- 1.2 Centenary Fields is a national initiative being led by Fields in Trust (the operating name of the National Playing Fields Association, a registered charity) and the Royal British Legion. Further information about the programme is given in Appendix 2 to this report. The Centenary Fields programme 2014-18 aims to protect at least one green space in every local authority area across England, Wales, Scotland and Northern Ireland to commemorate the centenary of World War I. By seeking to designate this number of sites, Sheffield will have the highest number of Centenary Fields of any of the English core cities outside of London (London has 150 protected green spaces across all boroughs and Leeds, the nearest core city has 22).

This commitment recognises the Council's significant commitment to not only the commemoration and remembrance of the city's sacrifice in World War 1 and subsequent conflicts, but also the importance of maintaining and retaining good quality green space for the people of Sheffield.

- 1.3 The Council will work collaboratively with Fields in Trust in terms of the detailed deeds of covenants for each site and each designation will be designed to best fit with the needs of the site. This will ensure the Council

retains appropriate flexibility to provide a wide range of leisure and ancillary facilities for each site, now and in future, whilst making sure the quality and quantity of the green space is not compromised.

Each Centenary Field will be provided with signage to indicate its designated status. The Centenary Fields programme is also complementary to the local authority's Armed Forces Community Covenant policy commitment.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 Maintaining high quality parks and open spaces for people to use and enjoy contributes to the Corporate Plan priorities of Thriving Neighbourhoods and Communities, and better Health and Wellbeing. This protection will ensure the council's commitment to high quality green spaces can be delivered for current and future generations.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Public consultation is not required as part of this process but by way of best practice, discussion has taken place with:

- Sheffield Armed Forces Covenant Group
- The Parks Friends Groups
- Local Councillors
- Members of the public via a campaign with Sheffield Star
- Members of the public via posters in and around the parks

All feedback has been positive.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 There are no equality of opportunity implications arising from this decision.

4.2 Financial and Commercial Implications

- 4.2.1 Nominating these parks as 'Centenary Field' sites does not commit the City Council to any further additional investment for access and maintenance over and above what is currently being committed and achieved today. The parks will continue to be maintained by Sheffield City Council within its normal core revenue budget allocation for upkeep and management.

4.3 **Legal Implications**

4.3.1 To enable a Centenary Fields application to be formally completed, Cabinet are advised of the following legal implications:

- (a) The restrictions on disposal contained within sections 117 – 121 of the Charities Act 2011 do not apply to the proposal to enter into Deeds of Dedication as a 'Centenary Field' as the land remains in the ownership of the Council, held on charitable trust. The dedication only places restrictions on the use of the land and further restrictions on the ability to dispose of it in the future.
- (b) By completing the dedication the Council will agree to restrict the use of the land on the terms required by the dedication. The Council will maintain the nominated parks, so far as is consistent with its duties as a local authority and trustee, and it will have due regard to any advice given from time to time by the Fields In Trust on the management and running of the property.
- (c) The Council as trustee must act within the objects of the Charity, but as outlined in the report, the proposed dedication is consistent with those objects.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 Sheffield City Council has been directly approached by Fields In Trust to nominate suitable sites within the City's boundary to be part of this national initiative. The City Council does not have to nominate a site but this report provides the City the opportunity and option to now do so.

6. REASONS FOR RECOMMENDATIONS

6.1 By planting the new war memorial trees in parks, the Council has created a number of sites that ideally match the national Centenary Field designation criteria. In making such designations the Council's commitment to maintaining the newly planted war memorial in perpetuity for future generations is reinforced. Nominating these sites does not further increase the Council's current revenue commitment for maintenance or require any new capital investment.

Appendix 1 Charitable Parks

1. Firth Park
2. Endcliffe Park
3. Graves Park
4. High Hazels Park
5. Hillsborough Park
6. Norfolk Heritage Park
7. Oxley Park
8. Richmond Park

Appendix 2 - Overview of Centenary Fields

Further information on Centenary Fields and Fields in Trust can be found at the following link

<http://www.fieldsintrust.org/Centenary-Fields>

or, by visiting the Fields in trust website at www.fieldsintrust.org.

The Centenary Fields programme was launched in 2014 by Fields in Trust President HRH The Duke of Cambridge.

Working in partnership with The Royal British Legion the programme aims to protect parks, playing fields and other recreational spaces in perpetuity to honour the memory of the millions who lost their lives in World War I. Landowners across the UK are encouraged to dedicate war memorial playing fields and recreation grounds, memorial gardens, parks or recreation grounds that contain a war memorial and other valued green spaces that have some significance to World War I as Centenary Fields.

Local Authorities

By dedicating land through the Centenary Fields programme local authorities and other landowners can ensure valuable green space is protected as a living remembrance to those who fought and lost their lives in World War I. This dedication is aligned with the spirit of the Armed Forces Community Covenant and will be recognised by the local community as a clear commitment to the importance of these spaces now and in the future.

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Author/Lead Officer of Report: Lisa Firth – Head of Parks & Countryside

Tel: (0114 2500500)

Report of: Laraine Manley, Executive Director Place
Report to: Cabinet
Date of Decision: 12th December 2018
Subject: Fields in Trust (Centenary Fields) – World War 1 Dedication.

Is this a Key Decision? If Yes, reason Key Decision:-

Yes No

- Expenditure and/or savings over £500,000

- Affects 2 or more Wards

Which Cabinet Member Portfolio does this relate to?

Culture, Parks and Leisure

Which Scrutiny and Policy Development Committee does this relate to?

Economic and Environmental Wellbeing

Has an Equality Impact Assessment (EIA) been undertaken?

Yes No

If YES, what EIA reference number has it been given?

Does the report contain confidential or exempt information?

Yes No

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

Purpose of Report:

In recognition of commemorating the centenary of the ending of World War 1, in December 2017 Cabinet approved 300 new memorial trees to be planted in Sheffield's parks to create a permanent lasting war memorial for the city and guaranteed that they be replanted in perpetuity.

The first of the war memorials have been created by planting 100 trees across 36 of the city's parks and woodlands and it is proposed to dedicate the surrounding green spaces as Centenary Fields (in trust), meaning they will continue to be managed as public parks and recreation grounds in perpetuity.

The purpose of this report is to seek approval from Cabinet to proceed with applications for Centenary Fields in Trust for those parks which are not held on charitable trust. A separate report will be presented to Cabinet as charity trustee in respect of the charitable parks.

In addition, Stocksbridge Town Council has asked Sheffield City Council, as landowner, to dedicate Stocksbridge Clock Tower Gardens as a Centenary Field and this report seeks approval to support this request.

The 27 sites are listed at Appendix 1.

Recommendations:

It is recommended that Cabinet give approval and authority to:

- (a) proceed with an application to designate the parks listed at Appendix 1 to this report, as a Centenary Field in conjunction with the Fields In Trust charity, to provide further protection to ensure that they will continue to be managed as public parks and recreation grounds in perpetuity.
- (b) authorise the Chief Property Officer in consultation with the Director of Culture and Environment, to negotiate the terms of the documentation needed to dedicate the land; and to agree the parameters of the dedication area where the full site will not be dedicated.
- (c) authorise the Director of Culture & Environment together with the Director of Legal Services to take all necessary action and complete the documentation needed to dedicate the land.
- (d) subject to recommendations a- c being concluded, the sites will be formally dedicated as Centenary Fields in a ceremony to be arranged during 2019.

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Paul Schofield
		Legal: David Sellars
		Equalities: Annemarie Johnston
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	Laraine Manley
3	Cabinet Member consulted:	Cllr. Mary Lea
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: Lisa Firth	Job Title: <i>Head of Parks & Countryside</i>
	Date: 03/12/2018	

1. **PROPOSAL**

- 1.1 In protecting green spaces as Centenary Fields, Sheffield City Council will be creating a lasting legacy to mark the centenary of WW1 by commemorating the sacrifice of those who lost their lives in the conflict and ensuring that their communities benefit now and in the future from protected green spaces and safeguarding the city's reputation as The Outdoor City.

Sheffield already has two designated Fields in Trust at Weston Park and Ochre Dike Recreation Ground. The council now wishes to extend this protection further by protecting the sites of the war memorial trees planted in other parks and green spaces. In some cases, it might not be appropriate to dedicate a full site as a Centenary Field, for instance at Parkwood Springs where the redevelopment of the old ski village is planned. In such instances a part of the site will be protected, to take in to account the wider plans for the sites.

The non-charitable parks are listed in Appendix 1 and are the subject of this report. A separate report will be presented to Cabinet as charity trustee in respect of the charitable parks.

Centenary Fields is a national initiative being led by Fields in Trust (the operating name of the National Playing Fields Association, a registered charity) and the Royal British Legion. Further information about the programme is given in Appendix 2 to this report. The Centenary Fields programme 2014-18 aims to protect at least one green space in every local authority area across England, Wales, Scotland and Northern Ireland to commemorate the centenary of World War I. By seeking to designate this number of sites, Sheffield will have the highest number of Centenary Fields of any of the English core cities outside of London (London has 150 protected green spaces across all boroughs and Leeds, the nearest core city has 22).

This commitment recognises the Council's significant commitment to not only the commemoration and remembrance of the city's sacrifice in World War 1 and subsequent conflicts, but also the importance of maintaining and retaining good quality green space for the people of Sheffield.

The Council will work collaboratively with Fields in Trust in terms of the detailed deeds of covenants for each site and each designation will be designed to best fit with the needs of the site. This will ensure the Council retains appropriate flexibility to provide a wide range of leisure and ancillary facilities for each site, now and in future, whilst making sure the quality and quantity of the green space is not compromised.

A request from Stocksbridge Town Council has also been received to dedicate the Stocksbridge Clock Tower Gardens as a Centenary Field. The Clock Tower War Memorial was built to honour the memory of 107 young people, a nurse, sailors and soldiers, who died in the First World War.

Ownership of the site transferred from Stocksbridge Urban District Council to Sheffield City Council in 1974 as a result of the reorganisation of local government under the Local Government Act 1972 and so the City Council, as landowner, is required to dedicate the site. The Stocksbridge Clock Tower Gardens is included in the list at Appendix 1 so that Cabinet may agree to the Town Council's request.

Each Centenary Field will be provided with signage to indicate its designated status. The Centenary Fields programme is also complementary to the local authority's Armed Forces Community Covenant policy commitment.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 Maintaining high quality parks and open spaces for people to use and enjoy contributes to the Corporate Plan priorities of Thriving Neighbourhoods and Communities, and better Health and Wellbeing. This protection will ensure the council's commitment to high quality green spaces can be delivered for current and future generations.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Public consultation is not required as part of this process but by way of best practice, discussion has taken place with:
- Sheffield Armed Forces Covenant Group
 - The Parks Friends Groups
 - Local Councillors
 - Members of the public via a campaign with Sheffield Star
 - Members of the public via posters in and around the parks

All feedback has been positive.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 There are no equality of opportunity implications arising from this decision.

4.2 Financial and Commercial Implications

- 4.2.1 Nominating these parks as 'Centenary Field' sites does not commit the City Council to any further additional investment for access and maintenance over and above what is currently being committed and achieved today. The parks will continue to be maintained by Sheffield City Council within its normal core revenue budget allocation for their upkeep and management.

4.3 **Legal Implications**

4.3.1 To enable a Centenary Fields application to be formally completed, Cabinet are advised of the following legal implications:

- (a) Entering into a Deed of Dedication as a 'Field In Trust' **amounts to a disposal of an interest** by the Council of property interests in accordance with s123 of the Local Government Act 1972 as it places restrictions on the Council's land for the benefit of others and affects the Council's ability to deal with the land freely in the future. The Council may not dispose of the property or erect any structures on the land without the formal consent of Fields In Trust.
- (b) By completing the dedication the Council will agree to restrict the use of the land on the terms required by the dedication. The Council will maintain the nominated parks, so far as is consistent with its duties as a local authority, and it will have due regard to any advice given from time to time by the Fields In Trust on the management and running of the property.

5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 Sheffield City Council has been directly approached by Fields In Trust to nominate suitable sites within the City's boundary to be part of this national initiative. The City Council does not have to nominate a site but this report provides the City the opportunity and option to now do so.

6. **REASONS FOR RECOMMENDATIONS**

6.1 By planting the new war memorial trees in parks, the Council has created a number of sites that ideally match the national Centenary Field designation criteria. In making such designations the Council's commitment to maintaining the newly planted war memorial in perpetuity for future generations is reinforced. Nominating these sites does not further increase the Council's current revenue commitment for maintenance or require any new capital investment.

Appendix 1 Parks & Green Spaces

1. Bingham Park
2. Bolehill Recreation Ground
3. Chapeltown Park
4. Charnock Recreation Ground
5. Cholera Monument
6. Concord Park
7. Crookes Valley Park
8. Ecclesall Woods
9. Ecclesfield Park
10. Grenoside Recreation Ground
11. Herdings Park
12. Hollinsend Park
13. Longley Park
14. Manor Fields Park
15. Meersbrook Park
16. Middlewood Park
17. Millhouses Park
18. Mortomley Park
19. Mosborough (Hillside)
20. Mount Pleasant Park
21. Parkwood Springs
22. Parson Cross Park
23. Rivelin Valley Park
24. Stannington Park
25. Stocksbridge Clock Tower Gardens
26. Tinsley Green Recreation Ground
27. Whirlow Brook Park

Appendix 2 Overview of Centenary Fields

Further information on Centenary Fields and Fields in Trust can be found at the following link

<http://www.fieldsintrust.org/Centenary-Fields>

or, by visiting the Fields in trust website at www.fieldsintrust.org.

The Centenary Fields programme was launched in 2014 by Fields in Trust President HRH The Duke of Cambridge.

Working in partnership with The Royal British Legion the programme aims to protect parks, playing fields and other recreational spaces in perpetuity to honour the memory of the millions who lost their lives in World War I. Landowners across the UK are encouraged to dedicate war memorial playing fields and recreation grounds, memorial gardens, parks or recreation grounds that contain a war memorial and other valued green spaces that have some significance to World War I as Centenary Fields.

Local Authorities

By dedicating land through the Centenary Fields programme local authorities and other landowners can ensure valuable green space is protected as a living remembrance to those who fought and lost their lives in World War I. This dedication is aligned with the spirit of the Armed Forces Community Covenant and will be recognised by the local community as a clear commitment to the importance of these spaces now and in the future.



Author/Lead Officer of Report: Lisa Firth, Head of Parks & Countryside

Tel: 27 34700

Report of: Executive Director Place

Report to: Cabinet

Date of Decision: December 12th 2018

Subject: The Sheffield Trees and Woodlands Strategy 2018-2033

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? Culture Parks and Leisure		
Which Scrutiny and Policy Development Committee does this relate to? Economic and Environmental Wellbeing Scrutiny and Policy Development Committee		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? 213		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

Purpose of Report:

This report presents the new Trees and Woodlands Strategy for trees within Sheffield's greenspaces for the period 2018-2033. The city's street trees are to be dealt with in a separate strategy.

Sheffield's population is projected to increase to c652,000 by 2039: As Sheffield becomes more densely developed and as demand for housing increases, the competition for space will inevitably grow, and the city's woodlands will become an ever more valuable resource. There is a need to protect and manage the

established trees in the city, whilst continuing to increase planting and to increase visits to our woodlands, especially in parts of the city where the health benefits would be greatest.

The headline actions in the Trees and Woodland Strategy include;

- We will protect, enhance and promote Sheffield's trees and maximise their benefits in all parts of the city.
- We will increase visitor numbers and volunteering in woodlands that serve areas of Sheffield that have the lowest visitor numbers and the greatest health inequalities.
- We will plant at least 100,000 additional trees and replace trees on a 2 for 1 basis in our greenspaces and woodlands over the next 10 years.
- We will achieve at least one new Green Flag (national quality standard) woodland in the first 5 years of the strategy and bring all the council's woodlands up to the Sheffield Quality Standard within 10 years.

The Strategy highlights the overarching vision for Sheffield's trees and woodlands ;

'Working to provide outstanding, resilient and sustainably managed trees and woodlands which are rich, diverse, healthy, attractive, and of maximum benefit to everyone in Sheffield.'

The Strategy recognises the contribution that trees can make in promoting health and wellbeing, air quality and flood alleviation. It outlines how Sheffield residents can help to deliver the aims of the strategy by visiting Sheffield's woodlands and by getting involved and volunteering to help look after them.

It identifies 53 actions (including the headline actions above) which, when implemented over the life of the strategy, will help to protect and shape the landscape of Sheffield.

This report seeks Cabinet approval to the Sheffield Trees and Woodlands Strategy 2018-2033.

Recommendations:

It is recommended that Cabinet:

R1. Notes the contents of the Sheffield Trees and Woodlands Strategy 2018-2033 (attached as an appendix to this report) and approves it as a statement of the Council's vision and aims.

R2. Approves the Strategy's Five Year Action Plan.

R3. Notes that the implementation of any of the proposed actions may be subject to further decision making in accordance with the Leader's Scheme of Delegation.

Background Papers:**Appendix 1: Sheffield Trees and Woodland Strategy 2018-2033**

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Janinne Scarborough
		Legal: Andrea Simpson
		Equalities: Annemarie Johnston
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>Laraine Manley</i>
3	Cabinet Member consulted:	<i>Cllr Mary Lea</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Lisa Firth</i>	Job Title: <i>Director of Culture & Environment</i>
	Date: 25.11.2018	

1. PROPOSAL

Sheffield has an estimated 4.5 million trees of which approximately 2.7 million are managed by Sheffield City Council.

This brand new data, developed using the i-Tree Eco survey, shows that Sheffield has approximately 105 trees per hectare which is significantly higher than the UK average of 58 trees per hectare in towns and cities.

Our 4.5 million trees provide canopy cover of 21.6% of the urban area of the city, far in excess of Manchester or Glasgow which have 15% canopy cover. Roughly speaking, this is equal to about 7 trees per person across Sheffield, compared to 1 tree per person in London.

Using this data, the new Trees and Woodlands Strategy highlights the environmental, health, community, educational and economic benefits of Sheffield's trees and woodlands.

This Strategy covers all trees and woodlands across Sheffield except the Council's 36,000 Highways trees. Its main focus is on the 2.7 million trees managed by the Council's Parks and Countryside Service. Highway trees will be further developed in a supplementary street tree strategy in 2019 with partners in the city which will be a 'sub strategy' of the Trees and Woodlands Strategy.

The aims of the Trees and Woodlands Strategy are supported by a number of actions, set out in a five year action plan at Appendix 5 to the Strategy.

The headline actions of the Strategy are;-

We will protect, enhance and promote Sheffield's trees and maximise their benefits in all parts of the city

The Council's commitment is to continue to develop a greater understanding of the value of the city's woodlands and associated ecosystems by building on the information provided by the recently completed i-Tree Eco survey. The strategy promises to protect, improve and promote this major natural asset for the city.

Sheffield trees and woodlands provide many benefits, including:

- Alleviating around 520,000m³ of storm water, reducing stress on storm water drains and mitigating flood risk.
- Removing approximately 374 tonnes of pollution every year.
- A positive impact on mental health symptoms of stress and depression.
- All of our publicly owned woodland is open to the community

The Strategy commits to improving the quality of the city's woodlands so Sheffield residents can continue to realise the benefits that good quality tree coverage provide.

The Council will protect and enhance its woodlands to increase these benefits, especially in parts of the city where these benefits are currently realised to a lesser degree. We will also capitalise on our woodlands as a key asset in promoting the city's unrivalled credentials as a 'green city', alongside our Outdoor City Economic strategy.

We will increase visitor numbers and volunteering in woodlands that serve areas of Sheffield that have the lowest visitor numbers and the greatest health inequalities.

Woodlands and green spaces provide places for people to socialise, exercise, relax, connect with nature and to learn and explore. These benefits should be available to everyone in the city, but some areas have less access to woodlands or access to poorer quality woodland and so participation and visitor levels vary across the city.

To address low participation, visits and volunteering in some of our woodlands, the Council will introduce a number of measures including;

- Commit to greater consultation, discussion and volunteering work, in those areas where visitor numbers are currently low and health inequalities are high. This will be delivered via a combination of new tree planting, investment in quality, better promotion and new volunteering initiatives.
- Seeking and targeting additional resources – whereby the Council will seek new external funding specifically to support initiatives where woodland is of poor quality and where participation by the public is low. This will bring significant health and environmental benefits, but also high quality woodland will make areas more attractive to live, work and invest.
- Directing the Council’s existing Parks & Countryside Public Health money to improve access and participation in woodlands serving our areas of greatest health inequality. This will start with the potential investment of £100,000 in the Shirebrook Valley, a local nature reserve serving the areas of Woodhouse and Hackenthorpe and the wider South East of the city. It is a site which offers great opportunity for people to get outdoors and to exercise through walking and cycling. However the

site has a small, outdated visitor centre which is in a poor state of repair and there are no other facilities at the site. Subject to final business planning, these improvements will enable the site to welcome new volunteers and school visits and become accessible to not only the local community, but to people from across Sheffield, as a place to meet and experience the health and wellbeing benefits of the natural habitat.

- Refocusing the Council's Ranger team to develop dedicated programmes in our areas of highest health inequalities. The Rangers will work with volunteers and partners and increase community involvement in local woodlands, thus helping to improve mental and physical wellbeing with the people of Sheffield who need it the most. This will give greater focus, consistency and continuity to the Council's existing work in these areas and will allow much stronger personal links to be established with local people and with agencies who can offer financial and non-financial support. Referred to below we aim to achieve another Green Flag for a site in the East or North East of the city and the work of the Ranger service will be key to this through targeted engagement with local groups.

- Make woodlands safer by reducing antisocial behaviour. The Council will reinforce its work with South Yorkshire Police on joint initiatives to reduce illegal motorcycling and off road activity and invest in new technology to combat and catch those who are fly tipping in our green spaces. We know that a perceived lack of safety in some of our woodlands is the first and major stumbling block to participation. We will do everything possible to eliminate the anti-social behaviour of a few which currently prohibits the participation of many.

We will plant at least 100,000 additional trees and replace trees on a 2 for 1 basis in our greenspaces and woodlands over the next 10 years.

We know that good quality tree coverage provides many benefits and so

the Council will plant more trees in our greenspace, at least 100,000 more in the next 10 years, which is the biggest commitment the Council has ever given to tree planting in our greenspaces. They will be planted across the whole city, but largely in the areas where tree coverage is lowest and the health benefits will be greatest.

As well as planting the trees, the strategy renews the Council's existing commitment to managing them sustainably, meaning the right species will be planted in the right places, in line with the principles of good forestry and arboriculture practice. To help achieve this, the Council will create new and strengthen existing partnerships to help deliver the new commitment to 100,000 extra trees. What's more, the choice of tree species will be designed to increase the resilience of the tree stock to disease outbreak and climate change.

Sometimes trees have to be removed because they are diseased or dying, or pose a health and safety risk to the public. In addition to planting 100,000 new trees, the Council promises to plant two trees for every one that has to be replaced in the city's green space or woodland. The new trees might not always be in the same place, but they will be in the right place that will make sure they can thrive and provide valuable habitats for numerous animals and plants and increase the biodiversity of the area.

We will achieve at least one new Green Flag (national quality standard) woodland in the first 5 years of the strategy and bring all the Council's woodlands up to the Sheffield Quality Standard within 10 years

Thirteen of the council's parks and woodlands have been awarded the prestigious Green Flag quality mark for parks and green spaces. This is the highest number of flags of any authority in the region.

This national award offers assurance to the public that the space is

accessible, boasts the highest possible environmental standards, is beautifully maintained and has excellent visitor facilities. Each site is assessed against eight strict criteria, including, cleanliness, health and safety, sustainability, heritage and community involvement.

Of the thirteen sites, ten are parks or gardens and only two are woodland areas: Ecclesall Woods and Wheata Woods. Despite the budget pressures faced by the council there is still a commitment to investment in our outdoor city to increase the number of woodlands that can achieve these high standards.

The strategy outlines the Council's commitment to gain at least one more Green Flag award in an area in the east or north east of the city that will realise major environmental health benefits to the local community. This could be Wincobank Woods or Shirebrook Valley. The additional resources needed to deliver this commitment will be sourced from the Parks & Countryside Public Health spend which is currently being invested in the areas of the city with greatest health inequality.

The strategy also outlines the Council's commitment to improve the quality of all woodlands by bringing them all up to the Sheffield Quality Standard within no more than 10 years. This is a local initiative which sets out the minimum quality standard based on key aspects of the Green Flag assessment and will ensure that all the spaces will be clean, safe and well signposted. We know that safety and cleanliness are the core expectations of visitors and so our commitment to the Sheffield Standard in our woodlands will play a major part in driving up participation, with the greatest gains to come in areas where current participation is low.

2. HOW DOES THIS DECISION CONTRIBUTE?

The Strategy contributes to the Council's Corporate Plan 2015 -18

priority of thriving neighbourhoods and communities. It will ensure that people have access to high quality parks and open spaces. It also contributes to the priorities of better health and wellbeing and a strong economy.

The strategy has a direct influence on the delivery of the Outdoor City Economic Strategy. The implementation of the strategy will also play a role in mitigating climate change.

3. HAS THERE BEEN ANY CONSULTATION?

Consultation has taken place with key partners and groups in a workshop held at the Woodland Discovery Centre at Ecclesall Woods.

Members of the public were consulted via a drop in session in the Town Hall and an online survey was carried out which received over 200 responses.

The majority of people responding to the online survey were from the South West of the city. Whilst this is encouraging we need to focus improvements and provision in areas of deprivation in particular more tree planting and access. We also need to ensure that more feedback is generated from deprived communities to reflect their needs.

The key findings of the consultation noted (of those who responded)

- 88% were satisfied with Sheffield's woodlands
- The majority of people used our woods on a weekly basis
- Ecclesall Woods was the most visited woodland
- Walking, enjoying the trees, fresh air, exercise and relaxation were the reason for most visits to our woodlands.

The findings have been fed into the Strategy and influenced the aims.

We will therefore make a commitment to tree planting, improvement to access, addressing abuses in our woodland and refocussing the work of rangers to areas of deprivation to support friends groups in sites like Wincobank Wood .

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

Overall there are no significant differential, positive or negative, equality impacts from this proposal. The Strategy should have a positive impact on the people of Sheffield by providing access to nature, woodlands and trees across the whole city and providing opportunities for recreation.

4.2 Financial and Commercial Implications

There are no immediate direct financial or commercial implications arising from the Strategy. Any costs incurred with the strategy are being met by the general fund and existing revenue budgets, contracts or grant funding.

The implementation of any of the actions set out in the Action Plan, or any potential opportunities for generating income identified within the Strategy, may be subject to further decision making in accordance with the Leader's Scheme of Delegation, and the financial and commercial implications will be considered fully at that time.

4.3 Legal Implications

There is no legal requirement for the Council to have a Trees and Woodlands Strategy but to do so enables the Council to plan strategically in respect of its legal powers and duties. The Council's management of its trees, woodlands and countryside is governed by a number of statutory provisions which are listed with a description of their effect at Appendix 1 to the Strategy. They include:

- National Parks and Countryside Act 1949
- Forestry Act 1967

- Countryside Act 1968
- Wildlife and Countryside Act 1981
- Countryside and Rights of Way Act 2000
- Natural Environment and Rural Communities Act 2006
- Conservation (Natural Habitats, & c) Regulations 1994

The implementation of any of the actions set out in the Action Plan, or any potential opportunities for generating income identified within the Strategy, may be subject to further decision making in accordance with the Leader's Scheme of Delegation, and the legal implications will be considered fully at that time.

4.4 Other Implications

A Health Impact Assessment has been completed indicating that the Strategy will have a mainly positive impact on the health and wellbeing of residents.

