

# Cabinet

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**Wednesday 18 September 2019 at 2.00 pm**

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

**The Press and Public are Welcome to Attend**

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## **Membership**

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Councillor Julie Dore	(Leader of the Council)
Councillor Olivia Blake	(Cabinet Member for Finance, Resources and Governance)
Councillor Lewis Dagnall	(Cabinet Member for Environment, Streetscene and Climate Change)
Councillor Jackie Drayton	(Cabinet Member for Children & Families)
Councillor Bob Johnson	(Cabinet Member for Transport and Development)
Councillor Mazher Iqbal	(Cabinet Member for Business and Investment)
Councillor Mary Lea	(Cabinet Member for Culture, Parks and Leisure)
Councillor George Lindars-Hammond	(Cabinet Member for Health and Social Care)
Councillor Abtisam Mohamed	(Cabinet Member for Education and Skills)
Councillor Paul Wood	(Cabinet Member for Neighbourhoods and Community Safety)

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## **PUBLIC ACCESS TO THE MEETING**

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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](http://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](mailto:simon.hughes@sheffield.gov.uk).

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## **FACILITIES**

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

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

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**CABINET AGENDA  
18 SEPTEMBER 2019**

**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
Appendix 4 to agenda item 12 'The City of Sheffield (45 Marchwood Road) Compulsory Purchase Order 2019' is not for publication because it contains exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
- 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 - 20)  
To approve the minutes of the meeting of the Cabinet held on 17 July 2019.
- 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 21 - 24)  
Report of the Executive Director, Resources.
- 9. The Sheffield City Council Digital Connectivity Strategy** (Pages 25 - 58)  
Report of the Executive Director, Resources.
- 10. Sheffield Doc/Fest** (Pages 59 - 98)  
Report of the Executive Director, Place.
- 11. Month 4 Capital Approvals** (Pages 99 - 132)  
Report of the Executive Director, Resources.
- 12. The City of Sheffield (45 Marchwood Road) Compulsory Purchase Order 2019** (Pages 133 - 160)  
Report of the Executive Director, Place.

**NOTE: The next meeting of Cabinet will be held on  
Wednesday 9 October 2019 at 2.00 pm**

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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If you are present at a meeting of the Council, of its 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](mailto:gillian.duckworth@sheffield.gov.uk).

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Cabinet

Meeting held 17 July 2019

**PRESENT:** Councillors Olivia Blake, Lewis Dagnall, Bob Johnson, Mazher Iqbal, Mary Lea, George Lindars-Hammond, Abtisam Mohamed and Paul Wood

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**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from the Leader, Councillor Julie Dore, and Councillor Jackie Drayton.

**2. EXCLUSION OF PUBLIC AND PRESS**

2.1 The Chair (Councillor Olivia Blake) reported that the appendix to the report at agenda item 14 (See minute 13 below) (Disposal of Lease for Parkwood Springs Leisure Destination) was not available to the public and press because it contained exempt information described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) relating to the financial or business affairs of any particular person. Accordingly, if the content of the appendix was to be discussed, the public and press would be excluded from the meeting.

**3. DECLARATIONS OF INTEREST**

3.1 Councillor Mazher Iqbal declared a personal interest in agenda item 11 (Sheffield Olympic Legacy Park) (See minute 10 below) as he would shortly be appointed as a Board Member of the Olympic Legacy Park.

**4. MINUTES OF PREVIOUS MEETING**

4.1 The minutes of the meeting of the Committee, held on 19 June 2019, were approved as a correct record.

**5. PUBLIC QUESTIONS AND PETITIONS**

5.1 Public Question in respect of Disposal of Assets

5.1.1 Mike Hodson commented that a Sheffield Telegraph article on 13 June 2019 listed a number of assets sold by the Council between 2016 and 2018, with the amounts of money realised by each sale. Two of the sites sold were Abbeydale Grange School site and the Bannerdale Centre site, both off Abbeydale Road. The Abbeydale Grange site was listed as realising £741,000 in 2016 and the Bannerdale Centre site realised £2.3 million in 2018. Both these sites were in the South West area of the City, within 200m of each other; they were both about the same size and both had planning permission for approximately the same number of houses. Surprisingly, in Mr Hodson's view, the Abbeydale Grange site was sold

Freehold, whereas the Bannerdale Centre site was sold Leasehold, which would normally realise smaller sale prices.

- 5.1.2 Mr Hodson therefore asked could the Cabinet Member explain the huge difference in the sale prices for these two sites, in view of their significant similarities? Could they also confirm that, in the Abbeydale Grange case, the Council accepted a drop in the sale price of £2.9 million, exactly the same amount that the Council was due from the developer, Avant Homes, for their required contribution to the provision of affordable housing under the Council's planning policies which stood at 30% of the likely sale profits?
- 5.1.3 Mr Hodson further asked could the Cabinet Member also confirm that, in both cases, the independent valuer recommended that the developers could afford larger contributions than were actually made, with a net loss to the Council of £3.6 million? In the case of Abbeydale Grange, the recommendation was for a £2.9 million (22%) contribution, whereas Avant Homes effectively paid nothing; and there are no affordable homes on the development. In the case of the Bannerdale Centre, the recommendation was for a £1.2 million (27.5%) contribution, whereas Barratt Homes actually contributed only £500,000 (23%), a loss of £720,000 with only 11 affordable homes on-site.
- 5.1.4 Mr Hodson then asked could the Cabinet Member also confirm that almost all of the cash contributions made by developers in the South and West of the City towards the provision of affordable housing were spent in other areas? Could they explain how this was reconciled with their planning policy aspiring to provide such affordable housing in all areas of the City, so as to avoid transforming the southern and western areas of the City into executive ghettos?
- 5.1.5 Councillor Olivia Blake, Cabinet Member for Finance, Resources and Governance, responded that the valuations had been given by two independent valuers. As a result of the first valuation, the Council commissioned a second independent valuation which confirmed the first valuation.
- 5.1.6 The Council traditionally sold properties leasehold. However, in 2017/18 the Government announced proposals which prevented the Council from selling properties leasehold moving forward. This was why the Bannerdale Centre was sold as freehold. It was difficult to make comparisons between sites, which was why the Council obtained a valuation on each property.
- 5.1.7 Councillor Bob Johnson, Cabinet Member for Transport and Development, added that, as far as he was aware, money had not been distributed to other areas. Section 106 money was negotiated with developers.

## 5.2 Public Question in respect of Birley Spa

- 5.2.1 Nigel Slack commented that the last he had heard in respect of Birley Spa was that the Friends of Birley Spa had worked diligently with local Councillors to get agreement to them being able to fundraise for the building and secure its ownership within the community and preserve this unique asset for the City.

- 5.2.2 Mr Slack added that a recent story in the Sheffield Star newspaper had thrown all this into doubt, suggesting that the Council had taken steps to place the building on the market within a few weeks and before the Friends of Birley Spa had received any practical support or encouragement from the Council. This story seemed to take both local Councillors and the City Council's own Heritage Champion by surprise.
- 5.2.3 Mr Slack therefore asked will the Friends of Birley Spa be given the material support they need to undertake fundraising activities? Where does the sum of £200,000 come from and why is this being demanded in this way? How will selling the building to a developer address the issues of the 900 year old woodland and the nature reserve or the public access to that woodland? Was this a case of Property Services failing to support the potential for community ownership through what might seem to be deliberate obstruction of a committed friends group?
- 5.2.4 Councillor Paul Wood, Cabinet Member for Neighbourhoods and Community Safety, stated that he was pleased that Mr Slack had asked this question as there had been a lot of misleading information in the public domain. When the building was originally put up for sale, local Ward Councillors held discussion with the local community group. As a historic building it was a priority of the Council to preserve this.
- 5.2.5 Councillor Wood added that, once the community group had submitted their bid, all other bids were suspended. The local community group then held a meeting with Clive Betts M.P. who stated that the group needed to produce a business plan to ensure viability in the future.
- 5.2.6 The two biggest problems with the building were that work on the roof was needed (and work underpinning) to prevent sinking and part of the upstairs floor had collapsed which was a security risk. All the windows needed replacing and there was damp damage. The Co-operative party involved looked into the property and had surveyors value the property which was why there were two different figures in the public domain.
- 5.2.7 Councillor Wood further commented that, at the first meeting at the site with the community group, which Councillors Jim Steinke and Denise Fox attended, the community group were informed that they may need additional funding for the building. A number of attempts had been made to obtain funding but this had not been achieved. A meeting with the group was then arranged at the Town Hall and the Group's business plan was explored. Unfortunately, this plan had no long term viability. The meeting was adjourned and Councillor Wood informed the group his opinion on how the building could be preserved.
- 5.2.8 The group then presented a further plan but this had the same viability issues. Councillor Wood made it clear to the group that the Council was not seeking a big capital receipt. What was needed was a viable plan to repair and run the building. At this stage the Council informed the group they would ask if the the sale could be delayed for 3 months to enable them to establish a viable plan for the building. The Council did not give any deadlines to the group at the last minute, as had been suggested.

- 5.2.9 Councillor Wood added that the guttering needed to be repaired before the winter and therefore the group were asked for a response within 7 weeks. Another meeting had been held with the group last Sunday and it was clear that some members of the group were hoping that the Council will just give over the building to the group and let them run it how they wish which, he suggested, would be totally irresponsible.
- 5.2.10 The group had been given a deadline of August 10 to produce a viable plan. Nothing had been ruled out at this stage. If all else failed and bidding was reopened the Council would insist any successful bids needed to have community access on the bottom floor of the building. Councillor Wood was proud of how the Council had dealt with the situation and the community group concerned had been provided with a great deal of support.

### 5.3 Public Question in respect of the Street Tree Strategy

- 5.3.1 Paul Brooke commented that he welcomed the report on the agenda for the meeting in relation to the Street Tree Strategy but took issue with some of the detail in the report. In paragraph 1.2.3 it stated that 'The above statistics demonstrate that the new approach adopted, and the additional funding being made available by Amey for bespoke solutions, is having a significant impact.' This explains that Amey were providing funding only for the 26 bespoke solutions and that was Sheffield Tree Action Groups (STAG) understanding. STAG had photographic evidence of some of the ordinary engineering solutions (that they were told were in the contract price) that had been used to retain 191 trees that were to be felled as a last resort. Could the Cabinet Member please explain what new solutions Amey were resorting to and applying to these trees?
- 5.3.2 Councillor Lewis Dagnall, Cabinet Member for Environment, Streetscene and Climate Change, thanked tree campaigners for attending the meeting and welcomed the progress that had been made. Amey were now undertaking work that had previously been considered unviable which they had now decided they could accommodate the cost for, as well as taking on the risk.

### 5.4 Public Question in respect of Street Trees

- 5.4.1 Paul Brooke stated that, in the Council's press release of 10 July 2019, it stated that there had been 'adjustments to the Council's specification around some trees'. STAG were told in the mediated talks with the Council that this was only to allow a temporary retention of trees to phase their felling over a longer period.
- 5.4.2 Mr Brooke added that the Council's press release stated that 191 trees will be retained indefinitely. Will the Council make public the specification changes it has agreed with Amey and any associated documentation so the public can see what, when and how the Council made this change?
- 5.4.3 Councillor Lewis Dagnall responded that he wished for the trees referred to by Mr Brooke to be retained and this would be assessed on an ongoing basis. He hoped that they could be retained indefinitely. The Council met on a monthly basis with

the Co-Chairs of STAG and this presented plenty of opportunities to receive information in due course.

5.5 Public Question in respect of Street Trees

5.5.1 Shelley Cockayne commented that, in the Joint Position Statement, the Council committed to holding a review after an initial phase of joint investigations and that this would be published so that lessons could be learned and applied to the remaining trees. The Council also agreed that the assessment/investigations would be joint. Could the Council explain why none of the STAG evidence had been used in the Council's decision making and no review had taken place despite assuring the Bishop of Sheffield it would be done by the end of June?

5.5.2 Councillor Lewis Dagnall replied that the Council was in discussion with STAG as to how to enact both of the issues referred to by Ms. Cockayne.

5.6 Public Question in respect of Court Injunction

5.6.1 Carole Sutherland asked will the Cabinet Member expand his personal apology to workers, campaigners and residents to that of an apology on behalf of the Cabinet and confirm now that the Council no longer requires an injunction and will not seek to extend it?

5.6.2 Councillor Lewis Dagnall stated that he had a great desire for an injunction not to be needed in order to carry out the Council's policies. The Council was working with campaigners and residents to try and work towards a position where the injunction could be relaxed. It was clear that the situation had come to an impasse and that change was needed and Councillor Dagnall was now glad that the Council and campaigners were working together collaboratively to chart a different course forward.

5.7 Public Question in respect of the Independent Tree Panel

5.7.1 Rebecca Hammond commented that the evidence and data behind the Cabinet report to be discussed at today's meeting showed that Council officers ignored and overturned their own Independent Tree Panel (ITP) advice to retain trees using the engineering solutions available and opted instead to believe what Amey said at face value. Given that Amey were now doing what the ITP advised in many cases, will the Cabinet Member now accept that an inquiry into the gross waste of funds committed under the watch of the Council's Chief Executive was overdue?

5.7.2 Councillor Olivia Blake commented that she had written to STAG today and her response to this question was outlined in that letter. Cllr Blake commented that this had been discussed through the mediated process and the Council was not convinced that this was valid at that time. She did not feel that the call for an inquiry was valid. She was happy to discuss any outstanding issues but did not believe the Cabinet meeting was the appropriate forum to discuss the issue of an inquiry and this should be discussed through the mediated process.

5.7.3 Councillor Dagnall added that the ITP was an attempt to move things forward but he did not believe the approach of analysing trees on a tree by tree basis had been successful.

5.8 Public Question in respect of Tree Campaigners

5.8.1 David Dilner asked will the Cabinet categorically state on record that accusations made against tree campaigners did not emanate from Sheffield City Council officers and/or elected representatives?

5.8.2 Councillor Lewis Dagnall responded that Cabinet was meeting today to discuss the report on the agenda and welcome the progress that had been made in discussions with tree campaigners. He now wanted to look to the future and how the differences in the past could be put behind us and he thanked tree campaigners that the situation had got to a point where the report on the agenda for this meeting had been established.

5.9 Public Question in respect of Tree Felling

5.9.1 Justin Buxton commented that, in Autumn 2017, he had prevented the felling of a street tree at 45 Willowdale Crescent. Would the Council therefore wish to take me to Court and seek my imprisonment?

5.9.2 Councillor Lewis Dagnall responded that the Cabinet meeting was not the forum to discuss individual legal cases.

5.10 Public Question in respect of Legal Issues

5.10.1 Benoit Compin referred to a legal case against him regarding tree felling and asked if the Council would work with him to resolve this issue?

5.10.2 Councillor Olivia Blake responded that Mr Compin would receive a written response.

5.11 Public Question in respect of a Social Services Case

5.11.1 Alan Savoury asked why the Council had kept his wife in care for the last 7 years at a cost of between £205-210,000. How could this be justified?

5.11.2 Councillor George Lindars-Hammond, Cabinet Member for Health and Social Care, commented that he did not have specific details of Mr Savoury's case but he would look into it as a matter of urgency.

5.11.3 Councillor Olivia Blake added that the demands on the social care budget had increased massively in recent years. The Council had committed to using some of its reserves this year to cover the cost.

5.12 Public Question in respect of Leadership

5.12.1 Russell Johnson asked, in light of recent events, was it time for the Leader to step

aside in favour of modern governance that fully exploited the talent and energy of the 74 Members, of all parties, not in the Cabinet?

5.12.2 Councillor Olivia Blake responded that a debate had recently taken place at Full Council into the governance model at the Council and this would be further examined over a 6 month period. Councillor Blake disagreed with Mr Johnson over his views on the leadership of the Council.

5.13 Public Question in respect of the Streets Ahead Contract

5.13.1 Russell Johnson commented that he noted that the Council had continued with its Streets Ahead PFI contract despite dissatisfaction from some members of the public with the contract delivery. One of the complaints amongst some members of the public was Amey's breach of the requirement on the size of sapling trees. Why was the Council apparently unaware of this, or, if they were aware, were they not holding Amey to account?

5.13.2 Councillor Lewis Dagnall responded that the Council did hold Amey to account. The Council made appropriate performance deductions, where appropriate, and Amey did make alterations where necessary. The Council aimed to unpick all outsourcing contracts. However, due to the cost Councillor Dagnall did not think it appropriate to bring the Council out of some contracts due to the cost.

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

6.1 It was noted that there had been no items called-in for Scrutiny since the last meeting of the Cabinet.

**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>
<b><u>Place</u></b>		
Paul Billington	Director of Culture and Environment	35
Gail Parker	Senior Housing Officer, Neighbourhood Services	29
Stephen Parker	Financial Services Manager, Neighbourhood Services	35

## **People Services**

Neil Cadman                      Teacher of Science, Newfield                      37  
School

(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. DEVELOPING THE SHEFFIELD STREET TREE STRATEGY**

8.1        The Executive Director, Place, submitted a report updating Cabinet on the steps taken since the Council issued the Street Trees Joint Position Statement and adopted the Sheffield Trees and Woodlands Strategy in December 2018 and to seek endorsement for the proposed process and timescales for developing a new Street Tree Strategy.

8.2        **RESOLVED:** That Cabinet:-

(a)        notes and endorses the positive progress made following the issue of the Street Trees Joint Position Statement and the adoption of the Sheffield Trees and Woodlands Strategy in December 2018 including:

- the establishment of the Street Tree Strategy development group, including the appointment of Liz Ballard as its chair; and
- the adoption of the new joint inspection and assessment process for street trees.

(b)        agrees to receive a draft of the Street Tree Strategy for consideration in January 2020; and

(c)        notes the recommendations made by Amey to the Council in respect of the trees assessed to date as part of the new process, and advocates the continuation of this approach for future tranches.

## **8.3 Reasons for Decision**

8.3.1        It is considered that the approach set out in the report will enable the Council to make good on the commitments it has made in the Joint Position Statement and the Trees and Woodlands Strategy. It is also felt that the approach being taken by Amey that Cabinet are being asked to advocate continues to represent an acceptable balance between the benefits of mature street trees and the need to maintain the highway programme for the benefit of all Sheffield communities without additional expenditure on the part of the Council.

## **8.4 Alternatives Considered and Rejected**

8.4.1        The only other options that are open to Cabinet are to reject the outcomes of the



new approach and to revert to the previously agreed policy for the street tree element of the Streets Ahead programme. It is considered that this would not be in line with the commitments set out in the Joint Position Statement agreed with Sheffield Tree Action Groups (STAG) members, and would be likely to result in substantial loss of trust for the Authority, as well as placing the successful completion of the Streets Ahead programme in significant doubt.

- 8.4.2 Similarly, Cabinet could decide not to endorse the approach to the development of the Street Tree Strategy and to rely on the existing Five Year Tree Management Strategy (produced by Amey) and the Council's current Highway Tree Replacement Policy. This would also be out of line with the commitments set out in the Joint Position Statement and the Trees and Woodlands Strategy agreed by Cabinet in December 2018.

## **9. YOUNG PEOPLE'S SUBSTANCE MISUSE SERVICE**

- 9.1 The Interim Executive Director, People Services, submitted a report setting out the proposed approach to recommissioning drug and alcohol treatment and support services for children and young people aged 10 to 18 in Sheffield separate to, and alongside, the adult treatment service as part of an all age approach. The current contract ends on 31<sup>st</sup> March 2020 and falls within the Council's public health duties.

- 9.2 **RESOLVED:** That Cabinet:-

- (a) approves the proposal to recommission young people's substance misuse services as set out in the report, to secure services for the support and treatment for the children and young people of Sheffield with substance use needs; and
- (b) delegates authority to the Director of Commissioning, Learning and Inclusion, in consultation with the Director of Finance and Commercial Services and the Cabinet Member for Children and Families, to agree the final procurement strategy and approve a contract award following the tender process.

### **9.3 Reasons for Decision**

- 9.3.1 Good quality drug and alcohol support services are essential to help individuals turn their lives around and build stronger families and communities in Sheffield.
- 9.3.2 The Council has a duty to provide drug and alcohol treatment and support services for the people of Sheffield. The Council is not best placed to deliver these required services, so recommissioning is recommended.
- 9.3.3 The current legal contractual arrangements in place for both adult and young people services expire on 31 March 2020. This process will ensure continuity of aligned services, with improved access and transitions, to deliver against the Drug Strategy 2018-2022.

9.3.4 The service will be based on local need and trend analysis, and performance data for current service provision will inform where change and improvement is needed for the forthcoming contract period.

#### 9.4 **Alternatives Considered and Rejected**

9.4.1 The Young People Substance Misuse Service has been provided by the Council for 15 years and is a key plank of the local Drug Strategy. The current contract cannot be extended and the opportunity is to recommission the service in line with the adult substance misuse service as part of an all age approach.

9.4.2 Another option would be for the Council to deliver the service in house; this has been rejected for a number of reasons. Firstly, the service model involves a significant element of clinical expertise. Secondly, the Council has no experience of delivering the service, and there is a well-developed market of qualified and experienced potential providers. Finally, the Council has no systems in place for clinical supervision of a workforce, licences to hold medication, or provision to manage safe prescribing, and the cost of making the necessary arrangements would be disproportionately high and poor value for money when existing, fit for purpose options exist in the market.

### 10. **SHEFFIELD OLYMPIC LEGACY PARK**

10.1 The Executive Director, Place, submitted a report providing an update on the future direction of the Sheffield Olympic Legacy Park (SOLP), including future governance arrangements, role of wider stakeholders, funding, and options for a private sector development partner. An appendix showing a Plan for the Park was also circulated to Members at the meeting.

10.2 **RESOLVED:** That Cabinet;

- (a) notes the progress made at Sheffield Olympic Legacy Park (SOLP) to date;
- (b) confirms the expanded vision and geographical reach of an extended SOLP, as set out in the report and at Appendix 1 now circulated at this meeting;
- (c) approves the retainment of Legacy Park Limited (LPL) as the special purpose vehicle charged with driving forward delivery of SOLP on the basis and implications as set out in this report;
- (d) confirms the role and remit of LPL as set out in the report, including reporting arrangements;
- (e) approves up to £150,000 per annum for 3 years from the Council's Corporate Investment Fund to cover underwriting risk in support of operations associated with SOLP;

- (f) in respect of the current financial year, approves the underwriting of up to £150k of current operating costs but work with LPL to move to a capped contribution of £80k by December;
- (g) approves the principle of a Memorandum of Understanding, as set out at section 2 of the report, designed to oversee the relationship between Sheffield City Council and LPL;
- (h) approves the negotiation with Scarborough International Property Limited as preferred development partner in order to drive forward the commercial development of SOLP, working in conjunction with Sheffield City Council and wider SOLP partners, with terms to be agreed by the Executive Director, Place, in consultation with the Cabinet Member for Finance, Resources and Governance, Cabinet Member for Business and Investment, and Director of Legal and Governance; and
- (i) commissions LPL and City Council officers to produce annual reports on the impact of SOLP.

### 10.3 **Reasons for Decision**

- 10.3.1 In order to continue and expand the economic and social benefits to the city, it is recommended to confirm an expanded vision for SOLP, including retaining the special purpose vehicle LPL.
- 10.3.2 In order to ensure strong governance and democratic accountability, it is recommended that a Memorandum of Understanding is put in place to oversee the relationship between SCC and LPL.
- 10.3.3 In order to accelerate the commercial development of SOLP, it is recommended the Council negotiates with Scarborough International Property Limited as preferred development partner.

### 10.4 **Alternatives Considered and Rejected**

- 10.4.1 The main broad alternative options for the strategic direction of SOLP are as follows:-

<b>Option</b>	<b>Analysis</b>
SCC to withdraw from LPL and cease its involvement in SOLP	This would jeopardise SOLP's success to date and represent a major loss to the city's economic fortunes. As SOLP is on Council land, this is not only not a viable option, it would also damage the Council commercially and its reputation.
Not extend SOLP and cap the project at its current geographic extent.	As set out in this report, there is the opportunity and appetite from partners and to expand the impact of SOLP by increasing its size and reach.
End LPL as a stand-alone company and deliver SOLP	As set out in this report, this would not generate a significant saving to the Council as dedicated delivery

in-house.	capacity would still be needed, but it would risk a significant loss of momentum and effectiveness. On the understanding that the LPL will involve other partners, this report recommends continuing with LPL.
Transfer land and assets to LPL	This would mean SCC lose control of the decision making process. As set out in this report, it is essential that the Council seeks to recoup as much of the investment made to date in OLP as possible. LPL acting as the single point of contact for investment enquiries, but SCC retaining control of assets is felt to be the best way of achieving this.  It is unlikely to meet the legal requirements for achieving best consideration.
Pursue SOLP without an expanded set of partners	SOLP is a partnership of public and private sector bodies. No one institution could deliver the research and development, land, commercial and community elements of SOLP alone.
Do not appoint a private sector development partner	Would mean either no further expansion was likely or that the public sector would bear the up front development costs and risks.
Procure private sector development partner	Would mean lengthy process, delaying future development and potentially losing the only developer who has shown interest in developing SOLP future phases.  Would provide a competitive process if there were more bidders and allow the Council to have more control over development.

## 11. MONTH 2 CAPITAL APPROVALS

11.1 The Executive Director, Resources, submitted a report providing details of proposed changes to the Capital Programme, as brought forward in Month 2 2019/20.

11.2 **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 at Appendix 2 of the report; and
- (c) approves the making of grants to third parties as detailed at Appendix 2a of the report.

**11.3 Reasons for Decision**

- 11.3.1 The proposed changes to the Capital Programme will improve the services to the people of Sheffield.
- 11.3.2 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.
- 11.3.3 Obtain the relevant delegations to allow projects to proceed.

**11.4 Alternatives Considered and Rejected**

- 11.4.1 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.

**12. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2019/20 - AS AT 31 MAY 2019**

- 12.1 The Executive Director, Resources, submitted a report providing the outturn monitoring statement on the City Council's Revenue Budget and Capital Programme as at the end of Month 2, 2019/20.