5. ALTERNATIVE OPTIONS CONSIDERED

The only alternative option is to not have a Trees & Woodlands Strategy. This will not allow the Council to plan for the future and prioritise work and resource allocation in maintaining Sheffield's trees and woodlands.

6. REASONS FOR RECOMMENDATIONS

Sheffield is known as one of the greenest cities in Britain with one of the highest numbers of urban trees. Of the 2.7 million trees managed by Sheffield City Council, a large proportion is to be found in our ancient woodlands or upland forests on the edge of the city. These areas attract over 25 million visits each year, we are proud of our rich variety of urban parks, woodland, countryside and green spaces.

This Strategy complements Sheffield's Outdoor City Economic Strategy demonstrating that our trees and woodlands provide outstanding opportunities for health and relaxation. However there is still a lot to be done to address health inequalities across the city and this Strategy will ensure that access to good quality woodlands is improved for the people of the city who need it the most.

By working together we can maintain and protect Sheffield's valuable tree resource, ensuring the realisation of the wide range of benefits that trees and woodlands can offer, not just for today's citizens but for generations to come.

Appendix 1- Sheffield Trees and Woodlands Strategy 2018-2033

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Sheffield Trees and Woodlands Strategy 2018-2033

A vision for Sheffield's Urban and Rural Forest



Foreword

Councillor Mary Lea

Cabinet Member Culture, Parks and Leisure

Sheffield is one of the greenest and most wooded cities in Europe and also the greenest city in Britain. The city is proud of its rich variety of urban parks, woodland, countryside and other green spaces; they are extremely popular destinations, attracting over 25 million visits each year.

At a time when most local authorities are going through a period of great austerity, we cannot ignore our responsibilities for our trees and woodlands. We are custodians of this great resource which once fuelled the industrial revolution and built the city's reputation for iron and steel production. We will continue to manage our tree and woodland estate sustainably for future generations to enjoy.

Our 2.7 million trees represent over half of all the tree cover in Sheffield's Urban and Rural Forest most of which are to be found in our wonderful ancient woodlands or upland forests on the edge of the city. We have been working hard to improve our knowledge of our tree and woodland resource to help us plan better for the future.

This strategy complements our Outdoor City Economic Strategy showing Sheffield as a great Outdoor City with our trees and woodlands providing wonderful opportunities for health and relaxation. However there is still a lot to be done to address health inequalities in the city and we will look at ways to encourage more use of our woodlands in targeted areas to address this. We will aim to plant more trees where existing tree cover is lower than the city average.

The large number of city trees in woodlands, parks, streets, housing estates and cemeteries all combine to keep the city's air clean and provide the back drop for investment in Sheffield. By working together we can maintain and protect Sheffield's valuable resource, ensuring the realisation of the wide range of benefits that trees and woodlands can offer, not just for today's citizens but also for generations to come. As such we will continue to replace every tree removed in the cities greenspaces on a two for one basis.

It gives me great pleasure to support this Trees and Woodlands Strategy as Cabinet member for Culture, Parks and Leisure.

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Executive Summary

The trees and woodlands of Sheffield are collectively, one of the city's greatest natural assets, providing a range of benefits for the public and making urban areas more attractive and healthier places within which to live, work and play. The following strategy sets out the Council's vision, themes, aims and a series of actions.

The Council's vision is:

Working in partnership to provide outstanding resilient and sustainably managed trees and woodlands which are rich, diverse, healthy, attractive, and of maximum benefit to the public and wildlife.

There are 9 aims identified under 4 themes which complement the headings in the City Council's Green and Open Spaces Strategy (GOSS)

PEOPLE – “For all current and future generations to use and enjoy”

- **Aim 1: Enjoying and Raising Awareness of the Resource**
- **Aim 2: Community Involvement and Consultation**

PLACES – “Every area of the city”

- **Aim 3: Knowing the Tree and Woodlands Resource**
- **Aim 4: Risk Management and Public Safety**

ENVIRONMENT AND SUSTAINABILITY – “The greenest city in Britain”

- **Aim 5: Sustainable Management**
- **Aim 6: Climate Change Mitigation**
- **Aim 7: Bio-diverse and Resilient Trees and Woodlands**

QUALITY STANDARDS AND RESOURCES – “Green spaces of extraordinary quality”

- **Aim 8: Standards**
- **Aim 9: Working in Partnership**

Under the 9 aims there are a total of 53 actions which will help to deliver the strategy over the next 15 years.

This Strategy covers all trees and woodlands across Sheffield except the Council's 36,000 highway trees. Its main focus is on the 2.7 million trees managed by the Council's Parks and Countryside Service. Highway trees will be further developed in a supplementary street tree strategy in 2019 with partners in the city which will be a 'sub strategy' of the Trees and Woodlands Strategy.

Some of the headline actions from the strategy are as follows:

We will protect, enhance and promote Sheffield's trees and maximise their benefits in all parts of the city.

The council's commitment is to continue to develop a greater understanding of the value of the city's woodlands and associated ecosystems by building on the information provided by the recently completed i-Tree Eco survey. The strategy promises to protect, improve and promote this major natural asset for the city.

Sheffield trees and woodlands provide many benefits, including:

- Alleviating around 520,000m³ of storm water, reducing stress on storm water drains and mitigating flood risk.
- Our trees remove approximately 374 tonnes per year of key pollutants including Ozone, Carbon monoxide, Nitrogen dioxide, Sulphur dioxide and particulates
- A positive health impact on mental health symptoms of stress and depression.
- All of our publicly owned woodland is open to the community

The strategy commits to improving the quality of the city's woodlands so Sheffield residents can continue to realise the benefits that good quality tree coverage provide.

The council will protect and enhance its woodlands to increase these benefits, especially in parts of the city where these benefits are currently realised to a lesser degree. We will also capitalise on our woodlands as a key asset in promoting the city's unrivalled credentials as a 'green city', alongside our Outdoor City Economic strategy.

We will increase visitor numbers and volunteering in woodlands that serve areas of Sheffield that have the lowest visitor numbers and the greatest health inequalities.

Woodlands and green spaces provide places for people to socialise, exercise, relax, connect with nature and to learn and explore. These benefits should be available to everyone in the city, but some areas have less access to woodlands or access to poorer quality woodland and so participation and visit levels vary across the city.

To address low participation, visits and volunteering in some of our woodlands, the council will introduce a number of measures including;

- Commit to greater consultation, discussion and volunteering work, in those areas where visitor numbers are currently low and health inequalities are high. This will be delivered via a combination of new tree planting, investment in quality, better promotion and new volunteering initiatives.
- Seeking and targeting additional resources – whereby the council will seek new external funding specifically to support initiatives where woodland is of poor quality and where participation by the public is low. This will bring significant health and environmental benefits, but also high quality woodland will make areas more attractive to live, work and invest.

- Directing the council's existing Parks & Countryside Public Health money to improve access and participation in woodlands serving our areas of greatest health inequality. This will start with the potential investment of £100,000 in the Shirebrook Valley, a local nature reserve serving the areas of Woodhouse and Hackenthorpe and the wider South East of the city. It is a site which offers great opportunity for people to get outdoors and to exercise through walking and cycling. However the site has a small, outdated visitor centre which is in a poor state of repair and there are no other facilities at the site. Subject to final business planning, these improvements will enable the site to welcome new volunteers and school visits and become accessible to not only the local community, but to people from across Sheffield, as a place to meet and experience the health and wellbeing benefits of the natural habitat.
- Refocusing the council's Ranger team to develop dedicated programmes in our areas of highest health inequalities. The Rangers will work with volunteers, partners and friends groups and increase community involvement in local woodlands, thus helping to improve mental and physical wellbeing with the people of Sheffield who need it the most. This dedicated role will give greater focus, consistency and continuity to the council's existing work in these areas and will allow much stronger personal links to be established with local people and with agencies who can offer financial and non-financial support.
- Make woodlands safer by reducing antisocial behaviour. The council will reinforce its work with South Yorkshire Police on joint initiatives to reduce illegal motorcycling and off road activity and invest in new technology to combat and catch those who are fly tipping in our green spaces. We know that a perceived lack of safety in some of our woodlands is the first and major stumbling block to participation. We will do everything possible to eliminate the anti-social behaviour of a few which currently prohibits the participation of many.

We will plant at least 100,000 additional trees and replace trees on a 2 for 1 basis in our greenspaces and woodlands over the next 10 years.

We know that good quality tree coverage provides many benefits and so the council will plant more trees in our greenspace, at least 100,000 more in the next 10 years, which is the biggest commitment the council has ever given to tree planting in our greenspaces. They will be planted across the whole city, but largely in the areas where tree coverage is lowest and the health benefits will be greatest.

As well as planting the trees, the strategy renews the council's existing commitment to managing them sustainably, meaning the right species will be planted in the right places, in line with the principles of good forestry and arboriculture practice. To help achieve this, the council will create new and strengthen existing partnerships to help deliver the new

commitment to 100,000 extra trees. What's more, the choice of tree species will be designed to increase the resilience of the tree stock to disease outbreak and climate change.

Sometimes trees have to be removed because they are diseased or dying, or pose a health and safety risk to the public. In addition to planting 100,000 new trees, the council promises to plant two trees for every one that has to be replaced in the city's green space or woodland. The new trees might not always be in the same place, but they will be in the right place that will make sure they can thrive and provide valuable habitats for numerous animals and plants and increase the biodiversity of the area.

We will aim to achieve at least one new Green Flag (national quality standard) woodland in the first 5 years of the strategy and bring all the council's woodlands up to the Sheffield Quality Standard within 10 years.

Thirteen of the council's parks and woodlands have been awarded the prestigious Green Flag quality mark for parks and green spaces. This is the highest number of flags of any authority in the region.

This national award offers assurance to the public that the space is accessible, boasts the highest possible environmental standards, is beautifully maintained and has excellent visitor facilities. Each site is assessed against eight strict criteria, including, cleanliness, health and safety, sustainability, heritage and community involvement.

Of the thirteen sites, ten are parks or gardens and only two are woodland areas: Ecclesall Woods and Wheata Woods . Despite the budget pressures faced by the council there is still a commitment to investment in our outdoor city to increase the number of woodlands that can achieve these high standards.

The strategy outlines the council's commitment to gain at least one more Green Flag award in an area in the east or north east of the city that will realise major environmental health benefits to the local community. This could be Wincobank Woods or Shirebrook Valley.

We aim to achieve another Green Flag for a site in the East or North East of the city and the work of the ranger service will be key to this through targeted engagement with local groups.

The strategy also outlines the council's commitment to improve the quality of all woodlands by bringing them all up to the Sheffield Quality Standard within no more than 10 years. This is a local initiative which sets out the minimum quality standard based on key aspects of the Green Flag assessment and will ensure that all the spaces will be clean, safe and well signposted. We know that safety and cleanliness are the core expectations of visitors and so our commitment to the Sheffield Standard in our woodlands will play a major part in driving up participation, with the greatest gains to come in areas where current participation is low.

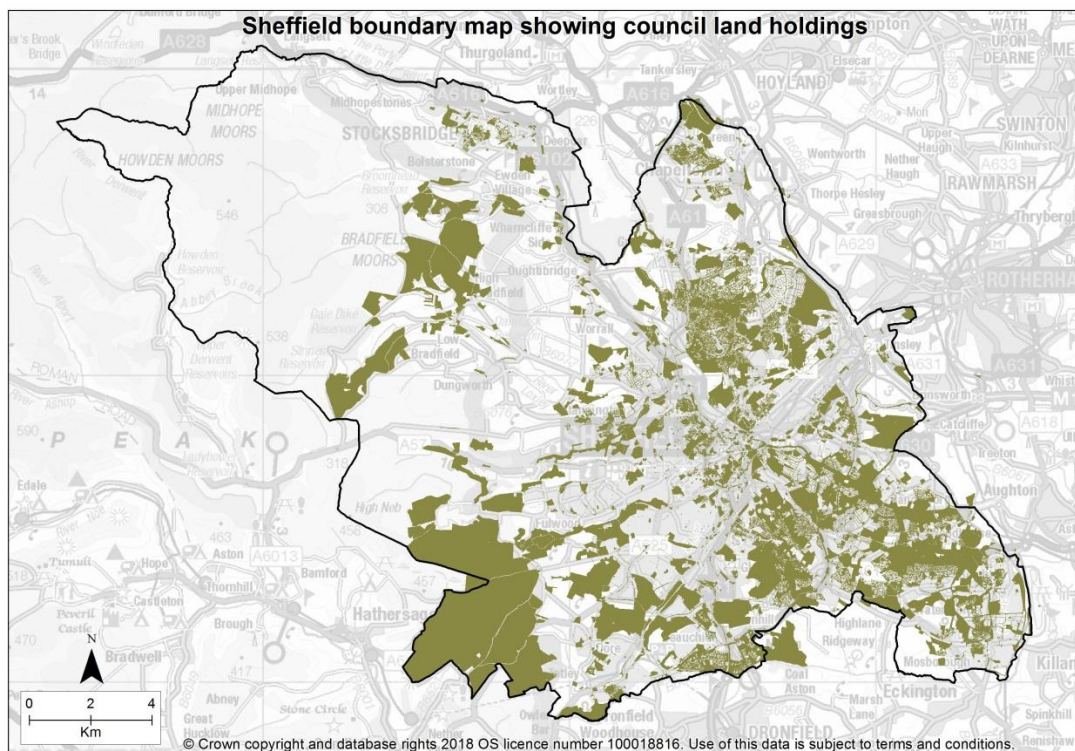
1. Context

1.1 Background

There are an estimated 4.5 million trees growing across Sheffield, making them a dominant feature of the landscape and collectively one of the city’s finest natural resources. Trees and woodlands provide a wide range of important benefits for people; making the city a healthier, more attractive place to live, work and play. Environments that are rich in trees attract inward investment, support local jobs and contribute to social, economic and environmental regeneration. Woodlands (particularly ancient woodlands) provide some of the most valuable wildlife habitats in the city and receive hundreds of thousands of visits each year. Trees also provide a renewable source of timber and other wood products. The woodland areas offer a unique natural environment and locally accessible recreation and education resource. Our tree and woodland estate contributes greatly to keeping the city’s air clean and helps alleviate flooding by slowing surface water runoff.

1.2 The Strategy

The Sheffield Trees and Woodland Strategy 2018 – 2033, covers the entire city, from the inner city to the parts of the Peak District National Park that falls within the Sheffield boundary. The actions that are outlined in the Strategy focus on local authority maintained trees and woodlands (excluding Highway trees) . However, it is hoped that by providing relevant context, advice and encouragement individuals and groups will be more informed and be able to take an active interest in privately owned trees and woodlands.



The Strategy has a **Vision**, followed by four main themes as defined in The Sheffield Green & Open Spaces Strategy¹ (**People, Places, Environment and Sustainability, Quality Standards and Resources**). Within each theme there are a number of aims each with a number of **actions**. Finally, the **vision, themes, aims and actions** are linked in a **5 year action plan** (see Appendix 5).

1.3 Legislation, Policy and Strategy Links

The Sheffield Trees and Woodland Strategy has been written in conjunction with the Sheffield City Council Corporate Plan 2015 – 2018², SCC Corporate Tree Risk Management Strategy³, and The Sheffield Green & Open Space Strategy (GOSS) 2010 – 2030⁴. The Outdoor City Economic Strategy⁴ has been approved and provides the framework to build the city’s reputation as the Outdoor City. A summary of relevant legislation, policies and strategies can be found in Appendix 1 and 2.

The tree facts and figures within this strategy come from data gathered during the i-Tree project (see section 2.0 for more detail). This significant project was carried out during 2017 to provide detailed information of existing tree cover including numbers, species, condition, longevity as well as a number of environmental benefits (ecosystem services) they provide.

1.4 Our Vision and Aims

Sheffield City Council’s 15 year vision for its tree and woodland resource is:

Working in partnership to provide outstanding resilient and sustainably managed trees and woodlands which are rich, diverse, healthy, attractive, and of maximum benefit to the public and wildlife.

Our Aims

PEOPLE – “For all current and future generations to use and enjoy”

- **Aim 1: Enjoying and Raising Awareness of the Resource**
We will provide opportunities for people to safely access and enjoy our trees and woodlands and raise awareness of their benefits to the city.
- **Aim 2: Community Involvement and Consultation**
We will provide the public with information and opportunities to get involved with tree and woodland management projects and proposals through consultation, discussion and volunteering.

PLACES – “Every area of the city”

- **Aim 3: Knowing the Tree and Woodland Resource**

¹ <https://www.sheffield.gov.uk/home/parks-sport-recreation/open-space-strategy.html>

² <https://www.sheffield.gov.uk/corporateplan>

³ <https://www.sheffield.gov.uk/home/parks-sport-recreation/trees-woodlands-strategies.html>

We will continue to develop a greater understanding of the extent and value of the tree and woodland resource and associated ecosystem services by building on the information provided by the recently completed i-Tree project.

- **Aim 4: Risk Management and Public Safety**

We will manage the risks posed by trees to people and property based on industry best practice and with consideration for the law, available resources and the economic, environmental and community value of trees.

ENVIRONMENT AND SUSTAINABILITY – “The greenest city in Britain”

- **Aim 5: Sustainable Management**

We will provide a tree and woodland resource across the whole city which is valued, enhanced and managed sustainably in accordance with the principles of good forestry and arboricultural practice.

- **Aim 6: Climate Change Mitigation**

We will mitigate the impact of global warming and climate change on our trees and woodlands and implement measures like natural flood management and flood alleviation schemes where necessary and appropriate.

- **Aim 7: Bio-diverse and Resilient Trees and Woodlands**

We will maximise the benefits of our trees and woodlands for wildlife and identify and appropriately manage any threats to our tree stock from pests and diseases.

QUALITY STANDARDS AND RESOURCES – “Green spaces of extraordinary quality”

- **Aim 8: Standards**

We will manage our trees and woodlands in line with all the appropriate national and local industry standards.

- **Aim 9: Working in Partnership**

We will create and strengthen existing local and national partnerships to enable effective future development and management of trees and woodlands and successful delivery of the actions in this Strategy.

1.5 5 Year Action Plan

An additional document that complements the Trees and Woodland Strategy is the 5 Year Action Plan which identifies the who, what and when in terms of the actions identified in the strategy. (See Appendix 5).

1.6 Strategy Monitoring and Review

The Strategy and Action Plan will be reviewed on an annual basis and updated following any significant change in legislation, policy or best practice.

2 Our Tree and Woodland Resource



Tree and woodland surveys have been carried out in Sheffield over many years to provide information about all tree and woodland cover but also specifically about trees and woodlands managed by the Council. These surveys have included levels of tree cover, range of species present and age profiles. In order to plan for and manage our trees and woodlands it is important that we continue to keep this information up-to-date and comprehensive.

The i-Tree Eco digital survey system was developed by the US Forestry Service and brought to the UK by Treeconomics and Forest Research. It is an internationally recognised citywide tree survey approach and is currently being undertaken in a number of cities across the UK and in over 100 countries worldwide. A city-wide i-Tree survey was carried out in Sheffield in 2017. The survey system collects and uses tree measurement data from plots located across a city along with local pollution and weather data to provide a broad picture of tree cover across the entire city. This makes it possible to:

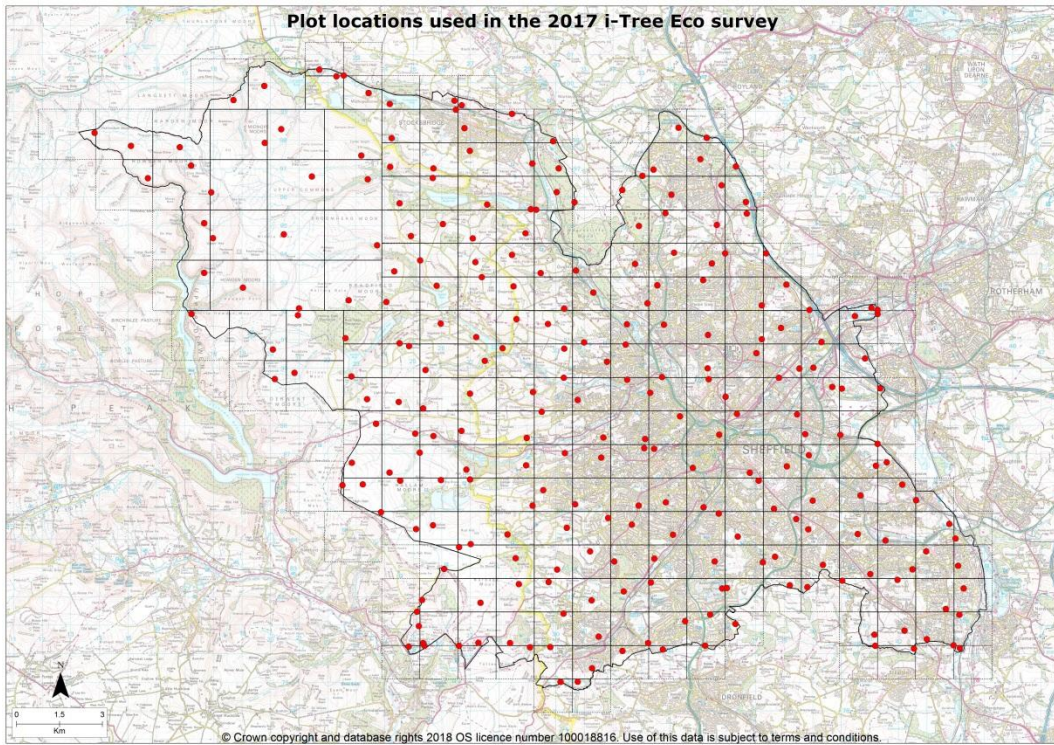
- Characterise the structure of the tree population; numbers, species, age and condition.
- Quantify tree benefits such as air quality improvement, CO₂ uptake and storm water control.
- Assess the value of the annual benefits derived from these functions.

The Council carried out a survey using the i-Tree Eco system in the summer and autumn of 2017. This included detailed inspection of all trees and shrubs in over 250

plots across Sheffield alongside recording of groundcover and land use information. Some of the headline results from this survey are as follows:

- There are approximately 3.8 million trees in the local authority area (with a trunk diameter over 7cm).
- We have estimated that there are at least a further 650,000 trees with a smaller trunk diameter (0-7cm) which would give us an estimated total of 4.5 million trees⁵.
- 60% of these trees (2.7 million trees) are growing on public land with the remaining 40% (1.8 million trees) are growing on private land.
- The total tree cover of Sheffield is 18.4% and 21.6% in the urban area of the city.
- The most common species are Silver Birch (*Betula pendula*), Sessile Oak (*Quercus petraea*) and Sycamore (*Acer pseudoplatanus*). 9 out of 10 of the most common species are native (see 2.1 below).
- Pollution removal: Our trees remove approximately 374 tonnes per year of key pollutants including Ozone, Carbon monoxide, Nitrogen dioxide, Sulphur dioxide and particulates.
- Carbon storage and sequestration: Our trees currently store 545,000 tonnes of carbon and sequester a further 21,800 tonnes of carbon annually.
- Alleviating around 520,000m³ of storm water, reducing stress on storm water drains and mitigating flood risk.
- Avoided rainwater run-off: Our trees capture approximately 1.2 million cubic metres of rainwater per year, the equivalent of almost 500 Olympic swimming pools worth, significantly helping to alleviate the risk of flooding .

⁵ The estimated number of additional trees is based on average figures for small trees (0-7cm dbh) in other i-Tree surveys in the US and UK.



2.1 Species mix

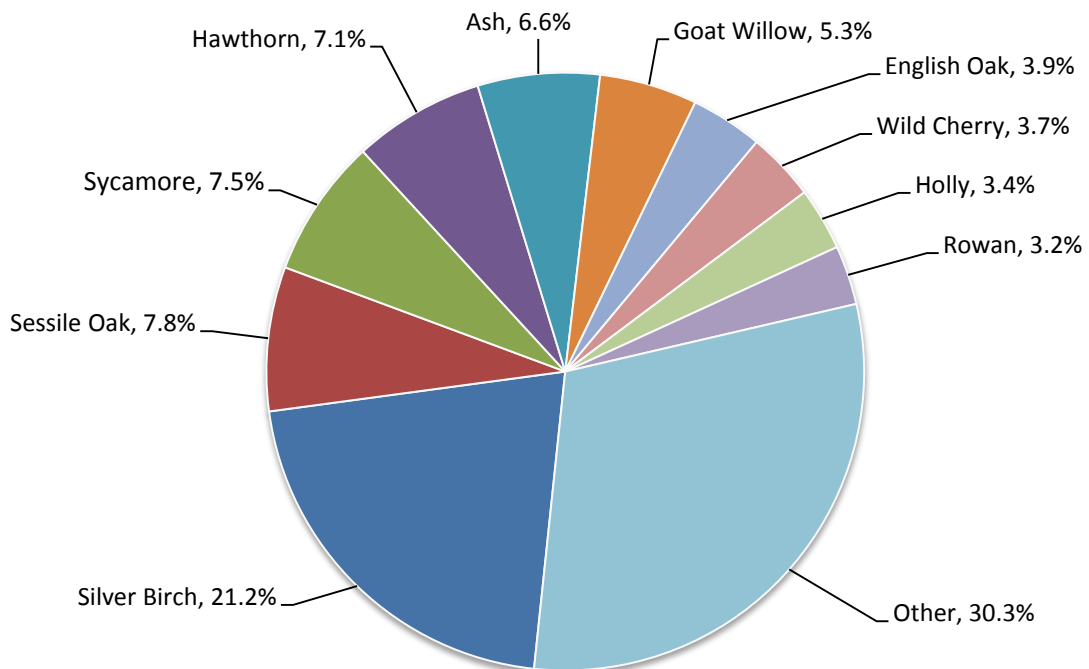


Fig 1: most common tree species found in Sheffield

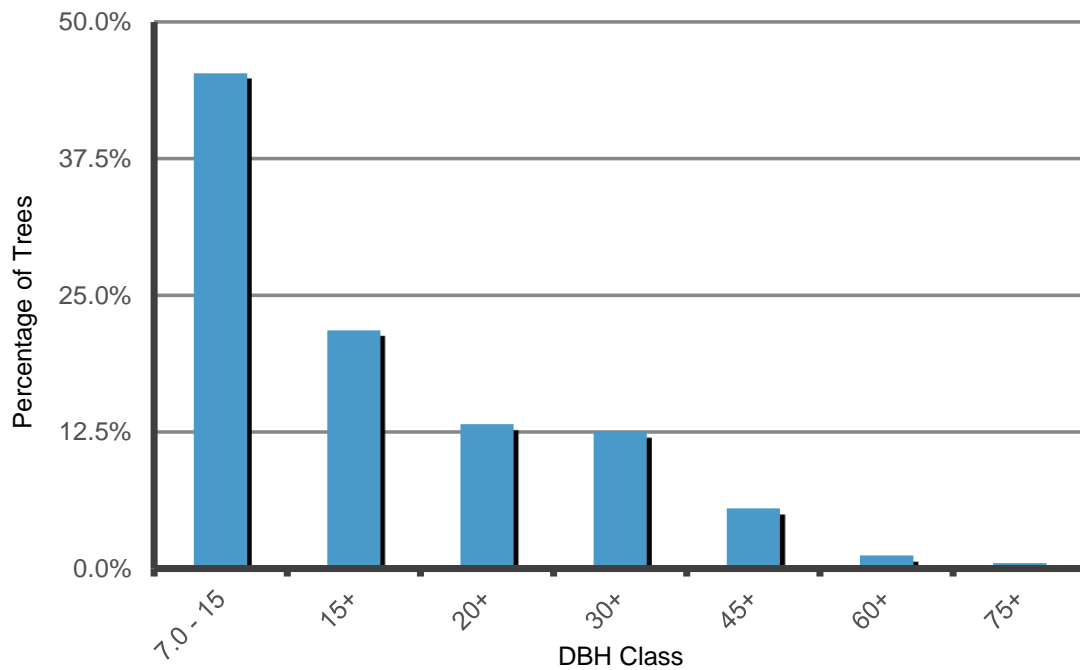


Fig 2: Showing tree cover by trunk diameter

Around 70% of trees in Sheffield are made up of 10 species. The three most common species are Silver Birch (21.2%), Sessile Oak (7.8%) and Sycamore (7.5%).