**12.2 RESOLVED:** That Cabinet:-

- (a) notes the updated information and management actions provided by the report and the attached appendix on the 2019/20 Revenue Budget Outturn; and
- (b) in relation to the Capital Programme, notes the forecast outturn position, as outlined in Appendix 2 of the report.

**12.3 Reasons for Decision**

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

**12.4 Alternatives Considered and Rejected**

- 12.4.1 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.

### **13. DISPOSAL OF LEASE FOR PARKWOOD SPRINGS LEISURE DESTINATION**

13.1 The Executive Director, Place, submitted a report seeking authority to enter into an Agreement For Lease (AFL) with Extreme Destinations Limited for Sheffield City Council's land interests at the former Parkwood Springs Ski Village and adjoining land, to enable redevelopment of this prominent and derelict site as an outdoor leisure destination.

13.2 **RESOLVED:** That Cabinet:-

- (a) delegates authority to the Chief Property Officer, in consultation with the Executive Director, Resources, to agree terms for the disposal of the land, including any reasonable variations to the boundaries as required, and authorises the Director of Legal and Governance to complete all necessary legal documentation and notices in order to complete the disposal, subject to no objections being received to the open space notice; and
- (b) declares the hatched land, as outlined in Appendix C of the report, surplus to requirements.

#### **13.3 Reasons for Decision**

##### **13.3.1 Preferred option – Proceed with the AfL with Extreme Leisure Destinations**

This approach passes the commercial and financial risk of the development and design work to the developer. Safeguards are built into the Agreement for Lease to commit the developer to timely delivery and ensure the Council retains control should the developer fail to make significant progress.

13.3.2 Entering into the AfL with Extreme Leisure Destinations will enable detailed work to begin on development of the scheme whilst protecting the Council's interests. This represents an important step in realising the vision set out in the Parkwood Masterplan and achieving the benefits for local communities and the people of Sheffield. The AfL enables SCC to pass commercial risk to the developer through a traditional landowner-developer relationship, with principal risks managed by Extreme.

#### **13.4 Alternatives Considered and Rejected**

##### **13.4.1 Do nothing – Council retain site**

- Nil impact on Council's resource capacity to deliver redevelopment.
- Fails to deliver on the Council's Outdoor City Economic Strategy.
- Leaves a prominent strategic site derelict and unviable for redevelopment by the market, whilst at the same time vulnerable to continued anti-social

behaviour, vandalism and arson, with an ongoing maintenance cost and liability to the Council in the long term.

- Does not assist the Council any further to market the site anew if current development partnership was not successful.

13.4.2 *Council carries out improvement/infrastructure works and then re-markets the site*

- The Council could seek to enhance the value of the land and deliverability/viability by carrying out improvement/infrastructure works prior to release/disposal (such as works to the access road and improvements to drainage) before re-marketing the site.
- There is no certainty of securing a developer to deliver the economic aspirations and outcomes expected from the site or guarantee that a significantly improved market rate will be achieved.

13.4.3 *Council retains the site and undertakes the development itself*

- The Council could develop, and operate or seek an operator for a leisure destination.
- This approach would require significant resource and funding and, as set out in the report, the viability and risk associated with developments of this nature can be marginal.
- At this point in time this approach would expose the Council to undue commercial and financial risk.

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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:** *18 September 2019*

**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:-

<b><u>Portfolio</u></b>		<b><u>Years'</u></b>
<b><u>People</u></b>		<b><u>Service</u></b>
Brenda Oxley	Supervisory Assistant and Cleaner, Norfolk Park Special School	27
Christine Robinson	Care Manager Level 2, Adult Social Care	35
<b><u>Place</u></b>		
Steven Bee	Plasterer, Repairs and Maintenance Service	36
<b><u>Resources</u></b>		
Martyn Riley	Senior Committee Secretary, Democratic Services	35

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Author/Lead Officer of Report: David Oliver,  
Business Partner

Tel: 07792 846021

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**Report of:** Eugene Walker, Executive Director Resources  
**Report to:** Cabinet  
**Date of Decision:** 18<sup>th</sup> September 2019  
**Subject:** The Sheffield City Council Digital Connectivity Strategy

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? Finance, Resources and Governance (Deputy Leader)				
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? 588				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

**Purpose of Report:**

The purpose of this report is to seek approval of the Digital Connectivity Strategy and, in principle, the programme of activities and projects proposed within it. These activities and projects will improve digital connectivity in Sheffield, so that coverage, choice and speed of communication stays ahead of demand; and so that connectivity enables residents and businesses to use digital solutions to improve their lives and to sustain, grow and create new business.

**Recommendations:**

It is recommended that Cabinet:

- 1) approves the Digital Connectivity Strategy and the 'direction of travel' set out therein.
- 2) notes that the Director of Business Change and Information Solutions will seek any additional formal approvals required to implement the activities and projects described in the Digital Connectivity Strategy and summarised in this report such as the procurement of contracts for 5G, Wi-Fi and Internet of Things Networks.

**Background Papers:**

None

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:
		Equalities: Michelle Hawley
Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.		
2	<b>EMT member who approved submission:</b>	Eugene Walker, Executive Director Resources
3	<b>Cabinet Member consulted:</b>	Cllr Terry Fox, Cabinet Member for Finance, Resources and Governance and Deputy Leader
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.	
	<b>Lead Officer Name:</b> David Oliver	<b>Job Title:</b> Business Partner
	<b>Date:</b> 28 <sup>th</sup> August 2019	

# 1 PROPOSAL

## 1.1 Sheffield's Current Digital Connectivity Landscape

- 1.1.1 Sheffield is well served by the current generation digital connectivity technology. For example, coverage of Superfast Broadband (fixed line broadband that is capable of download speeds of 30Mbps) is at 96.5% of the City and coverage of 4G (cellular broadband with average download speeds from 16 to 33Mbps) ranges from 72.1 to 96.2% of the City depending on network operator.
- 1.1.2 However, both Superfast Broadband and 4G technologies are incapable of meeting future demands for speed, capacity, reliability, and responsiveness; and are fast approaching end of life. Indeed, Openreach and the Government have both announced plans to phase out copper based Superfast Broadband infrastructure.
- 1.1.3 The next generation of digital connectivity technology is full fibre networks and 5G cellular networks.
- 1.1.4 Full fibre networks dispense with copper wire and traditional street cabinets. They provide a direct connection from a property to an exchange using glass fibre and are capable of download speeds in excess of 1,000Mbps.
- 1.1.5 5G uses a new radio interface that along with other new technologies, enable much higher radio frequencies to be used. This enables significantly more data to be carried over the air for faster speeds, reduced congestion and lower latency. At launch, 5G download speeds are expected to start at 150Mbps, eventually becoming as fast as 1,000Mbps plus.
- 1.1.6 Only these new technologies are capable of meeting the future demands for speed, capacity, reliability, and responsiveness required by residents, businesses and the public sector in order to use modern digital services. With copper and early generation cellular networks soon being phased out, we are at risk of becoming 'cut off' - unable to use the applications, products and services that communicate on modern networks. This will increase the digital divide, with more people unable to benefit from the social, health, educational and financial benefits of being online.
- 1.1.7 Unfortunately, Sheffield is not well served by this next generation of digital connectivity technology and has not generally compared well with other UK cities on connectivity. The most recent Smart City Index published by Huawei in 2017 placed Sheffield 16<sup>th</sup> of 20 cities assessed. At time of writing, full fibre network coverage in Sheffield is only 1.66%. This is the lowest coverage of the 10 Core Cities. Nationally, the figure is 8% coverage.



- 1.1.8 Openreach, the largest of all of the full fibre network infrastructure providers in the UK, has announced plans to deploy full fibre networks in over 70 UK towns and cities through its 'Fibre First' programme.
- 1.1.9 Sheffield was added to the Fibre First programme in July 2019. Officers believe that the Council's early stage development of a barrier busting approach to wayleaves, planning and highways (as described in the Digital Connectivity Strategy) was a key factor in determining the city's inclusion.
- 1.1.10 Two Mobile Network Operators, EE and Three, have announced that Sheffield will be included in their initial 5G roll out plans, with work to commence in Summer 2019.
- 1.1.11 The announcements by EE and Three are positive. However, they mark just the beginning of 5G in Sheffield. It will take several years and several iterations of the technology before 5G technology is fully deployed. The announcements to date largely describe upgrades to existing macro cell network infrastructure. It is expected that additional macro cells will need to be constructed across the city along with potentially hundreds of small cell radios in denser indoor and outdoor areas.

## **1.2. How the Council Could Improve Digital Connectivity in Sheffield**

- 1.2.1 Following almost a decade of austerity and year on year reductions in central government funding, combined with rising pressures for both children's and adult's social care; the Council's ability to fund digital connectivity from its core budget is limited.
- 1.2.2 However, we believe improvements can still be achieved by leveraging our position as an anchor institution with significant assets and influence on city policy and strategy. The Digital Connectivity Strategy, set out in the Appendix, sets out a vision for digital connectivity in Sheffield, achievements to date and plans for building on these over the next 3 years utilising:
- 1.2.3
- Arrangements such as concession contracts or alternative forms of agreement that will offer use of council owned assets in exchange for a rental income and some form of digital connectivity service;
  - Applications for funding from Government, Sheffield City Region and other external sources;
  - Publicising and promoting our strengths and achievements because an enhanced profile and reputation based on world class digital connectivity will help attract business and inward investment to the City - one of the reasons why this Digital Connectivity Strategy is important is that it makes a clear statement of our intent to the market which will increase our chances of attracting those companies who want to make investments in relation to fibre, 5G

and other digital connectivity;

- Establishing and maintaining closer working relationships with the private sector, sharing information, helping each other, innovating, ensuring that public sector interventions complement those of the private sector;
- Adopting a pro investment, barrier busting approach to wayleaves, planning and highways to provide the conditions required by network operators to install full fibre, 5G and other telecommunications infrastructure quickly, efficiently and effectively in the City.
  - Full fibre network infrastructure providers need help from Local Authorities to remove barriers to deployment. Pragmatic approaches to highways, planning and wayleaves will increase speed and coverage of full fibre network deployment.
  - There is much for the Council to do to ensure that Sheffield continues to benefit from each improvement in the speed and coverage of 5G. Equally, there is a real opportunity for Sheffield to become a leading 5G City, if it is able to quickly, efficiently and effectively deploy an open access small cell network across the City.

1.2.4 Most of our achievements to date have been delivered in partnership with our Local Authority Partners through the Superfast South Yorkshire programme. We will continue to collaborate in this way where this helps to deliver our strategic objectives.

1.2.5 We will also collaborate with our City partners in Academia, Health, Police, Commerce and other sectors in order to implement the aims and objectives of the strategy, to enable further downstream benefits to be delivered, and to ensure that Sheffield moves towards being recognised as one of the country's best connected cities.

### **1.3. Activities and Projects**

1.3.1 The Digital Connectivity Strategy includes a number of proposals for improving digital connectivity in Sheffield that will be pursued over the next 3 years including:

- Seek further investment in the Superfast South Yorkshire programme;
- Promote Government connection voucher schemes;
- Produce a transport network digital connectivity plan;
- Seek further investment in business support programmes;
- Ensure Council enabled networks can be used as accessible innovation test beds;
- Establish a city wide register of public assets that can be used to improve digital connectivity;
- Establish a single point of contact responsible for enabling the private sector to reuse these assets;

- Maintain and extend public owned infrastructure such as duct;
- Arrangements such as a concession contract or alternative form of agreement for an open access 5G infrastructure;
- Seek to introduce a policy that will require developers to provide full fibre access at new sites (superfast only if they can demonstrate that full fibre is not feasible). The new policy will be tested through the Sheffield Local Plan public examination process, recognising that this goes further than current national planning policy;
- Publish a digital connectivity charter describing how the Council will adopt a pro-investment, barrier busting approach to wayleaves, planning and highways;
- Arrangements such as a concession contract or alternative form of agreement for an Internet of Things (IoT) infrastructure;
- Fund IoT demonstrators that illustrate the art of the possible in different sectors;
- Arrangements such as a concession contract or alternative form of agreement for free of charge public access wi-fi outside the city centre;
- Try to find a way of providing free of charge/reduced cost basic internet access in social housing.

1.3.2 Where further decisions are required to implement these proposals these will be taken in accordance with the Leader's Scheme of Delegations.

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

2.1 The Digital Connectivity Strategy has an ambitious vision; that by 2021 Sheffield will be recognised as one of the best connected cities in the country: where coverage, choice and speed of communication stays ahead of demand; and where connectivity enables residents and businesses to use digital solutions to improve their lives and to sustain, grow and create new business.

2.2 The Digital Connectivity Strategy has 9 Strategic Objectives, these are:

- To deliver access to superfast broadband for 100% of Sheffield;
- To deliver access to full fibre at every major business location;
- To deliver digitally connected public and private transport networks;
- To stimulate demand and encourage innovation;
- To exploit publicly owned assets and infrastructure;
- To establish Sheffield as a 5G-ready city;
- To become an industry recognised, pro-investment, barrier busting city;
- To establish a city-wide internet of things network;
- To provide free internet access in council owned social housing, outdoor spaces and potentially other council owned buildings.

2.3 It is anticipated that these strategic objectives will deliver the following benefits:

- To ensure that no one is excluded from the digital age and the socio-economic benefits of being online;
- To meet the demands from an increasing resident population, ensuring sufficient network capacity;
- To enable businesses to be more productive and more competitive;
- To sustain and grow the digital sector, in new and emerging technologies;
- To provide ubiquitous coverage, so that residents, workers and visitors are always connected;
- To facilitate rapid adoption of smart services such as 5G, Internet of Things (IoT), Connected Vehicles;
- To enable public services to be delivered more efficiently, more effectively, and to be accessible online;
- To create jobs, to learn and apply the skills needed for the infrastructure, products and services;
- For smart city solutions that improve energy use, public safety, traffic management and air quality;
- To establish Sheffield's reputation as a 'go to' place for innovators, researchers and investors;
- To gain a competitive advantage from ensuring supply is available ahead of demand; and,
- To meet consumer demand for higher bandwidth for video streaming, gaming, home working.

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

3.1 The Digital Connectivity Strategy is the product of over 12 months' worth of consultation and collaboration with the fixed line infrastructure providers, mobile network operators, shared infrastructure providers, government departments, specialist consultancies, public sector partners throughout the city region, academia and the private sector.

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

#### **4.1 Equality of Opportunity Implications**

4.1.1 An Equalities Impact Assessment has been completed for this project, Reference: 588. This describes the positive impact that the Digital Connectivity Strategy, and the provision of free of charge internet access in particular, will have on Health, Age, Disability, Poverty and Financial Inclusion. These consist of:

- Improved health and well-being through remote health monitoring, better communications and access to health services;
- Reduced isolation as access to the Internet can help improve

- communication and social engagement;
- Improved education outcomes through the use of web-based learning materials;
- Better employability through more effective job hunting and the ability to work remotely;
- The ability to access public services which are increasingly available online (such as applying for Universal Credit);
- Access to savings and discounts offered through online shopping (estimated at over £500 per year).

#### 4.2 Financial and Commercial Implications

- 4.2.1 The Digital Connectivity Strategy will be implemented using: existing Council resources and commitments; in partnership with City, sub regional and regional partnerships; and, through innovative relationships with the private sector. This will require the use of the revenues generated from concession contracts (or alternative forms of agreement such as contracts, leases or wayleaves).
- 4.2.2 This report seeks approval for the strategy to implement digital connectivity and does not commit the Council to additional net expenditure. The intention is that any costs that might be incurred, in any of the Council's departments, will be defrayed by the income generated from the various concessions, leases and wayleaves agreements that may be negotiated with partners. The choice of the most appropriate agreement will be made in accordance with the Council's decision making processes at the time.
- 4.2.3 The final gross cost of implementing this strategy will not be known until detailed plans are developed; however, it is likely to involve a commitment of not less than £150k which will be funded from the agreements referred to in Section 4.2.2 above. In committing to this strategy, Cabinet should note the scale of this commitment, the inherent risk in IT projects (especially on increased costs) and balance this against the potential benefits to the city outlined in this report.

#### 4.3 Property Implications

- 4.3.1 The following proposals may affect Council property/assets:
- Establish a city wide register of public assets that can be used to improve digital connectivity;
  - Establish a single point of contact responsible for enabling the private sector to reuse these assets;
  - Maintain and extend public owned infrastructure such as duct;
  - Procure a concession contract (or alternative form of agreement) for an open access 5G infrastructure;
  - Publish a digital connectivity charter describing how the Council will adopt a pro-investment, barrier busting approach to wayleaves, planning and highways;

- Procure a concession contract (or alternative form of agreement) for an Internet of Things (IoT) infrastructure;
- Procure a concession contract (or alternative form of agreement) for free of charge public access wi-fi outside the city centre.

4.3.2 Activities and projects that affect Council property will be developed in greater detail by officers from BCIS in collaboration and agreement with officers from the Portfolios/Services concerned. Reports seeking further decisions regarding the implementation of the Digital Connectivity Strategy will address any specific implications, including property implications of those subsequent decisions.

4.3.3 The implications for Housing and Neighbourhood Services are described separately in Section 4.6 below.

4.3.4 The Director of City Growth has been consulted in the development of the Digital Connectivity Strategy. Officers from City Growth will be key stakeholders in the development and delivery of the activities and projects described above.

#### 4.4 Legal Implications

4.4.1 The Council does not have specific powers or duties concerning digital connectivity. However, it does have the general power of competence within the Localism Act that permits the Council to do anything that an individual may do, subject to certain limitations such as specific restrictions on its powers in other legislation.

4.4.2 Many of the proposals within the Digital Connectivity Strategy will require further, more specific, decisions before they can be fully implemented. These decisions will be taken in accordance with the Leader's Scheme of Delegations following consideration by the relevant decision makers of all of the relevant implications, including legal implications, of those further decisions.

#### 4.5 City Growth Implications

4.5.1 There are implications arising from the following activities and projects for the City Growth Department, including Planning and Transport. These activities and projects will be developed in greater detail by officers from BCIS in collaboration and agreement with officers from the Portfolios/Services concerned.

- 4.5.2
- Produce a transport network digital connectivity plan;
  - Seek further investment in business support programmes;
  - Seek to introduce a policy that will require developers to provide full fibre access at new sites (superfast only if they can demonstrate that full fibre is not feasible). The new policy will be tested through the Sheffield Local Plan public examination process, recognising that this goes further than current national planning policy; and,

- Publish a digital connectivity charter describing how the Council will adopt a pro-investment, barrier busting approach to wayleaves, planning and highways.
- 4.5.3 The Director of City Growth has been consulted in the development of the Digital Connectivity Strategy. Officers from City Growth will be key stakeholders in the development and delivery of the activities and projects described above.
- 4.6 Housing and Neighbourhood Services Implications
- 4.6.1 There are implications for Housing and Neighbourhood Services arising from the activity/project that will try to find a way of providing free of charge/reduced cost basic internet access in social housing. These could include: entering into wayleaves with broadband providers for the provision of free of charge and paid for internet services; reviewing and processing deployment plans; and, providing access for installation.
- 4.6.2 For the purpose of clarity, social housing tenants will never be forced to use a free of charge/reduced cost internet service. The use of any free of charge/reduced cost or paid for internet service will always be at the discretion of the tenant.
- 4.6.3 The Director of Housing and Neighbourhood Services has been consulted in the development of the Digital Connectivity Strategy and will be a key stakeholder in the delivery of the activities and projects listed above.
- 4.7 Public Health Implications
- 4.7.1 The citizens of Sheffield may be wary of the public health implications arising from the deployment of 5G in Sheffield.
- 4.7.2 The 5G networks deployed by any Mobile Network Operator in Sheffield will need to comply with government technical standards and health and safety legislation.
- 4.7.3 Public Health England is responsible for advising the UK Government. Its guidance note entitled “Mobile phone base stations: radio waves and health” was updated in May 2019. This guidance note explains that Public Health England, along with the International Commission on Non-Ionizing Radiation Protection (ICNIRP), the European Commission’s Scientific Committee on Emerging and Newly Identified Health Risks (SCENIHR), and the World Health Organisation all share the view that the results of current scientific research show that there are no evident adverse health effects if exposure remains below the levels set by current standards.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

### **5.1 Do Nothing**

5.1.1 The Council could choose not to adopt and implement the Digital Connectivity Strategy and to allow the market to determine the speed and coverage of next generation digital connectivity; it could choose not to work with the market to reduce barriers to investment; and it could choose not to directly intervene through, for example, concession contracts (or alternative forms of agreement).

5.1.2 However, history has shown that without public sector intervention, the market is slow to deploy infrastructure, particularly in less affluent areas of the City.

5.1.3 Public Sector Interventions since 2014 have achieved the following:

- Coverage of superfast broadband has increased from 80% to over 95% and will reach 99% of premises by 2021;
- Take-up of superfast broadband has increased from 18% to over 45%;
- Sheffield business parks were amongst the first in the country to access full fibre, gigabit, broadband;
- Business support programmes have helped SMEs use digital to sustain and grow their business;
- SMEs have received vouchers for half price connection and for half price innovation projects;
- The city centre has one of the best public access wi-fi networks in the country.

5.1.4 The do nothing option is not recommended because, were the Council to choose not to intervene, it is likely that coverage of full fibre and 5G in Sheffield would continue to lag significantly behind the rest of the country, with many other cities competing to attract the limited resources of the market to their own areas.

## **6. REASONS FOR RECOMMENDATIONS**

6.1 It is recommended that Cabinet approves the adoption of the Digital Connectivity Strategy in order to improve digital connectivity in Sheffield, so that coverage, choice and speed of communication stays ahead of demand; and so that connectivity enables residents and businesses to use digital solutions to improve their lives and to sustain, grow and create new business.

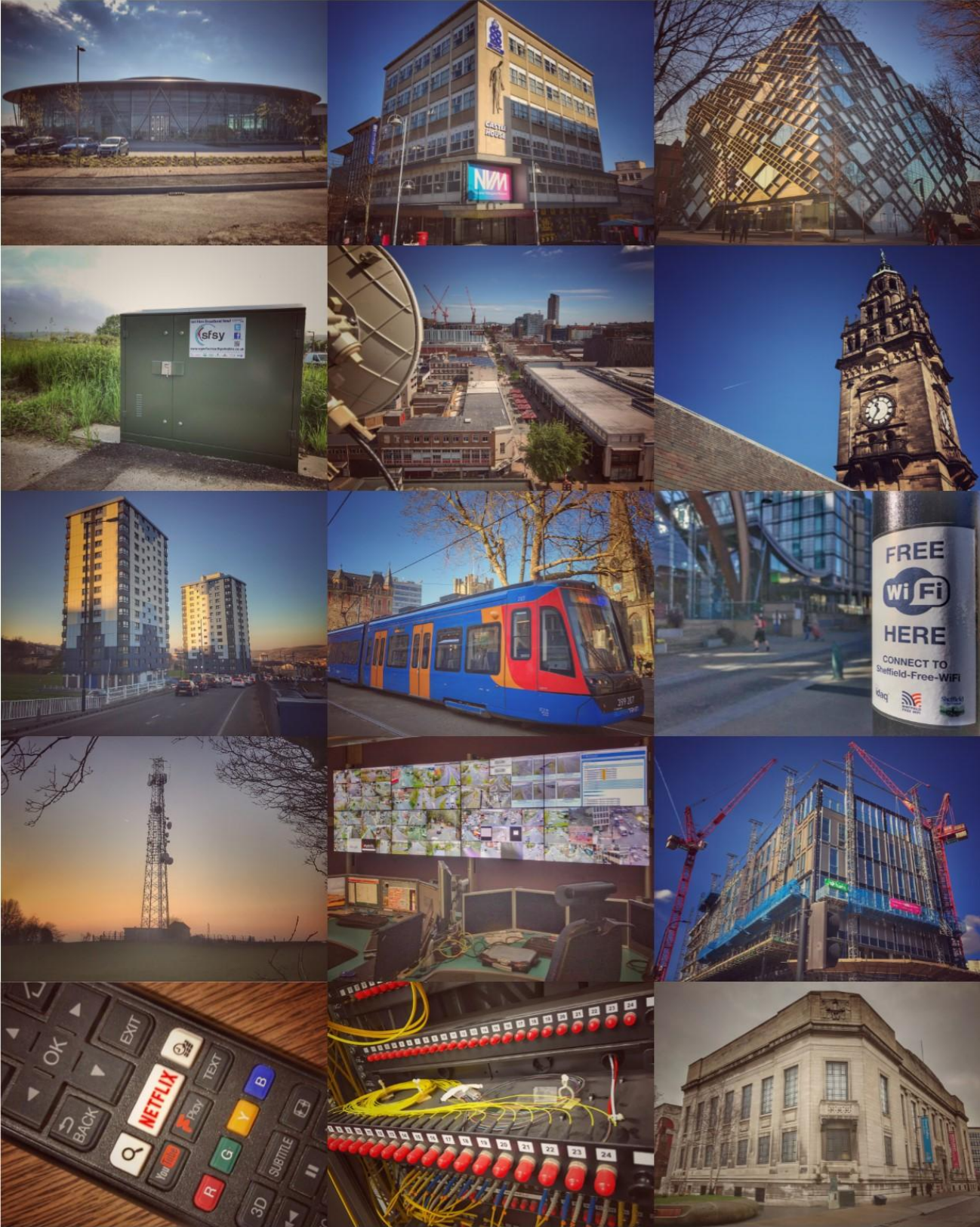


**APPENDIX**

THE SHEFFIELD CITY COUNCIL DIGITAL CONNECTIVITY STRATEGY

# Sheffield City Council

## Digital Connectivity Strategy: 2019 to 2021



## Executive Summary

### Digital Connectivity

Digital Connectivity is the means by which electronic devices and ‘things’ communicate with each other, with private networks and with the internet. There are 14 billion electronic devices and ‘things’ connected to the internet today including computers, smart phones, tablets, TVs, smart speakers, wearables, vehicles, traffic signals, smart meters, buildings, data centres, medical equipment, sensors, industrial equipment etc. Digital Connectivity consists of fixed line networks (legacy copper networks and modern full fibre), mobile networks (legacy 4G and modern 5G) and wireless networks (Wi-Fi, Internet of Things Networks).

### Our Vision

By 2021 Sheffield will be recognised as one of the best connected cities in the country: where coverage, choice and speed of communication stays ahead of demand; and where connectivity enables residents and businesses to use digital solutions to improve their lives and to sustain, grow and create new business.

### Why We Need This Strategy

During the last five years, Sheffield City Council has played a key role in ensuring that businesses and residents are able to access the best digital connectivity services available:

- Coverage of superfast broadband has increased from 80% to over 95% and will reach c99% by 2021;
- The take-up of superfast broadband has increased from 18% to over 45%;
- Business parks in Sheffield were amongst the first in the country to access gigabit full fibre broadband;
- Business development programmes have helped businesses use digital to sustain and grow;
- Vouchers have covered 50% of many local businesses’ digital connection and innovation costs; and,
- The city centre now benefits from arguably the best public access wi-fi network in the country.

However, the Council cannot afford to stand still. As Sheffield develops and grows, there will become an increased demand on high speed, ubiquitous connectivity. The Council must document and share its Vision for Digital Connectivity in order to give residents and businesses confidence that their future connectivity needs will be met. It will help to demonstrate that Sheffield is a pro-investment city that is open for business and encourage the market to invest here ahead of other less ambitious cities. This strategy will ensure that Sheffield has the infrastructure in place to meet the following connectivity requirements:

- To enable businesses to be more productive and more competitive;
- To sustain and grow the digital sector, in new and emerging technologies;
- To provide ubiquitous coverage, so that residents, workers and visitors are always connected;
- To facilitate rapid adoption of smart services such as 5G, Internet of Things (IoT), Connected Vehicles;
- To enable public services to be delivered more efficiently, more effectively, and to be accessible online;
- To create jobs, to learn and apply the skills needed for the infrastructure, products and services;
- To meet the demands from an increasing resident population, ensuring sufficient network capacity;
- For smart city solutions that improve energy use, public safety, traffic management and air quality;
- To ensure that no one is excluded from the digital age and the socio-economic benefits of being online;
- To establish a reputation as a ‘go to’ place for innovators, researchers and investors;
- To gain a competitive advantage from ensuring supply is available ahead of demand; and,
- To meet consumer demand for higher bandwidth for video steaming, gaming and home working.

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# 1. The Vision

## Digital Connectivity

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- To ensure that no one is excluded from the digital age and the socio-economic benefits of being online;
- To establish a reputation as a ‘go to’ place for innovators, researchers and investors;
- To gain a competitive advantage from ensuring supply is available ahead of demand; and,
- To meet consumer demand for higher bandwidth for video steaming, gaming and home working.

## Our Strategic Themes



### Access for All

*Increase coverage and take-up across the whole of the city*

### Economic Growth

*Business connectivity and support for competitive advantage*

### Innovation

*Adopt the latest technology innovations at an early stage*

### Exploit Public Assets

*Reuse City infrastructure to deliver quickly and economically*

### Enables Wider Benefits

*Support and enable digital inclusion, public service transformation and 'smart city' Initiatives*

## 2. The Benefits of Digital Connectivity

### 2.1 Being Economically Competitive

The 2018 Digital Economy and Society Index (DESI) found that, overall, the UK is ranked 7<sup>th</sup> in the European Union for digital connectivity. However, this assessment is based largely on the use of current generation technology that is fast reaching end of life such as Fibre to the Cabinet (FTTC), Cable Broadband and 4G. The UK is not so well placed where the next generation of digital connectivity is concerned. For example, it is currently ranked 26<sup>th</sup> for Fibre to the Premise (FTTP). According to broadband comparison website, Think Broadband, coverage of Superfast Broadband in Sheffield is 96.5% but coverage of Full Fibre is only 1.6%.

Analysis commissioned by Ofcom from Dr Pantelis Koutroumpis of Oxford University has proven that investment in broadband has had a positive impact on economic growth, increasing UK GDP by 0.37% pa from 2002 to 2016 (a cumulative increase of 5.3% over the period). Investments in coverage, speed and take-up are each proven to increase economic growth. The Ofcom report establishes an empirical basis for how broadband has impacted on the UK economy and supports a strategy of continuing to encourage broadband investment, improving coverage and speed, and increasing take-up.

Business benefits enabled by digital connectivity include:

- Access to, and use of, products, services and resources that are increasingly digitally enabled;
- Increased efficiency and effectiveness, increasing productivity and reducing costs;
- Growth of existing markets and entry to new global markets;
- Innovation and the creation of new products and services; and,
- Workstyles that attract skilled employees.

Sheffield has a thriving and growing creative, digital and tech sector, including: WANdisco, Sumo Digital, Jaywing and Pimoroni. There are over 60 successful digital and cross-sector collaborative communities, meetups and digital skills initiatives, including: dotSHF, Smart Sheffield and Sheffield Digital.

Digital industry is growing faster in Sheffield than any other sector, creating new jobs and new wealth for the city. The 2018 Tech Nation Report described the growth in digital industry and jobs in Sheffield. Sheffield's tech industry turnover grew by £82m in 2016-17 to £745m, an increase of more 12% - the largest increase of all major UK cities.

For this to continue, the supply of full fibre, 5G and other forms of digital connectivity must remain ahead of demand. A city that is responsive to advances in digital connectivity technology will retain and grow its digital sector and the other sectors of its economy that are increasingly dependent on connectivity and technology for their competitive advantage.

Digital connectivity also drives growth through innovation and the development of new products and services, many of which are inconceivable at the time that the next advance in technology is first deployed. A connected city can support testbeds, trials and collaborations between public, private and academic partners to further drive innovation and growth. It enables Sheffield to become a more digitally enabled and interactable city to drive new kinds of business and relationships with consumers.

The Government’s Future Telecoms Infrastructure Review supports this, stating that “it is important that network supply stays ahead of demand, otherwise it risks becoming a constraint on the potential for future innovation, productivity and growth.”

Analysis commissioned by the National Infrastructure Commission (NIC) from Frontier Economics has estimated that the benefits of full fibre to consumers from being able to access new innovative services (Premium Audio Visual, Virtual and Augmented Reality and Smart Home) and from cost savings in the delivery of public services (Telehealthcare, Online Classrooms and 5G) could reach £33.3Bn by 2050. This analysis makes no allowance for wider economic benefits associated with productivity improvements, greater scope for innovation, enhanced labour force participation, or ‘externality’ impacts related to improved health, wellbeing, inclusion or environmental benefits.

Analysis commissioned by City Fibre based on a wide range of national and international research and evidence does account for these wider impacts and has predicted that the total economic impact of deploying full fibre broadband networks in Sheffield, when combined with investment in smart city technologies, IoT, 5G mobile networks and new telehealth technologies, could be as high as £1.364Bn over 15 years. These potential benefits are summarised in the following table.

<b>Economic Benefit</b>	<b>(£m)</b>
<b>Direct Impacts</b>	<b>60</b>
Up to 150 jobs created in construction, civil engineering & the professional services associated with network construction.	
<b>Productivity</b>	<b>38</b>
Business processes based on faster upload & download speeds, uncontended services, ultra-low latency, superior resilience & reliability.	
<b>Innovation</b>	<b>40</b>
Develop new & richer products & services, access new markets across the globe, innovate in collaboration with international online communities.	
<b>Business Start-Ups</b>	<b>43</b>
Starting a business is easier & less expensive, powerful cloud based solutions are accessible on subscription, businesses are leaner & more productive, flexibility supports their sustainability.	
<b>Worker Flexibility</b>	<b>38</b>
New working practices, access to a wider labour pool, lower premises overheads, work-life balance improves motivation/productivity, reduced barriers to work for carers, single parents etc.	
<b>Housing Wealth</b>	<b>162</b>
Digital connectivity is a priority feature for an increasing number of home buyers, gigabit connectivity has increased house prices by 4% in the United States.	
<b>Health</b>	<b>31</b>
New forms of outreach, person centred care, remote diagnosis, prevention & patient monitoring through e-patient records, apps, wearable devices, telehealth & assistive living technologies.	
<b>5G</b>	<b>616</b>
The features of 5G mobile communication will create new business models, products & services that increase growth in transport & logistics, finance, health & social care, manufacturing & retail.	
<b>Smart Cities</b>	<b>113</b>
Enable the roll-out of connected & interactive technologies & data to make a wide range of services & urban infrastructures better adapted to user needs & more efficient.	
<b>Industry 4.0 / IoT</b>	<b>223</b>
Industry 4.0 & IoT (industrial robots, networked machinery, data simulation, 3D printing, big data & analytics, augmented reality etc.) will revolutionise manufacturing & drive economic growth.	
<b>Total</b>	<b>1,364</b>



## 2.2 Enjoying a Better Quality of Life

Digital connectivity improves our quality of life. If the people of Sheffield understand the benefits of the internet for them personally and if they have the skills and the means to get online; then they will be happier, healthier and better off financially. The socio-economic benefits of being online include:

- The ability to access public services which are increasingly available online;
- Improved education outcomes through the use of web-based learning materials;
- Better employability through more effective job hunting and the ability to work remotely;
- Improved health and well-being through remote health monitoring, better communications and access to health services;
- Reduced isolation as access to the internet can help improve communication and social engagement;
- Access to streaming services which are increasingly replacing physical methods of distributing recreational content such as TV, movies and music;
- Access to savings and discounts offered through online shopping; and,
- More opportunities to interact with new digital services and experiences in the environment, both urban and rural.

Sheffield has an ambition to be recognised as a leading digitally inclusive city where everyone who wants to be online is able to benefit from the advantages of the digital world. The Council will continue to work with its partners to reduce digital exclusion in the city; and will help to establish a Local Digital Skills Partnership to focus on helping people with basic digital skills centred on addressing access, skills, motivation and trust.

The potential socio-economic impact of improved digital skills and digital connectivity in Sheffield is huge. Sheffield is the 60<sup>th</sup> most deprived of the 326 Local Authority geographies according to the 2015 English Index of Multiple Deprivation. The following table shows how the city ranks across a range of measures.

**Sheffield City Council Area: Rank of Average Score (1 is Most Deprived, 326 is Least Deprived)**

Index of Multiple Deprivation	Income	Employment	Education, Skills, Training	Health Deprivation & Disability	Crime	Barriers To Housing & Services	Living Environment	Income Deprivation Affecting Children Index	Income Deprivation Affecting Older People
60	68	79	41	73	80	107	135	68	53

Those who would benefit the most from being online are precisely those who are digitally excluded. The following table, based on the 2017 Good Things Foundation Digital Nation Report, compares characteristics of the digitally excluded to corresponding quality of life benefits experienced by regular internet users.

Characteristics of Non Users	Benefits Experienced by Regular Users
90% are disadvantaged in some way	74% use public service web sites
39% are older than 75	66% feel happier & 51% less isolated due to more social contact
78% left school before the age of 16	90% progress to further learning
50% are in social class DE	52% are more confident managing money
48% are chronically ill or disabled	67% feel more confident managing their health
45% earn less than £11.5k	£516 to £744 saved each year
19% are unemployed	64% find paid or voluntary work, or look for work

The impact of improved digital skills and connectivity in Sheffield will be felt most by Sheffield's 'digitally excluded'. For example:

#### Financial Impact

Universal Credit is a single monthly payment for people on a low income or who are out of work that replaces six 'legacy' benefits and tax credits. In most cases, Universal Credit should be applied for online, so new claimants will need digital skills and connectivity. However, in a 2019 survey, 50% of organisations involved in delivering Universal Credit in Sheffield reported that the supply of online access is not enough to meet current and/or future demand. This places up to 8,400 people in Sheffield currently claiming the out of work benefits covered by Universal Credit at financial risk (Nomis Jan 2019).

#### Health Impact

In Sheffield in 2014-15 almost 100,000 days were lost to work-related stress, depression or anxiety. Currently 1 in 3 people of working age have a long-term health condition. By 2030, on current trends, 40% of working age people will be affected by poor health. The distribution of this barrier is not equal, with the poorest populations of the city having a 60% higher level of long term conditions. Digital skills and connectivity can help those affected by physical or mental health conditions to access health and social care services and to manage their own conditions, to keep socially active with friends and relatives, to feel better faster and to return to work sooner.

The impact of improved connectivity in Sheffield will also be felt by those who have long since embraced the benefits of internet access. Full fibre and 5G networks offer far faster, far more reliable, far more responsive connectivity than superfast fibre to the cabinet networks. This technology is required to meet the demands of greater bandwidth for consumer services. For example:

#### Video on Demand

Video on Demand is a massive growth area in the US and the UK. High Definition content streams at 8Mbps and 4k Ultra High Definition content streams at 32 Mbps which exceeds the UK definition of Superfast Broadband. Also where 4G connections tend to offer download speeds of around 20Mbps (which is fast enough to download a HD movie in 30 minutes), 5G is expected to surpass that by orders of magnitude: 500 to 1,500 Mbps (fast enough to download the same film in 25 seconds).

#### Traffic Growth and Future Proofing

Domestic internet traffic will continue to grow in the future as multiple family members use increasing numbers of internet services in their daily lives. For example, on line gaming in high definition; streaming of music, video and catch up TV; voice calling, video calling, wearables, smart speakers and other connected devices combine to create ever increasing demands on bandwidth.

In a 2018 study for Ofcom, WIK Consult assessed the applications that require ultrafast broadband and how demand for bandwidth might evolve in the years to 2025. WIK found that high definition video, consumer cloud traffic, gaming, 'tactile internet' (e.g. remote diagnostics and autonomous driving) and 'immersive media' (e.g. virtual and augmented reality) would drive the demand for greater bandwidth. WIK found that up to 40% of UK households could demand at least 1Gbps download speeds and 600Mbps upload speeds by 2025. Under a less aggressive scenario, WIK estimated that 8% of households would require Gigabit bandwidth by 2025, and that more than 50% would require download speeds of at least 300Mbps.

## 2.3 Delivering Better Public Services

Digital Connectivity enables public services to be delivered in ways that are increasingly more innovative, more effective and more efficient. It enables public services to be targeted and to be tailored to the needs of individuals. Digital Connectivity also enables these new personalised public services to be accessed electronically, rather than in person or through a telephone contact centre.

The benefits of electronic public service delivery are described below:

- Enables the public sector to deliver services electronically to the public who are then able to access them ‘any time, any place, anywhere’;
- Delivering access to public sector services electronically online is often more efficient than delivering them through face-to-face or telephone contact centre channels. The 2016 LGA ‘Engaging Citizens Online’ report estimated the initial costs per transaction of face-to-face contact at £8.21, £2.59 for a telephone contact and £0.09 for an online transaction;
- Enables the public sector to improve its business processes, to take advantage of digital products and services to improve efficiency and effectiveness, to innovate and be responsive to changes in demand;
- Enables the public sector to reduce costs by using lower cost cloud based services rather than more expensive on premise alternatives;
- Enables the public sector to share information, to deliver joined up services, and to implement alternative organisational models such as shared services; and
- Enables the delivery of other organisational strategies. For example: public service transformation; education and skills; and, economic development.

### Local Authority Transformation

The Sheffield City Council Customer Experience Programme, together with other initiatives, will equip Council Departments with the technology, skills and tools required to deliver consistent, flexible and responsive public services.

Sheffield City Council will put customers at the centre of service design; it will make it easier for customers to contact, access and receive services whenever and however they prefer to.

The Council wants to ensure that when customers make contact, they can get what they need in that first point of contact, or in as few as possible, and that the Council keeps them regularly updated along the way. The Council also wants to support customers to do more general tasks online.

The Customer Experience Programme will support projects to develop modern, flexible, responsive and digitally enabled services based on the needs of customers. Using service and customer insight it will identify new and exciting ways of working and deliver the tools needed to be a more modern and customer focussed organisation.

Access Method	How Do Customers Access Services Now?	How Do They Want To Access Services In The Future?
On Line	22%	58%
eMail	25%	15%
‘Phone	43%	20%
Face To Face	1%	5%
Paper Forms & Post	20%	2%

## A Long Term Plan for the National Health Service

The NHS Long Term Plan, published in January 2019, describes how the NHS will become fit for the future and how it will get the most value for patients from its limited funding. The plan describes how technology will play a central role in realising the Long Term Plan, helping clinicians use the full range of their skills, reducing bureaucracy, stimulating research and enabling service transformation.

The NHS will establish a wide-ranging and funded programme to upgrade technology and digitally enabled care across the NHS. Over the next 10 years, this programme will result in an NHS:

- Where digital access to services is widespread;
- Where patients and their carers can better manage their health and condition;
- Where clinicians can access and interact with patient records and care plans wherever they are, with ready access to decision support and AI, and without the administrative hassle of today;
- Where predictive techniques support local Integrated Care Systems to plan and optimise care for their populations; and,
- Where secure linked clinical, genomic and other data support new medical breakthroughs and consistent quality of care.

## The Emergency Services Network

The Emergency Services Network (ESN) is a critical communications system that will replace the current Airwave service used by the emergency services.

The ESN will be used by the police, fire and rescue, and ambulance services as well as a range of other users stretching from local authorities and utility services to first responders like inshore rescue. There are potentially around 300,000 individuals who will depend on ESN, using handheld devices or operating equipment in 50,000 vehicles, 115 aircraft and 200 control rooms.

The ESN software is being provided by Motorola Solutions and the infrastructure is being built by EE; who will upgrade and extend its existing 4G network. Around 500 new sites will be built, 300 in the most rural areas of the country. The new sites can be shared with other mobile network operators in order to maximise coverage for both the emergency services and to bring much commercial coverage to unserved areas.

## 3. Strategic Objectives

### 3.1 Deliver Access to Superfast Broadband for 100% of Sheffield

Superfast Broadband is a broadband connection able to download data at speeds of 30Mbps or above. Superfast Broadband can be provided using a range of different technologies including Fibre to the Cabinet, Fibre to the Premise, Cable and Wireless. A single superfast connection can support multiple computers, tablets, games consoles, and phones, meaning more people can be online at the same time. By 2021, we want every business and every resident in Sheffield to be able to access broadband services that offer speeds of 30Mbps and above.

#### The Current Position

In 2014 Superfast Broadband (30Mbps) reached only 80% of premises in Sheffield. The broadband providers in the UK had no plans to extend their networks, so the Barnsley, Doncaster, Rotherham and Sheffield Local Authorities formed the Superfast South Yorkshire Programme. Collectively, the South Yorkshire Authorities applied for funding to Central Government and to Sheffield City Region. They secured £15m and established a project to extend connectivity to c100,000 residential and commercial premises across the region through an almost entirely Fibre to the Cabinet (FTTC) infrastructure.

The Superfast South Yorkshire Programme has long recognised that Fibre to the Cabinet infrastructure has limited capacity and is incapable of meeting future demands for speed, bandwidth and reliability. Therefore, it has targeted public sector investment at Fibre to the Premise infrastructure (FTTP) since 2016. Fibre to the Premise is the gold standard for residential and business telecommunications; therefore our longer term ambition is for 100% of the region to have access to Fibre to the Premise Gigabit Broadband.

In 2018, The South Yorkshire Local Authorities will invest a further £4m to connect up to 10,000 premises that are currently unable to access superfast broadband with an almost entirely Fibre To The Premise infrastructure. This will extend coverage of Superfast, Ultrafast or Gigabit broadband to almost 99% of South Yorkshire by 2021.

#### How We Will Do It

##### *01: Further Investment in the Superfast South Yorkshire Programme [Medium Term]*

Sheffield City Council, along with its South Yorkshire Local Authority Partners, will continue to seek further investment in the Superfast South Yorkshire Programme. Additional public funding, together with further commercial investment, will extend coverage from 99% to 100% of the region.

## 3.2 Deliver Access to Full Fibre at Every Major Business Location

Full Fibre Broadband connections provide the fastest and the most reliable speeds available, capable of transferring data at 1,000Mbps and above. Full Fibre Broadband is delivered by Fibre to the Premise technology – a glass fibre connection directly from the exchange to the home or business, an infrastructure that has a lifetime of many decades. Sheffield has very little coverage of full fibre at the moment. However, a number of infrastructure providers have recently announced plans to increase coverage and in 2018 the Government set a target for national coverage by 2033. We believe that access to full fibre is essential for our future economic success. Therefore, our second objective is that by 2021 it is possible to access gigabit fibre broadband at every Major Growth Area, Major Business Park and Business District in the city including the city centre.

### The Current Position

In March 2016, £5m of Central Government and Sheffield City Region funding was invested to bring speeds of 100Mbps and above to South Yorkshire Enterprise Zones and key Business Parks through Fibre to the Premise infrastructure.

In March 2018 the Government launched a Gigabit Voucher scheme to help businesses (or clusters of businesses) to buy gigabit-capable connectivity. It is anticipated that this demand will encourage operators to invest in new infrastructure to extend their coverage in the region. By March 2019, 177 Gigabit Vouchers had been issued in South Yorkshire with a further 80 in the pipeline, attracting a total of £577k government funding into the region.

### How We Will Do It

#### *02: Connection Vouchers [Short Term]*

Sheffield City Council, along with its South Yorkshire Local Authority Partners, will promote Government Voucher Schemes that subsidise the costs of full fibre connectivity. We will aggregate and communicate demand from businesses to digital infrastructure providers who will extend their coverage to meet this need.

## 3.3 Digitally Connected Public and Private Transport Networks

A digitally connected transport network offers many benefits. It enables commuters to access personal and business networks on their commute to and from work, and during their working day as they move around the city. It enables commuters to access up-to-date information about the performance of the public transport system and the travel choices that they have in the city - regardless of whether they are at home planning a journey or at a bus stop, tram stop or train station. It ensures that public transport is a safe place to be, that it has the connectivity needed for lighting, CCTV monitoring and for calling the emergency services. It enables Connected and Autonomous Vehicles to traverse the city's roads. It enables the highway network to be managed more efficiently and effectively; improving road safety, managing traffic flows, minimising congestion, reducing pollution and improving air quality.

## The Current Position

A range of improvements to the city's transport network are planned for the next three years, many of which are dependent upon 5G, wireless or full fibre connectivity. Projects include the Clean Air Zone (a c£50m system that charges owners of the most polluting vehicles to enter Sheffield City Centre) and an Internet of Things Programme to be implemented by Amey LG. Initially this will see sensors installed in litter bins, grit bins and drainage gullies. The Programme also has the potential to improve the maintenance of: roads; pavements; street lights; street signs; traffic signals; street furniture; grass verges; bridges and highway structures; waste collection; and, the gritting of roads and pavements.

Sheffield City Council, along with its Sheffield City Region Partners, must also now plan for the introduction of electrical vehicle charging; for connected and autonomous vehicles; and for the implementation of the Sheffield City Region Transport Strategy 2018-2040.

## How We Will Do It

### *03: The Transport Network Digital Connectivity Plan [Medium Term]*

Sheffield City Council will define the digital connectivity requirements of all of its major transport initiatives in order to ensure that these needs are met in the most efficient and effective manner, and that opportunities to add value, reduce cost, disruption and environmental impact are seized.

## **3.4 Stimulate Demand and Encourage Innovation**

Extending coverage of digital connectivity will not in itself achieve the economic and social benefits that we want to realise. We must be proactive in stimulating demand and in encouraging citizens and businesses to use superfast, ultrafast and gigabit broadband as well as 5G and wireless networks such as Wi-Fi and IoT. Our fourth objective is to stimulate demand and encourage innovation amongst residential and business users.

## The Current Position

In 2015, the Superfast South Yorkshire Programme developed a Demand Stimulation Strategy and obtained £1m funding from the South Yorkshire Local Authorities and from the European Regional Development Fund (ERDF) for its implementation.

In 2017 The Digital Growth Programme was launched which supported businesses to adopt new technology enabled by superfast broadband. It provided inspirational presentations from companies such as Rolls Royce, it raised awareness of the 'art of the possible', and it provided practical sessions to help local businesses put in place plans to implement what they had seen. 66 Sheffield based SMEs each received over 12 hours of support from the Digital Growth Programme.

In 2015 the South Yorkshire Local Authorities joined the government funded Connection Voucher Scheme. This 6 month programme offered grants of up to £3,000 to cover the installation costs of connecting to superfast or ultrafast broadband. 415 Sheffield businesses took advantage of the scheme, attracting over £500k government funding into the city, with many of the superfast or ultrafast broadband connections being provided by local suppliers.

In 2017 the Superfast South Yorkshire Programme established its own ERDF funded Connection and Innovation Voucher Scheme. The vouchers covered 50% of a business's connection costs up to £2,500 and 50% of a business's ICT enabled innovation costs up to £12,500. 108 Sheffield businesses took advantage of the scheme, attracting £665k government funding into the city.

In March 2018, DDCMS launched a national Gigabit Broadband Voucher Scheme. This offers vouchers worth up to £2,500 to support the capital costs of new gigabit capable connections for businesses in the region. By March 2019, 177 Gigabit Vouchers had been issued in South Yorkshire with a further 80 in the pipeline, attracting a total of £577k government funding into the region.

Take-up of Superfast Broadband was 18% in 2015. In January 2018 take-up in the Intervention Area (the coverage funded by the SFSY Programme) had reached 26%, by March 2019 it had reached 42%, and by 2021 it is expected to reach 50%.

#### How We Will Do It

##### *04: Business Support Programme [Short Term]*

Sheffield City Council, along with its South Yorkshire Local Authority Partners, will continue to stimulate demand and encourage innovation through the Superfast South Yorkshire Programme, and to bid for additional funding for business support. Sheffield City Council's City Growth Department will continue to provide targeted support to start-ups and SMEs with growth potential. This will include explaining how technology and connectivity can improve productivity - regardless of the size, nature or IT maturity of the business. Business Support is also available from the Sheffield City Region Growth Hub.

##### *05: An Accessible Innovation Test Bed [Medium Term]*

The digital connectivity infrastructure to be established through this strategy represents an 'innovation platform' that can act as a testbed for research and development and for the development of new products and services; accessible by the universities, technology start-up incubators, and the city's broader digital eco-system. The Council has a proven track record here, the Sheffield City Centre Wi-Fi Service can be used as such a test bed, and it will adopt the same approach with future concessions/agreements for 5G, IoT and further Wi-Fi connectivity. The 'innovation platform' could potentially be used by Regional and National Partners such as the Connected Places Catapult and the DCMS 5G Test Beds and Trial Programme.