2.2 Tree structure and condition

Trunk size

The i-Tree project only measured individual trees with a trunk diameter greater than 7cm. Figure 3 shows the proportion of trees within each size class by trunk diameter⁶. The omission of small diameter trees is standard practice for tree surveys and is due to reasons of cost versus impact. Evidence from other i-Tree surveys both in the UK and abroad indicate that on average a further 15-20% of trees make up the 0-7cm diameter at breast height (dbh) category (therefore an additional estimated 676,000 trees could be added to the i-Tree figure). However given the fact that there are approximately 1.6 million trees in the next size category (7 – 15cm), it is likely that there are potentially significantly more in the 0-7cm category. Further investigation is planned in 2018 to clarify this figure.

⁶ Trunk diameter was measured as the standard DBH (diameter at breast height), measurement, 1.3m from the ground.

Tree Condition

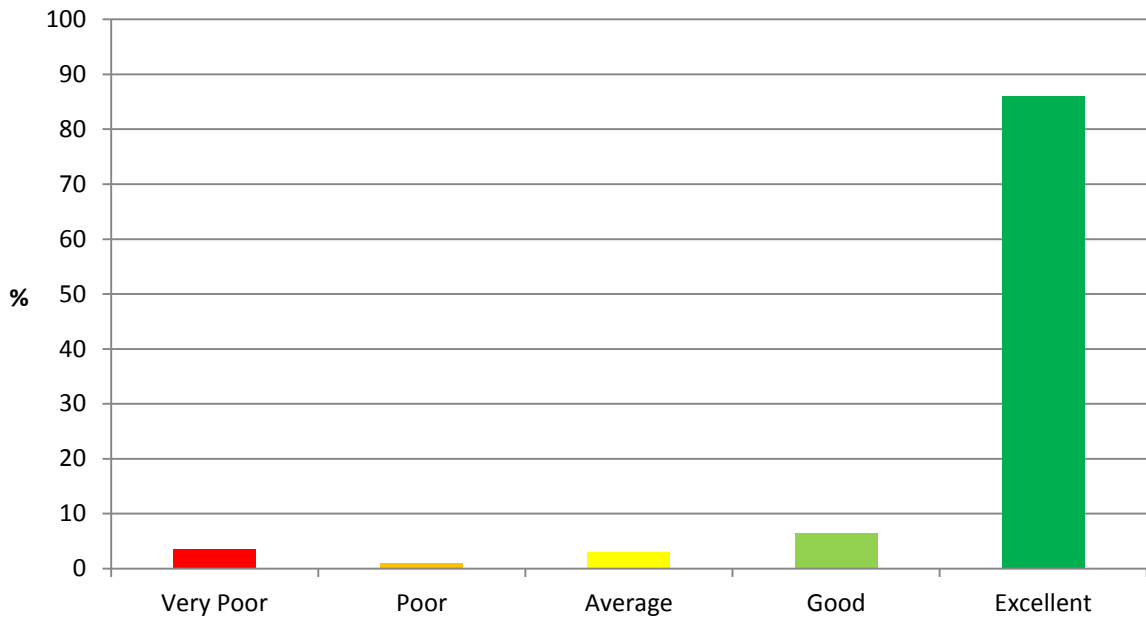


Fig 3: Showing 'condition' class of those trees surveyed

Life expectancy

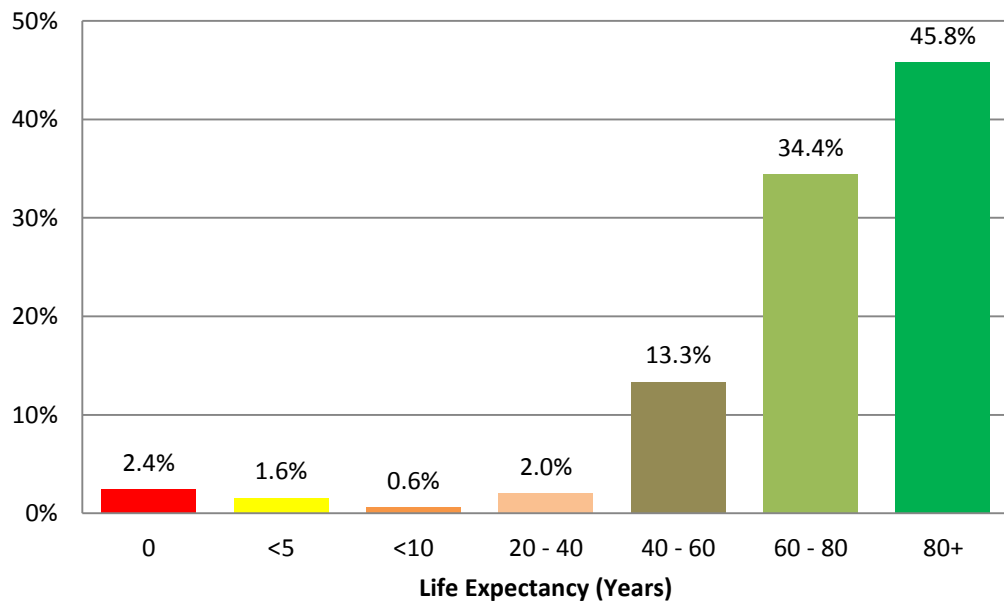


Fig 4: Safe Useful Life Expectancy (SULE) of trees in Sheffield

The estimated life expectancy of trees in Sheffield (Fig 5), shows that around 80% of trees have a life expectancy of at least 60 years whilst only just over 2% were found to be dead.

2.3 Ownership

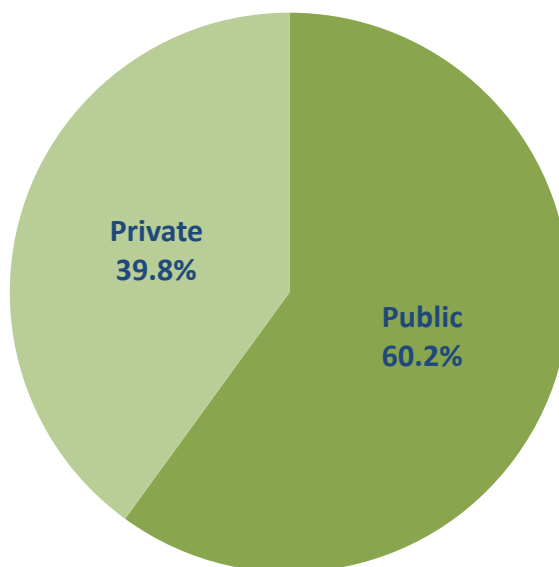


Fig 5: Tree ownership – public/private

The survey indicated that the majority of trees within Sheffield (60%) are in public ownership. The vast majority of these are found in our extensive woodland cover.

2.4 Carbon Sequestration and Storage

Climate change is a major issue globally. A key contributor to climate change is the amount of carbon dioxide emitted from fossil fuel based power sources, e.g. cars and heavy industry. Trees help mitigate climate change by sequestering (storing carbon in their biomass – trunks, branches, leaves), carbon from the atmosphere through photosynthesis. The amount of carbon sequestered is increased with the size and health of the trees. The amount of carbon stored differs between species. The total sequestration rate of Sheffield's trees is 21,800 tonnes per year.

As a tree dies and decays, it releases much of its stored carbon back into the atmosphere. Planting long lived trees and ensuring they remain in good health will help extend the length of time the carbon remains in storage. The trees in Sheffield are estimated to store a total of 545,000 tonnes of carbon. Of the existing species, the Sessile Oak population stores the most carbon (approximately 18% of the total) whilst Silver Birch sequesters the most (approximately 20% of the total).

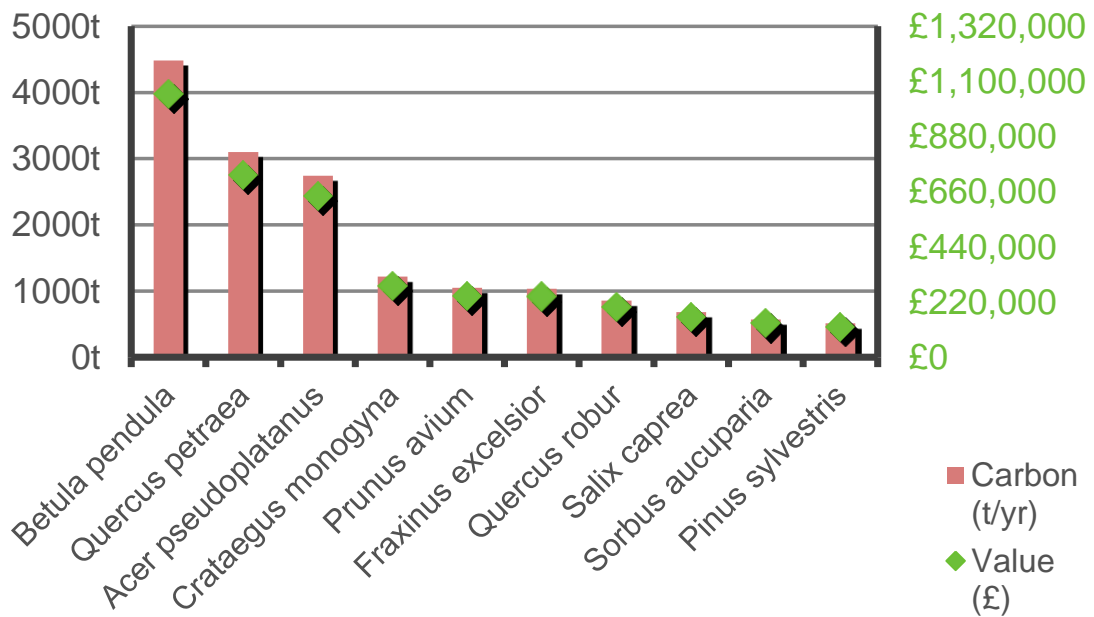


Fig 6: Amount of carbon absorbed (sequestered) each year by those species with the greatest sequestration

2.5 Pollution Removal

Air pollution is a common problem in many large cities. It can have a direct impact on human health as well as damaging the environment. Trees can help improve air quality by removing particles of pollutant from the air. Pollution removal by trees in Sheffield was estimated using data from the i-Tree survey along with available pollution and weather data. It is estimated that our trees remove over 374 tonnes of air pollution annually, comprised of ozone (O₃), carbon monoxide (CO), nitrogen dioxide (NO₂), particulate matter less than 2.5 microns (PM2.5) and sulphur dioxide (SO₂).

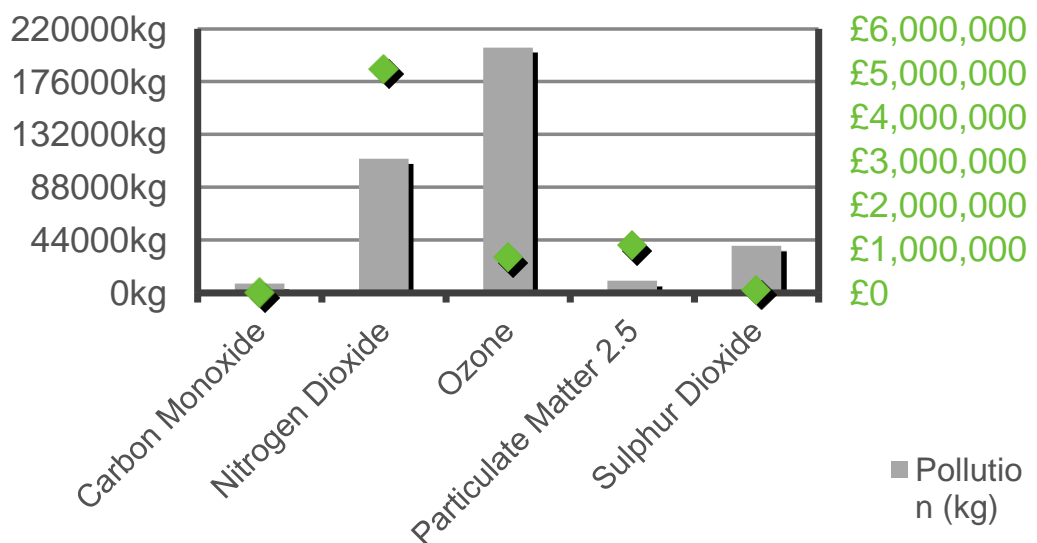


Fig 7: Amount and value of various types of airborne pollutants removed by our trees. The table shows amounts (kg) in grey and value (£) in green

2.6 Replacement Costs and Functional Values

Trees and woodlands have a value in terms of the cost of replacement as well as a functional value based on the functions the trees perform. The cost of replacement increases with the number and size of healthy trees. Values and benefits can also decrease as the amount of healthy tree cover declines.

The trees and woodlands in Sheffield have the following values⁷.

- Cost of replacement: £1.43 billion
- Value of total carbon storage: £34.8 million
- Annual carbon sequestration: £1.39 million
- Annual avoided rainwater run-off: £1.81 million
- Annual pollution removal: £2.3 million

2.7 Comparison with other UK cities

City	Total tree numbers (7cm trunk diameter and above)	Trees per person (7cm dbh and above)	Average Trees per hectare	Tree cover (In the urban area)
Sheffield	3,864,000	7	105	21.6%
Greater London	8,421,000	1	53	14%
Edinburgh	638,000	1	56	17%
Glasgow	2,000,000	3	113	15%
Swansea	530,000	2	76	16%
Oldham	466,800	5	33	11.8%
Wrexham	364,000	6	95	17%
Bridgend	439,000	3	99	12%
Torbay	818,000	6	128	11.8%

To date a number of UK cities have undertaken i-Tree surveys of their tree population. The table above shows some of the results for numbers of trees within the survey area. All figures are for the number of trees measured with a trunk diameter of 7cm or greater measured at breast height (the minimum size for individual tree measurements within the i-Tree project).

⁷ replacement costs are calculated using the CTLA method with values derived from The Royal Institute of Chartered Surveyors and Barchams and Hilliers tree nurseries

3. Strategic Theme: People

“For all current and future generations to use and enjoy”

Aim 1: Enjoying and Raising Awareness of the Resource

We will provide opportunities for people to safely access and enjoy our trees and woodlands and raise awareness of their benefits to the city.



3.1 Benefits and Context

There are clear and tangible benefits of trees and woodlands. The Natural Environment White Paper⁸ recognised the value and potential for green spaces to support and contribute to everyone’s health and wellbeing. This is also reflected in the Public Health Outcomes Framework⁹, which underpins the public health duty of local authorities. We will make the most of the environmental, health, educational and economic benefits of our trees and woodlands on offer to the people of Sheffield. We aim to ensure that Sheffield’s woodland estate continues to offer a significant increase in the quality of life for those who visit, work and play in them.

⁸ <http://www.parliament.uk/business/committees/committees-a-z/commons-select/environment-food-and-rural-affairs-committee/inquiries/parliament-2010/the-natural-environment-white-paper/>

⁹ <http://www.phoutcomes.info/>

There is strong evidence of the value and benefits to people of trees within streets, parks, open spaces and woodland and of the importance of a healthy and sustainable tree population, these include:

Environmental Benefits

- Improvements to air quality by filtering pollutants such as particulate matter, CO₂, NO_x and creating barriers to ultraviolet radiation. Sheffield's trees remove 374 tonnes of air pollution including ozone (O₃), carbon monoxide (CO), nitrogen dioxide (NO₂), particulate matter less than 2.5 microns (PM2.5), and sulphur dioxide (SO₂) per year (data from i-Tree 2017).
- Regulating and reducing high temperatures resulting from urban heat island effects.
- Absorbing CO₂ emitted from transport, domestic and industrial processes and acting as carbon stores. Sheffield's trees sequester 21,800 tonnes of carbon each year and store a total of 545,000 tonnes (i-Tree 2017).
- Taking up approximately 1,193,373 cubic metres of water helping to offset the likelihood of flooding.

Health Benefits

- Providing a natural environment which can reduce stress, improve wellbeing and enhance recreation experiences.
- Improving physical, mental and spiritual wellbeing.

Community and Educational Benefits

- Providing an accessible education resource allowing learning through play, adventure and exploration, and engaging children and young people.
- An opportunity for everyone to learn about the environment and to participate in tree planting projects to encourage wildlife and to green their local area.

Economic Benefits

- People prefer to live, work and play in a green, leafy environment. Studies have shown that average house prices are up to 18% higher where the property is associated with mature trees – conversely there is a strong correlation between poor quality environments and deprived neighbourhoods.

Headline Action 1

We will protect, enhance and promote Sheffield's trees and maximise their benefits in all parts of the city.

3.2 Successful Working

A number of projects and approaches have been completed in recent years that support the key aims of this strategy and serve as examples of best practice:

The Woodland Discovery Centre at Ecclesall Woods

The award winning Woodland Discovery Centre at Ecclesall Woods funded through the JE Graves Trust and operated in partnership with the Sheffield and Rotherham Wildlife Trust continues to provide the focal point for our education offer for the

city. Six businesses operate from the centre and woodland ceremonies and parties are now carried out in several venues. A growing programme of woodland based crafts and courses are also available. A Masterplan is being developed to improve the site over the next ten years.

Making Tracks

This programme has seen the development of several exciting mountain bike tracks around the city alongside user engagement and involvement. The momentum for this work has led to new partnerships and projects which have been crowdfunded and supported by companies including Go Outdoors and Vulcan Engineering in particular in Parkwood Springs, Lady Canning’s Plantation with plans to extend to other areas of the city, e.g. Redmires.

Roots of Iron

In partnership with the Friends of Wincobank Hill we delivered a joint project aiming to involve young people and to celebrate the unique ancient history of the site. The project aimed to re-connect young people with the woodland site and to celebrate its unique heritage as a former iron-age hillfort. The project’s ‘Light Up the Hill’ event is still well attended.

3.3. Using and Enjoying the Tree and Woodland Resource



Many people find a green environment relaxing. Research has been carried out in this field for many years with clear clinical evidence that such surroundings reduce stress and negative emotions, such as anger. In Sheffield, trees enhance the recreational experience available on people's doorsteps, in streets, parks, woodlands and open spaces. Research has identified the wellbeing benefits gained by different communities from engaging with and accessing woodlands and forests in Britain¹⁰. A range of projects, interventions and design principles have been determined that are particularly effective at realising improvements in health and wellbeing of people.

In their final report the Independent Panel on Forestry who advised government on the future direction of forestry and woodland policy stated:

We want as many people as possible to be able to access green space including woodlands, for exercise, leisure and recreational purposes and in particular, we are keen to see greater multi-use access to woodland in and around our towns and cities. We will work with others to explore opportunities for increasing access. We believe that this is best done at the local level, for example through the further development of Rights of Way Improvement Plans.

Independent Panel on Forestry 2012¹¹

Woodlands and Forestry are at the core of Government's commitment to improve the environment and they feature prominently in the October 2017 Clean Growth Strategy and the January 2018 25 Year Environment Plan.

Based on research obtained from the development of the Outdoor City Economic Strategy the majority of people using our green spaces in Sheffield enjoy walking and dog walking, horse riding, cycling and running.

Action 2

As the Local Highway Authority we will appoint and work with the Local Access Forum (which helps to inform the Rights of Way Improvement Plan) to co-ordinate improvements to public access to our woodlands.

¹⁰ O'Brien, L. & Morris, J. (2014) Well-being for all? The social distribution of benefits gained from woodlands and forests in Britain, *Local Environment* 19 pp 356-383.

¹¹ <https://www.gov.uk/government/groups/independent-panel-on-forestry>



Sheffield Outdoor City Economic Strategy

Sheffield's reputation as the 'Outdoor City' builds upon important events hosted by the city celebrating climbing and adventure sports. To acknowledge this and develop it further the Council has produced an Outdoor City Economic Strategy. This recognises Sheffield as one of England's greenest cities and the only major city in the UK to have a National Park within its boundary. The strategy identifies that the city is nationally renowned for mountain biking, and home to the country's only city centre mountain biking facility at Parkwood Springs. The city hosts 'Cliffhanger', the largest inner-city festival dedicated to celebrating the outdoors in the UK. The city was voted the 'best city to live in for countryside lovers' by BBC Countryfile in 2014. Examples of our current notable projects that complement the Outdoor City Economic Strategy include:

Run Routes

A programme supported by Sport England has seen the development of over 30 signed and mapped run routes across fifteen locations in parks and woodlands across the city.

Self-Guided and Easy Going Trails

A range of self-guided leaflets for many of our sites have been developed and we are developing new online and mobile technologies to enhance people's understanding of our sites including audio trails and use of smartphone Apps and QR codes.

Action 3

We will continue to develop recreational opportunities in our woodlands and facilities to encourage participation and better health for the people of Sheffield.

3.3.1. Future Challenges

We face a number of challenges to ensure people are able to use and enjoy our trees and woodlands in the future. They include, car parking, dog exercising and fouling, fly tipping and the illegal use of sites by 4x4s, quads and off-road motorbikes.

Car Parking Provision

New opportunities for funding improvements to car parks will be investigated. Where feasible, opportunities for pay and display car parking will be explored. This will start with the Woodland Discovery Centre at Ecclesall Woods and we will investigate other sites as and when funding allows.

Dog Exercising and Dog Fouling

The majority of dog walkers using our sites are responsible people who clean up after their pets. Unfortunately a growing number allow their dogs to defecate on paths, jump up at people or let them wander off with the risk that ground nesting birds are disturbed. This is compounded by the increased number of people employed as professional dog walkers who sometimes can have up to 6 or 7 dogs in their care which can be intimidating and in some cases lead to a significant increase in dog faeces adjacent to public paths.

Fly Tipping

The cost of dealing with fly tipping on green spaces in 2017 was in excess of £60,000 including the need for a dedicated litter team. We need to reduce this cost by trying to identify those responsible and taking the necessary legal action. We have invested in dedicated CCTV equipment and will carry out overt monitoring and targeting where the problem persists.

4x4 and off-road motorcycles

Illegal motorcycling and off-road activity has increased in a number of our woodland sites in particular Westwood Country Park, Wincobank Hill, Gleadless Valley and Shirebrook Valley. Appropriate barriers will be maintained at all key access points e.g. K barriers. Where boundary fencing has been removed to gain illegal entry it will be replaced where possible. We will continue to monitor this problem and work with South Yorkshire Police on joint initiatives to tackle the issue at key locations.

Action 4

We will explore measures for preventing the abuse of our woodland sites from illegal activities and to tackle antisocial behaviour.

3.3.2. Signage and Interpretation

The 'Sheffield Standard' which is used as a minimum quality standard for our sites (see Appendix 4), requires them to be safe, clean and adequately signed. We are constantly reviewing our on-site signage and interpretation and looking at funding opportunities to improve how we communicate our vision and information about sites and features. Previous successful funding sources have included: Heritage Lottery Funding for Ecclesall Woods and Wincobank Hill and Planning Gain from Section 106 funding¹².

Action 5

We will maintain adequate site signage and where funding can be identified, provide additional on-site interpretation where it is required making best use of new technologies.

3.3.3. Public Art in Woodlands

The Trees and Woodlands Team has had a long tradition of supporting and commissioning art installations in our woodlands. Jason Thompson, Lorraine Botterill and Henk Littlewood are some of the local artists who have contributed to this. We aim to provoke a response through art and inspire people to use our woodlands. We also aim to ignite children's imagination. The 'portals project' combines Health and Safety work to tree roots under vulnerable trees with an opportunity to install doorways, sometimes referred to as fairie doors. Two have now been installed in the Porter Valley at Forge Dam and Endcliffe Park and have proved very popular with children. The aim will be to install eight more doors across the city which will eventually be brought together into an illustrated book with the aim of encouraging children to get out into the countryside and inspiring them to read.

Action 6

We will support the installation of appropriate art initiatives in our sites to help inspire people and ignite their imaginations

¹² S106 overview <https://www.local.gov.uk/pas/pas-topics/infrastructure/s106-obligations-overview>



Aim 2: Community Involvement and Consultation

We will provide the public with information and opportunities to get involved with tree and woodland management projects and proposals through consultation, discussion and volunteering.

3.4. Community Involvement

A true and sustainable woodland culture needs to be built from the ground up and must be based on the needs, interests and enthusiasm of local people.

Independent Panel on Forestry Final Report 2012

We have a long tradition of community involvement harnessing additional experience, knowledge and skills. The service currently involves the community in a range of ways, e.g. Sheffield Green Spaces Forum, Friends Groups, individual and corporate volunteers and the Sheffield Woodland Environmental Enhancement Project (SWEEP). Community involvement and participation will be based on the type of project and the resources available.

Headline Action 7

We will increase visitor numbers and volunteering in woodlands that serve areas of Sheffield that have the lowest visitor numbers and the greatest health inequalities.

3.4.1. Community Tree Planting (Community Forestry)

Community forestry has been a real success for Sheffield with the good practice recognised nationally in the Trees in Towns II survey published by DCLG in 2008¹³. Approximately 100,000 new trees have been planted in our open spaces over the past five years, over 90,000 of these were planted by our community forestry team and a significant proportion have been undertaken with close community involvement. Community forestry programmes have a vital role to play in maintaining sustainable, safer, healthier green spaces that are welcoming to residents and that encourage a sense of ownership.

Community tree planting is an inclusive activity involving local people, schools and community groups at each stage from planning and decision making, through to implementation, planting and tending the trees. A key factor in the success of planting schemes is the early involvement and engagement of the local community. Schemes that have been co-designed with local residents are likely to be looked after, 'policed' and valued by a community who feel a sense of ownership for the scheme.

Community forestry projects in Sheffield have included tree planting to improve local parks and green spaces, school grounds, transport corridors, pocket woodlands and commercial centres and the successful delivery of youth programmes and school holiday activities. The cost of a tree is a fraction of its potential value when you consider the beneficial impact it can have on the environment for hundreds of years.

Action 8

We will involve and engage the local community in community based tree planting projects and work in partnership with other organisations to continue the good work we have started.

3.4.2. Education and Outdoor Learning

Trees and woodlands are an educational resource where children can learn through play, adventure and exploration. The benefits of outdoor play and learning are well documented and supported by national organisations such as the Scouts, Guides and the National Trust. Forest School initiatives offering outdoor activities are very popular in the city. Children can also learn about the value of the environment through participating in tree planting projects to encourage wildlife, and to green their local area. Woodlands provide a valuable resource for local interest groups of adults who cherish the woodland environment for its natural, historic, archaeological and artistic merits.

The Woodland Discovery Centre at Ecclesall Woods continues to be at the heart of our education programme providing pre-planned and bespoke opportunities including craft courses, wild play and theatre workshops. We have developed this

¹³ https://committeeadmin.lancaster.gov.uk/documents/s21579/Appx2_TreesInTowns.pdf

offer by working in partnership with other organisation in particular the Sheffield and Rotherham Wildlife Trust. We have brought together people with valuable skills and experience which they can share and pass on to others.

The Trees and Woodland Team has a strong reputation for supporting children's activities delivered mainly at the Woodland Discovery Centre at Ecclesall Woods. Some of the initiatives are highlighted below:

Woodland Toddlers

We have a growing interest in providing good quality children's facilities and the toddler group operating at the Woodland Discovery Centre at Ecclesall Woods reflects this.

Grow Theatre

We support a creative group of young people based at the Woodland Discovery Centre at Ecclesall Woods. They have produced an imaginative audio trail around the woods which can be heard via a set of headphones available for hire at the centre.

Craft Courses

To complement our offer to people at the centre we have developed an exciting range of craft courses that allow people to re-connect with traditional woodland crafts including hurdle making and green woodworking on a pole lathe¹⁴.

Events

We run a small number of events from the Woodland Discovery Centre at Ecclesall Woods including Feast in the Forest, Spring into the Woods and our Christmas event and we will continue to do so where resources exist.

Schools and Forest Schools

The Forest Schools Association states that 'Forest School is an inspirational process that offers all learners regular opportunities to achieve and develop confidence and self-esteem through hands-on learning experiences in a woodland or natural environment with trees. Forest School is a specialised learning approach that sits within and compliments the wider context of outdoor and woodland education'.

Sheffield has the reputation as the home of Forest Schools and over the years many forest school activities have developed throughout the city. We will continue to

¹⁴ www.ecclesallwoodscraftcourses.co.uk

support Forest Schools activity and requests from people to use our woodlands through appropriate licences whilst ensuring that quality standards are being met.

The Ranger Service can offer support to schools in particular where grants support school visits, for example the Higher Level Stewardship Scheme. Where capacity allows bespoke opportunities can be arranged for an appropriate fee. A range of environmental education opportunities are being provided by our partner the Sheffield and Rotherham Wildlife Trust and can be booked via their website¹⁵.

Action 9

We will look at how we can sustain and develop our education offer.

3.4.3. Volunteers and Groups

A significant number of people in Sheffield volunteer their time (in excess of 5,000 hours per year), and are part of organised groups which contribute to, manage and have an interest in trees, woodlands and green spaces within the city. Involvement includes practical conservation management and maintenance of green spaces, publicising activities and events, fundraising, promoting and protecting these natural assets for all to enjoy.

Volunteers

These are the stewards of the natural environment and ambassadors for the outdoors. Becoming a volunteer brings opportunities, skills, knowledge and confidence to those involved. Younger people particularly benefit from the experience and volunteering opportunities within the outdoors. With a high proportion of work in this sector being seasonal, volunteering offers many young people their first taste of life in a workplace environment. We have a strong reputation for working with volunteers and we will maintain this commitment. The Sheffield Woodland Environmental Enhancement Project (SWEEP) which operates from the Woodland Discovery Centre at Ecclesall Woods is one example.

Action 10

We will continue to offer opportunities for engaging with the community and volunteering. Opportunities exist with the Ranger Service through individual and corporate volunteering or placements.

Local Groups

There are over 70 Friends of groups and a citywide Sheffield Green Spaces Forum, all of which contribute to help maintain, publicise, promote and protect Sheffield's valuable green spaces. The Ranger Service works with many of the active groups in the city which include:

Friends of Ecclesall Woods

¹⁵ <https://www.wildsheffield.com/discover/outdoor-learning/book-with-us/>

Friends of Wincobank Hill
Rivelin Valley Conservation Volunteers
Sheffield Conservation Volunteers
Friends of Porter Valley
Friends of Gillifield Wood
Beauchief Environment Group
Grenoside Conservation Group
Gleadless Valley Wildlife Group

and many more...

3.4.4. Ranger Service

Sheffield currently has a team of Rangers whose primary role is to engage and support Friends groups in practical conservation work and volunteering opportunities. In addition the Rangers have a land management role supporting the Woodland and Ecology Teams with practical land management works and woodland risk assessments. They also carry out 'Sheffield Standard' assessments for our greenspaces. The 'Sheffield Standard' is a minimum quality standard that we aspire to for our sites around cleanliness, safety and adequate signage (see Appendix 4). Education work continues to be delivered from the Woodland Discovery Centre at Ecclesall Woods and through the Higher Level Stewardship Scheme for example.

We will refocus the council's Ranger team to develop dedicated programmes in our areas of highest health inequalities. The Rangers will work with volunteers, partners and friends groups and increase community involvement in local woodlands, thus helping to improve mental and physical wellbeing with the people of Sheffield who need it the most. This dedicated role will give greater focus, consistency and continuity to the council's existing work in these areas and will allow much stronger personal links to be established with local people and with agencies who can offer financial and non-financial support.

Action 11

The Ranger Service will continue to provide support for volunteers, community groups and Friends groups working on our sites.

We will continually review and refocus the work of the Rangers to meet our community involvement commitments in deprived areas of the city.

4. Strategic Theme: Places

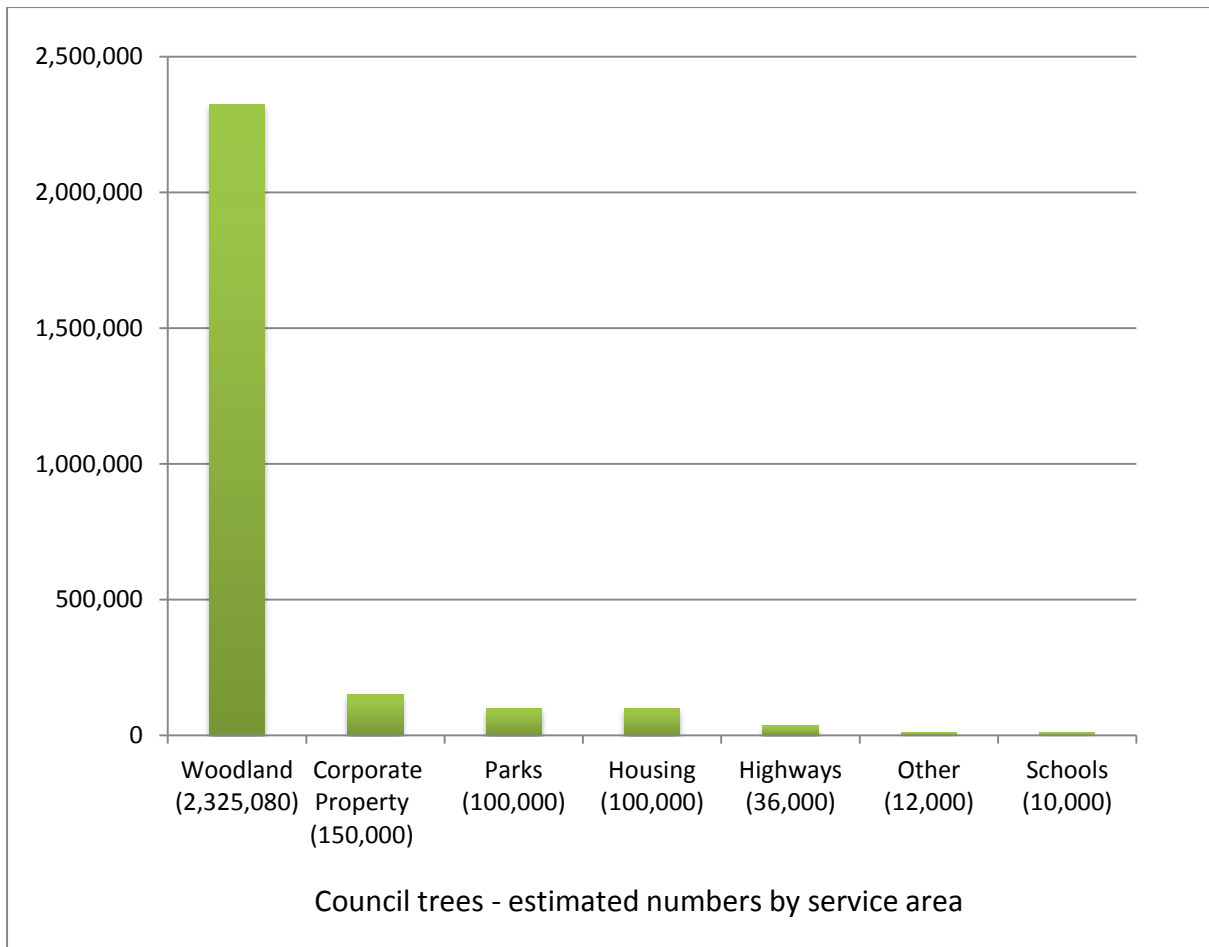
“Every area of the city”

Aim 3: Knowing the Tree and Woodland Resource

We will continue to develop a greater understanding of the extent and value of the tree and woodland resource and associated ecosystem services by building on the information provided by the recently completed i-Tree project



Often described as one of the greenest cities in Europe, Sheffield is estimated to have around 4.5 million trees, with approximately 2.7 million of these trees managed by the Council. These large areas of woodland, parks and open spaces trees are a natural resource which provides a strong sense of place not often found in densely populated areas. In addition to a fantastic setting our woodlands provide sustainable home-grown timber and other products such as charcoal, biofuel, paper and food. The chart overleaf illustrates where the Council managed trees are found within Sheffield by service area.



4.1 Knowledge of the Urban and Rural Forest

In order to gain a clearer picture of the existing tree cover of the Sheffield area, the Council undertook a comprehensive tree survey during 2017 using the i-Tree survey system. i-Tree is recognised within the arboricultural industry as one of the leading systems for measuring and assessing tree cover and providing details of the ecosystem services provided by trees. Results of this survey can be found in Section 2 of this strategy.

The Council is committed to continually updating the knowledge we hold on our trees and woodlands. Following on from i-Tree, the Council is now working in partnership with researchers at the University of Sheffield to study in more detail the potential effects of climate change and the threats posed by pests and diseases to trees and woodlands over the next 50 years.

Action 12

We will continue to look for ways to update our existing knowledge of our trees and woodlands. This includes the current partnership work with the University of Sheffield and the joint project to model the effects of climate change and the threats from tree related pests and diseases.

4.2 Successful Working

A number of projects and approaches have been undertaken in recent years that link with the key aims of this Strategy and serve as examples of best practice:

Tree Planting

Over the last five years approximately 100,000 trees have been planted on land owned and managed by the Council across a number of Directorates including: parks, housing, schools and development sites. Tree planting has also been undertaken on land owned by a range of partner organisations including: Parish Councils, housing associations, sheltered housing and the Peak District National Park Authority. Historically sites have included reclaimed land and industrial corridors such as the Lower Don. One focus of this tree planting programme has been to bring greater environmental equity to neighbourhoods across the city providing more people with local trees and woodlands and their many associated benefits. Many of these trees have been planted through our nationally recognised Community Forestry programme with direct involvement from the local community (see section 3.4.1 for further details on Community Tree Planting).

Urban Nature Programme

The Urban Nature Programme (UNP) was a capital funded project aimed at changing the way our green spaces are managed. By reducing management activities such as grass cutting on sites and increasing woodland planting the programme aimed to increase ecological value and biodiversity.

Tree Risk Management Strategy

In 2010 the Council adopted the Corporate Tree Risk Management Strategy. Based on industry guidance and best practice, the strategy aims to assess and measure risk in the tree population for which the Council has responsibility and to ensure work is only carried out on trees posing an unacceptable risk. The policy covers all council trees except those on highways which are managed through the separate *Streets Ahead Five Year Tree Management Strategy*.

4.3 Tree Management in the Urban and Rural Forest

The trees and woodland of Sheffield are, collectively, one of the city's greatest natural assets often referred to as the 'urban forest' whilst recognising that our trees are spread across urban and rural areas. They provide a range of benefits for the public; making urban areas more enjoyable places within which to live, work and play. However by growing trees in an urban environment we also increase the potential for conflict between trees, people and property. Poorly sited trees close to living areas can cause nuisance issues such as shading and leaf drop. Large fast growing species growing on shrinkable clay soils can cause subsidence related damage to buildings, leading to costly repairs and the need for tree removal. Trees with structural weaknesses and decay are liable to failure causing injury, death and

property damage. These issues can be reduced and avoided by a planned strategic approach to tree management.

4.4 All Trees and Woodlands on Council Land (excluding Highways)

Aim 4: Risk Management and Public Safety

We will manage the risks posed by trees to people and property based on industry best practice and with consideration for the law, available resources and the economic, environmental and community value of trees.



4.4.1 Tree Surveys

All Council sites containing trees are subject to periodic inspections carried out by appropriately qualified staff. In most instances the inspection process is based on risk assessment procedures with inspections occurring every 1-5 years depending on site priority. Priority is based on the surrounding site usage, i.e. non-highway trees near busy roads are inspected more regularly than those beside woodland footpaths. We also carry out Tree Condition Surveys based on British Standard 5837:2012 *Trees in relation to Design, Demolition and Construction* where development is being considered on Council land.

Carrying out surveys of our tree stock is important for gaining an overview of tree condition across a site and to ensure public safety through the appropriate management of risk. Surveys allow us to monitor the health and overall condition of the stock enabling us to identify decline in individuals or groups of trees as well as locating or monitoring outbreaks of pests and diseases. In particular, it enables us to identify trees that pose a risk to people or property.

4.4.2. Tree Works, Removals and Standards

Enquiries

The Council receives a significant number of enquiries about trees on its land as well as those on private land, with the Parks & Countryside Service receiving around 1500 enquiries each year in relation to the Council's trees in open spaces and woodlands. We aim to respond to all enquiries within appropriate designated timescales and in a clear and concise manner.

Tree Risk Management

The Council has a 'Duty of Care' to protect people and property from harm caused by trees owned or managed by the local authority. A breach of this duty may give rise to a claim of negligence from the injured party. In the case of trees, negligence may arise by the omission of the owner to take sufficient care of a tree and to deal reasonably with foreseeable hazards.

Since 2010 the Council has operated the Corporate Tree Risk Management Strategy for all trees on Council land (except highway trees whose risk management falls within the Streets Ahead Five Year Tree Management Strategy). The Corporate Tree Risk Management Strategy incorporates a clear process of inspection, remedial work and record keeping that is in line with current industry best practice. This work is essential to meet the Council's duty of care. Once trees have been assessed as posing an unacceptable risk to people or property then remedial work is undertaken to minimise that risk to an acceptable level.

Action 13

We will continue to carry out the systematic survey of trees on Council land along with any necessary remedial work within agreed timescales as detailed within the Corporate Tree Risk Management Strategy.

Requests for Work

In most cases the Council will only carry out work to trees within our parks, woodlands and open spaces where:

- an assessment has identified a potential hazard such as significant decay, structural weakness or any evidence of likely imminent failure in line with our Tree Risk Management Strategy
- there is proven tree root subsidence damage to property
- branches are touching buildings
- vehicular or pedestrian safety is compromised or sightlines are required to be maintained, e.g. road signs, street lights etc.

Tree Removal

There are a number of reasons why a tree may need to be removed. These reasons may include:

- The tree is in a hazardous condition (and meets the criteria within the Corporate Tree Risk Management Strategy).
- The tree has been found to be causing (or is a contributory factor in) subsidence related damage or direct damage to property, and removal is considered to be the most appropriate course of action
- To make way for approved development or engineering works
- As part of an agreed landscape enhancement or restoration plan
- As part of a thinning operation to select trees that are considered to be more desirable for retention
- The tree is self-set, in an inappropriate location and is likely to cause problems in the near future
- To abate a nuisance that could be subject to legal proceedings
- The work is part of an agreed commercial forestry operation

Where tree removal is necessary and site management aims allow, we will consider retaining standing stems and/or leaving felled timber on site to allow natural decay processes to take place and create valuable wildlife habitat.

Nuisance Issues

Nuisance issues are those that occur through the natural and sometimes seasonal growth of trees. Issues such as shade can occur gradually over a long period of time, whereas leaf drop is usually confined to a short period in autumn. In most cases the issues present an inconvenience rather than causing a risk of injury or damage to property. People's perception of whether a particular tree is causing a nuisance also differs widely. Under normal circumstances the Council will not undertake pruning or removal work in direct response to natural or seasonal growth including:

- Trees blocking light and causing shading, including tall trees and those with overhanging branches (except those touching houses)
- Branches obstructing telephone wires
- Blocking or obstruction of views
- Trees interfering with TV or satellite reception
- Falling leaves, flowers, fruit or honeydew drip
- Blocked gutters
- Bird droppings
- Seeds from trees that have germinated in gardens
- Moss caused by shade

Action 14

All enquiries or requests for nuisance related tree work will be dealt with on a case by case basis and the person making the enquiry will be informed of the Council's decision within the appropriate timescale.

Common Law

Under Common Law the owner of a property may in specific circumstances prune back any overhanging branches to their boundary line. However before doing so the owner of the property should seek their own legal advice on the matter and in all cases should contact the local planning authority to check whether the tree is protected by a Tree Preservation Order or is within a Conservation Area (See section 4.16.1 - Legislation). Before carrying out any pruning the owner of the property should also consider whether the work may lead to the tree becoming unsafe. For this reason it is always advisable to inform the Council of the intended works before undertaking them.

Right to Light

In law there is no general right to light. Any right to light would need to be established via a specific grant (rare) or by prescription, which can only occur where the right has been enjoyed uninterrupted for a minimum of 20 years (Prescription Act 1832). Following this, a legal right to light can only be enjoyed in relation to a specific opening (such as a window) in a building; there is no right to light in connection with open land, such as a garden. If natural light is being blocked by the growth of a hedge then in specific circumstances action may be taken to reduce the problem under the High Hedges Act, Part 8 of the Anti-social Behaviour Act, 2003 (see also section 4.18 – High Hedges).

Vandalism and Illegal Felling

The Council does sometimes experience issues with vandalism or illegal felling of trees in our parks, woodlands and open spaces. In each case we will investigate and deal with it appropriately. In the case of vandalism to newly planted trees, where appropriate we may consider planting larger trees as a way to reduce further vandalism alongside involving the local community to encourage a greater sense of ownership and posting site notices to discourage further acts of vandalism.

Action 15

We will investigate cases of vandalism and illegal tree felling and take action where appropriate.

Tree Work Standards

All tree work undertaken on Council managed trees will be carried out in accordance with British Standard 3998:2010 *Tree Work – Recommendations* (and any future amendments). In certain circumstances work may be carried out in accordance with other accepted arboricultural guidelines such as those for veteran trees or for wildlife habitat considerations.

4.4.3. Veteran Trees

Veteran and ancient trees are distinct from large mature trees because of the wealth of wildlife habitats that form through the ageing process. These rot-holes, dead wood, decay fungi, and other features provide food and shelter for a large range of flora and fauna, including some protected species. Of course, the decay and other physical defects associated with these trees can affect their safety and they must therefore be managed carefully to preserve these rich and rare habitats whilst minimising risk to the public. The Council also encourages the creation of these habitats to promote the next generation of veteran and ancient trees by following Natural England Veteran Trees Guide to Good Management¹⁶. This can be achieved, for instance, by managing the gradual decline of large mature trees rather than simply felling them, where it is safe to do so, or by leaving standing stems of smaller trees to re-grow safely while developing rot-holes and dead wood.

Action 16

The Council will follow current industry best practice such as Natural England's Veteran Trees: A Guide to Good Management in managing its veteran trees.

Action 17

We will identify veteran trees in the Sheffield Lakeland Landscape Partnership area and carry out necessary works to maintain their integrity and health.

4.5 Tree Planting

The Government's *A Green Future: Our 25 Year Plan to Improve the Environment*¹⁷ makes several references to supporting additional tree planting :

'We will increase tree planting by creating new forests, and incentivising extra planting on private and the least productive agricultural land, where appropriate. This will support our ambition to plant 11m trees'.
Defra 2018

As part of the 25 Year Environment Plan the government are supporting an initiative called the Northern Forest. The project is still developing and may provide opportunities for further woodland creation.

We will explore funding support for woodland creation and capital support to deliver schemes through Countryside Stewardship and the Woodland Carbon Fund in particular where this links to the 'Protecting Sheffield' project centred on flood alleviation.

¹⁶ <http://publications.naturalengland.org.uk/publication/75035>

¹⁷ <https://www.gov.uk/government/publications/25-year-environment-plan>

Tree planting is an essential part of sustainable tree management. A key risk to the sustainability of any tree population is an uneven distribution of tree ages. Tree populations that contain a high percentage of old trees are at risk as large sections of the population could decline and die over a short period of time and there would be few younger trees to replace them. Ideally any tree population should contain a balance of young, medium aged and older trees to ensure there is a natural process of succession.

A tree population with little diversity of species is at risk from new pests and diseases that in many cases target individual species. In a worst case scenario the pest or disease may spread rapidly through a single species causing widespread loss. The Council is committed to sustainable tree cover across the city and will develop an appropriate tree planting strategy based on the following key elements:

Site Availability and Existing Tree Cover

We will review the Council land holdings along with data from the i-Tree Eco survey to identify sites where new tree planting may be appropriate. We will prioritise sites considering criteria such as existing levels of tree cover, maximising environmental benefits (improving air quality, flood prevention, enhancing wildlife habitat), as well as increasing the visual amenity value of sites. Consideration for the existing landscape character will help inform decisions on species, number of tree planted and location of new planting.

Species Selection

Consideration will be given to current industry guidance such as the 'Right Place – Right Tree' guidelines (Appendix 3) and British Standard BS8545:2014 to maximise environmental and amenity benefits whilst minimising future nuisance issues and unnecessary maintenance costs. Where we intend to interplant, create or restore semi-natural habitats we will aim to use locally native species.

Site Selection

Choosing a site where new trees are likely to thrive is important. Consideration will be given to soil type and volume, environmental conditions such as drainage and exposure to strong winds, as well as levels of light/shade. Different sizes of trees are appropriate to different locations. In prominent locations especially where a well-known tree has been removed, replacements should be of a suitable size, e.g. extra heavy standard, in order to make an immediate impact. In other well used park locations where individual trees are to be planted, heavy standard specimens should be used. In locations with greater potential pressures from antisocial behaviour a larger tree may also be planted. Larger stock is less prone to vandalism and also has a greater chance of successful establishment.

Quality of Tree Stock

By choosing good quality tree stock from reputable suppliers we will help to ensure good future form and structure and increase the chances that the new trees will thrive.

Standards and Best Practice

Research into urban trees shows that as many as 25% of all newly planted urban trees fail¹⁵. In order to minimise failure rates all tree planting and aftercare will be guided by current best practice.

Community Forestry

Community forestry aims to work with the community to promote trees, the value of new tree planting and creating a sense of ownership. See section 3.4.1 for further information on Community Forestry (Community Tree Planting).

Partnership Working & Funding Opportunities

We will seek out and work closely with existing and new partners and funders to maximise the potential for new planting schemes.

Tree Planting Numbers

As a minimum we aim to plant two trees for every one removed using a mixture of tree species and sizes as appropriate to the site and conditions. This aim covers all trees on Council greenspaces. It does not cover trees removed in naturalistic areas such as woodlands where felled trees are likely to be replaced through natural regeneration nor where removals are part of a commercial forestry operation. It also doesn't include young self-sets that have grown up in inappropriate locations where their long term retention is not considered appropriate. An aspirational target is to plant 100,000 trees which represents 10,000 per year over the next ten years, made up of a mixture of sizes including heavy standard, standard, feathered trees and whips. Replacement trees will not always be planted in the same location or near to where the original tree stood. We will however, maintain a record of trees removed through the year along with the new trees planted to ensure we meet the aims of the strategy.

Action 18

We will aim to maintain diverse and sustainable tree cover through the planting of new trees in appropriate locations.

Action 19

We will develop an appropriate strategy for future tree planting across the city. This will be informed by the findings of the i-Tree survey.

Action 20

We will follow the 'Right Place - Right Tree' guidelines when considering new tree planting.

Headline Action 21

We will plant at least 100,000 additional trees and replace trees on a 2 for 1 basis in our greenspaces and woodlands over the next 10 years.

4.5.1. Commemorative Tree Scheme

The Council offers the opportunity for organisations and members of the public to plant a tree within our open spaces to celebrate a special occasion; a birth, marriage, or to mark the end of someone's life. We will help to choose an appropriate location and species of tree. The event can also be marked by signing the Commemorative Tree Register. Enquiries are taken all year round with the aim of planting trees between the start of November and the end of March. The size of tree that we usually plant under this scheme is 'heavy standard' which are typically around 3 metres high and around 10 years old.

Action 22

We will continue to offer a Commemorative Tree Scheme to members of the public.

4.6 Tree Management in Housing Areas

It is estimated that there are around 100,000 trees on land managed by Sheffield City Council Housing Services including trees in tenants' gardens, communal gardens and open spaces. These trees are subject to the same survey, inspection and management processes as trees on other Council managed land via a Service Level Agreement (SLA) between Housing Services and the Parks & Countryside Service. This agreement also includes a programme of tree planting based on the Council's Community Forestry model.

Under the Council's existing tenancy agreement, tenants are expected to keep gardens tidy and to not allow them to become overgrown including the trimming of hedges, bushes and shrubbery. However, tenants are not allowed to plant or cut down any tree without the Council's permission. As part of the existing SLA, trees in tenants' gardens are subject to routine inspection in order to detect and reduce risks to health and safety or potential damage to property. The Council will maintain trees in the boundary of a tenancy where they are causing a danger or damage. Tenants are able to make requests for pruning works to the relevant area housing office. Each request will be investigated in conjunction with the Tree Officer and any decision to carry out work will be based on individual circumstances.

Action 23

Trees on land managed by Housing Services, including those in tenant's gardens will be managed in line with the standard Council approach to tree management.

4.7 Trees in School Grounds

Trees are an important part of the school environment. They provide shade, create a varied setting, an environment for creative play and are a valuable resource for children's education and enjoyment. This natural resource provides children with the opportunity to understand the value of the natural world and the importance of looking after our environment.

A tree management and advice service has been offered to schools (via paid subscription) in Sheffield since April 2006. The service has been designed to assist schools in meeting their legal responsibilities around tree risk management but also includes the provision of advice and assistance in promoting sustainable tree cover and the integration of trees and their benefits into the day to day activities of the school.

Action 24

The Council will continue to offer a service to schools to promote the sustainable management of their tree stock and encourage the integration of trees into school activities and children's education.

4.8 Insurance Claims Involving Council Trees

From time to time the Council may receive claims of damage where Council trees have been implicated. Claims may be for either direct & indirect damage. Direct damage may typically involve damage caused by falling trees or branches, whereas indirect damage may involve tree root growth and function that may be causing damage to boundary walls, driveways and to buildings due to subsidence.

Where Council managed trees are implicated in building damage as a result of subsidence, the onus will be upon the claimant to provide technical evidence to support such a claim. Evidence that may be requested may include the following:

- Engineers report on assessment of damage to building
- An arboricultural report detailing trees and vegetation in relation to the area of building damage
- Results from trial pit excavations showing the soil profile beneath the foundations
- Root identification from beneath the foundations
- Soil analysis
- Level/crack monitoring

Where claims are made against the Council for damages to drainage systems, light structures such as garden boundary walls, prefabricated garages etc. the onus will be upon the claimant to provide technical evidence to support such a claim.

In all instances claims should be sent to the Council's Insurance & Risk Team.

Action 25

When dealing with insurance claims, technical information may be requested to enable the Insurance and Risk Team to make an informed decision on liability and any appropriate course of action.

4.9 Development on Council Land

From time to time proposals for the potential development of Council land will arise. In such cases it is important to follow existing industry guidance on managing trees that exist both within the site and those close to its boundary. The current British Standard BS5837: *Trees in relation to design, demolition and construction – recommendations* provides clear guidance on the appropriate process for managing existing trees through the various stages of development. An appropriately qualified arboriculturist should be involved throughout the process.

Action 26

Where development is being considered on Council land, the guidance given in BS5837 will be followed and an appropriately qualified arboriculturist will be involved in the design and development process.