### **3.5 Exploit Publicly Owned Assets and Infrastructure**

Sheffield City Council owns thousands of assets including street light columns, CCTV columns, underground duct, administrative buildings and social housing. Our fifth objective is to exploit publicly owned assets and infrastructure in order to improve the supply of full fibre and 5G telecommunications services and to foster innovation and growth.

#### The Current Position

In November 2017, Sheffield City Council entered into a concession contract that offered exclusive use of its city centre assets to a telecommunications company in exchange for a rental income, profit share and the provision of a free of charge public access Wi-Fi network. The rental income and profit share helps the Council to fund its digital activities. The free of charge public access Wi-Fi network makes the city centre a more vibrant and attractive places for citizens, visitors, businesses and shoppers. This will increase footfall and help local businesses thrive and grow.

The Council will make its assets available for reuse to help deliver the aims and objectives described in this Digital Connectivity Strategy. Potential applications include the use of council owned duct to extend full fibre networks, the use of council owned street assets to mount small cell radios for 5G, and the use of council rooftops to host Radio Gateways for IoT networks. Council assets could also be used by tech and digital industry to innovate, develop new products and services, and to get to market quickly.



## How We Will Do It

### *06: Asset Register [Medium Term]*

Sheffield City Council will establish a city wide inventory of publicly owned assets, ensuring that data such as location and condition is accurate and well maintained. The asset register will be used to support the delivery of the Digital Connectivity Strategy, and to stimulate further innovation through the reuse of public sector assets.

### *07: Single Point of Contact [Short Term]*

Sheffield City Council will make it easier for digital infrastructure providers and the technology and digital industries to reuse public sector assets where this delivers the Digital Connectivity Strategy or stimulates further innovation. This will include the Home Office funded Sheffield-Wide Imaging and Switching System Network. We will establish a single point of contact and joined-up and efficient processes that make it easier for partners and the private sector to extend and improve digital connectivity in the city.

### *08: Maintain and Extend the Infrastructure [Long Term]*

Sheffield City Council will adopt a 'dig once' approach so that publicly owned duct is laid under highways whenever there is a major development in the city. This approach has recently been adopted for the heart of the city programme. The duct can then be used by the Council to provide connectivity for traffic signals, ANPR cameras, CCTV etc. The new duct increases the assets available for reuse by partners and the private sector to extend and improve digital connectivity in the city. Private sector partners will also be invited to lay their own duct during these developments.

## **3.6 A 5G-Ready City**

This objective is to stimulate market development and deployment of 5G technology and infrastructure in the city. This will create new opportunities for businesses, developing capability and skills, and encouraging inward investment; and it will ensure that Sheffield secures an 'early mover advantage' in the investment and development of capability and skills as future 5G products, services and applications evolve.

### The Current Position

It is understood that the Mobile Network Operators plan to upgrade their existing 4G cellular infrastructure to meet the short to medium term demands of 5G, but do not plan to invest in the infrastructure required for longer term, higher levels of demand, known as 'densification'.

Sheffield City Council owns thousands of assets including street light columns, CCTV columns, underground duct, administrative buildings and social housing. These assets could be used by a telecommunications company to provide, ahead of demand, a wholesale 5G network ready for densification.

A densified 5G infrastructure (assumed to be based on a fibre to the street light, fibre to the small cell solution) is most appropriately provided on a shared basis, thus enabling choice and completion of 5G services to the customer, and minimising the amount of civil construction, disruption and environmental impact of each MNO implementing its own competing small cell network in the city.

## How We Will Do It

### *09: 5G Ready Sheffield [Medium Term]*

Sheffield City Council will procure a concession contract (or other appropriate form of agreement) that will offer use of Council owned assets throughout Sheffield for small cell networks in exchange for a rental income and the creation of an open access fully managed densified 5G infrastructure. By ensuring that the 5G network supply stays ahead of demand, the city will be well placed to respond quickly to the opportunities it will present for future innovation, productivity and growth. Furthermore, the income generated from the concession/agreement will help fund the Council's future digital activities.

## **3.7 An Industry Recognised, Pro-Investment, Barrier Busting City**

This objective is to ensure that Sheffield is recognised by the telecommunications industry as an attractive place to invest, where the local authority proactively supports operators and removes barriers to the deployment of infrastructure.

### The Current Position

Sheffield City Council has long recognised that digital communications infrastructure is vitally important for the social and economic well-being of the city. The current levels of fixed line, mobile and wireless coverage could not have been achieved without the support of council services such as planning, highways and property. Some of our processes are recognised as industry best practice and are quoted in government publications. For example, The Yorkshire & Humber Common Permit Scheme (YHCPS) which minimises delay and reduces disruption to road users from street works. However, we do not receive the recognition that we deserve; that would enhance the city's reputation, attract suppliers to the city, and ensure that collectively we gain competitive advantage from being an early adopter of new technology.

## How We Will Do It

### *10: Planning Policy [Short Term]*

Sheffield City Council will seek to introduce a policy that will require developers to provide full fibre access at new sites (superfast only if they can demonstrate that full fibre is not feasible). The new policy will be tested through the Sheffield Local Plan public examination process, recognising that this goes further than current national planning policy. This will mean that the gaps in commercial coverage do not grow in size, and that additional public funding is not required to help fill those gaps. Developers will be asked to consider installing multiple full fibre suppliers in order to provide choice and competition.

### *11: Barrier Busting [Short Term]*

Sheffield City Council will publish a Digital Connectivity Charter. This will describe how the Council will adopt a pro-investment, barrier busting approach to wayleaves, planning and highways to provide the conditions required by network operators to install full fibre, 5G and other telecommunications infrastructure efficiently and effectively in the city. It will describe how the city council will establish and maintain relationships with the market, and how it will manage and govern digital connectivity internally.

### 3.8 A City-Wide Internet of Things Network

Our eighth objective is to establish a city-wide, open access IoT network that supports all major long range wireless communication protocols. Sheffield City Council owns administrative buildings and social housing that are ideal locations for IoT radio gateways.

#### The Current Position

By 2020 it is estimated that there will be 13 billion things in the home, 3.5 billion things in vehicles, 411 million wearable things, 646 million things in the hospital and 9.7 million other things in the city connected to the internet. A city-wide, technology agnostic and open access IoT communications network is required to provide connectivity and backhaul for Sheffield.

This is not just about meeting current and future demand, it is also about gaining competitive advantage for the city, its businesses and its citizens as 66% of early movers in manufacturing say IoT is critical to competitive advantage, 88% report a return in investment, and 77% of leaders say that IoT will transform business as we know it.

#### How We Will Do It

##### *12: A City Wide IoT Network [Medium Term]*

Sheffield City Council will procure a concession contract (or other appropriate form of agreement) that will offer use of council owned buildings throughout Sheffield for IoT radio gateways in exchange for a rental income and the creation of an open access fully managed IoT infrastructure. By ensuring that IoT networks are in place ahead of demand, the city will be well placed to respond quickly to the opportunities that IoT presents for future innovation, productivity and growth. Furthermore, the income generated from the concession/agreement will help fund the Council's future digital activities.

##### *13: IoT Demonstrators [Long Term]*

Sheffield City Council will use some of the revenue generated by the connectivity concessions/agreements to fund IoT demonstrators and proof of concept projects that illustrate the art of the possible and that can then be deployed further by the private sector to improve productivity, and by the public sector to improve efficiency and effectiveness.

### 3.9 Free Internet Access

We live in an increasingly digital world where many people are already benefitting from the internet, digital TV and mobile communications. Cities are some of the most digitally advanced, digitally driven places on the planet. This creates a huge range of business and social opportunities with rapidly changing products, services and ideas. It also offers further opportunities to learn, save money and keep in touch. When individuals are digitally active it can improve the accessibility of services and support to people who find themselves physically and emotionally isolated, whilst also providing employment opportunities both in digital careers and other industries that make use of digital technology.

Sheffield's City Council is committed to tackling inequalities by supporting those with the greatest needs and helping and enabling people to achieve their full potential. Through Sheffield's 'Tackling Poverty Strategy', we have identified that 'affordable safe access to the internet and the ability to use it can save people money and increase their ability to search for and apply for work, develop skills and access the services they need.'

Therefore this objective is to regard access to the internet as a human right, and to provide free of charge internet access wherever we can – in our public buildings, in our open spaces and in our social housing, so that those who wish to access the internet are able to do so (we recognise, and respect, that some people choose not to be digitally connected).

### The Current Position

In 1856 Sheffield Public Library opened its doors for the first time, offering the public free of charge access to a selection of newspapers and books. 163 years later and the citizens of Sheffield are still visiting their local libraries in order to access information and services that they would otherwise not be able to, not just through printed media, but increasingly electronically.

Sheffield City Council currently provides free of charge access to computing devices and to the internet at libraries, first point buildings, and in the outdoor spaces and public buildings of the city centre.

However, we want to go beyond this and to provide free of charge internet access in public buildings and outdoor areas beyond the city centre and in the homes of our social housing tenants. This will help to bring the internet closer to the 20% of the overall population, and 40% of social housing tenants, that are digitally excluded.

### How We Will Do It

#### *14: Sheffield Free Wi-Fi Service - Phase 2 [Medium Term]*

Sheffield City Council will procure a concession contract (or other appropriate form of agreement) that will offer use of council owned street lights, CCTV columns and buildings for the provision of residential and commercial Wi-Fi services in exchange for a rental income and a free of charge public access Wi-Fi service. Phase 2 is expected to cover outdoor spaces and non-residential public buildings in densely populated areas of Sheffield outside the city centre. This will provide free of charge internet access to more areas of the city, and generate further funding for the Council's future digital activities.

#### *15: Free of Charge Basic Internet Access in Social Housing [Medium Term]*

Sheffield City Council will attempt to find a way of providing social housing tenants with basic internet access that is free of charge to the tenant and free of charge to the Council. The Council will investigate whether it is possible for a digital infrastructure provider to offset the costs of providing a basic free of charge service through the profit generated by sales of paid for services to those tenants able to afford a commercial service. If it is not possible to find a way of providing basic internet access that is free of charge, then we will try to find a way of providing internet access at a reduced cost.

## 4. Digital Connectivity Strategy: Summary of Activity

Strategic Objective and Activity	Phasing (Months)	Lead Organisation
<b>1. Deliver Access to Superfast Broadband for 100% of Sheffield</b>		
<i>01: Further Investment in the Superfast South Yorkshire Programme</i>	<i>M: 10-18</i>	<i>SFSY</i>
<b>2. Deliver Access to Full Fibre at Every Major Business Location</b>		
<i>02: Connection Vouchers</i>	<i>S: 6-10</i>	<i>SFSY</i>
<b>3. Digitally Connected Public and Private Transport Networks</b>		
<i>03: The Transport Network Digital Connectivity Plan</i>	<i>M: 10-18</i>	<i>SCC</i>
<b>4. Stimulate Demand and Encourage Innovation</b>		
<i>04: Business Support Programme</i>	<i>S: 6-10</i>	<i>SFSY, SCR, SCC</i>
<i>05: An Accessible Innovation Test Bed [Medium Term]</i>	<i>M: 10-18</i>	<i>SCC</i>
<b>5. Exploit Publicly Owned Assets and Infrastructure</b>		
<i>06: Asset Register</i>	<i>M: 10-18</i>	<i>SCC</i>
<i>07: Single Point of Contact</i>	<i>S: 6-10</i>	<i>SCC</i>
<i>08: Maintain and Extend the Infrastructure</i>	<i>L: 18 Plus</i>	<i>SCC</i>
<b>6. A 5G-Ready City</b>		
<i>09: 5G Ready Sheffield</i>	<i>M: 10-18</i>	<i>SCC</i>
<b>7. An Industry Recognised, Pro-Investment, Barrier Busting City</b>		
<i>10: Planning Policy</i>	<i>S: 6-10</i>	<i>SCC</i>
<i>11: Barrier Busting</i>	<i>S: 6-10</i>	<i>SCC</i>
<b>8. A City-Wide Internet of Things Network</b>		
<i>12: A City Wide IoT Network</i>	<i>M: 10-18</i>	<i>SCC</i>
<i>13: IoT Demonstrators</i>	<i>L: 18 Plus</i>	<i>SCC</i>
<b>9. Free Internet Access</b>		
<i>14: Sheffield Free Wi-Fi Service - Phase 2</i>	<i>M: 10-18</i>	<i>SCC</i>
<i>15: Free of Charge Basic Internet Access in Social Housing</i>	<i>M: 10-18</i>	<i>SCC</i>

This strategy describes a range of activities and projects that Sheffield City Council plans to implement in order to deliver its objectives for digital connectivity. These activities and projects will be developed in greater detail in the months ahead. We will take account of developments in technology and changes in market conditions as we progress.

## 5. Our Strategic Approach

### 5.1 Our Strategic Approach To Funding

Following almost a decade of austerity and year on year reductions in central government funding, combined with rising pressures for both children's and adult's social care; the Council's ability to fund digital connectivity from its core budget is limited at best. Therefore, we will find alternative sources of funding to deliver our objectives. This includes:

- Concession contracts (or other appropriate forms of agreement) that will offer use of council owned assets in exchange for a rental income and some form of digital connectivity service;
- Applications for funding from Government, Sheffield City Region and other external sources; and,
- Publicising and promoting our strengths and achievements because an enhanced profile and reputation based on world class digital connectivity will help attract business and inward investment to the city.

### 5.2 Our Strategic Approach To Working With The Private Sector

Sheffield City Council, along with its South Yorkshire Local Authority Partners, will work with digital infrastructure providers, and residential/commercial developers, to establish and maintain a shared understanding of one another's plans, ensuring that public sector interventions complement those of the private sector.

In addition, we will adopt a pro investment, barrier busting approach to wayleaves, planning and highways to provide the conditions required by network operators to install full fibre, 5G and other telecommunications infrastructure efficiently and effectively in the city.

### 5.3 Our Strategic Approach To Working With Partners

The majority of our achievements to date have been delivered in partnership with our Local Authority Partners through the Superfast South Yorkshire programme. We will continue to collaborate in this way where this helps to deliver our strategic objectives.

We will also collaborate with our city partners in Academia, Health, Police, Commerce and other sectors in order to implement the aims and objectives of this strategy, to enable further downstream benefits to be delivered, and to ensure that Sheffield is recognised as one of the country's best connected cities by 2021.

### 5.4 Our Strategic Approach To Standards

5G networks will need to comply with government technical standards and health and safety legislation. Public Health England is responsible for advising the UK Government on 5G. Its guidance note entitled "Mobile phone base stations: radio waves and health" was updated in May 2019. This guidance note explains that Public Health England, along with the International Commission on Non-Ionizing Radiation Protection (ICNIRP), the European Commission's Scientific Committee on Emerging and Newly Identified Health Risks (SCENIHR), and the World Health Organisation all share the view that the results of current scientific research show that there are no evident adverse health effects if exposure remains below the levels set by current standards.



**Author/Lead Officer of Report:** Emma France – Marketing Manager Tourism and Trade

**Tel:** 0114 2734125

**Report of:** *Laraine Manley*

**Report to:** *Cabinet*

**Date of Decision:** *18<sup>th</sup> September*

**Subject:** *Sheffield Doc/Fest 2020-2022 – Approval of sponsorship funding*

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? <i>Culture Parks and Leisure</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Economic and Environmental Wellbeing</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? 620		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<p><i>“The (<b>report/appendix</b>) is not for publication because it contains exempt information under Paragraph (<b>insert relevant paragraph number</b>) of Schedule 12A of the Local Government Act 1972 (as amended).”</i></p>		

**Purpose of Report:**

- To inform the Cabinet of the benefits of the Council's continued sponsorship of Sheffield Doc/Fest ("**Doc/Fest**").
- To request approval for the continued sponsorship of Doc/Fest for a further three years in 2020, 2021 and 2022
- To request delegated authority for the Director of City Growth in consultation with the Director of Legal and Governance and the Director of Finance and Commercial Services to enter into a grant agreement with Sheffield Doc/Fest.



**Recommendations:**

*That the Cabinet:*

- a) *approves the Council's commitment to fund Sheffield Doc/Fest as outlined in the attached Financial Appendix;*
- b) *delegates authority to the Director of City Growth in consultation with the Director of Legal and Governance to:*
  - *enter into a grant agreement with Sheffield Doc/Fest (including negotiation and agreement of the relevant contractual terms of the grant agreement); and*
  - *take all other necessary steps not covered by existing delegations to achieve the outcomes outlined in this report.*

**Background Papers:**

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

- *Sheffield Doc/Fest report 2019*
- *Financial appendix*

Lead Officer to complete:-									
1	<table border="1" style="width: 100%;"> <tr> <td style="width: 45%;">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.</td> <td>Finance: Catherine Murray</td> </tr> <tr> <td></td> <td>Legal: <i>Rachel Ma</i></td> </tr> <tr> <td></td> <td>Equalities: <i>Annemarie Johnson</i></td> </tr> <tr> <td colspan="2"><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></td> </tr> </table>	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: Catherine Murray		Legal: <i>Rachel Ma</i>		Equalities: <i>Annemarie Johnson</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>	
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<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>									
2	<b>EMT member who approved submission:</b> <i>Laraine Manley</i>								
3	<b>Cabinet Member consulted:</b> <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.								
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Lead Officer Name:</b> <i>Carly Stratford</i></td> <td style="width: 50%;"><b>Job Title:</b> <i>Senior Programme Manager</i></td> </tr> </table>	<b>Lead Officer Name:</b> <i>Carly Stratford</i>	<b>Job Title:</b> <i>Senior Programme Manager</i>						
<b>Lead Officer Name:</b> <i>Carly Stratford</i>	<b>Job Title:</b> <i>Senior Programme Manager</i>								

**Date:** 09/09/19

## 1. PROPOSAL

- 1.1 In the decision report dated 12 April 2017, the Cabinet approved the Council to provide grant funding to Sheffield Doc / Fest for 3 years between 2017 – 2019. The current grant agreement is due to expire in March 2020. It is proposed that Sheffield City Council continues to sponsor Sheffield Doc / Fest in the total sum of £450,000 over 3 years between 2020 - 2022. . Full financial details of the agreement are contained in the attached financial appendix.
- 1.2 Sheffield Doc/Fest is a world leading and the UK’s premier documentary festival and conference, celebrating the art and business of documentary and all non-fiction storytelling. In 2020, it will be the 27<sup>th</sup> Doc / Fest. Doc/Fest’s analysis and our monitoring of hotel bookings demonstrate that it brings almost 3,500 delegates to Sheffield each year from around 60 countries to view upwards of 180 documentaries over a six day period, including 36 world premieres. Spread over a proposed 30 venues, it provides a valuable contribution to Sheffield’s cultural offer (audience figures included 28,000 members of the public last year in addition to the delegates) and national and international reputation. The festival includes a marketplace (the Meet Market) where typically over £7,000,000 of deals are done, and Sheffield Doc/Fest also has a year-round programme of training, workshops, mentoring and networking as well as internships and volunteering opportunities for young people.
- 1.3 Sponsorship of the event is legally discretionary. Funding will support Sheffield Doc/Fest to maintain a programme of international significance, in an environment of reduced funding from national bodies such as UK Film Council etc and uncertainty in the context of Brexit. It will support Sheffield Doc/Fest to unlock further funding from outside the UK to directly benefit local filmmakers and audiences, as well as providing the resources to secure commercial funding.

## 2. HOW DOES THIS DECISION CONTRIBUTE ?

*(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)*

- 2.1 The proposal contributes to the Strong Economy theme of the Corporate Plan. Sponsoring Doc/Fest ensures that the festival, which brings in almost £1,750,000 delegate spend per year to the city, takes place.

- 2.2 In addition to the delegate spend, the Council's sponsorship contributes to Sheffield Doc/Fest's ability to develop its programme so that the festival continues to maintain and develop its international standing.
- 2.3 Hosting the festival adds to the city's reputation as a cultural and creative destination, enhancing its appeal both to visitors, businesses and those who may wish to move to Sheffield to work. This is in line with our Economic Strategy and aims to make Sheffield a 'magnet city'.
- 2.4 Doc/Fest is one of Sheffield's largest and most high profile events, and is used as a showcase to encourage other conferences to come to Sheffield. From 2019 onwards, additional work is taking place with Doc/Fest to maximise the marketing opportunities and promotion of Sheffield through linking in with Sheffield (Sheffield Makes) branding. Increased PR activity is also proposed to bring relevant conference and trade press into Sheffield.
- 2.5 As well as contributing to the city's economic well-being, the sponsorship of the festival provides direct benefits to Sheffield residents. Public audience figures for Doc/Fest held in 2019 were 28, 098 and the proposed grant funding will support Sheffield Doc/Fest to reach out and increase the number of audience. An outreach programme takes documentaries to communities which might not otherwise have the opportunity to engage with the festival (see section 4.1.1.)
- 2.6 Providing a three year agreement ensures both that the festival is held in Sheffield annually for that period, and that the festival organisers are in a position to plan ahead and develop the festival. On the other hand, the Council will also be able to review its position in 2022 and decide whether it may wish to continue any further sponsorship to Doc/Fest.

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

*(Refer to the Consultation Principles and Involvement Guide. Indicate whether the Council is required to consult on the proposal, and provide details of any consultation activities undertaken and their outcomes.)*

- 3.1 There are no requirements to consult on sponsorship decisions and there has been no consultation. Doc/Fest are proposing to research audience preferences to enable them to increase inclusion over the three year period.

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

#### **4.1 Equality of Opportunity Implications**

- 4.1.1 There are no negative equality implications of the decision.

- 4.1.2 Doc/Fest are proposing to conduct audience research to try to enable them to increase their reach and inclusivity within the city. They have targets to increase their BME and LGBT industry delegate representation by 1% point each and disabled delegates by 2% points, and to increase the number of

countries represented by delegates by four countries. Outreach activities took place in 2019 to target people from areas of Sheffield with high BAME populations to help audiences who might be less likely to engage with Doc/Fest to take part. A similar programme of outreach to groups who are less likely to engage will be continued.

#### 4.2 Financial and Commercial Implications

4.2.1 The recommended option will have financial implications for the financial years 2020/21-2021/22, as outlined in the financial appendix. The monies for 2019/20 are already allocated within the Major Events budget, and will continue to be found from this budget.

4.2.2 Commercial Services have confirmed that a grant is exempt from Contracts Standing Orders if it does not result in the provision of services on behalf of the Council, which is the case for this grant.

#### 4.3 Legal Implications

4.3.1 Encouraging the continuance of Doc/Fest accords with the provisions of the Council's Sustainable Community Strategy (the Sheffield City Strategy) prepared pursuant to Section 4 of the Local Government Act 2000. One of the key ambitions of the City Strategy is that Sheffield should be a "vibrant" city, "celebrating the diversity, creativity, energy and innovation in Sheffield and ensuring that the City continues to be an international destination of choice, offering the highest quality cultural, shipping and sporting activities."

4.3.2 The Council may award the grant by virtue of Section 1 of the Localism Act 2011 (the so called "the General Power of Competence") that allows the Council "to do anything that individuals generally may do".

#### State Aid

4.3.3 In any decision of this nature, the Council must consider the State Aid rules and whether these may be engaged. It is not clear yet about the situation of Brexit. However, the Competition and Markets Authority will take on the role of enforcement and supervision for the whole of the UK to continue controlling of anti-competitive subsidies. The EU state aid rules will be transposed into UK domestic legislation under the European Union (Withdrawal) Act after Brexit. This will apply to all sectors; and will mirror existing block exemptions as allowed under the current rules.

4.3.4 Doc/Fest is a world leading festival and marketplace, celebrating, sharing and debating the stories of our time, through documentary and non-fiction storytelling. Some of the Doc/Fest activities are provided free of charge to general public. However, the festival has become bigger in size and scale. It has also developed its own commercial momentum attracting acts and audiences from other EU countries.

- 4.3.5 In view of the above, the new proposed grant funding to Doc/Fest may constitute state aid as it may possibly give rise to distortion of competition and impact on trade between Member States. There are a number of documentary festivals organised in different EU countries.
- 4.3.6 General Block Exemption Regulations (GBER) contains a number of measures which can be used to provide lawful state aid without going through the normal notification and approval processes. In the event that the Sheffield Doc / Fest activities funded by the Council may give rise to state aid, the Council may apply Article 53 of GBER which permits aid for a wide range of cultural purposes.
- 4.3.7 There is also Article 54 of GBER which is the aid schemes for audio visual works. “*Difficult audio visual works*” as referred to in Article 54 of GBER includes films whose sole original version is in a language of a Member State with a limited territory, population or language area, short films, films by first time and second-time directors, documentaries, or low budget or otherwise commercially difficult works. One of the purposes of Sheffield Doc/Fest is to promote and distribute documentaries, in particularly those produced by less-experienced or young producers or directors. The grant to the Doc/Fest project could therefore be considered as distribution aid under Article 54 for the purpose of promoting audio visual works.
- 4.3.8 The company organising Sheffield Doc/Fest is Small Medium-sized Enterprise according to the definition by the EU and the proposed grant outlined in this report is within the relevant threshold under GBER.
- 4.3.9 The proposed grant may therefore be awarded as a legal aid under GBER. Officers responsible for Sheffield Doc/Fest will work closely with Legal to comply with the relevant GBER requirements for notification, monitoring and recording.

#### Grant agreement

- 4.3.10 A grant agreement has been drafted and will be signed by both parties if the recommendation in this report is approved. The agreement includes monitoring and clawback provisions to ensure that the use of funding is monitored and state aid compliance ensured. The Council retains the right to clawback, suspend or terminate payments of the grant funding (in part or in whole) should this become necessary.

#### 4.4 Other Implications

*(Refer to the Executive decision making guidance and provide details of all relevant implications, e.g. HR, property, public health).*

- 4.4.1 There is a risk that Sheffield Doc/Fest fails to meet its aims and objectives or the anticipated key performance indicators. Marketing Sheffield will mitigate this risk by monitoring Sheffield Doc/Fest closely.
- 4.4.2 The grant agreement requires Sheffield Doc/Fest to take out appropriate insurance to protect against itself and the Council.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

*(Outline any alternative options which were considered but rejected in the course of developing the proposal.)*

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

Providing no sponsorship for Doc/Fest would be likely to result in the permanent withdrawal of Doc/Fest from Sheffield or, at best, a significant reduction in the quality and breadth of the event, risking its international reputation and/or future relocation to an alternative city. This would be likely to mean the approximate £1,749,342 (minimum) delegate spend per year would be lost to the city, and would also have the effect of reducing the city's profile and reputation within the creative community inside and outside of Sheffield. As the conference is the city's largest conference, maintaining presence and scale is important for PR purposes.

### **Alternative option 2 – Enter into a grant agreement for a period of one year**

Annual grant arrangements would limit Sheffield Doc/Fest's ability to develop their programme in line with their three year strategy. A single year agreement would be likely to require a higher level of grant funding to achieve the same outcomes and so a higher cost over the three year period. A single year grant arrangement would risk Sheffield's opportunity to develop a long term plan for the festival.

## **6. REASONS FOR RECOMMENDATIONS**

*(Explain why this is the preferred option and outline the intended outcomes.)*

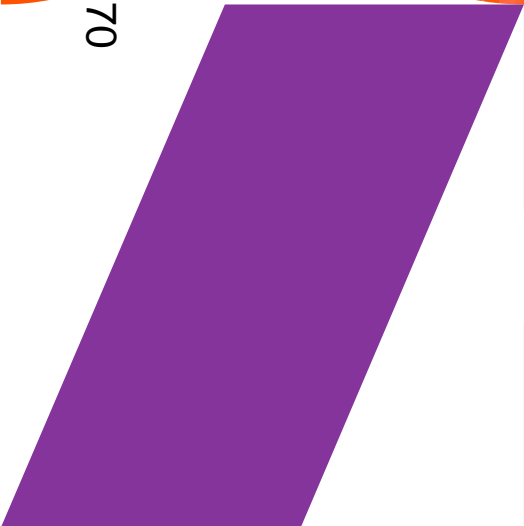
- 6.1 It is recommended that Sheffield Doc/Fest will be awarded a grant for three years, as outlined in the financial appendix and that the Director of City Growth, in consultation with the Director of Legal and Governance and the Director of Finance and Commercial Services, is granted delegated authority to enter into a grant agreement with Sheffield Doc/Fest.
- 6.2 Providing a three year fixed grant provides both Sheffield Doc/Fest and Marketing Sheffield with certainty that the festival can continue in Sheffield and develop its programme and reputation over the time period. It allows Sheffield to continue to benefit from the wide range of economic and other benefits described in section two.
- 6.3 The proposed outcomes of the funding are to contribute to Sheffield's economy and status as a cultural and conference destination through assisting Sheffield Doc/Fest in delivering its strategy to:
- Become a world leading A list documentary film festival known for all game-changing non-fiction, all durations, all platforms
  - Continue to grow the Doc/Fest film and alternative realities funding markets into the most successful in the world, with idea to screen tracking and messaging
  - Increase its general public audience to over 30,000, with a stand out

reputation for inclusiveness and outreach

- Discover, nurture and celebrate diverse new and emerging talent
- Continue to significantly contribute to the local economy, including creating further activities for delegates and public audiences to engage with business and cultural activities.







# Contents

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- 4. Festival Overview
- 6. Film Programme highlights
- 8. Awards
- 9. Live Events highlights
- 10. Alternate Realities highlights
- 12. Talks & Sessions highlights
- 14. Marketplace & Talent highlights
- 17. Audiences
- 24. Accessibility
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- 27. Funders, Sponsors & Partners

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# Festival Overview

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In June 2019 Sheffield Doc/Fest once again provided a space for discovery, collaboration and inspiration. The Doc/Fest team was proud to present a programme which headlined multiple images of the world, and a multitude of perspectives of our part in it. Our tagline 'Ways of Seeing' was inspired by John Berger's television series and book of the same name, with the programme giving a platform to a spectrum of voices, which together shared, shaped, and questioned the stories of our time.

Over the course of six days the festival drew 28,098 public admissions, up 9% from 2018 and representing an increase of 15% in the number of tickets sold.

In addition, 3,489 industry delegates attended the festival from 59 countries.

This year's edition featured over 200 documentaries across all lengths and formats, drawn from a record number of 2548 submissions, from 52 countries around the world, over 50% of which were co/directed by women.

The film programme kicked off with the UK Premiere of *Diego Maradona*, by Asif Kapadia, to an audience of 1000+ in Sheffield's City Hall. This year we introduced the Spotlight strand, to highlight those bigger titles which demanded fuller, more in-depth conversations with the directors, including *The Rest* by Ai Weiwei and *Seahorse* by Jeanie Finlay. *Midnight Family* by Luke Lorentzen won the Grand Jury Award, as selected by artist Jeremy Deller, producer Charlotte Cook and artist-filmmaker Jenn Nkiru. *One Child Nation* directed by Nanfu Wang and Jialing Zhang, which had pitched in Doc/Fest's MeetMarket, won the annual Tim Hetherington Award. That our festival attendees selected *For Sama*, co-directed by Syrian citizen-journalist Waad al-Kateab speaks volumes about our audiences appetite for global, authentic storytelling and young voices. Our retrospective, *Shapes That Move*, looked at collective filmmaking as an act of feminist solidarity. Our country focus brought talent from Japan to Sheffield, including noise rock

band Bo Ningen who played alongside shorts from radical filmmaker Toshio Matsumoto. Other live events involved voguing, social experiments with smartphones, and a performance from Kate Nash.

Doc/Fest 2019 also offered new ways of seeing through cutting-edge technologies, as part of the digital art exhibition *Alternate Realities*. This year's festival commission, *Spectre*, became the catalyst of a global viral media conversation about Facebook's decision not to remove the deepfake videos of Mark Zuckerberg and others from Instagram. Other works used interactive and immersive narratives to highlight tales of injustice, with a focus on LGBTQI+ stories in *Another Dream*, *Through the Wardrobe*, and *Interactive Portraits: trans people in Japan*.

Our Talks programme gave a stage to emerging and established documentary makers, each giving an insight into their work, including artists and filmmakers Werner Herzog, Chidera 'The Slumflower' Eggerue, and Paul Greengrass.

We're pleased to report some fantastic feedback and results already from the Marketplace: Doc/Fest facilitated 1650 meetings which enabled numerous collaborations between a great slate of 87 documentary projects in the making and a record number of 340 industry Decision Makers from 30+ countries around the world.

Beyond the programme, Doc/Fest was a place to connect, to meet fellow documentary makers and documentary lovers - whether in the market, festival hub: The Exchange, or at our infamous parties. Thank you to all who attended the 26th edition, and contributed to creating an unforgettable festival. 96% of audiences said they would likely return in June 2020 – we look forward to welcoming you then.

**Melanie Iredale**  
Interim Director

“

**You could say it's  
kind of like Cannes,  
but with fewer fancy  
frocks and more  
friendly faces.”**

page 73

~ Big Issue North



Waad al-Kateab  
dir. For Sama

## Film Programme

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**2548** Submissions

Page 74  
**186** Films  
**54%** Directed /  
Co-directed by Women

**40** Countries  
**147** Premieres  
**36** World Premieres  
**19** International Premieres  
**12** European Premieres  
**91** UK Premieres

---

## Top 10 Films Rated by the Doc/Fest Audience

### 1. For Sama

dir. Waad al-Kateab,  
Edward Watts / Syria, UK



### 2. Reason

dir. Anand Patwardhan / India

### 3. Midnight Traveler

dir. Hassan Fazili / Afghanistan

### 4. In Search...

dir. Beryl Magoko / Kenya

### 5. Everybody In The Place: An Incomplete History of Britain 1984–1992

dir. Jeremy Deller / UK

### 6. My First Film

dir. Zia Anger / USA

### 7. The Amazing Johnathan Documentary

dir. Ben Berman / USA

### 8. War In The Blood

dir. Arthur Cary / UK

### 9. Midnight Family

dir. Luke Lorentzen / USA

### 10. About Love

dir. Archana Atul Phadke / India

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## Film Programme

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In 2019 screenings across Sheffield opened new doors to the world, inviting the audience to step through to engage in Q&As and performances. The programme exceeded gender parity, with 54% of films, and 57% of competition nominated films, having been directed/co-directed by women. Selected from a record number of submissions, from 123 countries, discovery remains a focus, with many coming from emerging filmmakers, in line with Doc/Fest's strategy to nurture new and emerging talent.

The main programme selection included wide representation of global regions for non-fiction storytelling and storytellers. The festival introduced 'Spotlight' screenings to the programme for the first time, featuring extended Q&As with such cinema greats as Ai Weiwei and Werner Herzog, as well as conversations with powerful new voices such as that of Waad al-Kateab and Edward Watts (*For Sama*).

The national New/UK shorts programme celebrated an inclusive range of vantage points on Britain today from upcoming homegrown talents, as part of our drive to give a platform to local filmmakers. New/Signals was a new strand introduced in 2019, which showcased the best in new broadcast, episodic and online films followed by deep conversations. The programme saw strong LGBTQI+ representation with such films as Jeanie Finlay's *Seahorse*, and *Lemebel* by Joanna Reposi Garibaldi.



**Women of colour filmmakers brought a rich wealth of experience and perspective to this Sheffield Doc/Fest 2019.** ~ Gal-dem



Archana Atul Phadke  
dir. *About Love*

# Doc/Fest Awards

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## Film Awards

**Midnight Family**  
Luke Lorentzen



**Earth**  
Nikolaus Geyrhalter



**No Data Plan**  
Miko Revereza



supported by MUBI

**One Child Nation**  
Nanfu Wang



supported by Dogwoof

**About Love**  
Archana Atul Phadke



**Baracoa**  
Pablo Briones



**America**  
Garrett Bradley



**For Sama**  
Waad al-Kateab & Edward Watts



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## Alternate Realities Awards

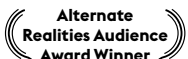
**Echo**  
Georgie Pinn



**Le Lac**  
Nyasha Kadandara



**Algorithmic Perfumery**  
Frederik Duerinck



supported by REWIND

---

## The Doc/Fest Awards recognise great films and great filmmakers and project creators.

This year's winners were chosen by an exciting and diverse group of local, national and international jurors who offered plural perspectives on the value of non-fiction film, from authors, to artists, musicians and critics.

Hosted by writer and performer Mark Thomas at the Netflix Crucible Studio, award winners each received a bespoke Sheffield steel trophy, The Steel Core, created for the third year running by the Sheffield artist Harrison Moore.

The Grand Jury Award continues to be an Academy Award qualifying award in addition to Doc/Fest's Short Doc Award. An International Award was also presented for the first time.

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“ I think it's the first time I've left a film festival feeling optimistic and excited about the future of cinema. ”

~ 🐦 Katie Goh (Little White Lies & Huck)

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## Live Events

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The Live Events programme at Doc/Fest continued to showcase creativity in documentary. From music and live performance to social experiments with your smartphone, the programme offered unforgettable experiences whilst continuing to centre on non-fiction storytelling.

This year Doc/Fest commissioned *The Lover's Table*, a new template for a moving image-led symposium, conceived by artists Kazim Rashid and Lotte Andersen. Doc/Fest presented the World Premiere of *The Silents of Avante Garde Paris*, exploring seminal works from the 1920s, featuring new music from composer Terry Davies, and a live score performed by the Modulus Quartet and Charlie Pyne Quartet. *Deep in Vogue*, a new documentary about the Manchester voguing scene, was accompanied by a very special performance at Sheffield's legendary music venue The Leadmill.

The programme connected with communities beyond the documentary world, presenting a dance party where DJ and director of the film *Lisbon Beat* treated audiences to the sound of the Portuguese electronic underground, and the Shapes That Move party which presented Pxxsy Palace DJ Nadine Artois and Bearcat of the feminist techno label Discwoman. Highlights in post-screening live performances included Bo Ningen playing alongside shorts from radical filmmaker Toshio Matsumotto, and Kate Nash performed following the screening of *Kate Nash: Underestimate The Girl*.

Doc/Fest's evening parties featured an unmissable line up of specially curated events with partners including Acme Films, Boiler Room, Doc Society and Channel 4. Industry networking events supported by the who's who of the worlds highest profile factual funders, distributors and broadcasters brought the international documentary world together to reconnect with old friends and make new connections.



Deep in Vogue

## Alternate Realities

113 Submissions

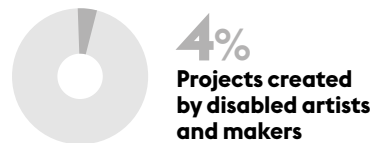
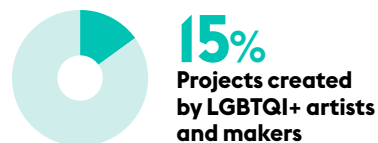
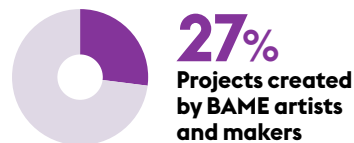
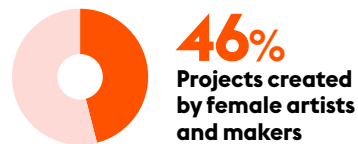
28 Projects

7,726  
Total Exhibitions Attendances

Page 78  
12 Countries

23 Premieres

4 World  
3 International  
3 European  
13 UK



“ The festival’s immersive digital Alternate Realities strand was on another level this year. ”

~ Sight & Sound Magazine

# Alternate Realities

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Supported by Arts Council England as a National Portfolio Organisation, Alternate Realities is Sheffield Doc/Fest's world leading programme of digital art. In 2019 the programme joined forces with Sheffield's premier contemporary art gallery – Site Gallery – to create an ambitious, multidisciplinary exhibition of artworks with artists from 12 countries across two gallery spaces. 'Subconscious Sensibilities' featured virtual and augmented reality, games, interactive documentaries and large scale digital installations. Exploring stories of injustice, sexuality and surveillance capitalism, the exhibition felt more culturally relevant and representative than ever before.

At the heart of the exhibition was this year's commission – *Spectre* – an interactive touchscreen installation for six people that teaches the audience about the digital manipulation industry and the dangers of being unaware of how personal data can be used.

Alongside the exhibition at Site Gallery was a collection of 360° documentaries presented as a VR Cinema entitled 'Converging Sensibilities'. This was a new collective, collaborative viewing experience that includes critical discourse with the audience – a new ritual for a new documentary medium.

In addition the festival also hosted Igloo – a 360 projection dome – and two special events in the form of *Justice Syndicate*, an immersive and interactive theatre piece and *The Social Sorting Experiment*, a prescient but playful game for people and their smartphones that explores our relationship with social media and the data trail we leave behind.

As always the Exhibition was free and open to all and welcomed over 1000 people a day to the main gallery space. We successfully engaged a wide and diverse range of audiences, particularly young people. The content within the exhibition educated, informed, delighted and

enlightened, with highlights including a machine that turned personal data into a personal fragrance, an installation that used clothes and augmented reality to tell LGBTQI+ stories and a mobile game that taught audiences about the clitoris and female sexual sensation.

The Alternate Realities Summit brought together a day of provocative and artistic debate, with talks, presentations, panel discussions and performances from the world's leading immersive and interactive storytellers. This year we focused on the colonialism of the connected world, examining the evolution of query based narrative and encouraged an awakening in relation to personal data and unconscious bias.



Converging Sensibilities  
Alternate Realities Exhibition  
Site Gallery

## Talks

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In 2019 the Doc/Fest Talks programme explored the full spectrum of the documentary world - conversations with exciting emerging filmmakers, masterclasses with world renowned directors, interviews with popular on-screen talent and a range of panel sessions tackling pertinent cultural and industry topics. Over 200 speakers shared their own experiences and inspirations, as well as offering advice and guidance.

Talks highlights included: legend of New German Cinema Werner Herzog; celebrated director and screenwriter Paul Greengrass; one of the UK's most exciting rising directors Jenn Nkiru; Academy Award and multi BAFTA-winning director Asif Kapadia; writer and vlogger Chidera 'The Slumflower' Eggerue; popular documentarian and investigative journalist Stacey Dooley; the godfather of British hip hop Rodney P; comedian, rapper and YouTube sensation Michael Dapaah (aka Big Shaq); Turner Prize winning artist Jeremy Deller; and Paddy Wivell, acclaimed director of the Channel 4 series *Prison*.

The Craft Summit included sessions exploring directing, cinematography, long-form editing, sound techniques and short form storytelling, and featured filmmakers screening new work at the festival including Jeanie Finley, Tim Travers Hawkins, Carl Javér, Brett Story, Johana Ozvold and Dominik Strycharski.

The funding and commissioning panels explored how documentaries of every variety are supported; creative long form, innovative shorts, investigative podcasts, popular factual entertainment and epic specialist factual, and included new voices in commissioning, along with regulars from all the major

broadcasters and a host of digital platforms and channels including BFI, BBC, Channel 4, Spotify, Vice, Nowness, Acsat, Channel 5, National Geographic, ITV, Guardian and Random Acts.

Highlights across the industry sessions programme included: My Big Break featuring Roxy Rezvany, Ellie Flynn and Eliza Capai discussing their career highs and lows; and Breaking the Class Ceiling with Danny Leigh, Fiona Campbell, Kieran Yates, Billy Porter, Mia Bays and Paul Sng exploring barriers for entry to the industry.

This year's programme of free talks in the Doc/Fest Exchange, supported by Wellcome, focused on conversations to revolutionise what makes a healthy planet and featured speakers discussing food sustainability, climate change, life off grid and living in poverty.

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**“As ever, the Sheffield Doc/Fest commissioning sessions were rammed, with an audience keen to find out the latest twists and turns of the commissioning wheel.”** ~ Televisual

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Rodney P

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**84**

**Talks and Sessions**

---

**205**

**Speakers**

---

**61%**

**Female Speakers**

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**24%**

**Speakers of BAME origin**

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**Top 10 Talks rated by Doc/Fest audiences**

1. BAFTA Masterclass: Asif Kapadia
  2. Rodney P talks Bass, Beats and Docs
  3. A Conversation with Jeremy Deller
  4. A Conversation with Werner Herzog
  5. The Renaissance of the Nations and Regions
  6. Born to be a Contributor
  7. Sports Docs with ESPN
  8. Funding and Commissioning: Podcasts and Audio Documentary
  9. Criminal Justice: Letting the Cameras In
  10. Reinventing the Celebrity BioPic
-

# Marketplace — Participating Organisations



## Marketplace

340

Decision  
Makers

↑  
9%

1650

Match-made  
Meetings

833

Delegates  
taking part in  
Marketplace  
activity

£8.1 million

Value of deals in negotiation  
across the festival (July 2019)

62

MeetMarket  
Projects

25

Alternate Realities  
Market Projects

11

International  
Delegations

8

Live Pitch  
Events

MeetMarket  
Cutlers' Hall



# Marketplace

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The Marketplace & Talent Programme continued to offer extensive opportunities for national and international filmmakers and producers – both emerging and established – to unlock funding for new projects, forge industry partnerships, obtain mentoring and advice and catch up on the latest trends and developments facing documentary makers today.

In the MeetMarket (for features and series) and Alternate Realities Talent Market (for new media projects), 87 teams took over 1,650 match-made meetings with industry Decision Makers over two days. The 2019 Festival was attended by over 300 Decision Makers from 30+ countries, including executives from NETFLIX, ARTE, BBC, Channel 4, Cinecouch, Doc Society, Dogwoof, Altitude, Submarine Entertainment, ESPN, National Geographic, POV, RYOT, Artangel, Passion Pictures, Pulse Films along with many international broadcast commissioners, sales agents, distributors, film funds, foundations, equity financiers, festival programmers and NGOs. Parallel to the pre-arranged meetings, hundreds more meetings took place between industry representatives and Festival delegates in the Marketplace Cafe.

While many of the most experienced and accomplished producers choose Doc/Fest to debut their new ideas to industry Decision Makers, we are proud to simultaneously offer numerous opportunities supporting new and emerging talent, taking advantage of the vast industry presence at the Festival each year. Selected filmmakers were coached in pitching and paired with Executive Producers through our 'Meet the Execs' programme, delivered in partnership with Mosaic Films. Twenty young filmmakers from diverse regions and backgrounds were connected with commissioners and leading producers at Doc/Dinner, an initiative founded by Reggie Yates, now in its third edition. During the Festival, any delegate, no matter their experience level, could approach the Marketplace Switchboard for consultation, feedback and advice from industry experts.

We were delighted to host 8 live pitch events across the Festival where delegates could watch filmmakers present new proposals for feedback and/or an immediate commission to a panel of industry Decision Makers.

We welcomed 11 international delegation groups to Doc/Fest which included filmmakers, producers, creatives and industry representatives from around the world who came to Sheffield to network and spark collaborations.

For the Marketplace Sessions programme this year, we doubled-up on our 'Here's How It Really Happened' seminars, run in partnership with the International Documentary Association. In these filmmakers-only sessions (no industry or press allowed), producers shared the nitty gritty details of their recent productions. Kellen Quinn discussed the making of 'Midnight Family', this year's Grand Jury winner, and Anne Köhncke from Final Cut for Real shared the behind-the-scenes story of making 'Pervert Park'. Other Marketplace sessions included 'Meet the Festivals', 'Producers Meet Producers', 'Budgeting Masterclass', 'Shorts Roundtables' and 'Ask a Lawyer', where delegates could get expert advice on their legal quandaries.



**Sheffield Doc/Fest makes it easier than any other documentary festival to connect with industry and filmmakers through their unique panels and Marketplace events. ”**

~ Matt Grady, Founder, Factory 25

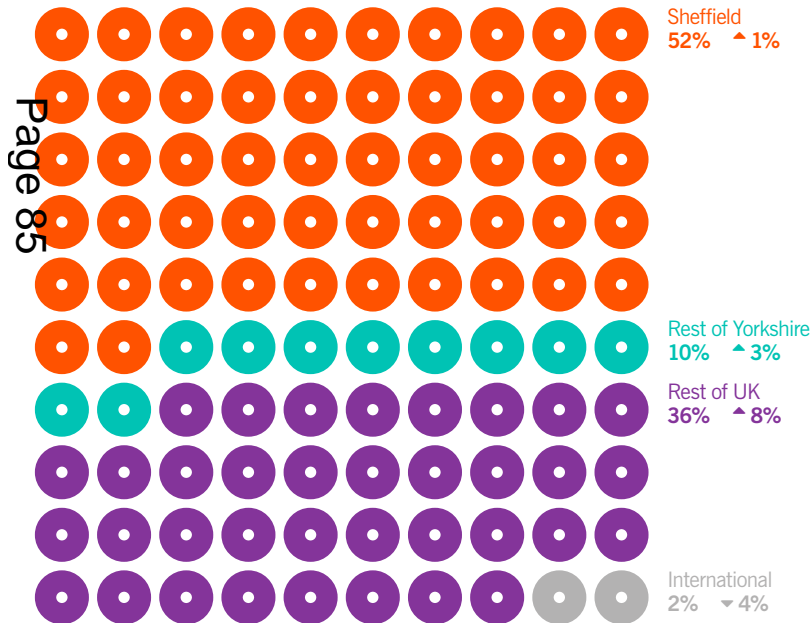
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## Public Audience

A programme-led approach to diversity combined with outreach initiatives resulted in reaching a fuller range of audiences, including those from areas of low engagement, as part of our ongoing commitment to make documentary as accessible as possible to all, including those who face barriers to engaging with arts and culture.