4.10 Sale/disposal of Council Land

Where Council land is being considered for sale/disposal, the change of ownership from Council to private owners may result in an increased risk of existing trees being removed. In order to retain valuable trees it is important that existing trees are inspected and any protection placed on them prior to the land being sold.

Action 27

As part of an assessment of Council land being considered for sale we will check for existing trees. Where trees exist, an arboricultural assessment will be undertaken to assess their condition and value.

Action 28

Before any of the Council's rural land holdings are disposed of we will try and secure additional tree planting and access improvements to complement our objectives around recreation and climate change mitigation.

4.11 Management of Highway Trees



Street trees form an important and much loved part of the city's tree stock and whilst they represent a small proportion of the city's 4.5m trees, they bring a number of environmental, health, and quality of life benefits to local people and communities. The city's highways improvement programme, Streets Ahead, includes work on the city's street tree stock to improve, maintain and sustain it for future generations, as well as providing a series of significant wider benefits, including transformation of the condition of the city's roads and pavements, enhanced community safety through better street lighting, and by making it easier for all road users, including older people and disabled people, to get around the city.

The Streets Ahead programme has included the removal and replacement of some of the city's 36,000 street trees. In recent years this element of the contract has been the subject of controversy with some residents in the city. Therefore, following discussions with street trees campaigners, the Council has agreed that the city should develop a new street trees strategy that will complement the Trees and Woodlands strategy and which explores a number of issues such as the long term number of street trees, species selection, management and maintenance and community involvement.

The development of the street trees strategy will be independently chaired and will include a range of stakeholders including the wider public. Its work will start in the early part of 2019 and aim to be concluded within six months. If the process is successful, then the finished document will form a sub-strategy to the Trees and

Woodland strategy, and will influence the delivery of the remaining period of the Streets Ahead programme.

Action 29

We will seek to develop a street trees strategy with partners which will be a 'sub strategy' of the Trees and Woodlands Strategy

4.12 Trees and Woodlands on Private Land

It is estimated from the 2017 i-Tree survey that approximately 40% of tree cover in Sheffield is located on private land. This includes trees in residential gardens, those on commercial property as well as those in private woodland estates. In order to promote appropriate management of trees on private land the Council will engage with landowners to offer advice and promote best practice by:

- providing advice on best practice via the Council's website and social media.
- Supporting events in public spaces to promote good tree and woodland management.
- Promoting the value of planting trees and providing information on available resources/grants that may assist this aim.

Action 30

The Council will develop processes to engage with private woodland and tree owners to encourage good arboricultural management of trees on their land.

4.13 Trees and Planning

The presence of mature trees can add significant value to new developments and their retention and protection throughout the development process is considered to be highly desirable, providing a sense of establishment as well as retaining an existing landscape.

The Council receives approximately 4,000 applications every year for new development across Sheffield. Applications can range from minor extensions on residential houses to large scale commercial developments. Existing trees within the site and those on adjacent sites can be irreparably damaged by construction work through direct damage (root severance, vehicle damage to trunk or branches) or indirect damage (soil compaction). The Town and Country Planning Act 1990 (section 197) imposes a specific duty on the local planning authorities with a specific duty 'to ensure, whenever it is appropriate that, in granting planning permission for any development, adequate provision is made by the imposition of conditions for the preservation or planting of trees'.

4.14 Planning Policy

The Council adopted the Unitary Development Plan (UDP) as the statutory development plan for Sheffield in March 1998. It consists of a policy document and a proposals map. The proposals map and many of the policies ('saved policies')

continue to form part of the development plan alongside the more recent Core Strategy. The Core Strategy was adopted in March 2009¹⁸. It sets out the overall vision, objectives and spatial strategy and policies for Sheffield over the period to 2026. A new 'Sheffield Plan' is currently in development which will guide the future of the city and where development will take place up to 2034¹⁹.

4.15 Planning Applications

Planning applications are assessed by a Planning Officer. Members of the public are entitled to make representations about a planning application and officers will take into account all material planning considerations raised. Some matters are not material planning considerations, for example loss of a view, reduction in property value or a boundary dispute between neighbours.

The impact on existing trees and opportunities to plant new trees are considered as part of the application process when necessary. Where appropriate, input from a Council arboriculturist will be requested. Where development proposals are likely to affect trees either within the site or those adjacent to the boundaries, a tree survey (based on British Standard 5837 2012: *Trees in relation to design, demolition and construction*) may be required to inform the decision. The level of detail required within the survey varies in each case. Table B1 in Annex B of the British Standard provides advice on what information is appropriate.

If officers consider amendments to the development proposal are required they can be discussed with the applicant. Once an application has been assessed against the local development plan and national planning policy and other material considerations have been taken into account, a recommendation is then made to grant or refuse planning permission. Planning permission may be granted subject to conditions. For example in some circumstances it may be necessary to impose a condition requiring tree protection zones to be installed prior to the commencement of construction works. Applicants can appeal to the Planning Inspectorate against a refusal of planning permission or against any conditions imposed on a grant of planning permission.

It is worth recognising the Forestry Commission's role as a statutory consultee for large scale planning applications and as a non-statutory consultee on development affecting or within 500m of an ancient woodland.

Protection of Ancient Woodlands

In the Government's 25 Year Environment Plan, the significant heritage value and irreplaceable character of ancient woodland and veteran trees is recognised. We are committed to ensuring stronger protection of our ancient woodlands, making sure

¹⁸ <https://www.sheffield.gov.uk/content/sheffield/home/planning-development/sheffield-plan.html>

¹⁹ <https://www.sheffield.gov.uk/content/sheffield/home/planning-development/emerging-sheffield-plan-draft.html>

they are sustainably managed to provide a wide range of social, environmental, societal and economic benefits.

National Planning Policy Framework (2018) states when determining planning applications, local planning authorities should apply the following principles:

“To protect and enhance biodiversity development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists”

Action 31

We will work with Natural England to verify the status and extent of ancient woodland in Sheffield.

Action 32

A tree survey (as detailed within BS5837:2012) will normally be necessary in order to consider development proposals that affect trees.

Action 33

Development will not normally be supported where we consider it makes inadequate provision for the retention of trees and other natural features, particularly wildlife habitats such as woodlands.

Action 34

We will seek to retain appropriate existing trees on development sites and may do this through the use of Tree Preservation Orders or planning conditions. In all cases we will consider guidance detailed in BS5837 including appropriate tree protection measures.

Action 35

We will encourage appropriate tree planting within new developments to create wildlife corridors and where possible create larger areas of continuous tree cover to contribute to improved local biodiversity. Where appropriate, we will encourage the planting of large, long lived tree species within new development sites.

4.16.1 Legislation

Tree Preservation Orders

Tree Preservation Orders (TPOs) are made by the Council as Local Planning Authority to protect specific trees, groups of trees or woodlands where it is considered expedient in the interests of amenity. Trees are usually protected by an Order when their removal would have a significant negative impact on the local environment and its enjoyment by the public.

An Order prohibits the cutting down, topping, lopping, uprooting, wilful damage and destruction of trees without the Local Planning Authority's written consent. If consent is given, it can be subject to conditions which have to be followed.

Conservation Areas

Sheffield has 38 conservation areas. These are 'areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance'. All trees over a certain size, growing within these areas are subject to conservation area planning restrictions. Before undertaking work to a tree in a conservation area, a six week notice period of the intended works must be given to the Local Planning Authority. During this period the Local Planning Authority may choose to make a TPO to prevent works to the tree or decide not to make a TPO and inform the applicant the work can proceed.

Hedgerow Regulations

The Hedgerow Regulations 1997 are designed to give protection to important hedgerows. Anyone proposing to remove a hedgerow, or part of a hedgerow, which is covered by the regulations, must first notify the Council as Local Planning Authority by submitting a Hedgerow Removal Notice. The Regulations apply to any hedgerow which grows in, or adjacent to any common land, Local Nature Reserve, Site of Special Scientific Interest, or land used for agriculture, forestry or the breeding or keeping of horses, ponies or donkeys if – it has a continuous length of at least 20 metres, or it has a continuous length less than 20 metres and at each end meets another hedgerow.

Action 36

There will be a presumption against the cutting down or inappropriate pruning of any tree protected by a Tree Preservation Order. Where consent is granted for removal the Council may impose a condition requiring replacement planting of the tree.

4.16.2 Planning Enforcement

The Council will investigate alleged unauthorised work to trees and hedgerows and will pursue enforcement action as and when appropriate.

Action 37

Any alleged unauthorised works to protected trees will be investigated and enforcement action taken where appropriate.

4.17 Unsafe Trees on Private Land

The management of trees on private land is the responsibility of the owner of the land. Any disputes between neighbours in regard to trees on their land should be resolved between the parties. The Council has powers under the Local Government

(Miscellaneous Provisions) Act 1976 to require the tree owner to make safe a tree that is deemed to pose an imminent threat to persons or property but these powers should only be used once reasonable discussion between the parties has taken place and the issue cannot be resolved. Where trees on private land are considered a threat to users of the highway or public footpaths then the Council has powers under the Highways Act to require that the owner makes the trees safe.

4.18 High Hedges

The Council has powers under Part 8 of the Anti-Social Behaviour Act 2003 to intervene if a neighbour dispute concerning an evergreen hedge over 2 metres in height cannot be resolved between the parties and a complaint is made. Further information is contained in the government's 'Over the Garden Hedge' leaflet and on the Council's website.

<http://www.sheffield.gov.uk/content/sheffield/home/pollution-nuisance/high-hedges.html>

5 Strategic Theme: Environment and Sustainability

“The greenest city in Britain”

Aim 5: Sustainable Management

We will provide a tree and woodland resource across the whole city which is valued, enhanced and managed sustainably in accordance with the principles of good forestry and arboricultural practice.

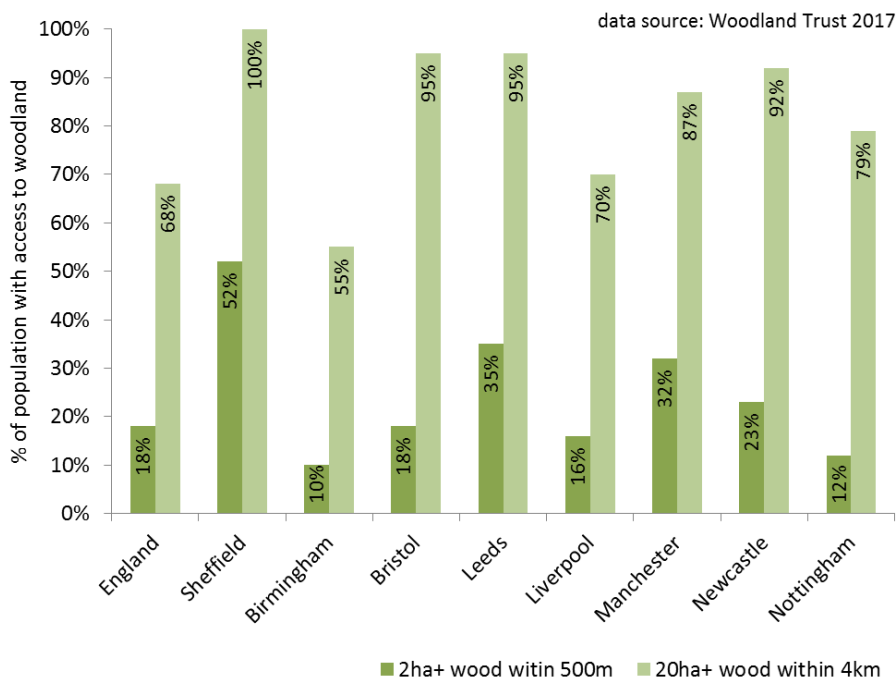
There is strong evidence that trees and woodlands provide a large range of positive environmental benefits. The presence of trees on open ground can help reduce the risk of flooding by retaining water, regulating flow and buffering against run-off. Groups of trees form wildlife corridors and links between the city centre and countryside providing important wildlife habitats for shelter, breeding and foraging, helping to maintain biodiversity in the city. Trees provide us with other useful products such as charcoal, biofuel, paper and food for ourselves and for wildlife.

5.1 Woodland Management

Sheffield’s woodlands are an integral part of the landscape and green heritage of the city. A number of the woodlands date back to before the 16th century and have been managed for hundreds of years as an important source of raw material. The early steel industry was fuelled by charcoal produced in the city’s woodlands until this was replaced by coal, coke and electricity. Since the 1900’s the woodlands of Sheffield have been an escape from the bustle of city life and as important places for recreation, wildlife and heritage. The Council now has Forest Stewardship Certification (FSC) for all its woodlands and forests. This is under-pinned by the United Kingdom Woodland Assurance Scheme (UKWAS) and allows the Council to increase its income from the sale of timber and to manage sites sustainably.

- The Parks & Countryside Service manages just over 1500 Ha of woodland and forest managed in line with our two Forestry Commission approved woodland design plans.
- 31% of Council woodlands are coniferous forest (approximately 400 Ha) and 67% are traditional broadleaf woodland (1100 Ha).
- The Council manages 180 designated woodland sites of which 70 (650 Ha) are ancient woodlands which means they have existed from at least 1600 AD.
- On average the Council plants 20,000 trees and harvests 4,000-5,000 tonnes of timber annually predominantly from our conifer plantations if a forest compartment is clear felled.
- All woodlands have free public access unless activities are being used for commercial gain.
- All Sheffield City Council woodlands are FSC certified, which means that they meet an international standard of sustainable woodland management underpinned by the Forestry Standard UKWAS.

- Two sites; Ecclesall Woods and Wheata Woods have reached Green Flag standard, a nationally acknowledged standard for greenspaces.
- The Woodland Trust publication Space for People²⁰ identified levels of access to woodland. Sheffield has significantly higher levels of access to both small and large woodland compared to other cities in England.



Several projects have provided a major boost to improving the management of the Council's woodland resource, they include:

Fuelling the Revolution – The Woods that Founded the Steel Country

A Heritage Lottery funded project which secured investment to improve the infrastructure in 35 of the ancient woodlands within the city and within the South Yorkshire Forest area, e.g. Roe Woods, Bowden Housteads Wood and Wheata Woods. Key improvements included:

- Enhancing the landscape heritage importance, protecting the historical value and improving nature conservation quality of the sites.
- Allowing sites to be managed in a sustainable way through thinning work.
- Interpretation of sites through improved signage interpretive boards and leaflets.

FSC Accreditation

²⁰ <https://www.woodlandtrust.org.uk/publications/2017/06/space-for-people-2017/>

Having secured Forest Stewardship Certification (FSC) Sheffield Council's woodlands now meet this internationally recognised standard and can command a better price for timber from these sites.

England Woodland Grant Scheme (Forestry Commission)

Although the grant is soon coming to an end, the England Woodland Grant Scheme has allowed us to manage our estate with improved access and thinning work encouraging specific species of birds via the Woodland Improvement Grant for Birds. The scheme has been replaced by Countryside Stewardship grant.

Sheffield Lakeland Landscape Partnership

Sheffield Lakeland Landscape Partnership (SLLP) is a partnership with Sheffield and Rotherham Wildlife Trust, Yorkshire Water, Bradfield Parish Council, Steel Valley Project and other voluntary sector groups. The SLLP is an ambitious project which has been submitted to the Heritage Lottery Fund to help restore the landscape in the project area dominated by the Bradfield Parish Boundary and includes parts of Stocksbridge. If successful the grant will provide the funding to make improvements to our Woodlands, Forests, Walls and Hedges for example.

5.1.1 Broadleaf Woodlands

The majority of Sheffield's broadleaf woodlands are managed under a 'Continuous Cover' policy which is focused on health and safety work supported by minimal intervention and selective felling/ thinning where access and grants are available. It promotes the natural regeneration of the woodland using seed stock from the woodland itself.

The topography of the city means that many of our broadleaf woodlands exist on steep valley sides and support a sensitive and distinctive habitat typical of ancient woodlands. This makes more intensive management uneconomic and potentially damaging. Where good quality timber can be cost effectively extracted to the roadside with minimum disturbance to ground flora we will carry out felling and thinning work.

Action 38

The Council will continue to operate a Continuous Cover management approach to its broadleaf woodlands prioritising health and safety works. Any additional thinning works will be achieved where it is cost effective and viable.

5.1.2 Plantations on Ancient Woodland Sites (PAWS)

Sheffield has 126 Ha of Plantations on Ancient Woodland Sites (PAWS). PAWS are generally ancient woodland sites which have been planted up with non- native trees like American Red Oak, Larch, Scots Pine and Sweet Chestnut. Additional funding through the Countryside Stewardship Scheme and the Forestry Commission could

enable the restoration of PAWS sites back to traditional broadleaved woodland. Several sites exist at:

Gillifield Wood
Upper Porter Clough
Rough Standhills
Bowden Housteads
Tinsley Park
Oaking Clough
Windy Bank

Action 39

We will aim to return Plantations on Ancient Woodlands Sites (PAWS) to their original composition where this is cost effective.

5.1.3 The Woodland and Forest Estate

The Government, in their document *A Green Future: Our 25 Year Plan to Improve the Environment*, re-asserted the desire to support and increase the contribution of locally grown timber to the British economy stating:

...while 58% of woodland in England is already in active management, the UK imports around 80% of the wood it consumes, so there is a clear opportunity for UK wood - particularly extracting hardwoods from our broad leafed woodlands.

To shape our woodland and forest management the woodland and forest estate is split into two parts each having a Forest Design Plan. The Peak Design Plan covers the western half of the city including the area within the Peak District National Park and is dominated by commercial forestry plantations. The Urban Design Plan covers the east of the city and contains the majority of our broadleaved woodlands many of which are classed as ancient woodlands. The plans inform when and where to carry out thinning and extraction work and have associated felling licences issued by the Forestry Commission. This allows us to extract timber at a sustainable level to maintain the health of the woodland stock and to generate income. The plans are agreed and part funded by the Forestry Commission and are a requirement to access their new Countryside Stewardship fund.

Action 40

The Council will continue to manage its woodlands and forests in a sustainable manner to the UKWAS standard and will extract timber in line with recommendations from the two Design Plan and the approved felling licence. This will be achieved through selective thinning until a final clear fell of the compartments is required.

Action 41

When a compartment of conifer plantation is clear felled we will replant with appropriate resilient species determined by the long term vision outlined in the Peak Design Plan approved by the Forestry Commission. Where landscape and biodiversity considerations have a greater priority than timber production we will replant with broadleaved trees and also encourage natural regeneration.

Action 42

The Council will keep its two Forest Design Plans reviewed, to take advantage of new funding opportunities. These will inform our long term future management decisions.

5.1.4 Silviculture and Thinning Programmes

Around 400 Ha of the woodland estate is conifer plantation, planted in the 1950s and 60s around Redmires , Bradfield and the Ewden Valley area mainly to landscape the reservoirs constructed by the Sheffield Water Works to supply water to Sheffield and the growing steel industries. Significant investment in site infrastructure has been completed over the last 20 years to enable the plantations to be managed.

Informed by the Peak Design Plan 2011-2021 a programme of thinning and clear fell has been developed for the next few years. In 2016/17 Wragg House Plantation and Lady Canning's Plantation were thinned. In 2017/18 compartments at Wigtwizzle, Yew Tree Lane and Broomhead Park were clear felled.

Income generated from this thinning work cross subsidises the work in our urban estate. In an average year we extract 6-8,000 tonnes of timber from our conifer plantations. Where sites have been identified for thinning or clear felling an assessment of the timber tonnage is carried out to guide their future managements. The timber is sold as a standing crop and tenders are sought to obtain the best price for our timber. This will be subject to all of the Council's current procurement guidelines, setting out the contractual requirements of the process, required level of insurance cover and method statements for extraction etc. These will have to comply with FSC and UKWAS standards.

5.1.5 Forest Stewardship Council (FSC) and United Kingdom Woodland Assurance Scheme (UKWAS)

All of Sheffield's woodlands are accredited to FSC and UKWAS standards. The FSC promotes best practice internationally in sustainable forest management and enables their well-known branding to be used by those who comply with the standards. It also allows the Council to command a quality premium for the timber it sells. FSC accreditation is underpinned by UKWAS. Each year the Council is audited against eight areas to ensure it complies with the UKWAS standard:

- Compliance with the law and conformity with the requirements of the certification standard
- Management planning
- Woodland design, creation, felling and replanting
- Operations

- Protection and maintenance
- Conservation and enhancement of biodiversity
- The community
- Forestry workforce

Action 43

The Council will maintain Forest Stewardship Council (FSC) accreditation for its woodland and forest estate on an annual basis and will comply with the UK Forestry Standard and the UK Woodland Assurance Scheme (UKWAS) standards.

Heritage and Archaeology

Sheffield has a unique legacy of industrial heritage and archaeology which has helped to shape its woodland estate. Bronze Age cup and ring art has been found on stones in Ecclesall Woods for example. References to Saxon and Viking place names can be found across the city, e.g. Norton Lees, Totley and High Storrs and place names incorporating Lees and Ley, meaning wood clearing, suggests places where people lived and cleared woodlands for agriculture. The history of Ecclesall Woods can be traced back to 1066 and the area has a history of white coal extraction for lead smelting, leading to a coppice with standards regime of woodland management. From the 1650's John Bright and his family owned the woodland for over 200 years and the coppice wood was leased to a lead merchant for lead smelting at local leadmills. The network of woodlands also provided fuel for the region's early iron industry and helped to form the area's rich cultural and historical heritage. At this time wood colliers would be making charcoal in the wood which was used in the early iron and steel industry on which Sheffield's reputation as a steel producer was built on. The complex of woods in Sheffield and the wider South Yorkshire area are a significant heritage asset. Acknowledgement should be made to the work of Professor Mel Jones whose book Sheffield's Woodland Heritage has helped to greatly inform us about past management of our ancient woodlands.

Action 44

We will ensure that archaeology and local heritage features are surveyed and if necessary protected before we carry out any work on our woodland estate. Where resources allow we will provide appropriate interpretation to raise awareness of these features.

5.1.6 Site Management Plans

It may be necessary to develop detailed site management plans for specific areas of woodland or open space. In 1992 the Council, in partnership with the South Yorkshire Forest was successful in securing Heritage Lottery Funding for the management of 20 ancient woodlands. As part of this initiative specific management plans were produced for these sites.

In addition specific site management plans exist at Ecclesall Woods and Wheata Woods which have Green Flag status.

Action 45

On woodland sites where resources and funding are secured, the Council will continue to produce site specific management plans to inform future management options.

General Nuisance and Abuse of Woodlands

Misuse of our woodland estate comes in a myriad of forms from arson to drug dealing and occasionally this leads to a perceived danger of woodlands by certain sections of the community. We will continue to work with South Yorkshire Police if criminal activity is being carried out on our sites.

The Woodland Team receive around 800 enquiries each year regarding a wide range of uses and abuses from our 180 woodland sites. A significant number of enquiries relate to trees overhanging gardens. We will only carry out works to trees where they are touching a property or present a risk of failure and damage to property.

We want to ensure that people continue to report problems so that we can provide a clean and safe environment for people to enjoy.

5.1.7 Biomass and Firewood

Biomass is biological material that can be used as fuel including logs, wood chip and wood pellets. In 2012 the government launched its UK Bioenergy Strategy. In respect to wood and timber products this links to the UK Forest Standard. The UK Forest Standard sets out the Government's approach to sustainable forest management in the UK, regardless of how the wood is ultimately used. The Government's timber procurement policy requires all domestic and imported wood products procured by central Government bodies and agencies to meet legality and sustainability criteria or to be licensed under the Forest Law Enforcement, Governance and Trade Regulations 2012. Local government and the wider public sector are also encouraged to comply with these. In addition, the EU timber regulation is designed to ensure that only legally harvested timber can be placed on the EU market. Enforcement of this new regulatory framework and the Government's procurement policy could help ensure forest based bioenergy supply chains develop sustainably.

There is a growing interest in biomass in the city and several wood-fuel / biomass boilers have been installed to provide heat and power to a number of Council owned buildings however technical issues have limited further installation of boilers to Council buildings. It has always been an aspiration in the city to make a contribution to using biomass to generate energy and to offset the Council's carbon footprint. Whilst efforts have been made in the past to connect our forestry management to this process it has been difficult to establish an economic local market for woodchip and firewood.

A proportion of Sheffield City Council's timber is sold as wood chip and it is likely that some of this will return to the city as a fuel source. Saw logs (large diameter logs) and bars (small diameter logs) are processed into fencing which is supplied to

companies in Sheffield, however this is beyond the control of the Council and relies on market supply and demand.

One of the greatest challenges for our ancient woodlands is to manage them in a more commercial way gaining income for wood products like firewood. Our broadleaved woodlands are managed primarily for nature conservation, wildlife and recreation and not for timber production. Sensitive ecology and steep sided valleys make the extraction of timber for firewood particularly difficult in comparison to the commercial conifer plantations which have received significant amounts of investment in capital infrastructure funds to develop extraction rides and roadside stacking areas. Where standing timber is easily accessible to the road side, extraction becomes more feasible and economically viable however, our conservation and recreation objectives should not be compromised.

Action 46

We will explore with partners the opportunities for generating wood based products as a fuel source and, where markets and site management objectives allow, encourage the retention and use of wood as a fuel source.

5.1.8 Future Income Generating Opportunities from the Woodland/ Forest Estate

In order to help reduce our running costs we are constantly looking at new opportunities to generate income from the woodland/forest estate in ways that compliment our aims. Some of the current initiatives/ideas include;

- Licensing commercial forest school activity
- Licencing alpaca/llama trekking
- Charging for filming
- Additional sites for Woodland/Forest weddings
- Pop up camping sites at Lady Cannings Plantation
- ‘Go Ape’ type developments
- Additional café/retail opportunities
- Cycle Hire
- Pay and display car parking

5.1.9 Discovery Centre Ecclesall Woods

Working with partners we will develop a new Masterplan for the Discovery Centre at Ecclesall Woods looking at opportunities to generate additional income to support the work being carried out at the centre. Plans include the introduction of pay and display car parking, a new café and revised traffic management arrangements for example.

Action 47

We will develop a Masterplan to shape the future direction of the Woodland Discovery Centre at Ecclesall Woods.

5.2 Ecosystem Services and Climate Change

Aim 6: Climate Change Mitigation

We will mitigate the impact of global warming and climate change on our trees and woodlands and implement measures like natural flood management and flood alleviation schemes where necessary and appropriate.

The natural world, including its biodiversity, provides us with services that are critical to our wellbeing and economic prosperity.

Trees and woodlands provide a wide range of ecosystem services. These include provisioning (fuel and fibre), supporting (soil formation), regulating (climate, flood, noise, and air quality regulation), and cultural (cultural heritage, amenity, health, recreation and tourism) services. Ecosystem service provision is sensitive to land management objectives.

UK National Ecosystem Assessment 2011²¹

Carbon Sequestration and Pollution Removal

It is estimated from the 2017 i-Tree survey that trees in Sheffield sequester 21,800 tonnes of carbon per year. The net figure (taking into account dying trees) is 19,994 tonnes. The trees in Sheffield also remove approximately 374 tonnes per year of key pollutants including Ozone, Carbon monoxide, Nitrogen dioxide, Sulphur dioxide and particulates. Further information can be found in section 2.0.

Flooding

In 2007 Sheffield was hit by serious flooding affecting most of its rivers but in particular the River Don and River Sheaf. Since then work has been carried out to identify opportunities to improve river water quality and river water management. Our trees and woodlands play an important role in absorbing rainfall, helping to mitigate the effects of increased rainfall and extreme rainfall events on upland catchments and subsequent downstream flooding. The i-Tree survey has estimated that our trees capture around 1.2 million cubic metres of rainwater per year, the equivalent of over 450 Olympic swimming pools worth of water. We will explore new opportunities for woodland planting to aid in this type of water management. The Council has embarked on a project to protect Sheffield from further flooding and has secured funding to implement a range of projects to assist with food alleviation. There could be great opportunities to plant additional trees as part of the rural land management proposals in the project.