### Public Audience by Location



### Public Admissions Total

▲ 9%

# 28,098

### Of our 2019 public audience...

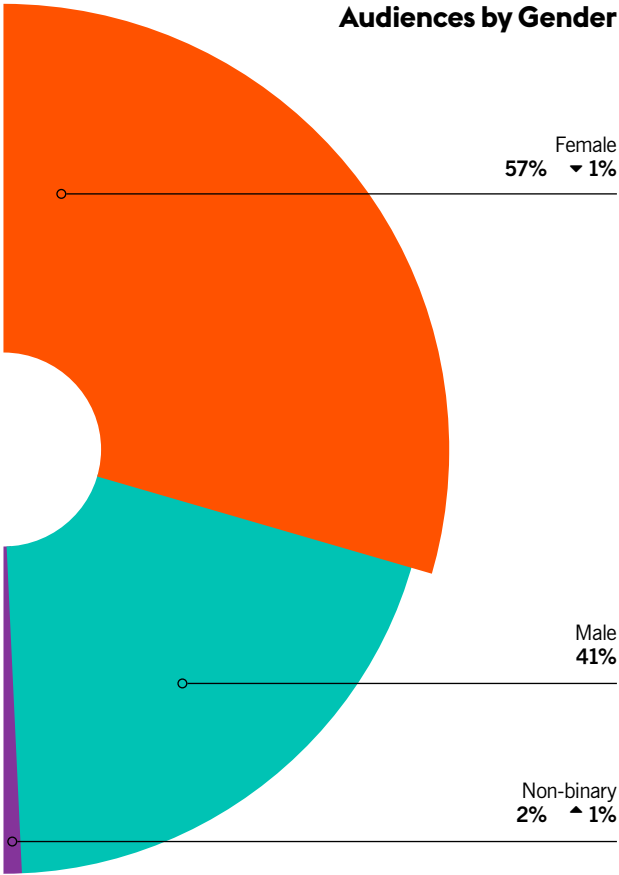
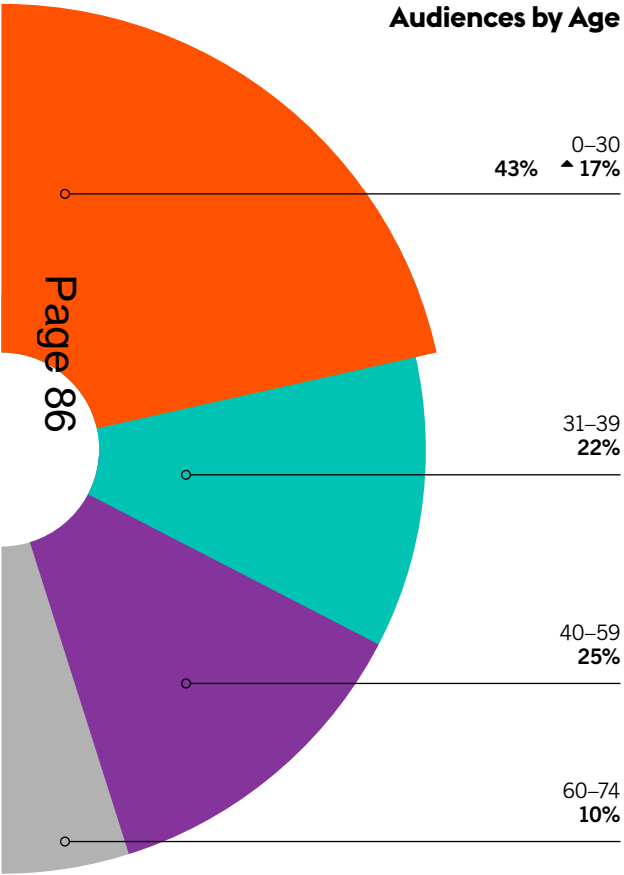
**11%**  
with a Disability  
▲ 2%

**13%**  
of BAME origin  
≈ 2018

**13%**  
disadvantaged  
background  
▲ 1%

**16%**  
LGBTQI+  
▲ 1%

# Public Audience



## Public Audience

---

42%

attended Doc/Fest  
for the first time

---

44%

attended 1–3 events  
across the festival

---

Page 87  
18%

attended 10+ events  
across the festival

---

88%

rated their festival  
experience as excellent  
or very good

---

96%

said they are likely to  
return to attend Doc/Fest  
events in 2020



Industry Delegates

3,489

Industry delegates

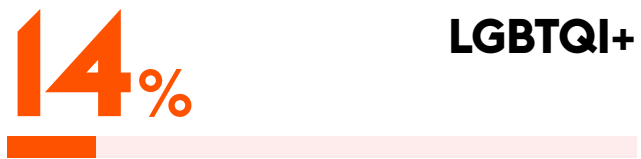
22% international from 59 countries



Page 88

## Industry Delegates

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## Industry Delegates

---

**42%**

**first time at  
Doc/Fest**



**17%**

**attended Doc/Fest five  
or more times previously**



**42%**

**independent filmmakers  
and producers**



**81%**

**found Doc/Fest a good  
place to do business**



**88%**

**said the Festival is  
good value for money**



Doc/Fest Delegate Centre  
The Workstation

Page 91



British Council Drinks  
Tamper Seller's Wheel

## Accessibility

**Doc/Fest is committed to providing an environment that is accessible, welcoming and inclusive for all festival guests and attendees, irrespective of postcode, income, disability, or other potential barriers.**

Doc/Fest has a policy of working only with wheelchair accessible venues.

This year for the first time we hosted two relaxed screenings, creating an environment particularly ideal for people with an autism spectrum, sensory or communication disorder, a learning disability, or age-related impairments. As well as softer lighting and lower volume, the event was staffed by those specially trained in relaxed screenings. In addition, the festival continued to partner with Showroom Cinema on its Early Doors (over 55s) screening and Kino Bambino (parents and babies) screening, and for the first year on its Subtitled Monday screening with a closed captioned presentation of *A Dog Called Money*.

Our Access programme included details of these screenings, plus a further 61 (foreign language) films which were fully English subtitled, and 11 dialogue-free films.

A new approach was introduced for those requiring British Sign Language interpretation, giving BSL users the opportunity to request an interpreter for any event within the Talks programme. 19 Talks were interpreted in total. In addition, all talks in the Doc/Fest Exchange were live captioned, displayed on screens at the front of the venue. Attendees were also offered a link to view live captions on their smartphone or tablet during Doc/Fest Exchange events.

We once again partnered with TLC Mobile Childcare so our audience can attend the Festival and have their children close, with childcare that comes to the location of the person's choice and provided a full range of age-appropriate activities.

## From Door to Doc

For the third time, Doc/Fest hosted From Door to Doc – a community outreach programme, supported by Wellcome, which invited community groups from Sheffield and the surrounding areas who rarely engage with the arts and culture to join us for a specially curated festival experience. The £1 supervised package comprised return travel, a film, Exchange Talks and refreshments. The initiative attracted a diverse group of participants for this year's programme —

### Of the From Door to Doc participants...



Female



aged under 30



receive Job Seekers Allowance, Incapacity Benefits or Universal Credit



with a disability



## Sheffield Doc/Fest 2019 continued to excite and attract UK and international media reporting across the whole programme and writing from a range of perspectives.

Journalists have highlighted the festival's programme of high-profile guests, among them Asif Kapadia, Werner Herzog, Chidera, Paul Greengrass, Stacey Dooley and Ai Weiwei; explored the global programme of documentaries and digital art projects with many write-ups echoing the festival's values of diversity and inclusivity, particularly celebrating the 54% of films and projects made by women; as well as reporting from Talks and Marketplace. Spectre, the festival's Alternate Realities Commission became the catalyst of a global viral media conversation about Facebook's decision not to remove the deepfake videos of Mark Zuckerberg and others from Instagram.

Journalists writing and reporting about Doc/Fest represent traditional media outlets as well influential, digital platforms. Festival reviews, interviews and reports ran in: The Guardian, The Times, The Telegraph, The i, Metro, Frieze, Sight & Sound, Aesthetica; on BBC Radio 4 Today, BBC Radio 2 and BBC 6 Music; in VICE UK, i-D, Another Man, Huck, gal-dem, LWL, MUBI Notebook, Cine-vue, Screen Queens, F-Word, It's Nice That, Virtual Perceptions, Upload VR, VR Focus, Boing Boing; ArtNet News, Designboom, Mashable, Gizmodo ; in industry trades, Broadcast, Screen Daily, Variety, C21, Deadline, IBC365, TBI, Televisual, and locally in Big Issue in the North, Yorkshire Post, Sheffield Telegraph, Sheffield Star, BBC Radio Sheffield, ITV Calendar, Now Then, Exposed, Reel Steel and Shot/Reverse Shot.

Internationally the festival was written about in CineEuropa, Realscreen, Asian Movie Plus, Asia One, Cine Informa, Cinema Italiano, Bahia Tribune, Spiegel.de and from the States in the Washington Post, CNN, Slate, Vox, Filmmaker magazine and Brooklyn-based LGBTQ platform Hyperallergic.

This year Sheffield Doc/Fest was highlighted on the travel pages as a highlight of summer festival in the UK including The Sunday Times, FTNews, Conde Naste Traveller and Wunderlust who described the festival as, "the Cannes of documentaries".



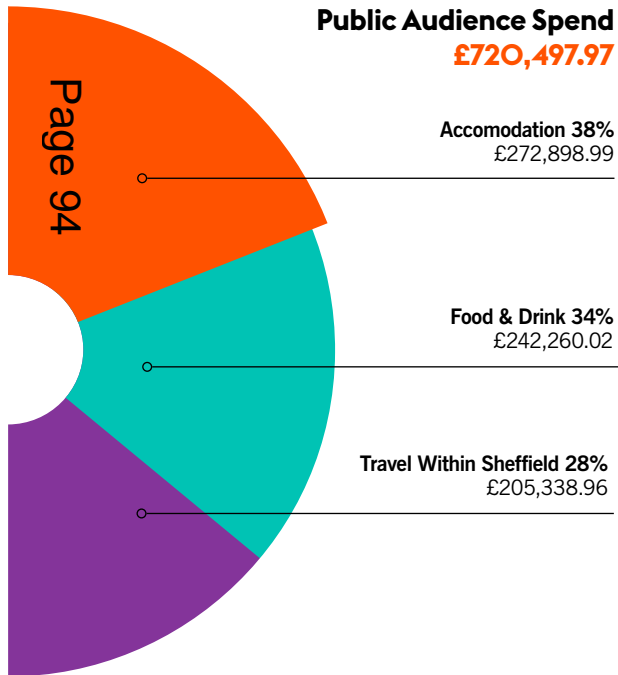
Opening Night Film  
City Hall

**Total  
Festival PR  
Circulation:**  
**152,662,253**

**Total  
Festival PR  
clippings:**  
**466**

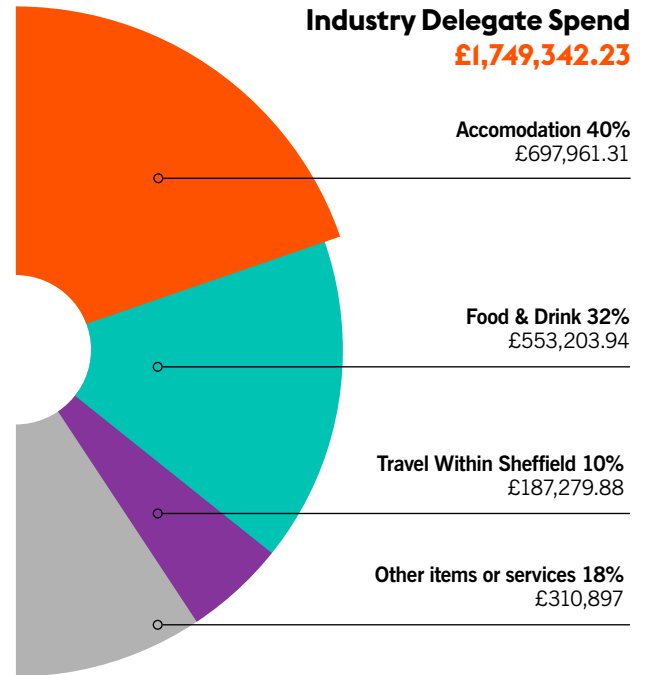
# Impact on the Local Economy

Over 30,000 festival audiences descend on the City of Sheffield each year, contributing to the economy through spending on food and drink, accommodation, travel within the city and other spend. Total audience spending was calculated by combining the number of visitors with information from online surveys where attendees reported on how much they had spent during the festival.



## Combined audience impact on the local economy: **£2,469,840.20**

For every **£1** Sheffield invests into Doc/Fest, Festival industry and public audiences spend **£10.89** within the City.



# Funders, Sponsors & Partners

## Principal Funders, Sponsors and Partners



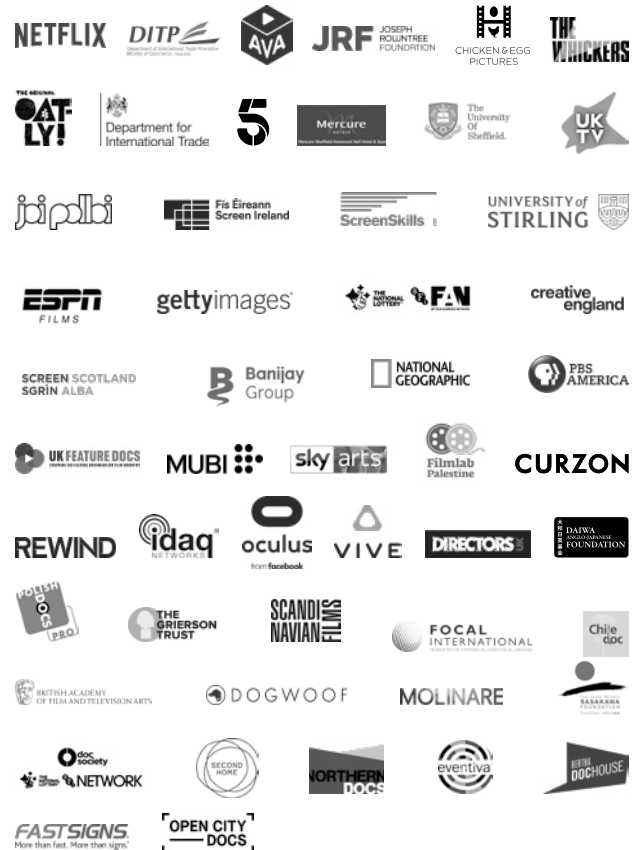
## Major Funders, Sponsors and Partners



## Media Partners



## Funders, Sponsors and Partners





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## Doc Fest - Financial Appendix

<b>Amount</b>	<b>Date of Payment</b>
£75,000	Apr-20
£75,000	Sep-20
£75,000	Apr-21
£75,000	Sep-21
£75,000	Apr-22
£75,000	Sep-22

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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:** *18<sup>th</sup> September 2019*

**Subject:** *Capital Approvals for Month 04 2019/20*

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:-

**Purpose of Report:**

*This report provides details of proposed changes to the Capital Programme as brought forward in Month 04 2019/20.*

**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 contracts
- Note the feasibility allocations approved under delegated authority by Capital Programme Group

**Background Papers:**

<b>Lead Officer to complete:-</b>	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>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	<b>EMT member who approved submission:</b> <i>Eugene Walker</i>
3	<b>Cabinet Member consulted:</b> <i>Julie Dore</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.
	<b>Lead Officer Name:</b> <i>Damian Watkinson</i>
	<b>Job Title:</b> <i>Finance Manager Business Partner Capital</i>
<b>Date:</b> 03/09/2019	



# MONTH 04 2019/20 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 04 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:

- 5 additions of specific projects to the capital programme creating a net increase of £39.87m;
- 12 variations creating a net decrease of £37.25m;
- 2 re-profiles of budget with no increase
- 8 feasibility allocations (net increase of £69k (for noting only as approved under delegated authority by Capital Programme Group)
- 1 variation to procurement strategy

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.

### 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.

### **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**

**August 2019**

Scheme name / summary description		Value £'000
<b>A</b>	<b>Economic growth</b>	
	New additions	
	None	
	Variations and reasons for change	
<b>B</b>	<b>Transport</b>	
	New additions	
	None	
	Variations and reasons for change	
	<b>Heavy Goods Vehicle (HGV) Weight Restrictions</b>	+75
	<b>Scheme description</b> HGV's can raise actual and perceived concerns for local residents when they travel through local areas and communities.  A report into HGV routing recommended that HGV's should only use the approved HGV network for through journeys and consideration should be given to introducing restrictions to enforce compliance where voluntary action by HGV drivers is not being adhered to. The aim of this project is to introduce 7.5t Environmental Weight Restrictions (EWRs) to address HGV complaints in four areas:-The Wheel, Twentywell Lane, Psalter Land and Beighton Road.	
	<b>What has changed?</b> Previously Cabinet have approved a budget of £143k funded from Local transport Plan (LTP) for the scheme.  Following detailed design, the estimated costs of the scheme have increased. This is due to increased advertising costs, works involved in dealing with	

	<p>objections to the scheme and providing exemptions in Beighton Road area for DVSA examiners (who train HGV drivers). In addition, the detailed design has indicated the requirement for more signage than first anticipated, some of which will need to be illuminated.</p> <p>The total project cost (including prior year spend) has increased to £218k, which is an increase of £75k. The estimated commuted sum for the project is £48k. The budget increase and commuted sum will be funded by LTP</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>[budget increase]</li> </ul>			
	<table border="1"> <tr> <td data-bbox="170 517 322 580"><b>Funding</b></td> <td data-bbox="322 517 2000 580">Local transport Plan</td> </tr> </table>	<b>Funding</b>	Local transport Plan	
<b>Funding</b>	Local transport Plan			
	<table border="1"> <tr> <td data-bbox="170 580 555 644"><b>Procurement</b></td> <td data-bbox="555 580 2000 644">No change.</td> </tr> </table>	<b>Procurement</b>	No change.	
<b>Procurement</b>	No change.			
<p>Page 104</p>	<p><b>Wincobank 20 MPH Zone</b></p> <p><b>Scheme description</b></p> <p>On 8 March 2012, the City Council Cabinet Highways Committee approved the ‘Sheffield 20mph Speed Limit Strategy’, the long-term aim of which is to establish 20mph as the maximum speed in appropriate residential areas of Sheffield. Since then 24 ‘sign only’ 20mph speed limit areas have been introduced across the City.</p> <p><b>What has changed?</b></p> <p>Detailed design works are to be carried out in the Wincobank area for the proposed 20 MPH zone. The total cost of the scheme is estimated at £84k (including prior year costs) funded by local transport plan, with an estimated commuted sum of £21k.</p> <p>The 2019-20 budget is to be increased by £72k.</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>[budget increase]</li> </ul>	<p>+72</p>		
	<table border="1"> <tr> <td data-bbox="170 1211 322 1278"><b>Funding</b></td> <td data-bbox="322 1211 2000 1278">Local Transport Plan</td> </tr> </table>	<b>Funding</b>	Local Transport Plan	
<b>Funding</b>	Local Transport Plan			
	<table border="1"> <tr> <td data-bbox="170 1278 555 1342"><b>Procurement</b></td> <td data-bbox="555 1278 2000 1342">No change.</td> </tr> </table>	<b>Procurement</b>	No change.	
<b>Procurement</b>	No change.			
	<p><b>Public Rights of Way [PROW]</b></p>	<p>19-20 -58</p>		

Page 105	<p><b>Scheme description</b></p> <p>The Council has a statutory responsibility for the maintenance and improvement of an extensive public rights of way (PROW) network comprising:</p> <ul style="list-style-type: none"> <li>• 643km of public footpaths</li> <li>• 104km of bridleways</li> <li>• 32km of cycle tracks</li> <li>• 22km of byways open to all traffic (BOATs)</li> <li>• 2km of restricted byways</li> </ul> <p>PROWs provide a vital part of the city's overall transport network, with many paths being within or on the edge of the more urban part of the city. They provide our citizens with a sustainable and healthy means of access to work, education, training and provide health and leisure opportunities. PROW's make a valuable contribution to the Council's overall policies.</p> <p>Cabinet have previously approved the 2019-20 enhancement and maintenance programme allocation for £140k to prioritise works in eleven specified areas funded from Local Transport Plan (LTP) and Sustainable Transport Access Fund (STAF).</p> <p><b>What has changed?</b></p> <p>The cost of the works has reduced to £133k and will now be delivered over 2 financial years: 2019-20 £54k STAF, £28k LTP : 2020-21 £51k LTP</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>• [budget decrease]</li> <li>• [reprofile]</li> </ul>		20-21 +51
	<b>Funding</b>	Local Transport Plan (LTP) and Sustainable Transport Access Fund (STAF)	
	<b>Procurement</b>	No change.	
	<b>Quality of life</b>		
	New additions		
	None		
	Variations and reasons for change		
	None		

<b>D</b>	<b>Green and open spaces</b>		
	New additions		
	None		
	Variations and reasons for change		
Page 106	<b>Colley Park Improvements</b> <b>Scheme description</b> Colley Park is a site which has suffered from significant anti-social behaviour issues in the past. There have not been any play facilities on the site and other facilities were in a poor state of repair. As a result the site scores low on Sheffield Standard as was in need of investment. Installing CCTV is part of the scope of the project.		0
	<b>What has changed?</b> x2 variations by instruction are required to the Colley Park Improvements and Play contract. Timberplay Ltd are Principal Contractor and will assume responsibility for the delivery of:		
	i. A new CCTV system at Colley Park to enhance the safety and security of people and property. ii. An additional parkour site at Broadfield Park working with a specialist subcontractor.		
	<b>Variation type: -</b> <ul style="list-style-type: none"> <li>• [Procurement Strategy]</li> </ul>		
	<b>Funding</b>	N/A	
	<b>Procurement</b>	Variation to existing contract.	
	<b>Sheffield Lakeland Woodland Heart</b> <b>Scheme description</b> The Woodland Heart project (the capital element) is to move our forestry estate away from purely commercial forestry toward sustainable woodlands with heritage, leisure and ecosystems.		11 (19/20 +14.1)

Page 107	<p><b>What has changed?</b>                  Completion of Phase 1:                  The extraction track built at More Hall as part of Phase 1 was badly affected by weather conditions and has had to be re-instated. The original budget for the track was £34K and a further £15K was added in June19 based on a quote from the contractor for the reinstatement.</p> <p>Once the work was carried out more damage than expected was found and a further £11.2K of costs were incurred. The price of timber has remained high and more income has been generated from the extraction than expected. On this basis it has been agreed with the Revenue Business Partner that the extra £11.2K for the cost of the track can be covered by timber sales via another revenue contribution to capital. The overall project budget has therefore been increased by this amount. Phase 1 costs now total £116.3K</p> <p>Phase 2:                  Phase 2 can now go ahead as planned, which is sky-lining, and improving stacking areas around Agden Reservoir and Dow House near Dale Dike to enable the clear felling of several areas of forest. The scope hasn't changed but the timescales have changed (works being done sooner than originally planned) and therefore the profile of costs has also changed. Phase 2 costs £33.1K</p> <p><b>Variation type:</b> - Budget Increase and Re-profile</p> <p><b>Costs:</b>                  Previous Years            £28.1K                  Current 19/20 Budget   £91.2K + £14.1K re-profile +   £11.2K variation = £116.5K                  Current 20/21 Budget   £38.0K + £12.7K re-profile =   £50.7K                  Current 21/22 Budget   £27.0K - £26.8K re-profile =   £0.2K                  Current Total Budget   £184.3K +   £0.0K re-profile +   £11.2K variation =   £195.5K</p> <p><b>Funding:</b>                  HLF Grant                 £80.0K                  RCC Timber Sales   £96.2K                  S106                        £19.3K                  TOTAL                     £195.5K</p>		20/21 +12.7 21/22 -26.8)
	<b>Funding</b>	Increase in budget = RCC from Timber Sales	
	<b>Procurement</b>	i. Windrowing, skylining and infrastructure works via the existing Silvicultural contract let with Tilhill. ii. Fencing & planting via the existing Re-stocking and Spraying contract with let with Tilhill. iii. Forestry consultant retained to update harvesting plans.	

<b>E</b>	<b>Housing growth</b>		
	New additions		
	None		
	Variations		
Page 108	<b>Onsite Acquisitions (Taylor Wimpey)</b>		
	<p><b>Scheme description</b>                  SCC are purchasing 25 properties at a significant discount to the open market sale price under the requirement for provision of affordable housing on land south of Arnold Lavers at Oxclose Park Way and Deepwell Drive in Halfway. 8 properties have currently been transferred to the Council with 17 still to be completed.</p> <p><b>What has changed?</b>                  The remaining 17 will be transferring this financial year, but there will be additional costs for fitting showers, screening and flooring in the bathrooms. Legal services are presently amending the contract with Taylor Wimpey to include the revised specification.</p> <p>The 8 properties in SCC ownership have tenants so any additional works will be picked up by the Asset Management Team.</p> <p><b>Variation type:</b> - Budget Increase</p> <p><b>Costs:</b>                  Previous Years           £1,007.2K                  Current 20/21 Budget   £402.3K + £38.2K variation =   £440.5K  <u>Current 20/21 Budget   £462.1K                                 =   £462.1K</u>                  Current Total Budget   £1,871.6K + £38.2K variation = £1,909.8K</p> <p><b>Funding:</b>                  Housing Revenue Account (HRA) via a drawdown from Block Allocation for Stock Increase Programme, see entry below</p>		+38
	<b>Funding</b>	Housing Revenue Account (HRA) via a drawdown from Block Allocation for Stock Increase Programme	
	<b>Procurement</b>	N/A	



Page 109	<p><b>Stock Increase Programme Block Allocation</b></p> <p><b>Scheme description</b> HRA allocation for the council housing Stock Increase Programme.</p> <p><b>What has changed?</b> Onsite Acquisitions BU 97557 needs a further £38.2K to complete works on the remaining 17 properties as the spec for the bathrooms has changed, see entry above.</p> <p><b>Variation type:</b> - Budget Decrease</p> <p><b>Budget:</b> Current 19/20 Budget = £109.0K - £38.2K to 97557 = £70.8K Current 19-24 Budget = £26,227.5K - £38.2K to 97557 = £26,189.3K</p>		-38
	<b>Funding</b>	HRA	
	<b>Procurement</b>	N/A	
<b>Housing investment</b>			
New additions			
	<p><b>Capitalised Repairs – Council Housing</b></p> <p><b>Why do we need the project?</b></p> <p><i>Problem to address</i> Financial guidelines allow certain qualifying repair works to be funded from Capital budgets rather than revenue. Qualifying works undertaken by the Repairs and Maintenance Service (RMS) can therefore be ‘capitalised’. The replacement of a major building component that has failed before the end of its expected lifecycle is one example of such works. In circumstances where the capital programme delivery teams are unable to immediately include the replacement in a programme of works, the component is replaced by Repairs and Maintenance Service (RMS).</p> <p>Under current arrangements, relevant repairs are capitalised purely on an ad-hoc basis after completion of the repair in the vast majority of cases. This undermines budgetary control of the works.</p> <p><i>Why address it now?</i></p>		+1,000

- Over £586,000 of repair work undertaken by RMS in 2018/19 was subsequently funded from the capital programme. These decisions were taken on an ad-hoc basis. They were usually flagged after the event or when work needed to be ordered by RMS. There has been a lack of clarity for officers in RMS to know when works should be considered for capitalisation.

*Implications of not addressing it now*

- Continuation of ad-hoc arrangements and lack of clarity over works that may qualify for capitalisation
- Retrospective capitalisation of repairs resulting in a lack of financial controls and management
- Continued lack of budget monitoring and reporting and a lack of visibility to stakeholders and senior managers of spend throughout the year

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

- Implement agreed process that is clear and unambiguous and which includes a concise referral form and defined referral route
- Implement defined and explicit criteria for works that qualify for capitalisation
- Clear approval route including defined approval levels
- Repairs meeting the criteria for capitalisation are funded from the budget allocation
- Formal financial reporting against a set budget allocation

**What are the benefits?**

*Objectives*

To provide a budget allocation of £1,000K to fund the capitalisation on qualifying revenue works for the current year and next year.

*Outputs*

Capitalise existing major repairs undertaken during 2019/20 and 2020/21

*Benefits*

- Clear criteria for the capitalisation of certain works undertaken by RMS
- A concise process for the approval of these works with clarity on how works meeting the criteria are highlighted and approved
- The avoidance of retrospective capitalisation of repairs facilitating effective financial management of the works
- Effective control and monitoring of the budget and ongoing reporting producing financial visibility to stakeholders and senior managers

**When will the project be completed?**

End of March 2021

**Budget:**

19/20 £500K  
20/21 £500K  
Total £1,000K

<p><b>Funding:</b> HRA via a drawdown from block allocation for Other Essential Work, see below.</p>							
<b>Funding Source</b>	HRA Block Allocation	<b>Amount</b>	£1,000K	<b>Status</b>	Drawn-down	<b>Approved</b>	Housing Investment PG 01.08.19
<b>Procurement</b>	<p>i) Direct awards to the in-house Housing Repairs &amp; Maintenance Team</p> <p>ii) Closed competitive tender using Constructionline to shortlist local or city region based contractors for specialist works.</p> <p>iii) Call-off from the Council's Housing Repairs and Maintenance framework.</p>						
Page 111	<p><b>Council Housing Roofing Programme 2020-25</b></p> <p><b>Why do we need the project?</b></p> <p><i>Problem to address</i></p> <p>The current roofing and roofline project ended on the 31st March 2019. Work on the Council's housing stock roofs needs to continue. There are also a number of roofline-only properties that were removed from the previous project to ensure the delivery of best value. To achieve this work identified in the 30 year business plan, a new approach is required.</p> <p>There are currently around 6,000 addresses that will benefit from having new roofs. This includes full roof replacement for roofline properties; clay tile properties which are beyond their life expectancy and need replacing as they will not last a further 5 years; and Foxhill and Lowedges Phase 2 (Phase 1 is completed).</p> <p><i>Why address it now?</i></p> <ul style="list-style-type: none"> <li>• Achieve best value for leaseholders and Sheffield City Council,</li> <li>• Include all properties within the original scope,</li> <li>• Achieve cost saving with regards to materials and lifespans,</li> <li>• Achieve reduced future cyclical costs i.e. Painting programme</li> </ul> <p><i>Implications of not addressing it now</i></p> <ul style="list-style-type: none"> <li>• Risk of increased costs of roof associated repairs and increased customer dissatisfaction due to the repair condition of the roofs</li> <li>• Increased costs of the planned painting programme</li> <li>• Not achieving best value to leaseholders and Sheffield City Council</li> </ul>						+38,634

Page 112	<p><b>How are we going to achieve it?</b> Change the approach from the original business case from separate categories (roofline and pitched roof) and carry out this work together (full roof replacement) to achieve the aim of the original business case. It is also recommended to consider as a matter of course all clay tiles in any future roofing programmes. The project will be managed by the Homes &amp; Neighbourhood Services (H&amp;NS) Asset Management Team, CDS Cost Manager &amp; Principal Designer and tendered using the YORbuild Regional Framework.</p> <p><b>What are the benefits?</b> <i>Objectives</i> Carry out full re-roof to all properties within scope of the project</p> <p><i>Outputs</i></p> <ul style="list-style-type: none"> <li>• Sustainability of H&amp;NS assets over the next 30 years</li> <li>• Increased customer satisfaction</li> <li>• Reduced maintenance</li> </ul> <p><i>Benefits</i></p> <ul style="list-style-type: none"> <li>• Achieve best value for leaseholders and Sheffield City Council</li> <li>• Contribute to tackling the backlog of external work that had not been affordable during the Decent Homes programme</li> <li>• Protect the substantial investment in the internal fabric that the Council has made since 2004/2005</li> <li>• Enhance the appearance of neighbourhoods</li> <li>• Investment in the external fabric generates savings to the revenue repairs budget by a planned programme of replacement</li> <li>• Reduced future cyclical costs i.e. Painting programme</li> </ul> <p><b>When will the project be completed?</b> March 2025</p> <p><b>Budget/Funding</b> The original funding for the programme is approved as part of the overall allocation for roofing works. This will therefore be transferred to the new programme. The rest of the budget/funding needed for the programme will be drawn down from the HRA allocation for external works.</p> <p><b>Funding (see entries below):</b></p> <table> <tr> <td>Budget left on existing Roofing Allocation</td> <td style="text-align: right;">£30,768K</td> </tr> <tr> <td>Budget to transfer from Block Allocation for External works</td> <td style="text-align: right;">£7,867K</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>£38,634K</b></td> </tr> </table> <p><b>Costs:</b></p>	Budget left on existing Roofing Allocation	£30,768K	Budget to transfer from Block Allocation for External works	£7,867K	<b>TOTAL</b>	<b>£38,634K</b>
Budget left on existing Roofing Allocation	£30,768K						
Budget to transfer from Block Allocation for External works	£7,867K						
<b>TOTAL</b>	<b>£38,634K</b>						

19/20 Fees £150K + Works £0K = £150K 20/21 Fees £340K + Works £4,600K = £4,940K 21/22 Fees £340K + Works £6,600K = £7,000K 2022+ Fees £653K + Works £25,891K = £26,544K TOTAL £38,634K								
<b>Funding Source</b>	HRA via existing block allocation	<b>Amount</b>	£38,634K	<b>Status</b>	Transferred / Drawdown	<b>Approved</b>	Housing Investment PG 01.08.19	
<b>Procurement</b>	i. Principal Contractor to be procured by way of mini competition via the YORbuild2 framework or by an OJEU restricted procedure (in the event of insufficient interest from framework contractors). ii. Party Wall Surveys to be procured through the Capital Delivery Partner framework.							
Variations and reasons for change								
Page 113	<b>Pitched Roofing &amp; Roofline</b>							-30,768
	<p><b>Scheme description</b> Current roofing programme budget which is now complete.</p> <p><b>What has changed?</b> The current roofing and roofline project end on the 31st March 2019. A new scheme is proposed (see entry above) so the remaining budget from the previous programme can be re-allocated here. In addition a further contribution from the existing HRA allocation for external works will be drawn down.</p> <p><b>Variation type:</b> - Budget Decrease</p> <p><b>Budget:</b>                  Current 19/20 Budget £5,268K - £2,268K = £3,000K                  Current 20/21 Budget £6,500K - £6,500K = £0K                  Current 21/22 Budget £8,000K - £8,000K = £0K                  Current 22/23 Budget £8,000K - £8,000K = £0K                  Current 23/24 Budget £6,000K - £6,000K = £0K                  Current 19-24 Budget £33,768K - £30,768K = £3,000K</p>							

	<b>Funding</b>	HRA via Block Allocation for Enveloping and External Works	
	<b>Procurement</b>	N/A	
Page 114	<b>HRA Enveloping &amp; External Work Block Allocation</b>		-7,867
	<b>Scheme description</b> HRA allocation for Enveloping and External Work Programmes		
	<b>What has changed?</b> The current roofing and roofline project end on the 31st March 2019. A new scheme is proposed (see entry above) so the remaining budget from the previous programme can be re-allocated here but the new programme also needs a further contribution from the HRA allocation for external works.		
	<b>Variation type:</b> - Budget Decrease		
	<b>Budget:</b> Current 23/24 Budget £16,250K - £7,867K = £8,383K Current 19-24 Budget £34,049K - £7,867K = £26,182K		
	<b>Funding</b>	HRA	
	<b>Procurement</b>	N/A	
	<b>HRA Other Essential Work Block Allocation</b>		-1,000
	<b>Scheme description</b> HRA allocation for Other Essential Work Programmes		
	<b>What has changed?</b> An allocation for Capitalised Repairs is being added to the Capital Programme to:		
	<ul style="list-style-type: none"> <li>• Implement agreed process that is clear and unambiguous and which includes a concise referral form and defined referral route</li> <li>• Implement defined and explicit criteria for works that qualify for capitalisation</li> <li>• Clear approval route including defined approval levels</li> <li>• Formal financial reporting against the budget</li> </ul>		
	The allocation is £500K for 2 years funding of which is being drawn down from here;		

	<p>See entry for Capitalised Repairs above</p> <p><b>Variation type:</b> - Budget Decrease</p> <p><b>Budget:</b>                      Current 19/20 Budget £2,000K - £500K = £1,500K                      Current 20/21 Budget £1,907K - £500K = £1,407K                      Current 19-24 Budget £9,157K - £1,000K = £8,157K</p>	
	<p><b>Funding</b> HRA</p>	
	<p><b>Procurement</b> N/A</p>	
<p>Page 115</p>	<p><b>Sundries – 250 Barnsley Road</b></p> <p><b>Scheme description</b>                      Following a review of temporary emergency accommodation in 2017, a proposal to develop a new purpose built facility that will integrate provision for all customer groups with assessment as well as accommodation services has been approved, but this facility will not become available until 2021. An interim solution is therefore required to meet current need in the city.</p> <p>The plan is to convert 250 Barnsley Road to provide up to 13, short term, (2-3 nights) emergency homeless places, including 2 accessible rooms, on an interim basis until the permanent solution is in place. This facility is required to have a 3-5 year life expectancy, with adaptability to be subsequently used for care leavers beyond this timescale.</p> <p><b>What has changed?</b>                      Due to the need for approval of a Revenue Business Case timescales have changed. The original plan was to start works in August and complete in October but the start date is now estimated to be January 2020 with completion in April 2020.</p> <p><b>Variation type:</b> - Re-profile</p> <p><b>Budget:</b>                      Previous Years £1K                      Current 19/20 Budget £317K - £18K = £299K                      Current 20/21 Budget £25K + £18K = £43K                      Current Total Budget £343K + £0K = £343K</p>	<p>19/20 -18 20/21 +18</p>

	<b>Funding</b>	HRA via Health and Safety Block Allocation		
	<b>Procurement</b>	N/A		
Page 116	<b>HRA Heating and Energy Efficiency Block Allocation</b>			19/20 -600
	<b>Scheme description</b> HRA allocation for Heating and Energy Efficiency			20/21 -4,100
	<b>What has changed?</b> Re-profile of existing Block Allocation to more closely match expected drawdown profile based on expected progress of External Wall Insulation Scheme.			21/22 +3,091
	<b>Variation type:</b> - Re-profile			22/23 +1,608
<b>Budget:</b>				
Current 19/20 Budget £927K - £600K re-profile = £327K				
Current 20/21 Budget £8,905K - £4,100K re-profile = £4,805K				
Current 21/22 Budget £7,121K + £3,091K re-profile = £10,212K				
Current 22/23 Budget £3,750K + £1,608K re-profile = £5,358K				
Current 23/24 Budget £6,470K + £0K = £6,470K				
Current 19-24 Budget £27,173K + £0K = £27,173K				
	<b>Funding</b>	HRA		
	<b>Procurement</b>	N/A		
<b>G</b>	<b>People – capital and growth</b>			
	New additions			
	<b>Mechanical &amp; Heating Works - Walkley &amp; Brightside Primary Schools</b>			
	<b>Why do we need the project?</b>			
	<ul style="list-style-type: none"> <li>What is the problem we are trying to address?</li> </ul>			13



Page 117	<ul style="list-style-type: none"> <li>○ Issues with Mechanical installations at Walkley and Brightside Primary Schools</li> <li>• Why do we need to address it now?                             <ul style="list-style-type: none"> <li>○ Lack of appropriate heating may adversely affect delivery of education to the pupils at each school</li> </ul> </li> <li>• What are the implications of not doing it now?                             <ul style="list-style-type: none"> <li>○ Inadequate heating systems may compromise ability to meet minimum temperature requirements during the heating season</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>• What is the proposed solution / recommended option?                             <ul style="list-style-type: none"> <li>○ Install appropriate heating infrastructure at Walkley and Brightside Primary Schools</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• Objectives/Outputs: To install appropriate heating infrastructure at Walkley and Brightside Primary Schools</li> <li>• Benefits:                             <ul style="list-style-type: none"> <li>○ Adequate heating systems to each of the named schools</li> <li>○ Compliance with Gas Regulations – certified installation of gas appliance (boiler)</li> <li>○ Works remove risk of hot surfaces from young pupils</li> </ul> </li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>• 2019/20</li> </ul>							
	<b>Funding Source</b>	DfE Condition Allocation	<b>Amount</b>	£7,450 Walkley Primary £6,040 Brightside Primary	<b>Status</b>	Final Business Case	<b>Approved</b>	
	<b>Procurement</b>		i. In-house award to the Corporate Repairs and Maintenance team.					
<p><b>Springfield Primary School Heating</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>• What is the problem we are trying to address?</li> </ul>							+72	

Page 118	<ul style="list-style-type: none"> <li>○ Replacement boiler plant required as existing reached the end of its lifecycle</li> <li>• Why do we need to address it now?                             <ul style="list-style-type: none"> <li>○ Replace now to forestall future failure</li> </ul> </li> <li>• What are the implications of not doing it now?                             <ul style="list-style-type: none"> <li>○ If unaddressed boiler plant failure would lead to school closure</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>• What is the proposed solution / recommended option?                             <ul style="list-style-type: none"> <li>○ Replacement boiler, associated controls and flue installation.</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• Objectives: Replacement boiler, associated controls and flue installation</li> <li>• Outputs: Replacement boiler, associated controls and flue installation</li> <li>• Benefits: Continuity of provision of heating and hot water to the school</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>• 2019</li> </ul>							
	<b>Funding Source</b>	DfE Condition Allocation	<b>Amount</b>	£72,064	<b>Status</b>	Final Business Case	<b>Approved</b>	
	<b>Procurement</b>		In-house award to the Corporate Repairs and Maintenance team.					
<p><b>- Mechanical &amp; Heating works School Sites - Woodhouse West/ Bradway/ Royd Schools: (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>• What is the problem we are trying to address?                             <ul style="list-style-type: none"> <li>○ Various issues with the heating and hot water systems at Woodhouse West, Bradway and Royd have been identified which require elements of replacement of plant and/or pipework to maintain these systems in operation and thereby provide an appropriate</li> </ul> </li> </ul>							+17	

Page 119	<p>environment to the users of these school buildings.</p> <ul style="list-style-type: none"> <li>What are the implications of not doing it now?                             <ul style="list-style-type: none"> <li>The heating/hot water systems at each of these sites will fail, requiring the establishments to shut as the LA will be in breach of its statutory responsibilities under the Health, Safety &amp; Welfare Regulations.</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>What is the proposed solution / recommended option?                             <ul style="list-style-type: none"> <li>Mechanical and electrical designs required (potentially architectural) to scope replacement of plant/pipework.</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul>								
	<b>Funding Source</b>	DfE Condition Allocation	<b>Amount</b>	£16,620; split equally across 3 school sites	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>		<ul style="list-style-type: none"> <li>Feasibility to be undertaken in house by the Capital Delivery Service.</li> <li>Surveys by quotation.</li> </ul>						
<p><b>Fire Risk Assessment Works School Sites - Rivelin/ Royd/ Angram Bank/ Mundella Schools: (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>What is the problem we are trying to address?                             <ul style="list-style-type: none"> <li>Recent Fire Risk Assessments have highlighted Project Actions to be undertaken at each of Rivelin, Royd, Angram Bank and Mundella schools.</li> </ul> </li> <li>What are the implications of not doing it now?</li> </ul>								+33	

Page 120	<ul style="list-style-type: none"> <li>○ The Fire Risk Assessments are undertaken to fulfil our duties under the Regulatory Reform Order 2005. Such assessments give timescales in which remedial actions should be undertaken. By failing to undertake remedial works we are in breach of our legal responsibilities and at risk of action from the local Fire Authority which could entail closure of these school sites.</li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>• What is the proposed solution / recommended option?</li> <li>○ Each site requires remedial works relating to one or all of compartmentation, fire detection and alarms, emergency lighting. Suitable architectural and electrical designs are required to scope the appropriate remediation works required. NB – a full design for Mundella has already been completed via a previous commission (FRA MTC).</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• To be determined from results of feasibility study.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>• To be determined from results of feasibility study.</li> </ul>								
	<b>Funding Source</b>	DfE Condition Allocation	<b>Amount</b>	£32,924; split equally across 4 school sites	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>		<ul style="list-style-type: none"> <li>i. Feasibility to be undertaken in house by the Capital Delivery Service.</li> <li>ii. Surveys by quotation.</li> </ul>						
<p><b>Aldine House – Steel Doors (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>• What is the problem we are trying to address? <ul style="list-style-type: none"> <li>○ This project is for a feasibility study for the upgrade of internal doors in high risk areas.</li> <li>○ Doors are crucial in any secure environment and there are multiple areas of the functionality of the doors in the home that we would like to investigate potential improvements around. Although the doors at Aldine House are solid wooden fire doors, they are susceptible to being damaged where there is intent, in particular the lock being damaged if they are kicked with force or repeatedly. This features in numerous incidents that result in the use of physical intervention. More robust doors would therefore potentially help</li> </ul> </li> </ul>								+3	

Page 121	<p>with the drive towards restraint reduction, which is a focus that the home is fully committed to.</p> <ul style="list-style-type: none"> <li>○ Another feature that we are keen to investigate is magnetic and/or electronic locks, with the view of speeding up access through the core routes in the home for both the efficient movement of young people and staff and also the improved response times to high alarms that this would potentially offer.</li> <li>● What are the implications of not doing it now?             <ul style="list-style-type: none"> <li>○ If the project isn't completed then an opportunity will be missed to influence current and future projects, from both a capital and revenue funding stream, in a cost effective way. The project would be likely to be carried out by the current team identified to deliver the significant phase 3 extension project at Aldine House, which enables savings to be made.</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>● What is the proposed solution / recommended option?             <ul style="list-style-type: none"> <li>○ Undertake the feasibility study for steel internal doors and modern locking systems</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>● Carrying out this feasibility at this stage could potentially influence the pending extension project in time to incorporate learning into the actual build. It would also be able to influence the ongoing maintenance and rolling refurbishment scheme in the home and a potential future project of a planned roll out of new doors through all or part of the home.</li> <li>● We will understand if the infrastructure of the home is suitable for the installation of high quality, robust steel doors and frames that are more secure, durable and harder to damage.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>● We would have this feasibility completed by the end of September 2019 and then be in a position to incorporate it into the plans for phase 3 and the current 2019/20 refurbishment and maintenance schedule.</li> </ul>								
	<b>Funding Source</b>	DfE Secure Homes Grant	<b>Amount</b>	£3,000	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>	i. Feasibility by variation to the existing contract with Peak Architects.							
Variations and reasons for change									
<b>Ecclesall School Permanent Expansion</b>								+28	

Page 122	<p><b>Scheme description</b></p> <ul style="list-style-type: none"> <li>To expand and transform the existing 2 FE Ecclesall Infant school into a 3FE through Primary School. To deliver the solution there will be a period of design and development and procurement for the delivery of a:                             <ul style="list-style-type: none"> <li>450 place extension to the current Ecclesall Infant building; and</li> <li>Refurbishment of defined areas within the existing school</li> </ul> </li> </ul> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>The project is now complete, but with a minor cost over-run as described below.</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Budget increase of £27,738 to cover final costs in 2019-20 relating to an over spend due to additional asbestos removal costs.</li> </ul>		
	<b>Funding</b>	DfE Basic Need Allocation	
	<b>Procurement</b>	N/A	
	<p><b>Mechanical Works Measured Term Contract (Schools); including effect of various schools' Mechanical Project closures</b> (noted in the Director Variations section, but listed below)*</p> <p><b>Scheme description</b></p> <ul style="list-style-type: none"> <li>Original Block allocation of £1m to address Mechanical and Heating Issues across the schools estate</li> </ul> <p><b>What has changed?</b></p> <ul style="list-style-type: none"> <li>The remaining budget to be drawn down to deliver schemes at Walkley/Brightside and Springfield (see above)</li> </ul> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>Total (net) Budget decrease of £(78,713) comprised of:                             <ul style="list-style-type: none"> <li>Budget reduction of £(13,490) to be reallocated to fund mechanical works at Walkley and Brightside Primary schools (noted above);</li> <li>Budget reduction of £(72,064) to be reallocated to fund the heating project at Springfield Primary School (noted above);</li> <li>*Less: budget increase of £6,841 arising from savings on completion of 8 mechanical school projects originally funded therefrom:                                     <ul style="list-style-type: none"> <li>93534 Angram Bank Pmy: £ (448) decrease</li> <li>93527 Brunswick Pmy: £(13,030) decrease</li> </ul> </li> </ul> </li> </ul>		-79

	<ul style="list-style-type: none"> <li>▪ 93533 Carfield Pmy: £ 505 increase</li> <li>▪ 93536 Dobcroft I&amp;J: £ 8,070 increase</li> <li>▪ 93520 Holt House Pmy: £ (7,282) decrease</li> <li>▪ 93535 Limpsfield Pmy: £ 24,089 increase</li> <li>▪ 93526 Marlcliffe Pmy: £(13,377) decrease</li> <li>▪ 93524 Nether Green Jnr: £ (5,368) decrease</li> </ul>	
	<b>Funding</b>	DfE Condition Allocation
	<b>Procurement</b>	N/A
<b>H</b>	<b>Essential compliance and maintenance</b>	
	New additions	
<b>Page 123</b>	<p><b>Thornbridge Outdoor Centre Fire Risk Assessment</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>• What is the problem we are trying to address?</li> <li>• A Fire Risk Assessment (FRA) has identified that parts are no longer available to maintain some of the fire alarms on the site. They are nearing the end of their life. Why do we need to address it now?             <ul style="list-style-type: none"> <li>○ The FRA has identified issues which require some physical works. Initially CDS were commissioned to undertake both compartmentation works <b>and</b> replacement of the fire alarm within one contract.</li> <li>○ Following discussions with the site it is not feasible to carry out both elements of work via one contract for the following reasons:                 <ul style="list-style-type: none"> <li>▪ The fire alarm systems are no longer serviceable and if they fail may not be repairable;</li> <li>▪ If the fire alarm systems fail then the education centre would need to cease operating as the buildings would not be safe to occupy;</li> <li>▪ As the centre relies upon income generation and repeat business, there is only a 2 month window (December and January) where works on site could take place to minimise disruption and the potential losses the business could make. It is not possible to carry out all works within this window, so the intention is to focus efforts on the most urgent works which are to replace the failing fire alarm systems;</li> <li>▪ By replacing the fire alarm systems as a priority, other risks identified by the FRA in terms of fire safety can be mitigated to a reasonable level;</li> </ul> </li> </ul> </li> </ul>	+152

Page 124	<ul style="list-style-type: none"> <li>▪ The intention is to manage the fire alarm works as a separate contract to the compartmentation works. A separate business case and procurement strategy will be submitted for approval for the compartmentation works</li> </ul> <ul style="list-style-type: none"> <li>• What are the implications of not doing it now?                             <ul style="list-style-type: none"> <li>○ If the fire alarm systems fail then the centre would need to cease operating immediately. This would cause significant reputational damage for SCC, lost income and business for the centre, and lost educational opportunities for schools and young people throughout the region;</li> <li>○ SYFRS take action against SCC due to the lack of progress. This could lead to the closure of the centre with associated operational and reputational risks.</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>• What is the proposed solution / recommended option?                             <ul style="list-style-type: none"> <li>○ Replace fire alarm systems throughout the site. The only exception to this will be building N15 which has a new system;</li> <li>○ The overall strategy is to ensure that all the new systems and future replacements are compatible to support existing site strategy.</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• Objectives: To address the issues raised by the Fire Risk Assessment.</li> <li>• Outputs: Wholesale replacement of all the fire alarm systems throughout the site, with the exception of building N15.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>• 31/01/2020</li> </ul>								
	<b>Funding Source</b>	Capital Receipts	<b>Amount</b>	£151,596	<b>Status</b>	Outline Business Case	<b>Approved</b>	BCRG, then CPG	
	<b>Procurement</b>		i. Closed competitive tender using Constructionline to shortlist contractors to invite to tender.						
<p><b>Non Highways resurfacing Measured Term Contract 20-21 (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>○ Paths and surfaces across the operational estate (e.g. parks, crematoria, etc.) are required to be kept in a reasonable state of repair, to minimise trips, slips and falls by members of the public which might lead to personal injury or damages claims against the council.</li> </ul>								+6	



Page 125	<ul style="list-style-type: none"> <li>○ Leave paths and surfaces to deteriorate, creating potentially hazardous conditions and exposing the council to claims for personal injury or damages from members of the public.</li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>○ To re-let the existing Non-Highways Measured Term Contract for Resurfacing. The existing Measured Term Contract expires in March 2020. Re-letting a similar contract will allow paths and surfaces across the operational estate to be maintained to a satisfactory/good condition. The scope of the contract will be reviewed and extended to deliver greater efficiencies to the Council.</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>• To be determined from results of review</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>• To be determined from results of review.</li> </ul>							
	<b>Funding Source</b>	Capital Receipts	<b>Amount</b>	£6,472	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG
	<b>Procurement</b>		Review to be undertaken in-house by the Capital Delivery Service.					
	<p><b>Town Hall Fire Strategy (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>• What is the problem we are trying to address?                             <ul style="list-style-type: none"> <li>○ Successive Fire Risk Assessments have highlighted actions related to fire compartmentation, fire detection/alarms, emergency lighting and unprotected travel distances for occupants when egressing the building in an emergency evacuation.</li> <li>○ A comprehensive review of the fire strategy is required to determine the extent of remedial works required to minimise the risk to users of the building in the event of fire.</li> <li>○ In addition, there is an ongoing management plan in place to regulate the occupancy of Reception Rooms A and B. Both rooms have inward opening double doors, restricting occupancy to 60 persons to each. By increasing the number of dedicated, trained staff to attend any activities taking place in these rooms occupancy is increased to 120 persons to each. These management actions can only be considered as short term mitigation. In the medium term, the doors to each room require to be re-hung to open in the direction of travel (outwards) in an emergency evacuation.</li> </ul> </li> </ul>							+6