²¹ Valatin, G. and Starling, J. (2011). [Valuation of ecosystem services provided by UK Woodlands](#), appendix to chapter 22 of UK National Ecosystem Assessment, UNEP-WCMC, Cambridge.

Natural Flood Management

Natural Flood Management involves the use of a variety of measures including tree planting, river bank restoration, building small-scale woody dams, reconnecting rivers with their flood plains and storing water temporarily on open land. The government has announced new measures to support Natural Flood Management with the Protecting Sheffield Project Team identifying areas in the catchment which would be suitable for additional trees. Generous grants are available from the Forestry Commission for the establishment of new woodlands and will be investigated.

Action 48

We will explore any opportunities to incorporate Natural Flood Management into our existing farm and woodland estate and when creating new woodlands.

5.3 Tree and Wildlife Management Policies and Procedures

Aim 7: Biodiverse and Resilient Trees and Woodlands

We will maximise the benefits of our trees and woodlands for wildlife and identify and appropriately manage any threats to our tree stock from pests and diseases.

Our Biodiversity Duty

The Natural Environment and Rural Community Act 2006 (NERC) states:

Every public authority must, in exercising its functions, have regard, in so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.

As a public authority we can demonstrate having regard to conserving biodiversity by:

- Developing strategies such as the Trees and Woodlands Strategy and putting it into practice.
- Managing our woodlands and trees with consideration for wildlife.

Biodiversity

The Convention on Biological Diversity²² to which the UK Government is a party defines biodiversity as the variability among living organisms including terrestrial, marine and freshwater ecosystems and the ecological complexes which they are part of; this includes diversity within species, between species and of ecosystems. Put

²² <https://www.cbd.int/convention/>

simply it is the diversity of life on Earth, encompassing species of flora, fauna and their habitats.

All types of woodland can be valuable for biodiversity from young woodland and plantations through to ancient woodlands. Outside woodlands individual trees such as 'veteran trees' or groups within hedgerows, orchards, parks and areas of scrub can hold significant nature conservation value. Structural aspects of woodland are important for biodiversity including mature trees, closed canopy or shaded woodland, young re-growth of trees and shrubs, coppice, clearfells, young plantations, glades (both temporary and semi-permanent), rides and woodland edges. Features such as availability of deadwood (standing and fallen) and wetlands contribute to the diversity of species found within woodlands. Some 284 insect species²³ are associated with oak (*Quercus robur* and *Q. petraea*) and species such as the Purple Hairstreak butterfly (*Favonius quercus*) are associated with a mature oak canopy. Other tree species may not be associated with a large variety of insect species e.g. sycamore (*Acer pseudoplatanus*), but may harbour an abundance of these insects which in turn form an important food source for other animals such as birds.

Most woodland has been altered by human activities over time, effective management is required to maintain the nature conservation value of woodlands. This is recognised in Sheffield Local Biodiversity Action Plan²⁴.

Protected Sites and Species

We will comply with our legal obligations, government and local policies applicable to protected sites and species. Information will be sought from Local Records Centres and other relevant local nature conservation organisations. Analysis and application of the data will be used to inform the requirement for surveys and tree or woodland management.

Designated Sites

Sheffield has a number of designated sites, from Sites of Special Scientific Interest (SSSI) Local Nature Reserves and Local Wildlife Sites (formerly known as Areas of Natural History Interest) with tree and woodland features, and sites afforded ancient woodland status. 16 of our woodlands are designated Local Nature Reserves and 5 sites are designated as SSSI. There are 300 Local Wildlife Sites of which just under 30% are woodlands.

²³ Southwood, T. R. E. (1961) The number of insect species associated with various trees. *Journal of Animal Ecology*, Vol 30, No. 1, pp 1-8

²⁴ <https://www.sheffield.gov.uk/home/parks-sport-recreation/biodiversity-conservations.html>

Action 49

All Council woodlands identified as Local Wildlife Sites will continue to be in positive conservation management.

Priority Habitats and Species

UK Biodiversity and Local Biodiversity Action Plans will be used to identify species or habitats that should be given a priority for protection during management operations. For example the Song Thrush, Soprano Pipistrelle Bat and White Clawed Crayfish are all listed as priority species in the UK Biodiversity Action Plan and exist in our woodlands.

Birds in Trees

With approximately 2.7 million trees spread over 2,000 green spaces, the Council cannot avoid carrying out tree work all year round. In particular, dangerous trees can be encountered at any time of the year and require remedial work within specific timeframes. We do however undertake a number of measures to reduce the likelihood of work being carried out in the main bird nesting season (1st March – 31st August). Such measures include:

- Scheduling planned risk assessments of sites where risk of disturbing wildlife is greater, e.g. woodlands so that any resulting work takes place outside the nesting season.
- Avoiding carrying out other non-essential work within the main nesting season.

In all circumstances no removal of hedgerows, trees or shrubs that may be used by breeding birds will take place between 1st March and 31st August inclusive except under the following circumstances:

- A competent person has undertaken a careful, detailed check of vegetation for active birds' nests immediately before the vegetation is cleared.
- and**
- There is written confirmation that no birds will be harmed and/or there are appropriate measures in place to protect nesting bird interest on site.

In all cases the Council and its contractors will follow the guidance given in Arboricultural Association Guidance Note 10: Protected Species and Arboriculture (2010)²⁵.

²⁵ Arboricultural Association (2010) Guidance Note 10: protected Species and Arboriculture.

Management of Specific Species

There are a numerous guides available on woodland management for specific habitats and species. We will have regard to current guidance on management of trees, woodland features, habitats and species. We will promote the preservation, restoration and re-creation of priority habitats, ecological networks and the protection and recovery of protected and priority species populations, linked to national and local targets.

One species of particular note is the Willow Tit a species which has seen a decline of 90% nationally and 50% locally between 1970 and 2008. We have been carrying out specific work to enhance and expand their ideal habitat, installing appropriately designed nest boxes. These measures have already had a positive impact on local populations.

Tree Planting

Where it is intended to interplant, create or restore semi-natural habitats, stock should be of locally native species and where appropriate reflect similar local assemblages or habitats of ecological importance. Natural regeneration should be considered where appropriate. Current guidance on climatic and disease resilience should also be considered.

Current and Future Surveys

Surveys shall be of an appropriate type for the habitats and/or species and survey methods shall follow national good practice guidelines. British Standard BS 42020:2013 Biodiversity – Code of practice for planning development provides good guidance and recommendations on ecological surveys and reporting. We will follow this guidance and recommendations where appropriate. We will also follow specific good practice guidance where available such as BS 8596:2015 Surveying for bats in trees and woodland.

5.4 Biosecurity and Resilience

The Government's 25 year Environment Plan makes specific reference to biosecurity and resilience it indicates that we should:

...enhance biosecurity to protect our wildlife and livestock, and boost the resilience of plants and trees. We will do this by: Managing and reducing the impact of existing plant and animal diseases; lowering the risk of new ones and tackling invasive non-native species. Reaching the detailed goals to be set out in the Tree Health Resilience Strategy of 2018

The threat to our trees from native or imported pests and diseases has never been greater. Amongst the many recent introductions, the UK has witnessed outbreaks of Oak Processionary Moth, Asian Longhorn Beetle and Horse Chestnut Leaf Miner

along with diseases such as Ash Dieback, Horse Chestnut Bleeding Canker and Ramorum / Larch tree disease. Many of these have been identified in or near Sheffield and could pose a significant threat to a wide range of tree species across the city. If such pests and diseases became established they would have a detrimental effect on the overall landscape, bring an associated loss of amenity, wildlife habitat and ecosystem services. If current predictions are correct then Ash dieback which has already been identified in Sheffield, could result in the loss of around 200,000 trees in Sheffield. Asian Longhorn Beetle is an insect that bores into and kills a wide range of hardwood species. This pest poses a threat to 43% of Sheffield's tree population - or nearly 2 million trees.

Where trees are being replanted/replaced we will ensure that more resilient species will be sourced. Our greatest current concern relates to Ash, Sweet Chestnut and Larch which are at most risk from diseases like Charala (ash dieback) and Phytophthora.

These specific risks impact on the woodland and forest environment and need careful management due to risks associated with the safe management of the trees. New pests and diseases can enter the country through a number of channels including imported trees which are already affected, through eggs and larvae attached to packing cases and timber products, through insect flight and as airborne spores. The predicted effects of climate change could result in an environment suitable for the establishment of a wider range of pests and disease. In order to minimise the risk of new arrivals as well as identifying and dealing with outbreaks, it is important that the Council has appropriate procedures in place.

Sourcing New Trees

When considering any tree planting on Council land, we will aim to source all our trees from nurseries within the UK who have an appropriate biosecurity management process. If this is not possible and there is no other suitable alternative to importing trees then we will insist that imported trees are placed in quarantine at a suitable nursery that employs appropriate biosecurity management procedures for a minimum of 1 year prior to planting.

Managing Existing Trees to Minimise Risk of Infection

There are a number of actions that we can take to reduce the risk of attack from pests and disease. Trees that are in good condition are less likely to succumb to pests and diseases than those that are under stress. We will aim to maintain a healthy tree stock through appropriate management along with providing the right conditions in which they can thrive. We will also continue to develop and maintain a diverse range of species of all ages to make our tree stock more resilient to mass infection as most pests or diseases target individual species or trees within a certain age range.

Detection and Management of Outbreaks

Through ongoing education and training we will maintain up-to-date knowledge of current risks so officers are able to identify new pests or diseases and have information on how best to deal with outbreaks when they arise.

Minimising the Spread of Pests and Diseases

Where there is a reasonably foreseeable risk of either introducing or spreading unwanted pests and diseases within our sites, we will carry out appropriate risk assessment procedures to minimise that risk. Control measures may include disinfection of clothing or tools as well as the method of movement and disposal of cut material (timber, branches, twigs and leaves).

Action 50

Our tree and woodland management practices will be carried out in such a way to minimise potential biosecurity threats.

6 Strategic Theme: Quality Standards and Resources

“Green spaces of extraordinary quality”

Aim 8: Standards

We will manage our trees and woodlands in line with all the appropriate national and local industry standards.

In order to assist with monitoring and evaluating our performance as a Council and a Parks and Countryside Service a number of quality standards exist which have been adopted and which are described below. The current level of resources which are available to us allow us to comply with these standards. Any reduction in resources, e.g. revenue budgets, could impact on our ability to deliver these standards. This will be monitored each year at the annual review of the Strategy.

6.1 Standards for Tree and Woodland Management

The Council is committed to managing its tree and woodland resource using guidance from a wide range of appropriate published standards and industry best practice. These include but are not limited to the following:

- British Standard 3998:2010 Tree work - recommendations
- British Standard 5837:2012 Trees in relation to design, demolition and construction - recommendations
- British Standard 8545:2014 Trees: from nursery to independence in the landscape - recommendations
- FSC: Forestry Stewardship Council
- UK Forestry Standard

- UKWAS: UK Woodland Assurance Scheme
- Green Flag
- Sheffield Standard
- National Joint Utilities Group (NJUG) Volume 4 – Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in proximity to Trees
- Trees & Design Action Group (TDAG) - Various publications
- National Tree Safety Group – Common Sense Risk Management of Trees

Green Flag

The Green Flag Award® scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world.

Purpose & aims

- To ensure that everybody has access to quality green and other open spaces, irrespective of where they live.
- To ensure that these spaces are appropriately managed and meet the needs of the communities that they serve.
- To establish standards of good management.
- To promote and share good practice amongst the green space sector.
- To recognise and reward the hard work of managers, staff and volunteers.

We currently have two woodlands which have reached the Green Flag standard, Ecclesall Woods and Wheata Woods . We will be looking to achieve an additional Green Flag for an area in the east or north east of the city that will realise major environmental health benefits to the local community. This could be Wincobank Woods or Shirebrook Valley.

Headline Action 51

We will aim to achieve at least one new Green Flag (national quality standard) woodland in the first 5 years of the strategy and bring all the council's woodlands up to the Sheffield Quality Standard within 10 years.



6.2 Contractors

All contractors working on Council managed trees or woodlands will adhere to current industry best practice such as BS3998. Currently all contractors engaged in tree work contracts will have been through a series of initial checks before being added to the approved Council suppliers list and will be subject to ongoing spot checks and assessment. Our aim is to move to a position where we only use Arboricultural Association approved contractors for all tree surgery work contracts.

Action 52

We will move to a position of only awarding arboricultural contracts to Arboricultural Association approved contractors.

6.3 Funding, Budgets and Grants

Reductions in local authority funding have necessitated the need for generating income through grants and other funding sources. Accessing these sources of funding has been achieved by working in partnership with others. The main sources of funding and grants come from a variety of sources some of which are listed below:

- Timber Income
- External Fees and Charges
- Heritage Lottery Fund
- Forestry Commission
- Natural England
- Sport England
- Fundraising via Friends Groups
- Crowd Funding
- Legacies
- Donations
- Community Infrastructure Levy
- Philanthropic Trusts (J G Greaves Trust)
- Academic Research
- Consultancy

6.4 Staff, Skills and Leadership

One of the Council's Corporate Plan priorities is to value our employees who are vital to delivering high quality services for Sheffield. The Council recognises that a skilled and well trained workforce supported by good leadership is essential in delivering a quality service. Staff have regular 1-1's, supervision and appraisals offering appropriate training opportunities.

6.5 Partnership Working

Aim 9: Working in Partnership

We will create and strengthen existing local and national partnerships to enable effective future development and management of trees and woodlands and successful delivery of the actions in this Strategy.

In Sheffield there are many national and local organisations and groups involved in tree and woodland management and related activities. National organisations have a crucial role providing advice, funding and statutory functions. Local organisations have more varied roles in terms of site management or community engagement; the Council, private tree and woodland owners (both commercial and members of the public), specialist interest groups and other organisations, including those from the voluntary sector all play their part.

Forestry Commission- The Forestry Commission is a non-ministerial government department responsible for forestry in England and Scotland. It was set up in 1919 to expand Britain's forests and woodland after depletion during the First World War. The Commission have given the Council grant aid through the English Woodland Grant Scheme , supported the creation of our Forest Design plans and issued us with felling licences.

Peak District National Park Authority - The Peak District National Park became the first national park in the United Kingdom in 1951. With its proximity to the cities of Manchester, Stoke-on-Trent, Derby and Sheffield, and access by road and rail, it attracts millions of visitors every year. As the planning authority they regulate planning and mineral extraction and have given the Council approval for Forestry related infrastructure in the past.

Sport England- Sport England is a non-departmental public body under the Department for Digital, Culture, Media and Sport, it has funded bike trails and run routes over the last few years.

National Trust - an organisation dedicated to preserving the cultural heritage of a particular geographic region. Although the focus of the National Trust may vary by region, the principal role is to ensure the preservation of historically significant items, and to conserve natural areas. The Council is working in partnership with the Trust as part of the Sheffield Moors Partnership.

Natural England- Is a non-departmental public body in the United Kingdom sponsored by the Department for Environment, Food and Rural Affairs and is the government's adviser for the natural environment in England, helping to protect England's nature and landscapes for people to enjoy and for the services they provide. Natural England has supported the Council as part of the Nature Improvement Area which helped to restore the Burbage Valley plantation and the Higher Level Stewardship scheme which provides grant aid for a number of sites in the City.

Sheffield and Rotherham Wildlife Trust - working in partnership with the Council to manage a number of sites in the city including Blacka Moor, Wyming Brook, Crabtree Pond and Blackburn Meadows. Delivering the education offer from the Woodland Discovery Centre at Ecclesall Woods and leading on the proposed Sheffield Lakeland Landscape Partnership.

Sheffield Hallam University- working with the Council to improve Forest School training and as part of the Local Nature Partnership.

Sheffield University- Following on from i-Tree, the Council is now working in partnership with researchers at the University of Sheffield to study in more detail the potential effects of climate change and the threats posed by pests and diseases to trees and woodlands over the next 50 years.

Woodland Trust- Are the country's largest woodland conservation charity with over 500,000 members and supporters and more than 1,000 sites, covering over 26,000 hectares, all over the UK.

They stand up for woods and trees ,protect and campaign, plant trees, and restore ancient woodland for the benefit of wildlife and people.

Voluntary Sector Groups and Organisations – these are mainly community based groups participating in various aspects of the planting, management, maintenance and use of the urban forest. They include all our Friends Groups.

Specialist Interest Groups – e.g. Sorby Natural History Society, act in an advisory capacity, or are involved in conservation projects, record-keeping or lobbying.

Some of the notable successful partnerships are:

Sheffield Lakeland Landscape Partnership – This partnership has been formed to submit a Heritage Lottery Fund to help restore the landscape around the Yorkshire Water reservoirs within the Peak District National Park.

Eastern Moors and Sheffield Moors Partnerships- These partnerships meeting several times per year and are led by the National Trust and the RSPB to discuss issues of common interest like land management , recreation, heritage and events.

Sheffield Biodiversity Partnership (SBP) - The SBP meets bi-annually to share information and review the designations of Local Wildlife Sites of which 30% are woodland sites.

Action 53

Building on our existing arrangements we will continue to develop strong partnerships with national, regional and local environmental organisations in the city which are beneficial to our trees and woodland objectives.

Appendix 1

Relevant Trees and Woodlands Legislation

National Parks and Access to the Countryside Act 1949

This Act includes provisions for nature reserves and managing land for conservation purposes, as well as for enabling access to the countryside.

Forestry Act 1967

This Act is primarily aimed at commercial forestry and woodlands, controlling the felling and subsequent replanting of trees; however the felling of trees outside of woodlands is also controlled by the Act.

Countryside Act 1968

This Act imposes a duty on public bodies, including local authorities, to have regard to the desirability of conserving the natural beauty and amenity of the countryside in the exercise of their functions relating to management of land under any enactment.

Wildlife & Countryside Act 1981

This Act prohibits the intentional or reckless destruction of certain plants and animals including all wild birds, their nests, or eggs. For example, it is an offence to disturb bird-nesting sites and bat roosts. Offences committed under the Act are investigated and enforced by the Police. It also makes further provision for nature conservation, including Sites of Special Scientific Interest, and about countryside management and public rights of way.

Countryside and Rights of Way Act 2000

This Act makes provision for public rights of access to certain land including open country land for the purposes of open-air recreation.

Natural Environment & Rural Communities Act 2006

This Act places a duty on public authorities, including local authorities and local planning authorities, to have regard to the purpose of conserving biodiversity in the exercise of their functions, so far as is consistent with the proper exercise of those functions.

Conservation (Natural Habitats & c) Regulations 1994

This Regulation puts into place a European Union Directive that protects European protected species, such as bats and their roosting sites.

Appendix 2

National Policy Framework

National Forestry Policy

The Independent Panel on Forestry report published in July 2012 recommended:

- The need to develop a new woodland culture and a resilient forestry and woodland sector,
- The value of the Public Forest Estate, which will continue to benefit from public ownership, be held in trust for the nation and be managed by a new, operationally-independent body,
- The importance of protecting our woodland assets,
- The need to bring more woodland into active management and increase the extent of woodland cover in England,
- The need to help the sector to find its voice and improve its economic performance,
- The importance of preserving and maximising the social and environmental benefits provided by trees and woodlands, particularly in and around our towns and cities,
- The scope for developing new markets based around a better understanding of the value and potential of our trees, woods and forests,
- The value of retaining a skilled cadre of forestry experts within the public sector.

The Panel's report underpins a refreshed Government forestry policy. This policy is based around a clear hierarchy of priorities: protecting, improving and expanding our public and private woodland assets. It also reflects key Coalition principles, such as economic growth, localism, deregulation, targeted government intervention and value for money.

Natural England

According to Natural England (2013) 42.4 million adults in England visited the natural environment, spending 21 billion pounds /year. Outdoor recreation is recognised as being good for both mind and body. Getting active outdoors is associated with lower levels of stress, tension and depression and increased self-esteem and energy levels. Added enjoyment of being outdoors can encourage us to be more active more regularly.

The outdoors offers communities:

- a valuable social space and can alleviate social isolation,
- helps people be happy and healthy,
- helps children and young people achieve their potential,
- contributes to the national economy,
- demonstrates its economic and social value,
- is accessible to everyone,
- should be protected.

Sport England

Department for Culture, Media and Sport to recommend Sport England continues to take an active role in the outdoor recreation sector, following up on its early insight work - *Getting Active Outdoors* - and ensures that the next round of Sport England funding from 2017 looks at the 'whole active person' and includes outdoor recreation as one of the sport solutions. The Council is working closely with Sport England to secure funding for a range of activities like Run Routes and Making Tracks.

e.g. Forestry Commission, Natural England, Sport England, Public Health

Other relevant strategies

The strategy is guided and informed by various other national and international strategies, policies and directives etc. These include the Kyoto Agreement (1997) which establishes targets for the reduction in greenhouse gases. Other relevant national strategies, plans and standards include the England Forestry Strategy (1999), the UK Forestry Standard (1998) and the UK Biodiversity Action Plan (1995) all of which relate to conservation and sustainable management. There is also the UK Climate Change Programme, which proposes increasing the use of renewable energy, to help meet agreed targets to reduce emissions into the atmosphere which are causing climate change.

Local/Regional Policy

Linking to other local strategies.

Sheffield City Council's Corporate Plan contains three key objectives that our Trees and Woodlands can contribute to delivering:

- Sustain high quality parks and green spaces
- Help thousands of people achieve a greater level of wellbeing
- Attract individuals and businesses to Sheffield as the UK's top Outdoor City

SCC Green and Open Spaces Strategy (GOSS)

The Trees and Woodlands Strategy is a sub-strategy of the GOSS. The structure of the strategy is derived from the GOSS and the overall vision for greenspaces in Sheffield is at the heart of the Trees and Woodlands Strategy which is:-

'Sheffield is the greenest city in Britain, proud of its rich variety of open spaces. Our Strategy will ensure that every area of the city has green and open spaces of exceptional quality for all current and future generations to use and enjoy'.

SCC Corporate Tree Risk Management Strategy

The Sheffield City Council Corporate Tree Risk management Strategy was adopted in 2010 to provide a system of risk assessing trees on Council land where a duty of care exists. The strategy contains details of the process of quantifying risk on Council sites, the inspection process, carrying out remedial work and record keeping. The system is subject to ongoing review to keep it in line with current industry practice.

SCC Streets Ahead 5 year Highway Tree Strategy, etc

Streets Ahead is a 25 year partnership that seeks to upgrade Sheffield's roads, pavements, lighting and other highway assets during the first five years and then maintain the assets thereafter for the remainder of the contract term. This Tree Management Strategy sets out Streets Ahead's approach to delivering the Tree Management Service in regard to highway trees. The Tree Management Strategy is used to undertake the Streets Ahead team's

responsibilities under the Contract and deliver the Tree Management Service on the Project Network. A new Street Tree Strategy is to be developed over the next year.

Outdoor City Economic Strategy

In 2014, Sheffield Hallam University's Sport Industry Research Centre produced a report titled 'Everything grows outside – including jobs and the economy', which looked at the impact of outdoor recreation in Sheffield. The report found that:

- Participation rates in outdoor recreation in Sheffield are higher than the national average across a range of activities, particularly for running, walking and cycling.
- The city is home to a number of global brands and businesses that directly support and promote the outdoor industry such as Go Outdoors and Buffalo Systems.
- Sheffield is the UK's 'climbing capital', with more than an estimated 10,000 Sheffield-based climbers and climbing provision that is more significant than other comparable cities.
- There is a strong heritage and high participation in walking and running, with one of the world's oldest fell races, and a thriving park-run and walking scene.
- Sheffield has a very proud history of leadership in the outdoors, as one of the bases for the Kinder Mass Trespass, which led directly to the national 'Right to Roam'.
- An online survey carried out as part of the research found that the best thing about living in Sheffield is that it is the "best of both worlds" – a combination of urban living and access to the outdoors.

We are actively involved with the development of the Outdoor City agenda which has identified a number of recreation hubs which we are looking to develop including, Parkwood Springs, Ecclesall Woods, Ewden Valley, Wheeta Woods and Redmires.

Appendix 3

Right Place - Right Tree Checklist

Greater London Authority, March 2005²⁶

Appropriate locations

- What is the existing value of the space, and would the impact of trees be positive?
- Existing habitat and landscape value: establish the habitat and landscape type of the site - shade cast by trees, and their demands on soil, water and nutrients, mean that they can kill or damage valuable wildlife habitats such as wetlands, heathlands, flower rich grasslands and brownfields so check for existing value before committing to planting.
- Tree cover history: check historical records to see if the site is in an area where there have been trees in the past, to establish whether the creation of new woodland or tree cover would be appropriate.

Appropriate species and design

- Development design: trees should not be located where they will experience inappropriate growing conditions e.g. in the shadow of tall buildings.
- Local character: check if there is a history in the area for the use of particular species that could be a reflected in the planned planting.
- Work with nature: in natural areas, employ stock of locally native origin. Best of all, work with natural colonisation.
- Great trees of the future: where the setting allows, take opportunities to plant large species of trees with a long lifespan.
- Accessibility: new trees and woodlands are most needed where they can provide people with access to nature and natural landscape in areas presently lacking in such access.
- Infrastructure: consider existing and future infrastructure requirements – do not plant too close to over/underground infrastructure. Replace removed trees in the same pit if appropriate.
- Highways: meet the statutory safety requirements to maintain a clear route along roads (consider heights of buses, HGVs, cars, cycles and horses).
- Space: check available space against the final height and spread of the proposed species with a view to minimising frequency and amount of pruning required.
- Soil condition: the soil in hard landscaped areas is often poor. Soil compaction needs to be limited in the tree pit and adequate nutrients supplied. Use species known to be robust to these limitations.

²⁶ [http://www.forestry.gov.uk/pdf/ltwf_full.pdf/\\$FILE/ltwf_full.pdf](http://www.forestry.gov.uk/pdf/ltwf_full.pdf/$FILE/ltwf_full.pdf)

Appendix 4

Sheffield Standard

Sheffield's Green Space Quality Assessment Tool

The standard was created in 2010 as part of the development of Sheffield's Green and Open Spaces Strategy (GOSS). The aim of the strategy:

Our strategy will ensure that every area of the City has green and open spaces of exceptional quality for current and future generations to use and enjoy.



The purpose of the Sheffield Standard was to establish a base-line green space quality standard, providing realistic achievement targets and timescales. The standard supports fairness principles, providing a guide for all sites to become Safe, Clean, Welcoming and Accessible by 2030 (GOSS strategy is a 20 year plan).

The Standard is based on the first 3 of the Green Flag assessment criteria, and there is a similar approach to site scoring. The criteria have been modified to include 'Community Involvement' and 'Habitat Management' as these are important aspects to the way urban sites are managed.

A Welcoming Place	1 Welcoming
	2 Good and safe access
	3 Signage
	4 Equal access for all
	5 Community involvement
Healthy, Safe and Secure	6 Safe equipment & facilities
	7 Personal security in park
	8 Dog Fouling
	9 Appropriate provision of facilities
	10 Quality of facilities
Clean and Well Maintained	11 Litter & waste management
	12 Grounds maintenance, horticulture, habitat management
	13 Building, infrastructure &/or equipment maintenance

The Sheffield Standard also aims to drive up the standards of maintenance and management of all publically accessible greenspace. In order to meet the goal of having all of Sheffield's green and open space to meet the Sheffield Standard by 2030, we need to improve the quality of about 30 sites year on year. Therefore as well as scoring a site, the assessment also identifies improvements needed.

When the GOSS was established in 2010, approximately 36% of Sheffield's green and open spaces passed the Sheffield Standard. By the end of March 2018 over 60% of sites had passed the Sheffield Standard.

The Sheffield Standard is used for quality audits of green & open spaces to track changes over time at a neighbourhood & city level, and assessments can be done with local interest groups, including Friends of group.

Appendix 5

Five Year Action Plan

Theme: People				
Aim 1: Enjoying and Raising Awareness of the Resource				
Action	What we will do	When we will do it	Who will do it	How much will it cost
Headline Action 1. We will protect, enhance and promote Sheffield's trees and maximise their benefits in all parts of the city.	We will work with partners to maximise benefits around health and recreation	Each year	Everyone	Existing revenue budgets and grants where available
2. Access and Rights of Way As the Local Highway Authority we will appoint and work with the Local Access Forum (which helps to inform the Rights of Way Improvement Plan) to co-ordinate improvements to public access to our woodlands.	We will ensure that membership of the LAF includes a representative of the Council as landowner and manager of relevant land. Where possible the Ordnance Survey will be encouraged to add more of our sites where public access is available to future revisions of their maps.	3 times per year	Countryside Manager	Existing Officer time
3. Recreational opportunities We will continue to develop recreational opportunities in our woodlands and facilities to encourage participation and better health for the people of Sheffield.	We will develop new access opportunities each year improving at least one cycle path, bridleway and an easy going trail/ footpath each year	Each year	Woodland Officers in liaison with the Public Rights of Way Team	£10,000 per annum from Section 106 and other grant sources like Sheffield Lakeland
4. Abuse and illegal activities We will explore measures for preventing the abuse of our woodland sites from illegal activities and to	We will work with South Yorkshire Police and representatives of other organisations to reduce anti-	April 2019	Woodland Officers	Support from the Safer and Stronger Communities Partnership

<p>tackle anti-social behaviour. In particular</p> <ul style="list-style-type: none"> • Off roading 	social behaviour from Off road motorcycling			
<p>Action 4 continued...</p> <ul style="list-style-type: none"> • Fly Tipping 	We will deploy our mobile cctv cameras to sites where we are having particular problems and use evidence to take forward prosecutions where it can be justified	Ongoing	Woodland Officers and Rangers	£5000 officer time and maintenance costs per year
<ul style="list-style-type: none"> • Dog Fouling 	We will work to identify and implement powers to address the problem of dog fouling, working with professional dog walkers.	April 2020	ERS and Woodland Officers and Legal Services	Existing Officer time
<p>5. Site signage and interpretation We will maintain adequate site signage and where funding can be identified, provide additional on-site interpretation where it is required making best use of new technologies.</p>	We will replace at least one interpretive panel per year and deal with site signage on a site by site basis	Every year	Woodland Officers	£5000/year
<p>6. Art We will support the instillation of appropriate art initiatives in our sites to help inspire people and ignite their imaginations</p>	We will commission at least one form of public art per year and develop the portals project as part of the 'off the shelf' project	Every year	Countryside Manager	£2000 /year

Aim 2: Community Involvement and Consultation				
Action	What we will do	When we will do it	Who will do it	How much will it cost
Headline Action 7. Community engagement <i>We will increase visitor numbers and volunteering in woodlands that serve areas of Sheffield that have the lowest visitor numbers and the greatest health inequalities</i>	<p>We will continue to engage the community in our work primarily through the Ranger Service in a variety of ways targeting volunteers friends Groups in the first instance</p> <p>We will respond to requests for illustrated talks to key groups 4 times per year</p>	Ongoing	<p>Rangers</p> <p>Countryside Manager</p>	<p>Existing Officer time</p> <p>Existing Officer time</p>
<p>8. Involving the community in tree planting</p> <i>We will involve and engage the local community in community based tree planting projects and work in partnership with other organisations to continue the good work we have started.</i>	<p>We will ensure that the local community is involved at all stages whenever we plant new trees</p>	Ongoing	Community Forestry Team	£10,000/year from existing revenue budgets and grant aid where available
<p>9. Education offer</p> <i>We will look at how we can sustain and develop our education offer.</i>	<p>We will grant a yearly licence to Sheffield and Rotherham Wildlife Trust (SRWT) to provide an education offer to primary school children at the Woodland Discovery Centre</p>	Every year	Woodlands Officer and SRWT	Income of approx. £3300/year

Action	What we will do	When we will do it	Who will do it	How much will it cost
Action 9 continued...	<p>Any other requests for education work will be carried out by the Ranger Service subject to their capacity</p> <p>Across the wider estate, Rangers will deliver all education visits as part of the Higher Level Stewardship Scheme where capacity allows</p>	<p>Dependant on the nature of the request</p> <p>Subject to the requirements of the agreements</p>	<p>Rangers</p> <p>Rangers</p>	<p>Charged at £150/day</p> <p>Income of £5,000/year</p>
<p>10. Volunteering</p> <p><i>We will continue to offer opportunities for engaging with the community and volunteering. Opportunities exist with the Rangers through individual and corporate volunteering or placements.</i></p>	<p>We will support opportunities for volunteering mainly through the SWEEP team based at the Discovery Centre or through the Rangers at the Cruck Barn</p>	Ongoing	Rangers and Countryside Estate Officer	Existing Officer time
<p>11. Support for friends groups</p> <p><i>The Ranger Service will continue to provide support for volunteers, community groups and Friends groups working on our sites.</i></p> <p><i>We will continually review and refocus the work of the Rangers to meet our community involvement commitments in deprived areas of the city</i></p>	<p>We will support existing volunteers, community groups and Friends Groups.</p>	Ongoing	Rangers	Existing Officer time

Theme: Places				
Aim 3: Knowing the Resource				
Action	What we will do	When we will do it	Who will do it	How much will it cost
12. iTree Survey <i>We will continue to look for ways to update our existing knowledge of our trees and woodlands. This includes the current partnership with the University of Sheffield and the joint project to model the effects of climate change and the threats from tree related pests and diseases.</i>	We will continue to work closely with the University of Sheffield supporting this important project as well as looking for further opportunities to increase our knowledge of the resource.	March 2019	Tree Manager	From existing revenue budgets
Aim 4: Risk Management and Public Safety				
Action	What we will do	When we will do it	Who will do it	How much will it cost
13. Tree risk management surveys <i>We will continue to carry out the systematic survey of trees on Council land along with any necessary remedial work within agreed timescales as detailed within the Corporate Tree Risk Management Strategy.</i>	We will continue to implement a robust Tree Risk Management system and carry out tree risk management surveys in line with current industry guidance Where requested we will carry out assessments for other local authorities and public bodies within the region	Ongoing As and when requested	Tree Team Tree Team	From existing revenue budgets Income generation potential

Action	What we will do	When we will do it	Who will do it	How much will it cost
14. Requests for nuisance work All enquiries or requests for nuisance related tree work will be dealt with on a case by case basis and the person making the enquiry will be informed of the Council's decision within the appropriate timescale.	We will publish a leaflet regarding nuisance work to provide guidance to the public when requests are made	Ongoing	Tree Manager	£500 for leaflet in 2019 From revenue budget
15. Vandalism and illegal felling We will investigate cases of vandalism and illegal tree felling and take action where appropriate.	Where appropriate, we will take necessary action which may include prosecution of those responsible and recovery of costs to compensate for loss of trees.	Ongoing	Tree Manager and Legal Services	Legal fees to consider on a case by case basis
16. Veteran Trees The Council will follow current industry best practice such as Natural England's Veteran Trees: A Guide to Good Management in managing its veteran trees.	When veteran trees have been identified, we will manage them in a way that maximises their future health and biodiversity potential	Ongoing	Tree & Woodland Officers	From existing revenue budgets
17. Veteran Trees We will identify veteran trees in the Sheffield Lakeland Landscape Partnership area and carry out necessary works to maintain their integrity and health	Surveys of each woodland compartment will be carried out as part of the project	March 2022	Woodland Officers	£4000 from Heritage Lottery Fund

Action	What we will do	When we will do it	Who will do it	How much will it cost
18. Tree Planting <i>We will aim to maintain diverse and sustainable tree cover through the planting of new trees in appropriate locations.</i>	Wherever we plant new trees we will identify a suitable mixture of species	Ongoing	Community Forestry Manager	£10,000/year from existing revenue budgets and grant aid where available
19. Tree Planting <i>We will develop an appropriate strategy for future tree planting across the city. This will be informed by the findings of the i-Tree survey.</i>	We will map areas and make decisions based on this information in terms of where existing tree cover is low and the availability of land where additional tree planting is appropriate	March 2019	Community Forestry Manager	From existing revenue budgets
20. Tree Planting <i>We will follow the 'Right Place – Right Tree' guidelines when considering new tree planting.</i>	When developing new planting schemes, officers will consider amongst other things, the species, size and location of new tree planting in relation to their surroundings and growing conditions in order to maximise their future potential and benefits	Ongoing	Community Forestry Manager	N/A
Headline Action 21. Tree Planting <i>We will plant at least 100,000 additional trees and replace trees on a 2 for 1 basis in our greenspaces and woodlands over the next 10 years</i>	We will maintain records of numbers of tree removals and plantings to ensure we plant a minimum of two trees for every one we remove from council green spaces.	Ongoing	Community Forestry Manager	£10,000/year from existing revenue budgets and grant aid where available

Action	What we will do	When we will do it	Who will do it	How much will it cost
22. Commemorative Trees <i>We will continue to offer a Commemorative Tree Scheme to members of the public.</i>	Parks and Countryside will continue to offer our Commemorative Tree Scheme to members of the public which will cost £240 per tree	Ongoing	Community Forestry Manager	Income £240/ tree
23. Housing Trees <i>Trees on land managed by Housing Services, including those in tenant's gardens will be managed in line with the standard Council approach to tree management.</i>	There will be an annual Service Level Agreement between Sheffield Housing Service and Parks and Countryside Service.	Updated annually	Tree Manager and Housing Service	Costs are covered from the Housing Revenue Account through the Service Level Agreement
24. Trees in School Grounds <i>The Council will continue to offer a service to schools to promote the sustainable management of their tree stock and encourage the integration of trees into school activities and children's education.</i>	We will continue to work closely with local schools and respond to requests as and when they arise. We will promote good arboricultural practice	As and when we get requests	Tree Manager	Income determined by amount of tree stock needing inspection. Project work will be costed depending on the request
25. Insurance claims <i>When dealing with insurance claims technical information may be requested to enable the Insurance and Risk Team to make an informed decision on liability and any appropriate course of action.</i>	Requested information may include soil type, tree root analysis, location and characteristics of damage, records of ongoing movement etc. Officers will receive training relevant to tree related damage to buildings.	As and when claims are received	Tree Manager/Insurance and Risk Team	This is considered normal practice. Initial cost of providing evidence is paid by claimant

Action	What we will do	When we will do it	Who will do it	How much will it cost
26. Development on Council Land <i>Where development is being considered on Council land, the guidance given in BS5837 will be followed and an appropriately qualified arboriculturist will be involved in the design and development process</i>	The service area overseeing the development will procure the input from an appropriately qualified arboriculturist to provide advice throughout the process	As and when development on council land is considered	Service area leading on proposals	Cost is dependent on number of trees and level of detail. Average costs for provision of technical data ranges from £200 - £500
27. Sale/Disposal of council land <i>As part of an assessment of Council land being considered for sale we will check for existing trees. Where trees exist, an arboricultural assessment will be undertaken to assess their condition and value.</i>	Parks and Countryside will be consulted on proposed disposals of council land containing trees. An assessment of existing tree cover will be carried out by an appropriately qualified arboriculturist in order to determine if any trees are worthy of statutory protection e.g TPO's prior to the land being sold	As and when council land is considered for disposal	Tree Manager/Planning	Depending on number of trees, a survey will generally cost between £200 - £500
28. Disposal of land <i>Before any of the Council's rural land holdings are disposed of we will try and secure additional tree planting and access improvements to complement our objectives around recreation and climate change mitigation</i>	We will try to maximise benefits to the public when considering disposals of land	As and when council land is considered for disposal.	Countryside Manager	No cost

Action	What we will do	When we will do it	Who will do it	How much will it cost
29. Highway Trees <i>We will seek to develop a street trees strategy with partners which will be a 'sub strategy' of the Trees and Woodlands Strategy</i>	We will work with partners to produce a street trees strategy	Over the next 6 months	Streets Ahead Team	Funded from existing revenue budgets
30. Private tree and woodland owners <i>The Council will develop processes to engage with private tree owners to encourage good arboricultural management of trees on their land.</i>	Guidance will be developed and promoted on the councils website, local press and social media	Ongoing	Tree Manager	Funded from existing revenue budgets
31. Ancient woodland protection <i>We will work with Natural England to verify the status and extent of ancient woodland in Sheffield.</i>	Carry out a detailed audit	March 2019	Countryside Manager	Funded from existing revenue budgets
32. Trees and Development <i>A tree survey (as detailed within BS5837:2012) will normally be necessary in order to consider development proposals that affect trees.</i>	Planning officers will request a tree condition survey before determining applications for development that affect existing trees	Ongoing	Planning	None. Cost is borne by applicant
33. Trees and Development <i>Development will not normally be supported where we consider it makes inadequate provision for the retention of trees and other natural features, particularly wildlife habitats such as woodlands</i>	Each planning application will be considered in line with existing local and national guidelines and good practice. Officers will recommend refusal of applications where adequate provision has not been addressed.	Ongoing	Planning	Funded from existing revenue budgets

Action	What we will do	When we will do it	Who will do it	How much will it cost
34. Trees and Development <i>We will seek to retain appropriate existing trees on development sites and may do this through the use of Tree Preservation Orders or planning conditions. In all cases we will consider guidance detailed in BS5837 including appropriate tree protection measures.</i>	Officers will assess the existing trees along with the aims of the development and follow local and national guidance in determining whether retention and/or protection of trees is necessary	Ongoing	Planning	Funded from existing revenue budgets
35. Trees and Development <i>We will encourage appropriate tree planting within new developments to create wildlife corridors and where possible create larger areas of continuous tree cover to contribute to improved local biodiversity. Where appropriate, we will encourage the planting of large, long lived tree species within new development sites.</i>	Officers will consider current national guidance and industry best practice to encourage developers to integrate appropriate tree planting into their plans.	ongoing	Planning/Tree team/Ecology	Funded from existing revenue budgets
36. Tree Preservation Orders <i>There will be a presumption against the cutting down or inappropriate pruning of any tree protected by a Tree Preservation Order. Where consent is granted for removal the Council may impose a condition requiring replacement planting of the tree.</i>	Officers will consider current national guidance and industry best practice when determining applications to fell protected trees.	Ongoing	Planning/Tree team	Funded from existing revenue budgets
37. Tree Preservation Orders <i>Any alleged unauthorised works to protected trees will be investigated and enforcement action taken where appropriate.</i>	All cases of unauthorised works will be investigated and where appropriate, action which may include prosecution will be taken.	Ongoing	Planning/Legal Services	Funded from existing revenue budgets

Aim 5: Sustainable Management				
Action	What we will do	When we will do it	Who will do it	How much will it cost
38. Continuous cover management <i>The Council will adopt a Continuous Cover management approach to its broadleaf woodlands prioritising health and safety works. Any additional thinning works will be achieved where it is cost effective and viable.</i>	We will carry out thinning works in our broadleaved woodlands as opportunities arise.	As and when grant opportunities allow for example the Sheffield Lakeland Landscape Partnership and in our plantations in the South East of the city	Countryside Manager	Subject to cost effectiveness and availability of grants
39. PAWS restoration <i>We will aim to return Plantations on Ancient Woodlands Sites (PAWS) to their original composition where this is cost effective.</i>	We will focus on the restoration of several PAWS sites in the Sheffield Lakeland Landscape Partnership area over the next 3 years	October 2021	Countryside Manager	Subject to Heritage Lottery Funding being secured
40. Timber extraction <i>The Council will continue to manage its woodlands and forests in a sustainable manner to the UKWAS standard and will extract timber in line with recommendations from the two Design Plan and the approved felling licence. This will be achieved through selective thinning until a final clear fell of the compartments is required.</i>	We will sell our timber as a standing crop for the best offer when it is marketed through a thorough procurement strategy	Annually	Countryside Manager	Generates income to manage broadleaf woodland Circa £100,000 per year income

Action	What we will do	When we will do it	Who will do it	How much will it cost
41. Forest restoration <i>When a compartment of conifer plantation is clear felled we will replant with appropriate resilient species determined by the long term vision outlined in the Peak Design Plan approved by the Forestry Commission. Where landscape and biodiversity considerations have a greater priority than timber production we will replant with broadleaved trees and also encourage natural regeneration.</i>	We will carry out a fencing and planting contract annually	Before bird nesting season October-March	Countryside Manager	Costs can vary but generally £3000 per hectare including windrowing fencing planting etc
42. Forest Design Plans <i>The Council will keep its two Forest Design Plans reviewed, to take advantage of new funding opportunities. These will inform our long term future management decisions.</i>	As part of the Sheffield Lakeland Landscape Partnership the Peak Design Plan will be refreshed.	March 2019	Countryside Manager	£5000 from grant aid
43. FSC Accreditation <i>The Council will maintain Forest Stewardship Council (FSC) accreditation for its woodland and forest estate on an annual basis and will comply with the UK Forestry Standard and the UK Woodland Assurance Scheme (UKWAS) standards.</i>	We will audit our systems and documentation in line with FSC guidelines	Annually	Countryside Manager	£2000 from existing revenue budgets

Action	What we will do	When we will do it	Who will do it	How much will it cost
44. Archaeology <i>We will ensure that archaeology and local heritage features are surveyed and if necessary protected before we carry out any work on our woodland estate. Where resources allow we will provide appropriate interpretation to raise awareness of these features.</i>	Check all available records and seek advice from South Yorkshire Archaeological Service	As and when sites are managed	Countryside Manager	Funded from existing revenue budgets
45. Site Management Plans <i>On woodland sites where resources and funding are secured, the Council will continue to produce site specific management plans to inform future management options.</i>	Prioritise where management plans exist and review them annually prioritising Green Flag sites	As and when sites are managed	Countryside Manager	Funded from existing revenue budgets and grants where secured
46. Wood based products and makers <i>We will explore with partners the opportunities for generating wood based products as a fuel source and, where markets and site management objectives allow, encourage the retention and use of wood as a fuel source.</i>	Assess opportunities for generating firewood and woodchip from our woodland estate	As and when sites are managed	Countryside Manager	None but potential income stream to be explored
47 Discovery Centre Ecclesall Woods <i>We will develop a Masterplan to shape the future direction of the Woodland Discovery Centre at Ecclesall Woods.</i>	Masterplan produced and agreed	March 2019	Woodland Officer Countryside Manager	Will require Capital Project approval and Full Business Case (FBC) Possible prudential borrowing

Aim 6 : Climate Change Mitigation				
48. Natural Flood Management <i>We will explore any opportunities to incorporate Natural Flood Management into our existing farm and woodland estate and when creating new woodlands</i>	During and after completion of work to our sites we will consider a range of options and assess which prescription would be appropriate for each site eg planting trees, slowing water down with log jams etc	Ongoing depending on site	Countryside Manager & Protecting Sheffield Group	Within existing revenue budgets or if grant aid is secured Eg Forestry Commission Woodland Creation Grant
Aim 7: Bio-diverse and Resilient Trees and Woodlands				
Action	What we will do	When we will do it	Who will do it	How much will it cost
49. Designations as Local Wildlife sites <i>All Council woodlands designated as Local Wildlife Sites will continue to be in positive conservation management.</i>	We will carry out the necessary works required each year to comply with this status	Ongoing	Ecology Manager and Rangers	From existing revenue budgets and in some cases Higher Level Stewardship scheme
50. Bio-security <i>Our tree and woodland management practices will be carried out in such a way to minimise potential biosecurity threats.</i>	We will adapt the way in which the council brings new trees into the region and how we manage our tree stock with the specific aim of minimising potential threats. In particular, we will only import trees from overseas in exceptional circumstances and only with additional safeguards. We will follow national guidance when dealing with outbreaks of pests and disease in our trees and woodlands.	Ongoing	Tree Manager (all council departments)	From existing revenue budgets

Theme: Quality Standards and Resources				
Aim 8: Standards				
Action	What we will do	When we will do it	Who will do it	How much will it cost
Headline Action 51. Quality Standards <i>We will aim to achieve at least one new Green Flag (national quality standard) woodland in the first 5 years of the strategy and bring all the council's woodlands up to the Sheffield Quality Standard within 10 years.</i>	We will aim to maintain our 2 Green Flag awards aspiring to achieve an additional Green Flag in the east or north east of the city and aspire to get all our sites to the Sheffield Standard by 2028	March each year	Countryside Manager	From existing revenue budgets
52. Arboricultural Association accreditation <i>We will move to a position of only awarding arboricultural contracts to Arboricultural Association approved contractors.</i>	All arboricultural contractors who currently carry out work for the Council will be notified of change in position. Officers will receive training in the new standards to ensure routine monitoring of contractors is in line with the Arboricultural Association standards	April 2019	Tree Manager	From existing revenue budgets

Aim 9: Working in Partnership				
Action	What we will do	When we will do it	Who will do it	How much will it cost
53. Partnerships <i>Building on our existing arrangements we will continue to develop strong partnerships with national, regional and local environmental organisations in the city which are beneficial to our trees and woodland objectives.</i>	We will support the Sheffield Lakeland Landscape Partnership, Sheffield Moors Partnership and the Eastern Moors Partnership Looking at landscape scale land management	Ongoing	Countryside Manager	From existing revenue budgets

[Print this page](#)

Equality Impact Assessment and Consultation

Approved

Approved by Johnston Annemarie

MAKE CHANGES TO THE FORM

Equality Impact Assessment

Introductory Information

Reference number

273

Proposal type Budget Project**Project name**

Trees and Woodlands Strategy

Decision Type**Type of decision**

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

Lead Cabinet Member **Entered on Q Tier** Yes No**Year(s)**

14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22
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EIA date

19/04/2018

EIA lead **EIA contact** **Lead officer**

Lead Corporate Plan priority

Thriving Neighbourhoods and Communities

Portfolio, Service and Team

Cross Portfolio

Yes No

Portfolio

Place

Place service(s)

- Business Strategy and Regulation
- City Growth
- Culture and Environment
- Housing and Neighbourhoods Service
- Major Projects
- Repairs and Maintenance Service
- Transport and Facilities Management

Place team(s)

Parks and Countryside

Is the EIA joint with another organisation (eg NHS)?

No Yes

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

Approval of the Trees and Woodlands Strategy to support Sheffield’s Corporate plan 2015 -18, which aims to ensure that “high quality parks and open spaces are provided for people to use and enjoy” in thriving neighbourhoods and communities. The Trees and Woodlands Strategy compliments this part of the Corporate Plan but also adds value to Better Health and Wellbeing and A Strong Economy. The strategy also has a direct influence on the delivery of the Outdoor Economic Strategy and will play an important role in mitigating climate change.

Impact

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

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

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these - positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

Overview (describe how the proposal helps to meet the Public Sector Duty outlined above), Supporting Evidence (Please detail all your evidence used to support the EIA)

The Trees and Woodlands Strategy aims to maintain and enhance our trees and woodlands for the future and to create opportunities for accessing Sheffield's trees and woodland providing better equality of access across the city removing physical and cultural barriers in the city where they exist.

Impacts

Proposal has an impact on

Health	Age	Disability	Pregnancy/Maternity	Race	Religion/Belief
Sex	Sexual Orientation	Transgender	Carers		

Voluntary/Community & Faith Sectors	Cohesion	Partners
Poverty & Financial Inclusion	Armed Forces	Other

Health

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

Yes No

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

The strategy has a variety of actions aimed at improving people's health and wellbeing

Comprehensive Health Impact Assessment being complete

Yes No

Please attach health impact assessment as a supporting document below.

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

Yes No

Health Lead

Hird Susan;



Age

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

We tailor our work to support people of all ages. For example we support volunteers of any age over 18. Young children and young families are particularly supported through our forest schools activities.

Disability

Staff Yes No**Customers** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

Specific actions have been incorporated into the strategy in terms of access improvements and annual targets for improvements to paths for wheelchair users. We are committed to improve one easy going trail per year if the funding has been secured. This was supported by the Access Liason Group. We consider the needs of other people for example people with visual impairments and accomodate them through the provision of appropriate signage and access controls.

Race**Staff** Yes No**Customers** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

We are aiming to reduce barriers to participation from Sheffield communities, although we have limited resources. As part of our community tree planting initiatives we work with schools in deprived areas where there is a higher percentage of people from BME communities e.g Burngreave Ward

Voluntary/Community & Faith Sectors**Staff** Yes No**Customers** Yes No**Impact** Positive Neutral Negative**Level** None Low Medium High**Details of impact**

We have a strong commitment to the voluntary sector in terms of support for Friends Groups. We have funding agreements with Green Estate , Sheffield and Rotherham Wildlife Trust, Steel Valley Project and Sheffield Countryside Conservation Trust. We also support individuals as volunteers as part of the Sheffield Woodland Environmental Enhancement Project (SWEEP)

Partners

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

We have a comprehensive list of partners we are working with from the Universities , Voluntary Sector partners, National Trust, RSPB, non governmental organisations, charities. However the current dispute on Highway trees is having a negative impact on the city with some partners like the Woodland Trust and Trees from Cities

Poverty & Financial Inclusion

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Not everyone has the ability to access our woodlands however having a good distribution of trees and woodlands in the city people can access them freely. We aim to redress this by increasing opportunities in deprived areas of the city

Supporting Documentation

[Click here to attach a file](#)

- ~~×~~ Respondent monitoring from TW Strategy Consultation.pdf
- ~~×~~ Action Sheet Trees and Woodlands Strategy Action Plan-January2018.docx
- ~~×~~ Health Impact Assessment Trees and Woodlands Strategy.docx
- ~~×~~ Tree overall report.pdf
- ~~×~~ TW_STRATEGY_2017_MASTER tidy copy 2.docx
- ~~×~~ Headlines from TW Strategy Consultation (3).pdf

Cumulative impact

Proposal has a cumulative impact

Yes No

Cumulative impact

- Year on Year
 Across a Community of identity/interest
 Geographical Area
 Other

Details of cumulative impact

The management of our trees and woodlands has a positive impact on the citizens of Sheffield providing access to woodlands and trees across the whole city, providing opportunities for recreation and access to nature. There are general improvements to peoples spiritual wellbeing when enjoying our woodlands and greenspaces

Proposal has geographical impact across Sheffield

- Yes No

Details of geographical impact across Sheffield

Woodlands and Forests cover the whole city

Local Partnership Area(s) impacted

- All Specific

Action Plan and Supporting Evidence

Action plan

- 1) Commitment for the rangers and partner agencies to engage with schools to deliver our education programmes
- 2) Commitment to improve physical access year on year to paths in our woodlands and to make reasonable adjustments where we can find the resources to achieve improvements
- 3) Commitment to plant trees in areas of the city where we have less trees
- 4) Commitment to carry our press releases to raise awareness of the benefits of trees and woodlands
- 5) Commitment to engage more BME groups in deprived parts of the city

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

Consultation events in the Town Hall
 Online survey
 Meeting with the Local Access Forum
 Meeting with the Access Liason Group
 Health Impact Assessment

Consultation

Consultation required

- Yes No

If consultation is not required please state why

We have consulted on a number of times at events in the Town Hall and an online survey which has informed the strategy

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

- Yes No

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

- Yes No

If you have said no to either please say why

We intend to carry out publicity after Cabinet has approved the strategy

Summary of overall impact

Summary of overall impact

Overall there are no significant differential, positive or negative, equality impacts from this proposal. The strategy should have a positive impact on the citizens of Sheffield by providing access to woodlands and trees across the whole city and providing opportunities for recreation and access to nature.