Page 126	<ul style="list-style-type: none"> <li>What are the implications of not doing it now?                             <ul style="list-style-type: none"> <li>The actions arising from successive Fire Risk Assessments will remain unfulfilled.</li> </ul> </li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>What is the proposed solution / recommended option?                             <ul style="list-style-type: none"> <li>To review the Fire Strategy for the building and identify remedial works to address the risks identified, plus evaluate works to re-hang the doors to Reception Rooms to permanently increase the occupancy potential of Rooms A and B.</li> </ul> </li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>Objectives: The feasibility will entail suitable surveys of the building, consultation with the relevant conservation planner (as the Town Hall is Grade 1 Listed), indicative designs of an appropriate Fire Strategy, together with indicative cost plans to implement the design.</li> <li>Outputs: In addition, it will specifically address the design and estimated cost of re-hanging the doors to Reception Rooms A and B.</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul>								
	<b>Funding Source</b>	Revenue Contribution to Capital	<b>Amount</b>	£5,750	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>		Feasibility to be undertaken through a combination of the Capital Delivery Service & Capital Delivery Partner.						
<p><b>Winter Garden Automatic Doors (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>A recent service visit has identified a potential issue with the 4 x sets of auto doors that serve the Winter Gardens.</li> </ul> <p><b>Why do we need to address it now?</b></p> <ul style="list-style-type: none"> <li>A solution needs to be identified and implemented to address this issue, whether this is a retrofit solution to existing doors or complete replacement of all 4 x sets of doors. Feasibility of both options and costs are required and the best long term solution decided upon.</li> </ul>								+4	

Page 127	<p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>Retrofit solution to existing doors (if possible). Would not provide a long term solution and would need regular monitoring and replacement which comes at an ongoing cost; or</li> <li>Complete replacement of doors with new - preferred option. Would provide new, compliant doors. Would be a more cost effective, easier to maintain and to monitor going forward with only the statutory routine maintenance required.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul>								
	<b>Funding Source</b>	Revenue Contribution to Capital	<b>Amount</b>	£4,336	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>		Feasibility to be undertaken in-house by the Capital Delivery Service.						
	<p><b>Manor Lane FRA Compartmentation (feasibility)</b></p> <p><b>Why do we need the project?</b></p> <ul style="list-style-type: none"> <li>The most recent Fire Risk Assessment undertaken at Manor Lane Depot has highlighted a lack of compartmentation which requires a further survey to assess the extent of remedial works required to minimise the risk to building users.</li> </ul> <p><b>What are the implications of not doing it now?</b></p> <ul style="list-style-type: none"> <li>Actions from the Fire Risk Assessment would not be undertaken.</li> </ul> <p><b>How are we going to achieve it?</b></p> <ul style="list-style-type: none"> <li>Undertake a survey of the Manor Lane Depot site to assess the adequacy of existing fire compartmentation, recommend any remedial works that may be required and then look to progress the project to complete the actions identified in the Fire Risk Assessment.</li> </ul> <p><b>What are the benefits?</b></p> <ul style="list-style-type: none"> <li>Outputs: Surveys undertaken to determine the extent of existing fire compartmentation, prepare indicative designs and associated cost plans to undertake any remedial works identified.</li> </ul> <p><b>When will the project be completed?</b></p> <ul style="list-style-type: none"> <li>To be determined from results of feasibility study.</li> </ul>							+18	

	<b>Funding Source</b>	Capital Receipts	<b>Amount</b>	£18,246	<b>Status</b>	Initial Business Case	<b>Approved</b>	BCRG; then CPG	
	<b>Procurement</b>		Feasibility to be undertaken in-house by the Capital Delivery Service						
Variations and reasons for change									
Page 128	<b>Fire Risk Assessment Works Measured Term Contract (Corporate)</b>								-18
	<b>Scheme description</b>								
	<ul style="list-style-type: none"> <li>A programme of statutory compliance surveys and assessments was undertaken for the Regulatory Reform (Fire Safety) Order 2005 to identify hazards and risks where there are areas of poor or noncompliance within the estate.</li> <li>Fire Risk Assessments have identified specific risks for the buildings included in this initial programme, including the installation of a full audible fire detection system, emergency lighting, fire doors and improvements to fire compartments.</li> <li>Funding was allocated to this parent project and held there to be reallocated to separate sites/BUs once works agreed.</li> </ul>								
	<b>Variation type: -</b>								
	<b>Funding</b>	Allocation of Capital Receipts funds from parent project to support related FRA works at Manor Lane							
	<b>Procurement</b>		N/A						
<b>I</b>	<b>Heart of the City II</b>								
New additions									
None									
Variations and reasons for change									
	<b>Heart of the City II Block G1 38 Carver Street</b>								19-20 +833
	<b>Scheme description</b>								20-21 +1,455
	Heart of the City 2 (formerly Sheffield Retail Quarter) seeks to transform Sheffield city centre with an improved retail, working, leisure and living								

<p>Page 129</p>	<p>environment. Cabinet Approval in March 2018 was for a phased delivery approach.</p> <p>Block G1 (38 Carver Street) is an office block built in the 1980's which has been vacant for a number of years and has suffered serious damage including theft of cables and pipework. The Council has already committed to the investment in this site through the purchase of the property from Homes England and therefore needs to achieve a commercial return for the site.</p> <p>If the property is not refurbished and brought back into use now the delays to occupation of units will result in loss of revenue and there could be further deterioration in the condition of the building.</p> <p>The overall aim of this project is to bring this property back into use.</p> <p><b>What has changed?</b></p> <p>The property is to be leased to a tenant who will enter into a long term lease (20 years). The tenant will carry out the required building works to achieve the following:-</p> <ul style="list-style-type: none"> <li>• 31,947 sq. ft. building consisting of</li> <li>• Co-working space with public ground floor pop-up space and business lounge/auditorium.</li> <li>• The upper floors are flexible office accommodation.</li> <li>• The 4th floor has been designed with the option of a rooftop sky-bar.</li> <li>• Bring this redundant and somewhat derelict site in Sheffield city centre back into use.</li> <li>• Improve the city centre office accommodation offer.</li> <li>• Creation of Jobs</li> <li>• Maximise commercial returns for Sheffield City Council as Developer</li> </ul> <p>Sheffield City Council will make a contribution to the successful tenant of £2,075k toward the costs of the specified works. The initial vision for this property was for SCC to complete the renovations and subsequently let the building. This approach significantly de-risks the project from the Councils perspective as the whole of the building is pre-let. Additionally the type and quality of the proposed occupation will accelerate the development of the building.</p> <p>The overall cost of the project including the capital contribution is £2,629k and will be funded from Prudential Borrowing, which is a budget increase of increase of £2,288k</p> <p><b>Variation type: -</b></p> <ul style="list-style-type: none"> <li>• [budget increase]</li> </ul>
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	<b>Funding</b>	Prudential Borrowing					
	<b>Procurement</b>	N/A relates to payment as part of lease agreement					
Page 130	<b>Heart of the City 2 – Project Re-profiles</b>						
	<p><b>Scheme description</b></p> <p>Heart of the City 2 [HOCII] (formerly Sheffield Retail Quarter) seeks to transform Sheffield city centre with an improved retail, working, leisure and living environment.</p> <p><b>What has changed?</b></p> <p>A number of HOCII budgets have been re-aligned to reflect the new approach of block by block delivery and the latest delivery programme for those blocks, 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>Budget adjustments have been made to six HOCII budgets with a total net nil effect over the life of the projects. All projects are fully funded from Prudential Borrowing</p>						<p>19-20 -8,350</p> <p>20-21 +5,076</p> <p>21-22 +3,274</p>
			Budget Movement (000)				
		Approved Budget (000)	2019-20	2020-21	2021-22	Total Variance	
94050	SRQ 2	4,926	-4,178	842	1,740	-1,596	
94055	SRQ Strategic Dev Partner	389	626	495	475	1,596	
94057	A Palatine Chambers	3,803	-1,955	1,955	0	0	
94063	G Wellington St Car Park	5,035	-897	729	168	0	
94066	H1 Leahs Yard	4,155	258	-258	0	0	
94067	HOC II Infrastructure	7,443	-2,204	1,313	891	0	
		25,751	-8,350	5,076	3,274	0	

	<b>Variation type: -</b>		
	<ul style="list-style-type: none"> <li>[reprofile]</li> </ul>		
	<b>Funding</b>	Prudential Borrowing	
	<b>Procurement</b>	N/A	

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**Author/Lead Officer of Report: Neil Dunk**

**Tel: 273 4585**

**Report of:** Laraine Manley

**Report to:** Cabinet

**Date of Decision:**

**Subject:** THE CITY OF SHEFFIELD (45 Marchwood Road)  
COMPULSORY PURCHASE ORDER 2019

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? 581		
Does the report contain confidential or exempt information?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>“Appendix 4 is not for publication because it contains exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).”</i>		

**Purpose of Report:**

The purpose of this report is to seek authority to make a Compulsory Purchase Order in respect of 45 Marchwood Road, Sheffield, S6 5LB (the Property) 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 (45 Marchwood Road) Compulsory Purchase Order 2019' (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.

<b>Lead Officer to complete:-</b>	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Karen Jones
	Legal: Brendan Twomey
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	<b>EMT member who approved submission:</b> Laraine Manley
3	<b>Cabinet Member consulted:</b> Paul Wood
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.
	<b>Lead Officer Name:</b> <i>Neil Dunk</i>
	<b>Job Title:</b> <i>Legal &amp; Policy Officer</i>
<b>Date:</b> <i>4 September 2019</i>	

## 1. PROPOSAL

- 1.1 The proposal is to compulsorily purchase 45 Marchwood 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 believes 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, semi-detached house of brick cavity walled, tile roofed construction and has been empty since at least March 2012 when officers from the Council's Council Tax section visited the property. A plan of the land proposed to be acquired has been prepared entitled "Map referred in The City of Sheffield (45 Marchwood Road) Compulsory Purchase Order 2019" which is displayed at appendix 3 to this report 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 of damp & mould and excess cold.
- 1.5 Since the Council's Private Housing Standards team's initial visit to the Property in 2016, there have been a total of five complaints regarding the condition of the Property and associated anti-social behaviour.
- 1.6 The Council has written to the owner on a number of occasions, with four letters sent in 2018, 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 claims that work would be undertaken, there has been no satisfactory progress made by the owner in refurbishing the Property.
- 1.7 In March 2018, an 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. The hazards observed were damp and mould and excess cold. The Property was inspected under a Warrant of Entry on 17 June 2019 and no works to comply with this notice had been carried out.
- 1.8 In October 2018, the Council wrote to the owner advising that the Council's intention was to seek a CPO in respect of the Property but, as an alternative, the Council would offer to purchase the Property by agreement at its open

market value. The Council repeated this offer to purchase the Property by agreement in a letter sent to the owner in July 2019. No response was received to these offers.

- 1.9 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 The Property 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 on two separate occasions in February and March 2017. In March 2017, another neighbour reported intruders had been climbing over her car in order to gain access to the Property and this had made her feel anxious and intimidated. 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 states 2,125 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. Once refurbished and brought back onto the market, it will provide more housing choice for families wanting to live in the area.
- 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 (ASB) exhibited has a negative effect on neighbouring properties, impacting on the health and wellbeing of the occupiers. Bringing this Property back into occupation will reduce the opportunity for ASB and improve the perception of safety.

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

3.1 There is no statutory requirement to consult on these proposals. However, neighbours of the Property 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. See Equality Impact Assessment in Appendix 2.

### **4.2 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.

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.

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

#### **4.3 Legal Implications**

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.

### **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 a semi-detached 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's Private Housing Standards team first visited the Property in December 2016 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. Additionally, in March 2018, an Improvement Notice was served on the owner in order to remove Category 1 Hazards observed at the Property. No action has been taken in response to this notice as was noted during an inspection of the Property on 17 June 2019. 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. To utilise this option, the Council will need to apply to the First-tier Tribunal for authority to make an interim Empty Dwelling Management Order (EDMO), carry out significant repairs, prepare an appropriate statutory compliant tenancy agreement and with the owner's permission, let the Property and manage the tenancy. Further, if the owner did not agree to the Property being let, the Council would need to make a final EDMO, enabling it to let the Property without the owner's permission. Given that regular complaints about the Property have been received from concerned neighbours since December 2016, it is felt that the time it would take for an EDMO process to be concluded would result in an unreasonable delay in removing the negative impact this Property has had on these neighbours and the local community.

### 5.4 Purchase by Agreement

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 2 October 2018 and again on 17 July 2019, the Council wrote to the owner to offer to purchase the property by agreement. No response was received by the Council to these letters.

### 5.5 Compulsory Purchase

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. For these reasons, Compulsory Purchase is the preferred option.

## **6. REASONS FOR RECOMMENDATIONS**

6.1 The property has been vacant since at least 2012 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, with limited success, attempted to engage with the property owner, in an effort to get the property back into occupation, including offers 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 (45 Marchwood Road)  
COMPULSORY PURCHASE ORDER 2019  
STATEMENT OF REASONS**

**1.0 Property Description, Condition and Location**

- 1.1 45 Marchwood Road, Sheffield, S6 5LB (the Property) is a three bed roomed semi-detached house of brick cavity wall and tiled roof construction. The Property is situated in a quiet, residential area of Stannington and approximately three and a half miles North West of Sheffield city centre. It has been previously used for residential accommodation; however, officers from the Council's Private Housing Standards have been visiting the Property on a regular basis since December 2016. The Property has been visited on nine occasions, initially with access by agreement and later, with the service of Notices of Entry and entry under Warrant of Entry. In addition, the Property was visited to enable the service of notices and other correspondence. On each occasion, the property has appeared vacant <sup>10.1</sup>. The Property has been registered as empty since March 2012 (source: Council Tax database<sup>10.2</sup>).
- 1.2 A complaint was first received by the Council in November 2016<sup>10.3</sup> regarding the general condition of the Property. The Council wrote to the owner, drawing this matter to his attention in December 2016<sup>10.4</sup>.
- 1.3 In January 2017, a complaint was made by a neighbour regarding a general lack of maintenance of the Property <sup>10.5</sup>.
- 1.4 In February 2017, a complaint was made by a neighbour regarding intruders who had broken into and gained access to the Property <sup>10.6</sup>.
- 1.5 In March 2017, a complaint was made by a neighbour regarding the poor condition of the Property and garden along with instances of vandalism where windows were smashed and entry forced through an external door <sup>10.7</sup>.
- 1.6 Also in March 2017, a further complaint was made by a neighbour regarding a spate of break-ins and the fact that she felt intimidated by groups of youths hanging around at the Property. The complainant also stated that she had called the police at least four times regarding the anti-social behaviour at the Property <sup>10.8</sup>.
- 1.7 On 18 April 2017, a Notice of Intention to Exercise Power of Entry was served on the owner to allow access to the Property on 26 April 2017. Prior to this access date, the owner contacted the Council and an appointment was arranged to allow access to the Property. On 28 April 2017, an internal inspection was carried out in the presence of the owner <sup>10.9</sup>. At this inspection, category 1 hazards were observed including damp and mould and excess cold.
- 1.8 Following a period of time during which the owner made several claims that progress was being made to clear the Property and commence refurbishment, it became evident that no works were being undertaken. In August 2017, an 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<sup>10.10</sup>. The Hazards observed were damp and mould and excess cold. During an inspection of the Property on 17 June 2019, it was noted that no works to remedy these hazards, as required by the notice, had been carried out.

## **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 March 2012 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 an improvement notice on the owner to remedy category 1 hazards, 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 Philip Bernard Anderson of 45 Marchwood Road, Sheffield, S6 5LB. In April 2018, the Council was advised by another authority that, from their information, although Philip Bernard Anderson owned 45 Marchwood Road, he resides at a dwelling within their area and had done so since December 2012. The Council from receipt of this information has used this address for correspondence.<sup>10.11</sup>

## **4.0 Contact with the owner**

- 4.1 The Council first wrote to Mr Anderson on 13 December 2016 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 sixteen letters have been sent to the owner. In 2018, the Council wrote four letters<sup>10.12</sup> 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 an alternative, an offer was made to purchase the Property by agreement. A further offer to purchase the Property by agreement was made in July 2019. No written response has been received to any of these letters.
- 4.3 On 8 February 2017, the owner came into the Council's reception and stated that his intention was to cut down all boundary trees to a height of six feet within the following two weeks and to then spend a further two to three weeks clearing the house as he had a purchaser lined up. To date, no work has been done to reduce the trees to this height, the Property has not been cleared and there has been no evidence of the Property being sold.
- 4.4 On 24 April 2017, the owner came into the Council's reception and stated he would provide access to the Property on 26 April 2017. A joint visit was made on that date and a full internal inspection was carried out.
- 4.5 On 8 May 2017, a phone call was received from the owner who stated that he had made good progress with the house clearance internally and externally<sup>10.13</sup>.
- 4.6 On 5 June 2017, a phone call was received from the owner who stated he was about to start painting the outside of the Property and was continuing to clear the Property internally<sup>10.14</sup>.

- 4.7 On 7 July 2017, the owner rang and a joint visit was arranged to inspect progress. On 17 July 2017, the owner rang to cancel the appointment stating he needed to earn more money to afford to refurbish the Property <sup>10.15</sup>. The owner was given contact details of an auctioneer in order to obtain advice on selling at auction. The auctioneer has informed the Council that although the owner had contacted them and discussed arranging a meeting, no meeting was arranged <sup>10.16</sup>.
- 4.8 A visit was made to the Property on 28 February 2018 and an internal inspection was carried out under a warrant of entry. No work had commenced on the Improvement Notice served on the owner in August 2017. There was no evidence of the Property being cleared either internally or externally. Painting of the exterior of the Property had not commenced.
- 4.9 In October 2018, the Council wrote to the owner informing him that the Council was in the process of preparing a report recommending compulsory purchase in respect of the Property to be submitted for approval by the Council's Cabinet. In addition, this letter made an offer for the Council to purchase the Property by agreement. A further offer to purchase the Property by agreement was made in July 2019. 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<sup>10.17</sup>. According to Sheffield City Council's Housing Solutions Team, as of May 2019, there were 92 households who were living in homeless temporary accommodation<sup>10.18</sup>.
- 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)<sup>10.19</sup>
- 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)
- 5.4 According to Council Tax records from 31 May 2019, there are currently 2722 long term (over 6 months) empty properties in Sheffield<sup>10.20</sup>.
- 5.5 Marchwood Road is located in the district of Stannington which falls into the Housing Market Area classed as North West, broadly suburban with a mix of housing. (Source: Housing Market Profiles 2016 <https://www.sheffield.gov.uk/content/sheffield/home/housing/sheffield-housing-market.html>)<sup>10.21</sup>
- 5.6 The HMP states that the turnover of privately owned stock in the area in 2016 matches that of the turnover city wide, thus demonstrating a satisfactory demand for properties in the area<sup>10.22</sup>.
- 5.7 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 Haybrook Estate Agents who have an office in nearby Hillsborough and who deal with three bedroom accommodation in the Stannington area. They indicated that where they sell such properties, an offer is received within two to four weeks of the property being advertised. They also confirm that there is a very high demand in Stannington, for this type of accommodation especially from families and professionals<sup>10.23</sup>.
- 5.8 National Planning Guidance gives local authorities a methodology for calculating the number of new private sector homes needed each year. Using this

methodology, Sheffield City Council has calculated that 2,125 new 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 on occasions. In addition one complaint referred to penetrating damp in the 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, several neighbours have reported break-ins in February and March 2017.

## **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.<sup>10.24</sup>

## **10.0 List of supporting evidence**

- 10.1 Evidence of inspections to confirm empty status
- 10.2 Confirmation of date property became empty
- 10.3 Confirmation of initial complaint
- 10.4 Copy of initial letter to owner
- 10.5 Additional complaint January 2017
- 10.6 Additional complaint February 2017
- 10.7 Additional complaint March 2017
- 10.8 Additional complaint March 2017
- 10.9 Copy of inspection notes
- 10.10 Copy of Improvement Notice
- 10.11 Confirmation of alternative address for owner
- 10.12 Copies of letters to owner 2018
- 10.13 Computer record of owner's comments
- 10.14 Computer record of owner's comments
- 10.15 Computer record of owner's comments
- 10.16 Computer record of auctioneer's comments
- 10.17 UK census data 2011, Sheffield
- 10.18 Housing Solutions email re homeless household figures
- 10.19 Private Stock Condition Survey 2015
- 10.20 Confirmation of number of long term empties
- 10.21 Housing Market Profiles 2016
- 10.22 Housing Market Profiles 2016
- 10.23 Estate agent email
- 10.24 Email from Planning

**APPENDIX 2**

**THE CITY OF SHEFFIELD (45 Marchwood Road)  
COMPULSORY PURCHASE ORDER 2019**

**EQUALITY IMPACT ASSESSMENT**

**APPENDIX 3**

**THE CITY OF SHEFFIELD (45 Marchwood Road)  
COMPULSORY PURCHASE ORDER 2019**

**ORDER MAP**

**APPENDIX 4**

**FINANCIAL AND COMMERCIAL IMPLICATIONS**



[Print this page](#)

## Equality Impact Assessment and Consultation

Approved

Approved by Nunn Louise

## Equality Impact Assessment

### Introductory Information

**Reference number**

581

**Proposal type**

Budget  Project

**Project name**

Compulsory Purchase Order - 45 Marchwood 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**

Wood Paul (LAB CLLR)

**Entered on Q Tier**

Yes  No

**Year(s)****EIA date**

29/05/2019

**EIA lead**

Nunn Louise

**EIA contact**

Dunk Neil (NCC)

**Lead officer**

Manley Laraine (CEX)

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)

Housing and Neighbourhoods

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 compulsorily purchase 45 Marchwood 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 believes 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.

#### 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)

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.

**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

**Age**

**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.

**Disability**

**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.

**Pregnancy/Maternity**

**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.

**Race**

**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.

**Religion/Belief**

**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.

**Sex**

**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.

**Sexual Orientation**

**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.

**Transgender**

**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.

**Carers**

**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.

**Voluntary/Community & Faith Sectors**

**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.

**Cohesion**

**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.

**Poverty & Financial Inclusion**

**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.

**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**

The property has been vacant since at least 2012 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, with limited 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 the property is put back into occupation, that it is appropriate to seek a CPO in respect of the property. The property will be fully renovated and brought to a Decent Home Standard and then allocated to the appropriate clients. This will support the need for this property type in this particular area.

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

Report drafted for Cabinet. The Compulsory Purchase Order.

**Consultation****Consultation required** Yes  No

If consultation is not required please state why

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

There is no statutory right to consult on these proposals. However neighbours of the property have made repeated complaints regarding the condition of this property and the Council has engaged with them to discuss their concerns.

### Summary of overall impact

#### Summary of overall impact

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.

#### 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

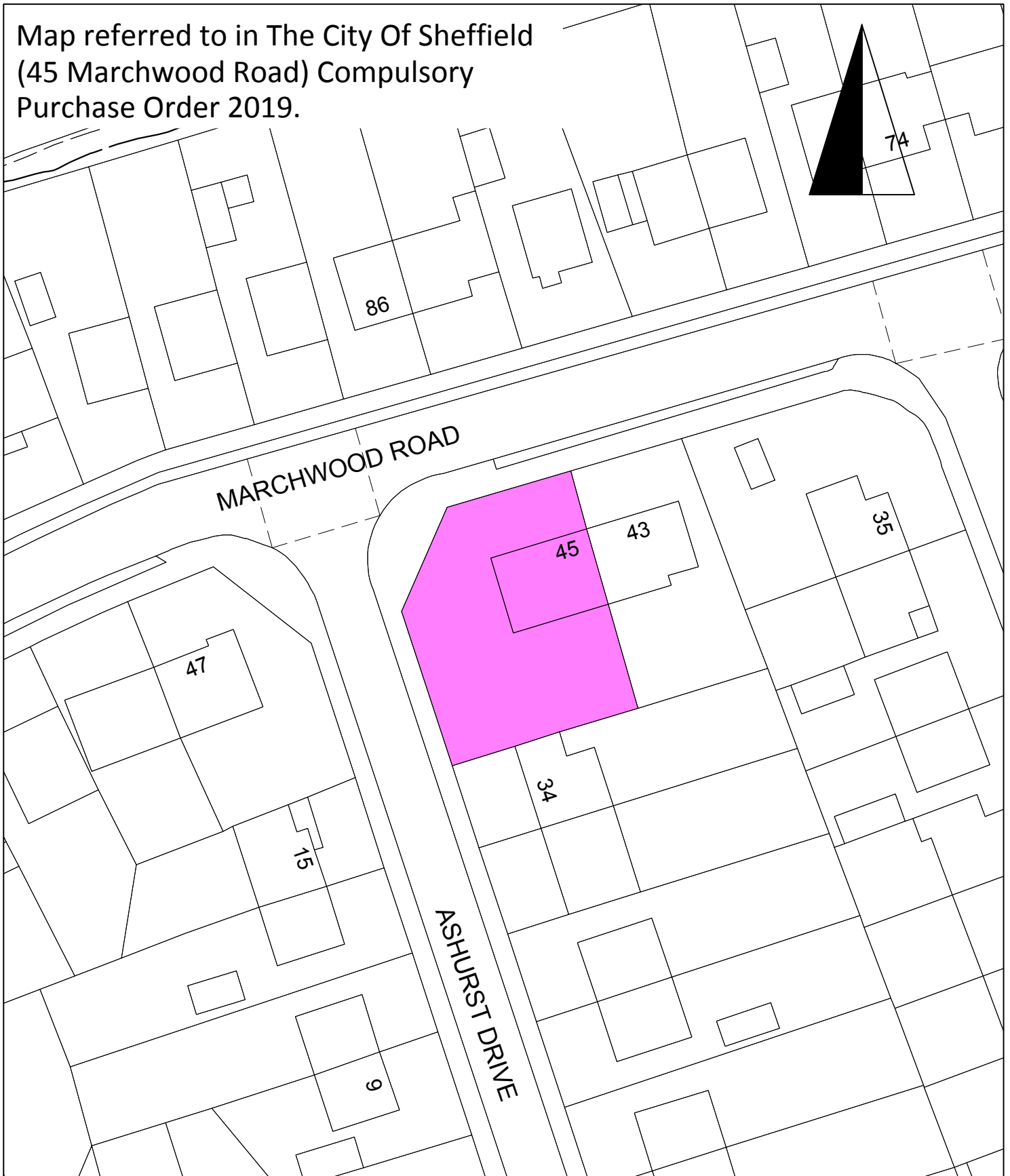
#### Review date

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

Approved



Map referred to in The City Of Sheffield  
(45 Marchwood Road) Compulsory  
Purchase Order 2019.



Scale
1:500
Date
29/05/2019



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