Summary of evidence

We have consulted widely and adjusted our actions accordingly

Changes made as a result of the EIA

None required at this stage as most of the issues have either been covered or are not possible with the available resources

Escalation plan**Is there a high impact in any area?**

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review date**Review date**

01/03/2019

If a review date is specified, it will appear in the 'Upcoming Reviews' view when the EIA review is within 30 days.

Approved

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Author/Lead Officer of Report: *(Insert name and job title of officer)*

Tel: *(Insert contact number of author)*

Report of: *Jayne Ludlam*

Report to:

Date of Decision: *12th December 2018*

Subject: *Sheffield Local Offer for Children & Young People Leaving Care*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000		<input type="checkbox"/>		
- Affects 2 or more Wards		<input type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <i>Children and Families</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Children, Young People and Family Support</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>432</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<p><i>“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”</i></p>				

Purpose of Report:

The report asks for cabinet to celebrate, support and endorse the publication of the ***Sheffield Local Offer for Children and Young People Leaving Care***. Whilst there is a statutory duty to publish under Section 2 of the Children and Social Work Act 2017, we ask that this be welcomed as part of ensuring every Sheffield Care Leaver is able to achieve their full potential and give them the best possible start towards adulthood.

Recommendations:**Cabinet is recommended to:**

Endorse the publication of the ***Sheffield Local Offer for Children and Young People Leaving Care***.

Background Papers:

Sheffield Local Offer for Children and Young People Leaving Care

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Andy Bray</i>
	Legal: <i>Louise Bate</i>
	Equalities: <i>Bashir Khan</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Jayne Ludlam</i>
3	Cabinet Member consulted: <i>Cllr Jackie Drayton</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.

Lead Officer Name: <i>Paul Dempsey</i>	Job Title: <i>Assistant Director Provider Services</i>
Date: <i>28th November 2018</i>	

1. PROPOSAL

- 1.1 The Sheffield Local Offer for Children & Young People Leaving Care is to be published under Section 2 of the Children and Social Work Act 2017 which requires each local authority to consult on and publish a Local Offer for its care leavers.
- 1.2 The Act states that a Local Offer should provide information about the services and support that is available to care leavers from the local authority and their partner agencies, and include information about both their statutory entitlements as well as any discretionary support that a local authority chooses to provide.
- 1.3 The Sheffield Local Offer draws together all these services and outlines them under 7 key headings: -
- Advice and Support from a Personal Advisor – this details what a young person can expect from this relationship.
 - Health, Wellbeing and Staying Safe – details how the Leaving Care Service can support a young person to access health services.
 - Relationships – focusses on support to maintain existing relationships and how young people can be helped to build and develop social networks.
 - Education, Employment & Training – what the local authority can do to promote these opportunities for young people leaving care.
 - Your Home – what support young people can expect when transitioning to independent living, including the housing options available to them.
 - Money Matters – details support and guidance available to young people to manage their finances.
 - Getting my Voice Heard – identifying how young people can be involved in informing and developing services that impact on them and support their wider engagement in society.
- 1.4 The Leaving Care Service formed a Steering Group to support the development of Sheffield's offer to Care Leavers jointly chaired by the Director of Children and Families and the Director of Housing and

Neighbourhoods Service. This group has engaged partners across the authority to build and develop the offer for Care Leavers achieving commitment to the full offer that is presented for Cabinet endorsement.

- 1.5 The Local Offer does not significantly or materially change the current offer to care leavers, but provides an offer that draws together all care leaver entitlements into an easy format that is accessible to all care leavers in the city.

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 The publication of the Local Offer should impact on all of the key priorities for the city. Care Leavers are more likely to have less favourable outcomes than their peers; the publication of the offer will support this cohort to access the help and support available to them and help tackle the inequality they may face.

- 2.2 To develop the offer the Leaving Care Service has consulted with Sheffield Care Leavers and the Care Leavers Union. This consultation has clearly informed the development of the offer and shows that we are in touch with the cohort and have listened and responded to the needs of this group of young people.

The publication of the offer gives the opportunity to clearly communicate care leaver entitlements and allow young people to clearly see what they help and support they are able to access in the city.

- 2.3 Care leavers are more likely to have adverse financial outcomes in later life. Through the offer, care leavers should be clearer about their entitlements as part of the requirements of the local authority is to ensure that all care leavers have access to a Personal Advisor. This person will provide advice and guidance on financial management as well as support with benefits claims.

- 2.4 Care leavers are more likely to have less favourable outcomes in later life, are less likely to be employed, and are more likely to be at risk of substance abuse and mental health issues. The published offer will detail health support available to care leavers and pathways to access services. Having these available in a clear and easily accessible format will benefit care leavers in the shorter term and underpin longer term health outcomes.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Section 2 of the Children and Social Work Act 2017 requires each local authority to consult on and publish a local offer for its care leavers.

Consultation has taken three forms: -

1. Initial workshops with Care leavers during Summer 2017
2. Sheffield Care Leaver Union feedback on local offer headings
3. Wider Care Leaver consultation on draft offer contents and format

3.2 Initial workshops with care leavers in Summer 2017 identified key priority areas for young people and informed the focus of the Steering Group's development of the offer. Partner agencies have been involved in the consultation and informed on the offer development via this channel.

3.3 A session with Sheffield Care Leavers' Union was facilitated by the Children's Involvement Team and participants were offered free reign to suggest things they want included in the offer.

Feedback concluded that the offer included things they wanted to see, and that they were pleased with the developments.

The Steering Group continues to work to achieve the further aspirations the Leaving Care Service have for inclusion in the local offer.

3.4 The draft local offer was circulated to Care Leavers for feedback via their Personal Advisors and thirty three young people responded. We asked care leavers to provide feedback in the following areas: -

- Format for publishing the offer
- Whether the offer provided the right amount of information
- Whether there was anything else they would like to be included

3.5 The draft local offer has been developed in conjunction with young people and partner agencies and clearly defines the leaving care services currently on offer as well as signposting to other resources available.

Feedback has been and will continue to be used to develop the service and its offer to young people leaving care. The offer will not be a static document and will be regularly reviewed.

Next steps will include the development of a webpage which will allow us to clearly communicate updates to young people in a timely manner.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1 Decisions need to take into account the requirements of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. This is the duty to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it

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

An Equality Impact Assessment has been carried out and highlights the Leaving Care Service conducted a consultation with Care Leavers to ensure that the published offer for Sheffield meets the needs of care leavers in Sheffield as far as service budgets will practically allow.

The consultation detailed what is currently available to care leavers in Sheffield through the council as well as our partner agencies. It asked care leavers about our proposed offer in: Health and Wellbeing; Relationships; Education and training; Employment; Accommodation and Participation in society.

The current proposal does not significantly or materially change the current offer to care leavers, but produces an offer that draws together all care leaver entitlements into an easy format that is accessible to all care leavers in the city.

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort and where appropriate the personal advisor will access additional support for the young person.

Impacts have been identified across most of the characteristics assessed, these impacts are positive in the instance of pregnancy and maternity; VCF; partners; poverty and health. All other impacts are neutral.

4.2 Financial and Commercial Implications

- 4.2.1 There are additional costs being incurred to deliver this offer. This includes 8.6 additional FTE PA posts and results in costs of £360k over and above the budget. This additional pressure is included in the services Strengthening Families Plan.

It is assumed that the other initiatives within the offer, will be cost neutral.

4.3 Legal Implications

- 4.3.1 The Local Authority has a duty to consult on and publish a Local Offer for Care Leavers under section 2 of the Children and Social Work Act 2017.

4.4 Other Implications

- 4.4.1 There are no other implications.

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Not Applicable

6. **REASONS FOR RECOMMENDATIONS**

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

- 6.1 Supporting the recommendations in this report will ensure that the local authority meets their Statutory Duty to publish a Local Offer for Care Leavers.

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Sheffield Local Offer for **CHILDREN & YOUNG PEOPLE LEAVING CARE**

This guide tells you what support you can expect from Sheffield City Council as you take your next steps to independence.

As Corporate Parents, we are delighted to share with you Sheffield's Local Offer for Care Leavers, setting out how we can support you to achieve your full potential.

We want you to have the stability and support you need to lead successful and fulfilling lives, and access to the opportunities and experiences that help you reach your goals. Moving into adulthood is never straightforward but we want you to know that we believe in you and will be here if times get tough.

Our Local Offer for Care Leavers will be continually developing as we strive to give you the best start possible to your adult life.



Cllr Jackie Drayton

Lead Member for
Children Young People
and Families



Jayne Ludlam

Executive Director of
People Services



John Mothersole

Chief Executive,
Sheffield City Council

Sheffield Local Offer for Children and Young People Leaving Care

Leaving care can be a worrying and challenging time for young people. This guide is designed to tell you what support you can expect from Sheffield City Council as you take your next steps to independence.

We want you to continue to feel safe and supported and know where or who to go to for advice and help on this journey. Just because you are leaving care, or have already left care, we haven't stopped caring about you wherever you are and whatever your situation. We will be by your side every step of the way, and will be there to pick you up if you fall down, or to celebrate with you when you reach your goals.

If you do not live in Sheffield, you will still be entitled to a Personal Advisor and financial support as outlined in the financial policy for care leavers. We can help you access support in your local area, however some support outlined in the Local Offer for Children and Young People Leaving Care may not be available outside Sheffield.

Local care leavers have helped make this leaflet. We will continue to listen to your views to make sure the services we offer are what you need.

Relevant to you?

A Care Leaver is a Young Person aged between 16 and 25 who has previously been in care. The type of support we can offer you will depend on when and for how long you were in care, for further information please contact the leaving care service.

“The Leaving Care Service gave me the opportunity to have a positive future”

Advice and Support from a Personal Advisor (PA)

Your personal advisor will be there to support you when you leave care. You should meet them when you are 16 and you will be able to ask them for support until you are 25. Once you reach 16 your PA will contact you within two weeks to arrange to meet you. We will try and make sure you have the same PA during your time with the service, but if this does need to change we'll let you know as soon as we can.

Your personal advisor is there to:

- help you to prepare to live independently and to offer advice and support as you leave care

- help you with access to:-
 - o housing,
 - o education,
 - o employment,
 - o training,
 - o health services and,
 - o financial support
- talk to you about what support you need and record this in your pathway plan

Pathway Plan

A pathway plan is completed following an assessment of all your skills, it looks at what your ambitions are for independent living and your future plans. It details any areas where you may need support to develop skills that will help you achieve your goals, and what help you will receive from the Leaving Care Service.

A pathway plan will be in place and regularly reviewed up until you turn 21; at which stage you can choose whether you need a pathway plan to help you plan your future.

The amount of support that you receive from your personal advisor will depend on what you want and your circumstances.

“My personal advisor prepared me for living independently”

Health, Wellbeing and Staying Safe

We want you to be healthy and stay safe. To help you do this, your personal advisor can advise and support you with:

- Discounted access to leisure activities in the city
- Joining a mountain biking group for care leavers starting in Spring 2019
- Information on healthy living
- Information on getting help to pay for prescriptions
- Registering with a GP/Dentist/Optician
- Moving from children’s to adult mental health services
- Accessing other mental health support in your area
- Information about counselling services that are available locally
- Information about health drop-in centres; sexual health clinics, or other, testing/ screening facilities

- Pregnancy and parenting help and support
- Access support with substance misuse
- Help with abusive situations
- Joining an emotional wellbeing programme
- Supporting you to access local leisure activities

When you are approaching 18, you will be given a 'care leaver health summary'. This contains important information about:

- What illnesses you had as a child,
- Immunisations you've had and
- Any health issues you may have

This is important information for your future health care. You can speak to your PA about how you are feeling or anything you need help with. They are there for you and want to support you.

“My personal advisor made sure I was financially supported and she helped me sort out accommodation to stay at”

Aspirations

We are also trying to:

- Offer care leavers help with their communication needs if necessary

Relationships

Your personal advisor will be your main link to the Leaving Care Service and can continue to support you up until you are 25, they will also help you with other relationships as you become an adult:

- A Social Worker will continue to support you until you turn 18 if you remain in care
- We will support you to regain or maintain contact with people who are special to you
- We will help you develop social networks
- We will work with adult social care for care leavers with disabilities
- We will agree with you how often you would like contact from us
- If you're at university we will invite you to a vacation group with other Sheffield care leavers attending university

- We will continue to support you to access your cultural heritage
- We will offer weekly drop in sessions alongside academic holiday and weekend activities to develop your networks, help you socialise as well as developing mentoring and Young Person Leadership skills if this is what you want
- We will help Care leavers who identify LGBT and access to SAYit and any other relevant support
- We will help care leavers who are asylum seekers to access a drop in service at Victoria Hall
- We will help you to understand your time in care and build relationships to support your future
- Should you become parents we will offer parenting skills and support
- On your 18th birthday we will get you a personalised birthday cake to celebrate you becoming an adult

Your relationship with the Leaving Care service will be an important source of support during your move to living on your own. Consultation with care leavers has shown us our communication with you has not been good enough and needs to improve. This guidance should help make clear what you can expect from the service, but we are also making a commitment to explore other ways of making sure you know what is happening.

“The support received meant that I was less stressed and anxious, which meant I could focus on my studies”

Education, Employment and Training

Sheffield City Council has the ambition that every child and young person in and leaving care achieves their full potential. We will work hard on your behalf to secure and promote opportunities that meet your needs.

Your personal advisor will support you to apply for the range of services on offer:

- Apprenticeships within the council and with other organisations within the city
- Opportunities to gain work experience, and volunteering in a variety of roles
- Practical guidance, along with financial support for young people wanting to attend university
- Project Apollo - a scheme designed to support care leavers who are not engaged in education, employment or training gain skills and/or employment

- Sheffield Futures offer information, advice and guidance in relation to all aspects of employment and training and can help you with developing employability skills such as C.V. writing, applying for jobs and details of training courses and other opportunities
- Help you to access support from university outreach workers
- If you start an apprenticeship you are entitled to a £1000 bursary

“I am in a much better place because of my personal advisor’s hard work and commitment”

Your Home

We will help you up until the age of 25 to access suitable social housing. Your PA will support you to set up home and visit you at your accommodation if you want, to check that you are OK.

Some of the accommodation options available:

- Council tenancy - when you are ready to manage a tenancy, as a care leaver you will receive **priority status** for suitable social housing and we work with housing colleagues to support you
- Staying Put - remain living with your foster carer past the age of 18 up to the age of 21
- Supported accommodation/semi-independent living - This is accommodation where you are provided with independent accommodation but are able to get extra help and support from staff
- Supported lodgings - You can choose to rent a room in a house of a ‘host’ family. Similar to Staying Put, this means that you would be a lodger in the home
- Trainer flats - the opportunity to practice independent living skills in a property with support
- Shared accommodation - You will usually get the 1-bed self-contained local housing allowance rate if you’re a care leaver under the age of 22
- Private accommodation - If you choose to enter privately rented accommodation, we will offer you advice and support
- If you are at university we will help you secure accommodation during holiday periods
- We will also support you to do the Resettlement Passport tenancy ready course to give you the best chance of maintaining a tenancy

- Shared Lives - If you need extra support with independent living, Shared Lives provides trained carers who offer extra help and support in different ways to meet specific needs

If you are a tenant in a council property we also provide housing support clinics to support your tenancy. We can also to pre-register you for council properties in the lead up to your 18th birthday, if that is what is best suited to your needs.

Money Matters

Leaving care and transitioning to independent living will bring with it many challenges; one of these will be managing your own money. Your personal advisor will be able to support you manage your finances including, learning to budget, managing an effective budget, opening a savings account and claiming any benefits that you are entitled to. Dependent on your circumstances, the Leaving Care Service are able to offer varying additional financial support:

- Setting up home allowance of £2000, plus, where you are eligible, support from the Local Assistance Scheme to purchase white goods and furniture
- The Money for Life Project delivered by Sheffield Futures provides advice and support on managing finances, including budgeting, banking, debt advice.
- Support to prevent housing arrears
- Council tax reduction scheme - care leavers will be supported to access all schemes aimed at reducing council tax, where that is appropriate
- We have close links with the Department for Work and Pensions (Job Centre) so are able to support you to deal with benefits problems and sanctions.
- Income maintenance if you are living independently but are too young to claim benefits
- We can support with debt advice and are linked with the Illegal Moneylending Team if you are in debt to loan sharks
- Your personal advisor can share with you the finance policy for care leavers

“I am in a much better place because of my personal advisor’s hard work and commitment”

Aspirations

We are also trying to secure travel subsidies that will enable to you access public transport at a discounted rate.

Getting my Voice Heard

As a care leaver your experiences are the best to help us shape the services that you and future care leavers need. We want to hear from you about your experiences and to help us understand what we can do, as corporate parents, to continually develop services.

We want you to feel part of society; and to ensure that you have opportunities to ensure that your voice is heard, there are some things we can help you with:

- Supporting you to enrol on the electoral register, so that you can vote
- Providing information about groups and activities in your area that are of interest to you
- Sheffield Care Leavers' Union - an independent group of care leavers supporting the voice of care leavers in the city, contact them to have your say or join.
- You can access an independent advocate who will support you get your voice heard

“My personal advisor had faith and belief in me and supported me through difficult times”

You contact us with feedback, good or bad, at:
leavingcareservice@sheffield.gov.uk

The office is based in Sheffield City Centre at
Star House, 43 Division Street, S1 4GE

Tel. 0114 203 9060

There is always a duty worker available to talk to you on the above number 8.45am to 5.00pm Monday - Friday or in person at Star House if your allocated worker is unavailable.

Eligible Young Person

(Young people aged 16 or 17 who have been in care for at least 13 weeks since the age of 14 and were in care on their 16th birthday and who are still in care)

- A personal advisor
- A needs assessment
- A pathway plan
- All the care and support they normally receive until they leave care

Relevant Young Person

(Young people aged 16 or 17 who have been in care for at least 13 weeks since the age of 14 and who have left care)

- A personal advisor
- A needs assessment
- A pathway plan
- Suitable accommodation and maintenance
- Financial support to meet education, employment and training needs (see financial policy for care leavers)

Former Relevant Young Person

(Young people aged 18-25 who have been 'Eligible' or 'Relevant' young people)

- A personal advisor
- A needs assessment
- A pathway plan
- Assistance with education, employment and training
- Suitable accommodation
- Help with living costs (see financial policy for care leavers)

Qualifying Young Person

(Any young person aged between 16 and 25 who has left care but who was in care on or after their 16th birthday and had spent less than 13 weeks in care since the age of 14)

- Advice and support if needed

Useful Organisations

Safety, Happiness & Health and wellbeing

The Corner	Supports young people up to 18 with substance misuse problems Tel. 0114 275 2051 thecorner.sheffield@cgl.org.uk
Door 43 @ Sheffield Futures	Emotional, mental and sexual health support up to age 25 Tel. 0114 201 2800
Sexual Health Sheffield	Signpost you to places you can access advice and guidance on contraception, STI screening and pregnancy choices. http://www.sexualhealthsheffield.nhs.uk/
Adult Drug and Alcohol Services	Tel. 0114 305 0500
Health Visitors Service	Support young parents and signpost to further support and guidance
Sheffield Helpline for Mental Health	Tel. 0808 801 0440
Samaritans	Tel 116 123 www.samaritans.org.uk
Mind	Tel. 0114 258 4489 www.sheffieldmind.co.uk
LGBT Foundation	Tel. 0345 330 3030 https://lgbt.foundation/
SAYit	Supporting LGBT sexual health in Sheffield Tel. 0114 241 2728 http://sayit.org.uk/

Your Home contacts

Council Housing Service **Tel. 0114 293 0000**

Money Matters contacts

Stop Loan Sharks hotline **Tel. 0300 555 2222**

Job Seeker Allowance **Tel. 0800 055 6688**
www.direct.gov.uk/jsaonline

Citizens Advice Bureau They can tell you about specialist resources in your area that are not on this list, they also offer specialist debt counselling

Tel. 03444 113 111
[www.citizensadvicesheffield.org.uk /](http://www.citizensadvicesheffield.org.uk/)
www.citizensadvice.org.uk

Getting my voice heard contacts

Sheffield Advocacy Service **Tel. 0114 228 8553**

Sheffield Care Leavers' Union www.sclu.life

Care Leavers' Association **Tel. 0161 236 1980**
info@careleavers.com
www.careleavers.com

Action for Children **Tel. 01635 873 739**
(You'll have to pay your usual rate for this call)

National Care Advisory Service (NCAC) **Tel. 020 7336 4846**
www.leavingcare.org

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please contact 0114 203 9060

Sheffield City Council
www.sheffield.gov.uk



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Equality Impact Assessment and Consultation

Approved

Approved by Khan Bashir (CYPD)

Equality Impact Assessment

Introductory Information

Reference number

432

Proposal type Budget Project**Project name**

Sheffield Local Offer for Children & Young People Leaving Care

Decision Type**Type of decision**

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

Lead Cabinet Member

Drayton Jackie (LAB-CLLR)

Entered on Q Tier Yes No**Year(s)****EIA date**

30/04/2018

EIA lead

Khan Bashir (CYPD)

EIA contact

Fletcher Kate

Lead officer

Dempsey Paul

Lead Corporate Plan priority

Tackling Inequalities

Portfolio, Service and Team

Cross Portfolio

Yes No

Portfolio

People Services

People Services service(s)

Children and Families

People Services team(s)

Leaving Care Service

Is the EIA joint with another organisation (eg NHS)?

No Yes

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

Through the Children and Social Work Act 2017, the Government introduced the requirement for local authorities to publish a 'Care Leaver Offer', which outlines the services for care leavers available within the local authority's area.

Sheffield City Council is producing an offer to Care Leavers that details the offer and package of support available to them, using the guidelines issued by the DfE and Children's Society.

In order to ensure that this offer meets the needs of care leavers in Sheffield, the Leaving Care Service is proposing to conduct a consultation with Care Leavers to ensure that the published offer for Sheffield meets the needs of care leavers in Sheffield as far as service budgets will practically allow.

The consultation will detail what is currently available to care leavers in Sheffield through the council as well as our partner agencies. It will invite opinion from care leavers on our proposed offer in the following areas: -

- Health and Wellbeing
- Relationships
- Education and training
- Employment
- Accommodation
- Participation in society

The current proposal is to not significantly or materially change the current offer to care leavers, but to produce an offer that draws together all care leaver entitlements into an easy format that is accessible to all care leavers in the city.

The Service aims to conduct the consult with young people and publish the offer by 30 December 2018.

Impact

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

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

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these - positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

**Overview (describe how the proposal helps to meet the Public Sector Duty outlined above),
Supporting Evidence (Please detail all your evidence used to support the EIA)**

We have undertaken an equality analysis in line with the requirements of the Public Sector Equality Duty. Through the Children and Social Work Act 2017, the Government introduced the requirement for local authorities to publish a 'Care Leaver Offer', which outlines the services for care leavers available within the local authority's area. The Leaving Care Service is proposing to conduct a consultation with Care Leavers to ensure that the published offer for Sheffield meets the needs of care leavers in Sheffield as far as service budgets will practically allow.

The consultation will detail what is currently available to care leavers in Sheffield and it will ask care leavers about our proposed offer in: Health and Wellbeing; Relationships; Education and training; Employment; Accommodation and Participation in society.

The current proposal is to not significantly or materially change the current offer to care leavers, but to produce an offer that draws together all care leaver entitlements into an easy format that is accessible to all care leavers in the city. Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Impacts

Proposal has an impact on

Health

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

Yes No

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Care leavers are more likely to have adverse outcomes in later life including health impacts. Through the offer, care leavers should be clearer about their entitlements, as part of the requirements of the local authority is to ensure that all care leavers have access to a Personal Advisor. This will contribute to improved longer term health outcomes.

Comprehensive Health Impact Assessment being complete

Yes No

Please attach health impact assessment as a supporting document below.

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

Yes No

Health Lead

Age**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

The offer will be aimed at care leavers and so young people aged 16-25. However the details of this offer will be accessible to anyone. The guide will be a useful tool for younger looked after children and their carers, preparing for their transition to being a care leaver.

Disability**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There are no direct impacts on disability, Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort of young people who are care leavers. We will take all reasonable steps to ensure that care leavers who are disabled are able to have a say in the consultation and through the offer. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Pregnancy/Maternity**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

We recognise that the higher incidence of carer leavers who themselves have children who are then taken into care. The offer will detail and signpost the services and support available to care leavers that are pregnant or have very young children.

Race

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Religion/Belief**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Sex**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Sexual Orientation

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Transgender**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

Carers**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There may be some impact on the people working to support care leavers, publication of the offer allows information to be available for them to provide advice and support.

Voluntary/Community & Faith Sectors

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

The offer will signpost care leavers to partner organisations in the VCF sectors

Partners**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

The offer will detail support provided to carer leavers through partner organisations

Poverty & Financial Inclusion**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Care leavers are more likely to have adverse financial outcomes in later life. Through the offer, care leavers should be clearer about their entitlements, as part of the requirements of the local authority is to ensure that all care leavers have access to a Personal Advisor.

This person will not only be available to support claims with benefits etc. but will also provide advice and guidance on financial management. They also support access to education, employment and training.

Supporting Documentation

Cumulative impact**Proposal has a cumulative impact**

Yes No

Proposal has geographical impact across Sheffield

Yes No

Details of geographical impact across Sheffield

Care Leavers live across the city of Sheffield.

Local Partnership Area(s) impacted

All Specific

Action Plan and Supporting Evidence**Action plan**

Affected young people would be identified and worked with on a case by case basis with their personal advisor to ensure that they have a full understanding of the offer available to them. If necessary it may be appropriate for the personal advisor to access additional support for the young person. The offer will be reviewed and updated annually in partnership with young people.

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

Yes No

Consultation start date

30/04/2018

Consultation end date

28/09/2018

Details of consultation

Consultation will take three forms: -

1. Initial workshops with Care leavers Summer 2017
2. Care Leaver Union feedback on local offer headings
3. Wider Care Leaver consultation on draft offer contents and format

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

Yes No

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

Yes No

If you have said no to either please say why

Summary of overall impact

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Through the Children and Social Work Act 2017, the Government introduced the requirement for local authorities to publish a 'Care Leaver Offer', which outlines the services for care leavers available within the local authority's area.

Sheffield City Council is producing an offer to Care Leavers detailing the offer and support package available to them, using guidelines issued by the DfE and Children's Society.

The Leaving Care Service is proposing to conduct a consultation with Care Leavers to ensure that the published offer for Sheffield meets the needs of care leavers in Sheffield as far as service budgets will practically allow.

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The current proposal is to not significantly or materially change the current offer to care leavers, but to produce an offer that draws together all care leaver entitlements into an easy format that is accessible to all care leavers in the city.

Throughout the consultation phase, analysis will be required to fully understand the requirements of the cohort. If necessary it may be appropriate for the personal advisor to access additional support for the young person.

We will take all reasonable steps to ensure that care leavers who are disabled are able to have a say in the consultation and through the offer.

Impacts have been identified across most of the characteristics assessed, these impacts are positive in the instance of pregnancy and maternity; VCF; partners; poverty and health. All other impacts are neutral.

Summary of evidence

Changes made as a result of the EIA

Escalation plan

Is there a high impact in any area?

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review date

Review date

31/03/2019

If a review date is specified, it will appear in the 'Upcoming Reviews' view when the EIA review is within 30 days.

Approved

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